



# **Forensic Science Regulator**

## **Terms of Reference**

**Forensic Science Advisory Council**

**FSR-T-C01**

**Issue 3**



## **1. Introduction**

### **1.1 Purpose**

1.1.1 This document sets out the terms of reference for the Forensic Science Advisory Council.

### **1.2 Implementation**

1.2.1 The terms of reference set out in this document became effective on 22 September 2020.

### **1.3 Modification**

1.3.1 This is the third issue of the Terms of Reference. It is a re-write from the previous document, entitled Terms of Reference for the Forensic Science Advisory Council and dated 29 June 2012 and so changes are not highlighted.

## **2. Terms of Reference**

### **2.1 Status**

2.1.1 The Forensic Science Advisory Council (“the Council”) is a body established to advise and support the Forensic Science Regulator (“the Regulator”) in the exercise of his/her duties.

### **2.2 Remit**

2.2.1 The Forensic Science Advisory Council supports the Regulator by considering, and offering advice on, matters related to the following.

- a. The setting of, and monitoring compliance with, quality standards in the provision of forensic science services to the police service and the wider Criminal Justice System (CJS). This will include the quality both of the “science” and of closely associated processes such as exhibit tracking and integrity.
- b. The demonstration (for example by accreditation) that the required quality standards are being maintained by those supplying forensic science









## **2.4 Operation**

- 2.4.1 The Council shall generally meet at least three times per year and otherwise as required.
- 2.4.2 The Regulator, following consultation with the Council, may establish such other procedures as he/she considers appropriate for the operation of the Council.
- 2.4.3 In the interests of public accountability, the Council will carry out its work as openly as possible. Council meetings will not be open to members of the public but minutes of the meetings will be published, subject to any redactions considered to be necessary. Reports produced by the Council may be published at the discretion of the Regulator.
- 2.4.4 Membership of the Council is unremunerated. The Regulator will approve repayment of travel and subsistence costs necessarily incurred on Council business by any members who are unable to obtain reimbursement from their employers. Repayment will only be made where the Regulator has agreed, in advance of the expenditure, to entertain claims from a named individual under this provision.
- 2.4.5 Support for the Council will be provided by the Forensic Science Regulation Unit and the Home Office Science Secretariat. No budget is delegated to the Council but such assistance as is reasonably required to enable the Council to undertake its duties will be provided, within available resources.

## **2.5 Conduct**

- 2.5.1 Members of the Council are required to observe the Seven Principles of Public Life endorsed by the Nolan Committee on Standards in Public Life. Each member must at all times act in good faith and observe the highest standards of impartiality, integrity and objectivity in relation to the conduct of the Council's business.
- 2.5.2 Any Council member has the right to bring to the attention of Chief Scientific Adviser to the Home Office any matter, which he or she believes raises important issues relating to his or her duties as a member. In such cases the member should, before approaching Chief Scientific Adviser, raise their



provided by the Regulator and the Forensic Science Regulation Unit about the handling of such documents.

### **3. Review**

3.1.1 This document is subject to review at regular intervals.

3.1.2 If you have any comments please send them to the address or e-mail set out on the Regulator’s Internet site at URL:

[www.gov.uk/government/organisations/forensic-science-regulator](http://www.gov.uk/government/organisations/forensic-science-regulator)

