

OFFICIAL

## Forensic Services Committee - Workplan

MONTH		FEB '24 (Q3)	May '24 (Q4)	AUG '24 (Q1)	OCT '24 (Q2)	FEB '25 (Q3)	MAY '25 (Q4)	AUG '25 (Q1)	OCT' 25 (Q2)	FEB '26 (Q3)
Meeting Date		5 <sup>th</sup>	7 <sup>th</sup>	6 <sup>th</sup>	28 <sup>th</sup>	3 <sup>rd</sup>	8 <sup>th</sup>	7 <sup>th</sup>	30 <sup>th</sup>	5 <sup>TH</sup>
Standing Items	Minute of Previous Meeting	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Action Log	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Committee Work Plan				✓	✓	✓	✓	✓	✓
Quarterly Reports	Directors Report	✓	✓	✓	✓	✓	✓	✓	✓	✓
	FS Quarterly Performance Report	✓	✓	✓	✓	✓	✓	✓	✓	✓
	HMICS Assurance Review of Forensic Toxicology Provision – Improvement Plan and Timeline for Delivery		✓	✓	✓	✓	✓	✓	✓	✓
	FS Change Programme Update	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Drug Driving Update	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Forensic Services Financial Monitoring Report	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Strategic Risk Register		✓		✓	✓	✓	✓	✓	✓

OFFICIAL

OFFICIAL

	Operational Risk Register		✓	✓	✓	✓		✓		✓
Annual Reports	Assurance Report									
	Committee Priorities and Outcomes			✓						
	Committee Effectiveness (Public)					✓				✓
Emerging Items of Business	Digital Forensics - Next Steps and timeline for progression	✓		✓		✓				
	Forensic Services Business Plan		✓							
	Forensic Performance Improvement Group (FPIG)		✓							
	Refresh of FS Strategy (Verbal in Private)					✓				
	Refresh of FS Strategy (Public)						✓			
	FS Strategic Workforce Plan						✓			
	Performance Framework Refresh					✓				
	Staff Survey – Short Life Working Group Update					✓	✓			
	Joint Assurance Review of the acquisition, retention, use and destruction of DNA for criminal justice and police purposes in Scotland						✓			
	Drug Driving Business Case	(Resources – Dec '24)								

OFFICIAL