



Scottish Biometrics Commissioner – Advisory Group 3rd Meeting

Minute of meeting of 25 February 2022 (1000 – 1130 via MS Teams)

Members Present	
Professor Derek Penman (Chair)	Independent Member
Professor John McNeil	Independent Member
Detective Chief Superintendent Laura McLuckie	Police Scotland
Detective Superintendent Maggie Miller	Police Scotland
Fiona Douglas	Scottish Police Authority Director of Forensic Services
Scott Ross	Scottish Police Authority Operational Scrutiny
Denis Hamill	Police Scotland Chief Data Officer
Phil Chapman	Police Investigations and Review Commissioner Director of Operations
Mhairi Morrison	Crown Office and Procurator Fiscal Service
Gina Wilson	Children & Young People’s Commissioner Head of Strategy
Mark Manders	Mental Welfare Commission for Scotland
Elaine Galbraith	Her Majesty’s Inspectorate of Constabulary in Scotland Assistant Inspector of Constabulary
Janice Crerar	Scottish Parliament Corporate Body Officeholder Services
Dr Brian Plastow	Scottish Biometrics Commissioner The Commissioner
Cheryl Glen	Scottish Biometrics Commissioner Corporate Services Manager
Diego Quiroz	Scottish Biometrics Commissioner Operations Manager
Joanna Milne (Minutes)	Scottish Biometrics Commissioner Business Support Officer

Apologies	
Genevieve Lennon	Strathclyde University
Professor Fraser Sampson	UK Biometrics & Surveillance Camera Commissioner
Ken McDonald	Information Commissioners Office
Jennie Brotchie	Information Commissioners Office

1. Welcome, Apologies & Introductions

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

Members gave individual introductions and the Commissioner Introduced his new team.

2. Terms of Reference (TOR)

The TOR were adopted and published on Scottish Biometrics Commissioner website.

3. Minutes of previous meeting

Minutes of the meeting on 25 November 2021 were approved and will be the SBC [website](#).

4. Action Log

No actions outstanding

5. Police Scotland presentation on Home Office Biometrics (HOB) Programme Strategic Matcher

Police Scotland gave a short presentation on the HOB Programme. It was agreed that further information was required on the proposed nature and extent of inter-agency data sharing, as part of the Strategic Facial Matching Programme without which the Commissioner (or his Advisory Group) cannot offer a view. Police Scotland are currently considering whether Scottish images in PND will be permitted to migrate to the new HOB Strategic Facial Matcher interface. The decision will be made by Chief Officers and will be communicated to the Commissioner and the Advisory Group once made. It was also agreed that Police Scotland will bring a copy of their data governance and ethics framework to a future meeting of the advisory group.

ACTION – Police Scotland to bring data governance and ethics framework to future Advisory Group meeting

6. SBC Live Website – Screenshare (www.biometricscommissioner.scot)

Corporate Services Manager demonstrated the website.

7. Draft complaints procedure for Code of Practice

The first draft version 0.1 was discussed and will now be formally consulted on in parallel with the ongoing development of the draft Code of Practice as required by section 15 (3) [Scottish Biometrics Commissioner Act 2020 \(legislation.gov.uk\)](http://legislation.gov.uk).

8. Public Attitudes and Awareness Survey by ScotCen

The raw data output was shared with the group, next stage will be producing and publishing a report on the SBC website by the end of April.

9. SBC function build update

The Corporate Services Manager provided an update on the development of both external and internal facing policies including the Governance and Risk Handbook.

10. Scottish Biometrics Commissioners' First Annual Report

The Commissioner confirmed we will use a data snapshot on 31 March for the report. The Scottish Biometrics Commissioners' first annual report will include high level data to help set the scene and explain why biometric data are important – this will be a data snapshot up to 31 March. The Commissioner will discuss and arrange the required data directly with the Home Office, SPA Forensic Services and Police Scotland.

ACTION – The Commissioner to progress

11. November Thematic Review

The group discussed the potential shape and form of the work to be conducted in late autumn and early winter 2022. The Commissioner suggested that he would welcome a joint piece of work with the Scottish Police Authority, assisted by input from the Children's Commissioner and the Mental Welfare Commission for Scotland. Further engagement activity will follow before a Terms of Reference for the proposed work is developed for agreement between the participating bodies.

12. Date of next meeting

It was agreed that the next meeting would be arranged for some time during the last week in May.