



HEADQUARTERS  
Calton House  
5 Redheughs Rigg  
Edinburgh  
EH12 9HW

14 November 2018

**Our Ref: HQ18215**

Dear,

### **FREEDOM OF INFORMATION REQUEST**

Thank you for your recent freedom of information request, which was received on 17 October 2018. This gives a statutory deadline for responding by 14 November 2018 under the terms of the Freedom of Information (Scotland) Act 2002. For reference I have copied your request below.

#### Request for Information (RFI)

1. The total number of juvenile visitors to prisoners in a) 2016, b) 2017, and c) 2018.
2. The total number of visits to juvenile prisoners in a) 2016, b) 2017, and c) 2018.

I have now completed my search for the information you request with the information detailed below.

#### Request for Information 1

In response to RFI 1, I can confirm that this information is not held by the authority.

SPS defines a juvenile as an individual under 16 years of age and our electronic records system holds information on visits booked for juvenile visitors. This is a child protection measure, ensuring that the juvenile is accompanied to the visit by a responsible adult.

However, the system does not record whether these juveniles actually attend the pre-booked visit and therefore, I cannot accurately provide the information you request. I understand that my colleague explained this to you during your phone call on 24 October 2018.

In order to assist with your request, I can provide the number of juvenile visitors booked to attend visits in the years you request. Please note that these figures are for the number of occasions when juveniles are booked to attend visits and not individual juveniles.

<u>Year</u>	<u>Number of occasions when juvenile visitors were booked to attend visits</u>
2016	8945
2017	8578

2018

7534 (to date – Oct 2018.)

## **Request for Information 2**

In response to RFI 2, we do endeavour to provide information wherever possible. However, the costs of locating, retrieving and providing the information requested would exceed the upper cost limit of £600. Under section 12 of the Freedom of Information (Scotland) Act 2002, public authorities are not required to comply with a request for information if the authority estimates that the cost of complying would exceed the upper cost limit.

I would like to take the opportunity to explain why it has not been possible to provide the information you request.

- The 'age' field on our electronic records system contains live data and information cannot be recovered retrospectively.
- A manual search would have to be carried out of the records of all individuals highlighted on our system as 18 years and 11 months or less. This would be for individuals who are currently in custody as well as those who have been in our care and now out of custody.
- A manual interrogation of their individual visits records would then have to be carried out, which given the number of individuals involved, would exceed the upper cost limit.

I understand that my colleague also explained this to you during your phone call on 24 October 2018.

I am sorry that we are unable to fully meet this request. If you are dissatisfied with this response, you have the right to request a review. Your request should be made within 40 working days of the date of receipt of this letter and we will reply within 20 working days of receiving your request. Under section 20 (3) (c) (ii) of the Act, your request should outline your reason for seeking a review. If our decision is unchanged following a review and you remain unsatisfied with this, you then have the right to make a formal complaint to the Scottish Information Commissioner.

If you require a review of our decision to be carried out, please write to Colin McConnell, Chief Executive, Scottish Prison Service, Calton House, Redheughs Rigg, Edinburgh, EH12 9HW. The review will be undertaken by staff not involved in the original decision making process.

I trust this information is helpful.

Yours sincerely

Scottish Prison Service