



National Offender
Management Service

**Annex to East of England
Service Level Agreement
for Prison Services Commissioned
by the National Offender
Management Service from the
Public Sector Provider**

Between

**The National Offender Management
Service as Commissioner and**

Her Majesty's Prison Service

for

Bedford

Local Establishment Annex 2014-15

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This document is the Local Establishment Annex 2014-15 to the East of England Regional SLA 2014-17. The Regional SLA, including this Annex, has been agreed between NOMS commissioners and the Deputy Director of Custody and signed by both parties confirming the agreement.

Section 1: Service Overview

From the **Commencement Date**, **HMPS** will deliver offender services as set out in this **SLA** and applicable **NOMS service specifications**. Additional commissioning arrangements with the YJB will be described within the National YJB SLA.

1. Establishment Details

Table 1: Establishment Details	
Establishment name	HMP & YOI Bedford
Establishment type	Local resettlement
Specialist function	
Security Category / Categories:	Category B or lower
Annual Operating Price	10,378,493

2. Establishment Population

HMPS shall provide the Operational Capacity and Certified Normal Accommodation (CNA) at the **Establishment**, as recorded in the table below. There is a legal requirement for any variations to Operational Capacity or CNA to be approved through the cell certification process set out in PSI 17/2012 Certified Prisoner Accommodation. Where there is a material difference between the commissioned Operational Capacity and CNA recorded in the table below and the certified levels, the **Notice of Change** process must be followed.

Table 2a: Capacity Specification	
Certified Normal Accommodation	322
Operational Capacity	506

Any restrictions in the establishment's allocation criteria must be recorded in the Population Specification in the table below. Material changes to the Population Specification must be agreed between the **Commissioner** and **HMPS** in advance

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of the change in population, using the **Notice of Change** process.

Table 2b: Population Allocation Specification	
Gender:	Male prisoners only
Age:	Adults (21 and over) and Young Adults (18-21)
Security Category:	Category B or lower
Sentence Status:	Remand and Sentenced prisoners
Sentence Length / Type:	No restrictions 45% unsentenced, 45% resettlement
Offence Type:	No restrictions
Nationality:	No restrictions

The assumptions of the **Commissioner** regarding the origins of the **Establishment's** population, the estimated numbers comprising each population segment and any specialist function are as recorded in the tables below. Some variance is always to be expected in the Population Assumptions, but where there is a material change between the assumptions recorded in the table below and the actual population held at the **Establishment**, the **Notice of Change** process must be followed.

Table 2c: Population Assumptions – Origin of the Population
<i>HMP & YOI Bedford is a local prison holding male prisoners aged 18 and over. The population is mainly comprised of remand prisoners and newly sentenced prisoners. This establishment mostly holds prisoners remanded or sentenced by courts in the East of England region and receives most of its prisoners from courts in the area, particularly Luton and St Albans.</i>

Table 2d: Population Assumptions – Estimated Background of the Population							
OCTOBER 2014							
	Cat A	Cat B	Cat C	Cat D	Male YO	Other	Total
Prisoners on remand, convicted unsentenced, or sentenced uncategorised	N/A	N/A	N/A	N/A	27	190	217
Prisoners sentenced to less than 12 months	N/A	N/A	10	N/A	0	N/A	10
Determinate prisoners serving 12 months or more but less than 4 years	N/A	N/A	N/A	N/A	5	N/A	5
Determinate prisoners serving more than 4 years	N/A	N/A	N/A	N/A	N/A	N/A	0
Indeterminate prisoners	N/A	N/A	N/A	N/A	N/A	N/A	0
Determinate and indeterminate Recallees	N/A	N/A	N/A	N/A	2	N/A	2
Non-criminals	N/A	N/A	N/A	N/A	N/A	N/A	0
Resettlement	N/A	N/A	198	N/A	25	N/A	223
Discretionary	N/A	N/A	49	N/A	N/A	N/A	49
Total	0	0	257	0	59	190	506
Resettlement	Yes	Reset %		40 +5%	Reset No.		198+25

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Specialist Function	
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SECTION 2: ESTABLISHMENT DELIVERY

Table 3: Local Response to Commissioning Intentions	
CI Title & No.	Response to Commissioning Intention
1a. There is a sense of purpose in relation to rehabilitation, desistance, and progression through a sentence which is shared and understood by all who work with offenders.	HMP Bedford will support a rehabilitative culture through the implementation of offender management as part of the core duties of the Band 4 Supervising Officers grade. This will increase expertise and ensure that a rehabilitative focus is endorsed by those leading the everyday activities within the establishment. This up-skilling will also ensure that all offenders move onto a suitable establishment with a completed OASys report and a clear direction for the remainder of their sentence. Use of the IEP and violence reduction schemes will provide a continued focus on involvement in their own rehabilitation and a safe environment in which to do so and the desistance training package will continue to be rolled out for front line staff to support the concept that 'every contact matters'
1b. All who work with offenders consistently demonstrate behaviours and attitudes that supports rehabilitation and desistance.	The staff recognition schemes at HMP Bedford will support staff demonstrating behaviours that encourage desistance; this will be acknowledged in a variety of ways including the High Sheriffs awards. The desistance training package will continue to be rolled out for front line staff to support the concept that 'every contact matters'. The SPDR process will support the every contact matters theme. All staff who engage with prisoners will be assessed by their line manager in relation to this theme. Staff will continue to be updated and the rehabilitative culture promoted via notices, newsletters, staff meetings and everyday briefings.
1c. Efforts are made to ensure offenders experience the environment as safe.	A comprehensive Violence Reduction Policy remains in force at HMP Bedford ensuring that any incidents of a violent nature are addressed immediately and in the most appropriate manner. Intelligence gathering and sharing will remain key within the establishment and help to build a bigger picture of what is occurring within the establishment. This will enable incidents to be investigated with background information. Cell sharing risks assessments will be completed on initial reception to ascertain level of risk and ensure prisoners are safe during their time in the establishment.
1d. Good quality risk assessments, risk management systems and information-sharing between partner agencies (where relevant)	HMP Bedford will fulfil a commitment to comply with the instructions set out in the National Security Framework and the Public Protection Manual and will provide assurance that the Local Security and Public Protection Strategies are kept up to date in line with current policy.

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result in the application of appropriate public protection and security measures, and these ensure the needs of victims are appropriately addressed.	
1e. Intelligence is gathered, developed and shared in a safe and timely manner.	HMP Bedford will fulfil a commitment to comply with the instructions set out in the National Security Framework and the Public Protection Manual and will provide assurance that the Local Security and Public Protection Strategies are kept up to date in line with current policy.
1f. The availability of drugs and mobile phones in prisons is tackled.	HMP Bedford will fulfil a commitment to comply with the instructions set out in the National Security Framework and the Public Protection Manual and will provide assurance that the Local Security and Public Protection Strategies are kept up to date in line with current policy.
1g. Prisoners are prevented from continuing criminality from within prisons.	HMP Bedford will fulfil a commitment to comply with the instructions set out in the National Security Framework and the Public Protection Manual and will provide assurance that the Local Security and Public Protection Strategies are kept up to date in line with current policy.
2a. There is evidence of effective coordination of delivery of services and integration of providers locally, regionally and nationally to maximise outcomes for offenders.	<p>We will maximise investment of all partners and providers delivering services for offenders at HMP Bedford and maximise outcomes for offenders by ensuring they experience a seamless and joined up service. By November 2014 we will review who we work with and how we work with them and ensure that all contracts and service level agreements demonstrate how each service fits within the overall strategic context of the establishment. This review will include all statutory and non statutory, existing and new partners and providers (including by anticipating any changes as a result of Through the Gate). We will develop a plan which describes how, within 12 months we will deliver:</p> <ul style="list-style-type: none"> • A clear shared strategic vision for how services align to maximise outcomes and create an integrated, seamless offender management service (including a shared understanding of outcomes and priorities) • A clear agreed plan of how services sequence and compliment each other, providing continuity of services to offenders both within and across prisons (facilitating the needs of all providers and contractual partners to allow them to effectively deliver) • Leadership which actively enables and integrates services, where partnership working arrangements improve performance and aid resolution of issues • An understanding of resource allocation, and how delivery and choices impact on the investment and activity of others

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	<ul style="list-style-type: none"> An agreement on how to safely use and share data and information <p>Progress will be monitored against the plan at monthly SMT Strategy meetings and at a regional level with the DDC.</p>
2b. Facilitate the ongoing operation of mandating day one entry of prison leavers onto the DWP Work Programme and any future changes through the introduction of Universal Credit.	HMP Bedford will continue to allow DWP daily access to the establishment to liaise and support prisoners. There is a broadband line in the resettlement area in place to enable DWP staff to effectively complete the full range of their duties.
<p>2c. In England - work together with NHS England and Public Health England in line with the National Partnership and Co-commissioning Agreement to ensure that NHS commissioned health services (including clinical and non-clinical substance misuse services) in custody support both health and justice outcomes and:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Are informed by an up to date Health Needs Assessment²⁴ taking account of the reconfiguration of the custodial estate including the creation of Resettlement Prisons <input type="checkbox"/> Support sustainable recovery from addiction to drugs and alcohol and improved mental health including dual diagnosis; <input type="checkbox"/> Promote continuity of care from community to custody, between establishments and through the prison gate in partnership with new providers of probation services; <input type="checkbox"/> Are implemented alongside efforts to reduce the supply of drugs and alcohol in prisons and the diversion of prescribed medication. 	<p>A Healthcare manager is an integrated part of the Senior Management Team and the Governor continues as co-chair of the Partnership Board. The Governor will continue to apply pressure on the Health Board to have a Health Needs Assessment completed. The Head of Resettlement will lead on the liaison with partner agencies to ensure that TTG services reflect the needs of the population. The Head of Residence is the nominated drug strategy coordinator and oversees the delivery of SORRT services led by the CAN partnership. There is a Supportive CPN team in place to assist with mental health issues.</p> <p>The establishment has a zero tolerance on drug and alcohol misuse and will employ the full range of security measures to prevent drugs from entering the establishment as specified in 1f</p>

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<p>2d. In England - Work together with local authorities to ensure that adult offenders and defendants with care and support needs are appropriately identified, their needs are assessed and they are supported to live with decency and as independently as possible; and that arrangements are made for continuity of care when an individual moves.</p>	<p>On reception, all prisoners are assessed based on their level of need for care and if provision is deemed to be required, in order to meet and support these needs, a referral will be made to the Equalities department within HMP Bedford. Examples of the types of need that may be identified would be, LD and for those prisoners with toileting and feeding issues. Any referrals will be monitored bi-monthly through the BEAT meetings which are attended by Heads of Function or their representatives. Where need cannot be met locally the Head of Healthcare will liaise with the local authorities to devise a support plan, this is also in conjunction with a commitment to working with Local Authorities in preparation for the forth coming Care Bill which is currently progressing through parliament. HMP Bedford will employ the use of a social care policy that utilises prisoner led social care and will look to expand the use of prisoner orderlies and build on the provision available through discussion with the Mayor of Bedfordshire.</p>
<p>2e. In England - Work with local authorities to promote inclusion of, and maximise benefits to, offenders' families.</p>	<p>The families' pathway is key to resettlement objectives and within HMP Bedford the Ormiston Trust provides this family support. The Ormiston manager, will continue to liaise with local authorities to ensure benefits for offenders' families are maximised. The intervention measures available are to be expanded through the Drug and Alcohol team that will employ family workers. The induction screening tool will be used to identify those prisoners/families that may require support through the troubled families' initiative and the Offender Management Unit will liaise with local authorities to arrange support.</p>
<p>2f. In England - Continue to improve access to a pathway of new and existing services for offenders with severe personality disorders. Services are primarily targeted at men who present a high risk of serious harm to others and women who present a high risk of committing further violent, sexual or serious criminal damage offences. Services are co-commissioned with NHS England Specialised Commissioning to support health and justice outcomes.</p>	<p>At HMP Bedford there is an arrangement in place where a member of the psychology team visits the establishment on a monthly basis to support the OM function. For violent offenders, where a need is identified, the OM function will refer to the psychology team for a risk management plan. HMP Bedford will continue to utilise the services of the dedicated CPN team within the establishment which provides support and assessment for those referred. The CPN team arrange for continued support upon release of prisoners into the community. Offender Supervisors within the OM function will ensure that prisoners identified as having need will be referred to those prison units which have provision for Personality Disorders.</p>
<p>2g. In England - Align services with Offender Learning and Skills Service (OLASS 4) providers in prisons. Put in place local partnership working arrangements and determine what learning opportunities will be offered in each prison. Support</p>	<p>All prisoners are screened for functional skills needs during induction and, where a need is identified, a full assessment is undertaken by the OLASS provider and maths and English courses are offered as a matter of priority. Our regimes are planned so as to reduce any interruption to a prisoner's learning; sentence planning and IEP are used to effect in securing prisoner engagement in their learning. Working in collaboration with our OLASS provider, we are closely monitoring recruitment, attendance and punctuality and we are planning and maximising our resources to ensure that prisoner achievement is optimised, using our OLASS budget to the full.</p>

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<p>initiatives to make prisons places of work and strengthen the focus on employability. Enhance access to mainstream learning and employment services for offenders on return to the community.</p>	<p>The Head of Learning and Skills facilitates prison based multi-disciplinary partnership meetings to discuss all aspects of learning and skills delivery and performance. A quarterly Quality Improvement Group is in place and the Head of Learning and Skills holds regular formal and informal meetings with the Education Manager. The group report to the Regional Governance Board, chaired by the DDC. This ensures alignment with regional and national learning and skills policy and priorities and the movement of funds, where deemed appropriate.</p> <p>Reliable labour market information pertaining to the areas into which prisoners will be released is accessed and this is used to help inform our curriculum so as to maximise employment opportunities. HMP Bedford aims to maintain good relationships with employers and colleges and endeavour to refer prisoners to them. Prisoners who are reaching the end of their custodial sentence are supported by the National Careers Service in career planning.</p>
<p>2h. In England - Strengthen partnership working to ensure that offenders have access to support and services to both prepare for and enable access to employment.</p>	<p>HMP Bedford has made contact with local employers in the labour market where there is the possibility of employment for prisoners. We currently have links with Asda and Arch H Handling. Arch H Handling is assisting in providing ROTL opportunities for prisoners and for the right candidate could offer employment on release. Asda assist the establishment by running a monthly skills workshop for prisoners called 'ASDA magic'.</p> <p>In establishment work for prisoners is provided through Burner systems and J Banks. The Head of Resettlement continues to develop the relationship with existing and new TTG partners to ensure offenders have access to services that support employment upon release.</p>
<p>3a. Target resources on evidence-informed interventions and services which are likely to deliver the best outcomes for the investment. This includes targeting factors shown to be related to NOMS intended outcomes and using a service design which will be effective with the groups which receive it.</p>	<p>HMP Bedford does not run any accredited programmes; however has need driven resources based on being a local establishment and resettlement prison. HMP Bedford offers non-accredited courses which concentrate on drug rehabilitation and links with family ties in preparation for release, for instance Road to Recovery, Parenting course and Stories with Dad. See tables 4a and 4b.</p> <p>The establishment will employ the use of the OM Screening Tool to signpost offenders to the relevant pathway according to their needs and will continue to offer a full range of pathway assistance through partner agencies covering housing, careers/employment, debt advice, health, substance misuse, mental health and family ties. Being a remand and resettlement prison there is insufficient time to undertake accredited interventions; therefore the establishment concentrates on the basic links with community and family that will provide the stability needed to desist from further offending. The use of pro-social modelling and the desistance training package will assist front line staff to support prisoners and engage in signposting activities. Prisoners identified as requiring a target driven intervention based on offending type will be prioritised for movement to an establishment that fully caters for their need.</p>
<p>3b. Have robust quality assurance processes in place to ensure offender</p>	<p>HMP Bedford ensures that all partner agencies, such as CAN and Ormiston trust, that run non-accredited courses, will evaluate the effectiveness of the course themselves and this forms part of their contact with the establishment.</p>

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<p>services are (i) delivered as they are intended (i.e. with integrity and as planned and designed) and (ii) that they are effective.</p>	<p>The Head of Function for the area will monitor the performance of the agencies including their attendance on courses and report back to the Senior Management Team through the monthly senior management strategy meeting and bi-lats. The information gathered will include the number of candidates delivered to in comparison to the service level agreement in place, the regularity of cancelled courses and non delivery through staff sickness, the results of course evaluations and effectiveness and the number of outcomes. Under performance and poor quality will be raised through the agencies Service Level Agreement by the Head of Function for that area.</p> <p>The Regional Psychology Unit will monitor the effectiveness of the Desistance Training package and will provide feedback to the Governor on the effectiveness of the package and the method of delivery. Other assurance methods include the HMIP, MQPL and SQL surveys the results of which should indicate whether the desistance training and service delivery are effective and to a high standard. The results of these surveys are monitored through the establishment action plan, monthly senior management strategy meeting and at bi-lats. Any information collated from these sources is used to inform service design in conjunction with Commissioners, DDC, Intervention Group and Regional Psychology team.</p>
<p>4a. Use segmentation and local data sources to target resources for rehabilitation services, case management and risk management where they deliver the greatest outcomes for investment.</p>	<p>The segmentation data for HMP Bedford from March 2013 identified the following information: 14 (6%) prisoners in the establishment are sex offenders 4% of which have 2 – 5 years left to serve. 60 (27%) prisoners in the establishment are violent offenders of whom 28 are serving under 6 months, 12 (41%) of the sentenced prisoners are detained for robbery and their sentence lengths are evenly spread from under 6 months to 5 years. Acquisitive offences account for 91 (41%) prisoners within the establishment 47 of which are serving less than 6 months. 27 (12%) prisoners are sentenced for drugs related offences and 10 (4%) for motoring the majority of which are serving under 6 months. The population at HMP Bedford is extremely varied with many serving less than 6 months which presents difficulties in providing targeted interventions in the timeframe. For those prisoners who are serving longer sentences HMP Bedford is unable to hold prisoners long enough to complete accredited interventions. Therefore no specific interventions are offered at HMP Bedford due to it being a local and resettlement establishment. To best serve regional needs HMP Bedford will ensure that prisoners are seen by the Offender Management Unit and an OASys report completed. The establishment will aim to provide higher intensity case management to sexual offenders and violent offenders with a high OGRS, OSP and OVP. Offenders with high risk of harm scores for any offence will be prioritised for a move to an establishment that can meet their needs. Those prisoners with a specified substance misuse issue will be targeted through the drug recovery wing and road to Recovery course.</p>
<p>5a. Relevant individual needs and characteristics are effectively identified, assessed, and monitored. This information is shared appropriately, proactively and sensitively across the organisation, and with delivery</p>	<p>The induction process will continue to be used at HMP Bedford to screen individuals for rehabilitative needs; learning difficulties and language barriers and sign post them to relevant partner agencies that can assist with their needs. The following methods will be used to monitor individuals and how they maybe disadvantaged: the Equalities department, SMART monitoring, equality champions, protected characteristics and nominated SMT members. Monthly BEAT meetings will continue to discuss areas of concern and distribute actions for members. On reception a health needs assessment is carried out by Primary Care Trust to assess the prisoners' health needs and set up further appointments. Prisoners can access primary and secondary health services within the</p>

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partners.	establishment including mental health, doctor, dentist, nursing and opticians. The Primary care Trust will work in conjunction with the Equalities department and residential units to ensure areas of concern are monitored. The Primary Care Trust attends the daily morning meeting to raise any concerns with regard to practice and individuals who require extra assistance whilst in custody. The establishment will share information safely/proactively with partner agencies through the introduction of Information Sharing agreements.
5b. Information regarding individual needs and characteristics is used to adapt and sequence services to meet individual needs and maximise their benefit, and offenders are supported and encouraged to access appropriate services.	HMP Bedford will use the induction process will continue to screen individuals for rehabilitative needs, learning difficulties and language barriers and sign post them to relevant partner agencies that can assist with their needs. The establishment will ensure that offenders are signposted to suitable interventions by Offender Supervisors who prioritise services accessed by prisoners through their individual OASys plan. OASys is reviewed annually in most cases unless there are significant changes that will instigate a review. Adjustments will be made to assist prisoners with particular individual needs. Staff at HMP Bedford will be able to access through the Civil Service Learning site information and training to support them in recognising barriers to engagement that may arise due to protected characteristics and intellectual function.
6a. Continue to identify, assess and manage extremist offenders by engaging with existing local structures and ensuring that training and awareness is embedded among key staff groups. Ensure referral, where appropriate, to interventions, structured assessment and structured interventions and faith-based programmes according to offender risk and need.	In relation to NOMS' approach to the identification, assessment and management of extremist offenders, HMP Bedford will ensure delivery in the key thematic areas of Intelligence Gathering & Management; Offender Management and Public Protection; and Interventions & Resettlement, as assessed by NOMS HQ. HMP Bedford will also ensure that any recommendations related to the identification, assessment and management of extremist offenders which are identified in year through the NOMS assessment process are implemented within reasonable timescales.
6b. Deliver victim-offender conferences (Restorative Justice) where capacity exists and develop partnerships and a supportive environment to enable delivery where it does not.	HMP Bedford will enable a supportive environment in which delivery of victim-offender conferencing (RJ) can take place by ensuring that there is awareness of RJ amongst relevant staff groups, this will be achieved through notices, briefings and one to one support. Within the establishment the single point of contact for RJ is the Custodial Manager for Offender Management and they will be responsible for ensuring there is an agreed referral process with partners and that the processes which contribute to suitability and risk assessments are appropriate. The Custodial Manager for Offender Management will also be responsible for the smooth operation of gate procedures for entry into the establishment of victims and other participants, maintaining appropriate rooms for the conference to take place and for ensuring that RJ is fully integrated into sentence planning.
6c. Ensure the efficient use of prison places through development and implementation of	HMP Bedford will continue a bail strategy which ensures that all new remand prisoners are screened for and provided with bail services and conduct targeted bail information enquiries and communicate effectively with court based bail services' staff in accordance with the Bail Services and BASS Specification SLAs (for prisons that

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<p>local bail strategies and use of HDC for appropriate offenders, including making full use of Bail Accommodation and Support Service.</p>	<p>release prisoners on HDC).</p> <p>HMP Bedford will continue an HDC strategy which ensures that all prisoners eligible for HDC who cannot provide an accommodation address are routinely offered accommodation through BASS. We will continue to stress the importance of liaison with the licence supervisor (offender manager) and ensure that releases to BASS are credited as 'suitable and settled' for the purpose of delivery levels. BASS will be considered as an option when non-BASS HDC placements fail and will consider BASS support-only for those with their own accommodation who could be released with additional support. BASS will be promoted within the establishments, making use of BASS posters, leaflets and DVD available from the contractor, Stonham.</p> <p>HMP Bedford will monitor BASS referral and placement trends and investigate when these are outside the expected range and establish improvement objectives where outcomes are substantially below the expected or historic level for the institution</p>
<p>6d. Increase the amount of commercial and economically beneficial work in prisons undertaken by prisoners.</p>	<p>At HMP Bedford an Activities Custodial Manager is in place and is responsible for sourcing work and liaising with One3One Solutions with regard to commercial work within the establishment. The Activities Custodial Manager will continue to seek opportunities to increase economically beneficial work.</p>
<p>6e. Support the delivery of efficiencies across the criminal justice system by increasing the use of prison video links.</p>	<p>HMP Bedford will continue with the existing strategy for video conferencing facilities in line with the NOMS Video Action Plan by maintaining strong relationships through the Offender Management Hub Manager and the Head of Security. We will advertise the video link capabilities of the establishment with the courts we serve and encourage all court hearings to be undertaken via video link if possible. Inappropriate court hearings are challenged with the court and the Governor will attend the local Criminal Justice Board and will continue to challenge barristers and solicitors who insist on face to face court appearances.</p>

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Table 4a: Rehabilitation Services

This table should reflect all NOMS Commissioned and NOMS Co-Commissioned services delivered as part of the Core Rehabilitation Offer. It is assumed all the services described below are available to all prisoners with an identified need: therefore targeting information is not applicable to this section. It is understood that these services may change in year as a result of the Through The Gate competition and tendering process. Changes to this table will be managed through existing NoC mechanisms.

Rehabilitation Services in Custody	Name of Service Service Description	Commissioning Arrangements (NOMS Locally, Regionally or Co-Commissioned)
Staff support and encourage prisoners to participate fully in rehabilitation services	<ul style="list-style-type: none"> • All prisoners participate in the Induction process, where they are interviewed, identifying all resettlement pathways and any additional support required. This information is gathered using the initial screening tool and referrals to agencies are highlighted within the document. • Prisoners have access and support if required to maintain their family contact and identify any family issues with staff and Ormiston Trust. They have access to a first night phone call in reception and an induction letter. The phone call is endorsed on the initial screening tool. • Foreign National Prisoners who have language barriers are given access to Applied Language Solutions (ALS) to interpret and relay any concerns to staff, and also relay the Induction Process to the prisoner. • Prisoners who apply for the enhanced regime have their application circulated to the Work area, Offender Management Unit, Security and Wing Officer for approval. This enables the Offender Management unit to report on engagement with sentence planning, creating a direct link between participation and IEP. Those prisoners who refuse to attend activities without a valid reason are issued with an IEP warning. • Desistance training, a training package for front line staff to encourage pro-social interaction and reinforce positive change, has been rolled out across the establishment and will continue until all staff are trained in this area. • Staff effectively share information during daily wing briefings, using the observation books and cnomis case notes. • Incentives and Earned Privileges scheme will be used to encourage participation in rehabilitation. 	NOMS Locally & Co-Commissioned
Prisoners are made aware of their responsibilities in engaging with and accessing services	<ul style="list-style-type: none"> • All new receptions have Induction during which they are advised of the services available to them. Both the induction and the OASys process stress the need for the prisoner to engage with the process to get full benefit from the services. At this stage prisoners will also be made aware of the IEP scheme and its aim to support rehabilitation. • The skills and qualifications achieved will be monitored to assess the take up of rehabilitative activities. • Through a programme of desistance training we will ensure that all prisoners receive the support message from staff and that staff are aware of the impact negativity can have on the prison population. 	NOMS Locally

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Prisoners anti social attitudes, thinking and behaviours are addressed by staff through pro social interaction and engagement	<ul style="list-style-type: none"> Desistance training, a training package for front line staff to encourage pro-social interaction and reinforce positive change, has been rolled out across the establishment and will continue until all staff are trained in this area. The yearly SPDR process will be used in conjunction with the competency framework to encourage staff to promote pro social behaviours within prisoners. Management will lead by example and existing communication processes such as newsletters and briefings will be used to further support the message. Prisoners' forums will be used to discuss the every contact matters agenda including development requirements and good practices. The Business Plan for the establishment will reiterate the pro-social modelling theme. 	
Prisoners can access appropriate services that enable them to seek suitable employment and/or training for release.	<ul style="list-style-type: none"> All new receptions undertake the Induction process which includes employment and accommodation being recorded on their initial arrival into the establishment and the Induction screening tool is used to assess prisoners' resettlement needs on initial reception. Jobcentre plus works within the establishment to assist prisoners in seeking suitable employment and/or training on release. Basic skills assessments are undertaken on induction to assess level of involvement required. IAG workers are available on Induction to provide guidance and support to peers. Up to date information boards around the establishment and quick reference guides for staff are provided on each wing. 	NOMS Locally & Co-Commissioned
Prisoners can access services that enable them to manage housing needs created as a result of their custody.	<ul style="list-style-type: none"> All new receptions undertake the Induction process which includes employment and accommodation being recorded on their initial arrival into the establishment and the Induction screening tool is used to assess prisoners' resettlement needs on initial reception. St Mungo's are available within the establishment to assist prisoners in retaining accommodation whilst in custody and finding suitable accommodation upon release. IAG workers available on Induction to provide guidance and support to peers. Up to date information boards around the establishment and quick reference guides for staff provided on each wing. 	NOMS Locally & Co-Commissioned
Prisoners can access services that enable them to seek settled and suitable housing for release.	<ul style="list-style-type: none"> All new receptions undertake the Induction process which includes employment and accommodation being recorded on their initial arrival into the establishment and the Induction screening tool is used to assess prisoners' resettlement needs on initial reception. St Mungo's are available within the establishment to assist prisoners in retaining accommodation whilst in custody and finding suitable accommodation upon release. IAG workers available on Induction to provide guidance and support to peers. Up to date information boards around the establishment and quick reference guides for staff are provided on each wing. 	NOMS Locally & Co-Commissioned

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Prisoners can access services to enable them to address personal financial management issues created as a result of their custody.	<ul style="list-style-type: none"> • Jobcentre plus provides guidance on benefits whilst in custody and upon release. • NACRO provide assistance and guidance on bank accounts for prisoners. • The Luton Debt Advice service is available in the establishment to provide guidance on debt. • Upon reception prisoners undertake the induction process during which they can be signposted to support services. 	NOMS Locally & Co-Commissioned
Prisoners can access available services which enable them to address their family welfare and family support needs.	<ul style="list-style-type: none"> • Ormiston Trust works within the establishment to assist prisoners with maintaining family ties. • A programme of domestic visits is in operation in conjunction with the IEP scheme. • Upon reception prisoners undertake the induction process during which they can be signposted to support services. 	NOMS Locally & Co-Commissioned
Prisoners have equivalence of access to health services in custody as in the community.	<ul style="list-style-type: none"> • On reception a health needs assessment is carried out by Primary Care Trust. • Prisoners can access primary and secondary health services within the establishment including mental health, doctor, dentist, nursing and opticians. 	Co-Commissioned
Prisoners can access treatment, services, advice and support around drug and alcohol needs.	<ul style="list-style-type: none"> • SORRT services; managed by CAN, are available within the establishment and incorporates both clinical and psychological interventions for substance misuse. 	Co-Commissioned
Prisoners who have experienced domestic violence, rape or abuse can access services that offer them advice and support.	<ul style="list-style-type: none"> • Information on support services for those suffering from or having suffered from domestic abuse is available within the establishment. 	NOMS Locally
Prisoners who have been sex workers can access services that offer them advice and support.	<ul style="list-style-type: none"> • Information on support services for those who have been sex workers is available within the establishment. 	NOMS Locally

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Table 4b: Rehabilitation Services - Additional Services Offer

Using segmentation and local data sources to target resources where they will deliver the greatest outcomes for investment - this table should reflect the case management activity, risk management activity and rehabilitative services and interventions, delivered within the establishment which are **additional** to the core offer

Segment	Total no. of Prisoners within Segment <ul style="list-style-type: none"> Use the segmentation data tool on the NOMS Performance HUB to get the numerical data you need to populate this column 	Strategic approach to meeting the needs of the segment Title and description of rehabilitative services/interventions and case management activities <ul style="list-style-type: none"> Give the title and a brief description of the case management activities offered to offenders in each segment Give a brief description of the range of rehabilitative services and interventions offered to offenders by segment. Include any accredited programmes on offer. Use the guidance on targeting in Commissioning Intention 4a If a service or intervention is available across more than one segment (for example – TSP may be available to both sex offenders and violent offenders) then state in each applicable box, making clear in the next column the number of completions relating to each segment. 	Indicate whether the service or intervention is commissioned or co-commissioned and the number of offenders who will be able to access the intervention or service annually <ul style="list-style-type: none"> For accredited programmes give the number of completions It is not necessary to record volumes for case management activities
All Offenders – where service targeted by need rather than risk		<p>Smoking cessation sessions are held for those prisoners wishing to desist from smoking.</p> <p>Faith services are held for each individual faith which can be accessed by those prisoners of that faith.</p> <p>Road to recovery course is available to tackle prisoners substance misuse problems, in particular focussing on demand and harm reduction.</p> <p>Bereavement counselling is available for those prisoners wishing to access it who have suffered a death of someone close.</p>	<p>6 prisoners course, 4 courses per year Co-Commissioned</p> <p>1 session for each faith per week. Numbers vary according to need.</p> <p>12 prisoners per 4 week course. 10 courses per year. Co-Commissioned</p> <p>Ad hoc basis when needed</p>
Sexual Offenders	All sex offenders: 14 (6%) of whom 7 are low OSP (low OGRS), 3 are medium OSP (low OGRS), 1 is high OSP (high OGRS) and 1 is very high OSP	<p>The prisoner will be seen by Offender Management unit and an OASys report completed. We will aim to provide higher intensity case management to sexual offenders with a high OSP. The offender will be prioritised for a move to an establishment that can meet their offending behaviour requirements.</p>	<p>All prisoners serving 12 months and over will have an OAsys. Higher intensity case management will be</p>

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	(medium OGRS).		delivered to prisoners with a high/very high OSP.
Violent offenders	All violent offenders 60 (27%) of whom 8 are low OVP (med & high OGRS), 21 are medium OVP (5 med, 9 high and 7 v. high OGRS), 15 are high OVP (5 high, 9 v.high and 1 prolific OGRS), 1 v.high OVP (v. high OGRS).	The prisoner will be seen by Offender Management unit and an OASys report completed. We will aim to provide higher intensity case management for these prisoners. Violent offenders where a need is identified will be referred to the psychology team for a risk management plan. Prisoners in this category will be prioritised for a move to an establishment that can meet their offending behaviour needs.	All prisoners serving 12 months and over will have an OASys. Higher intensity case management will be delivered to prisoners with a high/very high OVP.
Indeterminate Sentenced Prisoners (ISPs)	All indeterminate sentence prisoners 8 (4%) of whom 2 have a low OGRS, 2 are medium OGRS, 3 are high OGRS and 1 is very high OGRS.	The prisoner will be seen by Offender Management unit and an OASys report completed, where a need is identified the offender will be prioritised for a move to an establishment that can assist them with addressing their offending behaviour.	All indeterminate prisoners
Low likelihood of any reconviction OGRS 0-24%	28 (13%) of whom 12 are sexual offenders with more than 12 months to serve, 3 are violent offenders, 6 are acquisitive, 6 are robbery offences and 1 motoring offence.	Low intensity case management will be employed by the establishment as a local prison. Offender Supervisors will make use of their time on wing supervision duty to "catch-up" with some of their caseload. We will put in place an approach based on 'Every Contact Matters' to ensure that all staff who have contact with offenders understand their role in contributing to rehabilitation, and feed back on any relevant contact to the OMU and Offender Supervisors. Low intensity risk management. <ul style="list-style-type: none"> Our minimum risk management approach for all offenders is based on partnership between the OMU, Security Department and others as required, so that all risk information is shared. Medium ROSH ratings prompt a pro-active approach to observing and recording behaviour, and sharing information across the prison, and restricting/monitoring visits where necessary. High/Very high ROSH ratings are prioritised for highest levels of risk management, which includes monitoring of communications and discussion at inter-departmental risk management meetings in cases of greatest concern. 	All low OGRS prisoners
Medium likelihood of any reconviction OGRS 25-49%	45 (20%) of which 1 is a sexual offence, 15 are violent offences, 6 robbery, 6 acquisitive, 11 drug related, 5 motoring and 1 other.	As above, plus- Prisoners in this bracket are offered non-accredited interventions, such as: Ormiston Trust- Parenting course; NACRO assistance; Luton debt advice; St Mungos housing support; Stories with Dads Case and risk management as above.	All medium OGRS prisoners
High likelihood of any reconviction	71 (32%) of which 1 is a sexual offence, 18 violent	As above, plus- Where a need is identified through the OASys assessment system the offender will be prioritised for a move to an establishment that can meet their needs. Higher	All high OGRS prisoners

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OGRS 50- 74%	offences, 6 robbery, 30 acquisitive, 8 drugs related, 3 motoring and 5 other.	<p>intensity case management by Offender Supervisors will be employed for high OGRS scores. Medium Intensity case management will be made available to as many offenders in this OGRS band as resources will allow. We will begin by prioritising violent offenders with OVP 30%+, sex offenders with a RM2000 above 'low' and all indeterminate sentenced offenders for this level of service.</p> <p>Medium intensity case management includes: one to one supervision, recognising achievements / reflecting on setbacks and planning for positive change, motivation to maintain or make progress, consolidate learning, observe changes in behaviour or attitudes etc. This is a large group so we will schedule one to one sessions in response to events in each case, with the frequency and length of appointments increasing for those closest to release date, where key work/activity is still required.</p>	
Very high likelihood of any reconviction OGRS 75-89%	63 (28%) of which 22 are violent offences, 34 are acquisitive, 2 drugs related, 1 motoring and 4 other.	<p>As above</p> <p>Highest intensity case management will be made available to as many offenders in this OGRS band as resources will allow. We will begin by prioritising violent offenders with OVP over 60%, sex offenders with a RM2000 above 'medium' and indeterminate sentenced offenders approaching tariff or a move to open conditions.</p> <p>Highest intensity case management is as medium intensity but with more frequent / longer supervision sessions (with a clear purpose linked to the aims of the sentence plan), and active advocating for offenders where they may need help in accessing services to reduce re-offending..</p>	All prisoners
Extremely high likelihood of any reconviction (prolific) OGRS 90-100%	17 (8%) of which 2 are violent offences and 15 are acquisitive.	As above, plus - Integrated Offender Management – targeting high re-offending with a combined approach including police, probation, prisons, and local authorities. Prolific offenders will be managed through the relevant prolific offender scheme provided by local services.	All prisoners identified as prolific offenders.

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Table 5: Accredited Programmes provided in the establishment	
Does this establishment deliver NOMs Commissioned accredited programmes?	No

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Table 6: Development Objective

CI Title & No.	Objective: Describe a SMART objective including what you want to achieve how you will measure your success and key milestones	Does this contribute to a regional objective (yes/no)
4. Ensure delivery is matched to population, purpose and NOMS outcomes.	Investigate whether the induction screening tool can be incorporated into partner contracts to remove the need for agencies to see all prisoners regardless of their needs this will provide more effective targeting of services. Feasibility to be decided by December 2014, progress will be monitored through Functional Head bi-lats.	No
4. Ensure delivery is matched to population, purpose and NOMS outcomes.	Investigate whether there is a need to provide more work based skills within the establishment and if so what those skills could be. To be reported by December 2014, progress will be monitored through Functional Head bi-lats.	No
1. Enhance public protection and ensure a safe, decent environment and rehabilitative culture.	Assess the number of RM2000 trained staff within the establishment and identify further training requirements by November 2014, progress will be monitored through Functional Head bi-lats.	No
1. Enhance public protection and ensure a safe, decent environment and rehabilitative culture.	HMP Bedford will assess the need for prisoner compacts that highlight offender participation in rehabilitation by August 2014, progress will be monitored through Functional Head bi-lats.	No
1. Enhance public protection and ensure a safe, decent environment and rehabilitative culture	HMP Bedford will design and distribute leaflets for staff promoting pro social modelling by June 2014 progress will be monitored through bi-lats with the Functional Head.	No
2. Strengthen integration of service delivery between directly funded, co-commissioned providers and wider partners	<p>HMP Bedford will maximise investment of all partners and providers delivering services for offenders at HMP Bedford and maximise outcomes for offenders by ensuring they experience a seamless and joined up service. By November 2014 we will review who we work with and how we work with them and ensure that all contracts and service level agreements demonstrate how each service fits within the overall strategic context of the establishment. This review will include all statutory and non statutory, existing and new partners and providers (including by anticipating any changes as a result of Through the Gate). We will develop a plan which describes how, within 12 months we will deliver:</p> <ul style="list-style-type: none"> • A clear shared strategic vision for how services align to maximise outcomes and create an integrated, 	No

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	<p>seamless offender management service (including a shared understanding of outcomes and priorities)</p> <ul style="list-style-type: none">• A clear agreed plan of how services sequence and compliment each other, providing continuity of services to offenders both within and across prisons (facilitating the needs of all providers and contractual partners to allow them to effectively deliver)• Leadership which actively enables and integrates services, where partnership working arrangements improve performance and aid resolution of issues• An understanding of resource allocation, and how delivery and choices impact on the investment and activity of others• An agreement on how to safely use and share data and information <p>Progress will be monitored against the plan at monthly SMT Strategy meetings and at a regional level with the DDC.</p>	
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Table 7a: Mandatory Service specifications applicable under this Local Annex

The following specifications are mandatory for all establishments.
For the full list of NOMS Service Specifications, please refer to the Ministry of Justice website:
<http://www.justice.gov.uk/about/noms/noms-directory-of-services-and-specifications.htm>

	Service Specification	Implementation detail	Notes
1	Early Days & Discharge – First Night in Custody	Existing service specification which remains in force	
2	Early Days & Discharge – Induction to Custody	Existing service specification which remains in force	
3	Early Days & Discharge – Reception In	Existing service specification which remains in force	
4	Early Days & Discharge – Discharge	Existing service specification which remains in force	
5	Cell and Area Searching	Existing service specification which remains in force	
6	Catering	Existing service specification which remains in force	
7	Visits – Services for Visitors	Existing service specification which remains in force	
8	Visits – Visits Booking	Existing service specification which remains in force	
9	Visits – Conduct Visits	Existing service specification which remains in force	
10	Prisoner Property Services	Existing service specification which remains in force	
11	POSOE – Communication & Control Rooms	Existing service specification which remains in force	
12	POSOE – Gate Services	Existing service specification which remains in force	
13	POSOE – Internal Prisoner Movements	Existing service specification which remains in force	
14	Residential Services	Existing service specification which remains in force	
15	Nights	Existing service specification which remains in force	
16	Prisoner Discipline and Segregation – Prisoner Discipline Procedures	Existing service specification which remains in force	
17	Prisoner Discipline and Segregation – Segregation of Prisoners	Existing service specification which remains in force	
18	Immigration, Repatriation and Removal Services	Existing service specification which remains in force	
19	Faith and Pastoral Care for Prisoners	Existing service specification which remains in force	
20	Physical Education	Existing service specification which remains in force	
21	Mandatory Drug Testing	Existing service specification which remains in force	
22	Prisoner Communications Services	Existing service specification which remains in force	
23	Management of Prisoners at Risk of Harm to Self or Others	Existing service specification which remains in force	
24	Security Management	Existing service specification which remains in force	
25	Activity Allocation	Existing service specification which remains in force	
26	External Movements and Appearances	Existing service specification which remains in force	

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27	Manage Prisoner Finance	Existing service specification which remains in force	
28	Prisoner Retail	Existing service specification which remains in force	
29	Enablers of national co-commissioned services in prisons	Existing service specification which remains in force	
30	Processing and Resolution of Prisoner Complaints	Existing service specification which remains in force	
31	Manage the Custodial Sentence - Categorisation & Allocation for Custody	Existing service specification which remains in force	
32	Manage the Custodial Sentence - Manage the Sentence Pre & Post Release from Custody	Remains in force until all outputs in new specification (Manage the Custodial and Post Release Periods) go live	
33	Manage the Custodial & Post Release Periods ⁺	Some provisions go live April/May 2014, others from contract award	Outputs 22, 22a and 23 (relating to the new risk escalation process), output 8 (which covers the resettlement needs screening of prisoners and for remand prisoners was previously an output in the Rehabilitation in Custody Specification) and outputs 53/54 (jurisdiction is transferred in/out) will go live April/May 2014. The remainder of the specification will go live at the date of CRC contract award.
34	Rehabilitation Services - In custody	Go live April/May 2014	
35	Bail Accommodation Services (BASS)	Go live April/May 2014	
36	Prisoner Employment, Training & Skills	Existing service specification which remains in force	

⁺ Note: 'Manage the Custodial & Post Release Periods' will replace 'Manage the custodial sentence - Manage the sentence pre & post release from custody', once new legislation in force and CRC contracts awarded.

Table 7b: Service specifications applicable under this Local Annex

For the following specifications, indicate which are applicable to the establishment by confirming Yes or No			
37	Specialist Units (HSE)	No	Existing service specification which remains in force
38	Bail Services	Yes	Go live April/May 2014
39	Deliver Accredited Programmes	No	Go live April/May 2014
40	Mother & Baby Unit	No	Existing service specification which remains in force
41	Deliver Victim Offender Conferencing (Restorative Justice)	No	Go live April/May 2014

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Table 7c: Service Options, above the national minimum		
(which are commissioned under this SLA)		
Service specification	Output(s) commissioned	Service Option Commissioned [YES / NO]
Cell & Area Searching	A risk assessed programme of routine area searching is agreed, documented and completed correctly. HSE only	No
Cell & Area Searching	Assurance is sought through a risk assessed programme of covert testing. Non HSE	Yes
Early Days & Discharge - First Night in Custody	One-to-one welfare support is provided within courts/custody suites to address immediate needs of the prisoner.	No
Visits - Conduct Visits	There are facilities for children to participate in supervised play whilst visiting a prisoner	Yes
Visits - Services for Visitors	Visitors are able to purchase snacks and hot/cold drinks prior to the visits period.	Yes
Visits - Services for Visitors	Visitors are able to purchase a meal and hot/cold drinks prior to the visits period.	No
Visits - Services for Visitors	Private meetings can be facilitated between visitors and Partner Agencies.	No
Visits - Services for Visitors	There are facilities for children to play whilst waiting to visit a prisoner.	Yes
Visits - Services for Visitors	Visitors receive information through a variety of media regarding relevant support services.	Yes
Visits - Services for Visitors	A Family Support Worker is available to support families.	No
Faith and Pastoral Care	Prisoners have access to a Resettlement Chaplaincy Scheme.	Yes
Mandatory Drug Testing	Prisoners found guilty of misuse of Class B and/or Class C drugs or who frequently refuse to comply with MDT testing may be subject to a Frequent Testing Programme.	Yes
Mandatory Drug Testing	Prisoners may be subject to Reception testing.	No
Prisoner Employment, Training & Skills	Prisoners have the opportunity to gain industry recognised and accredited qualifications through employment, training and skills according to risk and need.	Yes
Prisoner Employment, Training & Skills	Qualifications gained are aligned with market needs and within the Qualifications and Credit Framework	Yes
Deliver Accredited Programmes	Competent staff are contributed to the national training provision as agreed by the commissioner. Output wording subject to revision	No

Table 7d: Agreed delivery hours for specified services			
Service Specification	Output	Agreed hours	Rationale (where hours are agreed above the minimum set within specifications)
Residential Services	Daily time in open air [minimum 30 minutes] (row 21 of the specification)	30 minutes per day	
Physical Education	Minimum number of PE Hours [per week] (row 1 of the specification) (as calculated using the SBC published spreadsheet product)	4 hours weekly	There are long periods of non work related unlock. A fuller PE programme provides some diversity of provision and helps ease any potential tension on the wings.

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8. Activity Places (Work and Prison Services)

Table 8a: Agreed Activity Allocation places

Table 8a: CU095a (Hours Worked in Industry) activity places allocation

The content of this table 8a removes the need for an establishment to complete a separate Annual Capacity Forecast (ACF) by documenting the workshop activity details and predicted outputs.

INDUSTRIES (ONE3ONE)										
INDUSTRY SERVICE CODE	WORKSHOP NAME	Maximum number of prisoner places per activity (planned per week total for 2014-15)	TOTAL STAFF NUMBERS	CORE HOURS PER WEEK	Annual Internal Soft Charged Sales Predictions	Annual Internal Hard Charged Sales Predictions	Annual External Sales Predictions	Annual Internal Soft Charged Materials Predictions	Annual Internal Hard Charged Materials Predictions	Annual External Materials Predictions
	Burner Workshop	10	1	27			13500			
	E Wing Packers	6	1	12			8100			
	F Wing Packers	13	1	27			17550			
	Industrial Cleaning	8	2	12						
Total		37	5				£39,150			

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Table 8b: Services (not industries)

Table 8b CU095b (Hours Worked in Services) – this should contain services that are measured under this specific metric			
Activity Service Code	Service Description	Maximum number of prisoner places per activity (planned per week total for 2014-15)	CORE HOURS PER WEEK
Kitchen	Servery Worker Kitchen Supervisor Kitchen Worker	17	33
Orderly Cleaners	Library Orderly Visits Orderly Reception Orderly Chaplaincy Orderly B1/C1 Orderly Gym Orderly HCC Orderly Grounds Orderly Laundry Orderly Painting Orderly	27	33
Wing Cleaning	A, B, C, D, E, F Wing Cleaner A, B, C, D, E, F Wing Cleaner Qualified E Wing Cleaner PM E Wing Cleaner R2R F Wing Cleaner PM	34	27
Other Occupations	A, B, C, D, E, F Wing Laundry Worker A, B, C, D, E, F Wing Menu/Letters A, B, C, D, E, F Wing Painter	26	27
Sub total		104	

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Table 8c- other permanent activity places

This will include other permanent weekly activities including OLASS activity places, ROTL places

Table 8c: Other Activities			
This should contain activities that are not in scope of either CU095a (Hours Worked in Industry) or CU095b (Hours Worked in Services) metrics.			
Activity Service Code	Activity Description	Maximum number of FTE prisoner places per activity (planned per week total for 2014-15)	CORE HOURS PER WEEK
Basic Key Skills up to level 2			
Core Education Classes			
Education Induction Assessment			
Education leading to accreditation	EFS Literacy EFS Numeracy ESOL F1 Training IAG Training IT Literacy – Education/In cell work Numeracy – Education/In cell work Music – A,B,C,D,E Numeracy – Education/In cell work PSD – A, B, C,D,E F Wing Education F Wing - IT	195	12
PE Leading to QCA Qualifications	Health Champions	6	12 per week every

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			quarter
Skills training leading to Accreditation	IAG Worker A, B, C, D, E, F Reception, Resettlement, SSU	8	27
ROTL	ROTL	1	27
Prison Induction Courses/Interviews			
Other			
Sub total		210	
Table 8 Total		314	

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Section 3: Regime Outline

The master record of the establishment's regime is on the NOMS Performance Hub and is subject to appropriate governance and change control. This table will document a "snapshot" of the agreed regime set following negotiations between HMPS and the Commissioner and effective at the commencement date of the SLA.

Guidance and Technical Notes relating to the Commissioned Regime Return will be available on the NOMS Performance Hub.

Out of cell session time summary by day

Day	Activity	Association	Domestics	Meal	Movement	Total Time Out of Cell
Mon	3h 41m	0h 47m	2h 03m	0h 45m	0h 43m	8h 02m
Tue	3h 43m	0h 45m	1h 37m	0h 45m	0h 42m	7h 35m
Wed	3h 41m	0h 47m	2h 03m	0h 45m	0h 43m	8h 02m
Thu	3h 43m	0h 45m	1h 37m	0h 45m	0h 42m	7h 35m
Fri	4h 31m	0h 00m	4h 15m	1h 58m	0h 39m	11h 25m
Sat	0h 37m	0h 00m	3h 18m	0h 35m	0h 00m	4h 31m
Sun	1h 06m	0h 00m	5h 26m	0h 53m	0h 00m	7h 27m

5 day average time out of cell

Type	Activity	Association	Domestics	Meal	Movement	Total Time Out of Cell
5-day	3h 52m	0h 37m	2h 19m	1h 00m	0h 42m	8h 32m

7 day average time out of cell

Type	Activity	Association	Domestics	Meal	Movement	Total Time Out of Cell
7-day	3h 01m	0h 26m	2h 54m	0h 55m	0h 30m	7h 48m

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Section 4: SLA Delivery Requirements and Levels at Commencement Date

The master record of the Delivery Requirements and Levels for this SLA is on the NOMS Performance Hub and is subject to appropriate governance and change control. This template will document a “snapshot” of the SLA Delivery Requirements and Levels set following negotiations between HMPS and the Commissioner and effective at the commencement date of the SLA.

Guidance and Technical Notes relating to the SLA Delivery Requirements will be available on the NOMS Performance Hub.

Secure and Decent Custody

		Apr 14	May 14	Jun 14	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Total	Q1	Q2	Q3	Q4	National
CU001	Discharge to Court	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	100.00 %
CU003	Absconds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CU006	CAT A Escapes													0	0	0	0	0	0
CU007	Escapes	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CU016	Mandatory Drug Testing (MDT)	10.00 %	10.00 %	10.00 %	10.00 %	10.00 %	10.00 %	10.00 %	10.00 %	10.00 %	10.00 %	10.00 %	10.00 %	10.00 %	10.00 %	10.00 %	10.00 %	10.00 %	
CU031	Control & Restraint (C&R) Training	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	
CU060	Tornado Commitment																		17.00
CU074	MQPL BME																		

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	Score	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50
CU056a	Security Audit - & Audit Corporate Assurance (A&CA)	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	3.56
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU057a	Self Harm Audit (A&CA)	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	3.40
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU067	HMIP Resettlement	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	2.95
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU075	HMIP Respect	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	2.79
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU077	HMIP Safety	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	2.92
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU078	HMIP Purposeful Activity	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	2.58
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU076	MQPL Safety	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	2.84
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU079	MQPL Decency	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	2.81
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU088	Violence Management																		

Offender Management

		Apr 14	May 14	Jun 14	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Total	Q1	Q2	Q3	Q4	National
CU002	Release on Temporary Licence (ROTL)	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	100.00 %
CU043	Generic Parole Process (GPP)	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %

OFFICIAL

CU083	OASys Quality		90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %
CU086A	Return of MAPPA Forms	F	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %
CU089	ViSOR Effectiveness (Prison)		90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %

Interventions

		Apr 14	May 14	Jun 14	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Total	Q1	Q2	Q3	Q4	National
CU019	Sex Offender Treatment Programme (SOTP) Completions																		942
CU021	Offending Behaviour Programme (OBP) Completions													0.00	0.00				6,456.00

Regimes

		Apr 14	May 14	Jun 14	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Total	Q1	Q2	Q3	Q4	National
CU013	Settled Accommodation on Discharge	85.00 %	85.00 %	85.00 %	85.00 %	85.00 %	85.00 %	85.00 %	85.00 %	85.00 %	85.00 %	85.00 %	85.00 %	85.00 %	85.00 %	85.00 %	85.00 %	85.00 %	
CU014	Training Education / on Discharge	10.90 %	10.90 %	10.90 %	10.90 %	10.90 %	10.90 %	10.90 %	10.90 %	10.90 %	10.90 %	10.90 %	10.90 %	10.90 %	10.90 %	10.90 %	10.90 %	10.90 %	
CU015	Employment on Discharge	30.00 %	30.00 %	30.00 %	30.00 %	30.00 %	30.00 %	30.00 %	30.00 %	30.00 %	30.00 %	30.00 %	30.00 %	30.00 %	30.00 %	30.00 %	30.00 %	30.00 %	
CU095a	Hours Worked In Industry																		

OFFICIAL

General

		Apr 14	May 14	Jun 14	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Total	Q1	Q2	Q3	Q4	National
CR003	Staff Sickness Absence																		
CU036	Correspondence Response Times	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	94.44 %
CU063	Water Consumption																		
CU094	Energy Efficiency (CO2e)																		
CU081	Prison Cost Analysis (PCA)	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3

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