

**SCOTTISH POLICE
AUTHORITY**

Meeting	SPA Board Meeting Public Session
Date and Time	20 June 2016
Location	Stirling Court Hotel, Stirling
Title of Paper	SPA Forensic Services Report
Item Number	9
Presented By	Tom Nelson, SPA
Recommendation to Members	For Consultation
Appendix Attached:	Yes – Forensic Services Report

PURPOSE

To provide Board Members with information on delivery of SPA Forensic Services for Quarter 4 2015/16 and an update on current activities.

1. BACKGROUND

1.1 As part of the SPA's evolving performance framework, a corporate performance report was developed for the 2015/16 financial year. This captured activity conducted across the breadth of the Authority's corporate directorates and forensic services on a quarterly basis. Performance evidence also fed directly into the Authority's Strategic Police Plan Delivery Review and the Annual Review of Policing.

1.2 Following review, SPA Corporate Performance and Forensics Services performance will be reported against in two separate documents at SPA boards. Corporate performance remains integrated with the SPA CEO report while Forensic Services will be reported standalone.

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 There are no financial implications associated with this paper.

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.

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Forensic Services Performance Report

June 2016

Presented to: Scottish Police Authority June 2016 Board
Reporting Period: Q4 2015-16

1. INTRODUCTION

- 1.1 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 its key stakeholders 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.
- 1.2 The following report provides performance information pertaining to service delivery by Forensic Service, in addition to qualitative evidence of business change, initiatives and examples of continuous improvement designed to enhance the capability, capacity and efficiency of SPA Forensic Services.

2. BUSINESS PLAN DELIVERABLES

The three deliverables for Forensic Services identified on the 2015/16 SPA business plan have been completed; details are listed in the table below:

Deliverable	Completion	Update	Status
Fingerprints national accreditation completed	Quarter 2	<i>Confirmation of accreditation received from UKAS.</i>	Complete
Complete DNA 24 rollout	Quarter 2	<i>Rollout complete at Scottish Crime Campus, Aberdeen, and Edinburgh. Dundee. UKAS recommendation for accreditation received.</i>	Complete
Forensic Services partnership delivery against KPIs	Quarter 4	<i>Reporting to Forensic Services Partnership forum now business as usual.</i>	Complete

3. SERVICE INITIATIVES & IMPROVEMENTS

3.1 Demand and Capacity Review

The Short Life Working Group has agreed the terms of reference prepared to take forward the Demand and Capacity review recommendations for the Joint National Forensic Gateway. The next meeting is scheduled in June 2016.

3.2 Packages of Work

Packages of Work reporting became embedded during Quarter 4, providing enhanced management information that will be utilised to inform performance reporting within Forensic Services.

3.3 Bar Coding

A project plan defining the milestones, dependencies and resource requirements of the project has been agreed. Monitoring with regard to project benefits realisation will be defined and reported over the duration of the project.

3.4 Code of Conduct

A draft code of conduct for Forensic Services has been prepared and reviewed by a representative staff group. This document will support SPA People policies while complying with the accreditation requirements of UKAS and the Forensic Science Regulator.

3.5 UKAS

UKAS Accreditation was maintained for Forensic Services. UKAS have introduced unannounced visits across

the UK to Forensic Laboratories our visit is expected to occur before the next round of annual visits in November.

3.6 FS / ICT Plan

Forensic Services and ICT have finalised the EMS Roadmap for 2016-17. Development work to scope a Forensic Services / ICT Business Plan for 2016-17 is ongoing.

3.7 Healthy Working lives (HWL)

Forensic Services has now formally received the HWL Bronze award in recognition of the commitment to the health, safety and wellbeing of our people. The work of the committee continues with a new Chair and Management sponsor committed to supporting the maintenance of the award and implement the new 2016 - 2017 HWL campaigns.

3.8 Forensic Services Business Plan Development

The development of the Forensic Services and associated Functional Business Plans has commenced, with a review of ongoing projects, findings from the Demand and Capacity Review and the priorities for 2016-17. The key priority for Forensic Services has been identified as **Maximising Casework Capacity to meet demand**, with identification of three key groups of objectives:-

- Statutory / legislative requirements- e.g. health and safety, compliance, finance
- Organisational objectives- e.g. Job Evaluation
- Linked to Maximising Capacity - e.g. Enhancement of Services

3.9 Biometric Database Development

Forensic Services engagement continues with the Home Office Biometrics Programme, Scottish Government and Police Scotland in regard to a Biometrics Strategy and Database Development and the impact of the integration of Scotland into the programme.

3.10 Lean Six Sigma training

Senior Managers across Forensic Services (Director to Operations Manager level) have completed training in Lean Six Sigma Yellow Belt methodologies. Projects focusing on process optimisation (Lean- understanding value stream and reducing waste) will be identified and be incorporated into the Forensic Services Business Plan for 2016/17.

3.11 ISO17025 Accreditation of Fingerprint Comparison

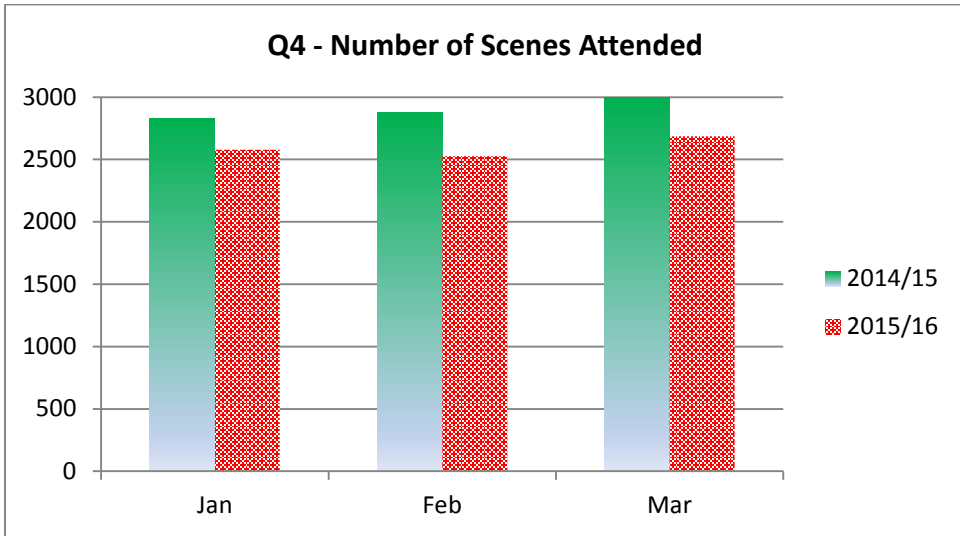
Forensic Services received formal notification of accreditation of fingerprint comparison at all 4 sites. This is a significant achievement and the first organisation to be accredited for this activity in the UK.

3.12 Fingerprint Inquiry Report

On 13th June, Sir Anthony Campbell, author of Fingerprint Inquiry Report will visit the Scottish Crime Campus and Forensic Services will be given to the opportunity to demonstrate that the core recommendations from his report have been implemented.

4. PERFORMANCE

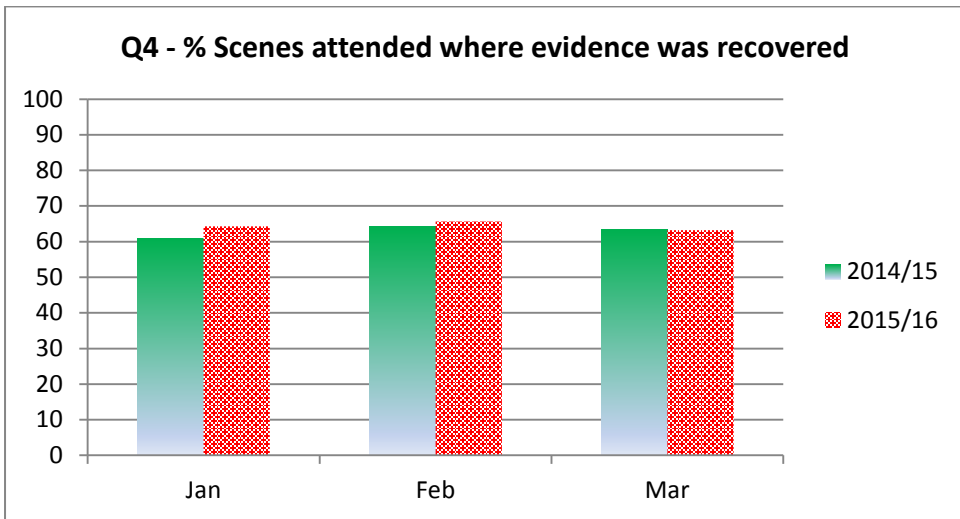
4.1 Scene Attendance & Evidency Recovery Rates



Scenes Attended

During 2014, Forensic Services implemented revised, consistent data recording rules for scene attendance. Only actual attendance at a locus is recorded as a scene attendance. This change in procedure goes part way to accounting for the year to date (YTD) 16.2% drop in scenes attended when comparing 2014-15 to 2015-16 annual figures. Additionally, there has been a drop in the number of housebreaking and motor vehicle crimes recorded by Police Scotland in 2015-16 compared to the previous year— large areas of demand for Forensic scene examination – which may also contribute to the reduction in scenes attended.

Within Quarter 4, Scene Examination did see a slight increase in the number of scenes attended compared with the previous quarter.

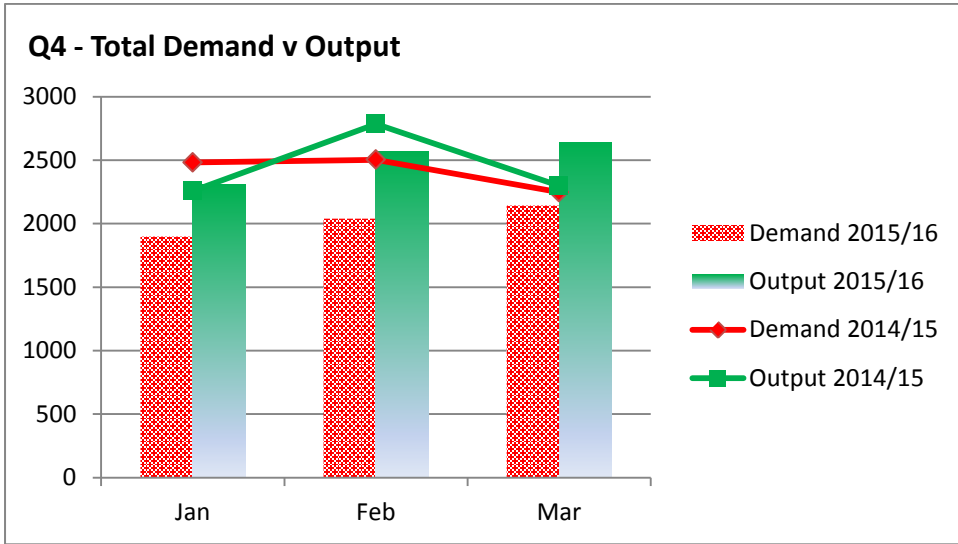


Evidence Recovered

Although scenes attended have reduced in 2015-16 the recovery rate has remained fairly steady with an average YTD figure of 65.27%.

At end of Quarter 4 the average recovery rate has increased from 61.9% in 2014-15 to 65.27% in 2015-16. This may be attributed to an increased focus on recovery and improved engagement with Police Scotland at local Divisional level.

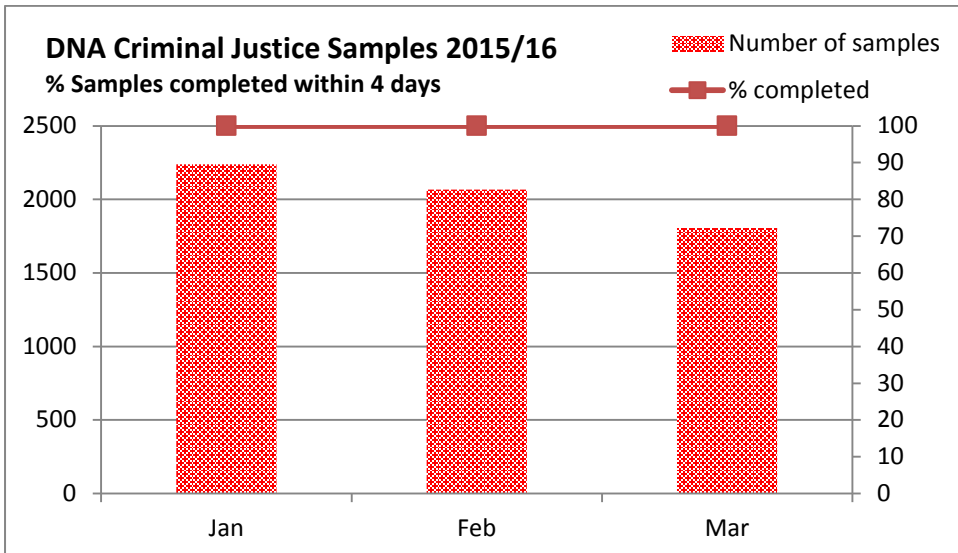
4.2 Laboratory Casework



Laboratory Demand and Output

Overall YTD Demand is down by 6.57% on last year's figures but Output shows an increase of 5.82%. Within Quarter 4 there has been a *significant* increase in output.

Demand in Biology and Drugs remains high and in particular Forensic Services continues to receive a *high level of urgent and complex cases* in these two areas.



Criminal Justice Samples

The chart outlines sample demand compared with the percentage of samples processed within 4 days. During September 2015 the DNA Database went live with a new processing line to generate DNA 24 profiles. The target for completion is 90%. During quarter 4 this has been 100%.

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