

MEETING OF THE SCOTTISH SENTENCING COUNCIL
COMMUNICATIONS COMMITTEE
THURSDAY 15 DECEMBER 2022
BY VIDEO CONFERENCE

MINUTES

Members present: Summary Sheriff Amel Elfallah (chair)
Hannah Graham (member)
Sheriff Paul Brown (advisor)
Sheriff Krista Johnston (advisor)

Secretariat: Valerie MacGregor (Principal Policy Officer - Engagement)
Caroline Bellinger (Communications Manager)
Richard Smith (Business Manager)

Apologies: Lindsey Miller (member)
Sheriff Andrew McIntyre (advisor)

1) PROCEEDINGS

Item 1.1: Draft minutes of last meeting and progress of actions

1. The minutes of the previous meeting held on 4 August 2022 were approved. The Committee noted an update on actions from the previous meeting.

2) EDUCATIONAL RESOURCES

Item 2.1: Future resources

2. The Committee discussed and considered the development of further Council resources. The Committee approved the development of the resources discussed.

ACTION POINT

AP1: Secretariat to develop the resources approved by the Committee.

3) SOCIAL MEDIA

Item 3.1: Future platforms

3. Valerie MacGregor provided an update on the possibility of trialling different forms of social media.
4. The Committee discussed the proposals and agreed that the Secretariat should trial use of Facebook and Instagram as a new means of engagement after an annual plan has been drafted and agreed.

ACTION POINT

AP2: Secretariat to draft social media plans for Facebook and Instagram.

Item 3.2: Branded Posts

5. The Committee discussed the proposals outlined in paper 3.2 and approved the proposals.

ACTION POINT

AP3: Secretariat to procure a branded post template and launch branded posts explaining sentencing.

4) NEWSLETTER

Item 4.1: Examples & distribution list

6. The Committee noted the update provided in paper 4.1 and approved the recommendations.

AP4: Secretariat to procure a newsletter template and complete a distribution list.

5) CITIZEN SPACE

Item 5.1: New function

7. The Committee noted the update provided in paper 5.1 and agreed that the reply function should not be utilised at this stage.

6) COMMUNICATIONS

Item 6.1: Recent and upcoming engagement

8. The Committee noted the update provided in paper 6.1.

Item 6.2: Media and social media report

9. The Committee noted the update provided in paper 6.2.

7) WEBSITE

Item 6.1: Recent and upcoming engagement

10. The Committee noted the update provided in paper 6.1.

Item 6.2: Media and social media report

11. The Committee noted the update provided in paper 6.2.

8) NEXT MEETING & AOB

Item 5.1: AOB

12. No further business arose.

9) NEXT MEETING & AOB

Item 5.2: Date of next meeting

13. The Committee agreed to arrange the next meeting before the full Council meeting.