

FORENSIC SERVICES COMMITTEE
Rolling Action Log

Action No	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update/Comments
MEETING HELD 8 AUG 2022						
20220808-FSC - 001	Forensic Services Performance Report – Q1: Ensure that future performance reports include more narrative to support the data and assist members with identifying future trends.	Fiona Douglas	OPEN	24.10.22		14.10.22: Further narrative provided in the performance reported at 2.2 in the agenda. A new performance report will be developed in line with the performance framework which is under development for launch in April 2023 Propose to close
20220808-FSC - 002	Demonstrating Value: Ensure when progressing the EDI Strategy there is a look at what can be done around attracting woman and girls into science and engineering in order to improve the diversity of Forensic Science.	Fiona Douglas	OPEN	24.10.22		14.10.22: The ED&I strategy includes the introduction of apprenticeships into FS in the future with a focus on improving diversity and attracting underrepresented groups into the organisation. FS currently has a gender balance of 70% female to 30% male. Propose to close

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20220808- FSC - 003	Biometrics Landscape and Governance Update: Report the expected timeframes for delivery of projects noted within the report.	Fiona Douglas	OPEN	Feb 2022	14.10.22: Forensic Services is working closely with the Home Office to allow the required changes that enable Scottish records to be weeded by FS staff. The timescale for completion of this is not agreed at this time due to complexities with the changes required on PNC. Propose ongoing
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20220808- FSC - 004	Drug Driving: Report back on what percentage of cases being carried out are priority cases.	Alastair Patience	OPEN	Feb 2022	<p>17.10.22: It is estimated that approximately 15% of cases are prioritised for examination in drugs driving cases.</p> <p>Propose to close.</p>
MEETING HELD 25 APRIL 2022					
20222404 - FSC - 003	Forensic Services Performance Report - Q4: Explore opportunities to use benchmarking within the Performance Framework in order to provide the committee with a comparison with other similar forensic science organisations.	Fiona Douglas	OPEN	Aug 2022	<p>14.10.22: Discussions are ongoing with the Met Police to provide some benchmarking information particularly in relation the scene examination provision</p> <p>02.08.22: Benchmarking will be incorporated into the development of the performance framework which will be undertaken this financial year.</p> <p>Propose ongoing</p>
Meeting Monday 3rd Feb 2020					

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20200302 -FS-004	<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>	Fiona Douglas	ONGOING	<p>27 July 2020</p> <p>28 October 2020</p> <p>03 February 2021</p> <p>19 April 2021</p> <p>26 July 2021</p> <p>25 Oct 2021</p> <p>2 Feb 2022</p> <p>April 2022</p> <p>August 2022</p> <p>24.10.22</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. Draft MOU to come to Committee on 19/4.</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>08.08.2022 KPIs will be developed outside of the finalisation of the MOU as detailed in the paper at agenda item 17</p> <p>14.10.22: KPIs have been developed for the remainder of the financial year (prior to the introduction of the new performance framework and will be provided to PSOS and COPFS in the Forensic Performance Improvement Group on 20/10/22.</p>
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Propose to close.

Forensic Services Committee
Rolling Action Log – Private Session