

## FIND Strategy Board

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## Open Minutes of Meeting

22<sup>nd</sup> June 23 – Via Microsoft teams

10 – 12.30 pm

Present:

### CORE MEMBERS

ORGANISATION	MEMBER
NPCC	DCC Ben Snuggs (BS) Dominique Muldoon (DM)
Home Office, representing the Home Secretary	Jeremy Jones (JJ)
Association of Police and Crime Commissioners	Darryl Preston (DP) Joe Dunbar (JD)

### APPOINTED MEMBERS (as set out in the Governance Rules)

ORGANISATION	MEMBER
Commissioner of the Retention & Use of Biometric material representative	Fraser Sampson (FS)
Forensic Science Regulator Forensic Science Regulator representative	Gary Pugh (GP) Chanda Lowther-Harris (CL-H)
Information Commissioner Office	Natasha Andrews (NA) Sally Prime (SP)

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### APPOINTED MEMBERS

ORGANISATION	MEMBER
National Police Chiefs Council (NPCC) – DNA	Emily Burton (EB)
NPCC – Counter-Terrorism (CT) - Representative	Shazia Khan (SK)

### SECRETARIAT

Home Office Forensic Information Databases Service (FINDS)- Head of Unit	June Guinness (JG)
Home Office Forensic Information Databases Service (FINDS)	Caroline Goryll (CG)

### IN ATTENDANCE

ORGANISATION	MEMBER
Home Office Biometrics (HOB) Programme	Ian Betts (IB) Stuart Robertson (SR)
Home Office, Interpol and International Biometric Exchange Team	Pam Thethi (PT)
National Crime Agency (NCA)	Paul Jolliff (PJ)
Devolved Administration – Northern Ireland	Stephen Campbell (SC)
Scottish Biometric Commissioner representative	Diego Quiroz (DQ)
Scottish Government - Forensics Policy: Police Powers Unit	Ryan Paterson (RP)
Scottish Police Authority	Gary Holcroft (GH)
Police Scotland	Gillian Jones (GJ)

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Home Office – Deputy Director, Strategy, Commissioning and Forensic Information Services	Jennifer Leech (JL)
Home Office Forensic Information Databases Service (FINDS)	Annette Boniface
Forensics Capability Network (FCN)	Vicki Burgin

### APOLOGIES:

ORGANISATION	MEMBER
NPCC – Homicide Working Group	Martin Bottomley
Biometric and Forensic Ethics Group representative	Niamh Nic Daeid
Devolved Administration – Northern Ireland	Noel Rainey
Association of Police and Crime Commissioners	Alexandra Campbell
FCN	Vicki Burgin
Scottish Government Head of Forensics Policy: Police Powers Unit	Elaine Hamilton
Scottish Biometric Commissioner	Brian Plastow

#### 1.0 Welcome, Introduction and Strategic Developments

The Chair welcomed everyone to the meeting

#### 3.0 Previous Minutes (0623/01)

3.1 Minutes updated following feedback and agreed by the Board.

#### 4.0 Action Review (0623/02)

##### 4.1 05/19 Concerns about the veracity of the data obtained from Fingerprints.

Board agreed further work required by FINDS to capture requirements which will be presented at the next Board so the action can be closed.

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**04/22 FINDS to progress work on subject error data to enable subject error reduction strategies.** Covered as part of the FCN update.

**05/22 Chair and Head of FINDS to share NPCC legal advice on the retaking of samples with key stakeholders.** Options have been explored by FINDS to enable samples to be loaded on to the National DNA Database (NDNAD). However it was determined that this would be better met through a change to the Police National Computer (PNC) as it would provide the correct audit trail. A PNC change request has been submitted, timescales not known for the change at this stage. A wider point was made regarding the oversight of actions, as for some, the Strategy Board has completed their actions, but the action is remaining open as implementation is taking longer. The Chair agreed the Secretariat should review this but highlighted the need to continue to track them via the Board.

**13/22 NPCC Homicide Working Group representative to work with Homicide Working Group to promote to police forces products and services available.** Familial search guidance has been produced by an NCA National Forensic Specialist Advisor. The Board agreed this action should be closed.

**14/22 FCN Director of Science to revisit the DNA futures roadmap to look at the next 5 years in line with discussions at the workshop and discuss it with the community.** The DNA Operations Group have identified their short, medium and long term forward work plan through a workshop these have been aligned with Strategy Board's workshop outputs and will be progressed via FCN/FINDS through the DNA Operations Group. The Board agreed the action can be closed.

**15/22 ICO representative, FINDS Head of Unit and Home Office Head of Biometrics Policy to discuss where compliance to Criminal Procedure and Investigations Act (CPIA) retention will sit following the functions of the Biometric Commissioner moving to Investigatory Powers Commissioner's Office (IPCO).** Paper 0623/04 outlined the collation of data on the number of samples forces are retaining under CPIA retention, provided the data for the Board to review and consider where this should sit following the abolition of the Biometrics and Surveillance Camera Commissioner role.

The Board agreed that the monitoring of the CPIA data is an important function which should remain but that there was insufficient clarity on governance, oversight and where it should sit. It was agreed that a further detailed discussion with relevant

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members of the Board was required to resolve this. In the meantime, FINDS will continue to collate the data.

**01/23 Chair and Home Office Deputy Director to discuss escalation of risks around NDNAD 2 infrastructure performance.** An update on the infrastructure issues highlighted in the last meeting was provided, along with action being taken.

**02/23 HOB representative to clarify position around anti-virus software if there is a delay to HOB virtual desktop implementation (HVD) and confirm to the Chair that the delivery timelines are on track.** HOB have confirmed that they will be extending the anti-virus software license. Board agreed to close the action.

**04/23 FINDS to send the Scottish Biometric Commissioner information on the reasons for the Scottish data deletions in the fingerprint errors section.** Information was provided by FINDS and a meeting to discuss scheduled. Board agreed to close action.

**07/23 Board members to feedback on the red areas in paper 0323/09 to consider if/where they are being progressed in the forensic landscape and to identify what their top 3-5 priorities are.** It was agreed that the tables produced from the FINDS Strategy Board workshop would be reviewed every six months at the Board. FINDS and the DNA Operations Group would continue to monitor and identify how and where they are being progressed (including in other organisations) for the Strategy Board's benefit.

### 5.0 Operational Risks and Performance

#### Risk & issues Register (0623/05)

5.1 The Board went through the risk register, the seven open risks have remained static.

STRAT 19 Access to Forensic Science Service (FSS) Archive if hardware fails before transition to Police Secure Application Platform (PSAP) – A temporary tactical solution to mitigate the risk has been approved, a longer term strategic solution has also been proposed.

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STRAT 22: Routine database applications releases may lead to integrity and legislative compliance issues leading to quality failings within the criminal justice system - FINDS and the Office of the Forensic Science Regulator (OFSR) to produce a high-level proposal for the regulatory framework by December 2023.

STRAT 23: Failure to access the Confidential Working Area significantly impacts the delivery of NDNAD services and affects meeting Key Performance Indicators (KPI's) – The strategic solution for this is due for delivery in August and will provide enhanced stability and security.

Issues Log Summary: One issue remains open

SBIS05 Security culture and outstanding security enhancements – IT Health Check (ITHC) has been conducted on NDNAD2.

Escalations Summary: Two escalations remain open.

FINDS-ESC-094 PNC record deletions impacting NDNAD and IDENT1: The Information Commissioners Office (ICO) have closed the file and are taking no further action.

FINDS-ESC-097 Contamination Elimination Database and DNABOOST outage. Paper 0623/06 outlined the closure of this escalation and the action taken.

### Highlight report (1222/04)

5.2 The FINDS scorecard was presented. The status for FINDS services remain static.

### Interpol DNA Exchange update 0623/08a and Fingerprint Prüm & Interpol Update 0623/08b

5.3 An international policy update on Prüm was provided. There has been a specialised committee meeting with the EU Commission. This is the governance structure that covers the Trade and Cooperation Agreement (TCA) which details the UK's exchanges under the Prüm capability. The Prüm / international biometric exchange

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representative updated the Board on the significant progress that has been made on DNA and Fingerprint exchanges.

The Prüm metrics; the number of loaded samples is static with daily loads and deletions was reported. The hardware refresh has been completed which has had a significant effect on the ability to process and maintain the DNA and Fingerprint connections that have been in place.

The chair asked Board members to feedback any comments they have on papers 0623/08a&b on Interpol searching. A query was raised as to why the Scottish Police Authority are included in the data when the other data relates to law enforcement agencies, the Scottish Police Authority are a government authority. It was agreed that clarification would be sought.

**Action 08/23 NCA Operations Manager to confirm the reason for the inclusion of Scottish Police Authority in the data rather than Police Scotland.**

It was reported that Prüm fingerprint searching has increased quite significantly from the last quarter. Effort to raise awareness and get more police forces using Prüm fingerprint searching has been made. Over the coming year more engagement will take place with forces through fingerprint and DNA roadshows to showcase Prüm.

### **Unintended release of Forensic Service Provider (FSP) monitoring information (0623/09)**

- 5.4 This incident, which occurred in March, was outlined. It has been fully investigated and the paper shows the actions taken, the root cause and the impact. The FSPs actioned the breach and FINDS are closing the incident on their quality management system.

### **Update to Vulnerable Persons DNA Database (VPDD) policy (0623/10 a&b)**

- 5.5 The Vulnerable Persons DNA Database (VPDD) policy has been updated as a result of IT changes on the database to allow profiles from newly loaded vulnerable persons to be searched against unidentified human remains. FINDS requested that the board to approve this. The second paper (0623/10b) requested consent for a one-off bulk search of the VPDD data set. It was noted that the Biometrics and Forensics Ethics Group (BFEG) have been involved in the redesigning of the form and had been consulted on the change to the vulnerable person's process. The updated VPDD search policy and the bulk search of the current VPDD dataset were both agreed.



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### **Impact of building maintenance on FINDS KPI's**

- 5.6 The Board was made aware that one of the FINDS offices is going to have some maintenance work done to replace the heating, ventilation and air conditioning system. Many of the FINDS staff are required to be on site to work as they need to access the CWA, depending on the how the works commence, there may be some disruption in service leading to a slight decrease in FINDS operational services. Work is expected to finish in November.

### **6.0 Strategic change and delivery to Strategy Board timeline.**

#### **Home Office Biometrics (HOB) update**

- 6.1 An update on the HOB Programme was provided. Since the last FIND Strategy Board the latest version of the HOB Programme Business Case (PBC9) has been approved by the Home Office Financial Investment Committee (FIC). A key element of PBC9 updates was the approach to Strategic Matcher delivery and the FIC approved the recommended bidder in the Strategic Matcher re-procurement exercise. The contract for strategic matcher has been awarded and the team are working with the new supplier to transition from the previous supplier and deliver the four stages of matcher. HOB continues to work closely with Policing, FINDS, HO Police and Public Protection Technology (PPPT) and Home Office Policy on strategic facial matching on key policy points as well as define the service requirements.

The HOB product manager introduced himself to the Board and outlined the HOB product approach and the HOB product team.

#### **Biometrics Governance & Legislative Update**

- 6.2 An update was provided on the Data Protection and Digital Information Bill. It was passed through the House of Commons committee stage in May. It was noted it was difficult to predict the timetable for the Bill but that they anticipate it to receive Royal Assent in about March/April 24.

#### **FCN update (paper 0623/11)**

- 6.3 FCN outlined further organisational changes and several projects they are undertaking.



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- They have published their first annual report.
- They are carrying out work on the Sexual assault Referral Centre (SARC) project to ensure they are moving towards regulatory compliance and quality standards.
- Updating the DNA Good Practice Manual.
- Reviewing the NPCC storage and retention Management of Police Information (MOPI) guidance.
- Continuing with the oversight and management of streamlined forensic reporting including ensuring that they are compliant with the requirements of the Forensic Science Regulator codes.
- Published their first forensic strategic threat and risk assessment on behalf of policing and the forensic community.

Paper 0623/11 outlined the Biometric Elimination Database work. FCN asked the Board to consider a number of recommendations and proposed a roadmap for delivery to understand what the risks and issues are to enable FCN to ensure consistency and alignment across the elimination databases.

**Action 09/23 - Board members to feedback on the recommendations in paper 0623/11.**

An update on the risks to the DNA Supply Chain – The core team for the Error Reduction Strategy expert network which FCN and FINDS deliver jointly are scheduled to meet at the beginning of July 2023.

A short update was provided on the YSTR reference database project. The project team primarily composed of FCN, FINDS is in place and the delivery partner from a forensic service provider (FSP) using the FSP's team that was set up for carrying out COVID sampling.

### Genealogy pilot

6.4 An update was provided.

### Annual report

6.5 The Board was made aware that the FINDS Annual Report has been published for 21/22, and that the format and content of future reports will be reviewed to make it increasingly accessible for the public.

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**Action 10/23 - Board members to feedback any suggestions of improvements to the FIND Strategy Board annual report.**

### **Updates from Board Members.**

6.6 None

### **AOB**

6.7 An update on the recruitment of the new FINDS head of unit was provided.