

**FORENSIC SERVICES COMMITTEE
Rolling Action Log**

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
MEETING HELD 27 JULY 2020						
20200727-FS-001	Performance Reporting: Further analysis of specific reasons for negative feedback received in Physical Sciences and Scene Examination to be circulated to committee members.	Tom Nelson	OPEN	28 October 2020		07.10.2020: Note provided to Members ahead of Forensic Services Committee on 26 October. Propose to Close

<p>20200727- FS-002</p>	<p>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.</p>	<p>Tom Nelson</p>	<p>OPEN</p>	<p>28 October 2020</p>		<p>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.</p> <p>Propose ongoing</p>
<p>20200727- FS-003</p>	<p>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.</p>	<p>Tom Halpin/Tom Nelson</p>	<p>OPEN</p>	<p>28 October 2020</p>		<p>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.</p> <p>Propose ongoing</p>

Meeting Monday 20 th April 2020						
20202004 -FS-001	Performance Report Q4: In the absence of webinar for the moment, prepare slides for members ahead of the next committee meeting relating to performance and advanced analytics.	Amy McDonald	ONGOING	27 July 2020 28 October 2020		<p>07.07.2020: Date to be confirmed shortly for Committee members.</p> <p>07.10.2020: MS Teams Presentation to take place on 3rd November.</p> <p>Propose to close.</p>
Meeting Monday 3 rd Feb 2020						
20200302 -FS-004	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.	Tom Nelson	ONGOING	27 July 2020 28 October 2020		<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>Propose ongoing.</p>

Meeting 31st October 2019

20193110 -FS-001	Assessments and Accreditation: Provide Members with an offline tutorial around assessments and accreditation to fully understand what is involved in each.	Craig Donnachie	ONGOING	27 July 2020 28 October 2020		16.12.19: Offline tutorial arranged between Craig Donnachie and Members on the 3 rd Feb following the committee meeting. 03.02.19: Due to unforeseen circumstances this tutorial has yet to take place. Further date to be arranged. 07.07.2020: Date to be confirmed shortly for Committee members. 09.09.20: Presentation provided to Committee members. Propose to Close
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Meeting 25th July 2019

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		06.04.2020: Work ongoing, work continues with Northern Ireland. 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. 07.10.2020: No further progress, propose to be brought back to a future meeting of the Forensic Services committee. Propose to close and revisit.
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