

ITEM 6.1A: CORRESPONDENCE, COMPLAINTS, AND FOISA REPORT

Purpose

1. To provide members with a report on the Council's performance in terms of its statutory obligations under the [Freedom of Information \(Scotland\) Act 2002](#) (FOISA) and the [Scottish Public Services Ombudsman \(SPSO\) Act 2002](#) (SPSO).
2. To provide an overview of the items of correspondence which have been responded to by the secretariat on behalf of the Council, in terms of [standing orders](#) 9.16(b)-(c).

Discussion

3. This report covers the period **23 February 2021 – 20 May 2021**. The following table provides an overview of the number of items under each category, the subject matter and whether those items were responded to within the timescales set out by FOISA, SPSO and the Standing Orders.

| Category | Items | Subject | Response within timescale? |
|----------------|-------|---|---|
| Correspondence | 20 | <ul style="list-style-type: none"> • Advice on where to find information on specific sentences (2) • Advice on general sentencing and resources (0) • Stakeholder engagement (3) • MSP engagement (0) • Public engagement (2) • Guideline enquiry (2) • Misdirected query (11) | Three items did not require a response. All other correspondence was responded to within timescale. |
| Complaints | 0 | | |
| FOISA requests | 2 | <ul style="list-style-type: none"> • Seeking specific information in respect of the Council's website and IT/ telephone services. • Information about a specific case (which was not held by the Council). | Both items were responded to within timescale. |
| DPA requests | 0 | | |

Recommendation

4. Members are invited to note the content of this report and provide any comments.

Scottish Sentencing Council Secretariat

June 2021