



## Sentencing Council Publication scheme

**The Freedom of Information Act 2000 encourages public authorities to make as much information as possible available to the public proactively.**

Under the Act, we are required to adopt a publication scheme which contains information we **routinely** make available, and ensure that information is published in accordance with the scheme.

**Publication schemes explain what information is routinely made available to you, where and when that information is available and whether there will be a charge for the information.**

We make a significant amount of information available under our scheme. One of its benefits is that it makes information easily accessible and without charge. This means that, in many cases, the information you are looking for will already be available and there will be no need for you to make a formal request under the Act.

### **How does the scheme work? Will I be charged for the information?**

Information listed in the publication scheme is available on our website and in print. You can access information:

- 1. On our website**  
When the information is available on the Sentencing Council website, or one of our partner websites, the web address will be given and a link will be provided. There is no charge for information available on the website.
- 2. By email**  
You can [email \(info@sentencingcouncil.gsi.gov.uk\)](mailto:info@sentencingcouncil.gsi.gov.uk) a request including the words **publication scheme** in the subject heading. There is no charge for information which is provided electronically.
- 3. By post**  
If you ask for information available on our website to be provided in paper format, we will be happy to send it to you though in exceptional cases it may be necessary to make a charge. Each case is considered separately. For example, if a large amount of photocopying is required, or if the cost of postage of a large volume of paperwork is very high.

### **Who we are and what we do**

*Information on the Sentencing Council and the Office of the Sentencing Council is contained on the Sentencing Council website (<http://sentencingcouncil.judiciary.gov.uk/index.htm>). Information includes:*

- About the Sentencing Council – a description of the role of the Council
- Council members – a list of the Council members
- Our work - a description of the Council's current programme of work
- Council meetings – copies of the Council's meeting minutes

## **What we spend and how we spend it**

*The Sentencing Council operates as a Non Departmental Public Body of the Ministry of Justice (MoJ). The staff working for the Sentencing Council are therefore paid and graded in line with MOJ staff in line with arrangements for civil servants. More information is contained on the civil service website and includes:*

- [Pay and grading](#)

*The Council abides by the MOJ's procurement processes. Further details are contained on the MoJ website and includes:*

- [Procurement](#)

## **What are our priorities and how are we doing**

*The Sentencing Council's priorities are set out in the 'our work' section of the Council's website which describes the Council's current programme of work. (<http://sentencingcouncil.judiciary.gov.uk/about/our-work.htm>)*

*The Sentencing Council will publish an annual report for every financial year which will summarise its activities. The first report will be available in the autumn of 2011.*

*The Council will also publish the research it produces and make it available on its website. (<http://sentencingcouncil.judiciary.gov.uk/research-and-analysis.htm>). The date of the publication of the Crown Court Sentencing Survey will be announced on the research and analysis pages of our website and on the UK Statistics Authority publication hub.*

*The Council also issues press releases on its key activities. (<http://sentencingcouncil.judiciary.gov.uk/news-stories.htm>)*

## **How we develop and issue sentencing guidelines**

*The Council publishes draft guidelines and associated consultation documents for each of the draft guidelines it produces. Following the consultation period and a thorough review of the evidence gathered through the consultation it then issues definitive guidelines for use across all courts.*

*Alongside draft and definitive guidelines the Council also publishes resource assessments and equality impact assessments. Analysis and research bulletins are also published for each consultation.*

*The consultation documents and the definitive guidelines are published on the Council's website (<http://sentencingcouncil.judiciary.gov.uk/index.htm>).*

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