

**MEETING OF THE SCOTTISH SENTENCING COUNCIL
COMMUNICATIONS COMMITTEE
10 MAY 2024
BY VIDEO CONFERENCE**

DRAFT MINUTES

- Members present:** Joanne McMillan (chair)
Lindsey Miller (member)
Lynn Burns (member)
Hannah Graham (member)
Sheriff Krista Johnston (advisor)
Sheriff Amel Elfallah (advisor)
- Secretariat:** Ondine Tennant (secretary)
Valerie MacGregor (principal policy officer - engagement)
Vicky Weldon (communications manager)
- Apologies:** Sheriff Paul Brown (advisor)

INTRODUCTION AND WELCOME

The Chair opened the meeting and noted that apologies had been received from Sheriff Paul Brown.

1) PROCEEDINGS

Item 1.1: Draft minutes

1. The minutes of the previous meeting held on 12 March were approved.

Item 1.2: Progress of actions

2. The Committee noted an update on actions from the previous meeting.

Item 1.3 Committee membership and chair

3. Solicitor member Joanne McMillan agreed to act as chair on a temporary basis.
4. Sheriff Amel Elfallah was appointed as an advisor member for three years.

2) COMMUNICATIONS

Item 2.1: Information pack

5. Amendments were made to the information pack (Paper 2.1A) which will be shared with the Council.

Item 2.2: Communications updates

6. An oral update on communications activity was provided and noted.

ACTION POINT

AP1: Secretariat to share information pack with Council.

3) MEDIA AND ENGAGEMENT

Item 3.1: Media and social media update

7. Paper 3.1 provided the Committee with an update on media and social media activity. The Committee noted the paper.

Item 3.2: Engagement activity

8. Paper 3.2 provided the Committee with an update on engagement activity. The Committee noted the paper.

Item 3.3: Social media platform

9. Paper 3.3 discussed an addition to social media. A fuller brief is to be provided.

Item 3.4: Mental health week social media

10. Paper 3.4 discussed social media posts for mental health week. The Committee approved the Paper.

ACTION POINT

AP2: Secretariat to provide fuller brief on an addition to social media.

4) COMMUNICATIONS BRIEF

Item 4.1: Public consultation brief

11. Paper 4.1A provided a draft brief for the public consultation. The Committee provided comment on the brief.

5) AOB AND NEXT COMMITTEE MEETING DATE

Item 5.1: AOB

12. No further business was raised.

Item 5.2: Date of next meeting

13. The Committee agreed to arrange the next meeting by correspondence.