



National Offender
Management Service

**Annex to Kent and Sussex
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

HMPS Lewes

Local Establishment Annex 2014-15

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This document is the Local Establishment Annex 2014-15 to the Kent & Sussex 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 Lewes
Establishment type	Local resettlement
Specialist function	
Security Category/Categories:	Category B or lower/ Young Adults suitable for closed conditions or lower
Annual Operating Price	12,097,175

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	627
Operational Capacity	729

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 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 remand Young Adults (18-21)
Security Category:	Category B or lower/ Young Adults suitable for closed conditions or lower
Sentence Status:	Remand prisoners (both Young Adults and adults) and Sentenced adult prisoners
Sentence Length / Type:	No restrictions
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

HMP Lewes 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 holds prisoners remanded or sentenced by courts in the South East and the London regions and receives most of its prisoners from courts in the area, particularly Lewes and Brighton. HMP Lewes will also support sex offender treatment on the Isle of Wight by holding a number of sex offenders pre and post treatment.

Table 2d: Population Assumptions – Estimated Background of the Population

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OCTOBER 2014							
	Cat A	Cat B	Cat C	Cat D	Male YO	Other	Total
Prisoners on remand, convicted unsentenced, or sentenced uncategorised	0	N/A	N/A	N/A	23	187	210
Prisoners sentenced to less than 12 months	N/A	N/A	138	N/A	N/A	N/A	138
Determinate prisoners serving 12 months or more but less than 4 years	N/A	N/A	117	N/A	N/A	N/A	117
Determinate prisoners serving more than 4 years	N/A	N/A	109	N/A	N/A	N/A	109
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	N/A	N/A	0
Non-criminals	N/A	N/A	N/A	N/A	N/A	N/A	0
Resettlement	N/A	N/A	148	N/A	7	N/A	155
Discretionary	N/A	N/A	N/A	N/A	N/A	N/A	0
Total	0	0	512	0	30	187	729
Resettlement	Yes	Reset %		20+1%	Reset No.		148+7
Specialist Function	Sex offender support function and Cat C Resettlement support						

SECTION 2: ESTABLISHMENT DELIVERY

Table 3: Local Response to Commissioning Intentions

CI Title & No.	Response to Commissioning Intention
<p>1. <u>Enhance public protection and ensure a safe, decent environment and rehabilitative culture</u></p>	<p><i>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.</i></p> <p>HMP Lewes has as its clear purpose and responsibility 'To protect the public and reduce reoffending'. The implementation of both the population reconfiguration and the Through The Gate (TTG) model will ensure that there are effective offender flows throughout the system and that progression is optimised where appropriate. This will be supported at HMP Lewes by effective risk assessment systems and the recent Needs Analysis 2014, these will then inform the Reducing Re-Offending Strategy 2012-15. This strategy is under review to ensure the demarcation of the prisoner population between CRC and NPS on release manages risk effectively and allows access to community based resettlement services. HMP Lewes has strong and enduring links with statutory bodies and the Voluntary Community Sector within Sussex, and our partnerships are geared to supporting the vast majority of prisoners at HMP Lewes who will be released and supported back into Sussex.</p> <p>Rehabilitation, desistance and progressions will be built into the delivery plans of each provider and future TTG providers, to ensure the needs analysis, risk assessment and enabling environment is build into sentence progression.</p> <p>HMP Lewes has recently undertaken a comprehensive Needs Analysis to assist in informing the TTG services from October 2014.</p> <p><i>1b) All who work with offenders consistently demonstrate behaviours and attitudes that support rehabilitation and desistance</i></p> <p>HMP Lewes will seek to promote, amongst staff of all grades, a sense of personal responsibility and opportunity to interact with offenders in a way which both models appropriate social behaviour and sets positive expectations regarding offenders capacity to change and desist from offending. All staff within Lewes have a critical role in ensuring that offenders become and remain motivated to engage whilst in prison through interventions, behaviour, employment and links with family. Offenders who feel a sense of personal investment from staff are more likely to experience the environment as safer and may be more responsive to attempts to reduce reoffending. The introduction of the revised Incentives and Earned Privileges (IEP) arrangements within Lewes specifically requires both engagement by prisoners in their sentence and positive contribution to the prison community. Effective implementation of this policy will require staff of all grades to acknowledge the</p>

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progress of offenders through their sentence and create the opportunity for personal support and challenge to be given to prisoners whose risk and social behaviour requires improvement.

HMP Lewes works with a range of agencies to support prisoners on their journey through rehabilitation to a point of desistance; all staff will use and record their support to prisoners on P NOMIS. This will create a comprehensive picture of progression and level of engagement.

The further development of the every contact matters agenda within HMP Lewes also gives staff the opportunity to enhance their role and purpose at work during a time of ongoing change and challenge. All governors at Lewes will seek to proactively communicate the message of what matters to staff in their daily engagement, through the development of their strategic objectives and listen to improve exercises. Ongoing monitoring of Measuring the Quality of Prison Life (MQPL) and Staff Quality of Life (SQL) scores will be used to assess the impact of this agenda.

HMP Lewes will work with Regional office over the next 3 years to develop enabling environments and will look to incorporate a variation of the '5 minute intervention' in HMP Lewes.

HMP Lewes has an excellent record Measuring the Quality of Prison Life/ Her Majesty's Inspector of Prisons (MQPL/HMIP) in terms of staff/prisoner relations. Pro social modelling has a long history at Lewes and staff are keen to embrace the Enabling Environments agenda along with the short intervention model.

As a Sex Offender support site, HMP Lewes will provide an environment / ethos, using trained staff, which helps prisoners work towards a positive non offending future by ensuring that:-

- All staff on the wing understand the aims and objectives of the wing and where possible are picked specifically to work in this location; a consistent staff group would be desirable
- They are trained to understand sex offending and how best to interact with prisoners
- They have access to professional advice about risk, sex offending, treating sex offenders and complex needs, from relevant professionals such as Probation staff and Psychologists.

1c) Efforts are made to ensure offenders experience the environment as safe

All offenders at HMP Lewes regardless of their risk of reconviction benefit from positive relationships with staff, which promote well-being and are consistently constructive. Helping offenders to develop new pro-social identities, to desist from criminal behaviours and to develop hope that they can change, in a safe environment is crucial.

HMP Lewes will continue to deliver specific training packages for staff to encourage structured and effective communication with offenders. HMP Lewes will work towards adopting the standards of an Enabling Environment. HMP Lewes will look to embed any learning from the staged approach within the Psychologically Informed Planned Environments (PIPE) services at HMP Swaleside.

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	<p>HMP Lewes regularly reviews the prison MQPL report in order to capture the feelings of perceived safety by prisoners. This will enable the sharing of good practice or the targeting of resources where appropriate to assist in establishing a rehabilitative culture.</p> <p>HMP Lewes is aware of the national Violence Working Group. The Data has been collated and provided directly into national strategy development. It is hoped when findings when published will allow, new methods and practices to be developed at HMP Lewes.</p> <p>HMP Lewes has historically had low levels of reported incidents in terms of bullying and use of force, MQPL validates this position. However there are physical changes and staff training that can further improve the safety of prisoners and staff.</p> <p>HMP Lewes has historically had low levels of reported incidents in terms of bullying and use of force, MQPL validates this position. However there are physical changes and staff training that can further improve the safety of prisoners and staff.</p> <p>As an SO support site, HMP Lewes will provide a defined wing (C wing.)</p> <p>1d – 1g</p> <p>See Regional SLA</p>
<p>2. <u>Strengthen integration of service delivery between directly funded, co-commissioned providers and wider partners</u></p>	<p><i>2a) Evidence of effective coordination of delivery of services and integration of providers locally, regionally and nationally to maximise outcomes for offenders.</i></p> <p>HMP Lewes will ensure that all offenders' experience an integrated approach during their sentence where services are combined holistically to ensure the best possible outcomes. Having clear governance structures inter and intra-agency and sharing information appropriately will be placed throughout all of our partnership working arrangements.</p> <p>We will review our stakeholder map and realign our partnership arrangements to ensure that we have a complete set of services that compliment each other. We will also have a nominated lead at HMP Lewes for each set or subset of partners to ensure continuity and quality of relationships, allow for improved performance and aid the resolution of issues. Our partnerships will focus mainly on:</p> <p>Health (including mental health, substance misuse and personality disorder) Learning and Skills (employability and training) Adult Social Care, families and relationships Criminal Justice Agencies (crime, extremism, probation and communities)</p> <p>We will work with our existing partners and future TTG partners to support and maximise the delivery of services that reducing re-offending and share the evidence locally and regionally.</p> <p>HMP Lewes approach to commercial activity will ensure that the best opportunities are built from strong partnerships and that contractually we</p>

are working in a professional and standardised manner.

Each SLA, Memorandum of Understanding (MOU) or Partnership agreement will contain formal agreements on how to safely use and share data.

HMP Lewes works with a number of partners across the pathways, all of these services are performance managed to ensure strong service delivery and that information sharing agreements are in place where appropriate. This is to prevent duplication and competing target outcomes.

We will through formal governance arrangements, determine where to allocate resources to ensure need is met in the most effective way. Where resources are locally commissioned (at establishment level) for any non-accredited provision, a regional panel will ensure quality and spend is monitored under PSO4350.

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.

All offenders being released from HMP Lewes (as part of the reconfiguration work within the region) will have access to information, advice and guidance regarding the Work Programme. HMP Lewes will ensure that appropriate facilities are in place for advisors to work and that offenders' attend the sessions appropriate to their specific needs in the 3 months before their release.

HMP Lewes has undertaken first day mandation for over 18 months there is a dedicated Job Centre Plus (JCP) team delivering a comprehensive service.

2c) 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.

HMP Lewes is working closely with providers of healthcare and substance misuse services through our Sussex Healthcare Delivery Board which meets quarterly and there is a representation of healthcare on the establishments SMT. In addition, monthly HMP Lewes clinical governance provides a mechanism to identify and addressing delivery and strategic issues such as planning around continuity of care and forthcoming impacts of changes to the estate from the Transforming Rehabilitation Programme. We are developing a Local Delivery Agreement in line with the National Partnership Agreement between NOMS, NHS England and Public Health England. Our shared priorities from April 2014 include the tendering of primary care and inpatient facilities by April 2015 and the refreshing of Health Needs Assessments. We are working closely with health and substance misuse providers to promote recovery from addiction by working to reduce the supply of drugs and alcohol into Lewes prison and the diversion of prescribed medication through appropriately sharing of information and intelligence. The prescribing of such medication is currently subject to a local multidiscipline working party.

2d) Work together with local authorities to ensure that the 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>HMP Lewes will commit to strengthening and embedding relationships with local authorities, Sussex predominantly, responsible for adult social care and will engage with Commissioners to procure the new services from 2015 to enable continuity of care between establishments and those who are released from custody.</p> <p>We will work towards a specific set of aims which will include:</p> <ul style="list-style-type: none"> Sharing of information when a person is committed to custody Assessing need when in custody Procuring appropriate equipment Ensuring care transfers between establishments Planning for release <p>HMP Lewes has an overarching Safeguarding Strategy that operates as an umbrella to all partnership agencies; there are clear referring routes into the East, West and Brighton Safeguarding Boards. The Governing Governor represents the Prison at these meetings.</p> <p><i>2e) Work with local authorities to promote inclusion of, and maximise benefits to, offenders' families</i></p> <p>HMP Lewes works with local authorities across Sussex to support the 'Troubled Families agenda'. Many families have someone in custody and this will continue to form part of our Reducing Re-Offending Delivery. Ultimately this work will be delivered by the Community Rehabilitation Companies (CRC).</p> <p>The Governor has an active role supporting troubled families sitting on the board The Brighton & Hove Families of Offenders Action Group. This group also funds specific facilitators to work with our men in advance of Family Days to enable our men to enhance and make best use of this extended contact with their children.</p> <p>At HMP Lewes we will ensure the visitor's reception is a place of useful, up to date information for families.</p> <p>We will continue to engage with third sector provision and future Through the Gate (TTG) providers to offer specific family intentions that are needed and enable these services at HMP Lewes.</p> <p><i>2f) 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.</i></p> <p>HMP Lewes will work with HMP Swaleside to refer offenders on the PIPE treatment.</p> <p>HMP Lewes will be reviewing the purpose of G wing in order to ensure the right cohort of prisoners have appropriate access to offender</p>
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	<p>behaviour intervention, HCC provision and appropriate allocation.</p> <p><i>2g) Align Services with the Offender Learning and Skills Service Offenders 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 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.</i></p> <p>OLASS 4 partnership arrangements are well embedded with clear governance procedures. HMP Lewes reviews resources, performance and need on a quarterly basis and our relationship with the commissioner is tangible and active within this forum. Curriculum reviews are regular and ongoing to ensure that needs are met with a changing population but also with changing employment opportunities upon release. HMP Lewes set minimum standards for learning and skills within specific work areas within each prison to ensure that functional skills are given the local importance required to reduce risk. Utilising our space and buildings better within HMP Lewes is a priority to ensure that all prisoners deemed suitable will have access to this provision.</p> <p>HMP Lewes undertakes quarterly curriculum reviews to ensure delivery matches LMI and exceeds benchmark outcomes year on year.</p> <p><i>2h) Strengthen partnership working to ensure that offenders have access to support and services to both prepare for and enable access to employment.</i></p> <p>HMP Lewes will ensure that commercial work is supportive of accessing employment through the gate and will construct better contracts to support the justice outcomes required. HMP Lewes industry growth plans will determine the increase that we aspire to in order to achieve 'working prison' status, delivering the employment ethic that is needed for release.</p> <p>We will also allow for good quality 'preparation for work' courses via the curriculum provision at HMP Lewes and continue working with Careers Advisors to ensure the best possible outcomes and ensuring their service is enabled.</p> <p>HMP Lewes has a strong track record of delivering routes into self-employment this model is being replicated by NOMS/Department for Business Innovation Skills (DBIS) across the estate.</p> <p>We actively work with Shannon trust to develop a national reading network.</p> <p>Staff understands the unique challenges that an SO population brings, such as employment and housing restrictions and adapt services accordingly.</p>
<p>3. <u>Deliver an efficient, quality service</u></p>	<p><i>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.</i></p> <p>HMP Lewes has been reviewed under the "benchmarking process". This programme has analysed best performance in both staffing levels and</p>

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regime delivery. HMP Lewes has implemented stage 7 recommendations.
HMP Lewes is committed to focusing resources on the delivery of evidence – Informed interventions and services.

More specifically, HMP Lewes will deliver a number of accredited interventions, in order to target instrumental violence, alcohol related violence, domestic abuse, emotional management, general offending behaviour and resettlement needs. HMP Lewes will work closely with Business Development Group (BDG) to implement the optimum delivery model for all accredited interventions delivered.
HMP Lewes will have in place services that enhance the motivation of prisoners to engage in treatment; ensure this is evidence based and that relevant assurance processes have been enacted.

HMP Lewes has agreed with the changes suggested by the regional team in terms of altering the balance of the Offender Behaviour Programmes (OBPs) to meet the needs of the offenders. In terms of OLASS and the National Careers Service (NCS), the latter will be retendered in April 2014 and will be funded on outcome.

Staff involved in the delivery of interventions and specialist services at HMP Lewes are competent to deliver the specific work strand and this has been achieved through specific programme training or professional qualification. Ongoing support is provided through on-site individual and group supervision, as well as counselling.

Education - The needs analysis will determine the Education Training and Employment (ETE) need of HMP Lewes. OLASS4 provider will agree with HMP Lewes how the curriculum will sequence and compliment existing provision, providing continuity of ETE services both within the prison and on release. The curriculum will be determined by the individual needs of offenders and those of the labour market where they will be resettled.

Identification of basic skills needs and addressing those needs, for those who require support, must be a priority of OLASS4 at an early stage of an individual's sentence, so that prisoners can fully engage with a prison's rehabilitative regime and the increased focus on vocational skills development set out in *Making Prisons Work*.

The intense period of preparation for work prior to release (within sight of release- less than 12 months left to serve) will also support opportunities for prisoners to learn vocational skills and practice business skills, making self employment a further option for those for whom it is viable.

The OLASS4 provider must provide skills training, in support of prison work that is available where that work represents real employment opportunities on release, strengthen employer links, and ensure strong links with the DWP's Work Programme.

Access to realistic, relevant and up-to-date careers advice will help offenders make informed choices about their future options on release. HMP Lewes will work closely with the National Careers Service (NCS) in custody to ensure that linkages to mainstream careers services and learning opportunities are available, both pre-imprisonment and post release.

OLASS and OBPs are subject to audit and inspection, quality control insight is already in place and this will be incorporated into the Corporate Assurance strategy.

	<p><i>3b) Have robust quality assurance processes in place to ensure offender services are (i) delivered as they are intended (i.e. with integrity and as planned and designed) and (ii) that they are effective.</i></p> <p>HMP Lewes has a number of robust quality assurance processes in place across a range of work streams. These are closely managed by the Governor by way of monthly bi-lats with Senior Managers and the monthly SMT meeting.</p> <p>For accredited interventions there are Compliance (capturing the operational elements) and Clinical audits, as well as on site treatment management oversight to ensure clinical integrity. Data regarding the performance of accredited programme delivery sites is collated on a monthly basis in order to mitigate against risks associated with non delivery. For non accredited interventions, the National Interventions Directory (NID) is collated at Regional level. A quarterly/annual review of the NID is undertaken to establish accuracy & consistency with the regional SLA and establishment annexes. A PSO 4350 panel is in place to regionally approve and quality assure non accredited interventions. A review cycle is established to ensure that across the year each prison's proposed non accredited interventions are reviewed.</p> <p>With regards to the personality disorder service, a research post built into the PIPE staff structure to contribute to evaluation of the service. In response to the focus upon risk management procedures in open establishments, each of the 4 open prisons in K&S are reviewing each others ROTL assessments in order to quality assure risk management decision making processes. In addition, during 2014/15, research is planned to evaluate the effectiveness of the IPP mentoring service in K&S open prisons. The outcome of the evaluation will be fed into future commissioning discussions.</p> <p>Quality assurance of learning and skills for offenders in custody is continually developed in line with the Common Inspection Framework and the Framework for Excellence. Quality assurance arrangements are the responsibility of the prison as inspected and reported on by Her Majesty's Inspectorate of Prisons (HMIP)/Ofsted. The annual learning and skills self-assessment report (SAR) for the prison is the responsibility of the Governor's designated representative. The SAR is in line with the principles set out in the Common Inspection Framework. The OLASS4 Governance framework and the Cluster partnership Boards represent the commissioning arrangements of the OLASS4 contract with partner SFA.</p> <p>Lessons learnt from existing commissioning arrangements will be developed as a model of good practice for future TTG models and arrangements.</p>
<p>4. <u>Ensure delivery is matched to population, purpose and NOMS outcomes</u></p>	<p><i>4a) Use segmentation and local data sources to target resources for rehabilitation services, case management and risk management where they will deliver the greatest outcomes for investment.</i></p> <p>Segmentation data and local data sources will be used to best target resources at HMP Lewes. The completion of a Regional offender needs analysis for accredited interventions has enabled an evidence-informed approach to setting service delivery requirements. HMP Lewes will select offenders whom meet each programme's risk and need criteria, based on; likelihood of any reconviction, risk of serious harm, risk of violent reconviction, risk of sexual reconviction, and priority access for indeterminate sentenced prisoners.</p> <p>There is a need for a generic regional needs assessment that is localised to meet the need of the population, however does allow for analysis</p>

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	<p>at local level and regional, to allow for planning of resources and identifying resettlement needs with TTG partners and HMP Lewes will fully participate in this as required.</p> <p>Action plans are in place to ensure OASys backlogs are addressed in order to ensure that risks and needs are being assessed to inform rehabilitation services need.</p> <p>With the OLASS4 contract and realigning the curriculum within the funding allocation and provision to the new core day under NWOW, the curriculum will be reviewed with the changes, maximising opportunities in embedding education into workshops and the individual needs of offenders and those of the labour market where they will be resettled. Workshops with band 4 staff will deliver industry recognised qualifications prior to 12 months of release. A review of workshops within the region will prioritise those that meet LMI gap and link into employment on release. A regional growth plan will be developed to maximise the use of fixed resources and HMP Lewes will participate in the review and development of the growth plan as required.</p> <p>HMP Lewes will also consider how the newly developed actuarial tool (available April 2014), which is part of the Transforming Rehabilitation Programme, could be utilised alongside other risk information, including the risk of serious harm assessment, to best target resources for rehabilitation services, case management and risk management.</p>
<p>5. <u>Ensure that delivery of services is responsive to individual needs and characteristics to maximise outcomes</u></p>	<p><i>5a) Individual needs and characteristics are effectively identified, assessed for significance and monitored.</i></p> <p>We have a number of standard processes for identification and assessment of individual needs within first days in custody which include healthcare screening, education assessments, safer custody, cell sharing risk assessments, housing needs, welfare and employment needs, finance benefit and debt and dependency issues. HMP Lewes strives to identify needs across the seven pathways. In addition we recognise that a number of offenders may have possible unidentified learning disabilities and physical or mental health problems. To meet this need we have additional screening and assessment arrangements in place for these areas of need and strategies for sharing assessment information across partners. Within our enabled environments, we will up-skill staff to proactively share relevant information with the partners that they are working with in order to better support the offender. These processes are monitored to ensure they are of a good standard and delivered as expected. The results are used to develop individual plans where offender needs are identified.</p> <p>Individual needs are monitored through a range of tools such as the OASys sentence plans, ACCT plans, Care plans and Individual learner plans. All offenders are screened by OMU staff to identify risk factors, both criminogenic and social and the results feed into wider risk management both in custody and in the community. In addition we monitor the needs of our populations against the services and activities received in order to ensure that appropriate services and interventions are in place and adapted to meet needs, and to ensure that groups with particular characteristics are not discriminated against.</p> <p>Individual needs may arise from enduring characteristics such as age, ethnicity, sexual orientation, religious beliefs or disabilities or could be more temporary, for example bereavement or depression. We ensure that our staff have adequate training so that they are able to identify offenders who may need additional support and can take appropriate action.</p> <p>HMP Lewes is committed to ensuring that data on all protected characteristics and needs is collected from all prisoners and recorded on</p>

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	<p>PNomis. These listed characteristics and needs will be reviewed as an offender enters HMP Lewes and will be monitored as part of their OASys review and any other relevant reviews.</p> <p>Within accredited programmes, responsivity interviews are utilised, in order to enable the treatment manager to focus on ways to make inclusion possible. Areas considered include; intellectual ability, language, literacy, dyslexia, mental and physical health, and disability.</p> <p>HMP Lewes will work with partners to recognise any additional needs of the population and with them plan the provision accordingly, maximising any external funding opportunities to support the additional need.</p> <p>A comprehensive review of needs across all pathways is undertaken annually in the Needs Analysis which then informs the Reducing Reoffending Strategy.</p> <p>Any feedback received from prisoners, partners or those who provide delivery services, maybe be used to inform delivery providers to review, adapt and address needs as appropriate.</p> <p><i>5b) Information on individual need and characteristics is used to sequence and adapt service to individual need.</i></p> <p>Information gained is then used to develop an individualised tailored plan, which adapts and sequences services, resulting in the most effective intervention type and style to maximise the benefit to the offender, using OASys which is monitored annually or when a significant change occurs and additional reviews will occur if necessary. HMP Lewes recognises that many offenders will require access to specific services before part or all of their risk factors can be effectively tackled and will make certain that any needs analysis ensures the sequence of services is used to maximise the outcomes.</p> <p>Staff receives information and training to support them in recognising barriers to engagement that may arise owing to factors such as age, sexuality, disability, intellectual function, etc.</p>
<p>6. Deliver priority national or specialist services</p>	<p><i>6a)</i> In relation to NOMS' approach to the identification, assessment and management of extremist offenders, Kent and Sussex Region will ensure delivery in the key thematic areas of Intelligence Gathering & Management; Offender Management and Public Protection; and Interventions & Resettlement.</p> <p>The DDC will monitor performance and management by way of a six monthly assessment completed by the RCTC to ensure establishments adhere to current policy and processes. Identified improvements will be implemented within a reasonable timeframe. The Region is committed to developing staff awareness and supporting training opportunities.</p> <p><i>6b) Deliver victim-offender conferences (Restorative Justice) where capacity exists, and develop partnerships and a supportive environment to enable delivery where in-house capacity does not exist.</i></p> <p>Sussex has a multi agency approach Sussex Criminal Justice Board (SCJB) to Restorative Justice (RJ). This includes Police, Probation, Victim Support, Project Salus. The referral system is in place so that a referral can come from the Offender, Victim or 3rd party to the most relevant</p>

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	<p>Single Point Of Contact (SPOC) whom will then allocate to the appropriate agency. If the received referral meets HMP criteria (i.e. location of victim) we will move onto the next stage if not then the referral will be deferred at this time.</p> <p>HMP Lewes undertakes Level 3 Restorative Justice acting as a partner with other agencies. There have been 15 conferences across Sussex since project inception with five involving Lewes offenders. The target is 60 across Surrey and Sussex annually. Training has been undertaken with Restorative Solutions.</p> <p>We will continue to allocate facilitators to start the process and risk assessment for the intervention to take place. If the referral goes through to an intervention then an evaluation process is set up for both the Victim and the Offender for 2 weeks later in a questionnaire style. This is also an opportunity to follow up with support and signpost to other agencies if needed. The evaluation forms are then to be collated and sent to the police for collation, also at the end of each month, data collation information are returned by each SPOC to continue to monitor referrals and successful intervention numbers.</p> <p><i>6c) Ensure the efficient use of prison places through the development and implementation of local bail strategies and use of HDC for appropriate offenders , including making full use of Bail Accommodation and Support Service.</i></p> <p>HMP Lewes will, through continually improving risk assessment processes, ensure that offenders suitable for HDC, BASS and community services will be identified and assessed at the earliest opportunity. The need to prioritise rehabilitation and effective use of the custodial estate will be balanced in all cases with public protection concerns and the need to maintain public confidence. HDC referrals and approvals will be made within the guidance of the existing PSO.</p> <p>HMP Lewes will contribute where appropriate to case reviews of further offending whilst on HDC and will share best practice and lessons learnt.</p> <p>HMP Lewes will ensure the implementation of the Bail Services specification. Sites will promote the availability of Bail Accommodation and support services and will ensure that staff and offenders are aware of the process for access to this provision. Utilisation of these services will be monitored and reasons for declining or increasing levels will be explored.</p> <p><i>6d) Increase the amount of commercial and economically beneficial work in prisons undertaken by prisoners.</i></p> <p>As part of the implementation of New Ways of Working HMP Lewes a Phase 1 site will deliver their agreed regime refresh and revised core day, which supports the development of a 'working week' for prisoners. In addition we will develop local growth plans which will seek to optimise use existing workshop capacity and explore potential for cost neutral expansion where appropriate.</p> <p>HMP Lewes has been working in partnership with One3One, Chambers of Commerce and Further Education (FE) Sussex to secure additional work for prisoners. This remains an on going initiative. All work sourced will be subject to the terms of the Code of Practice and will be appropriately priced to ensure compliance with State Aid requirements.</p> <p>HMP Lewes will seek to incrementally increase the number of companies with whom working out partnerships may be developed, therefore</p>
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	<p>providing real work experiences for offenders in custody prior to release. The prioritisation of these partnerships will take precedence over the further development / expansion of on site work activity in these prisons.</p> <p>HMP Lewes has recently conducted a comprehensive needs analysis across all pathways; this will inform suitable training needs and employment opportunities identified by prisoners. The OLASS (The Manchester College) will work alongside the Prison with our key partners to establish links with national employers and local employers. This will be promoted through employment events and showcasing good practice and sustainable employment opportunities.</p> <p>In order to ensure regime 'take up' Lewes will continue to monitor attendance at all activity and will seek to improve year on year the number of offenders working and hours worked until at optimal capacity.</p> <p>HMP Lewes will maximise allocation of education and workshop places and improve the attendance and efficiency, whilst providing a 'working prison' model and increasing retention and success rates.</p> <p><i>6e) Support the delivery of efficiencies across the criminal justice system by increasing the use of prison video links.</i></p> <p>The use of video link has a number of mutual benefits for prisons, courts and other CJS Partners including improved security through reduced escorts, more efficient court sittings and Justice hearing, reduced escort costs and improved offender welfare.</p> <p>The ministerial strategy and action plan of 2013 promotes the wider use of video conferencing to support offender engagement with CJS and where possible community partners. Increased access will be required to support the implementation of TTG and should be used more widely in the OM process.</p> <p>HMP Lewes will promote and facilitate the use of video link technology in order to provide a more optimum service to CJS partners and will seek to develop more flexible approaches to explore how other partners may benefit from video link and conferencing facilities. HMP Lewes will have a Single Point of contact to promote their use, and ensure the provision of internal resources and address issues of double booking.</p> <p>HMP Lewes will support Kent and Sussex, through the South East Her Majesty's Courts and Tribunal Service (HMCTS) project board, to seek to align with court demands, monitor utilisation and provide flexible and innovative solutions to improve usage.</p> <p>HMP Lewes attends regular Sussex Criminal Justice Board (SCJB) meetings to ensure effective and efficient use of video link technology.</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	<p>All staff are committed to ensuring that every interaction is positive and constructive. Prisoners undertake a comprehensive induction which signposts the following services-</p> <ul style="list-style-type: none"> National Careers Service/Offender Learning and Skills Service-The Manchester College Job Centre Plus (First Day Mandation to the Work Programme) Job Deal (Prince's Trust/ National Association for the Care and Resettlement of Offenders (NACRO) Sussex Foundation Trust-NHS Offender Behaviour Programmes (Resolve / Thinking Skills Programme) Accommodation services (Lewes 2 Brighton/Preventing Offender Accommodation Loss) Drugs and Alcohol Support (Drugs and Alcohol Recovery Team including Building Skills for Recovery) Finance and Benefit Advice –Citizens Advice Bureau Children and Families-Fathers Inside Drug and Alcohol, Recovery Team(DART)/Family Man/Storybook Dads East Sussex County Council-Library Services Restorative Justice Level 3 Conferencing/Sycamore Tree Victim awareness Surrey and Sussex Probation Trust-Risk assessment, OASys, MAPPA Mentoring services-Sussex Pathways Life Skills Coach <ul style="list-style-type: none"> All prisoners are assessed for their immediate core rehabilitative needs within 48 hours of arrival. This information is shared with appropriate departments / service providers within their first week in custody to ensure these needs are met. All prisoners attend structured induction where we provide information relating to the prison, its regime, facilities, expectations of prisoners and commitments from the staff. We provide this information both verbally in a presentation and then follow up with written leaflets. We ensure information is presented in small and simple chunks, both verbally and in written documents, to reduce information overload, support those that may have Language Development Disorder (LDD) and or language barriers. We check understanding through Q & A to satisfy ourselves prisoners understand how to engage with regime services and facilities. A large proportion of the induction is delivered by trained Peer Advisors. Risk management – all staff will make effective use of information sharing (such as the observation book, handover / daily briefing sheets) and monitoring mechanisms as part of their core tasks that contribute to a safe and secure, decent rehabilitative environment. At HMP Lewes we operate an integrated Incentives and Earning Programmes (IEP) system so that prisoners who engage with rehabilitative activity are rewarded with enhanced privileges. 	<ul style="list-style-type: none"> Co-commissioned NOMS locally NOMS locally Co-commissioned NOMS locally NOMS locally Co-commissioned NOMS locally NOMS locally NOMS locally NOMS Regionally NOMS locally NOMS locally NOMS locally

	<ul style="list-style-type: none"> • We are reviewing our current work environment and practices to enable our strategic vision around effective partnership working to enable the effective delivery of all services. • We are in the process of reviewing our staff induction procedures for all new starters / joiners to ensure that they are enabled to effectively contribute to our rehabilitative ethos from day one. • We are embedding the every contact matters agenda into our contract management and staff performance assessment, to prompt discussions about staff/staff and staff/prisoner relationships during contract and performance review meetings. 	
Prisoners are made aware of their responsibilities in engaging with and accessing services	<p>All services are promoted in different mediums. The Prisoner Consultation Group (PCG) and Needs Analysis reflect and shape the core rehabilitation offer. Prisoners are actively encouraged to engage with the regime and TTG services. The revised IEP system is used to reinforce engagement with the wider regime and prison community. Staff operate a desistance model with inter functional prisoner support engagement embodying 'every contact matters'.</p> <ul style="list-style-type: none"> • All communication with and service provision to prisoners is accessible and responsive to their diverse and individual needs. All staff are supported to ensure that engagement with prisoners is effective; this is done via our equality and diversity awareness training as well as our diversity resource library that is maintained by our Safer Custody and Equalities manager. • We operate a range of prisoner roles where prisoners support / advocate for their peers such as our 'insiders, listeners and diversity representatives and Information Advice Guidance (IAG) Peer Advisors and Level 4 Prisoner assessors'. This enables this group of prisoners to experience civic participation and engagement, and to take on constructive and pro-social roles that provide positive non-offending status and identity. 	<ul style="list-style-type: none"> • NOMS locally

Prisoners anti social attitudes, thinking and behaviours are addressed by staff through pro social interaction and engagement	<p>Formal models to behaviour awareness and change</p> <ul style="list-style-type: none"> • Offender Behaviour Programmes (Resolve / Thinking Skills Programme/Building Skills for Recovery) • Victim awareness –Sycamore Tree • Restorative Justice Level 3 Conferencing <p>Pan-prison models adopted by staff to consolidate strong prisoner/staff relationships are based upon positive interactions and pro social behaviour.</p> <ul style="list-style-type: none"> • We are taking active measures to promote and improve understanding of the importance of pro-social behaviours and attitudes at all levels and to work towards a more rehabilitative culture across the prison. The Governor will explain the principles of pro social modelling at a full staff meeting and this will be backed up with localised staff group meetings to discuss further how staff can practice pro social modelling and what opportunities they have to do this. • We use the formal annual staff reporting mechanism to ensure there is consistency in the way we engage and support offenders and to encourage frontline staff and managers to discuss how staff behaviour can affect prisoner change. • We are looking to formally develop a prisoner council working with user voice, whilst we recognise that this will be a challenge, and more so as we transition to a resettlement site, we recognise the huge benefit to us from a having a group that can formally advocate on behalf of their peers, as well as helping us assess good practice across different units/departments within the prison. • “Our New Way”, - In collaboration with the regional Human Resources Business Partner (HRBP) we are currently exploring how we might embed coaching principles into every day staff and staff/prisoner interactions to create a pro-social culture which values growth and learning in both staff and prisoners. • We will measure changes in our culture through staff and prisoner surveys and focus groups including the Staff Quality of Life (SQL) survey. We will ensure that our assessment also accounts for the diverse needs and characteristics of our population enabling us to focus attention appropriately. 	<ul style="list-style-type: none"> • Co-commissioned (BSR) others regionally • Co-commissioned (ST) • NOMS Regionally
Prisoners can access appropriate services that enable them to seek suitable employment and/or training for release.	<p>Employment and training is guided by the following</p> <ul style="list-style-type: none"> • National Careers Service • Job Centre Plus <p>Training within the prison is then delivered by the following agencies</p> <ul style="list-style-type: none"> • OLASS- The Manchester College • Non OLASS- workshop instructors in Prison Information and Computer Technology Academy (PICTA), Painting and Decorating, Industrial Cleaning and Recycling. 	<ul style="list-style-type: none"> • Co-commissioned (NCS) • NOMS locally (JCP) • Co-commissioned (OLASS) • NOMS locally
Prisoners can access services that enable them to manage housing needs created as a result of their custody.	<p>At induction a Housing Needs Assessment is undertaken by the Peer Advisors, referrals are then made onto the following specialist support services</p> <ul style="list-style-type: none"> • Preventing Offender Accommodation Loss (POAL) - securing tenancies whilst in custody. • Lewes2Brighton supports prisoners with complex needs (housing, mental health) returning to Brighton. 	<ul style="list-style-type: none"> • NOMS locally • NOMS locally

Prisoners can access services that enable them to seek settled and suitable housing for release.	<p>At induction a Housing Needs Assessment is undertaken by the Peer Advisors, referrals are then made onto the following specialist support services</p> <ul style="list-style-type: none"> • Preventing Offender Accommodation Loss (POAL) - securing tenancies whilst in custody. • Lewes2Brighton supports prisoners with complex needs (housing, mental health) returning to Brighton. 	<ul style="list-style-type: none"> • NOMS locally • NOMS locally
Prisoners can access services to enable them to address personal financial management issues created as a result of their custody.	<p>The induction and pre release centre hosts the following intervention twice a week, it is open to all prisoners by application</p> <ul style="list-style-type: none"> • Citizens Advice Bureau advisor offers advice and referral 	<ul style="list-style-type: none"> • NOMS locally
Prisoners can access available services which enable them to address their family welfare and family support needs.	<p>The following services are available to prisoners</p> <ul style="list-style-type: none"> • Fathers Inside course delivered by DART twice per annum • Dads Inside • Storybook Dads East Sussex County Council (ESCC) • Six family days per annum delivered in partnership with Brighton & Hove County Council (BHCC) /East Sussex County Council (ESCC) /West Sussex County Council (WSCC) • Liaison with BHCC to meet the 'Troubled Family Agenda'. 	<ul style="list-style-type: none"> • Co-commissioned • NOMS locally • NOMS locally • NOMS locally • NOMS locally
Prisoners have equivalence of access to health services in custody as in the community.	<p>Sussex Partnership Foundation Trust operates a nineteen bed Healthcare Unit. There is access to a range of NHS treatments that mirror those available within the community.</p> <ul style="list-style-type: none"> • On reception, prisoners undergo a health needs assessment, prisoners are subsequently signposted and supported in tackling any identified needs. • Prisoners have access to Primary and Secondary health services, including mental health services, commissioned through Health including: Doctor-GP service, Dentist, Nursing care, Optician, Physiotherapy • Prisoners are provided the contact details for existing community health related services • Prisoners with urgent or severe social care needs are referred for further assessment 	<ul style="list-style-type: none"> • Co-commissioned

<p>Prisoners can access treatment, services, advice and support around drug and alcohol needs.</p>	<p>The Drug and Alcohol Recovery Team work with all prisoners with identified need. The following are the main residential unit areas</p> <ul style="list-style-type: none"> • A wing-Drug Recovery Wing • K wing stabilisation unit. • On reception, all prisoners have an individual health assessment. Essential immediate clinical needs are met. Stabilisation, detoxification and observation are undertaken as appropriate. • We enable prisoners to access and engage with the relevant health services • DART clinical and psychosocial support is provided as necessary and based upon the needs of the prisoner. • The prison is engaged with NHS England in order to ensure that prisoner needs are understood and the commissioning strategy is suitable. • Prisoners have access to the contact details for services that can support them with their drug and alcohol needs 	<ul style="list-style-type: none"> • Co-commissioned
<p>Prisoners who have experienced domestic violence, rape or abuse can access services that offer them advice and support.</p>	<p>Prisoners can seek support from Mankind UK following sexual abuse.</p> <ul style="list-style-type: none"> • HMP Lewes disclosing information relating to being a victim of domestic violence, rape or abuse can be extremely difficult and traumatic for prisoners. All staff have been trained to respond sensitively when prisoners disclose information and have been made aware of how to refer prisoners to appropriate services. • Prisoners are provided with contact details and enabled to engage with existing appropriate community based services that support victims of domestic violence, rape or abuse 	<ul style="list-style-type: none"> • NOMS locally
<p>Prisoners who have been sex workers can access services that offer them advice and support.</p>	<p>Prisoners who have been sex workers can seek support from Mankind UK.</p> <ul style="list-style-type: none"> • HMP Lewes disclosing information relating to being a sex worker can be extremely difficult and traumatic for prisoners. All staff have been trained to respond sensitively when prisoners disclose information and have been made aware of how to refer prisoners to appropriate services. • Prisoners are provided with contact details and enabled to engage with existing appropriate community based services that support sex workers. 	<ul style="list-style-type: none"> • NOMS locally

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	Strategic approach to meeting the needs of the 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">Use the segmentation data tool on the NOMS Performance HUB to get the numerical data you need to populate this column	<p>Title and description of rehabilitative services/interventions and case management activities</p> <ul style="list-style-type: none">Give the title and a brief description of the case management activities offered to offenders in each segmentGive 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 4aIf 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.	<ul style="list-style-type: none">For accredited programmes give the number of completionsIt is not necessary to record volumes for case management activities																		
All Offenders – where service targeted by need rather than risk	<table><tr><td>OGRS 0-24, Low</td><td>67</td><td>17%</td></tr><tr><td>OGRS 25-49, Medium</td><td>72</td><td>18%</td></tr><tr><td>OGRS 50-74, High</td><td>136</td><td>34%</td></tr><tr><td>OGRS 75-89, Very High</td><td>101</td><td>25%</td></tr><tr><td>OGRS 90-100, Prolific</td><td>21</td><td>5%</td></tr><tr><td>Total</td><td>397</td><td>100%</td></tr></table>	OGRS 0-24, Low	67	17%	OGRS 25-49, Medium	72	18%	OGRS 50-74, High	136	34%	OGRS 75-89, Very High	101	25%	OGRS 90-100, Prolific	21	5%	Total	397	100%	<p>HMP Lewes is characterised by positive staff /prisoner interactions. Staff are active in pro social modelling, placing a strong emphasis on motivating offenders to engage with the regime.</p> <p><u>Housing</u></p> <p>A triage system assessing Housing Need is undertaken at Induction, this is not segment specific. The triage comprises of the following stages</p> <ol style="list-style-type: none">1) Peer Advisor (Offender) completes Housing Needs Assessment (HNA) with referrals.2) Housing Officers sift HNA's by priority and action.3) Specialist Accommodation support services then work with in scope cases. Lewes to Brighton case worker deals with short term prisoners with complex needs returning to the Brighton. There are approximately 20 active cases at any one point in time. POAL (Preventing Offender Accommodation Loss) aims to sustain tenancy arrangements whilst a prisoner is held at Lewes, or secure accommodation for those being released NFA. The project is focused upon the areas of Brighton, Lewes and Hastings. There are approximately 100 active cases at any one point in time. <p>Lewes 2 Brighton POAL</p>	<p><u>Housing</u></p> <ul style="list-style-type: none">POAL and Lewes2Brighton are both commissioned locally.Target numbers engaged are 60 per annum in Lewes2Brighton and a caseload of 100 for POAL.
OGRS 0-24, Low	67	17%																			
OGRS 25-49, Medium	72	18%																			
OGRS 50-74, High	136	34%																			
OGRS 75-89, Very High	101	25%																			
OGRS 90-100, Prolific	21	5%																			
Total	397	100%																			

		<p><u>Education, Training Employment (ETE)</u> Provision is structured around pre-dominantly short term interventions that increase employability skills. This includes both OLASS and non OLASS provision. Sixty percent of the population are engaged on an accredited programme at any one instance. OLASS success rates average 81% over the last three years. All outcomes are recorded on the Learner Record service against their ULN. There is an embedded JCP/NCS team within the Induction and Pre Release Centre to support offenders back into employment or training. Strong local links exist with the business community to track emerging LMI changes and shape provision accordingly. These changes are mapped through the LOPG and Curriculum Review meetings. ROTL is used to support the transition of offenders back into education, training and employment on release. There are insufficient activity places to maintain 'full employment' and operate as a working prison, however all prisoners, regardless of segment, are directed to attend work/activity on a part time basis.</p> <p>OLASS Provision Non OLASS (PICTA, Construction Skills, Recycling, Painting and Decorating, Cleaning , Sports and Fitness, Catering) National Careers Service NACRO/Princes Trust –Job Deal/Work programme Job Centre Plus</p> <p><u>Health/Drugs and Alcohol</u> There is a full health service offered within the prison. The Drugs and Alcohol contract was awarded to Crime Reduction Initiative CRI/Sussex Partnership Foundation (SPFT) to deliver clinical and psycho social interventions to a large caseload. Approximately 100/110 prisoners are subject to drug maintenance on methadone or the equivalent. A further 200 prisoners access the psycho social service of the Drug and Alcohol Recovery Team (DART).</p> <p>Healthcare Services Integrated Drug Treatment Service/Drugs and Alcohol Recovery Team AA</p> <p><u>FBD</u> There are courses delivered in OLASS that support Financial awareness, these can be accessed virtually on VC in addition to traditional classroom based courses. Citizens Advice Bureau offer 3 sessions per fortnight to deal with specific financial or benefit problems. Citizens Advice Bureau</p> <p><u>Children and Families</u> There are six family visits days per annum and two courses of Fathers Inside annually, target outcomes 36-40 course graduates.</p>	<p><u>ETE</u></p> <ul style="list-style-type: none"> OLASS4 is co-commissioned with the Skills Funding agency. The target is that 40% of offenders engage with the service <p><u>Health/Drugs and Alcohol</u></p> <ul style="list-style-type: none"> Caseload of 200 DRW caseload of 150 Stabilisation of 22 <p><u>FBD</u></p> <ul style="list-style-type: none"> 160 prisoners supported by CAB per annum <p><u>Children and Families</u></p> <ul style="list-style-type: none"> 36 achievements on the Fathers Inside Course per annum.
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		<p>As additional part of the DART contract (Innovations fund) a Family Support Worker will support the offender and their family as he resettles back into the community.</p> <p>ESCC Library Services (Story Book Dads)</p> <p>Fathers Inside (DART)</p> <p><u>Attitudes , Thinking and Behaviour</u></p> <p>Prisoners access the Core Rehabilitation offer with their respective Offender Supervisor ensuring their Sentence Plan is appropriately sequenced and that inter prison moves are progressive.</p> <p>Target outcomes</p> <p>2 Thinking Skills Programme(TSP) courses per annum</p> <p>4 RESOLVE courses per annum</p> <p>5 Building Skills for Recovery (BSR) courses per annum</p> <p>2 Sycamore Tree (Victim Awareness) course per annum</p> <p>4-6 Level 3 RJ Conferences per annum at Lewes.</p> <p>Restorative Justice –NOMS Capacity Build</p> <p>Sycamore Tree</p> <p>Sussex Pathways Mentoring</p> <p>Risk Management – security considerations and the offenders' risk of serious harm rating inform decisions relating to the targeting of risk management (regardless of OGRS band)</p> <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 proactive 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 <p>Where their risk is elevated, we will also prioritise access to the additional range of rehabilitative services as listed for OGRS bands 25 +. Additionally we will share intelligence with appropriate external partners as part of our risk management processes in preparation for their release. We will work with probation providers to ensure that, where offenders have been unable to undertake offending behaviour programmes in custody, they can undertake the most appropriate programme post <i>release</i>.</p>	<p><u>Attitudes , Thinking and Behaviour</u></p> <ul style="list-style-type: none"> • TSP-20 starts and 18 completers • RESOLVE -40 starts and 36 completers • BSR -60 starts and 30 completions. <p>Assessment – (Over 12 months) - We will assess all offenders using OASys and ensure they have an appropriate sentence plan (and risk management plan as needed), we will prioritise those without a PSR or assessment by known risks, sentence length / time left to serve and a violent / sex index offence. In scope cases will be completed by the Offender Manager.</p> <p>All sentenced offenders will have a named OMU contact; cases in scope for Offender Management (HROH, HROR, PPOs and ISPs) will have a named Offender Supervisor. There will be regular contact with the Offender Manager and specific sentence planning meetings.</p>
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			resettlement opportunities																		
Sexual Offenders	<table><tr><td>OGRS 0-24, Low</td><td>20</td><td>5%</td></tr><tr><td>OGRS 25-49, Medium</td><td>4</td><td>1%</td></tr><tr><td>OGRS 50-74, High</td><td>1</td><td>0%</td></tr><tr><td>OGRS 75-89, Very High</td><td>0</td><td>0%</td></tr><tr><td>OGRS 90-100, Prolific</td><td>0</td><td>0%</td></tr><tr><td>Total</td><td>25</td><td>6%</td></tr></table> <p>This group includes;</p> <ul style="list-style-type: none">• 6 Serving 2 -5 yrs• 6 Serving more than 5 yrs• 4 ISP's• 2 Recalls• 9 Low OGRS / Low OSP• 10 Low OGRS / Med OSP• 3 Med Ogrs / High OSP	OGRS 0-24, Low	20	5%	OGRS 25-49, Medium	4	1%	OGRS 50-74, High	1	0%	OGRS 75-89, Very High	0	0%	OGRS 90-100, Prolific	0	0%	Total	25	6%	<p>One TSP course will be specifically for this target segment. There are no Sex Offender Programmes on offer however progressive transfers are made to ensure access to these programmes in line with an offenders' sentence plan. This applies to all OGRS segments.</p> <p>Nearly all our sex offenders are sentenced to over 12 months; those without a valid assessment, will be prioritised by known risk, sentence length / time left to serve and a violent / sex index offence for an OASys assessment. "In scope" cases will be completed by the Offender Manager</p> <p>Where possible all sex offenders will also be assessed using RM2000 to further establish their risk of sexual reconviction.</p> <p>All sex offenders will be consideration for Treatment programmes and refereed for sequenced programmes and we will arrange transfer as soon as possible to the relevant treatment hub. All offenders will be given access to our range of additional rehabilitation services as listed in all offenders boxes above</p> <p>Those identified to be intellectually disabled (e.g. an IQ between 60 and 80 and adaptive functioning deficits), suffering from other disabilities or health issues may be referred to support sites for further assessment to consider suitability for treatment.</p> <p>We will always endeavour to move sex offenders to the designated support site, however we recognise that this is not always practical; and particularly where offenders are nearing their release date and or where spaces are limited.</p> <p>As a resettlement prison we will seek to offer an opportunity for all Sussex based offenders to be retained at HMP Lewes to achieve sentence planning targets or moved back to Lewes within their last 3 months left to serve to maximise resettlement opportunities.</p> <p>We will share intelligence with appropriate external partners as part of our risk management processes in preparation for their release; this will include the use of VISOR and information to MAPPA.</p> <p>HMP Lewes will provide reports for parole and recall as required and ensure that all oral hearings are accommodated as required</p>	
OGRS 0-24, Low	20	5%																			
OGRS 25-49, Medium	4	1%																			
OGRS 50-74, High	1	0%																			
OGRS 75-89, Very High	0	0%																			
OGRS 90-100, Prolific	0	0%																			
Total	25	6%																			

		<p>We will work with probation providers to ensure that, where offenders have been unable to undertake offending behaviour programmes in custody, they can undertake the most appropriate programme post release.</p> <p>All offenders are subject to rigorous screening and which includes monitoring of communications and discussion at inter-departmental risk management meetings in cases of greatest concern</p> <p>Recalls – see comments in all offenders box above</p> <p>MAPPA – we will manage sex offenders in accordance with MAPPA guidelines</p>																			
Violent offenders	<table><tr><td>OGRS 0-24, Low</td><td>13</td><td>3%</td></tr><tr><td>OGRS 25-49, Medium</td><td>33</td><td>8%</td></tr><tr><td>OGRS 50-74, High</td><td>54</td><td>14%</td></tr><tr><td>OGRS 75-89, Very High</td><td>43</td><td>11%</td></tr><tr><td>OGRS 90-100, Prolific</td><td>4</td><td>1%</td></tr><tr><td>Total</td><td>147</td><td>37%</td></tr></table> <p>This group includes;</p> <ul style="list-style-type: none">• 93 with less than 1 yr to serve• 26 ISP's• 17 Recalls• 33 with no OASys• 8 Low OGRS / Low OVP• 9 Med OGRS / Low OVP• 14 Med OGRS / Med OVP• 28 High OGRS / Med OVP• 10 High OGRS / High OVP• 14 V High Ogrs / Med OVP• 16 V High Ogrs / High OVP	OGRS 0-24, Low	13	3%	OGRS 25-49, Medium	33	8%	OGRS 50-74, High	54	14%	OGRS 75-89, Very High	43	11%	OGRS 90-100, Prolific	4	1%	Total	147	37%	<p>Offenders sentenced to 12 months or more and without a valid those without a valid assessment, will be prioritised by known risk, sentence length / time left to serve and a violent / sex index offence. for an OASys assessment. “In scope” cases will be completed by the Offender Manager</p> <p>HMP Lewes is currently offering the RESOLVE programme and all relevant cases will be considered for suitability and potential inclusion for HMP Lewes or another delivering establishment if other sequenced work required.</p> <p>Violent Offenders will be prioritised for progressive transfers to the right site delivering the right programme according to their identified risk and needs. First priority transfers will be for those sentenced to less than 4 years, as there is less available time before release for them to engage in offending behaviour work.</p> <p>As a resettlement prison we will seek to offer an opportunity for all Sussex based offenders to be retained at HMP Lewes to achieve sentence planning targets or moved back to Lewes within their last 3 months left to serve to maximise resettlement opportunities.</p> <p>We will share intelligence with appropriate external partners as part of our risk management processes in preparation for their release; this will include the use of VISOR and information to MAPPA.</p> <p>Time left to serve:</p> <p>We have a sizeable proportion of violent offenders that are within 6 months of their release date, where their risk of violent (as well as general) re-offending is low -they will be able to access our core range of rehabilitation services.</p> <p>HMP Lewes will provide reports for parole and recall as required and ensure that all oral hearings are accommodated as required</p>	
OGRS 0-24, Low	13	3%																			
OGRS 25-49, Medium	33	8%																			
OGRS 50-74, High	54	14%																			
OGRS 75-89, Very High	43	11%																			
OGRS 90-100, Prolific	4	1%																			
Total	147	37%																			

		<p>All offenders are subject to rigorous screening and which includes monitoring of communications and discussion at inter-departmental risk management meetings in cases of greatest concern</p> <p>We will share intelligence with appropriate external partners as part of our risk management processes in preparation for their release; this will include the use of VISOR and information to MAPPA.</p> <p>DV offenders</p> <p>There is currently no identified DV programme available apart from the healthy Relationships course and this is primarily focused for these serving longer sentences of 4 years plus. Where possible suitable cases will be referred. Information will be provided as required to local MARACs.</p> <p>Recalls – see comments in all offenders box above.</p> <p>MAPPA – we will manage violent offenders in accordance with MAPPA guidelines</p>				
Indeterminate Sentenced Prisoners (ISPs)	<table><tr><td>ISPS</td><td>38</td><td>10%</td></tr></table> <p>This group includes;</p> <ul style="list-style-type: none">• 26 Convicted of violent offences• 8 Convicted of robbery• 4 Convicted of sexual offences	ISPS	38	10%	<p>All ISPS will be subject to full Offender Management and will be allocated a named Offender Supervisor. For Lifer cases the Offender Supervisor will be responsible for the OASys and for IPP cases the external manager will be responsible for the OASys.</p> <p>HMP Lewes will offer MALRAP meetings for newly sentenced cases and complete an OASys and sentence plan within 12 weeks of sentence. Regular reviews will be held on cases at a minimum of 1 year cycle.</p> <p>ISPs will be prioritised for onward transfer to the most appropriate site to support sentence progression, whilst at HMP Lewes they will receive the most appropriate intensity of case management dependant upon level of risk and the stage they are at within their sentence to enable progress.</p> <p>HMP Lewes currently receives a number of offenders returned from closed conditions and where appropriate these cases will be moved to a suitable establishment at the earliest point following reception.</p> <p>As a resettlement prison we will seek to offer an opportunity for all Sussex based offenders to be retained at HMP Lewes to achieve sentence planning targets or moved back to Lewes within their last 3 months left to serve to maximise resettlement opportunities.</p> <p>HMP Lewes will provide reports for parole and recall as required and ensure that all oral hearings are accommodated as required and PPUD information is updated and</p>	
ISPS	38	10%				

		<p>maintained and reports requested in a timely manner.</p> <p>All offenders are subject to rigorous screening and which includes monitoring of communications and discussion at inter-departmental risk management meetings in cases of greatest concern. We will share intelligence with appropriate external partners as part of our risk management processes in preparation for their release; this will include the use of VISOR and information to MAPPA.</p>				
<p>Low likelihood of any reconviction OGRS 0-24%</p>	<table><tr><td>OGRS 0-24, Low</td><td>67</td><td>17%</td></tr></table> <p>This group includes;</p> <ul style="list-style-type: none">• 28 with less than 1 yr to serve• 16 serving 2 – 5 yrs• 20 convicted of sexual offences of who 9 have Low OSP and 10 Med OSP• 18 Convicted of drug offences• 13 Convicted of violent offences of who 8 have Low OVP and 4 have no OASys• 9 Convicted of acquisitive offences• 3 Convicted of robbery	OGRS 0-24, Low	67	17%	<p>Assessment: (over 12 months) – we will assess all offenders using OASys and ensure they have an appropriate sentence plan (and risk management plan as needed). We will prioritise those without a PSR by sentence length / time left to serve and a violent / sexual index offence. In scope cases will be completed by the Offender Manager.</p> <p>Low intensity case management - We are putting 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. This will form the basis of contact with all our prisoners, especially for low risk offenders.</p> <p>As a resettlement prison we will seek to offer an opportunity for all Sussex based offenders to be retained at HMP Lewes to achieve sentence planning targets or moved back to Lewes within their last 3 months left to serve to maximise resettlement opportunities.</p> <p>Short Sentenced prisoners: will be screened identifying their rehabilitative needs to enable effective resettlement planning.</p> <p>We will refer all offenders within this OGRS group to the core offer at table 4a</p> <p>As part of our public protection commitment and risk management measures, we will share intelligence with appropriate external partners in preparation for their release</p>	
OGRS 0-24, Low	67	17%				
<p>Medium likelihood of any reconviction OGRS 25-49%</p>	<table><tr><td>OGRS 25-49, Medium</td><td>72</td><td>18%</td></tr></table> <p>This group includes;</p> <ul style="list-style-type: none">• 41 with less than 1 yr to serve• 8 with 1 – 2 yrs to serve• 7 with 2 – 5 yrs to serve	OGRS 25-49, Medium	72	18%	<p>Assessment (over 12 months) – we will assess all offenders using OASys and ensure they have an appropriate sentence plan (and risk management plan as needed), we will prioritise those without a PSR by sentence length / time left to serve and a violent / sex index offence. In scope cases will be completed by the Offender Manager.</p> <p>As a resettlement prison we will seek to offer an opportunity for all Sussex based offenders to be retained at HMP Lewes to achieve sentence planning targets or</p>	<p>4 RJ conferences per year at HMP Lewes</p>
OGRS 25-49, Medium	72	18%				

	<ul style="list-style-type: none">• 33 Convicted of violent offences of who 10 have no OASys, 9 have Low OVP and 14 have Med OVP• 14 Convicted of drug offences• 12 Convicted of acquisitive offences• 7 Convicted of robbery	<p>moved back to Lewes within their last 3 months left to serve to maximise resettlement opportunities.</p> <p>Low intensity case management – We will refer all offenders within this OGRS group to the core offer at table 4a and provide contact with offender supervisors through a ‘surgery’ to follow up on urgent issues.</p> <p>Short Sentenced prisoners – Will be screened identifying their rehabilitative needs to enable effective resettlement planning. Where spaces are not taken by higher OGRS offenders, those that are nearing the end of their sentence, will be prioritised to access rehabilitative services to support their resettlement needs</p> <p>As part of our public protection commitment and risk management measures, we will share intelligence with appropriate external partners in preparation for their release</p> <p>Victim Offender conferencing (RJ) – we will work with Sussex partner agencies for Restorative Justice and make appropriate referrals and we will deliver 4 conferences at HMP Lewes per year for violent and acquisitive offenders where there is a clear victim</p>				
<p>High likelihood of any reconviction OGRS 50- 74%</p>	<table border="1"><tr><td>OGRS 50-74, High</td><td>136</td><td>34%</td></tr></table> <p>This group includes;</p> <ul style="list-style-type: none">• 81 with less than 1 yr to serve• 12 with 1 – 2 yrs to serve• 11 with 2 – 5 yrs to serve• 54 Convicted of violent offences of who 11 have no OASys, 28 have Med OVP and 10 have High OVP• 46 Convicted of acquisitive offences• 17 Convicted of robbery• 9 Convicted of drug offences• 1 Convicted of a sexual offence	OGRS 50-74, High	136	34%	<p>Assessment – (over 12 months) we will assess all prisoners using OASys and ensure they have an appropriate sentence plan (and risk management plan as needed), we will prioritise those without a PSR by sentence length / time left to serve and a violent / sex index offence. In scope cases will be completed by the Offender Manager.</p> <p>PPOs; For those cases which we are not retaining in the establishment, the first priority is to ensure that offenders sentenced to less than 4 years within this group are moved to a prison that can meet their rehabilitation needs. For those cases remaining at HMP Lewes, or with time to wait before they are transferred, we will also offer a named Offender Supervisor.</p> <p>As a resettlement prison we will seek to offer an opportunity for all Sussex based offenders to be retained at HMP Lewes to achieve sentence planning targets or moved back to Lewes within their last 3 months left to serve to maximise resettlement opportunities.</p> <p>Short sentence prisoners: Will be screened identifying their rehabilitative needs to enable effective resettlement planning. Those that are nearing the end of their sentence will be prioritised to access rehabilitative services to support their resettlement needs. Contact will be made with public protection agencies, as</p>	<p>4 RJ conferences per year at HMP Lewes</p>
OGRS 50-74, High	136	34%				

		<p>required, in preparation for release. Cases will be referred to the local IOM teams for possible additional support.</p> <p>Victim Offender conferencing (RJ) – we will work with Sussex partner agencies for Restorative Justice and make appropriate referrals and we will deliver 4 conferences at HMP Lewes per year for violent and acquisitive offenders where there is a clear victim</p> <p>Acquisitive offenders: We are working with NHS England and Public Health England to ensure that offenders who need substance misuse services are able to access them in accordance with their individual care and sentence plans. Offender supervisors will work with the DART to motivate and encourage offenders to actively engage in their recovery.</p> <p>As part of our public protection commitment and risk management measures, we will share intelligence with appropriate external partners in preparation for their release</p> <p>Accommodation Stonham Housing - providing mentoring to support Offenders in finding accommodation</p>				
<p>Very high likelihood of any reconviction OGRS 75-89%</p>	<table border="1"><tr><td>OGRS 75-89, Very High</td><td>101</td><td>25%</td></tr></table> <p>This group includes;</p> <ul style="list-style-type: none">• 67 with less than 1 yr to serve• 10 with 1 – 2 yrs left to serve• 44 Convicted of acquisitive offences• 43 convicted of violent offences of who 7 have no OASys, 14 have a Med OVP and 16 who have a High OVP	OGRS 75-89, Very High	101	25%	<p>Assessment – (Over 12 months) - We will assess all offenders using OASys and ensure they have an appropriate sentence plan (and risk management plan as needed), we will prioritise those without a PSR by sentence length / time left to serve and a violent / sex index offence. In scope cases will be completed by the Offender Manager.</p> <p>PPOs; For those cases which we are not retaining in the establishment, the first priority is to ensure that offenders sentenced to less than 4 years within this group are moved to a prison that can meet their rehabilitation needs. For those cases remaining at HMP Lewes, or with time to wait before they are transferred, we will also offer a named Offender Supervisor.</p> <p>We will particularly prioritise those with less than 6 months left to serve, the highest OGRS and OVP groups, and indeterminate sentenced offenders approaching a key stage in their sentence such as a parole hearing.</p> <p>As a resettlement prison we will seek to offer an opportunity for all Sussex based offenders to be retained at HMP Lewes to achieve sentence planning targets or moved back to Lewes within their last 3 months left to serve to maximise resettlement opportunities.</p> <p>As part of our public protection commitment and risk management measures, we will</p>	
OGRS 75-89, Very High	101	25%				

		<p>share intelligence with appropriate external partners in preparation for their release</p> <p>Short sentence prisoners: Will be screened identifying their rehabilitative needs to enable effective resettlement planning. Those that are nearing the end of their sentence will be prioritised to access rehabilitative services to support their resettlement needs. Contact will be made with public protection agencies, as required, in preparation for release. Cases will be referred to the local IOM teams for possible additional support.</p> <p>Acquisitive offenders: We are working with NHS England and Public Health England to ensure that offenders who need substance misuse services are able to access them in accordance with their individual care and sentence plans. Offender supervisors will work with DART to motivate and encourage offenders to actively engage in their recovery</p> <p>Victim Offender conferencing (RJ) – we will work with Sussex partner agencies for Restorative Justice and make appropriate referrals and we will deliver 4 conferences at HMP Lewes per year for violent and acquisitive offenders where there is a clear victim</p>	
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**Extremely high
likelihood of any
reconviction (prolific)
OGRS 90-100%**

OGRS 90-100, Prolific	21	5%
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This group includes;

- **18 with less than 1 yr to serve**
- **15 Convicted of acquisitive offences**

Assessment – (Over 12 months) - We will assess all offenders using OASys and ensure they have an appropriate sentence plan (and risk management plan as needed), we will prioritise those without a PSR by sentence length / time left to serve and a violent / sex index offence. In scope cases will be completed by the Offender Manager.

PPOs; For those cases which we are not retaining in the establishment, the first priority is to ensure that offenders sentenced to less than 4 years within this group are moved to a prison that can meet their rehabilitation needs. For those cases remaining at HMP Lewes, or with time to wait before they are transferred, we will also offer a named Offender Supervisor.
We will particularly prioritise those with less than 6 months left to serve, the highest OGRS and OVP groups, and indeterminate sentenced

As a resettlement prison we will seek to offer an opportunity for all Sussex based offenders to be retained at HMP Lewes to achieve sentence planning targets or moved back to Lewes within their last 3 months left to serve to maximise resettlement opportunities.

We will share intelligence with appropriate external partners as part of our risk management processes in preparation for their release; this will include the use of VISOR and information to MAPPA.

Short sentence prisoners: Will be screened to identify their rehabilitative needs to enable effective resettlement planning. Those that are nearing the end of their sentence will be prioritised for IOM and to access rehabilitative services that support safe resettlement.

Victim Offender conferencing (RJ) – we will work with Sussex partner agencies for Restorative Justice and make appropriate referrals and we will deliver 4 conferences at HMP Lewes per year for violent and acquisitive offenders where there is a clear victim

Table 5: Accredited Programmes provided in the establishment		
Does this establishment deliver NOMs Commissioned accredited programmes?		Yes
Name of accredited programme	Number of agreed starts (expected for 2014-15)	Number of agreed completions (planned total for 2014-15)
Living Skills Programmes		
Thinking Skills Programme (TSP)	30	27
RESOLVE	40	36
Grand Total	70	63

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)
1F	Mandatory Drug Testing To develop a local action plan that ensures that Mandatory drug testing is at the forefront of providing a Safe, Secure and Decent environment for staff, prisoners and visitors. This action plan will ensure that processes, procedures and resources are efficient and effective in combating the use of controlled drugs. In doing so, HMP Lewes will aim to create a culture that actively promotes abstinence from illicit drug use throughout the prison.	Yes
1C, 2F	Sex Offender Population To develop a local strategy that integrates with national policy to ensure that the sex offender population at HMP Lewes are ready to undertake more intensive offending behaviour interventions at appropriate sites. To provide information, support and encouragement to motivate and prepare the Sex Offender population to be 'match fit' for transfer to a Sex Offender Treatment Centre – this will normally be the Isle of Wight Cluster. To work with K&S Psychology Team to be able to provide a range of interventions to address denial, esteem and the identified pre-requirements of SOTP.	Yes
1C, 1F, 2C	Drug Recovery Wing HMP Lewes will embed Drug Recovery Principles by way of a holistic wrap around service on A & K Wings during 2014 -2015. K Wing is the 5 day initial Stabilisation Unit, following this all prisoners undergoing drug or alcohol Clinical and Psychosocial treatment will progress to A Wing. The unit will aim to emphasize and supports the prisoner's potential for recovery. In the Recovery Model the key elements are: developing hope, a secure base and sense of self, supportive relationships, empowerment, social inclusion, coping skills, and meaning. The management of these two units will be tripartite between the Operational Team, Crime Reduction Initiative (CRI) [psychosocial], Sussex Partnerships [Clinical]. It is recognised that CRCs may cut across already existing joined up TTG services in time. This will require further development and consultation as and when this happens.	Yes
2F	G Wing – Working with Sussex Partnerships [Mental Health Nursing Team, Psychology and Occupational Therapy], develop a new supportive and enabling regime to replace the current 'Care and Support Unit'. This new unit will have strict admission criteria and a time bounded pathway. To support vulnerable prisoners with a range of issues – personality disorder, poor coping, Violence reduction (Bullying), post in-patient unit, learning difficulties etc. The unit will be jointly managed between HMPS Operational & Sussex Partnerships and will adhere to enabling principles of care.	Yes
2G	Regime Development Develop the regime and prisoner engagement. <ul style="list-style-type: none"> • Bridge the differential regime between main and vulnerable prisoners in terms of access. (Target June 2014) 	Yes

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- Expand the roll out of the Virtual Campus into further locations. The VC is due to be extended into the Multi Purpose Unit Vulnerable Prisoners (VP) Education) this will create 100 terminals across the prison. (Target to complete enabling work and set up July 2014)
- Creatively use VC as a communication / resettlement tool. (Training programme to involve Offender Supervisors, CRC staff, National Careers Service (NCS), Job Centre Plus (JCP) and other resettlement partners (Sussex Pathways, NACRO) will continue throughout 2014/5
- Increase the number of activity places as per growth plan. (Target to have an activity offer that meets Annex C in BDG Report by Q2 2014/5. Industries Manager to work closely with One 3 One in Q4 2013/4 to maximise available activity as per benchmarking report.)
- Review OLASS curriculum at six month intervals and ensure correspondence with LMI data (SSC growth areas- Cleaning, Care, Hospitality and Catering and Construction) (Target reviewed quarterly 2014/5 at LOPG)
- Lewes has over delivered against OLASS funding (109%) in 2013/4 given that there is scope to increase OLASS delivery via an increased session and new venues then virement from other clusters in 2014/5 would enable this expansion to be undertaken. (Q1 2014/5)
- Ensure a learning culture is prevalent amongst all staff and prisoners
- Whilst Lewes can only aspire to be a 'working prison', it will seek to creatively enrich the regime with TTG resettlement activity with the CRC appointed regionally. (Target Q3 2014/5 to align CRC delivery plan with local need)

There are 442 prisoner employment /activity places at any one time, this represents an absolute maximum. The aim is to maximise attendance against this capacity with a target figure of 80% i.e. 354 prisoners being involved with an activity each session.

Regime will be developed across the establishment to meet the specific needs of prisoners, with each residential unit having a core role and appropriate regime to support and enhance prisoner engagement.

To improve time unlocked and to ensure that consistent access to regime is delivered , a split regime will be offered in parts of the prison where there is little or no full time work available, namely A, F, K and G Wing. On each wing prisoners will be offered access to part time work either AM or PM and in the alternate 'down time' period will be offered additional time unlocked, access to the gymnasium, library and relevant rehabilitation services. Where a split regime is offered prisoners will be predominantly un-convicted or awaiting sentence.

The majority of convicted prisoners including those returning to Lewes for local release will located on C and Sussex Wing, on these wings access to regime on the wing will be reduced and refocused outside of the core work periods and access to full time work will be proportionally increased. To some degree these wings will reflect the working prisons model preparing prisoners for progression through their sentence or maintaining access to work where prisoners are arriving from establishments already fully integrated to the working prisons model.

As part of the preparation to implement New Ways of Working the establishment undertook a review of all residential units. This led to the successful re-configuration of accommodation allowing prisoner population to be spilt by specific needs and characteristics. The new profiles implemented October 2013 support the split regime model and access to additional time unlocked where required.

In order to fully develop the regime in line with the aforementioned plan two key objectives still need to be met:

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	<p>Access to full time employment needs to be focussed and developed to support C and Sussex Wing prisoners and process's to fast track access to work for prisoners returning to the establishment prior to release will need to be developed.</p> <p>Access to core rehabilitation services will need to be re-configured around the population specific needs and delivered to meet the individual regime requirements.</p> <p>Once these two objectives are met additional work will be undertaken to ensure that those prisoners who are fully engaged with the regime, have the greatest access to regime and that appropriate IEP measures are applied where prisoners are not fully engaged. To note until the regime development is achieved there will be limitations on the ability to action and enforce corrective measures against those prisoners who are not fully engaging with the rehabilitation process.</p>	
1D	<p>Development of Staff to Undertake Risk Assessments</p> <p>Lewes recognises the fundamental importance of robust and effective risk assessments. These should not only protect the public from criminal behaviour and associated financial costs but support the prisoner in a safe secure environment that will minimise the likelihood of re-offending.</p> <p>Assessments that contribute to this measure</p> <ul style="list-style-type: none"> • Initial screening on reception (Child Protection Measures (CPM), Domestic Violence (DV) Harassment, dynamic risks to staff) • Cell Sharing Risk Assessment • OASys/Sentence Planning • RS 2000 • Safeguarding and Safer Community assessments. <p>Outcomes</p> <ul style="list-style-type: none"> • Decrease in re-offending rates-Target 2014/5 Drop of 3 % CRC/NPS • Decline in reportable incidents/adjudications/ Assessment Care Teamwork (ACCTs) Target Drop of 5% • Decline in MDT Target to remain below 9.5% • Increased targeted engagement with regime and sentence plan <p>Monitoring procedures</p> <ul style="list-style-type: none"> • HMIP Action plan • Corporate assurance • Audit internal/external Interceptions of Communication Commissioners Office (IOCCO) <p>Training</p> <p>Ensure a comprehensive training strategy is in place for all assessments ensuring all staff have equal capability and deliver the same standard of service.</p> <p>OASys –all Band 4 staff to be trained by Q3 2014/5.</p> <p>OASys Quality improvement group to meet monthly 2014/5</p> <p>OASys Quality Data Management (QDM) to act as a gate keeper to ensure Quality Assurance (QA)</p> <p>Head of Corporate Services to oversee all embedded QA procedures.</p>	

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	
27	Manage Prisoner Finance	Existing service specification which remains in force	

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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	Yes	Go live April/May 2014
40	Mother & Baby Unit	No	Existing service specification which remains in force
41	Deliver Victim Offender Conferencing (Restorative Justice)	Yes	Go live April/May 2014

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.	Yes
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.	Yes
Visits - Services for Visitors	There are facilities for children to play whilst waiting to visit a prisoner.	No
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.	Yes
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.	Yes
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	Yes

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)	0.50 hours daily	
Physical Education	Minimum number of PE Hours [per week] (row 1 of the specification) (as calculated using the SBC published spreadsheet product)	2.5 hours weekly	

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
Industries – Cleaning BICS	Industrial Cleaning	8	1	12	£0	£0	£0	£0	£0	£0
Industries- Enterprise/Con tract Services	Workshop 2	16	1	24	£0	£0	16,200	£0	£0	£0
Industries- PICTA	PICTA	40	3	27	£0	£0	£0	£0	£0	£0
Industries- Other Workshop	Painting and Decorating	6	1	27	£0	£0	£0	£0	£0	£0
Total		70	6	90	£0	£0	16,200	£0	£0	£0

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
HU1 Wing Activities	Orderly cleaners	25	27
HU2 Wing Activities	Other occupations	8	27
HU3 Wing Activities	Weekend activities	0	
HU4 Wing Activities	Recycling activity	0	
HU5 Wing Activities	Wing cleaning	80	27
HU6 Wing Activities	Works Department	0	
Kitchen		30	42
Mess		3	27
Stores		3	27
Clothing Exchange Service		10	36
Other Occupations (Gardens)		6	18
Sub total		165	231

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		16	24
Core Education Classes		60	24
Education Induction Assessment		16	9
Education leading to accreditation		16	24
PE Leading to QCA Qualifications		0	0
Skills training leading to Accreditation		6	12
ROTL		0	0
Prison Induction Courses/Interviews		16	3
Other			
Sub total		130	96
Table 8 Total		365	417

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 03m	1h 40m	0h 53m	0h 51m	0h 30m	7h 00m
Tue	3h 03m	1h 40m	0h 53m	0h 51m	0h 30m	7h 00m
Wed	3h 03m	1h 40m	0h 53m	0h 51m	0h 30m	7h 00m
Thu	3h 03m	1h 40m	0h 53m	0h 51m	0h 30m	7h 00m
Fri	3h 03m	1h 40m	0h 53m	0h 51m	0h 30m	7h 00m
Sat	0h 00m	6h 08m	0h 00m	1h 28m	0h 00m	7h 37m
Sun	0h 00m	6h 08m	0h 00m	1h 28m	0h 00m	7h 37m

5 day average time out of cell

Type	Activity	Association	Domestics	Meal	Movement	Total Time Out of Cell
5-day	3h 03m	1h 40m	0h 53m	0h 51m	0h 30m	7h 00m

7 day average time out of cell

Type	Activity	Association	Domestics	Meal	Movement	Total Time Out of Cell
7-day	2h 10m	2h 57m	0h 38m	1h 02m	0h 22m	7h 11m

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	0	0	0	0	0	0	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)	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %
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 %	80.00 %
CU060	Tornado Commitment																		17.00
CU074	MQPL BME 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)	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	3.56
CU057a	Self Harm Audit (A&CA)	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	3.40
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
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
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

OFFICIAL

			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 Activity	Purposeful	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	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 Process (GPP)	Parole	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 %
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 %	90.00 %
CU086A	Return of MAPPA F Forms		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 %
CU089	ViSOR (Prison)	Effectiveness	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 %

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 Treatment Programme (SOTP)	Offender Completions																		942
CU021	Offending Programme Completions	Behaviour (OBP)													63.00	63.00			63.00	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		83.00 %	83.00 %	83.00 %	83.00 %	83.00 %	83.00 %	83.00 %	83.00 %	83.00 %	83.00 %	83.00 %	83.00 %	83.00 %	83.00 %	83.00 %	83.00 %	83.00 %	
CU014	Training / Education on																			

OFFICIAL

	Discharge		15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %
CU015	Employment on Discharge		22.50 %	22.50 %	22.50 %	22.50 %	22.50 %	22.50 %	22.50 %	22.50 %	22.50 %	22.50 %	22.50 %	22.50 %	22.50 %	22.50 %	22.50 %	22.50 %	22.50 %
CU095a	Hours Worked In Industry																		

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 Absence	Sickness																		
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 (CO2e)	Efficiency																		
CU081	Prison Cost Analysis (PCA)		3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3