



# **Dumfries Prison Visiting Committee**

## **Annual Report 2010/2011**

**Phil Hughes MBE  
Chairman**



***H.M.P. DUMFRIES***

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## **Foreword by Phil Hughes MBE Chairman.**

Once again the membership of the committee has been kept at full strength for most of the reporting year. Having lost three of our councillor members due to other pressures we now have three new members on board all of who have received training and are performing the full duties of Committee Members. Mr Martyn Bettel has now returned from long term sick and it is good to see him back in harness. We also welcome the new deputy Governor, Mr Kenny McKaskill and look forward to a good working relation ship with him.

We still have a variation when making visits in that some members carry keys and tour the prison unescorted whereas some members prefer to have an escort

As a committee we are now in the fortunate position of having a designated office, computer, cabinet and secure post box for prisoner applications which is located within the admin complex. Again this facility is thanks to the Governor.

Phil Hughes MBE  
DPVC Chairman

## Dumfries Prison History

1473 First records  
1881 Current land purchased  
1883 Prison opened  
1951 Converted to a borstal  
1964 New hall built  
1965 Young offender institute  
1967 Another new hall built  
1989 New gate and admin complex  
2002 Changed to local adult prison  
2004 Changed to current category

Dumfries and Galloway has been served by a number of prisons since 1473 and on a number of different sites within the boundaries of Dumfries.

In 1881 land was purchased for the sum of £1376 from a local farmer. As was the custom in those days farmers often named their fields after their daughters and in this case the land was called Jessiefield.

As a result the Prison was referred to by locals as Jessiefield Prison. Even today one often hears it referred to by that name.

## Role of Visiting Committees

### 1. General Duties of Visiting Committees and Members (The Prisons and Young Offenders Institutions (Scotland) Rules 2006

- 158 (1) A Visiting Committee shall co-operate with Scottish Ministers and the Governor in promoting the efficiency of the Prison and shall inquire into and report to the Scottish Ministers upon any matter into which they may ask it to inquire.
- (2) The Visiting Committee shall:-
- (a) Immediately bring to the notice of the Governor and circumstances relating to the administration of the prison or the condition of any prisoner which appear to it to be expedient to report for the Governor's consideration; and
- (b) Bring such circumstances to the notice of Scottish Ministers if it appears to the Committee that the Governor has not remedied any matter which the Committee has notified to the Governor in terms of sub paragraph (a) within such period as appears to the Committee to be reasonable
- (3) The Visiting Committee shall from time to time inquire into the state of the prison premises and shall-
- (a) Inspect, in particular, the food and drink provided to prisoners; and
- (b) in relation to any such inquiry:-
- (i) record particulars of every visit made together with any deficiencies found during such visits, in the committee's minute book; and
- (ii) promptly send a copy of such particulars to the Scottish Ministers and to the Governor
- (4) The Visiting Committee shall also discharge such other duties as the Scottish Ministers may from time to time assign to it.
- 159 (1) The Visiting Committee and any Member shall hear and investigate any complaint which a prisoner makes to the Committee and the Member.
- 160 Not fewer than two Members of a Visiting Committee shall visit the prison at least fortnightly and for this purpose the Committee shall arrange a rota of attendance at the prison.
- 161 The Visiting Committee or any member of the Committee may inspect prison records other than:
- Personnel Records
  - Prisoner's records
  - Security Manuals or other papers which have implications for security
- 162 The Visiting Committee shall make an Annual Report for the period of 12 months ending on 31<sup>st</sup> March each year to the Scottish Ministers concerning the state of the prison and its administration and may include in it any advice and suggestions it considers appropriate.

## Dumfries Prison Visiting Committee

### Committee Membership as at end March 2011:

Phil Hughes MBE - Chairman  
 Robert Agnew Depute  
 Jane Ingall  
 Elizabeth Clarke  
 John Dinwoodie  
 John packer  
 John Syme\*  
 Andrew Wood\*  
 Frank Gourlay  
 Dianne Stewart  
 Sandy Edwards

\* Member of Dumfries and Galloway Council

The Member attendance from 1 April 2010 – 31 March 2011 is detailed below:

Name	Statutory/Other Visits	Committee/other meetings	Training	Date of Appointment
<b>Phil Hughes MBE Chairman</b>	9	6	6	March 2002
<b>Robert Agnew Depute</b>	8	4	5	June 1997
<b>Jane Ingall</b>	5	3	3	October 2004
<b>Elizabeth Clark</b>	8	3	5	October 2008
<b>John Dinwoodie</b>	1	1	5	January 2010
<b>John Packer</b>	1	1	2	January 2010
<b>John Syme*</b>	3	2	2	May 2008
<b>Andrew Wood*</b>	5	3		May 2008
<b>Dianne Stewart</b>	1	1	2	March 2011
<b>Frank Gourlay</b>	1	1	2	March 2011
<b>Sandy Edwards</b>	1	1	2	March 2011

\*Denotes Local Authority Member

The following Locally Authority members resigned from the committee in February 2011

Willie Scobie

Graham Forster

Jim Dempster

Mr Scobie and Mr Forster did carry out all their visits during the reporting year but had difficulties attending meetings and training, Mr Dempster did not pay any visits or attend meetings during the year, we did however carry out 11 more than our required 52 visits during the course of the year

## **CHAIRMAN'S ANNUAL REPORT 2010/11**

In compiling this year's annual report I have once again used extracts from reports submitted members of the committee about various parts of the prison and for which I am very grateful.

Dumfries currently has a mixture of short term local prisoners and long term sex offenders with a small number of life sentence prisoners. The prison continues to meet the aims of the Scottish prison Service in that there have been no escapes or incidents of mass disobedience during the reporting period and all prisoners are treated with respect and humanity.

Breakdown of prison role when the numbers were high varying between 196 and 205 (contract figure 195)

Whilst Dumfries may be a small prison in terms of numbers the breakdown of types of offenders and layout of the prison brings with it its own problems. That said the staff cope exceptionally well and should be commended

### **Suicide Prevention**

The prison continue to have excellent suicide prevention measures in operation and whilst there has been a small number of prisoners self harming themselves there has not been any suicides. I am also pleased to report that the Samaritans are once again playing an active part and a number of prisoners have been trained as listeners.

**There has been one death in custody but this was a prisoner who died from what is believed to be natural causes and to their credit the prison staff done everything possible to care for the prisoner. A fatal accident inquiry will determine further details.**

### **Use of restraints**

The use of restraints within the establishment has been minimal and on the occasions that they have been used they have been fully justified and there has not been any complaints raised with the committee about the use of restraints. This and the fact that the number of Governors reports continue to be low in number is another indication that the Regime is running smoothly.

### **Prisoner complaints/requests to the Visiting Committee**

Once again these have been small in number with a total of only 36 during the whole reporting period, another indication that the prison is running smoothly. Following my report last year when there was only 25 applications we have been given a higher profile in that details of the committee and how to make an application to see a member have been widely distributed throughout the establishment.

BREAKDOWN OF PRISONER REQUEST TO VC 2010/2011

Nature of request	Number
Transfer	2
Closed visits	2
Canteen	4
Access to back field	2
Complaint against staff	2
Access to training course	1
Temporary release	1
Medication	2
Transfer for accumulated visits	3
Data saving device from property	3
Heating	1
Multitude of frivolous requests	2 (prisoners)
Punishment award	2
Closed visits	2
Move of location	1
Loss of property	1
Religion	1
Private cash	1
Withdrawn at time of interview	2
Privileges	1

The reader will note that there were no complaints about food throughout the year, in fact we have received numerous comments of praise in relation to the food and for this the catering manager and his staff are to be commended.

**Assaults**

These are on average running at about 4 per month which is not excessive considering the mix of prisoners within the establishment. Although the number of these assaults by prisoner on prisoner are relatively small, and under the corporate target, I am aware that the Governor is continually looking at ways of improving the establishment's anti bullying strategy.

**Visits Complex**

The complex is a very bright and cheerful area information notices for visitors are plentiful and well displayed and an adequate play area for children is situated within the visiting room. The waiting room has recently been refurbished which has resulted in a separate area for legal visitors, a more secure area and a much more pleasant area in which to wait. Most prisoners actually receive much more than their minimum legal entitlement with remands getting 1 hour visits instead of 30 minutes and the short term prisoners receiving 3 visits per month.

The visits complex has a canteen which is staffed by a group of ladies belonging to a voluntary organisation called Friends of HMP Dumfries. Another group of volunteers active within the visits complex is an organisation called Hope and their members visit the long term prisoners who do not get many visitors. Both of these organisations do an excellent job and have to be commended.

The number of prisoners on closed visits is quite small and all are reviewed on a monthly basis.

SPS has recently commissioned a Visitors Survey the purpose of which was to gather visitor's views and suggestions on the delivery of service provided in each establishment. HMP Dumfries has actively participated in both publicising and facilitating this piece of work, which ran from 25<sup>th</sup> January to the 2<sup>nd</sup> March. Confirmation of the survey's findings will be published in due course.

In conclusion the visits complex in Dumfries is a well organised part of the establishment with excellent new initiatives being investigated and piloted and an excellent display of information on the notice boards

### **Reception**

Concerns had been raised in the previous annual report concerning the Reliance escort service turning up late for escorts Constructive meetings have continued between the managers of the prison and the escort service and all indications are that there has been an improvement although occasional hiccups still occur with hospital escorts. I am informed however that the Reliance contract is to be taken over by Group 4 this year.

### **Induction Programme**

Great strides have been made in the induction programme with all prisoners partaking in the following modules

1. Addictions
2. Act (suicide Risk assessment)
3. Core screening (individual/personal needs)
4. Visits
5. General prison routine
6. Service providers (service available and access arrangements)
7. Listeners (mentor system using reliable fellow prisoners)
8. Anti bullying
9. Race relations
10. Complaints procedures
11. Orderly room practice
12. Religious needs
13. Personal hygiene and infection control
14. Visiting committee-role and access
15. Family contact and development officers
16. Health Care.

Within each Module there are on average eight components. The complete programme is not always taught in continuous sessions as this is dependent on the availability of prison officers to take the classes or groups. However as a prisoner completes a module this is recorded and he attends until all modules are completed. For this induction programme prisoners are divided into two groups:

1. Local short term and remand prisoners
2. Long term prisoners

Obviously not all module content will apply to short term and remand prisoners. It is recognised that the above is a very comprehensive programme which is vital for the maintenance of good prison discipline and a human quality of life for prisoners and the prison staff are to be commended. It is also apparent that this is a dynamic programme which is

being reviewed and altered due to a continuously evolving climate of legislation and expanding knowledge of prisoners needs.

### **Long term prisoners**

I am again please to report that the majority of these prisoners are now settled down well into the regime at Dumfries and whilst most of them come here because they were unwilling to partake in offender programmes a large percentage are now fully participating in what is on offer. This has been brought about by the hard work of the officers delivering the programmes and the encouragement by the personal officers.

All long and short term prisoners are subject to integrated case management (Multi-disciplined approach to managing sentencing with community partners) which are reviewed annually. It is to the credit of the prison that after much reluctance all but 10 from a total of 123 long term prisoners now fully participate in this programme.

(STP version of ICM do not have the annual case conference, Appendix A, B, C is a copy of the overview slides)

### **Education Provision**

The learning centre is functioning well in meeting the needs of the prisoners within the prison. Literacy and Numeracy deficits are addressed and celebration events are staged periodically to reward and recognise prisoner's achievements. An upward trend in local prisoner attendance has been recognised and it is hoped to build on this in future months.

### **Purposeful Activity.**

An impact has been made recently in widening the opportunities available to the STP population. Local protection prisoners located in A Hall have been given access to work and the PE Department. The uptake has been positive enabling them to engage in the wider regime. A new initiative will be introduced towards the end of the March in developing a Life skills workshop. This will enable STPs to prepare for release in gaining valuable skills and gaining qualifications in manual handling, first aid and basic food handling/hygiene. This initiative is being developed in partnership with partner agencies engaged in the Employability Protocol being developed for Dumfries and Galloway.

### **Industries**

It must be noted that the industrial cleaners continues to be an area of excellence, with all inmates who complete the training gaining certification.

I would suggest that the joiners shop could now be regarded as an area of best practice, the prisoners have built a single story wooden building and now make doors and window frames to fit the building, which is a great challenge to their acquired skills and leads to certification.

### **Fork lift Driving Instruction course**

This is another are of good if not best practice training course. Inmates attend a17 week course and those who are successful are awarded the same certification as anyone attending a similar course outside

## **ESTATES MANAGEMENT**

## Dumfries Prison Visiting Committee Annual Report 2010/11

Work on Satellite Surgery is now complete. Work has commenced on the Health Centre, walls have been plastered, new floor coverings is in progress and the new units are now with the suppliers and will be delivered to the prison at the time of writing this report

March to May 2010 saw a large number of projects come to fruition and it was a very busy time for a number of staff. Replacing the kitchen floor was a huge undertaking which required the establishment to hire in a temporary kitchen for a month and operate it from behind the Social Work office. It was too large to come in via the Gate and so had to be lifted by crane over the wall and then there were further difficulties in getting out of the small sterile area. New dining arrangement had to be put in place as the dining hall was used for storage: temporary serveries were set up in D Hall and the assembly area and prisoners were called for from their flats in turn. This worked well and there was no queuing as they collected their meals and returned to their cells to eat. Indeed many said that they preferred to eat in their cells. One concern was that the kitchen was unable to cook chips and there was uncertainty of how the prisoners would view a month without chips; in the end there was no complaint. Given the difficulties of getting the kitchen in a new strategy was adopted for removing it but wind gusts made this difficult on the day although they did eventually succeed.

Concern over the lack of sufficient parking, particularly at shift change times, prompted the prison to enlarge the car park and while that contractor was here the opportunity was taken to resurface and white lines on the visitors car park and create a pedestrian walk way away from the access road. To try to improve the exterior appearance of the prison they have now covered the grass areas outside the front of the establishment with bark chippings as this will require much less maintenance. In order to make it more attractive they have also placed several large planters, made by VT Joiners, on the bark and our gardens officer has planted a number of low maintenance plants and shrubs.

### **Health Centre**

There is currently a Government strategy that the various local NHS Trusts should assume responsibility for prisoner's healthcare from the SPS. With this in mind a team has been established to oversee the transition and this is under the chairmanship of Mr John Ross CBE. Mr Ross has asked that an early modelling exercise be undertaken jointly by Dumfries prison and the Dumfries NHS trust to explore the issues connected with what the service should eventually look like. There are obviously many hurdles to overcome between now and October 2011 when the transfer is planned to be completed

### **The Link Centre**

The Centre continues to grow from strength to strength with number of call ups increasing each year. This however brings its own problems in the way of accommodation there is at present a strain on the accommodation available within the unit particularly in the mornings with more and more different departments requiring rooms for interviews, such as social workers and Psychology. Two additional interview booths have now opened in the centre and this gives a much needed increase the usage of the area.

The structures and processes being developed are providing an holistic approach to the management of all the offender groups at HMP Dumfries and ensuring that a balance is struck between supporting prisoners in addressing their lifestyle needs: challenging prisoners regarding their offending behaviour and protecting the public. It become apparent from discussion with the staff within the centre that they are all extremely well motivated and take a pride in what they are doing. The one concern raised by the staff is that of the detailing of escorts for prisoners, quite a lot of time is lost between the opening of the centre and the

## Dumfries Prison Visiting Committee Annual Report 2010/11

delivery of prisoners quite often causing interviews to be delayed. I have been informed however that a meeting has been scheduled to address this matter

Representatives from several faiths make appointments to see prisoners on request including those from the Muslim, Jehovah Witness, Buddhist and mainstream Christian faiths.

### **Awards Achieved by prisoners**

A total of 325 awards were achieved by prisoners throughout the year, this is way above the KPI and something for the establishment to be proud of. A breakdown of these awards is shown as appendix A

### **Best practice**

One area that stands out once again is the practice of using the mobile cleaning party, all of the prisoners are trained to a very high standard in industrial cleaning, a qualification recognised in outside industry, and subsequently employed, unsupervised, throughout the prison. This practice coupled with the cleaning schedules displayed in all areas results in a very high standard of cleanliness throughout the establishment. This was highlighted when Dumfries prison won the British Institute of cleaning Science's Albert Grant Award for the cleanliness of the prison. This was further highlighted last year when a management team from HMP Manchester visited the establishment who were impressed with the cleanliness of the establishment. One member of the team remarked that this was the only prison she had ever been in that did not smell.

### **Conclusion**

The committee are satisfied that the prison staff provide a high standard of service to Dumfries prison, and commend the management on the many changes made over the past year. The staff in Dumfries Prison at all levels are extremely dedicated and as a result relationships between staff and prisoners are very good, resulting in Dumfries offering safe conditions of custody. Discussion with staff clearly indicate a much improved relationship between them and management.

I would like to take this opportunity of offering a warm welcome and a huge thanks to our three recent members of the committee, Dianne Stewart, Sandy Edwards and Frank Gourlay. I would also like to add my thanks to Committee Members for their continued dedication, professionalism and support over this same period.

## Objectives for 2010/11

It is important that we continue with the high standards currently experienced, therefore the objectives for 2011/12 are as follows:

<b>Objectives</b>
Ensure all new DPVC members continue to receive induction training and are mentored on their initial visits.
Continue with a programme of breakaway/refresher and security training for all DPVC members.
Arrange on going hostage brief training for all DPVC members
Ensure a minimum of four VC meetings per year
Arrange a minimum of four training sessions a year to be delivered locally by the prison staff
Maintain a system whereby DPVC members can meet informally to discuss any issues or concerns they may have normally prior to quarterly meetings
Arrange for the committee to have at least one training visit to another establishment.

**APPENDIX A****AWARDS ACHIEVED IN EACH WORKSHOP  
2010 -2011**

	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan 11</b>	<b>Feb 11</b>	<b>Mar 11</b>	<b>Totals</b>
V.T. Cleaners	24	17	11	12	10	19	18	9	12	2	6	21	161
Mobile Cleaners	0	0	0	0	0	0	0	0	0	0	0	0	0
Waste Management	0	0	0	0	0	0	0	0	0	0	0	0	0
Gardens	0	0	2	4	0	0	0	0	0	0	0	4	0
Laundry	0	0	0	0	0	0	0	0	0	0	0	0	0
First Aid	0	0	0	4	0	0	0	0	0	0	0	0	4
Gymnasium	0	0	0	0	0	0	0	0	0	0	0	0	0
Catering Units	6	0	0	0	3	0	0	0	0	0	0	0	3
Construction Joiners	0	4	8	0	8	0	0	5	7	0	4	12	48
Manual Handling	0	0	0	0	0	0	0	0	0	0	0	0	0
Forklift	0	3	0	3	2	0	2	0	3	3	0	0	16
V.T. Joiners	25	12	10	7	8	0	5	10	0	0	0	0	77
<b>TOTAL</b>	<b>55</b>	<b>36</b>	<b>31</b>	<b>30</b>	<b>31</b>	<b>19</b>	<b>25</b>	<b>24</b>	<b>22</b>	<b>5</b>	<b>10</b>	<b>37</b>	<b>325</b>

**KPI TARGET 275**

## APPENDIX B

## VISITING COMMITTEE TRAINING RECORDS 2011 HMP.DUMFRIES.

TRAINING									
MEMBER'S NAME	Induction (date)	Tour (date)	Expenses	Rotas	Interviews	Requests/Complaints	Minute Book	Chair/Vice Ch.	Annual Conference
Phil Hughes	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Yes
Robert Agnew	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010		Yes
Elizabeth Clark	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010		Yes
John Dinwoodie	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010		Yes
Alexandra Edwards									
Frank Gourlay									Yes
Jane Ingall	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010		
John Packer	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010		
Dianne Stewart									
John Syme	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010		
Andrew Wood	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010	Pre 2010		

SPS TRAINING DELIVERED LOCALLY						
MEMBER'S NAME	Hostage Awareness (Stuart Pomfret)	Prison Structure/Management (Stuart Pomfret)	Breakaway	Constructs Psychological Manipulation	Equality / Diversity	Suicide Awareness/Risk Management
Phil Hughes	14.03.11	14.03.11	2009 +2010			Pre 2010
Robert Agnew	14.03.11	14.03.11	2009 +2010			Pre 2010
Elizabeth Clark	14.03.11	14.03.11				Pre 2010
John Dinwoodie	14.03.11	14.03.11				
Alexandra Edwards	14.03.11	14.03.11				
Frank Gourlay	14.03.11	14.03.11				
Jane Ingall	14.03.11	14.03.11	2009 +2010			
John Packer	apologies	apologies				
Dianne Stewart	14.03.11	14.03.11				
John Syme	apologies	apologies				Pre 2010
Andrew Wood	apologies	apologies				Pre 2010



## **Appendix C**

### **Prison Visiting Committee Training Programme 2011**

**MARCH :-** Hostage Awareness &  
Prison Structure Management

**JUNE :-** Constructs & Psychological Manipulation

**SEPTEMBER :-** Equality and Diversity

**DECEMBER :-** Suicide Awareness and Risk management

All the above training will be provided by prison tutors

In addition to the above breakaway training will be held on Thursday 7<sup>th</sup>  
April