

**SCOTTISH POLICE  
AUTHORITY**

<b>Meeting</b>	<b>Public SPA Board Meeting</b>
<b>Date and Time</b>	<b>24<sup>th</sup> August 2017</b>
<b>Location</b>	<b>Stirling Court Hotel, Stirling</b>
<b>Title of Paper</b>	<b>SPA Forensic Services Performance Report Quarter 1 2017/18</b>
<b>Item Number</b>	<b>11.1</b>
<b>Presented By</b>	<b>Tom Nelson</b>
<b>Recommendation to Members</b>	<b>For Noting</b>
<b>Appendix Attached:</b>	<b>Yes</b>

**PURPOSE**

To provide Board Members with information on delivery of SPA Forensic Services for Quarter One 2017/18 and an update on current activities.

## **1. BACKGROUND**

- 1.1 For Year Two of the SPA's evolving performance framework "Performance Matters", corporate performance reporting has changed for 2017/18. As reported at the October Board SPA Corporate performance and Forensics Services performance is now presented within two separate documents at the SPA Board. Corporate performance remains integrated within the SPA CEO report whilst Forensic Services is now reported on a standalone basis by the Director of Forensic Services.
- 1.2 This report captures activity conducted across SPA Forensic Services. This performance evidence also informs the content of the Authority's quarterly Strategic Police Plan Delivery Review and the Annual Review of Policing 2017/18.
- 1.3 The report demonstrates SPA Forensics Services delivery over the last quarter through the following components:
  - Progress updates on Forensic Service commitments laid out in the annual business plan
  - Qualitative performance data;
  - Evidence of service initiatives and improvements

## **2. FINANCIAL IMPLICATIONS**

- 2.1 Forensic Services are working to deliver on budget for the 2017/18 year with the quarter one results showing good progress in this regard. The forecast outturn for the full year is challenging and will be kept under review throughout the coming months.

## **3. PERSONNEL IMPLICATIONS**

- 3.1 There are no personnel implications associated with this paper.

## **4. LEGAL IMPLICATIONS**

- 4.1 There are no legal implications associated with this paper.

## **5. REPUTATIONAL IMPLICATIONS**

- 5.1 There are no legal implications associated with this paper.

**6. SOCIAL IMPLICATIONS**

6.1 There are no social implications associated with this paper.

**7. COMMUNITY IMPACT**

7.1 There are no community impact implications associated with this paper.

**8. EQUALITIES IMPLICATIONS**

8.1 There are no equalities implications associated with this paper.

**9. ENVIRONMENTAL IMPLICATIONS**

9.1 There are no environmental implications associated with this paper.

**RECOMMENDATIONS**

It is recommended that Members note the information presented in the attached Forensic Services report.

NOT PROTECTIVELY MARKED

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**PERFORMANCE REPORT**

Quarter One 2017-18

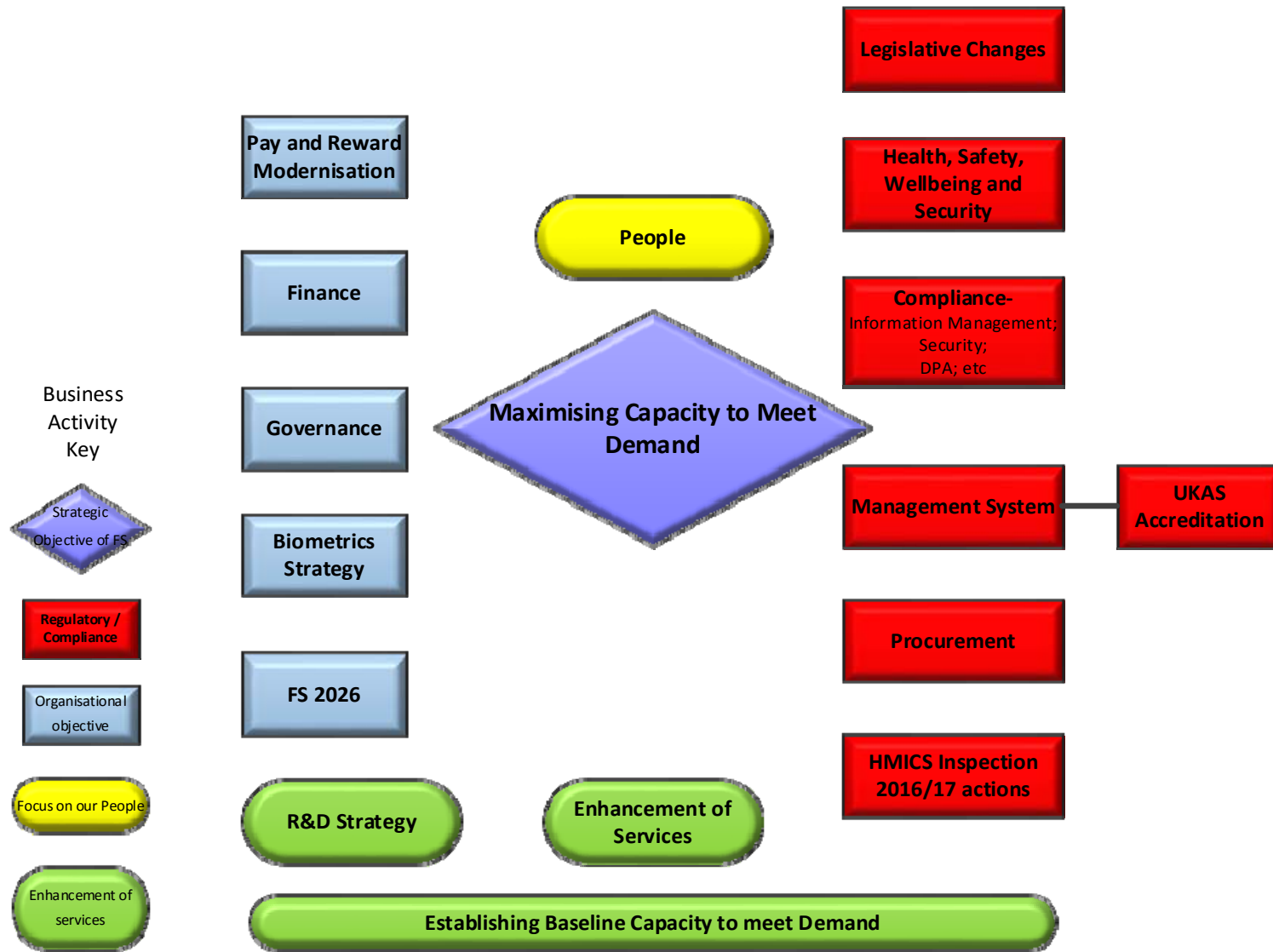
## 1. Introduction

The Scottish Police Authority's Forensic Services Directorate provides an end-to-end service to the criminal justice process in Scotland – from Crime Scene to Court – supported by UKAS (UK Accreditation Service) and the Forensic Science Regulator. Forensic Services is organised into four distinct functions: Scene Examination, Biology, Physical Sciences, and Business Support. These national functions deliver forensic science technologies and expertise in the investigation of crime to Police Scotland, Crown Office and Procurator Fiscal Service, and Police Independent Review Commission.

Over the forthcoming year, Forensic Services will refresh its approach to performance reporting. The subsequent report represents the first phase in the development of this improved performance framework. The report will evolve throughout the next four quarters by enhancing the information available to SPA Members, and taking cognisance of recommendations laid out by Her Majesty's Inspectorate of Constabulary in Scotland (HMICS) within its Thematic Inspection of Forensic Services.

Values reported refer to April to June (Quarter 1) 2017-18 unless otherwise stated.

## 2. Business Plan



### 3. Executive Summary

#### **Forensic Services Business Plan**

Forensic Services have developed the overarching 2017/18 Forensic Services Business Plan with the key strategic objective being 'maximising casework capacity to meet demand'. A number of objectives have been identified under each business activity area and all work is progressing within target timescales.

Highlights progressed during Quarter 1 include the ongoing development of the Forensic Services 2026 strategy and further work has been undertaken to review capacity and demand profiles – this information is integral in establishing a baseline to inform Forensic Services proposals to enhance capacity.

Detailed updates on progress against the Business Plan will be reported to the SPA Forensic Committee.

#### **The Criminal Justice Act -New Sheriff and Jury Time Limits**

The Criminal Justice (Scotland) Act 2016 implements a number of changes to the process for Sheriff and Jury business in the Courts. The key changes are that the time limits and court hearings will now mirror those in the High Court, and the implementation of investigative liberation by Police.

This may have a significant impact on Forensic Services and we are engaging with our partners to understand the impact of these changes.

#### **HMICS Inspection of Forensic Services**

The HMICS Thematic Inspection Report on Forensic Services was published in June 2017, identifying a number of recommendations across Forensic Services and partner agencies.

HMICS raised 23 recommendations. Proposals to establish a steering group and a reference group to address and drive forward the recommendations has been agreed and progress will be presented to the SPA Forensic Committee.

## 4. Performance

### a. FINANCE

**Quarter 1 2017/18 – Summary** - The financial position at the end of quarter 1 indicates a strong performance against budget with expenditure of £6,777k against a budget of £6,782k. Actual expenditure versus budget is in balance while demand for forensic services remains high.



	Budget 2017/18	Actual 2017/18	Budget 2016/17	Actual 2016/17	Yr on Yr Actual Variance
Staff costs	5,609	5,602	5,640	5,599	3
Supplies and Services	1,079	1,055	1,373	1,455	(400)
Transport Related	72	68	74	89	(21)
Third Party Payments	25	25	57	56	(31)
Administration Expenses	28	42	39	48	(6)
Premise Costs	2	5	9	11	(6)
Income	(16)	(20)	(3)	(3)	(17)
Unallocated savings	(17)	0	0	0	0
<b>Total</b>	<b>6,782</b>	<b>6,777</b>	<b>7,189</b>	<b>7,255</b>	<b>(478)</b>

A comparison against the same period last year provides the following:

- Supplies and services are £400k lower due to the timing of DNA testing consumable purchasing, not the usage which is consistent.
- Transport costs are £21k lower due to a combination of reductions in relocation expenditure £13k and vehicle fuel costs, £8k – timing of invoices.
- Third party payments year on year are £31k lower owing to timing of receipt of invoices for productions movement costs.



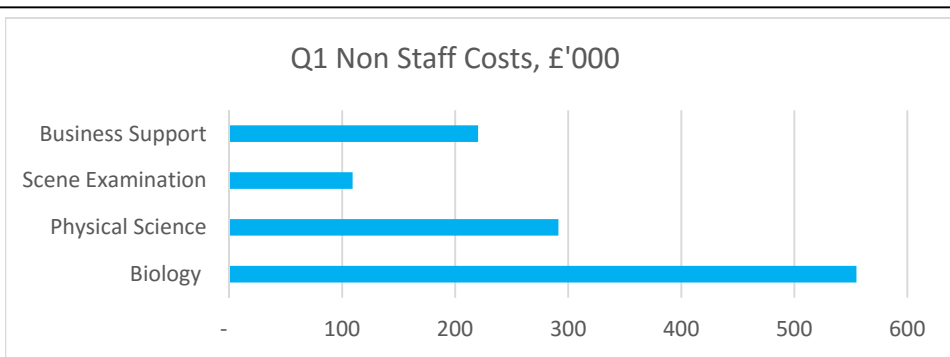
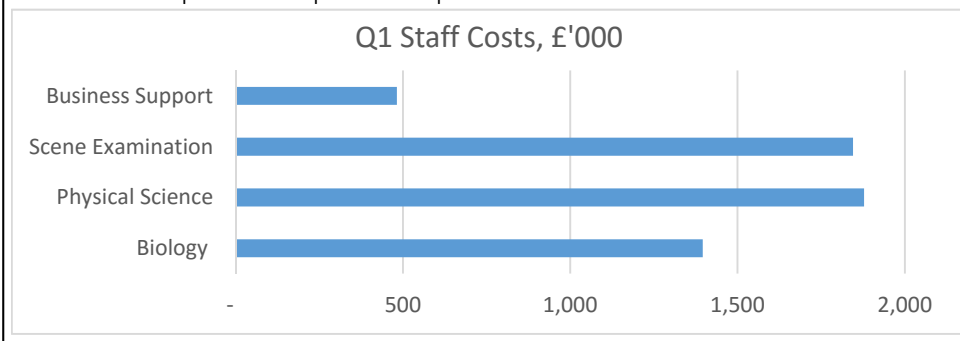
Staff cost analysis against budget

Staff costs	Q1 Budget	Q1 Actuals	Variance	Full Year Budget	Full Year Forecast	Variance
Salaries and on costs	5,202	5,168	33	20,910	20,970	(60)
Overtime	67	127	(60)	403	403	0
Allowances	340	307	34	1,342	1,482	(140)
	5,609	5,602	7	22,654	22,854	(200)

Staff costs are running to budget with the exception of overtime. Overtime is £60k above budget as activity has been higher due to operational requirements. This cost may balance out during the year but will be fully reassessed in the next quarter.

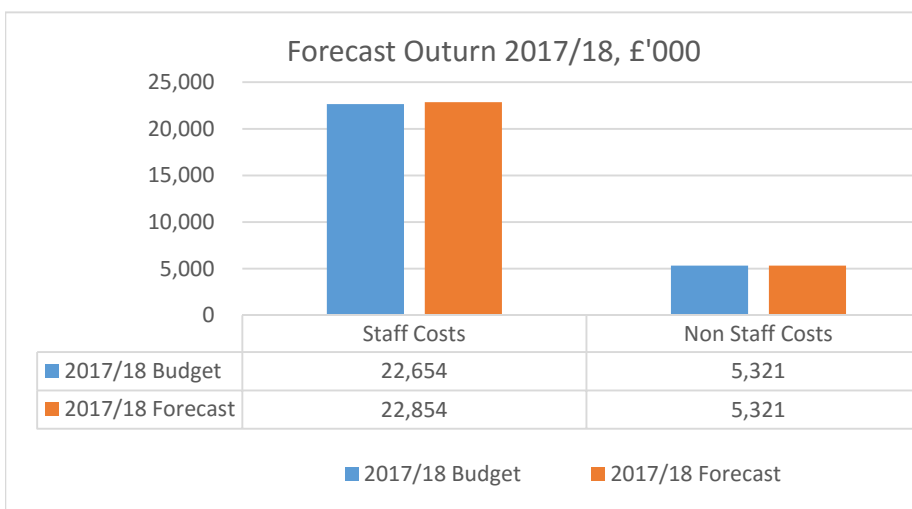
The full year staff cost forecast is an overspend of £200k (£140k allowances and £60k of employers associated costs), this relates to the increase of on-call allowances as part of the 2016/17 pay award which was not reflected in the budget. Currently there is no overspend of allowances as there are only 2 months of costs showing against 3 months budget. Costs will be accrued in future months to reflect costs to date.

**Quarterly Expenditure per area** - The tables below and to the upper right provide details of the quarter's expenditure per Forensic Area.



Forecast Outturn 2017/18

The forecast expenditure outturn for the financial year is as follows:

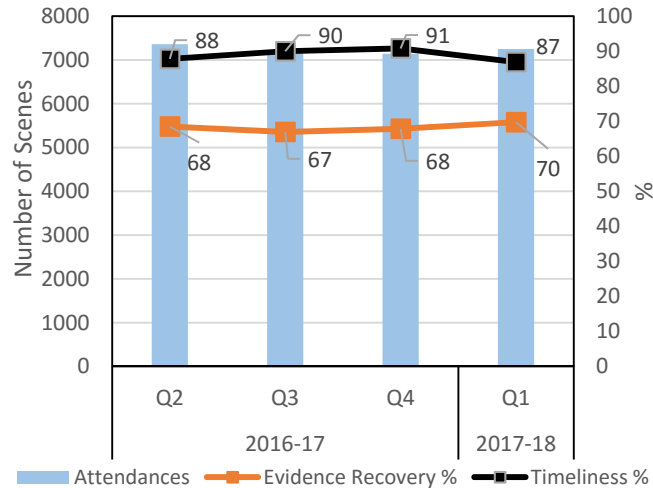


This does not include the £107k of income which is expected to be achieved.

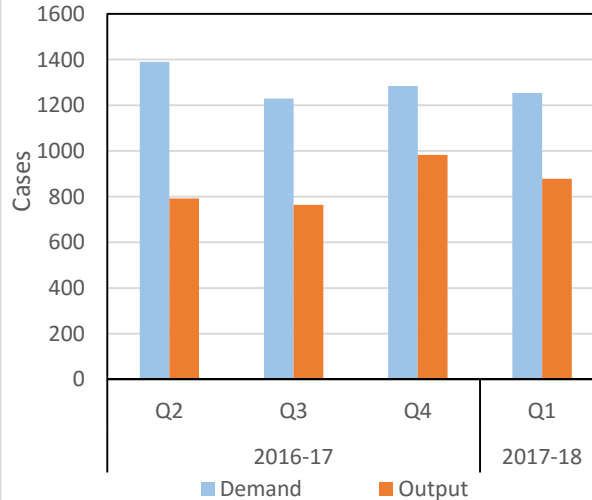
Staff costs are forecast to exceed budget due to the additional costs of allowances of £200k. The year end outturn will be kept under review given the current imbalance between capacity and demand.

**b. SERVICE DELIVERY**

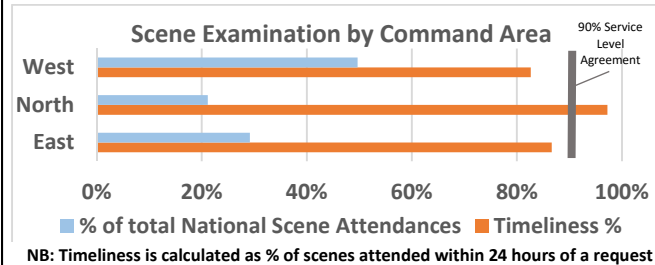
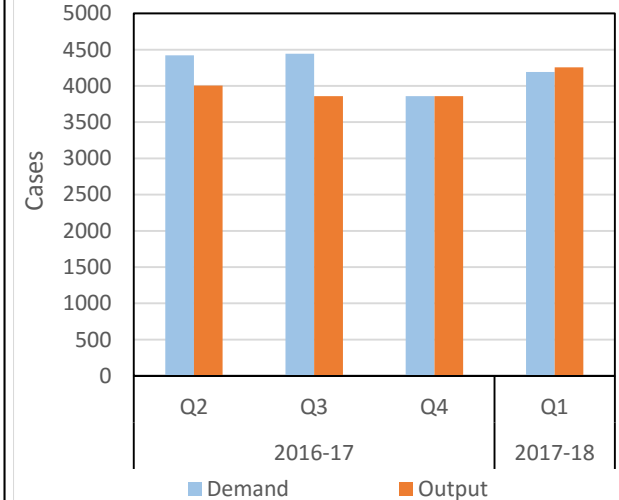
**Scene Attendance**



**Biology LSL**



**Physical Sciences**



**Forensic Services Caseload**

Active Caseload		LEGEND - Months worth of Caseload in Unit
Biology	1300 cases	
Chemistry	199 cases	
Drugs	1906 cases	2 or less
Fingerprints	736 cases	2 - 4
Firearms	169 cases	4 or more
Toxicology	258 cases	

Unit	Age of Caseload		
	<6 months	6-12 months	12 months+
Biology	78.2%	14.9%	6.9%
Chemistry	90.4%	9.6%	0.0%
Drugs	98.6%	1.1%	0.3%
Firearms	64.8%	30.6%	4.6%
Fingerprints	85.6%	9.9%	4.5%
Toxicology	100.0%	0.0%	0.0%
Total	88.8%	8.5%	2.8%

**Scenes Commentary**

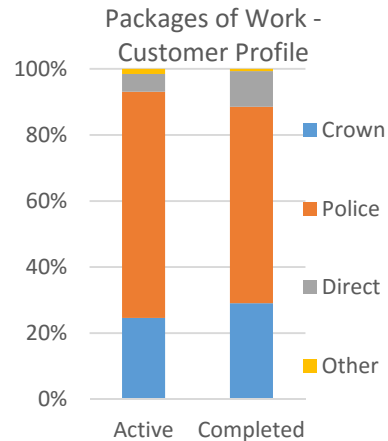
Scene attendance demand and recovery rates are consistent. Performance remains strong and evidence continues to move from scene to laboratory timeously.

**Laboratory Commentary**

We continue to deliver a strong service response to major and urgent examinations and engage with partners to prioritise casework. There is a gap between demand and available capacity and proposals to enhance capacity are being considered.

**Partner Delivery**

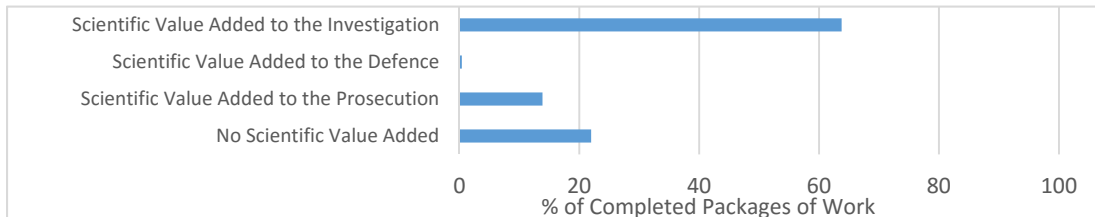
FORENSIC SERVICES ANALYSIS – AGREED TIMESCALES – QUARTER 1 PERFORMANCE							
Priority Cases				Livescan Tenprints			
Target	100%	Actual	85%	Target	90%	Actual	97%
High Priority Custody				Volume Crime DNA			
Target	90%	Actual	100%	Target	90%	Actual	76%
Police Drugs Cases				Criminal Justice Samples			
Target	90%	Actual	67%	Target	90%	Actual	99%



Over Quarter 1, 7172 packages of work were completed by Forensic Services. A package of work (POW) is a tool to subdivide a case into distinct ‘packages’ for examination activity, each with its own expected outcome and deadline. The chart to the left compares the demand profile of active POWs to those completed. The proportionately higher value of completed packages for the Crown demonstrates the priority of these cases.

**Scientific Value**

Reporting scientific value is illustrated below. We are engaging with partners in Northern Ireland to understand and benchmark the true scientific value of forensic contribution to a case.



**Service Improvements**

STRmix

Forensic Services are gathering feedback on the benefits of STRmix DNA interpretation software. The significant benefits this software provides is an increase in the number and type of cases that have complex profiles that can now be reported with STRmix.

Feedback has included the findings from an Organised Crime investigation where up to 80% of the DNA results would not have been available had STRmix not been in use. Forensic Services are producing better results for partners and this will contribute to better intelligence to inform Police investigations and strengthening of cases presented by COPFS. Benefits have been realised across a wide range of cases in the Criminal Justice system including sexual offences, volume crime, homicides and cold case investigations.

Image Management System (IMS)

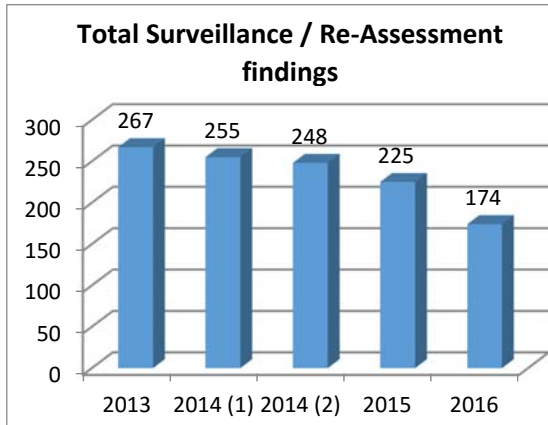
The IMS system provides enhanced information security as it allows Forensic Services Scene Examiners to save sensitive image data gathered at a scene which can then be uploaded to a secure and fully supported national platform. Benefits include the ability to access the image content via a secure platform for early viewing of images which is of value particularly to Police major investigations and COPFs; a reduction in logistics of transporting photobooks to staff as well as the overall time for preparing a case. Furthermore IMS has a Footwear intelligence provision where images of footwear patterns captured at crime scenes are analysed, thereafter an electronic footwear mark intelligence report can be sent to Police investigators within 24 hours of the crime scene being examined. This can assist in the swift identification of a suspect.

**c. QUALITY**

**UKAS Accreditation**

UKAS (United Kingdom Accreditation Service) Accreditation was maintained for all Forensic Services sites. There has been a 9% increase in assessment time, as a result Forensic services has demonstrated a decrease of findings raised by UKAS.

Planning for the 2017/18 UKAS assessment programme of Forensic Services is now underway. The assessments will be undertaken between October and December 2017 and will involve over 400 hours of concurrent assessment activity.

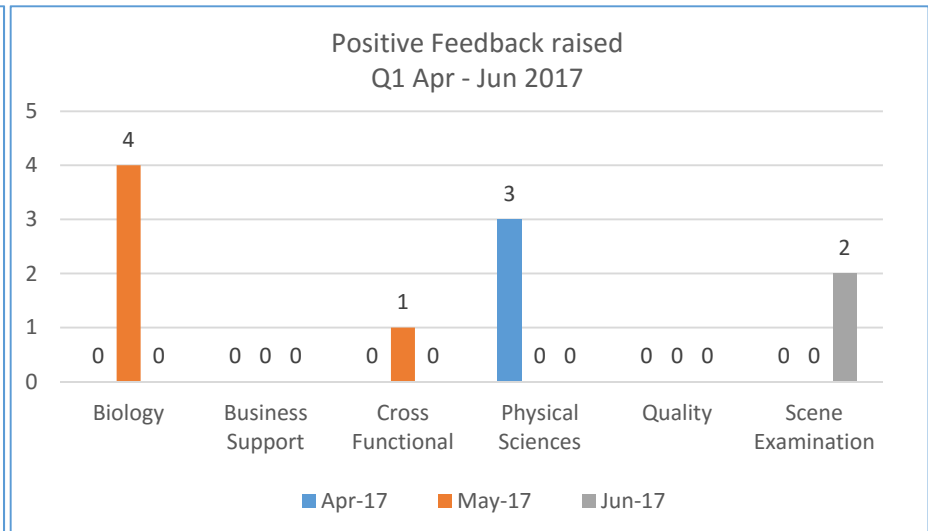
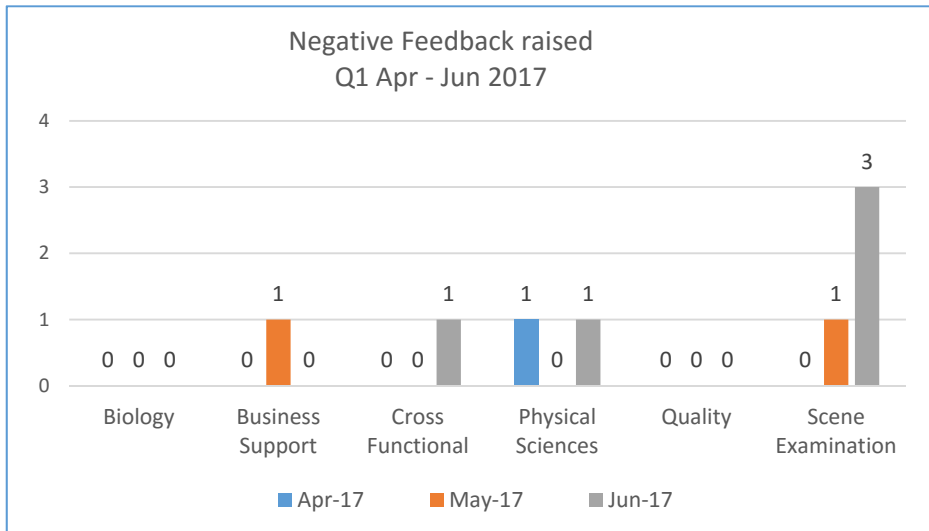


**UKAS Extension to Accredited Scope**

UKAS Extension to Scope (Ets)	Delivery Timeline			
	Q1	Q2	Q3	Q4
Globalfiller - Relationship testing (FS-Dundee)	On Track	On Track	On Track	On Track
Firearms - Bulletrax	On Track	On Track	On Track	On Track
Barcoding Implementation	On Track	On Track	On Track	On Track
Physical Sciences - DNA recovery	On Track	On Track	On Track	On Track
Mark Enhancement	On Track	On Track	On Track	On Track

LEGEND: On Track (Green), Risk of Delay (Yellow), Delayed (Red), Complete (Blue)

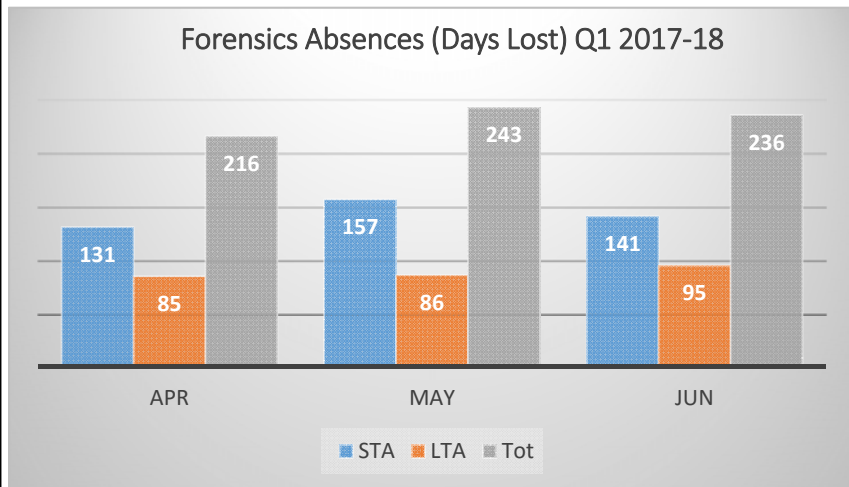
**Customer Feedback**



**d. PEOPLE**

**Attendance Management**

Absence figures for the first quarter of 2017/18 remain under 3% with year to date absence of 2.60%. This is a positive downward trend from the year to date absence for the first quarter of 2016/17 which was 3.42%. 62% of the absences year to date 2017/18 are attributed to short term absence and 38% to long term absence



FORENSICS SPA (YTD)							
Period	Work Days Available (WDA)	Short Term Absences (STA)	Long Term Absences (LTA)	Total	Overall %	STA %	LTA %
Apr	8,318	131	85	216	2.60%	61%	39%
Apr-May	17,747	288	171	459	2.59%	63%	37%
Apr-Jun	26,760	429	266	695	2.60%	62%	38%

**Vacancies**

Work is ongoing with Finance and Heads of Function to reconcile Scope data with budget so that this accurately reflect the vacancy situation. We are actively recruiting six posts to replace recent leavers from the organisation.

**Staff Pay Reward and Modernisation programme**

Forensic Services have actively engaged the core Project Team and are committed to working with Job Analysts and members of the Project to maximise the applicability of the scheme to Forensic Services. There has been significant engagement with the Project Team over the last six months which has been valuable.

**Staff Engagement (All staff)**

A programme of engagement took place in the first three weeks of May where we updated staff of the following;

- The staff survey results and action plan
- The 2017/18 Forensic Services Business Plan
- Forensics 2026 update
- Personal Development Conversations (PDCs) rollout

### **The Fingerprint Employment Tribunal**

In 2009, an Employment Tribunal ruled that Fiona McBride, a former fingerprint officer with the SCRO, had been unfairly dismissed from her employment and ordered her reinstatement. The order to reinstate was appealed and ultimately the matter was considered by the Supreme Court last year. The Supreme Court upheld Ms McBride's appeal and referred the matter back to the Tribunal to decide certain matters. The Tribunal has now arranged a hearing at the end of August/beginning of September 2017 to hear evidence and submissions on the issue of whether it is practicable for the SPA to reinstate Ms McBride.