

**MEETING OF THE SCOTTISH SENTENCING COUNCIL  
COMMUNICATIONS COMMITTEE  
17 SEPTEMBER 2024  
BY VIDEO CONFERENCE**

**MINUTES**

- Members present:** Joanne McMillan (chair)  
Lindsey Miller (member)  
Lynn Burns (member)  
Sheriff Amel Elfallah (advisor)
- Secretariat:** Valerie MacGregor (principal policy officer - engagement)  
David Ross (principal policy officer - corporate)  
Nicole Vidal (principal research officer)  
Will Searle (communications manager)
- Apologies:** Hannah Graham (member)  
Sheriff Paul Brown (advisor)

**INTRODUCTION AND WELCOME**

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

The Chair noted the resignation of Committee advisor Sheriff Krista Johnston.

**1) PROCEEDINGS**

**Item 1.1: Draft minutes**

1. The minutes of the previous meeting held on 10 May were approved.

**Item 1.2: Progress of actions**

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

## 2) Survey

### Item 2.1: National survey

3. Paper 2.1 provided the Committee with an update on the progress of the commission of a second national survey on public perceptions of sentencing. The Committee noted the paper.

## 3) Guidelines

### Item 3.1: Sentencing Young People guideline routine one year review - communications plan

4. Paper 3.1 provided the Committee with an update on the routine one-year review of the guideline and a communications plan was discussed. The Committee noted the paper.

## 4) Communications

### Item 4.1: Engagement

5. Paper 4.1 provided the Committee with an update on engagement activity. The Committee noted the paper.

### Item 4.2: Media and social media activity

6. Paper 4.2 provided the Committee with an update on media and social media activity. The Committee noted the paper.

### Item 4.3: Communications and engagement reporting proposal

7. Paper 4.3 provided the Committee with an alternative layout for reporting communications and engagement activity. The Committee agreed to recommend the proposal to the Council for approval.

## ACTION POINT

***AP1: The secretariat to put the Paper to the full Council for approval.***

### Item 4.3: Communications and work update

8. The Committee was provided with an oral update of recent communications activity.

## 5) Strategy

### **Item 5.1: Communications & Engagement strategy 2024 - 2027**

9. Papers 5.1 & 5.1A provided a draft Communications & Engagement strategy for 2024-2027. The Committee agreed to recommend the strategy to the Council for approval.

#### **ACTION POINT**

***AP2: The secretariat to put the Paper to the full Council for approval.***

## **6) Information packs**

### **Item 6.1: Information packs**

10. Papers 6.1, 6.1A & 6.1B provided an update to the Committee on the current progress in delivering the information packs. The Committee agreed to provide further comments so that one final and one updated version could be put to the Council.

#### **ACTION POINT**

***AP3: The secretariat to put the Paper to the full Council for approval.***

## **7) Consultations**

### **Item 7.1: Consultation responses**

11. Paper 7.1 provided a proposal on publishing the Council's responses submitted to consultations. The Committee sought further information.

#### **ACTION POINT**

***AP4: The secretariat to provide further information at the next Committee meeting***

## **8) Video**

### **Item 8.1: Prison sentencing video**

12. An oral update was given to the Committee on the progress of the video. The Committee agreed to provide feedback on the latest version by correspondence.

#### **ACTION POINT**

***AP5: The secretariat to circulate the latest version by correspondence.***

**Item 8.2: Sentencing process video**

13. Paper 8.2 provided a proposal for a third educational video in the series on sentencing. The Committee recommended the commission of a third video.

**ACTION POINT**

***AP6: Final approval sought from the Council for a third educational video on the sentencing process***

**9) Law Award**

**Item 9.1: Invitation to judge**

14. Paper 9.1 proposed that the Council sponsor a college law award. The Committee recommended the proposal go forward to the Council for approval.

**ACTION POINT**

***AP7: The secretariat to put the Paper to the full Council for approval.***

**10) AOB AND NEXT COMMITTEE MEETING DATE**

**Item 10.1: AOB**

15. The secretariat raised a query received following the circulation of papers in relation to engagement on campaigns. The Committee asked that a policy paper be prepared for the next meeting.

**ACTION POINT**

***AP8: The secretariat to provide a policy paper at the next meeting.***

16. No further business

**Item 10.2: Date of next meeting**

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