

# Prison Population Assurance Group Materials – FOI 202500491124

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## Action Log

ID	Date Assigned	Due Date	Assigned to	Description	Comments	Status
PPAG-01	2025-08-20 00:00:00	2025-09-10 00:00:00	Prison Population Co-ordination Team	Add line to TOR to reflect that this group is to provide assurance to Cat, and does not superceed Teresa's reporting arrangements.	Completed - 3/9/25	CLOSED
PPAG-02	2025-08-20 00:00:00	2025-09-10 00:00:00	Prison Population Co-ordination Team	Add[Redacted: Section 38(1)(b) Personal Information] , to SPS membership.	Completed - 3/9/25	CLOSED
PPAG-03	2025-08-20 00:00:00	2025-09-10 00:00:00	Prison Population Co-ordination Team	Ammend wording in TOR which says [Reacted: Section	Completed - 3/9/25	CLOSED

				29(1)(a) Formation or Development of Policy]		
<b>PPAG-04</b>	2025-08- 20 00:00:00	2025-09- 10 00:00:00	SPS	Group to be informed if there is [Reacted: Section 29(1)(a) Formation or Development of Policy]	10/09/25 - To be covered under HDC update	CLOSED
<b>PPAG-05</b>	2025-08- 20 00:00:00	2025-09- 10 00:00:00	Director of Justice and SPS	Discussion on staff resourcing at SPS to support work [Reacted: Section 29(1)(a) Formation or Development of Policy] Cat to have a discussion with Linda and Section 38(1)(b) Personal Information] on resourcing.	01/10 - Meeting taking place today will cover this.	
<b>PPAG-06</b>	2025-08-	2025-09-	Director of	Cat to share	10/09/25-	CLOSED

	20 00:00:00	10 00:00:00	Justice	note summarising [Reacted: Section 29(1)(a) Formation or Development of Policy]	Note now shared	
<b>PPAG-07</b>	2025-09- 10 00:00:00	2025-10- 01 00:00:00	[Redacted: Section 38(1)(b) Personal Information]	[Reacted: Section 29(1)(a) Formation or Development of Policy] [Redacted: Section 38(1)(b) Personal Information] to check.	01/10 - This has been checked, [Reacted: Section 29(1)(a) Formation or Development of Policy]	CLOSED
<b>PPAG-08</b>	2025-09- 10 00:00:00	2025-10- 01 00:00:00	SPS & [Redacted: Section 38(1)(b) Personal Information]	It would be helpful to [Redacted: Section 30(b)(i) Free and frank provision of Advice]	01/10 update provided: [Redacted: Section 30(b)(i) Free and frank provision of Advice]	
<b>PPAG-09</b>	2025-09- 10 00:00:00	2025-10- 01 00:00:00	[Redacted: Section 38(1)(b) Personal Information]	[Reacted: Section 29(1)(a) Formation or Development	01/10 update provided: this work is to be picked back up in next	

				of Policy]	week or so. [Redacted: Section 38(1)(b) Personal Information] to share [Reacted: Section 29(1)(a) Formation or Development of Policy]	
<b>PPAG-10</b>	2025-09-10 00:00:00	2025-10-01 00:00:00	Prison Population Co- ordination Team	Further discussion to be had at future meeting [Reacted: Section 29(1)(a) Formation or Development of Policy]	01/10 as above: to be recommended.	
<b>PPAG-11</b>	2025-09-10 00:00:00	2025-10-01 00:00:00	Director of Justice and DDs Community Justice	Discussion on [Reacted: Section 29(1)(a) Formation or Development of Policy]	01/10 - as per PPAG-05, the meeting taking place today will cover this	
<b>PPAG-12</b>	2025-09-10 00:00:00	2025-10-01 00:00:00	SPS	Engagement with SPS Governors - SG	01/10 - this relates to a meeting on	CLOSED

				can provide further information for any comms going out to governors. SPS to advise if anything else is required.	24/09. Teresa will invite Cab Sec to speak to GiCs.
<b>PPAG-13</b>	2025-10-01 00:00:00	2025-10-01 00:00:00	Prison Population Co-ordination Team	[Reacted: Section 29(1)(a) Formation or Development of Policy]Check to be made on when JAS modelling can be shared,	
<b>PPAG -14</b>	2025-10-01 00:00:00	2025-10-01 00:00:00	Community Justice Division	[Reacted: Section 29(1)(a) Formation or Development of Policy]	
<b>PPAG-15</b>	2025-10-01 00:00:00	2025-10-22 00:00:00	Teresa Medhurst	Teresa to consider and report back on [Reacted: Section 29(1)(a) Formation or	

				Development of Policy]
<b>PPAG-16</b>	2025-10-01 00:00:00	2025-10-22 00:00:00	[Redacted: Section 38(1)(b) Personal Information] & JAS	To talk in more detail on around the evidence gathering to support cross-government work

### Tracker - Previous Updates

Date	Action ID	Action	Policy and Operational Lead	Key tasks for next 3 weeks	Dependencies	Issues	Future Milestones	RAG Status
				Bullet point list of key upcoming activity	Any dependencies on stakeholders, resources, clearance etc	Any known or potential issues	Key milestones with dates	
<b>2025-08-20 00:00:00</b>	ACT001	[Reacted: Section 29(1)(a) Formation or Development of Policy]	SG Com] Division - Release Team (SPS - operations)	•SPS planning for [Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]	HDC criteria changes will come into force 20 Oct - as per statutory instrument.	[Reacted: Section 29(1)(a) Formation or Development of Policy]

•SPS plans for  
 [Reacted:  
 Section  
 29(1)(a)  
 Formation or  
 Development  
 of Policy]  
 •SPS to begin  
 [Reacted:  
 Section  
 29(1)(a)  
 Formation or  
 Development  
 of Policy]  
 •HDC Team  
 planning to  
 [Reacted:  
 Section  
 29(1)(a)  
 Formation or  
 Development  
 of Policy]

<b>2025-08-20 00:00:00</b>	ACT002	[Reacted: Section 29(1)(a) Formation or Development of Policy]	SG Com] Division - Release Team  (SPS - SRO and policy/operatio ns teams)	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]  Parliamentary timetable: • VWJR Bill	[Reacted: Section 29(1)(a) Formation or Developme nt of Policy]
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							Stage 3- 16-17 Sept • CJ Modernisation Bill - Stage 3 - 7 Oct • Parliament October recess w/c 13 & 20 October	
<b>2025-08-20 00:00:00</b>	ACT003	Planning for [Reacted: Section 29(1)(a) Formation or Development of Policy]	SG Com] Division - Release Team (SPS - Policy/operations teams)	<ul style="list-style-type: none"> <li>• SG - [Reacted: Section 29(1)(a) Formation or Development of Policy]</li> <li>• Follow up discussion with JAS &amp; partners [Reacted: Section 29(1)(a) Formation or Development of Policy]</li> <li>• SPS - Follow up discussion with working group on [Reacted:</li> </ul>	<ul style="list-style-type: none"> <li>• SPS resources required to [Reacted: Section 29(1)(a) Formation or Development of Policy]</li> </ul>	<ul style="list-style-type: none"> <li>• [Reacted: Section 29(1)(a) Formation or Development of Policy]</li> </ul>	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]

				Section 29(1)(a) Formation or Development of Policy] to estimate workload and resources required for [Reacted: Section 29(1)(a) Formation or Development of Policy]				
<b>2025-08-20 00:00:00</b>	ACT004	[Reacted: Section 29(1)(a) Formation or Development of Policy]	SG Com] Division - Prisons Policy Team	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]
<b>2025-08-20 00:00:00</b>	ACT005	Cross Government work – to be further defined	SG Com] Division - Prison Population Team	Agree workplan for cross SG engagement. [Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]	To be scoped out as part of workplan.	TBC - [Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]
<b>2025-</b>	ACT00	Development	SG Com]	[Reacted:	• [Reacted:	[Reacted:	• Sentencing	[Reacted:

<b>08-20 00:00:00</b>	6	of [Reacted: Section 29(1)(a) Formation or Development of Policy]	Division - Community Interventions Team	Section 29(1)(a) Formation or Development of Policy]	Section 29(1)(a) Formation or Development of Policy]	Section 29(1)(a) Formation or Development of Policy]	and Penal Review Commission due to report in December 2025	Section 29(1)(a) Formation or Developme nt of Policy]
<b>2025- 09-10 00:00:00</b>	ACT00 1	[Reacted: Section 29(1)(a) Formation or Development of Policy]	SG Com] Division - Release Team  (SPS - operations)	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]	• HDC Criteria Change (20 Oct) •[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Developme nt of Policy]
<b>2025- 09-10 00:00:00</b>	ACT00 2	[Reacted: Section 29(1)(a) Formation or Development of Policy]	SG Com] Division - Release Team  (SPS - SRO and policy/operatio ns teams)	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]	• Prison population continuing to rise [Redacted: Section 30(b)(i) Free and frank provision of Advice]	[Reacted: Section 29(1)(a) Formation or Development of Policy]  Parliamentary timetable: • VWJR Bill Stage 3- 16-17 Sept • CJ Modernisation Bill - Stage 3 - 7 Oct • Parliament October recess	[Reacted: Section 29(1)(a) Formation or Developme nt of Policy]

							w/c 13 & 20 October	
<b>2025-09-10 00:00:00</b>	ACT003	Planning for [Reacted: Section 29(1)(a) Formation or Development of Policy]	SG Com] Division - Release Team (SPS - Policy/operations teams)	<ul style="list-style-type: none"> <li>• SG - Develop [Reacted: Section 29(1)(a) Formation or Development of Policy]</li> <li>• Follow up discussion with [Reacted: Section 29(1)(a) Formation or Development of Policy]</li> <li>• SPS - Follow up discussion still required with SPS on [Reacted: Section 29(1)(a) Formation or Development of Policy]</li> <li>• FOLLOW UP - Action PPAG</li> </ul>	<ul style="list-style-type: none"> <li>• SPS resources required [Reacted: Section 29(1)(a) Formation or Development of Policy]</li> </ul>	<ul style="list-style-type: none"> <li>• Uncertainty over [Reacted: Section 29(1)(a) Formation or Development of Policy]</li> <li>• Engagement with stakeholders and partners and [Redacted: Section 30(b)(i) Free and frank provision of Advice]</li> </ul>	TBC - actions on [Reacted: Section 29(1)(a) Formation or Development of Policy] and discussion with SPS required	[Reacted: Section 29(1)(a) Formation or Development of Policy]

				05 - Discussion on future resourcing [Reacted: Section 29(1)(a) Formation or Development of Policy]				
<b>2025-09-10 00:00:00</b>	ACT004	[Reacted: Section 29(1)(a) Formation or Development of Policy]	SG Com] Divison - Prisons Policy Team	[Reacted: Section 29(1)(a) Formation or Development of Policy]	Reliant on SGLD support	[Redacted: Section 30(b)(i) Free and frank provision of Advice]resource to progress work is dependent on other workstreams and new/emerging issues	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]
<b>2025-09-10 00:00:00</b>	ACT005	Cross Government work – to be further defined	SG Com] Division - Prison Population Team	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]	None at present	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]
<b>2025-09-10</b>	ACT006	Development of [Reacted:	SG Com] Division -	[Reacted: Section	• SPS and SGLD	[Reacted: Section	• Sentencing and Penal	[Reacted: Section

<b>00:00:00</b>	Section 29(1)(a) Formation or Development of Policy]	Community Interventions Team	29(1)(a) Formation or Development of Policy]	resources required to contribute to advice	29(1)(a) Formation or Development of Policy]	Policy Commission due to report to SG in December 2025	29(1)(a) Formation or Development of Policy]
<b>2025-10-01 00:00:00</b>	ACT001 [Reacted: Section 29(1)(a) Formation or Development of Policy]	SG Com] Division - Release Team (SPS - operations)	[Reacted: Section 29(1)(a) Formation or Development of Policy]	<ul style="list-style-type: none"> <li>•SPS resources required to calculate changes for HDC qualifying dates (database, warrant calculation staff).</li> <li>•Recruitment &amp; training of new HDC team to be completed - to increase caseload capacity</li> <li>•RMA resources required for training and QA of new HDC assessors.</li> </ul>	[Reacted: Section 29(1)(a) Formation or Development of Policy]	<ul style="list-style-type: none"> <li>• HDC Criteria Change (20 Oct)</li> <li>•HDC training (15, 16, 23 Sept)</li> </ul>	[Reacted: Section 29(1)(a) Formation or Development of Policy]

<p><b>2025-10-01 00:00:00</b></p>	<p>ACT002</p>	<p>Planning and implementation for Emergency Early Release</p>	<p>SG ComJ Division - Release Team (SPS - SRO and policy/operations teams)</p>	<p>• Work is ongoing for Parliamentary statement and laying of SSI regs on 2 October          [Redacted: Section 30: Prejudice to effective conduct of public affairs]          • [Reacted: Section 29(1)(a) Formation or Development of Policy]          • Further engagement is planned for day of statement with wider delivery partners and VSOs, and then on a weekly ongoing basis.          • Second SSI is</p>	<p>• SPS have indicated that tolerance has been maximised and EER is needed.          • SPS resources required for EER planning &amp; delivery.          • Wider delivery resources (esp JSW) required to support veto process, and release planning.</p>	<p>• Prison population continuing to rise          • Continuing risk of sudden increase in population forcing immediate action.          • Substantial SPS resources required to implement EER (planning staff, operational staff, IT, data, legal etc).          • Planning &amp; delivery of EER will occupy resources across SPS, JSW, SG etc -          [Reacted: Section 29(1)(a) Formation or Development of Policy]</p>	<p>• Timescales: DPLRC Cttee pre recess (6/10), Justice Cttee post recess (w/c 27/10), proposed initial tranches w/c 10/11. Three pre Christmas and rolling monthly post Christmas.           Parliamentary timetable:          • CJ Modernisation Bill - Stage 3 - 7 Oct          • Parliament October recess w/c 13 &amp; 20 October</p>	<p>[Reacted: Section 29(1)(a) Formation or Development of Policy]</p>
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				being requested to delegate GIC for Veto process to deputy.				
<b>2025-10-01 00:00:00</b>	ACT003	[Reacted: Section 29(1)(a) Formation or Development of Policy]	SG Com] Division - Release Team (SPS - Policy/operations teams)	[Reacted: Section 29(1)(a) Formation or Development of Policy]	• SPS resources required to [Reacted: Section 29(1)(a) Formation or Development of Policy].	[Reacted: Section 29(1)(a) Formation or Development of Policy]	TBC - [Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]
<b>2025-10-01 00:00:00</b>	ACT004	[Reacted: Section 29(1)(a) Formation or Development of Policy]	SG Com] Divison - Prisons Policy Team	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Redacted: Section 30(b)(i) Free and frank provision of Advice]	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]
<b>2025-10-01 00:00:00</b>	ACT005	Cross Government work – to be further defined	SG Com] Division - Prison Population Team	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]	None at present	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]
<b>2025-</b>	ACT00	[Reacted:	SG Com]	[Reacted:	• SPS and	[Reacted:	• Sentencing	[Reacted:

<b>10-01 00:00:00</b>	6	Section 29(1)(a) Formation or Development of Policy]	Division - Community Interventions Team	Section 29(1)(a) Formation or Development of Policy]	SGLD resources required to contribute to advice	Section 29(1)(a) Formation or Development of Policy]	and Penal Policy Commission due to report to SG in December 2025	Section 29(1)(a) Formation or Development of Policy]
<b>2025-10-24 00:00:00</b>	ACT001	Optimisation of HDC (as a result of changes to criteria)	SG Com] Division - Release Team (SPS - operations)	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]	• HDC Criteria Change (20 Oct)	[Reacted: Section 29(1)(a) Formation or Development of Policy]
<b>2025-10-24 00:00:00</b>	ACT002	Planning and implementation for Emergency Early Release	SG Com] Division - Release Team (SPS - SRO and policy/operations teams)	SSI documentation was laid on schedule Briefing materials drafted for CSfj for J Cttee on 29 Oct and Plenary session on 5 or 6 Nov - will provide any further briefing reqd,	• SPS have indicted that tolerance has been maximised and EER is needed. • SPS resources required for EER planning & delivery. • Wider delivery resources	• Prison population continuing to rise • Continuing risk of sudden increase in population forcing immediate action. • Substantial SPS resources required to implemnt EER	•Timescales: Justice Cttee post recess (29 Oct) & PLEnary vote 5-6 Nov - date TBC by Parliament), proposed initial traches w/c 10/11. Three pre Christmas and rolling monthly post Christmas.	[Reacted: Section 29(1)(a) Formation or Development of Policy]



<b>0</b>		Formation or Development of Policy]	(SPS - Policy/operations teams)	Formation or Development of Policy]	Formation or Development of Policy]	Formation or Development of Policy]	Formation or Development of Policy]	Formation or Development of Policy]
<b>2025-10-24 00:00:00</b>	ACT004	[Reacted: Section 29(1)(a) Formation or Development of Policy]	SG Com] Divison - Prisons Policy Team	[Reacted: Section 29(1)(a) Formation or Development of Policy]	Reliant on SGLD support	[Reacted: Section 29(1)(a) Formation or Development of Policy]	Target laying date of early November 2025 (agreed with PLU)	[Reacted: Section 29(1)(a) Formation or Development of Policy]
<b>2025-10-24 00:00:00</b>	ACT005	Cross Government work – to be further defined	SG Com] Division - Prison Population Team	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]
<b>2025-10-24 00:00:00</b>	ACT006	[Reacted: Section 29(1)(a) Formation or Development of Policy]	SG Com] Division - Community Interventions Team	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]	[Reacted: Section 29(1)(a) Formation or Development of Policy]	• Sentencing and Penal Policy Commission due to report to SG in December 2025	[Reacted: Section 29(1)(a) Formation or Development of Policy]