



Title	Technical Note on Purposeful Activity (PA) in prisons – Privately Managed Prisons (new contracts let from 2023)
Introduction: Key components of future prison regimes	<p>Purposeful Activity (PA) in prisons has previously been characterised by a one-size fits all approach which viewed a small number of activities such as education and industries as automatically purposeful for all Prisoners. Purposeful activity recording in Prison Performance Tool (PPT) only measured these few activities and comprised the Time in Industries measure (Cu95a) and the output score for PA awarded by HMIP.</p> <p>As part of the National Regime Model being developed for April 2024, HMPPS has committed to reform regime delivery and PA recording. As part of this, a broader definition of Purposeful Activity has been developed that shifts purpose from being automatic in certain activities for all Prisoners, to <i>"linking purpose to the person"</i>. The new definition of PA broadens what is purposeful to include any activities that deliver a positive outcome against an identified need for an individual.</p> <p>The new definition will support prisons to achieve a new national regime vision called "Time Well Spent". Time Well Spent means providing each Prisoner with personalised learning plans and personalised regime plans from a local menu of activities, ensuring that regimes deliver <i>"the right service to the right person at the right time"</i> rather than measuring success by the volume of Prisoners engaged in generalist activities irrespective of need or suitability. This technical note includes the new definition.</p> <p>To support the new definition, a new Tiered Regime Model has been created. This provides a new national structure for local regime design. Prison regimes will be developed using this model as a template. In alignment with the Annual Custodial Services Delivery Plan (see clause 24 (Annual Custodial Service Delivery Plan)), the Contractor will create a Local Tiered Regime Forecast (the "Regime Forecast") which is simply its directory of Tier 1 (core curricular) and Tier 2 (extra-curricular) activities. The Contractor will also have to demonstrate how it will deliver Foundation Standards on time out of cell, time in the open air and access to showers for the Prison. This guidance document includes a definition of Tier 1 and 2 activities and examples of each plus further information on foundation standards.</p> <p>The Regime Forecast must deliver on contractual commitments and demonstrate the best response to two inputs - national expectations (via a Regime Framework provided for each prison type) and local needs (via a new Local Needs Assessment Process). The Regime Forecast will be detailed as part of the Purposeful Activity Plan, which forms part of the Annual Custodial Service Delivery Plan (see clause 24 (Annual Custodial Service Delivery Plan)). The Regime Forecast will represent commitment of intended regime for twelve months and will need to be approved by the Authority as set out in clause 24 (Annual Custodial Service Delivery Plan). The Authority will consider safety, sufficiency, quality, quantity and value for money when determining whether to approve the proposed Regime Forecast. Within the year, this Regime Forecast will be updated quarterly in response to shifting regime pressures, opportunities and emerging needs.</p> <p>A new national PA measure in the PPT will measure actual delivery of Tier 1 and Tier 2 activity against what has been committed in the local Regime Forecast. In this way prisons will be judged against their own commitment (including contractual</p>



	<p>commitments), rather than blanket national targets or a comparator estate with a very different population, fabric or staffing profile. Alongside the new PA measure, a new Quality Framework will measure the quality of individual activities and their impact on individuals. This will be incorporated into the assurance cycle.</p> <p>The foundation tier will be assured through regular checks undertaken by the on-site controller teams.</p>
New PA definition	<p>Purposeful Activity is now defined as <i>"time spent by a Prisoner that contributes to at least one of the following objectives"</i>:</p> <p>i) Addressing risks or needs related to their risk of reoffending or a personal resettlement objective, as identified through Offender Management work or other formal assessment</p> <p>ii) Enhancement of personal wellbeing, physical or mental health</p> <p>iii) Enhancement of inter-personal, social or life skills (including completion of the settlement period to become confident and capable to engage in regime).</p> <p>iv) is activity delivering an outcome covered by the HMPPS model of a healthy lifestyle (see below).</p> <p><u>Footnotes</u></p> <p>Under this definition, activities are no longer deemed inherently purposeful for all Prisoners. Instead, Prisoners will receive a series of assessments including a This is Me Assessment (Completed as part of Key Worker duties) and relevant Education assessments, to identify their skills, strengths and interests. From this a Personalised Learning Plan will be completed by a designated member of education staff to match them to suitable Tier 1 activities (if any) and a Personalised Regime Plan will be completed by a Key Worker to match them to Tier 2 activities.</p> <p>These contacts/meetings will be used to generate a timetable for each individual that ensures they receive the best personalised combination of activities to meet their individual needs.</p> <p>The Contractor will comply with all reporting requirements for the PPT, including those associated with Purposeful Activity. It should be noted that the Contract Delivery Indicator (CDI) relating to the delivery of Purposeful Activity is a separate and different measure to the PPT, capturing a different aspect of compliance with contractual commitments.</p> <p>It is not possible or desirable to try and define every activity that should or should not be deemed purposeful, instead we are establishing the principles as a framework. The Contractor will propose what its tier 1 and tier 2 activity offer should comprise of and which activities are purposeful to their population based on local needs. This will be verified and approved as part of the Annual Custodial Services Delivery Plan approval procedures.</p>
Inclusion of activities that support a	<p>The National Regime Model is underpinned by a new HMPPS concept – the model of healthy living in prisons (Holmes & Stickney 2022). This was created to identify</p>




healthy lifestyle	<p>elements that every individual needs within their lifestyle for it to be healthy. The model states that any individual needs five elements to live a healthy lifestyle:</p> <p>Mattering Leisure Self-care Productivity To be individual</p> <p>In addition to the other types of activity covered by the new definition of PA, an activity can be purposeful if it provides a contribution towards one of these areas for the individual. This means that any informal activity can be purposeful if it meets an identified need in one of these areas.</p> <p>If there is disagreement or ambiguity about whether an activity can be considered purposeful in general or for an individual, the Authority will decide.</p>
Building regimes based on the new definition	<p>The Contractor will propose a regime that delivers purpose for their Prison Population. This is subject to Authority approvals as part of the Annual Custodial Services Delivery Plan.</p> <p>Each year, the Contractor is required to undertake a Local Needs Assessment. This will provide a picture of population needs. This will provide the evidence base for creation of the local tiered regime model, laid out in the Regime Forecast as described above.</p> <p>As new Prisoners enter the Prison and receive This is Me Assessments, Personalised Learning Plans and Personalised Regime Plans, this will provide a picture of individual prisoner needs that will challenge and alter this picture of needs. Therefore, the Prison's Regime Forecast will be revised quarterly to meet new or changing needs.</p> <p>The Authority acknowledges that it may not be possible to alter Tier 1 activity on a quarterly basis. As such, where new Prisoner needs either develop or are identified throughout the year, the Authority expects that the Contractor will provide or commission new Tier 2 activity to meet or address these needs, and that this will be reviewed/amended as appropriate on at least a quarterly basis.</p>
Forming a Tiered Regime	<p>In creating their Tiered Regime, a prison is simply setting its catalogue of paid (Tier 1) and non-paid (Tier 2) activities. Tiers 1 and 2 are non-hierarchical. It is essential that Prisoners receive the right combination of activities to meet their needs. In some cases, Prisoners will be best served by Tier 1, paid activity. In others, Prisoners will not be suitable for Tier 1 and will spend more time in Tier 2. Every Prisoner must spend time well in the best activity for their needs.</p> <p>Prisons should not prioritise Tier 1 or 2 or see one sector as more of less important. This is a local balance and will look different in each Prison. The guiding principle being to deliver the right activity profile to meet the needs of the Prison Population and serve the core function of the Prison.</p> <p>Prisoners do not need to be exclusively in either Tier 1 or 2. Those in paid activity should still receive opportunity to access extra-curricular activity where possible.</p>



	<p>Likewise, Prisoners predominantly in Tier 2 should still receive opportunity to engage in paid activity where they become confident and capable of engaging. Regime should provide progression for individuals. Having created a Personalised Learning Plan and Regime Plan to set Tier 1 and 2 participation, Prisons should use key work sessions to monitor regime progress and set new objectives for progression.</p>
Tier 1 definition	<p>Tier 1 activity is conventional curriculum including Industries, Education, and general work as well as resettlement and sentence management activities. <i>Tier 1 is generally paid activity.</i></p> <p>Tier 1 will generally comprise the same activities throughout the year, though Prisons can flex delivery requirements and numbers in response to new need within contractual boundaries and subject to local needs and risk assessments.</p> <p>The Contractor can also utilise Tier 1 providers (e.g. Learning and Skills providers) to also provide Tier 2 activity.</p> <p>Tier 1, paid activity will be the priority for all individuals who have the skills, knowledge and confidence to participate in paid activity. It will also include sentence management targets such as interventions. Prison Offender Managers should consider a Prisoners participation in Tier 1 and 2 activities is taken into consideration when writing reports in relation to Parole and Recategorisation. Sentence management targets and interventions is classed as Tier 1 activity.</p> <p>Not all Prisoners will have a Regime Plan that includes Tier 1 activity. On arrival, Prisoners may exclusively be in Tier 2 activities as they acclimatise during the new 'settlement phase' that all Prisoners will experience. Tier 1 may not be suitable for complex individuals, those with physical or mental health or behavioural issues, or other Prisoners needing to build up to formalised or traditional activities (on either a full-time or part-time basis).</p>
Tier 1 examples	<p>Examples of Tier 1 activity include, but are not limited to, the following:</p> <ul style="list-style-type: none">• Education*• settlement activity (such as induction and resolving immediate need)• work* (e.g. participation in maintenance party, gardens, kitchens, other paid roles)• industries*• resettlement/transition and reducing reoffending <p>(*) the same work, industries or education activities will not be inherently purposeful for all Prisoners (this would undermine personalisation and tailoring of regime to individual need). The types of activity should be tailored to individuals within all tiers.</p>
Tier 2 definition	<p>Tier 2 activity is extra-curricular enrichment activity. Tier 2 activities should be available to all but may also encompass targeted activities for individuals who are marginalised from or unable to access Tier 1 activities. <i>Tier 2 activities are unpaid and voluntary but add structure and opportunity to enrich the regime.</i> Tier 2 is not limited to on-wing activities.</p> <p>Tier 2 is intended to diversify and broaden regime and is a space for local innovation. It can be delivered within traditional activity windows but need not be limited to these</p>



	<p>periods. It can be delivered by staff, the third-sector or led by Prisoners. It can be activity delivered for individuals to complete in-cell as long as this is judged as appropriate by the Authority and complements other activity they are doing out of cell. The aim is to introduce purpose in and around Tier 1 activity, using the skill set and interests of people within the Prison community.</p> <p>A National Tier 2 Activity Directory has been created with more ideas for Tier 2 enrichment activities. This is not intended to be exhaustive but provides examples for regime ideas, categorised under each of the five components of a healthy lifestyle outlined above (mattering, self-care, leisure, productivity, individualisation). This Directory is provided in the Data Room.</p> <p>The Contractor are responsible for regime design and must consider whether any new activity that is sought to be introduced over the life of the contract could have a negative impact on HMPPS reputation and therefore provide rationale for its inclusion, supported by activity risk assessments, to enable assessment and verification as part of the Annual Custodial Services Delivery Plan.</p> <p>Prisons should ensure that Tier 2 activities do not undermine existing contracts (e.g., replicate an element of education that is delivered in Tier 1) or meet the threshold for an accredited activity such as an intervention (which would make it Tier 1). We encourage the growth of locally owned, staff-led activities within Tier 2.</p> <p>The Contractor will need to ensure they report Tier 2 activity as required by the PPT.</p>
Tier 2 examples	<p>Tier 2 activities are not formal or traditional but additional activities purposeful to the local population, cohorts or individuals within it. We encourage staff and Prisoner led activities particularly and the Contractor is encouraged to engage Prisoner counsels and staff groups in the design of Tier 2 activities. We have developed a simple form for Prisons to reach out to collect ideas for new activities.</p> <p> Activity Description Sheet.docx</p> <p>Tier 2 activities include, but are not limited to the following:</p> <ul style="list-style-type: none">• Participation in structured extra-curricular activity• Peer support (administering or receiving – where not classed as 'work')• Involvement in a Prisoner engagement or consultative group• Learning or practicing a new life skill (e.g. timeliness, problem solving, employability skills)• Engagement in charitable work• Providing a service to other Prisoners• Personal health, structure, confidence or hygiene activity• Activities specifically to support Prisoners in the settlement phase• Activities utilising local peer support teams and resources.



	<p>It is important that Tier 2 activity is commissioned formally. Well-intentioned activity delivered informally can create negative and unintended consequences for individuals, such as a discussion group triggering negative childhood memories of trauma. Directors must ensure that proposed Tier 2 activities are appropriately considered, commissioned and monitored. Where necessary, Prisons should contact local Psychology Leads to ensure that activity does not create a potential for negative impacts on individuals as part of the commissioning process.</p>
Foundation Tier definition	<p>A Foundation Tier has been created to safeguard national regime standards. Prisons will need to include delivery of statutory entitlements or fundamental rights alongside tiered regimes. These include time in the open air, time out of cell and access to showers.</p>
Foundation tier examples	<p>The Foundation Tier is reserved for core delivery requirements that are considered a priority – for instance activities that are a basic human entitlement or right such as access to a shower or time in the open air. There is expectation that these activities will be made available to all.</p> <p>These activities will not routinely be recorded within the purposeful activity attendance process. <i>However, if they have been identified as a specific regime target/objective for an individual who is inhibited for any reason from accessing them they may then be included in the purposeful activity reporting process until the objective is met.</i> The following currently have national expectations set for each Prison type:</p> <ul style="list-style-type: none">• Access to showers• Access to time in the open air per day• Access to time out of cell per day <p>The foundation standards in relation to each of these areas per Prison type are attached below: link to foundation standards summary.</p> <p>In addition the following are inherent expectations as a foundation to regime and should not be captured as Purposeful Activities, but are entitlements:</p> <ul style="list-style-type: none">• Access to medication• Access to phone calls• Access to cell cleaning or decoration• Access to wing services such as the laundry.• Access to domestics• Investigation or resolution of a complaint• Access to support in relation to an ongoing case or legal matter• Specialist support such as translation services or advice.
Paying Prisoners for attendance	<p>As a general principle, Prisons can determine what is Tier 1 and 2 within the parameters set by the definitions above. Prisons will determine how Prisoners are rewarded for participation in activities:</p> <p>Tier 1 activity attendance attracts pay per session</p>



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	<p>Tier 2 activity attendance does not attract pay. However, incentives/financial bonuses may be used to recognise/reward achievements gained through these activities</p> <p>Funding: All Purposeful Activity attracting pay and/or financial bonuses must be funded by the Contractor.</p>
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