

MINISTRY OF DEFENCE POLICE AND GUARDING AGENCY
AGENCY MANAGEMENT BOARD MINUTES

26 October 2010

20101026 - AMB 10 Minutes -U

Distribution: AMB Members and Advisers

Secretariat
MDPGA HQ
26 October 2010

Present:	<p>CC S Love Mr D King Mr D Wray ACC J Bligh</p> <p><u>Advisors</u> Mr P Taylor T/D Ch Supt Mace Supt Pawley Ms L McCarthy Mr H Moore</p> <p><u>Non-Executive Members</u> Mr E Keating Mr S Robinson</p> <p><u>Secretary</u> Karen Thompson</p>	<p>Chief Executive/Chief Constable Agency Secretary (AS) HUG Professional Development (PD)</p> <p>Hd HR Hd CID DBR Policing For Div Ops For Finance</p> <p>Defence Police Federation (DPF) Trade Unions (TU)</p> <p>Secretary (Sec)</p>
Apologies	<p>DCC G McAuley ACC R Chidley T/ACC D Allard Mr A MacCormick Mr J Oliver T/Ch Supt D Long Supt M Foulger</p>	<p>Deputy Chief Constable (DCC) Operational Support (OS) Divisional Operations (DO) MGS Head of Profession (HOP) Hd Finance Hd Agency Business Services (Hd ABS) Hd IMOA</p>

Item	Discussion and Decision	Action
1 Opening Remarks and Apologies	1. CE welcomed everyone. Apologies were received as shown above.	
2 Confirmation of Any Other Business and Declarations of Interests	<p>1. CE explained that it was a Cabinet Office requirement for members of public authority boards to declare any personal or business interests, which may or may be perceived, to influence their judgment. All members confirmed that they had nothing to declare.</p> <p>CE confirmed that he wished to discuss the planned senior management briefing scheduled for the 15th November as Any Other Business.</p>	

<p>3 Minutes and Actions arising from AMB on 27 Sep 2010</p>	<p>1. Progress on actions arising from the previous meeting was reported as follows;</p> <ul style="list-style-type: none"> • 1.1 Completed. • 3.5 Completed. • 4.4 Completed. • 8.4 Completed. • 9.3 The action on ACC OS to table an update on the CID review is still outstanding. An AMB diary slot is required. • 9.4 Completed. • 10.7 Completed. <p>4. The Outstanding Action List was not discussed.</p> <p>5. The papers originally intended for this meeting but not presented were discussed:</p> <ul style="list-style-type: none"> • Optical Stills and Video Camera Policy had been managed within the Ops Support portfolio. • Feedback on the Attendance Criteria paper taken on 23 Aug 10 AMB meeting. This action had resulted in Force Order 154/10 issued on 29 Sep 10. 	<p>ACCOS</p>
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<p>4 20101026 – AMB 10 Finance - U</p>	<p>1. AS presented the AP6 Finance Report highlighting the current 'informal' overdraft position of between £15m and £19m in year. This is set in a context that the CTLB is also projecting to overspend in year and is closely monitoring each budget area. AS confirmed that we are aiming to get close to £15m overspend.</p> <p>2. AS extended his thanks to the finance staff and portfolio teams. He recognised that the AP6 budget round had required significant effort, but it enabled us to forecast with greater confidence and to remove some of the caution in earlier estimates (as well as prepare for PR11).</p> <p>3. On page 4 AS confirmed that we were making progress on Estates and IT/Communications. The spend data for professional fees and external training was showing 'dampened demand' which was welcomed by CTLB.</p> <p>4. Page 5 showed that the requested transfer of funds for Longtown and Marchwood were a significant risk; negotiations were being sought with DE&S</p> <p>5. Page 6 showed that repayment income is lagging behind but the team are confident that it will come through.</p> <p>6. Page 7 AS confirmed that wastage rates were running higher than expected which was helpful for the budget. He also mentioned that the planned ERS would impact the rate at which people left the organisation.</p> <p>7. Page 8 shows the position on commitment controls and AS</p>	
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	<p>explained that this would be looked at closely nearer the end of the calendar year. AS also confirmed that he would present the CE with 'return to green' improvement proposals for financial management in November.</p> <p>8. Page 11 showed that transfer and other risks were in balance, thus allowing much of the strategic reserve to be released and the end of the year forecast reduced accordingly.</p>	
<p>5 PR11 Update - Verbal</p>	<p>1. AS explained that the MOD PR11 round was now in an 'options process' which will continue into 2011.</p> <p>2. DBR has been tasked with presenting a series of options to the Centre that address the required savings of up to 33%. AS was able to confirm that PR11 will sweep up the still outstanding issues from PRs 09 and 10. The options will be presented in the form of a written template that summarises the risk and impact associated with each option but in parallel DBR intends to speak/present the options to the Defence Operating Board so that they understand the risks and can give direction.</p>	
<p>6 20101026 - AMB 10 Performance Report - U</p>	<p>1. The Agency Performance Report was discussed and CE asked why the crime detection rates were exceptionally high. Hd CID explained that OP SANAD which focussed on British Forces Post Office crime had resulted in a significant number of individual crimes being cleared up.</p> <p>2. HUG commented that the overtime figures for MGS had increased as expected in improving resilience at key sites.</p> <p>3. Sec agreed to find the ethnic minority data for June – September which was missing from page 7.</p> <p>Sec's Note Hd HR reported that the number of ethnic minority staff was Jun - 48 Jul - 49 Aug - 49 Sep - 50 Hd HR also confirmed that the system for reporting this data was re-established.</p> <p>4. CE stated that he wished to convene an informal working group to look at improving our reporting against the DG HRCS good management objectives. Sec to arrange.</p>	<p>SEC</p>
<p>7 20101026 - AMB 10 Agency</p>	<p>1. CE summarised his roadmap report (see Annex A to Item 7) and went onto say that Defence Reform is picking up pace. John Pitt-Brook is taking forward the Grimstone recommendations and the Defence Reform Review is now looking at the appropriate business</p>	

<p>Roadmap Report - R</p>	<p>model for Defence. These streams of work are important to the Agency as they will impact where we sit in MOD. CE went on to say that the Grimstone work aims to centralise HR, Finance etc, perhaps as early as April 2011.</p> <p>2. CE went onto say that HUG is continuing to work towards resolving the issue on the MOD vision for unarmed guarding, specifically answering whether outsourcing or in-house is the way forward.</p> <p>3. CE also mentioned the progress that had been made on diversity and the meetings of the minority groups with the MOD champions for each topic. CE reminded colleagues that the minority networks should continue be supported.</p> <p>4. CE asked that the CNI roadmap provide more information on the case for the 2nd weapon system. But noted with approval the success in resolving the issue of moving dog handlers with their dogs.</p> <p>5. CE confirmed that if Head of CID would issue the CID instructions in respect of jurisdiction then the roadmap update would be complete and reporting no longer required.</p> <p>6. CE then asked CID to create a new roadmap report titled 'Cyber crime' and work towards the outcome "To scope the threat to MOD from cyber crime and to present the findings to the Defence Crime Board on 12th Jan 2011".</p> <p>7. CE confirmed that the roadmap report on Nuclear Security Policing is not needed for AMB but the Chief would still like it sent to him directly.</p> <p>8. Regarding the CBRN/Hazmat report CE confirmed that he would check the implementation position with DBR and then issue the necessary instructions.</p> <p>9. It was decided that the MGS uniform position was decided and the roadmap report no longer required.</p>	<p>ACCDO</p> <p>Hd CID</p> <p>Hd CID</p> <p>ACCOS</p> <p>CE</p> <p>HOP/ Sec</p>
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<p>8 20101026 - AMB 10 Sickness Data - U</p>	<p>1. ACC PD explained that the Gold Group had met on the 20th October and is concentrating on <u>MDP</u> sickness. The initial meeting had identified 3 areas for further work which the Tiger Team are taking forward:</p> <ul style="list-style-type: none"> • Policy • Line Management responsibility • Specialist support required <p>ACC PD said that the HR team would meet with Mark Hutchinson, CE of the PPPA on 9th November when he visits Wethersfield.</p> <p>2. ACC PD agreed to schedule a Gold Group/Tiger Teams report to AMB members before 2011 (a formal AMB meeting report is unlikely in the timeframe).</p>	<p>ACCPD</p>
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<p>9 20101026 - AMB 10 Work Programmes and Reviews - U</p>	<p>1. CE updated AMB with the following:</p> <p>Serial 2. CE has the report. DCC is leading and will progress with DBR</p> <p>Serials 5&6. CE had identified risks in this area and he will raise them with DBR. CE also noted that the MOD protocol with ACPO is due for renewal. Def Sy confirmed that DBR is sighted on the protocol and the risks emanating from the Serial 5 review should be with the CE over the next few weeks.</p> <p>Serial 7. Def Sy confirmed that this review had gained some momentum and the question of resilience was being discussed with TLBs.</p> <p>Serial 8 is ongoing.</p> <p>Serial 9. Update at Annex A to Item 10.</p> <p>Serial 10. SDSR is published but there is little on change that might impact the Agency.</p> <p>Serial 14. Agency is still engaged.</p> <p>Serial 19 HQ Review. CE said that assuming the options reported are viable they would be reported for wide-ranging consultation and then a formal paper with recommendations would be presented to AMB. A senior management briefing is scheduled for the 15th November. Both the DPF and TU representatives were invited to the briefing to play a part in the discussions.</p>	
<p>10 20101026 – AMB 10 Your Say – U</p>	<p>1. CE talked through the update provided in the AMB paper. He commented that the internal workshops at action 3 had been very useful and had identified and secured an improvement to the grievance system in that new information could not be presented to an Independent Grievance Appeal Panel (IGAP) without the permission of all parties.</p> <p>2. He went on to say that action 5 on benchmarking had not been successful and would be cancelled.</p> <p>3. Action 6 had been successful in so far as MOD had agreed that DPF and CPOA would be formally recognised in the Council of Civil Service Unions and therefore consulted as standard on policy.</p> <p>4. Action 7 CE agreed to communicate the response received from the DCP-EF team on mobility to colleagues.</p> <p>5. The senior management briefing on the 15th November would assist actions 11 and 15.</p>	<p>CE</p>
<p>11 20101026 -</p>	<p>1. CE introduced the proposed policy statement and process on business risk management by confirming that it was a shortened</p>	

<p>AMB 10 Business Risk Management Policy and Process – U</p>	<p>version of what previously existed. He asked if we could be certain that the Agency was compliant with the policy and asked that AS conduct a compliance dip sample.</p> <p>2. DPF and TUs agreed that formal consultation was not necessary as no new policy was being introduced.</p> <p>3. CE thanked Nina Oliver (Sec Business Planning) for her hard work on the policy statement and process and approved the paper.</p>	<p>AS</p>
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<p>12 Any Other Business</p>	<p>1. CE briefed the meeting on the senior management briefing planned for 15th November which would cover information and discussion on Defence Reform; PR11 options; HQ Review; and ERS. It would look at support to managers/leaders and operate under the Chatham House rule. He invited the DPF and the TU representative to the briefing and this was accepted.</p>	
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<p>18 Next Meeting and items planned</p>	<p>1. The next AMB will be on <u>Tuesday 23 November 2010</u> and will consider the following:</p> <ul style="list-style-type: none"> AS Finance AS PR11 DCC Performance Report DCC Roadmap Report PD Sickness Data Pack CE Reviews/Work Programmes affecting MDPGA DCC Presentation by Standing Joint Commander (HQ Land) 'Developments in the Defence Contribution to Resilience post-SDSR') DCC Info Assurance Update PD SHEF management Plan <p>The papers on Recruitment and Retention Allowances and Special Priority Payments are deferred until the MOD has indicated better direction.</p>	
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