



## Scottish Biometrics Commissioner – Advisory Group 4<sup>th</sup> Meeting

### Minute of meeting of 23 May 2022 (1400 - 1530 via MS Teams)

Members Present	
Dr Brian Plastow (Chair)	Scottish Biometrics Commissioner
Professor John McNeil	Independent Member
Detective Chief Superintendent Laura Waddell	Head of Local Crime, Police Scotland
Genevieve Lennon	Strathclyde University
Scott Ross	Head of Change & Operational Scrutiny, Scottish Police Authority
Denis Hamill	Chief Data Officer, Police Scotland
Mhairi Morrison	Assistant PF for Major Crime, COPFS
Elaine Galbraith	Assistant Inspector of Constabulary, HMICS
Gary Holcroft	Head of Function Forensic Services, Scottish Police Authority
Richard Casey	Senior Investigator, PIRC
Chief Inspector Christine Boyd	Professional Standards Unit, Police Scotland
Ken McDonald	Head of Regions, Information Commissioners Office (ICO)
Cheryl Glen	Corporate Services Manager, Scottish Biometrics Commissioner
Diego Quiroz	Operations Manager, Scottish Biometrics Commissioner
Joanna Milne (Minutes)	Business Support Officer, Scottish Biometrics Commissioner

Apologies	
Phil Chapman	Director of Operations, PIRC
Professor Fraser Sampson	UK Biometrics & Surveillance Camera Commissioner
Clare Hussain	Head of Data Governance, Police Scotland
Professor Derek Penman	Independent Member
Mark Manders	Mental Welfare Commission for Scotland
Fiona Douglas	Director of Forensic Services, Scottish Police Authority
Gina Wilson	Head of Strategy, Children & Young People's Commissioner Scotland

## **1. Welcome, Apologies & Introductions**

The Chair welcomed members to the fourth meeting of the Advisory Group for the Scottish Biometrics Commissioner (SBC).

Members gave individual introductions.

## **2. Minutes of previous meeting and Action Log**

Minutes of the meeting on 25 February 2022 were approved with a slight amendment to reflect that Police Scotland has yet to determine whether or not they will allow Scottish images to be uploaded to the new Home Office Strategic Facial Mater platform. They will be published on the [website](#).

## **3. Update on progress with draft Code of Practice**

The Code of Practice was laid before parliament on 19 April. Approval from the Cabinet Secretary for Justice and Veterans to lay the draft code in Parliament was granted in March.. The Parliament Criminal Justice Committee will consider the draft Code at the meeting on 15<sup>th</sup> June. Once approved, Scottish Government will draft regulations to bring the Code into effect. It is anticipated that this will not happen before autumn.

## **4. Initial feedback on draft Complaints Procedure re Code of Practice and next steps**

The consultation on the complaints procedure provided valuable feedback. The Commissioner and Operations Manager since met with Police Scotland for further discussions around potential 'blue on blue' scenarios. It was therefore agreed that it would be beneficial to conduct some process mapping to ensure that complaints flows under different scenarios can be agreed between partners and incorporated into any necessary appendix, memoranda of understanding, or other materials to support the draft complaints process.

**Action** – Operations Manager to liaise with Police Scotland, PIRC, SPA and ICO to develop scenario planning and process maps. Update to be provided at next AG.

## **5. Public Attitudes Survey**

Valuable feedback was provided by the group which will be considered prior to publication of the report. The outcome of the research provided an initial baseline of what the public know and feel about how biometric data is used for policing and criminal justice purposes in Scotland. This may inform further research in the future, including any changes in public attitudes over time.

## 6. Public Awareness Animation

The Operations Manager explained that he is currently working with an ICT company to produce a short animation to explain our purpose and function in simple terms to assist visitors to our website.

The two minute animation will cover:

- What is biometrics data?
- What is the SBC?
- How this office is/will be protecting biometric data?

**Action** - animation will be published on the SBC website in the next month.

## 7. First Annual Report & Accounts (ARA)

The first draft of the Annual Report has been completed it includes the following chapters:

1. Introduction
2. Building the function
3. Performance in relation to statutory functions
4. Governance and Accountability
5. Financial Statement and accounts

The draft Annual Report will be provided to Audit Scotland for -audit of SBC in June, once complete the ARA will be published (likely to be September / October). The Commissioner assured members that his key strategic message would be that the Scottish Parliament should have confidence in the ways in which biometrics data and technologies are currently being used for policing and criminal justice purposes in Scotland

## 8. AOCB

The Commissioner to approach a professional individual from the world of ethics to join the AG.

The Advisory Group agreed to continue with the meetings on a quarterly basis.

**Action** - agreed date for next AG meeting would be late August