

FINAL

MINISTRY OF DEFENCE POLICE AND GUARDING AGENCY

AGENCY MANAGEMENT BOARD

MINUTES

MDPGA/AMB/M/7/05

AMB Secretary
Business Development
Room 108/Bldg 1071

Distribution: AMB Members and Advisers

24 May 05

**MEETING HELD IN THE CONFERENCE ROOM, BUILDING 1070, MDPGA
WETHERSFIELD AT 1300 HRS ON 25 APR 05**

Present:	T/CC D Ray QPM T/DCC G McAuley Mr S MacCormick Ms K de Bourcier Ch Supt R Morrison Det/Ch Supt G Nicholls Ms K Denwood Mr S Farthing Mr F J Connolly	T/Chief Executive (CE) - Chair T/Chief of Staff Director Regional Operations (DRO) Head of Personnel Services Head of Business Development Head of CID Head of Finance Head of IT and Telecommunications AMB Secretary
In attendance	Ms Sadie Buckland Mr L Mead	Business Development Alec Hunter High School, Braintree, Essex
Apologies	ACC J Bligh QPM ACC R Chidley Mr S W Beedle Mr P Nealon	Director Operational Support (DOS) Director Personnel and Professional Development (DPD) Director Resources and Planning (DRP) Head of Corporate Communications

Item (a)	Discussion and Decision (b)	Action (c)
1 Opening Remarks and Apologies	1. See above. Mr Luke Mead was present as part of his programme as a Work Experience Student with the Agency, sponsored by Ms S Buckland, Business Development.	
2 Confirmation of Any Other Business	1. See Item 6.	
3 Matters and Actions arising from AMB on 18 Apr 05 MDPGA/AMB/M/6/05 Dated 23 Mar 05	1. <u>Minutes</u> . The minutes were agreed without redaction. 2. <u>Matters Arising</u> . a. <u>Item 4 – National Police Dog Assessment (NPDA)</u> . The business case should include the	AMB Sec

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	<p>additional infrastructure costs not identified in Board paper 17/05. Hd CID added that it was expected that the outstanding actions on DOS would be completed by mid May 05.</p> <p>b. <u>Item 6c – KT2 Crime Definition</u>. It was agreed that T/CE would discuss after the AMB the information to be provided to the Plans, Target and Performance Sub-Committee meeting on 26 May 05 on the methodology for measuring KT2.</p>	<p>DOS</p> <p>T/CE T/COS Hd CID Hd BD</p>
<p>4 Audit Committee 04/05 Annual Report to CE MDPGA/AMB/P/14/05 Dated 18 Apr 05</p>	<p>1. T/CE advised that the Audit Committee (AC) had submitted its first Annual Report, with which the CE was content. The Independent Members had agreed at the Audit Committee meeting on 14 Apr 05 that it was not necessary for them to be present for this Item.</p> <p>2. Hd Finance advised that the report provided a positive assurance on the adequacy of the Agency's internal control systems, which had been achieved through considerable effort by Agency staff. The AC report's assurance would be reflected in the Statement of Internal Control in the Agency's Annual Report and Accounts. The AC report had also been published on the AMB Website.</p> <p>3. The AMB noted the report and the constructive role that the AC had played in enhancing the Agency's Corporate Governance.</p>	
<p>5 Strategic Seminar on 14 Mar 05 MDPGA(BD)14/8/3 Dated 12 Apr 05</p>	<p>1. The notes for the Seminar on 14 Mar 05 were agreed subject to the following amendments:</p> <p>a. <u>Item 1 paragraph 2a</u>.</p> <p>i. Line 1. Delete "Security". Insert "Support"</p> <p>ii. Add post meeting note that T/CE advised that the Agency should approach the MOD Legal Adviser rather than Counsel to determine how CSO powers might be considered to be conferred on MGS officers. Hd BD would approach MOD Legal Adviser.</p> <p>b. <u>Item 6 paragraph 2</u>. Add post meeting note that MGS mobile grades were eligible to apply for the MOD wide early release scheme.</p> <p>c. <u>Item 6 paragraph 3 Line 1</u>. Before "Posting", insert "MDP".</p>	<p>AMB Sec</p>

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	<p>2. <u>MGS HQ Integration</u>. In response to T/CE, DRO stated that the paper on the MGS Integration could not be presented to the AMB today because his proposals had still to be discussed with DRP and DPD, which he would do at the earliest opportunity.</p> <p>[Post meeting note: T/DCE would raise the issue with DRO with the aim of DRO presenting the paper to the Strategic Seminar on 13/14 Jun 05.]</p>	
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<p>6 Any Other Business</p>	<p>1. Hd Finance raised the following issues:</p> <p>a. <u>Assigned Budget Savings Target</u>. At the CE's bi-lateral with 2nd PUS on 3 Mar 05, it had been agreed that 2nd PUS would write to TLB holders encouraging them to engage with the Agency to achieve the STP05 efficiency savings from the assigned budget. D CB Fin had prepared a draft letter, which was circulated at the meeting together with a suggested response from Hd Finance to D CB Fin. AMB members were asked to provide their comments on both to Hd Finance by mid-day 26 Apr 05.</p> <p>b. <u>Outturn – 04/05</u>. Hd Finance circulated at the meeting a financial statement, which predicted an outturn consistent with previous forecasts from AP9, but with the proviso that the ledgers had not yet closed and therefore the figures were subject to confirmation. The final outturn figures would be available for the bi-laterals to be held from 17 to 19 May 05 and would be presented to the AMB on 23 May 05.</p> <p>c. <u>Strategic Fund Business Cases 05/06</u>. The deadline for submitting bids was extended from 22 to 27 Apr 05. The Board was reminded that all bids had to be screened and prioritised by the appropriate Board Member before submitting the bids to Hd Finance. Hd IT&T was to re-submit the bid for Broadband funding through T/CE.</p>	<p>AMB Members</p> <p>AMB Members</p> <p>Hd IT&T</p>
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<p>7 Next Meeting</p>	<p>1. Mon 23 May 05 at 1300 hours in the Conference Room, Building 1070 to consider:</p> <p>a. Financial Performance Report AP1. b. Final Outturn 04/05 c. Strategic Fund Bids 05/06. d. Management of work related stress. e. Police Sub-Committee meetings on 26 May 05.</p>	<p>AMB Sec</p> <p>DRP DRP DRP DPD T/CE</p>
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