

FORENSIC SERVICES COMMITTEE
Rolling Action Log

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
MEETING HELD 02 FEB 2022						
20220202-FS-001	Digital Forensics: Regular updates to be provided to the FS Committee outlining timeline and progress to achieving accreditation.	DCC Malcolm Graham	OPEN	25.04.22		19.04.22: Forensic Services Committee Work plan has been updated to include six monthly updates to the Committee on the progress towards achieving accreditation. Propose to close
20220202-FS-002	Digital Forensics: Provide the Committee with an update on current considerations relating to where Digital Forensics sits within the policing family and options for how this should be considered going forward.	DCC Malcolm Graham/ Fiona Douglas	OPEN	25.04.22		19.04.22: Meeting held between F Douglas, DCS McLuckie and CS Dolan on 6 th April. Recommendations from the Digital Forensic Working Group (2020) were reviewed, no proposed changes in direction were noted at the current time. Propose to close

OFFICIAL SENSITIVE: POLICE AND PARTNERS

<p>20201103-FS-002</p>	<p>Workforce Planning: Options to be explored for timelines to be compressed in relation to the workforce planning activity and progress update to be provided to committee in February.</p>	<p>Fiona Douglas</p>	<p>ONGOING</p>	<p>03 February 2021 19 April 2021 26 July 2021 25 Oct 2021 2 Feb 2022 April 2022</p>	<p>15/01: Update will be provided at agenda item 5 – Workforce Planning</p> <p>03/02: The information provided did not provide Members with all of the information required and it was agreed that this action would remain ongoing to ensure the matter remains a priority focus for this Committee.</p> <p>**Update report added to work plan for 19/4 and draft SWP to be added to work plan for 26/7</p> <p>24/03: Verbal update will be provided at committee on 19/04.</p> <p>01/07: Verbal update will be provided at meeting on 26/07.</p> <p>05.10.2021: Draft workforce plan to be provided to FS Committee on 25/10/21. Further work to be concluded before final version is presented – Feb 2022</p> <p>24.01.2022: Further development of the workforce plan has been undertaken since last meeting. A draft is in development, however this has experienced some delays due to COVID, as such the final version will be presented at the April FS Committee meeting.</p> <p>25.04.2022: An outline workforce plan will be presented to the Committee showing the work completed to date and recommendations for ongoing work to develop this further.</p> <p>Propose Ongoing</p>
------------------------	---	----------------------	-----------------------	---	---

Meeting Monday 3rd Feb 2020

OFFICIAL SENSITIVE: POLICE AND PARTNERS

<p>20200302- FS-004</p>	<p>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.</p>	<p>Fiona Douglas</p>	<p>ONGOING</p>	<p>27 July 2020 28 October 2020 03 February 2021 19 April 2021 26 July 2021 25 Oct 2021 2 Feb 2022 April 2022</p>	<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>15/01: Progress continues with regular discussions with Police Scotland and COPFS in relation to the MOU. Anticipated date of completion and agreement May 2021.</p> <p>Draft MOU to come to Committee on 19/4.</p> <p>24/03: Linked to the work of the MOU.</p> <p>01/07: Performance Report on Agenda, and remains linked to MOU discussions.</p> <p>05.10.2021: Updated draft of MOU provided to Committee. Further work will be required on KPIs and development of performance framework.</p> <p>24.01.2022: KPI’s proposed for inclusion in the MOU. Further discussion required with Partners at the FPIG meeting on 26th January 2022.</p> <p>18.04.2022: Outline KPI’s have been developed in line with the MOU which has now been provided for approval in PSOS and COPFS, further discussion will be required.</p> <p>Propose ongoing.</p> <p>Page 3 of 5</p>
-----------------------------	---	----------------------	-----------------------	--	---

OFFICIAL SENSITIVE: POLICE AND PARTNERS

<p>20190725 – FS-003</p>	<p>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.</p>	<p>Fiona Douglas</p>	<p>ONGOING</p>	<p>27 July 2020 28 October 2020 03 February 2021 19 April 2021 26 July 2021 25 Oct 2021 2 Feb 2022 April 2022</p>	<p>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. 28.10.2020: Members agreed to leave this open and seek an interim solution in the first instance. 15/01: Update will be provided at agenda item 4 – Demonstrating Value. 03/02: Members agreed additional work was required and a further update should come back to a future committee meeting. It was agreed Jane Ryder would meet with Fiona Douglas to develop a solution that would address Members’ expectations in respect of an agreed approach to demonstrating the value of Forensic Service in the Justice System. 05.10.21: Short life working group in the process of being identified. Draft terms of Reference under development. 05.10.2021: Short life working group in the process of being identified. Draft terms of Reference under development. 24.01.2022: Discussion on a phased approach to demonstrating the value of Forensic Services undertaken on the 24th January with members. Further review of the terms of reference is underway. 18.04.2022: Short life working group has been set up and TOR circulated with the invitation to the inaugural meeting on 27/5 Propose to close</p> <p>Page 4 of 5</p>
--------------------------	---	----------------------	-----------------------	--	---

End