



National Offender  
Management Service

**Annex to Wales  
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**

**HMP Swansea**

**Local Establishment Annex 2014-15**

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This document is the Local Establishment Annex 2014-15 to the Wales SLA 2014-17. The Wales SLA, including this Annex, has been agreed between NOMS commissioners and the Lead Governor of Public Sector Prisons Wales 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	<b>HMP &amp; YOI Swansea</b>
Establishment type	<b>Local resettlement</b>
Specialist function	
Security Category / Categories:	<b>Category B or lower/ Young Adults suitable for closed conditions or lower (not restricted status)</b>
Annual Operating Price	<i>To be confirmed</i>

#### 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	242
Operational Capacity	435

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.

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Table 2b: Population Allocation Specification	
Gender:	Male prisoners only
Age:	Adults (21 and over) and Young Adults (18-21)
Security Category:	Category B or lower/ Young Adults suitable for closed conditions or lower (not restricted status)
Sentence Status:	Remand and Sentenced prisoners
Sentence Length / Type:	No restrictions 41% unsentenced, 29% resettlement,
Offence Type:	No restrictions
Nationality:	No restrictions

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

Table 2c: Population Assumptions – Origin of the Population
<i>HMP &amp; YOI Swansea is a local prison holding male prisoners aged 18 and over. The population is mainly comprised of remand prisoners and newly sentenced prisoners. This establishment mostly holds prisoners remanded or sentenced by courts in Wales regions and receives most of its prisoners from courts in the South Wales area. This establishment has established an intensive prisoner support unit.</i>

Table 2d: Population Assumptions – Estimated Background of the Population							
OCTOBER 2014							
	Cat A	Cat B	Cat C	Cat D	Male YO	Other	Total
Prisoners on remand, convicted unsentenced, or sentenced uncategorised	0	N/A	N/A	N/A	15	150	165
Prisoners sentenced to less than 12 months	N/A	N/A	70	0	5	0	75
Determinate prisoners serving 12 months or more but less than 4 years	N/A	N/A	N/A	N/A	N/A	N/A	0
Determinate prisoners serving more than 4 years	N/A	N/A	N/A	N/A	N/A	N/A	0
Indeterminate prisoners	0	0	0	0	0	0	0
Determinate and indeterminate Recallees	N/A	N/A	19	N/A	N/A	0	19
Non-criminals	N/A	N/A	N/A	N/A	N/A	N/A	0
Resettlement	N/A	N/A	137	N/A	9	N/A	146
Discretionary	N/A	N/A	30	0	N/A	N/A	30
Total	0	0	256	0	29	150	435
Resettlement	Yes	Reset %		30 +2 YO%	Reset No.		137 +9 YO
Specialist Function							

## SECTION 2: ESTABLISHMENT DELIVERY

Table 3: Local Response to Commissioning Intentions

CI Title & No.	Response to Commissioning Intention
1. Enhance Public Protection and ensure a safe and rehabilitative culture	<p>At HMP Swansea we will provide a safe, decent and secure environment for all prisoners and staff, we will provide an atmosphere in which rehabilitation is seen as everyone's business enabling prisoners to address offending behaviour. We will embrace the concept that every contact matters and implement this across all areas of the establishments. We will have the Wales strategy fully implemented by Mar 15 however, prior to that this will implement by the following methods:-</p> <ul style="list-style-type: none"> <li>➤ Objectives set in the SPDR process</li> <li>➤ Regular Bi-Lats</li> <li>➤ Groups Meetings</li> <li>➤ Team Plans</li> <li>➤ Prisoner focus groups</li> <li>➤ Staff focus groups</li> <li>➤ Increased staff interaction with offenders during the core day via Offender Supervisor intervention and personal officer liaison.</li> </ul> <p>Success will also be measured by external scrutiny of the MQPL and HMCIP Reports. Internally this will be measure via complaints, incidents of violence, incidents of self-harm, employment on discharge, education on discharge and SPDR's.</p>
1 (a) There is a sense of purpose in relation to rehabilitation, desistance and or progression through a sentence	<p>We have implemented our activity assessment centre which includes work allocation in line with individual OASYS assessment which identifies prisoner's needs and contributes to the sentence plan.</p> <p>A work culture will be instilled in all prisoners at HMP Swansea where hard work and an acknowledgement to change will be rewarded &amp; negative attitudes to change will be challenged by all staff through vigorous IEP.</p> <p>We will achieve this by pathway intervention, via OASYS and basic custody screening that will identify prisoners offending behaviour patterns</p> <p>This will be measured under the MPQL process. IEP and SPDR.</p>
1 (b) All work with offenders consistently demonstrate behaviours and attitudes that support rehabilitation and desistance.	<p>Through positive offender supervisor and case administration work we will address offender behaviour and reduce the risk to the public</p> <p>Swansea Prison provides a positive environment for prisoners to reside in and to help in their rehabilitative journey. Prison staff who interact with prisoners from both the Residential areas through to the Offender Supervisors and Managers are aware of the impact of their own behaviour on prisoners and of the concept that Every Contact Matters. Staff will be encouraged to set examples to all offenders and positively engage with them to challenge preconceptions regarding their offending behaviour Our partnership groups and external contractors will be required to demonstrate the</p>

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	<p>same objectives and behaviour.</p> <p>The positive attitudes and behaviour achievement of sentence planning targets are rewarded through the IEP process. The Incentives Earned Privileges (IEP) scheme is an important part of a prisoner's journey in Prison as it helps prisoners understand their responsibilities whilst in custody</p> <p>The IEP scheme is monitored by Senior managers at the Prison to ensure this works in a fair and balanced manner. Through managerial checks we will ensure that all entries on the prisoner case notes are of good quality, relative and fair</p> <p>We will also measure progress towards implementation by monitoring at a local level during establishment visits and custodial meetings and this will ensure strategic oversight and effectiveness is maintained. Our strategy will be maintained through regular review of prisoner's performance, sentence plan reviews and any lessons learnt through the process will lead to improvements being implemented.</p>
1(c) Efforts are made to ensure offenders experience the environment as safe.	<p>Swansea Prison has a good Safer Custody provision and has introduced mentors in many area of the establishment to improve and compliment an offender's experience of custody.</p> <p>A recent audit by ACA has shown Swansea has sound systems in place for keeping prisoners safe from harm with a score of Amber - Green which further compliments our HMCIP and excellent MQPL metric findings for Safety</p> <p>We will review and maintain our strategy, and where necessary improve our services, by regular prisoner forums, IR's, ACCT's, external reports including MQPL and HMCIP, SMAG (Segregation Monitoring and Review Group).</p> <p>We will also continue with the identified good practice by supporting prisoners through the Detox period, drug recovery unit and drug free wings as recognised by the MQPL and the introduction and extension of peer mentors.</p>
2 Strengthen integration of service delivery between directly funded co-commissioned providers and wider partners	<p>Swansea Prison will integrate a number of services to maximise investment to secure better outcomes for offenders, their families and local communities. Swansea has a very strong history of community engagement within the establishment that must be developed further to ensure that all who work with offenders at the establishment do so with the same common goal, to rehabilitate and thereby reduce Reoffending &amp; risk that some offenders may pose upon release. This will be supported by the employment of two regional Business Community engagement Managers, membership of the Chamber of Commerce, partnerships with PACT, FFOPS, SLA's with Swansea Council, Benefits Agency, Credit Unions. AA, WCADA, Veterans associations and Community Chaplaincy.</p>
2(a) There is evidence of effective coordination of delivery of services and integration of providers locally, regionally and nationally to maximise	<p>This will include Basic custody screening and OAsys assessments to identify possible offender behaviour interventions and employment / education on release.</p> <p>Along with this AA/ DIP, IOIS and any external agencies that will support prisoners in custody and upon release we will</p>

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outcomes for offenders	<p>work with, details are provide in Annex 4b.</p> <p>As part of the MTT transitions and temporary provision of resettlement services one Band 3 Officer and two Band 4 Non Operational staff are provided.</p> <p>Success for this will be measured through adequate prisoner activities, achievement of hours worked in Industry and employment/education on release.</p>
2 (b)) 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.	<p>We have strong links with the Job Centre Plus whose staff are fully integrated into the prison's resettlement programme They have full access to the prison, dedicated interview rooms which are Broadband connected. They also engage with their clients offering advice and support in setting up claims for benefit advice before release.</p>
2 (i) In Wales - Continue to work with the Welsh Government and its devolved agencies to ensure alignment between offender services directly commissioned by NOMS and the Welsh Government's devolved responsibilities, to maximise outcomes for offenders, their families and local communities.	<p>We will deliver services as commissioned by the Welsh Government such as Learning and Skills services and Healthcare provision. Learning and Skills will be agreed through the NOMS Commissioner and detailed in an SLA. Healthcare Services will be agreed through the prison partnership board and detailed in an SLA between the Local Health Board and the prison.</p> <p>Learning and Skills will be measured by Estyn inspections and achievements of recognise NVQ qualification and in the SDR outcomes.</p>
3 Deliver an efficient, quality service	<p>Swansea Prison will deliver and prioritise its services based on the need for resources to following risk. To inform this approach we will use segmentation data, needs analysis and professional judgement to ensure the appropriateness of our service delivery for the prison population identified in Tables 4a and b. We will ensure we maintain standards within specifications, instructions and contracts.</p>
3 (a)) Target resources on evidence-informed interventions and services which are likely to deliver the best outcomes for the investment. This includes targeting factors shown to be related to NOMS intended outcomes and using a service design which will be effective with the groups which receive it.	<p>We have now developed a new activities assessment unit. Through Basic Skills Assessment, OASYs, segmentation and sentence planning we will identify individual needs. We intend to share this information with any possible CRC, through the gate services as the transition evolves. We aim to achieve this sharing information by Jan 2015 which is when Through the gate services are due to start.</p> <p>As an interim we will directly deliver services as follows:-</p> <ul style="list-style-type: none"> <li>➤ Money advisory services (Credit Union)</li> <li>➤ Support to veterans (Veterans in Custody)</li> <li>➤ Housing on releases (Caer Glas Housing Association and local councils)</li> <li>➤ CARATs ( WCADA)</li> </ul>



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	<p>As part of development objectives we are also applying to continue to run our Time for Family Courses and Sycamore in 2014/2015. Two of each of these courses will be run during this SLA period. Also part of our development as identified through our segmentation is to explore domestic violence training through Choose to Change with PACT which is a recognised accredited programme supported by the FPT. It is our intention if successful to deliver one course by Sept 2014. We will also be delivering BSR to address the specific offender population involved in acquisitive crime and drug offences which has been identified and we will also be delivering Restorative Justice and working in partnerships with Wales Probation the CRC and Police and Crime Commissioners, which again will be prioritised and focussed to ensure maximum benefits are realised.</p>
3 (b) 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.	<p>Swansea has a robust monitoring system that underpins the delivery of its offender services, regular reviews and performance meetings are held to inform future actions and developments. A needs analysis which is funded through OLAS will be carried out for the Learning and Skills and Resettlement areas. This will give us an in-depth view and inform us of Prisoners needs on what we can deliver and what will be required at another establishment. All courses delivered are both internally and externally verified by awarding bodies. This is also applicable to the long term plans to expand qualifications in other areas. As part of the HMCIP inspection Estyn inspectors will evaluate all Learning and Skills provision throughout the prison.</p>
4 Ensure deliveries are matched to population purpose and NOMS outcome.	<p>Swansea Prison has used Segmentation data, needs analysis and professional judgement to inform what we will deliver to our population to ensure we target investment and services to the right offenders at the right time and for resources to follow the risk.</p>
4 (a) Use segmentation and local data sources to target resources for rehabilitation services, case management and risk management where they deliver the greatest outcomes for investment.	<p>Following our segmentation local data, it has been identified that a large percentage of our prisoners are for violence (32%). Also, a large percentage for acquisitive burglaries (36%) and 21% for drug related crimes.</p> <p>It is our intention to introduce a robust violence reduction strategy in order to tackle the occurrence of violence. This will also be supported with our aim of introducing a domestic violence course in partnership with PACT. Acquisitive burglaries this will be tackled through the sycamore tree programme and also our development objective to reintroduce RJ in partnership with the Police and Crime Commissioners.</p> <p>Drug related crime issues will be addressed through a Detox programme in partnership with the health board WGCADA and our drug recovery and drug free units. We will also continue our recognised good practice with our drug recovery and drug free practices.</p> <p>In the short term we can measure the amount of violence in the establishment, the amount of drug use through MDT and VDT processes, level of medication, IR's and over the longer term the measure will be through reconviction rates.</p>
4 (b) Ensure the use of custodial capacity delivers the most cost-effective configuration of places and meets the MOJ's strategic requirements and the needs of co commissioning and delivery partners	<p>HMP Swansea serves the Courts of South &amp; West Wales and has a churn which reflects the population. The needs of prisoners are identified during these early days in custody and through Offender Supervision work. Those needs are matched against the resources available within the establishment and in line with New ways of working. Priority is given to those prisoners with needs which can be addressed at HMP Swansea when managing the population pressures and fulfilling overcrowding drafts. Family ties are also considered.</p> <p>The population pressures and churn through HMP Swansea dictate the need for close working relationships with key</p>

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whilst reducing cost.	stakeholders and partners including population management, PMU
5. Ensure that delivery of services is responsive to individual needs and characteristics to maximise outcomes	Swansea Prison will work closely with offenders to both identify and ensure that delivery of services is responsive to the individual's needs and characteristics. the prison will work closely with offenders to ensure that delivery of services is responsive to the individual's needs
5 (a) Relevant individual needs and characteristics are effectively identified, assessed, and monitored. This information is shared appropriately, proactively and sensitively across the organisation, and with delivery partners.	<p>Individual needs are monitored through a range of tools such as the OASys sentence plans, ACCT plans, Care plans and Individual learner plans. In addition we monitor the needs of our population 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 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 additional support and can may need take appropriate action.</p> <p>Data on all protected characteristics is collected from all prisoners and recorded on Prison-Nomis</p>
5(b) Information regarding individual needs and characteristics is used to adapt and sequence services to meet individual needs and maximise their benefit, and offenders are supported and encouraged to access appropriate services.	<p>Information gained is then used to develop an individualised plan which adapts and sequences services to maximise the benefit to the offender, using OASys which is monitored annually or when a significant change occurs. Additional reviews will occur if necessary.</p> <p>Staff receive 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>
6 Deliver priority national or specialist services	Swansea Prison will continue to deliver priority national or specialist services where applicable or subject to instructions or specifications from NOMS.
6(a) Continue to identify, assess and manage extremist offenders by engaging with existing local structures and ensuring that training and awareness is embedded among key staff groups. Ensure referral, where appropriate, to interventions, structured assessment and structured interventions and faith-based programmes according to offender risk and need.	<p>In relation to NOMS' approach to the identification, assessment and management of extremist offenders, HMP Swansea will ensure delivery in the key thematic areas of Intelligence Gathering &amp; Management; Offender Management and Public Protection; and Interventions &amp; Resettlement, as assessed by NOMS HQ.</p> <p>HMP Swansea will also ensure that any recommendations related to the identification, assessment and management of extremist offenders which are identified in year through the NOMS assessment process are implemented within reasonable timescale.</p>
6 (b) Deliver victim-offender	We will train staff to facilitate up to 10 Victim-offender conferences. We will targeted conferences at violence or acquisitive offences with a clear victim and where the offender is medium/high risk of reconviction (defined as OGRS

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conferences (Restorative Justice) where capacity exists and develop partnerships and a supportive environment to enable delivery where it does not.	<p>scores of between 25 and 74)</p> <p>It is also our intention to deliver 2 sycamore tree courses with up to 20 prisoners on each course.</p>
6 (c) Ensure the efficient use of prison places through development and implementation of local bail strategies and use of HDC for appropriate offenders, including making full use of Bail Accommodation and Support Service.	<p>As part on the initial screening by offender supervisors all remand prisoners are made aware of the possibility of bail and encouraged to apply. Those who wish to explore bail on remand are referred to seconded probation staff who liaises with bail accommodation units.</p> <p>All eligible offenders are consulted and provided with information for HDC during their induction stage. Those eligible will complete a self-assessment and will also be invited to contribute towards their HDC application. HDC is managed robustly through partnership working with probation and Stonham for all BASS referrals.</p>
6 (d) Increase the amount of commercial and economically beneficial work in prisons Undertaken by prisoners.	The establishment has secured several new contracts that have increased the amount of work in prisons and could lead to offender employment on release. We will ensure that we will deliver qualifications that are reflective to the employment skills gap in our local community as identified in our benchmarking report. This will then allow us to attain our metric of ensuring at least 10% of our population go into meaningful employment. This will be measured by the ETE's and further reviews will be undertaken by the recently employed regional Community engagement Managers.
6(e) Support the delivery of efficiencies across the criminal justice system by increasing use of prison video links	HMP Swansea will continue a strategy for extending use of video conference facilities by March 2015, in line with the Lead Governors strategic approach and consistent with the NOMS Video Action Plan, ensuring that use is consistent with type of establishment and makes maximum usage of existing/planned facilities Custodial Manager Gordon Legg will be the establishment lead for the NOMS video action plan and will establish and maintain relationships with the relevant stakeholders

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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>Swansea will develop an environment where the prisoner and staff feel safe within the establishment and that a rehabilitative culture is promoted and delivered. Swansea will demonstrate it has clear policies and structures in place which monitor and validate all outcomes. The aim is to ensure an improved outcome, MQPL and staff survey responses in future years. In addition Swansea will participate in the regional "Every Contact Matter's" strategy.</p> <p>The segmentation data from November 2013 identified that the main risk group of offenders at HMP Swansea are offenders that fall into the High and Very High likelihood of reconviction according to their OGRS scores.</p> <p>High Risk – 84 (32%) Very High - 79 (30%)</p> <p>As a result of this data the focus of resources for additional intervention is within this risk group. This results in the highest level of intensity of case management and risk management taking place for offenders in the high and very high risk bracket. This is highlighted in the response to Table 4b</p> <p>The types of offence that are most prevalent are: <i>Acquisitive Offences – 95 (36%)</i> <i>Violence – 83 (32%)</i> <i>Drugs – 56 (21%)</i></p> <p>Acquisitive crime is the largest group in general and links to substance misuse. As such Swansea will be delivering 40 completions for BSR which addresses this offending behaviour. Through the OASys and sentence planning process the Offender Supervisor will identify the motivating factors behind the acquisitive crime and may therefore link into another pathway for example drugs, violence finance benefit and debt.</p> <p>If the offending were linked to drugs the offenders would be considered for Drug recovery wing and or CARAT programme. The majority of the Acquisitive group - 34% fall in to the High or above OGRS score for likelihood of reconviction. The BSR is also well suited for prisoners whose index offence is for drugs and there is a high proportion on prisoners with both drug and acquisitive offender behaviour.</p> <p>Violence is associated with our second largest group 23% of whom are in the High or above OGRS score for likelihood of reconviction. There is currently no specific accredited programme suitable for the sentence length of these offenders we will therefore be reviewing the most appropriate interventions with FPT, Lead Governor and Commissioners to deliver with current resources.</p> <p>Drug related offences are the third largest group with 9% with an OGRS score of High or above. All prisoners entering the prison are offered Detox as standard, there is also a drug free and drug recovery wing which can accommodate up to 24 prisoners. CARATS staff attend the induction process and invite prisoner to self-refer for the programmes.</p>	NOMS Locally

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	Referrals are also made by offender's managers and wing staff. On average there will be 200 prisoners engaging with CARATs at any one time. Prisoners will remain on Detox and monitoring by Healthcare staff, this process is dependant on level of abuse but averages around 9 days,	
Prisoners are made aware of their responsibilities in engaging with and accessing services	<p>Outstanding rehabilitative need is identified and discussed with prisoners at induction. Information on this is shared with all who work with the prisoner so that they can be encouraged and supported to engage with appropriate services.</p> <p>At HMP Swansea we operate an integrated IEP system that ensures all staff and prisoners have the ability to influence attainment levels through engagement with rehabilitative activity. Prisoners have regular contact with their personal officer and offender supervisor who identify sentence planning objectives.</p> <p>We will measure the impact we are having by monitoring sentence planning objectives including progress against sentence plan and completions, and take up of rehabilitative activities including numbers and types of qualifications and skills achieved ,</p>	NOMS Locally
Prisoners anti-social attitudes, thinking and behaviours are addressed by staff through pro social interaction and engagement	<p>.</p> <p>We will take active measures to promote and improve understanding of the importance of demonstrating pro-social behaviours and attitudes at all levels, and use existing internal communication and line management arrangements to help embed effective practice and encourage a culture of continuous improvement. We will embrace the concept that every contact matters this is an objective in every members of staff's SDPR.</p>	<p>NOMS locally</p> <p>NOMS Wales</p>
Prisoners can access appropriate services that enable them to seek suitable employment and/or training for release.	Preparation for work course offered during last 4 weeks of custody. CV produced at this time and Information, Advice and Guidance offered on ways to access employment and training services. Help to access education opportunities also offered at this time.	<p>Co-commissioned national contract - DWP</p> <p>NOMS Locally</p>
Prisoners can access services that enable them to manage housing needs created as a result of their custody.	The national Welsh policy is that no NFA prisoner will be released without accommodation and is due to change from 1 <sup>st</sup> April 2015 to one of vulnerability even so our local target is 80% to which we are reasonably confident we will achieve and be able to maintain going forward.. Prisoners are entitled to housing benefit to be paid for up to 52 weeks whilst on remand and if sentenced to less than 6 months (serving no more than 13 weeks). This information will be picked up the first night they come into prison and then a change of circumstances will be sent from here informing the council. If the council need to relay any information this will then be done.	<p>Co-commissioned Welsh councils</p> <p>NOMS Locally</p>
Prisoners can access services that enable them to seek settled and suitable housing for release.	All prisoners who are being released following the end of their sentence attend a discharge board were those any without accommodation are identified. We then liaise with our local housing partnerships, councils and landlord providers to arrange accommodation on release. High risk prisoners are placed in secure accommodation in conjunction with probation.	<p>Co-commissioned Welsh councils Community chaplain</p> <p>NOMS Locally</p>
Prisoners can access services to enable them	Swansea is recognised as an exemplar with its partnership work with Credit Unions in supporting prisoners and their	

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to address personal financial management issues created as a result of their custody.	personal financial management.	
Prisoners can access available services which enable them to address their family welfare and family support needs.	<p>Domestic Visits booking are available to prisoner's families via telephone, email and manual format.</p> <p>Prisoners' immediate families are invited and encouraged to contribute to sentence and resettlement planning objectives</p> <p>Prisoners are signposted to community based services that support prisoners' families. We also have a PACT family support worker in place and work with prisoners and their families post release.</p>	NOMS Locally
Prisoners have equivalence of access to health services in custody as in the community.	The Healthcare Team at HMP Swansea strives to treat our patients with dignity and confidentiality to the standards of care available in the community (within the limits imposed by custody). Services are regularly reviewed at Multi-disciplinary meeting (Quarterly Prison Partnership Meeting) to ensure that all service meet the needs of prisoners in custody at HMP Swansea, provision and quality is overseen by the Prison Health Partnership Board to ensure services meet the need of the population.	NOMS in Wales Co-commissioned NHS Wales
Prisoners can access treatment, services, advice and support around drug and alcohol needs.	<p>All prisoners are seen on reception by a nurse and an initial substance misuse screen is carried out and if identified with a substance misuse issue they are seen by Carat team within 48 hours. Prisoners can self refer to the Carat team at any part of their time in custody. Also prisoners who have transferred in from other establishments are also seen with 48 hours if they have a current or previous substance misuse issue. Any member of staff internally or community drug and alcohol teams can refer a prisoner ensuring continuity of care, and prisoners wellbeing. The Carat team also offer information and advice at the pre-release talk that all prisoners attend regardless if they have a substance misuse issue or not. Prisoners identified with a substance misuse issue are referred to outside drug and alcohol agencies for continuity of care from prison to community.</p> <p>The nursing team are responsible for confirming prescriptions of Methadone and Subutex and ensuring the ongoing prescribing whilst in custody where appropriate. The Healthcare team work in close collaboration with the CARAT team.</p> <p>Swansea is part of National Pilot for Drug Recovery Wing &amp; Drug Free Wing (DRW/DFW), prisoners selected through a criteria to enable engagement on a 10 week programme (non-Accredited), during these 10 weeks prisoners will engage also with outside agencies, WGCADA, Prism and AA, as well as internal services with PE department and Healthcare with wellbeing and smoking cessation classes. All DRW prisoners sign up to a compact and Voluntary Drug testing whilst undergoing the programme</p>	NOMS in Wales Co-commissioned NHS Wales
Prisoners who have experienced domestic violence, rape or abuse can access services that offer them advice and support.	<p>Experiences involving abuse can lead to trauma, emotional and psychological difficulties. Feelings of anger, shame and relationship problems are common. Issues can stem from childhood or be linked to substance misuse.</p> <p>Prisoners can make an Application via In Reach Service- for a counselling assessment. There is counselling available to prisoners (which is provided by In Reach with volunteer trained counsellors and a waiting list is in operation so that prisoners are seen in turn).</p> <p>On release referral can be made to follow on to appropriate community agencies.</p>	<p>NOMS Locally</p> <p>Co-commissioned NHS Wales</p>
Prisoners who have been sex workers can access services that offer them advice and support.	<p>Male sex work involves risk of violence, substance use and volatile emotions are common problems.</p> <p>Prisoners can make an Application via In Reach Service- for an assessment for psychological impact. They will also require medical screening for sexual health. There is counselling available to prisoners (which is provided by In Reach with volunteer trained counsellors and a waiting list is in operation so that prisoners are seen in turn).</p> <p>On release referral can be made to follow on to appropriate specialist agencies.</p>	<p>NOMS Locally</p> <p>Co-commissioned NHS Wales</p>

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**Table 4b: Rehabilitation Services - Additional Services Offer**

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

Segment	<b>Total no. of Prisoners within Segment</b> <ul style="list-style-type: none"> <li>Use the segmentation data tool on the NOMS Performance HUB to get the numerical data you need to populate this column</li> </ul>	<b>Strategic approach to meeting the needs of the segment</b>  <b>Title and description of rehabilitative services/interventions and case management activities</b> <ul style="list-style-type: none"> <li>Give the title and a brief description of the case management activities offered to offenders in each segment</li> <li>Give a brief description of the range of rehabilitative services and interventions offered to offenders by segment. Include any accredited programmes on offer.</li> <li>Use the guidance on targeting in Commissioning Intention 4a</li> <li>If a service or intervention is available across more than one segment (for example – TSP may be available to both sex offenders and violent offenders) then state in each applicable box, making clear in the next column the number of completions relating to each segment.</li> </ul>	<b>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</b> <ul style="list-style-type: none"> <li>For accredited programmes give the number of completions</li> <li>It is not necessary to record volumes for case management activities</li> </ul>
All Offenders – where service targeted by need rather than risk		<b>The following is available to all prisoners:-</b> <ul style="list-style-type: none"> <li>➤ Parenting Courses</li> <li>➤ Community Chaplaincy</li> <li>➤ Restorative Justice</li> <li>➤ Family visit days</li> <li>➤ Baby Classes</li> <li>➤ Remedial physical activities</li> <li>➤ Sycamore (2 courses per year).</li> <li>➤ Time for Families ( 2 courses per year)</li> <li>➤ Story book Dads</li> <li>➤ Yoga</li> <li>➤ Health advisory sessions</li> <li>➤ Healthy living advice</li> <li>➤ Finance and debt advice course offered during last 4 weeks of custody. Appropriate information and guidance offered at this stage and links with outside agencies established.</li> <li>➤ Family support worker</li> <li>➤ Veteran support and referrals</li> </ul> <p>By November Swansea will review the types of strategies it employs, the services and interventions it offers to ensure that the approaches being used are effective with</p>	<b>NOMS in Wales funded Sycamore Tree – 40 (Commissioned)</b> <b>Time for Families – 24 (Commissioned)</b> <b>Restorative Justice – 10 (Co-Commissioned)</b> <b>Parenting Courses – 50 (Co-Commissioned)</b>

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		the types of offenders that receive them. It will also have in place a strategy its use of evidence to inform service delivery and maximise outcomes	
Sexual Offenders	0	N/A	
Violent offenders	83 (32%)	<p>We will prioritise OaSYS and subsequent reviews for this population. OVP will be taken into account when determining interventions and will include RJ and look to identify targeted interventions that will address needs in discussion with the Commissioner and FPT, further work will be taken to deliver our pro-social approach to this group. There is currently a domestic abuse working group steering a Choose to Change Domestic Violence accredited programme provisionally due to commence in Sept.</p> <ul style="list-style-type: none"> <li>➤ Parenting Courses</li> <li>➤ Community Chaplaincy</li> <li>➤ Restorative Justice</li> <li>➤ Family visit days</li> <li>➤ Baby Classes</li> <li>➤ Remedial physical activities</li> <li>➤ Sycamore (2 courses per year).</li> <li>➤ Time for Families ( 2 courses per year)</li> <li>➤ Story book Dads</li> <li>➤ Yoga</li> <li>➤ Health advisory sessions</li> <li>➤ Healthy living advice</li> <li>➤ Finance and debt advice course offered during last 4 weeks of custody. Appropriate information and guidance offered at this stage and links with outside agencies established.</li> <li>➤ Family support worker</li> </ul> <p>Veteran support and referrals</p>	Co-commissioned in partnership with PACT. Expectation is delivery to 10 offenders.
Indeterminate Sentenced Prisoners (ISPs)	0	There are no ISPs in view of Swansea Prison's role as a resettlement prison.	
Low likelihood of any reconviction OGRS 0-24%	37 (14%)	Low intensity case management to promote the core offer focussed around every contact matters through the personal officer scheme with focus on education, training and employment on release.	
Medium likelihood of any reconviction OGRS 25-49%	38 (14%)	<p>Promote and deliver core offer supported by every contact matters. Swansea provide both a DRW and DFW to support prisoners' rehabilitation.</p> <ul style="list-style-type: none"> <li>➤ Swansea will also delivery RJ conferencing and look to target offenders with OGRS of 25-74 and where a victim is clearly identified</li> </ul>	)



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High likelihood of any reconviction OGRS 50- 74%	<b>84 (32%)</b>	<p>Intensive case management involving case supervisors and development and access to core offer and pro-social focus.</p> <ul style="list-style-type: none"> <li>➤ Swansea will also delivery RJ conferencing and look to target offenders with OGRS of 25-74 and where a victim is clearly identified</li> <li>➤ The Building Skills for Recovery programme will be targeted at those prisoners who meet the criteria with an OGRS of 50 - 100</li> </ul>	<p><b>Up to 10 RJ conferences</b></p> <p><b>Minimum of 40 completions</b></p>
Very high likelihood of any reconviction OGRS 75-89%	<b>79 (30%)</b>	<p>Intensive case management on 1:1 basis to support and promote positive change, identify services that would be suitable to address offending behaviour such as:</p> <p>The Building Skills for Recovery programme will be targeted at those prisoners who meet the criteria with an OGRS of 50 – 100</p>	
Extremely high likelihood of any reconviction (prolific) OGRS 90-100%	<b>25 (10%)</b>	<p>Intensive case management and focus on every contact matters and rehabilitation with access to approved interventions and aligned to core rehabilitation specifications.</p> <p>The Building Skills for Recovery programme will be targeted at those prisoners who meet the criteria with an OGRS of 50 - 100</p>	

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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)
<b>Living Skills Programmes</b>		
Building Skills for Recovery (BSR)	48	40
<b>Total</b>	<b>48</b>	<b>40</b>

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**Table 6: Development Objective**

CI Title & No.	Objective: Describe a SMART objective including what you want to achieve how you will measure your success and key milestones	Does this contribute to a regional objective (yes/no)
Theme 1. Enhance Public Protection and ensure a safe decent and rehabilitative culture	Swansea will develop an environment where the prisoner and staff feel safe within the establishment and that a rehabilitative culture is promoted and delivered. Swansea will demonstrate it has clear policies and structures in place which monitor and validate all outcomes. The aim is to ensure an improved outcome, MQPL and staff survey responses in future years. In addition Swansea will participate in the regional "Every Contact Matter's" strategy which will be fully implemented by <b>March 2016</b>	yes
Theme 2a. Strengthen integration of service delivery between directly funded, co-commissioned providers and wider partners	<p>By <b>September 2014</b> Swansea will review how it works with existing and new partners and providers (including by anticipating any changes as a result of Through the Gate) and create plans which describe how we will deliver:</p> <ul style="list-style-type: none"> <li>•A clear strategic vision for how services align to maximise outcomes and create an integrated, seamless offender management service (including a shared understanding of outcomes and priorities)</li> <li>•A clear agreed plan of how services sequence and complement each other, providing continuity of services to offenders both within and across prisons (facilitating the needs of all providers and contractual partners to allow them to effectively deliver)</li> <li>•Leadership which actively enables and integrates services, where partnership working arrangements improve performance and aid resolution of issues</li> <li>•An understanding of resource allocation, and how delivery and choices impact on the investment and activity of others</li> <li>•An agreement on how to safely use and share data and information</li> </ul> <p>Progress towards implementation of plans will be monitored by the Lead Governor to ensure strategic oversight and effectiveness is maintained. The plans will be shared with Welsh Government and other key partners to help inform their provision and commissioning decisions.</p>	yes
Theme 2b Facilitate the ongoing operation of	Swansea will continue to develop the links with the local job centre plus offices ensuring that they continue to be fully integrated into the prison discharge processes and fully involved during the lead in time for the resettlement prisons to be effective from January 2015. Swansea will continue to provide appropriate office resources and IT	yes

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mandating day one entry of prison leavers onto the DWP programme and any future change through the introduction of Universal credit	connectivity to enable the JC+ to actively engage with all prisoners in providing advice, support and the setting up of benefit claims before release.	
Theme 2i Continuance of work with Welsh Government and its devolved agencies	<p>Swansea will link with the Lead Governor in developing strategic partnerships. This includes health, social care, substance misuse and OLAS. The aim will be to agree additional partnership working arrangements with external agencies to complement other services. This development will be monitored by the lead Governor.</p> <p>This will include a Healthcare Review for the transfer arrangements of HMPS Healthcare staff to the Local Health Board, by March 2015.</p> <p>Swansea will continue to provide learning and skills and library services which are resourced through Welsh Government. An addendum will be attached separately to the annex providing a more detailed view of the elements of this delivery. The lead Governor will continue to monitor the effectiveness of this delivery model to ensure that it is both effective and offering a value for money delivery.</p>	yes
3 (a)) Target resources on evidence-informed interventions and services which are likely to deliver the best outcomes for the investment. This includes targeting factors shown to be related to NOMS intended outcomes and using a service design which will be effective with the groups which receive it.	<p>By November the prison will review the type of strategies it employs, and the services and interventions it offers to ensure that the approaches being used are ones which are effective with the type of offenders that receive them, and that the factors being targeted for change are related to desistance, reduced reoffending and public protection, or a reduction in harmful institutional behaviour. It will draw on local data and evidence, including that provided within the NOMS Evidence and Segmentation Companion Document, when completing these reviews and have in place a strategy for developing its use of evidence to inform practice to maximise outcomes.</p> <p>This will include:</p> <ul style="list-style-type: none"> <li>• as part of the DRW, programme delivery staff will undertake SMART Recovery programme to be licensed to complete and deliver relevant programmes to prisoners participating in the DRW</li> <li>• Develop and deliver in partnership with PACT a Choose to Change Domestic Violence accredited programme from Sept 14</li> </ul>	yes
Theme 4 – Ensuring delivery is matched to	Swansea will include the use of the segmentation, needs assessments and professional judgement to ensure that delivery of case management, supervision and rehabilitation services/interventions are targeted to ensure that	yes

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population, purpose and NOMS Outcomes	<p>delivery is targeted to ensure that they are of greatest benefit in reducing re-offending, protecting the public and reducing the risk of harm.</p> <p>The Wales estate will be undergoing a period of re-organisation to meet the planned national Reconfiguration of the estate. This is anticipated to commence in early April 2014 and will necessitate a periodic review of the segmentation information at Swansea to enable the appropriate rehabilitative services to be offered against the respective group. This review will take place in <b>Oct 2014 and March 2015</b></p>	
Theme 5 –Delivery of services is responsive to individual needs and characteristics to maximise outcomes	<p>Swansea will implement systems such as the Basic Custody Screening Tool (BCST) that enables the needs of offenders to be reflected in the range of interventions and services to be delivered. These interventions and services should enable offenders to receive the most appropriate intervention.</p> <p>Swansea will continue to develop its own LDD establishment specific policy, informed by the Wales multi-agency designed Access to Justice Guidebook by <b>November 2014</b>. This will specify procedures on the identification of prisoners at an early stage in custody to ensure that appropriate action can be provided and monitored.</p>	yes
Theme 6b – Delivery of RJ	Swansea will be introducing face to face victim – offender conferencing from within its current resources. To enable this to progress the prison will ensure sufficient training is provided to deliver this objective by <b>July 2014</b> .	yes
Theme 6e Prison Conferencing Video Links	Swansea will support the lead Governors' office review to ensure that maximum use of the system is achieved by <b>March 2015</b> .	yes

**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>

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

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

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

Table 7b: Service specifications applicable under this Local Annex			
For the following specifications, indicate which are applicable to the establishment by confirming Yes or No			
37	Specialist Units (HSE)	No	Existing service specification which remains in force
38	Bail Services	Yes	Go live April/May 2014
39	Deliver Accredited Programmes	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

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Table 7c: Service Options, above the national minimum		
(which are commissioned under this SLA)		
Service specification	Output(s) commissioned	Service Option Commissioned [ YES / NO]
Cell & Area Searching	A risk assessed programme of routine area searching is agreed, documented and completed correctly. <b>HSE only</b>	N/A
Cell & Area Searching	Assurance is sought through a risk assessed programme of covert testing. <b>Non HSE</b>	No
Early Days & Discharge - First Night in Custody	One-to-one welfare support is provided within courts/custody suites to address immediate needs of the prisoner.	No
Visits - Conduct Visits	There are facilities for children to participate in supervised play whilst visiting a prisoner	Yes
Visits - Services for Visitors	Visitors are able to purchase snacks and hot/cold drinks prior to the visits period.	Yes
Visits - Services for Visitors	Visitors are able to purchase a meal and hot/cold drinks prior to the visits period.	No
Visits - Services for Visitors	Private meetings can be facilitated between visitors and Partner Agencies.	Yes
Visits - Services for Visitors	There are facilities for children to play whilst waiting to visit a prisoner.	Yes
Visits - Services for Visitors	Visitors receive information through a variety of media regarding relevant support services.	Yes
Visits - Services for Visitors	A Family Support Worker is available to support families.	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. <b>Output wording subject to revision</b>	No

Table 7d: Agreed delivery hours for specified services			
Service Specification	Output	Agreed hours	Rationale (where hours are agreed above the minimum set within specifications)
Residential Services	Daily time in open air [minimum 30 minutes] (row 21 of the specification )	30 minutes 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	



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8. Activity Places (Work and Prison Services)

Table 8a: Agreed Activity Allocation places

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

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

INDUSTRIES (ONE3ONE)										
INDUSTRY SERVICE CODE	WORKSHOP NAME	Maximum number of prisoner places per activity (planned per week total for 2014-15)	TOTAL STAFF NUMBERS	CORE HOURS PER WEEK	Annual Internal Soft Charged Sales Predictions	Annual Internal Hard Charged Sales Predictions	Annual External Sales Predictions	Annual Internal Soft Charged Materials Predictions	Annual Internal Hard Charged Materials Predictions	Annual External Materials Predictions
Industries Recycling	Shop 1 Swansea City Council Contract	40	2	28.25	0	0	0	0	0	0
Industries Recycling	Shop 2 WRW Contract	30	1	28.25	0	0	0	0	0	1,000
Industries Textiles	Shop 3 Tailors	30	2	28.25	0	85,000	0		83,901	0
Industries Recycling	Shop 4 Bike recycling	15	1	28.25	0	0	25,000	0	0	0
Industries Recycling	Shop 6 Opella Contract	40	2	28.25	0	10,723	0	0	0	0
<b>Total</b>		<b>155</b>	<b>8</b>		<b>0</b>	<b>95,723</b>	<b>25,000</b>	<b>0</b>	<b>83,901</b>	<b>1,000</b>

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**Table 8b: Services (not industries)**

<b>Table 8b CU095b (Hours Worked in Services) – this should contain services that are measured under this specific metric</b>			
<b>Activity Service Code</b>	<b>Service Description</b>	<b>Maximum number of prisoner places per activity (planned per week total for 2014-15)</b>	<b>CORE HOURS PER WEEK</b>
HU1 Wing Activities A	Toe by Toe	8	
HU2 Wing Activities B	Toe by Toe	8	
HU3 Wing Activities C	Toe by Toe	8	
HU4 Wing Activities D	Toe by Toe	8	
HU5 Wing Activities A1			
HU6 Wing Activities			
Kitchen		22 F/T equivalent places per day	28.25
Orderly Cleaners	Orderly Cleaners	10 F/T equivalent places per day	28.25
Recycling Activity	Recycling Activity	20 F/T equivalent places per day, 80 P/T equivalent spaces	28.25
Weekend Activity	Weekend Activity	22 Kitchen	10
Works Department	Works Department	0	0
Wing Cleaning	Wing Cleaning	34 P/T places per day	28.25
Other Occupations	Other Occupations	52 P/T places per day	28.25
<b>Sub total</b>		<b>272</b>	

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**Table 8c- other permanent activity places**

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

<b>Table 8c: Other Activities</b>			
<b>This should contain activities that are not in scope of either CU095a (Hours Worked in Industry) or CU095b (Hours Worked in Services) metrics.</b>			
<b>Activity Service Code</b>	<b>Activity Description</b>	<b>Maximum number of FTE prisoner places per activity (planned per week total for 2014-15)</b>	<b>COR E HOURS PER WEEK</b>
Basic Key Skills up to level 2	Essential Skills	25 places per day (includes (ESOL)	28.25
Core Education Classes	ECDL	12 places per day	28.25
Education Induction Assessment	Assessment	6 places per day	28.25
Education leading to accreditation	Employability Vocational	12 places per day	28.25
PE Leading to QCA Qualifications			
Skills training leading to Accreditation	BICS	8 places per day	28.25
ROTL			
Prison Induction Courses/Interviews			
Other	Non Vocational	12 per day	28.25
<b>Sub total</b>		75	169.50
<b>Table 8 Total</b>			

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### Section 3: Regime Outline

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

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

#### Out of cell session time summary by day

Day	Activity	Domestics	Meal	Movement	Total Time Out of Cell
Mon	5h 52m	1h 09m	0h 39m	1h 02m	8h 42m
Tue	5h 52m	1h 09m	0h 39m	1h 02m	8h 42m
Wed	5h 52m	1h 09m	0h 39m	1h 02m	8h 42m
Thu	5h 52m	1h 09m	0h 39m	1h 02m	8h 42m
Fri	5h 52m	1h 09m	0h 39m	1h 02m	8h 42m
Sat	0h 39m	0h 00m	1h 06m	0h 00m	1h 45m
Sun	0h 39m	0h 00m	1h 06m	0h 00m	1h 45m

#### 5 day average time out of cell

Type	Activity	Domestics	Meal	Movement	Total Time Out of Cell
5-day	5h 52m	1h 09m	0h 39m	1h 02m	8h 42m

#### 7 day average time out of cell

Type	Activity	Domestics	Meal	Movement	Total Time Out of Cell
7-day	4h 22m	0h 49m	0h 46m	0h 44m	6h 43m

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## Section 4: SLA Delivery Requirements and Levels at Commencement Date

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

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

### Secure and Decent Custody

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

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(A&CA)																			
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
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU067	HMIP Resettlement	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	2.95
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU075	HMIP Respect	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	2.79
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU077	HMIP Safety	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	2.92
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU078	HMIP Purposeful Activity	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	2.58
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU076	MQPL Safety	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	2.86
		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	2.83
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU088	Violence Management																		

### Offender Management

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

# OFFICIAL

## 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	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 %	
CU014	Training / Education on Discharge	18.00 %	18.00 %	18.00 %	18.00 %	18.00 %	18.00 %	18.00 %	18.00 %	18.00 %	18.00 %	18.00 %	18.00 %	18.00 %	18.00 %	18.00 %	18.00 %	18.00 %	
CU015	Employment on Discharge	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	
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
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 %
CU081	Prison Cost Analysis (PCA)	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3