

**REPORT**

To: CORPORATE SERVICES COMMITTEE		Subject: PRISON VISITING COMMITTEE: MEMBERSHIP
From: HEAD OF CENTRAL SERVICES		
Date: 19 April 2011	Ref: JAF/IL	

**1. Purpose of Report**

1.1 The report advises of representations made to the Council that a person appointed by the Council to HM Prison Shotts Visiting Committee has, since his appointment, participated in no rota visit to the prison and thus has failed to contribute to the principal duty of a Visiting Committee to satisfy itself as to the state and administration of the prison and, in particular, the treatment of prisoners.

**2. Background**

2.1 Representations have been received from the Chairman of HM Prison Shotts Visiting Committee advising, inter alia, that in the period since his appointment a member appointed by the Council to that Prison Visiting Committee has participated in no rota visit to the prison and, thus, has failed to contribute to the principal duty of a Visiting Committee to satisfy itself as to the state and administration of the prison and, in particular, the treatment of prisoners.

2.2 On 22 March a letter was sent to the member concerned advising of receipt of that representation and inviting him to submit, by 4 April, his comments on the representation together with any other submissions and a statement of any other matter or factor which he considers the Council should take into consideration. The member concerned has submitted no comment, submissions or statement.

**3. Consideration**

3.1 Paragraph 1.55 of The Prisons and Young Offenders Institutions (Scotland) Rules 2006 provides that a member of a Prison Visiting Committee shall cease to hold office if the Council who appointed the member is satisfied that the member has failed satisfactorily to perform his or her duties. In light of that provision, the Committee is asked to give consideration to the representations made and determine if it is appropriate to make a recommendation to the Council.

**4. Recommendation**

4.1 The Committee is asked to give consideration to the representations made and determine if it is appropriate to make a recommendation to the Council.

*J. O. Fleming*  
**Head of Central Services**

*Members seeking further information on the contents of this report are asked to contact John Fleming, Head of Central Services on Extension 2228.*