

**MEETING OF THE SCOTTISH SENTENCING COUNCIL  
COMMUNICATIONS COMMITTEE  
WEDNESDAY 31 MAY 2023  
BY VIDEO CONFERENCE**

**MINUTES**

- Members present:** Summary Sheriff Amel Elfallah (Chair)  
Hannah Graham (member)  
Lindsey Miller (member) *until item 5.1*  
Sheriff Krista Johnston (advisor)
- Secretariat:** Ondine Tennant (secretary)  
Valerie MacGregor (principal policy officer - engagement)  
David Ross (principal policy officer - corporate)  
Vicky Weldon (communications manager)  
Richard Smith (business manager)
- Apologies:** Sheriff Paul Brown (advisor)  
Sheriff Andrew McIntyre (advisor)

**INTRODUCTION AND WELCOME**

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

**1) PROCEEDINGS**

**Item 1.1: Draft minutes of last meeting**

2. The minutes of the previous meeting held on 08 February 2023 were approved.

**Item 1.2: Progress of actions**

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

## 2) DEATH BY DRIVING GUIDELINE

### Item 2.1: Death by driving guideline

4. Valerie MacGregor provided an update on the development of the guideline. The Committee agreed to the general approach of the communications strategy and discussed the key messages.

#### **ACTION POINT**

***AP1: Secretariat to finalise arrangements for the publication of the Council's response to the public consultation on the draft death by driving guideline.***

## 3) WEBSITE

### Item 3.1: New website pages

5. Valerie MacGregor provided an update on the drafting of new website pages. The Committee considered the proposed content and approved it for publication.

#### **ACTION POINT**

***AP2: Secretariat to finalise content for publication and publish new website pages when practicable.***

## 4) MEDIA AND ENGAGEMENT

### Item 4.1: Enhanced media and engagement update

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

### Item 4.2: Mythbuster addition

7. The Committee approved the new content provided in paper 4.2 for publication.

### Item 4.3: Engagement activity

8. The Committee noted the update provided in paper 4.3.

#### **ACTION POINT**

***AP3: Secretariat to finalise content for publication and publish new mythbuster when practicable.***

## 5) SOCIAL MEDIA

### Item 5.1: Social media update

9. The Committee considered the proposed social media plan and approved it subject to revision.

#### **ACTION POINT**

***AP4: Secretariat to commence the launch of Facebook and wider social media plan.***

## 6) NEWSLETTER

### Item 6.1: Newsletter update

10. The Committee considered the proposed first draft of the newsletter and approved.

#### **ACTION POINT**

***AP5: Secretariat to issue first issue of newsletter when practicable.***

## 7) EDUCATIONAL VIDEO

### Item 7.1: Educational video update

11. The Committee considered the update and provided feedback.

#### **ACTION POINT**

***AP6: Secretariat to continue development of the video and report to committee when further progress has been made.***

## 8) AOB

### Item 8.1: AOB

12. No further business was raised.

### Item 8.2: Date of next meeting

13. The Committee agreed to arrange the next meeting prior to the Council meeting in October.