

ITEM 7.2A: 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); and
- 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](#) 7.1(b)-(c).

Discussion

2. The table below 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, our [Complaints Handling Procedure](#), or as otherwise specified in the table below, for the period **11 March 2023 – 31 May 2023**.

Category	Items	Subject	Response within timescale?
Correspondence (timescale for a response is not later than 20 working days after receipt)	29	<ul style="list-style-type: none"> • General sentencing enquiry (2) • Guideline enquiry (4) • Misdirected enquiry – for another organisation or body (0) • Misdirected enquiry – other (0) • Misdirected enquiry – concerning specific case or sentence (19) • MSP engagement (1) • Public engagement (2) • Research / work programme enquiry (0) • Stakeholder engagement (1) 	26 items were responded to within the timescale. As at the date of writing, responses to the other items were under consideration according to the applicable timescales.
Complaints (timescale for a response is per our Complaints	0		

Handling Procedure)			
FOISA requests (timescale for a response is per s10 of FOISA)	7	<p>As at the date of writing, two items had been fully considered:</p> <ol style="list-style-type: none"> 1. Seeking information in relation to Scottish Government framework for the provision of interim staffing services. 2. Requesting information in relation to the sentencing young people guideline. <p>As at the date of writing, the other items were still under consideration.</p>	Two items were responded to within the timescale. As at the date of writing, responses to the other items were under consideration according to the applicable timescales
DPA requests	0		

Recommendation

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

Scottish Sentencing Council Secretariat

May 2023