

FORENSIC SERVICES COMMITTEE
Rolling Action Log – Public Session

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
Meeting Monday 3rd Feb 2020						
20200302 – FS- 001	<p>Performance Report: Within the Q1 (2020) financial year report on the following:</p> <ul style="list-style-type: none"> • Enhancements for Biology • Drug Driving Accreditation • Work towards accreditation for Scene Examination 	Tom Nelson	OPEN	July 2020		<p>06.04.2020: Included within the Performance Report.</p> <p>Propose close.</p>
20200302 – FS- 002	<p>Performance Report: Ensure that work is taken forward around demand management due to the possible impact that could have on staff.</p>	Tom Nelson	OPEN	20.04.20		<p>06.04.2020: Demand is part of the Performance Report, further enhanced as part of Q4. Further development of management information continuing during Q1 and 2 of the coming year</p> <p>Propose close.</p>

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20200302 – FS- 003	Performance Report: Provide detail around what projects are being undertaken with SIPR and Leverhulme Research Centre, how they are prioritised and how members could be assured where research was going to ensure the committee could provide broader input in future.	Tom Nelson	OPEN	20.04.20		06.04.2020: Paper will be presented at meeting of 20/04/20 by Tom Nelson. Propose to close.
20200302 – FS- 004	Performance Report: Future reports to map out KPI's 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	OPEN	20.04.20		06.04.2020: Work ongoing to be reported in July 2020. Propose ongoing.
20200302 – FS- 005	Performance Report: Update both diagrams within the area of "Quality – Opened Complaints and Feedback" to ensure they are comparable.	Tom Nelson	OPEN	20.04.20		06.04.2020: Will be included in Q4 performance report. Propose to close.
20200302 – FS- 006	HMICS Update: Engage with the Resources Committee around the delaying in obtaining a Project Manager for Forensic Services and provide Members with correspondence from Police Scotland on the matter.	Tom Nelson	OPEN	20.04.20		06.04.2020: Engagement took place but with current COVID-19 challenges, this is being revised further with Police Scotland. Propose ongoing.

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20200302 – FS- 007	2026 Update: Provide members with Forensic Services input on the Digital Evidence Sharing Project when available.	Fiona Douglas	OPEN	20.04.20		06.04.2020: Forensic Services has a seat of the DESC Project Board and feeds into the project formally through this route. In addition there are other informal discussions with the project to ensure that they are updated on Forensic Services projects and to highlight any potential impacts. Propose to close.
20200302 – FS- 008	Drug Analysis: Provide further tangible evidence in achieving intended outcome.	Gary Holcroft	OPEN	20.04.20		06.04.2020: Paper being presented by Gary Cunningham on 20 th April 2020. Propose to close.
20200302 – FS- 009	Biometrics Commissioner Bill Briefing: Before producing a briefing update for the SPA Board, gain full understanding and awareness of possible consequences before opting a preferred model, ensuring a discussion takes place around data linkage in Scotland and the UK more widely. In addition, desired outcome should be around data before being presented to the SPA Board for consideration prior to communicating those ambitions onto Scottish Government. (Ensure that PIRC and Crown Office involvement)	Tom Nelson	OPEN	20.04.20		06.04.2020: Work ongoing, will be reported to the July meeting. Propose ongoing.
20200302 – FS- 010	Biometrics Commissioner Bill Briefing: Produce a briefing update for the SPA Board and following engagement with stakeholders provide a further update to the next committee meeting.	Tom Nelson	OPEN	20.04.20		06.04.2020: Presentation provided to Members at development day on 03/03/2020 at SCC, Gartcosh. Propose to close.

Meeting 31 st 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	03.02.20 20.04.20 27.07.20		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. Propose to ongoing.
Meeting 25 th 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	OPEN	20.04.20		06.04.2020: Work ongoing, work continues with Northern Ireland. Propose to ongoing.
Meeting 25 th April 2019						

<p>20190425 - FS- 001</p>	<p>Forensic Services Performance Report:</p> <ul style="list-style-type: none"> • Produce a broader piece of work to develop Forensic Services Performance Report in an integrated way with partners, in order to provide a greater degree of understanding on how organisations interest and casework progresses. • develop the infrastructure to capture performance data in order to provide information on FS lab capacity which will be used to support the FS 2026 Programme. • Bring forward statistics and different methodologies from Forensics, Crown Office and Police Scotland to determine how case work prioritisation is taken forward by all partners. • Police Scotland workload information to be provided for inclusion in future Performance reports. 	<p>Tom Nelson/ Amy McDonald/ DCS Cunningham</p>	<p>ONGOING</p>	<p>25.07.19 31.10.19 20.04.20</p>	<p>11.07.19: Meeting has been arranged with Gordon Dewar and Forensic Services on 25th July 2019.</p> <p>15.10.19: This is an ongoing piece of work. The roll out of the Advanced Analytics software has provided some further detail on performance.</p> <p>04.11.19: It was agreed that the following actions would be merged together as the same piece of work following detailed discussion around the committees need for a clear path around advanced analytics work with offline updates around how areas were emerging from Gordon Dewar. 20190425 – FS- 001, 20190425 – FS- 002, 20190425 – FS- 004, 20190131 – FS- 002</p> <p>17.01.2020: Report being submitted provides more detail on performance including the additional drugs information. This however will continue to be developed.</p> <p>03.02.2020: The Chair noted the importance on this work progressing in the absence of G.Dewar and advised that he would engage with forensics in terms of taking that forward.</p> <p>06.04.2020: Forensic Services performance framework has been developed and this will shape the performance reports going forward.</p> <p>Propose Ongoing.</p> <p>Propose Ongoing.</p>
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