

## Methodology

The data sets were obtained using standard query language data extraction from the Total Offender Management Solution (TOMS) database for all funeral attendances during the period 1 January 2002 to 30 June 2012. Analysis was also conducted for funeral attendees in August 2012.

Data extractions were performed for incident reports containing the word 'funeral' to ascertain the frequency of incidents related to denied funeral attendance. This extraction was performed for the timeframe 1 January 2002 and 31 December 2011. An inspection of this data set revealed a large number of records requiring deletion as they related to early unlocks to attend funerals, awaiting a decision and incidents occurring during and after the funeral escort. Only 52 records were retained from 468.

A brief review of the e-visiting system was also conducted for the period 1 May 2012 – 31 May 2012 to observe any trend in e-visit usage. A total of 185 records with explicit notations of 'e-visit' or the use of 'Skype' technology were found. However; only 112 of these records were noted with successful outcomes.

Finally, a series of interviews were also conducted with various stakeholders and Departmental staff. Those interviewed included the Department's Head Office staff from Sentence Management and Contracted Services, prison superintendents and staff at Acacia Prison, Bandyup Women's Prison and Broome Regional Prison. Discussions were also held with prisoners at these facilities. A number of peak bodies from metropolitan and regional Western Australia were also approached, some supplying written submissions whilst others were interviewed. Document requests were made to the Department as a result of these meetings, which were analysed and incorporated into the findings of this review.