

**HMP Addiewell**

**ANNUAL REPORT**

**Year Ending**

**31 March 2012**

**Distribution:**

**Minister for Justice**

**Governor HMP Addiewell Prison**

**Scottish Prison Service Chief Executive**

**HM Chief Inspector of Prisons**

**Association of Prison Visiting Committees**

**Scottish Prison Complaints Commission**

**Chief Executive – North Lanarkshire Council**

**Chief Executive – South Lanarkshire Council**

**Chief Executive – West Lothian Council**

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# **1. Statutory Role of the Visiting Committee**

## **1.1. The statutory responsibilities of Visiting Committees and their members are set out in Part 17 of The Prisons and Young Offenders Institutions (Scotland) Rules 2006 made under section 8(2) of the Prisons (Scotland) Act 1989 (c.45). That states:**

“Rules made under section 39 of this Act shall prescribe the functions of visiting committees, and shall among other things require the members to pay frequent visits to the prison and hear any complaints which may be made by the prisoners and report to [Scottish Ministers] any matter which they consider it expedient to report; any member of a visiting committee may at any time enter the prison and shall have free access to every part thereof and to every prisoner”.

## **1.2. A Visiting Committee is specifically charged to:**

- co-operate with Scottish Ministers and the Governor in promoting the efficiency of the prison;
- inquire into and report to Scottish Ministers upon any matter into which they may ask them to inquire;
- immediately bring to the attention of the Governor any circumstances pertaining to the administration of the prison or the condition of a prisoner when they consider this necessary; if the Governor has not remedied matters within a reasonable period of time, they shall bring the matter to the notice of Scottish Ministers;
- from time to time, inquire into the state of the prison premises and inspect the food and drink provided to the prisoners and if at any time they find these unsatisfactory, record any deficiencies in their minute book and send a copy to Scottish Ministers and the Governor;
- hear and investigate any applications or complaints which prisoners may make to them and report their findings to the Governor and Scottish Ministers;
- visit the prison fortnightly by not fewer than two of its members;
- at its discretion inspect prison records other than personal records, prisoners’ records and security manuals or other papers which have implications for security and make a note of their inspection in their minutes;
- make an annual report for the period of 12 months ending on the 31st March each year to Scottish Ministers about the state of the establishment and its administration and include any advice and suggestions they consider appropriate.

## 2. Description of H.M.P. Addiewell

Full-time Faith Leader.

Part-time Catholic Chaplain. Visiting Muslim Chaplain.

Facilities for other faiths as required.

### **The Chaplaincy in Scottish Prisons**

The key aims of the Sodexo Justice Services are the custody of prisoners, their good order, their care, and opportunities to equip them for life after liberation. Chaplains contribute most obviously to the pastoral care of prisoners and, if prisoners respond positively to the care and opportunities offered, it follows that good order is likely and the experience of custody can lead to positive outcomes. Chaplains therefore contribute to the attainment of Sodexo Justice Services aims. Care is not limited to prisoners, but is also available to staff.

Prison chaplains are part of a care team with prison officers, doctors, psychologists, mental health nurses, social workers, prison managers and other specialists. Chaplains are able to take a holistic approach towards prisoners and their relationships. They are also thoroughly ecumenical within the Christian faith and willing to work closely with prisoners and leaders of other faiths. In Residential and Industrial areas, Links Centres, Visit Rooms, Libraries and Learning Centres Chaplains are welcome as a comforting and encouraging presence.

Much work is done to help prisoners find sound reasons for self respect and hope. A chaplain may spend a few minutes or several hours with a prisoner on remand or when newly convicted, when self-esteem is at its least and fear and risk of self-harm are at their peak. Time is also given when prisoners suffer bereavement or have difficulty coming to terms with the many losses associated with imprisonment. This seldom begins in a formal setting and often arises through relationships developed out of casual contacts in corridors, workshops, classrooms and halls.

Links are fostered with families and churches, if a prisoner agrees, to build a foundation of relationships and care during a sentence and beyond liberation. Many churches are willing to make unconditional offers of care - for example, gathering presents at Christmas to be distributed to prisoners' families. This helps reduce their feelings of isolation and rejection.

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## **HEALTHCARE**

### **HEALTHCARE SPECIALISTS**

Dentist Sessions - Weekly

Optician Sessions - Weekly

Physio Sessions - As required

Podiatry Sessions - Fortnightly

Stop Smoking Sessions - Daily

CPN - As required

InReach Sessions - As required

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## **Nearest Hospitals**

### **St John's Hospital**

Howden Road West, Livingston EH54 6PP

01506 523 000

7 km

### **St. Michael's Hospital**

Edinburgh Road, Linlithgow EH49 6QS

01506 842 053

14.5 km

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## **EDUCATION**

*The following classes are normally available;*

- Art
- Basic Education
- Computer Studies
- Crafts
- Creative Writing
- English
- Key Skills
- Language
- Life and Social Skills
- Literacy
- Maths
- Music
- Numeracy
- Open University

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## **VOCATIONAL TRAINING**

*Employment and workshops include;*

- Catering
- DIY Kitchen Building
- Gardening
- Horticulture
- Industrial Cleaning
- Laundry
- Plastering

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## **Current Wages**

Employed: £10.00 - £15.00

Education: £10.00 - £15.00

Retired: £10.00 - £15.00

Long term sick: £10.00 - £15.00

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## OFFENCE FOCUSED COURSES

Alcohol Awareness

Anti Sectarian

CARE

Constructs

COVAID

GOALS

MMSU

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## RESETTLEMENT

Job Fairs

Employability Advisors

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## FAMILY DAYS

**Family Days Available** Yes

**Guardian Has To Stay** No

**Own Children** No

**Grandchildren** No

Aqe Limits - Up to 16 years

No of Visitors Permitted - No limit

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## ADDITIONAL INFORMATION

### UK Parliamentary Information

**CONSTITUENCY:** Livingston

Prisoners may write to either their 'Home MP' or the MP in whose constituency their current prison lies.

The address to write to is:

House of Commons, London SW1A 0AA

### Scottish Parliament

**CONSTITUENCY:** Almond Valley

**REGION:** Lothian

**CONSTITUENCY MSP:** Angela Constance (Scottish National Party)

The address of the Scottish Parliament is:  
The Scottish Parliament, Edinburgh EH99 1SP

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### **EMAIL A PRISONER**

This service operates at this prison. Email a Prisoner enables you to send messages to prisoners, in the UK and Irish prisons that operate the service, from any computer, without any of the hassles of writing and posting a letter, and it costs less than a second class stamp!

Your message is delivered to the prison within seconds so that it can be delivered to the prisoner by the prison staff in the next delivery.

It is free to sign up to Email a Prisoner and only takes a few seconds - all you need is an email address (EMaP can help you if you don't have an email address).

Once a member you will be able to send a message to any prisoner in the UK or Ireland, provided you know their prisoner number, from just 25 pence per message.

### **Story Book Dads/Mums**

Story Book Dads/Mums operates at this prison.

The imprisoned parent records a story and a message which is then edited and enhanced using digital audio software and editors remove mistakes and add sound effects and music. Finally a CD is made, a personalised cover created, and the finished disc sent to the child. The whole service is free.

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### **Prison Inspection**

Full Inspection 22 - 30 November 2010

Report dated: 21 January 2011

Report published: 10th March 2011

This is the first inspection of Addiewell.

## **Summary**

"Overall I was very impressed by the progress that Addiewell has made in a relatively short period of time. It has set high standards in many areas but the challenge will be to maintain those standards and to keep the momentum going. Healthcare and LSE have undergone significant changes, hopefully for the better and these areas will need specific re-inspection next year. I will also continue to monitor the impact of the high turnover of staff and the high levels of violence, particularly the number of assaults on staff. This is a positive report on a new prison and I congratulate the Director and her staff on their hard work. I re-iterate my view that many of the lessons learned at Addiewell should be examined more closely by the Scottish Prison Service."

HUGH MONRO

HM Chief Inspector of Prisons

21 January 2011

## **Staffing**

The Committee has seen changes in staff in various ways. It has been really enjoyable watching staff, many of whom were young when the prison first opened and their employment commenced, becoming confident, professional and very well equipped with the information and procedures which makes the prison run well, and I think most members of the Visiting Committee will admit to often relying upon in a number of situations. The staff and management have been very accommodating of the Visiting Committee, which has a hand in making our role in the prison more effective.

The prison has gone through a number of changes this year, which has, at times, seen the number of requests for the VC rise at times, such as when the prisoners were informed that the VC were to be abolished, and a trend of high requests were received. It was definitely encouraging to see that there was an increase in requests from prisoners located at HMP Addiewell, who didn't want to be relocated HMP Shotts, which is quite transparent of how settled prisoners feel in Addiewell, which I feel reflects on the research and hard work of the prison staff.

## Orderly Room/Breaches of Discipline

The orderly room is run on a daily basis (with the exception to Sunday). The orderly room is run by Addiewell Staff, within the Selkirk Unit, in the Central block of the prison. The Adjudicator is the Controller, appointed by the Scottish Prison Service. As HMP Addiewell is a private prison, they do not have the authority to appoint in Scotland, whereas in England they do.

Award	Number of Awards
Caution	361
Guilty	1426
Dismissed	219
Not Guilty	291

### 3. Work and Membership of the Visiting Committee

#### 3.1. Membership during the reporting period with individual attendances:

##### South Lanarkshire Council Appointees:

Yvonne McCabe Local Training Coordinator - Appointed Chair 25.05.12

Andy Carmichael (Chair) (Resigned March – Officially April)

Felix O'Hagan

Bert Thomson (Resigned)

Patrick Ross Taylor (Vice Chair – Resigned Verbally March – Returning as Lay Member)

**North Lanarkshire Council Appointees:**

Charlie Hebenton

Andy Jordan (Appointed Chair 30 April – Resigned 24.05.12)

Pat Moran

Patrick Rolink

Ian Ferrie (Resigned)

**West Lothian Council Appointees:**

Georgina Placey

John Muir (Resigned)

William Boyle (Resigned)

Dawn Colquhoun

Lorna Skirving

Michelle Rodgers

### **3.2. Visiting Committee Statistics**

Recommended comp of VC members	15
No. of members at start of reporting period	13
No. of members at end of reporting period	13
No. new members in the reporting period	2
Number of members leaving within the reporting period	4
Number of committee meetings during reporting period	6
Average attendance at Committee meetings during reporting period	8
Number of applications received during reporting period	376
Total number of visits during the reporting period	108

## Prisoner Applications by Category

Analysis of requests shows the following breakdown:

Accommodation	24
Diversity related	0
Education/training/work	45
Estate issues (conditions)	1
Family/visits	63
Food	5
Health related	85
Inter-establishment transfers	30
Personal property	15
Staff Prisoner Related	0
Progression	50
Miscellaneous	43
Total	376

### Training

Visiting Committee Members undertake both mandatory training and non-mandatory training. Mandatory training consists of Personal Protection Training, Keys and Locks, which are Core Competencies required to be successfully completed before picking up keys and undertaking a role within the prison. The non-mandatory, though strongly encouraged training programmes consist of ACT to Care Conditioning, Health , Safety and Diversity and Inclusion & Introduction to security.

## Concluding Statement

The Visiting Committee would like to thank all members of staff who have been helpful, accommodating, and professional to all members both old and new. We would also like to show our appreciation for the approachable attitudes staff have shown each and every one of us.

Inevitably, there has been and always will be things that members and staff will disagree on, though thankfully any such matters have been resolved without friction.

There has also been an increase in efficiency due to the agreement VC members and management had from the start, to simply communicate with one another, which has been beneficial to all.

## Acknowledgment

As Chair of Addiewell Visiting Committee, I would like to express my sincere thanks and gratitude to all the members from North and South Lanarkshire, and West Lothian Councils, who have worked selflessly in their role of Visiting Committee members. There is no doubt that the work you have carried out has been instrumental in making prisoners feel they have a voice, which can prove priceless in many situations. Unfortunately, you have all been working under a veil of uncertainty, waiting to be informed on whether your role is to be abolished or continue under a new description. Thankfully, due to members who hold the Visiting Committee with high regard, the fight has been robust, and hopefully will prove successful.

The same sincere thanks and gratitude is expressed to every member of the full Addiewell Visiting Committee for their dedication in carrying out their Rota Visits and attendances at meetings, my thanks also go to the Clerk to the committee for the support during the year.

Addiewell Visiting Committee would also record its appreciation for the assistance and help afforded by Audrey Park, Director, who is currently working outside the prison for three months, Tony Simpson, Acting Director, and Angela Halliday, Acting Deputy Director. I would also like to thank all the prison staff for the manner in which they conducted business, and been more than helpful to the Visiting Committee, during a time of population growth, which can put pressure on both staff and prisoners alike, self esteem and professionalism has visibly remained high.

I can only apologise, that this report has been delayed. this was due in part, to changes of Office Bearers. The Chair for the period resigned at the very end of the period without any preparation of the report, the subsequent chair also resigned after only four weeks, again with no preparation of the Annual Report. This report had to be put together quickly, as the Chief Inspector of Prisons requested to meet with the current Chair / Vice Chair, to discuss the Annual Report amongst other issues, so apologies for any errors or omissions.

Yvonne McCabe  
Chairperson