



National Offender
Management Service

**Annex to Yorkshire & Humberside
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 & YOI Askham Grange

Local Establishment Annex 2014-15

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

Section 1: Service Overview

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

1. Establishment Details

Table 1: Establishment Details	
Establishment name	HMP & YOI Askham Grange
Establishment type	Open /YO
Specialist function	Mother and Baby unit
Security Category / Categories:	Female prisoners suitable for open conditions
Annual Operating Price	2,641,603

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	126
Operational Capacity	128

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:	Female prisoners only
Age:	Adults (21 and over) and Young Adults (18-21)
Security Category:	Female prisoners suitable for open conditions
Sentence Status:	Sentenced prisoners
Sentence Length / Type:	Maximum of 5 years to serve prior to Non parole release date or 2 years to Parole Eligibility Date or best fit 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
<i>HMP & YOI Askham Grange is a female open prison holding prisoners aged 18 and over. The population is mainly comprised of longer sentenced determinate prisoners. This establishment mostly holds prisoners sentenced at courts in the Yorkshire & Humber and the North West regions and receives most of its prisoners from other female prisons, particularly New Hall and Styal.</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	N/A	N/A	0
Prisoners sentenced to less than 12 months	N/A	N/A	N/A	N/A	N/A	4	4
Determinate prisoners serving 12 months or more but less than 4 years	N/A	N/A	N/A	N/A	N/A	56	56
Determinate prisoners serving more than 4 years	N/A	N/A	N/A	N/A	N/A	39	39
Indeterminate prisoners	N/A	N/A	N/A	N/A	N/A	25	25
Determinate and indeterminate Recallees	N/A	N/A	N/A	N/A	N/A	4	4
Non-criminals	N/A	N/A	N/A	N/A	N/A	0	0
Resettlement	N/A	N/A	N/A	N/A	N/A	0	0
Discretionary	0	0	0	0	0	0	0
Total	0	0	0	0	0	128	128
Resettlement	Yes	Reset %		all	Reset No.		NA
Specialist Function	Mother and Baby unit						

SECTION 2: ESTABLISHMENT DELIVERY

Table 3: Local Response to Commissioning Intentions	
CI Title & No.	Response to Commissioning Intention
1A There is a sense of purpose in relation to rehabilitation, desistance, and progression through a sentence which is shared and understood by all who work with offenders.	<p><u>Strategic vision , goal and values</u></p> <ul style="list-style-type: none"> • HMP & YOI Askham Grange operates under a culture and ethos of reducing reoffending. We consistently strive to offer residents as many resettlement opportunities as possible and develop innovative ways to address offending needs. • We deliver a whole prison approach to reducing reoffending where a safe decent environment is paramount giving women the opportunity to change direction in their lives. • There is a clear strategic goal and direction through out the establishment that is well established and embedded through out the Prison underpinning the work all staff do – HMP& YOI Askham Grange inspiring change – building futures. • The values of the establishment around the acronym FITTER are displayed in general staff and prisoner areas with pictures of managers, residents and staff who have specific roles. <p><u>Culture moving forward</u></p> <ul style="list-style-type: none"> • The score for the Personal Development dimension of the MQPL was 3.5 in 2010 and 2013 which demonstrates our whole prison approach to rehabilitation. This score is higher than 9, the same as 5 and lower than 1 comparator prisons. Our score of 4 HMIP Resettlement further demonstrates this. • However In comparison to other open prisons, participants at Askham Grange were more likely to experience distress in their first few days at the prison – feeling ‘extremely alone’ though A very typical minority (22%) agreed that ‘staff took a personal interest’ in them in their first few days • Regarding Decency, a higher than average 83% agreed (average 60%) that Askham Grange was ‘a decent prison’. Further analysis indicated that their response to this broad statement was associated with many aspects of life featured in the MQPL survey, among the strongest of which was to the Harmony dimensions relating to the interactions and relationships between staff and prisoners.

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	<ul style="list-style-type: none"> Residents at Askham Grange were more positive than both those at other open prisons and those at Askham Grange in 2010, in that 60% agreed (average 50% and 48% in 2010) that the staff had 'enough experience and expertise' to deal with the issues that mattered to them (Staff Professionalism). They were also more positive than typical in their average responses to statements about receiving support from staff when they needed it, getting things done face-to-face (Relationships) and that the best way to get things done was politely through the official channels (Staff Professionalism) The key areas to focus on from the MQPL are identified as entry to custody but we will still work in developing further positively performing areas. These results will be built on with residents and staff consultation and a strategic development objective around 'Every contact matters' clearly this is a fulfilling side to work for staff and managers but there are issues from residents perception as to what is being achieved. The standing agenda of our current consultation process with residents will be reviewed to ensure we explore their perceptions as to how staff across the establishment support a rehabilitation, desistance and progressive culture. This will also be apart of regular staff consultations. The personal officer policy document will be reviewed to ensure it reflects the requirements and that they become embedded within staff interactions with all residents. As there is some evidence that not all managers and staff understand the factors that impact on re-offending and desistance, the establishment will raise further awareness through briefings and notices.
1B All who work with offenders consistently demonstrate behaviours and attitudes that support rehabilitation and desistance.	<p><u>Every contact matters</u></p> <p>All who interact with offenders should model skills and attitudes that are likely to support desistance and should seek to build constructive relationships which will motivate offenders to change. Evidence suggests that constructive staff offender relationships are defined by interpersonal courtesy, lack of aggression and avoiding insult and degrading behaviour, and 'getting things done' – a willingness to support and swiftly process prisoners' applications and requests. Our MQPL scores demonstrate this is in place but we will formalize to improve further.</p> <p>Every Contact Matters is a central concept for public sector prisons which clearly encourages the demonstration of behaviours and attitudes that support rehabilitation and desistance</p> <p>.A comprehensive branding activity will take place across the regime around every contact matters with this being factored into staff SPDRs. Staff briefings will emphasise the need for constructive staff offender relationships that are defined by I courtesy, lack of aggression and the avoiding insult and degrading behaviour, and the need to 'get things done' with a willingness to support and swiftly process prisoners' applications and requests. This will be supported by an enhanced prisoner peer and support service.</p> <p>As above we will deliver staff briefings and communication around desistance and every contact matters. We will also conduct a review in the first quarter of 2014 that will outline our strategy to meet the needs of CI 1a and 1b.</p>

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<p>1C Efforts are made to ensure offenders experience the environment as safe.</p>	<p><u>Resident perceptions of safety</u></p> <p>As an open resettlement prison safety is paramount as in all prisons. If women don't feel safe they will request to transfer to a closed prison, potentially abscond and also not take part in the regime. As an indicator we have not had a woman request to be returned to closed conditions in the last 12 months, all women take part fully in the regime and 1 abscond. The abscond when investigated was not related to issues of safety.</p> <p>Within our MQPL survey of 2013 on the harmony dimension interactions between staff and prisoners were particularly good with a score of 83% compared to an average 61%. However whilst dimensions around safety were scored highly positively they were in place less positive than the previous MQPL with attention particularly drawn to perceptions of policing and substance misuse. Staff quality of life survey indicated higher than average positive scores around security and safety dimensions and relationships with prisoners were particularly positively scoring from discipline staff.</p> <p>On the rare occasion of an incidence of violence it is recorded appropriately on the violence management hub and followed up in the prison.</p> <p><u>Safety Processes</u></p> <p>Daily team meetings with discipline staff discuss management of individual prisoners and attended regularly by a member of the SMT and staff are encouraged to apply authority consistently and fairly and application of rules are easily clarified.</p> <p>There is a comprehensive Violence Management Strategy in place within the establishment that has recently undergone a full overhaul to ensure that it is operating effectively. This strategy ensures that residents who are creating an unsafe or uncomfortable environment for other residents and staff are robustly managed. The effectiveness of this strategy has been evidenced in the recent ACA Safer Custody Audit which was awarded a Green rating.</p>
<p>1D – 1G Enhance public protection and ensure a safe, decent environment and rehabilitative culture</p>	<p>Commitment to comply with the instructions set out in the National Security Framework and the Public Protection Manual and provide assurance that individual establishments' Local Security and Public Protection Strategies will be kept up to date in line with current policy.</p>
<p>2A There is evidence of effective coordination of delivery of services</p>	<p><u>Partnership agreements and service access</u></p> <p>Information Sharing Agreements are in place with the Police. We ensure that the information that is disseminated can be clearly understood, and the Security team ensure that they are available to clarify, should the need arise.</p>

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<p>and integration of Providers.</p>	<p>Our goal is to facilitate women to have easy access to services, from their local community, whilst in custody. We make use of ROTL to facilitate this. In addition a number of national service providers visit the Prison and residents utilise services in the York community.</p> <p><u>Co-ordination and expansion of services to access</u></p> <p>We have a monthly reducing reoffending meeting to co-ordinate services across the Prison. This is complemented by a monthly Employment and training meeting to co-ordinate work of employment providers. We have recently introduced a monthly accommodation pathway co-ordination meeting to rationalise support for housing needs and ensure effective outcomes for all.</p> <p>We work with a number of different providers to enable us to deliver a comprehensive and effective service that ensures we are maximising the opportunities for women. Our Offender Health commissioned providers are integral to how we both manage and support our residents. The services are aligned to compliment one another and are fully embedded within the culture of Askham Grange and the ethos of the resettlement function that it offers. We operate HCC partnership boards that include senior prison management representation which actively supports the integration of service providers and acts as a framework to drive performance and results as well as a platform for resolution. Our partners are encouraged and actively participate in all areas of the prison regime attending all staff briefings, contributing to risk management boards and case reviews as required. This ensures that information is shared appropriately and managed safely to ensure that we manage and minimise risk as a multi disciplinary team.</p>
<p>2B Facilitate the ongoing operation of mandating day one entry of prison leavers onto the DWP Work Programme / future changes through the introduction of Universal Credit.</p>	<p>Our DWP member of staff supports women who are eligible into Day 1 work programme mandating. We will work with our DWP partners to ensure we are effectively resourced to meet the growing demands of this work.</p> <p>We understand that the resources needed by DWP are likely to increase as Universal Credit is rolled out. The need for additional accommodation, telephony and broadband is being planned for as part of the move to resettlement prisons.</p>
<p>2C In England - work together with NHS England and Public Health England.</p>	<p><u>Co Commissioned Substance misuse strategy</u></p> <p>A Zero tolerance approach is taken within the establishment to support the supply reduction strategy as described in section 1f. There is a designated member of the SMT for the cluster who works closely with Offender Health commissioners for the region ensuring that NHS commissioned services support both health and justice outcomes and are equitable to community provision. We are working with health commissioners to review the current provision with service user input to ensure that the provision reflects the needs of the people who are accessing this. Our existing providers promote the pathway of care from custody to community and work with through the gate services as well as other partners within the prison to ensure residents have a menu of services to access upon release with direct</p>

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	interventions already identified and sourced prior to release.
2D In England - Work with local authorities to ensure that adult offenders and defendants with care and support needs are appropriately identified, their needs are assessed and they are supported.	<p><u>Equality assessment ,management partnership and care</u></p> <p>Offender Supervisors work with all residents individually to plan for release and meet individual needs. Where any personal care needs were identified they would be considered in line with accommodation and other support services upon release. Relevant local authorities and social care would be involved and engaged as necessary.</p> <p>We have an Equalities Officer who works across the prison cluster and reviews residents in relation to their specific care needs. Residents at Askham can have a range of needs such as learning disabilities, physical health disabilities and the EO will review this and ensure the appropriate services are in place both in custody and in the community. We have located flat accommodation and washroom facilities that support women who may have a physical/mobility disability and we ensure that appropriate care and support is in place by liaising with both internal and external providers.</p>
2E In England - Work with local authorities to promote inclusion of, and maximise benefits to, offenders' families.	<p><u>Families pathway a central part of Askham Grange</u></p> <p>Our children and families pathway is central to the work of Askham Grange with a with a weekly multidisciplinary team meeting held to co-ordinate case work and risk management.</p> <p>We have pioneered an overnight stay facility within the prison grounds for mums and their children as an integral part of our family work. This along with the facility to carry out supervised social worker visits in a home style environment for parenting assessments.</p> <p>Our full time family worker provides support to women to maintain and in cases improve family relationships. The area is led by a member of the SMT with connections to local authorities troubled families initiative in early stages but a commitment to increase over the coming year.</p> <p>Our service has been identified ass pioneering with models for others to follow.</p>
2G In England - Align services with Offender Learning and Skills Service (OLASS 4) providers in	<p><u>Partnership working</u></p> <p>The Head of Learning and Skills holds prison based multi-disciplinary partnership meetings (with National Careers Service, Job Centre Plus, Manchester College etc) to discuss all aspects of learning and skills delivery and performance. There is a well established quarterly Quality Improvement group. The Head of Learning and Skills holds regular bilateral meetings with the Manchester College Education Manager. Feedback to the Governor is provided via the HoLS bilateral meetings and via the Regional Governance Board, chaired by the DDC.</p>

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<p>prisons.</p>	<p><u>Ensuring we have the right provision for the women to find work on release</u></p> <p>Learning provision is aligned with national policy and priorities. Labour market information is used to shape learning and skills provision in the establishment. The curriculum is also amended in response to the changing needs of the prison population. Good relationships have been established with employers and learning providers in the community. Careers plans are established via the ITES course and the National Careers service. Prisoners who are nearing the last phase of their incarceration focus on vocational training and preparation for employment. Most prisoners progress to working out in the community prior to release.</p> <p><u>Monitoring delivery</u></p> <p>All prisoners are screened for functional skills needs during Induction. Prisoners who are identified as having a need are automatically allocated to Functional Skills provision before progressing to other types of work, education and training. The regime is planned to maximise attendance for learning activities. Activity allocation, attendance, punctuality and contractual efficiency is closely monitored. IEP, behaviour management and sentence planning are used to secure prisoner engagement in learning. Data is collected, acted on and used to secure improvements in quality of provision.</p>
<p>2H In England - Strengthen partnership working to ensure that offenders have access to support and services to both prepare for and enable access to employment.</p>	<p><u>Quality careers advice and guidance</u></p> <p>Askham will work with a variety of partners to ensure that offenders receive quality careers advice and guidance. Strenuous efforts will be made to ensure the latter results in concrete employment and training outcomes for prisoners as they are released. Monthly joint careers / ETE meetings will be held with all the partners and regular individual contract monitoring forums will be the norm. Manchester College, Job Centre Plus, National Careers Service, Prince's Trust, Start Up, Together Women will all be involved. Information sharing will be facilitated via common access to prisoners' learner folders on the P Drive.</p>
<p>3A Target resources on evidence- informed interventions and services which are likely to deliver the best outcomes for</p>	<p><u>Intervention targeting</u></p> <p>The role of Askham Grange as a resettlement prison means on the whole women have completed all targeted interventions prior to coming to Askham Grange as part of the allocation and assessment criteria. Therefore the regime as whole delivers a universal service accessible to all and tailored to individual need. However occasionally needs are identified whilst at Askham Grange or are recommended with a parole board decision for Indeterminate prisoners. Additionally we recognise an enhanced approach for indeterminate prisoners is required for risk reasons.</p>

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the investment.	Askham Grange	
	OGRS 0-24, Low	61 62%
	OGRS 25-49, Medium	23 23%
	OGRS 50-74, High	10 10%
	OGRS 75-89, Very High	4 4%
	OGRS 90-100, Prolific	1 1%
	Total	99 100%
	The majority of the women have a low risk of reoffending.	
	Askham Grange	
	Sexual	
	Violent	37 37%
	Robbery	4 4%
	Acquisitive	29 29%
	Drugs	22 22%
	Motoring	2 2%
	Other	5 5%
	Total	99 100%
<u>Substance misuse</u>		
Targeted interventions related to offending are completed prior to coming to Askham Grange though we provide substance misuse services as a universal service as all prisons.		
<u>Violence</u> TSP (Thinking Skills Programme) is identified for women within this group. The programme focuses on the way offenders think and their behaviour associated with their offending. Goals setting and planning to achieve goals without offending is key. Most women will have completed this before coming to Askham Grange. However we have the facility to refer to community provision if need and risk criteria are met.		

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	<p><u>Psychology intervention</u> – We do not have a resident psychologist at HMP New Hall but a service provided from a regional resource. This service is targeted for high risk and above, indeterminate sentence women with complex needs. Referral to this service is via the establishment case management process and subsequent to parole board recommendations' only.</p> <p><u>Women with high risk and above OGRS</u> are also are managed through an enhanced case management process. They have a probation officer designated as their offender supervisor within the prison and a probation member of staff in the community. They are assessed on entry into custody via the inter departmental risk management team and VISOR logged. They are usually MAPPA managed. Women with Indeterminate sentences have a more frequent sentence plan review and more intensely case managed during periods running up to parole reviews.</p>
3B Have robust quality assurance processes in place.	<p><u>Management of quality</u></p> <p>We manage quality of our interventions by adhering to PSO 4350 Effective Regimes, a monthly Quality Improvement Group and a monthly programmes quality management meeting. We ensure that service providers are appropriately qualified before engaging in the Prison.</p> <p>There are robust quality assurance processes in place in relation to the co commissioned health care and PSI substance misuse services. This encompasses service user feedback to identify gaps in provision or in quality of provision as well as highlighting good practice to ensure we expand upon that. The SMT lead for HCC and Drug Strategy works closely with providers and Offender Health Commissioners to monitor adherence to the respective contract and ensure that corrective action is taken in a timely manner. Services are monitored as well through other inspection processes such as HMIP and CQC inspections that identify areas for improvement in terms of the quality of delivery. The action plans are then reviewed and monitored to ensure that services are improved as a result of an inspection or review.</p>
3C Review delivery where it exceeds the minimum requirements set in the NOMS Service Specifications.	<p>The Communications and Control Room specification is operating above the specification as it encompasses the Gate Services specification. This means that the Gate Services specification is operating under the specification accordingly.</p> <p>The Incoming Phone Line facility is a process that is outside all of the specifications. This facility is subject to a current review to determine the feasibility of continuing with such a provision following a recent IOCCO inspection.</p>
4A Use segmentation and local data sources to target resources for rehabilitation services, case management and	<p>Services and risk management are targeted where they deliver the best outcomes. We utilise segmentation guidance to structure our work effectively.</p> <p>Acquisitive crime there is not a specific programme available for this group of offenders reflecting a review of outcome data of impact on reoffending reduction. Those in the acquisitive group who fit in the High or above OGRS scores are managed through an intensive case management programme outlined below. Additionally all those women in the acquisitive group will have motivating factors identified for acquisitive crime. The offender supervisor will then link them into other pathways for example substance misuse, violence, Education and training for employment, family and relationships.</p>

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<p>risk management where they deliver the greatest outcomes for investment.</p>	<p>Psychology intervention – We do not have a resident psychologist at Askham Grange but a service provided from a regional resource. This service is targeted for high risk and above, indeterminate sentence women with complex needs. Referral to this service is via the establishment case management process and subsequent to parole board recommendations' only.</p> <p>Women with high risk and above OGRS are also are managed through an enhanced case management process. They have a probation officer designated as their offender supervisor within the prison and a probation member of staff in the community. They are assessed on entry into custody via the inter departmental risk management team and VISOR logged. They are usually MAPPA managed. Women with Indeterminate sentences have a more frequent sentence plan review and more intensely case managed during periods running up to parole reviews.</p>
<p>4B Ensure the use of custodial capacity delivers the most cost-effective configuration of places.</p>	<p>The current number of commissioned spaces will not change until the impact of the resettlement spaces resulting from the Female Estate Review comes into effect. We shall ensure that we continue to take new receptions onto the prison to ensure that we are operating to capacity until the resettlement provisions in other establishments become available; after which time staged decommission of spaces at Askham Grange will take place.</p>
<p>5A Relevant individual needs and characteristics are effectively identified, assessed, and monitored.</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, equalities questionnaires, safer custody and cell sharing risk assessments. In addition we recognise that a number of offenders may have possible unidentified learning disabilities and 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. 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. 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 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>Data on all protected characteristics is collected from all prisoners and recorded on Prison-Nomis.</p>

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<p>5B Information regarding individual needs and characteristics is used to adapt and sequence services to meet individual needs.</p>	<p>The prison provides a package of care and information is shared between relevant teams in a timely and appropriate manner. Support can be obtained through the dedicated Equalities manager who offers help for a wide range of resident needs including all of the protected characteristics.</p> <p>The needs of pregnant prisoners and those with small children are met in the custodial setting by the Mother and Baby unit. Assessment of the suitability of women for the M&B is assessed through a multidisciplinary board chaired by an independent chairperson.</p> <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> <p>The Equality Act of 2010 means we have an obligation to demonstrate our general duty:</p> <ul style="list-style-type: none"> • To eliminate unlawful discrimination, victimisation and harassment • Advance Equality of Opportunity • Foster good relations between people of different groups <p>All residents inducted to New Hall are subject to an Equality Monitoring tool that captures all of the protected characteristics which are then entered on to our P Nomis system. This enables us to review specific reports for example SMART activities. This allows us to ensure that there is no unfair advantage given to any protected characteristic in the work place, such as disability. Specific needs are then addressed through the monitoring process that is evidenced through the care plans and communication with various agencies such as labour control, education and OMU. Information is gained to allow the EO to develop an individualised plan. This is subject to an annual review and in addition if there is a change in circumstance or risk etc then this is reviewed accordingly. The establishment EO has excellent links with our primary care providers and IMHT. This communication flow (subject to appropriate disclosure) allows us to ensure reasonable adjustments can be facilitated subject to our legal obligation and our duty of care. We have a multi disciplinary team approach so that all relevant agencies and departments are involved and contribute to an individual's assessment and review. This is demonstrated within the local IDRMT, individual case conferences and liaison with the PCT designated disability nurse. Contact/Communication logs are available and open to access by all staff to ensure information sharing and consistency.</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 etc. The following outlines the establishment's commitment to the importance of information sharing with maximum benefits to the resident. This work demonstrates a person centred approach that is bespoke and modified to reflect individual need and encompasses appropriate services as identified.</p> <ul style="list-style-type: none"> • Autism Awareness training • LGBT on line training,

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	<ul style="list-style-type: none"> • Published information about people who are hard of hearing, visually impaired and learning difficulties. • Transgender workshops and training delivered by A. Gender and the EO. • York Travellers trust delivered a Gypsy Romany Traveller day. • Recoup have also assisted us with our over 50 workshops relating to resettlement of older offenders in prison. • The Wilford Trust is currently developing a bespoke learning disability training package that will be incorporated within our existing Mental Health awareness training. <p>In addition to that above, staff have the contacts for the Equality Champions (staff) who are an integral resource for the establishment and they filter the information to staff. This holistic approach is evident across the cluster and was recognised in our recent MQPL feedback.</p>
6A Continue to identify, assess and manage extremist offenders.	<p>In relation to NOMS' approach to the identification, assessment and management of extremist offenders, HMP Askham Grange will ensure delivery in the key thematic areas of Intelligence Gathering & Management; Offender Management and Public Protection; and Interventions & Resettlement, as assessed by NOMS HQ.</p> <p>HMP Askham Grange 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>
6B Deliver victim-offender conferences (Restorative Justice) where capacity exists and develop partnerships and a supportive environment to enable delivery where it does not.	<p><u>Restorative Justice conferencing</u></p> <p>We will provide a supportive environment for victim offender conferencing and deliver 2 conferences across the cluster during the financial year 2014 to 2015. After a review of the eligibility criteria for the programme which we are apart it is unlikely that there will be more than 2 women a year eligible and able to take part as this is only open to West Yorkshire Returning women. Additionally conferences can take up to a year to set up as identified in the training and guidance and there is no dedicated resource within the staff structure .Therefore it would be impossible to deliver at any volume at this stage.</p> <p>Conferences will be targeted at violence or acquisitive offences with a clear victim and where the offender is medium to high risk of reconviction.</p> <p><u>Staff resource and training</u></p> <p>We will continue to work with our delivery partners in developing Restorative Justice for West Yorkshire based women. Our facilitators will be from HMP New Hall and West Yorkshire probation due to the low numbers making training of staff at Askham Grange untenable.</p>

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6C Ensure the efficient use of prison places through HDC/BASS	All residents eligible for HDC are considered on an individual basis. It is presumed that those eligible will be suitable and HDC is only refused where there are exceptional circumstances. For the last 3 months all those eligible for HDC have been granted HDC. PSI30/2012 – LASPO has been implemented fully.
6E Support the delivery of efficiencies across the criminal justice system by increasing the use of prison video links.	The regional video link action plan has been implemented. A database for booking and prioritising cases has been established. The intranet has been updated to include booking arrangements with a central e-mail address. Data will be collected on the use of video link to action any improvements if necessary.

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>Personal officers and offender supervisors foster good relationships with residents and support them through their sentence plan. They use pro-social modelling to demonstrate positive behaviours and attitudes. All staff is aware of the rehabilitation services on offer to residents and support and encourage residents in accessing them. A multi disciplinary approach is taken to supporting residents in participating fully in rehabilitation services.</p> <p>All residents are subject to a health screen on reception and receive information on health services, psycho social intervention and Mental Health services as part of the induction process. The Equalities officer supports women who may have LDD and or language barriers to ensure that women have access to relevant information and to signpost as appropriate.</p>	NOMS Locally
Prisoners are made aware of their responsibilities in engaging with and accessing services	<p>The induction process informs residents of all services available and how to access them. Services are publicised through NTR and resident forums. While encouraging residents to access services staff ensures that they take responsibility for their won rehabilitation as far as possible.</p> <p>We work with a number of different providers to enable us to deliver an effective service. All of our providers are fully aware of the prisons ethos and the strategic business objectives.</p>	NOMS Locally
Prisoners anti social attitudes, thinking and behaviours are addressed by staff through pro social interaction and engagement	Offender supervisors and personal officers address any displays of anti social attitudes, thinking or behaviour that they encounter. IEP and adjudication processes reinforce these positive messages.	NOMS Locally
Prisoners can access appropriate services that enable them to seek suitable employment and/or training for release.	We have an intensive approach to gaining employment with a number of agencies working with residents prior to release to support resettlement into work, training or employment. Our ROTL provision supports our pathway to employment with work experience geared towards employment and linked to training.	Co-Commissioned

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Prisoners can access services that enable them to manage housing needs created as a result of their custody.	Offender supervisors support residents with any housing needs. This is done on an individual basis and in collaboration with offender managers and housing authorities in the community. ROTL is used to provide women with opportunities to secure accommodation where necessary. Housing drop in sessions are offered to residents on a weekly basis where relevant referrals are made. Landlords and lenders are contacted as necessary and holding arrangements put in place for sentence where possible.	NOMS Locally
Prisoners can access services that enable them to seek settled and suitable housing for release.	Offender supervisors support residents with any housing needs. This is done on an individual basis and in collaboration with offender managers and housing authorities in the community. ROTL is used to provide women with opportunities to secure accommodation where necessary. Housing drop in sessions are offered to residents on a weekly basis where relevant referrals are made.	NOMS Locally
Prisoners can access services to enable them to address personal financial management issues created as a result of their custody.	Debt and finance advisors available on a bi weekly basis Benefit agency give advice on benefits weekly.	NOMS Locally
Prisoners can access available services which enable them to address their family welfare and family support needs.	We have a full time family worker from Banardos.	NOMS Locally
Prisoners have equivalence of access to health services in custody as in the community.	Upon arrival at Askham Grange all residents are assessed by primary health care to ensure there current health needs are reviewed. Residents undertake an induction process where different services are signposted to the women to ensure they are aware of the support that is available. Residents are reviewed by the PSI provider to ensure that there substance misuse and recovery needs are addressed. Askham operates a holistic approach ensuring all women who arrive are seen by an MDT as part of their initial risk board which includes representation from health services. Women are able to access Primary and Secondary health services both within the prison as well as accessing services in the community such as the dentist. We are currently undertaking a full HNA at Askham Grange with a particular focus on the mental health services to ensure residents have equivalence of access to services in custody as in the community.	NOMS Locally
Prisoners can access treatment, services, advice and support around drug and alcohol needs.	LYPFT are the IDTS provider and HDFT are the Primary care provider for Askham Grange. Residents are assessed as part of the reception health screen review and appropriate needs and services are identified. Lifeline is the Psycho Social Intervention provider who works with women to address drug and alcohol needs. The SMT lead for HCC and Drug Strategy works closely with Offender Health commissioners to ensure that the prison acts as a co-commissioner of services and that prison needs are understood. This ensures that the commissioning strategy is fully reflective of the residents needs. All residents have access to community services and information relevant to their local area. The OMU team and providers work closely together to ensure a robust release plan is in place that provides a pathway of continued support and treatment from the custodial setting into the community.	

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Prisoners who have experienced domestic violence, rape or abuse can access services that offer them advice and support.	Local provision available in York for women on ROTL. IDVA and IDSVAs – via local Authority for those not able to meet ROLT requirements.	NOMS Locally
Prisoners who have been sex workers can access services that offer them advice and support.	Offender supervisors will support any women by accessing services in their release area prior to release.	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 <ul style="list-style-type: none"> Use the segmentation data tool on the NOMS Performance HUB to get the numerical data you need to populate this column 	Strategic approach to meeting the needs of the segment Title and description of rehabilitative services/interventions and case management activities <ul style="list-style-type: none"> Give the title and a brief description of the case management activities offered to offenders in each segment Give a brief description of the range of rehabilitative services and interventions offered to offenders by segment. Include any accredited programmes on offer. Use the guidance on targeting in Commissioning Intention 4a If a service or intervention is available across more than one segment (for example – TSP may be available to both sex offenders and violent offenders) then state in each applicable box, making clear in the next column the number of completions relating to each segment. 	Indicate whether the service or intervention is commissioned or co-commissioned and the number of offenders who will be able to access the intervention or service annually <ul style="list-style-type: none"> For accredited programmes give the number of completions It is not necessary to record volumes for case management activities
All Offenders – where service targeted by need rather than risk	99 (as per 31 st March 2013)	Women arrive at Askham Grange with their main offence work completed due to the allocation criteria to the open estate. If this hasn't been completed then there is a system to pick this up. The offer from Askham Grange is resettlement for all women along all pathways as identified by individual need. Release on Temporary Licence (ROTL) is a key part of this strategy, ensuring needs are met within the local areas to which the women are resettling to.	

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Sexual Offenders	0	Enhanced board frequency	
Violent offenders	<p align="center">37</p> <p>Of whom 16 are low OGRS 12 are medium OGRS (25-50%) 5 are high OGRS (50-74%) 3 are very high (75-89) 1 woman is categorised as prolific (90-100%) 5 are 'OVP > 60%' and 3 of these have more than one year to serve; 16 violent women are serving an indeterminate sentence.</p>	Education and training as for all women at Askham Grange.	
Indeterminate Sentenced Prisoners (ISPs)	<p align="center">16</p> <p>Of whom 13 are categorised as having low OVP scores (0-29%), 2 have medium OVP scores (30-59%) and 1 has high OVP scores (60-79%).</p>	Alternatives to violence /TSP accessed through North Yorkshire Probation Services. Individual psychology intervention or offender supervisor intervention as required.	
Low likelihood of any reconviction OGRS 0-24%	<p align="center">61</p> <p>Of whom 16 have been convicted of a violent offence. In this OGRS category, 2 have been convicted of robbery and 22 have been convicted of an acquisitive offence. The remaining number of women have been convicted of drugs (15), motoring (1) or 'other' (5) offences.</p>	The core offer is available for this group of women.	
Medium likelihood of any reconviction OGRS 25-49%	<p align="center">23</p> <p>In this category 'half' (12) have been convicted of a violent offence. 2 have been convicted of robbery. Drugs offences are attributed to 5 women and 3 offenders have been convicted of acquisitive offences. 1 woman has been convicted of a motoring offence.</p>	Education and training as per commissioning intentions.	

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High likelihood of any reconviction OGRS 50- 74%	10 Of whom 5 are violent offenders. In this OGRS category, 3 have been convicted of an acquisitive offence and 2 have been convicted of drugs offences.	Education and training as per commissioning intentions. Intensive case management	
Very high likelihood of any reconviction OGRS 75-89%	4 3 have been convicted of a violent offence and the remaining 1 woman has been convicted of an acquisitive offence.	Alternatives to violence Project – York for women to attend on ROTL. Approx. 3 women a year. TSP – for women to attend on ROTL in to York. Approx. 3 women a year. Intensive case management	
Extremely high likelihood of any reconviction (prolific) OGRS 90-100%	1 1 woman has been convicted of a violent offence.	Enhanced board frequency Intensive case management	

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

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)
<p>1.A 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.</p> <p>1.B All who work with offenders consistently demonstrate behaviours and attitudes that support rehabilitation and desistance.</p> <p>1.C Efforts are made to ensure offenders experience the environment as safe.</p>	<p><u>Aim</u> We have a strategic goal to ensure we have a rehabilitative culture supporting this commissioning intention We want to produce a clear assessment of the prison culture and regime in supporting desistance from crime and progression through sentence. We want to be clear this is a whole Prison approach where all staff working with offenders consistently demonstrate behaviour and attitudes that support this. Added to this we will continue to upgrade across the cluster the physical fabric of the establishment to ensure an environment that communicates safety and decency to all.</p> <p><u>Objectives</u></p> <ol style="list-style-type: none"> 1. As a first point to achieve this we will carry out a review of the prison regime and culture producing an action plan supporting every contact matters'. Review complete by end of June 2014 with subsequent action plan in place with milestones and delivery objectives by July 2014. 2. We will introduce reducing reoffending briefings to all staff groups to communicate key messages as to their input to rehabilitation and reducing reoffending. Target date 30 June 2014. Lead managers Head of Reducing Reoffending and Head of Residence. 3. We will increase our number of prisoner reps., mentors and key workers in the establishment with relevant support and training from our education provider, partners and a specific 1 day training course designed in house. We will double the number of residents in these roles by July 2014. 4. We will increase the profile of our reward and recognition for staff with recognition clearly given to staff for behaviour that underpins our values. The Governing Governor will be integral to this with clear leadership demonstrated. We will achieve this by a designated reward at every monthly staff meeting from April 2014. A measure of success will be consistently delivering the award across the year and linkage to our strategic goals. 5. We will continue to support a zero tolerance approach to drugs within the Prison as part of our safety strategy. There will be a clear action plan developed by June 2014. That action plan will include ; <ul style="list-style-type: none"> • Review of the support and sanctions policy recently implemented. • Review medication management and formulary by end of Sept. 2014-01- <p><u>Measures of Success</u></p> <ul style="list-style-type: none"> • Adherence to timescales • MDT figures 	

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	<ul style="list-style-type: none"> • Feed back from resident forums • Feedback from staff forums 	
2.A There is evidence of effective coordination of delivery of services and integration of providers locally, regionally and nationally to maximise outcomes for offenders.	<p><u>AIM</u></p> <p>We will maximise investment of all partners and providers delivering services for offenders at HMP New Hall and maximise outcomes for offenders by ensuring they experience a seamless and joined up service.</p> <p><u>Objectives</u></p> <ol style="list-style-type: none"> 1. By September 2014 we will review who we work with and how we work with them and ensure that all contracts and service level agreements demonstrate how each service fits within the overall strategic context of the establishment. This review will include all statutory and non statutory, existing and new partners and providers (including by anticipating any changes as a result of Through the Gate). 2. We will develop a plan which describes how, within 6 months we will deliver: <ul style="list-style-type: none"> • A clear shared strategic vision for how services align to maximise outcomes and create an integrated, seamless offender management service (including a shared understanding of outcomes and priorities) • A clear agreed plan of how services sequence and compliment each other, providing continuity of services to offenders both within and across prisons (facilitating the needs of all providers and contractual partners to allow them to effectively deliver) • Leadership which actively enables and integrates services, where partnership working arrangements improve performance and aid resolution of issues • An understanding of resource allocation, and how delivery and choices impact on the investment and activity of others • An agreement on how to safely use and share data and information <p><u>Measures of success</u></p> <p>Our success will be monitored against the plan at monthly SMT meetings and at a regional level with the DDC.</p>	
2F In England - Continue to improve access to a pathway of new and existing services for offenders with severe personality disorders.	<p><u>Aim</u></p> <p>We will develop our role as an integral part of the NHS England Personality Disorder pathway for women Delivering a residential service and specific targeted programme for women in custody.</p> <p><u>Objectives</u></p> <p>Personality disorder; As part of the national Personality Disorder service strategy we will Implement a co</p>	<p>YES</p>

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	<p>commissioned Personality disorder unit at HMP & YOI New Hall for women in the North. Unit to be opened by July 2014 alongside a specific accredited programme 'CARE' for women with complex needs. HMP & YOI Askham Grange will develop a referral route – as part of the above programmes to Askham Grange establishing a clear referral route and protocols to lower security conditions for women completing the above services.</p> <p><u>Key Milestones</u></p> <ul style="list-style-type: none"> • Procure provider arm on time • Recruit staff on time • Deliver bespoke training • Market services to northern custodial and community services • Open unit on time <p><u>Measures of success</u></p> <ul style="list-style-type: none"> • Fulfil KPI's for the residential service unit and our contract with NHS England. • Fulfil KPI delivery and quality standards for CARE. • Use of referral route way process by those completing the services. 	
<p>3A Target resources on evidence-informed interventions and services which are likely to deliver the best outcomes for the investment.</p>	<p>By November the prison will review <u>the type</u> 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 <u>the factors</u> 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 (available at www.justice.gov.uk/about/noms/commissioning.) when completing these reviews and have in place a strategy for developing its use of evidence to inform practice to maximise outcomes.</p>	
<p>6A Continue to identify, assess and manage extremist offenders.</p>	<p>HMP Askham Grange 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>	

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Table 7a: Mandatory Service specifications applicable under this Local Annex

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

	Service Specification	Implementation detail	Notes
1	Early Days & Discharge – First Night in Custody	Existing service specification which remains in force	
2	Early Days & Discharge – Induction to Custody	Existing service specification which remains in force	
3	Early Days & Discharge – Reception In	Existing service specification which remains in force	
4	Early Days & Discharge – Discharge	Existing service specification which remains in force	
5	Cell and Area Searching	Existing service specification which remains in force	
6	Catering	Existing service specification which remains in force	
7	Visits – Services for Visitors	Existing service specification which remains in force	
8	Visits – Visits Booking	Existing service specification which remains in force	
9	Visits – Conduct Visits	Existing service specification which remains in force	
10	Prisoner Property Services	Existing service specification which remains in force	
11	POSOE – Communication & Control Rooms	Existing service specification which remains in force	
12	POSOE – Gate Services	Existing service specification which remains in force	
13	POSOE – Internal Prisoner Movements	Existing service specification which remains in force	
14	Residential Services	Existing service specification which remains in force	

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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	
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	

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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	

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	No	Go live April/May 2014
39	Deliver Accredited Programmes	No	Go live April/May 2014
40	Mother & Baby Unit	Yes	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	Yes
Cell & Area Searching	Assurance is sought through a risk assessed programme of covert testing. Non HSE	Yes
Early Days & Discharge - First Night in Custody	One-to-one welfare support is provided within courts/custody suites to address immediate needs of the prisoner.	No
Visits - Conduct Visits	There are facilities for children to participate in supervised play whilst visiting a prisoner	No
Visits - Services for Visitors	Visitors are able to purchase snacks and hot/cold drinks prior to the visits period.	No
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.	No
Faith and Pastoral Care	Prisoners have access to a Resettlement Chaplaincy Scheme.	No
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.	No
Mandatory Drug Testing	Prisoners may be subject to Reception testing.	No
Prisoner Employment, Training & Skills	Prisoners have the opportunity to gain industry recognised and accredited qualifications through employment, training and skills according to risk and need.	Yes
Prisoner Employment, Training & Skills	Qualifications gained are aligned with market needs and within the Qualifications and Credit Framework	Yes
Deliver Accredited Programmes	Competent staff are contributed to the national training provision as agreed by the commissioner. Output wording subject to revision	No

Table 7d: Agreed delivery hours for specified services

Service Specification	Output	Agreed hours	Rationale (where hours are agreed above the minimum set within specifications)
Residential Services	Daily time in open air [minimum 30 minutes] (row 21 of the specification)		Open establishment free to access open air above minimum requirement.
Physical Education	Minimum number of PE Hours [per week] (row 1 of the specification) (as calculated using the SBC published spreadsheet product)	2.5hrs	

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 –Land Based Activities	Gardens	10	1	32.25	£65,000	£0	£21,000	£16,000	£0	£6,000
Total		10	1	32.25	£65,000	£0	£21,000	£16,000	£0	£6,000

Table 8b: Services (not industries)

Table 8b CU095b (Hours Worked in Services) – this should contain services that are measured under this specific metric			
Activity Service Code	Service Description	Maximum number of prisoner places per activity (planned per week total for 2014-15)	CORE HOURS PER WEEK
Kitchen	Kitchen	15	40
Orderly Cleaners	Various Cleaning	1	30
Recycling Activity	Waste management	2	32.25
Weekend Activity	Rota Cleaners	24	6
Wing Cleaning	House Cleaners	4	30
Other Occupations	Resident Drivers	2	40
	Conferencing	2	35
	Gym Orderlies	2	40
	ARC	8	32
	Card Making	2	30
	Beading	3	30
	Coffee Shop week	3	32.5
	Coffee Shop w/end	3	13
	Laundry Orderly	1	30
	Library Orderly	1	30
	Reception Orderly	1	30
	Housing Support Worker	1	12
	Education/Pathways Receptionist	1	30
Sub total		76	

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	Functional skills	8	15
Education Induction Assessment	iTES	8	6
Education leading to accreditation	Business admin	10	27
	ICT	10	27
	FPC	10	30
	Nails	10	12
	Hairdressing	10	21
	Customer Service	10	9
	Employability skills	8	2
ROTL	ROTL	Led by ROTL eligibility.	variable
Other			
Sub total		84 p/t = 42 FTE	
Table 8 Total		128	

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	Meal	Total Time Out of Cell
Mon	7h 36m	7h 27m	0h 31m	15h 36m
Tue	7h 36m	7h 27m	0h 31m	15h 36m
Wed	7h 36m	7h 27m	0h 31m	15h 36m
Thu	7h 36m	7h 27m	0h 31m	15h 36m
Fri	7h 36m	7h 27m	0h 31m	15h 36m
Sat	4h 11m	10h 53m	0h 31m	15h 36m
Sun	4h 11m	10h 53m	0h 31m	15h 36m

5 day average time out of cell

Type	Activity	Association	Meal	Total Time Out of Cell
5-day	7h 36m	7h 27m	0h 31m	15h 36m

7 day average time out of cell

Type	Activity	Association	Meal	Total Time Out of Cell
7-day	6h 38m	8h 26m	0h 31m	15h 36m

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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
		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	
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)	5.00 %	5.00 %	5.00 %	5.00 %	5.00 %	5.00 %	5.00 %	5.00 %	5.00 %	5.00 %	5.00 %	5.00 %	5.00 %	5.00 %	5.00 %	5.00 %	5.00 %	
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 - & Corporate Assurance (A&CA)	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	3.56
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU057a	Self Harm Audit	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	3.40

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	(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	3.00
CU067	HMIP Resettlement	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	2.95
		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	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	2.79
		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	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	2.58
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU076	MQPL Safety	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	2.84
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU079	MQPL Decency	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	2.81
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU088	Violence Management																		

Offender Management

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

Interventions

		Apr 14	May 14	Jun 14	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Total	Q1	Q2	Q3	Q4	National
CU019	Sex Offender																		

OFFICIAL

942

CU021	Offending Behaviour Programme (OBP) Completions	0.00	0.00	6,456.00
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Regimes

[illegible]

General

[illegible]