

**MEETING OF THE SCOTTISH SENTENCING COUNCIL
COMMUNICATIONS COMMITTEE
TUESDAY 12 MARCH 2024
BY VIDEO CONFERENCE**

DRAFT MINUTES

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

INTRODUCTION AND WELCOME

1. The Chair opened the meeting and noted that apologies had been received from Sheriff Johnston and Sheriff McIntyre. Hannah Graham also tendered apologies.

1) PROCEEDINGS

Item 1.1: Draft minutes of last meeting

2. The minutes of the previous meeting held on 30 November 2023 were approved.

Item 1.2: Progress of actions

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

2) COMMUNICATIONS

Item 2.1: Communications update

4. Paper 2.1 provided the Committee with an update on the Council's communications and engagement strategy (paper 2.1A).
5. The Committee noted the review

ACTION POINTS

AP1: Secretariat to publish policy on meetings.

AP2: Secretariat to update the social media policy to reflect new platforms.

AP3: Secretariat to publish information on sentencing differences between England and Wales, and Scotland.

AP4: Secretariat to draft an information pack for organisations.

3) MEDIA AND ENGAGEMENT

Item 3.1: Media and social media update

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

4) COMMUNICATIONS PLAN

Item 4.1: Guidelines public consultation messaging

8. The Committee noted the update provided in paper 4.1.

5) AOB AND NEXT COMMITTEE MEETING DATE

Item 5.1: AOB

9. No further business was raised.

Item 5.2: Date of next meeting

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

Scottish Sentencing Council Secretariat

March 2024