

FORENSIC SERVICES COMMITTEE
Rolling Action Log

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
MEETING HELD 26 OCTOBER 2020						
20201103-FS-001	Digital Forensics: Paper to be considered by FS Committee which provides an overview of the proposed way forward in respect of Digital Forensics. Indicative timeline to be provided.	Craig Donnachie	OPEN	03 February 2021		15/01: Update will be provided at agenda item 7 – Digital Forensics Next Steps PROPOSE TO CLOSE
20201103-FS-002	Workforce Planning: Options to be explored for timelines to be compressed in relation to the workforce planning activity and progress update to be provided to committee in February.	Tom Nelson	OPEN	03 February 2021		15/01: Update will be provided at agenda item 5 – Workforce Planning PROPOSE TO CLOSE
20201103-FS-003	Drug Driving: Update on discussions from working group session to be circulated to Members between meetings. Update to give details of agreed resolution between partners.	Tom Nelson/ Gary Holcroft	OPEN	03 February 2021		15/01: Update will be provided at agenda item 9 – Drug Driving Update PROPOSE TO CLOSE

MEETING HELD 27 JULY 2020

20200727- FS-002	Management of workload: Future committee updates to included explanation of what mitigating actions have been put in place to ensure any backlog of work when courts re-start after lockdown over COVID19 period does not have any avoidable implications in respect of the time bar for COPFS.	Tom Nelson	ONGOING	28 October 2020 03 February 2021		07.10.2020: Fortnightly engagement with COPFS, Police Scotland and Forensic Services has brought in new ways of working which will assist Forensic Services to address the workload issues moving forward. Detailed engagement with SG/COPFS/PS on drug driving giving better understanding of challenge. 15/01: Update will be provided in agenda item 2 – Directors Report PROPOSE TO CLOSE
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20200727- FS-003	Drug Driving: Discussion to take place between Committee Chair/SPA Interim Chair/Director of Forensic Services/SG/Police Scotland to collectively agree what next steps are required to ensure the required capacity is in place to match the demand on an ongoing sustainable basis.	Tom Halpin/Tom Nelson	ONGOING	28 October 2020 03 February 2021	07.10.2020: Working Group established between Forensic Services, COPFS, Scottish Government and Police Scotland to agree capacity levels moving forward. Next meeting to be held on 29 October. 15/01: Regular dialogue with the Working Group is in place to ensure the workload is managed within agreed capacity levels. This will be continually be reviewed and reported back to committee by exception. PROPOSE TO CLOSE
Meeting Monday 3rd Feb 2020					

<p>20200302 -FS-004</p>	<p>Performance Report: Future reports to map out KPIs to highlight the gap on what forensics services currently do against where they want to reach in terms of timeliness to assist with identifying where benefits would be realised. In addition the report should include the interpretation of the demand from the partner's perspective.</p>	<p>Tom Nelson</p>	<p>ONGOING</p>	<p>27 July 2020 28 October 2020 03 February 2021</p>	<p>06.04.2020: Work ongoing to be reported in July 2020.</p> <p>07.07.2020: Work ongoing to complete the detail of the MOU. This will form the KPIs and will be reported back in the Q2 Performance Report.</p> <p>07.10.2020: Work remains ongoing in relation to the detail MOU. Anticipated date of completion and agreement circa April 2021.</p> <p>15/01: Progress continues with regular discussions with Police Scotland and COPFS in relation to the MOU. Anticipated date of completion and agreement May 2021.</p> <p>PROPOSE Ongoing</p>
<p>Meeting 25th July 2019</p>					

20190725 -FS-003	Demonstrating Value: Further information to be brought to the Committee on the progress of researching what value means throughout the criminal justice process and what it means for each partner.	Fiona Douglas	ONGOING	27 July 2020 28 October 2020 03 February 2021	<p>06.04.2020: Work ongoing, work continues with Northern Ireland.</p> <p>07.07.2020: Work continues with Northern Ireland. A bid has been submitted to Scottish Government for funding in respect of a research post. To date this has not yet been successful, work continues.</p> <p>07.10.2020: No further progress, propose to be brought back to a future meeting of the Forensic Services committee.</p> <p>28.10.2020: Members agreed to leave this open and seek an interim solution in the first instance.</p> <p>15/01: Update will be provided at agenda item 4 – Demonstrating Value.</p> <p>PROPOSE TO CLOSE</p>
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