

MINISTRY OF DEFENCE POLICE AND GUARDING AGENCY

AGENCY MANAGEMENT BOARD

MINUTES

MDPGA/AMB/M/8/05

AMB Secretary
Business Development
Room 108/Bldg 1071

Distribution: AMB Members and Advisers

29 Jun 05

MEETING HELD IN THE CONFERENCE ROOM, BUILDING 1070, MDPGA WETHERSFIELD AT 1300 HRS ON 23 MAY 05

Present:	CC S Love DCC D Ray QPM ACC G McAuley ACC J Bligh QPM Mr S W Beedle Mr S MacCormick Ms K de Bourcier Ch Supt R Morrison Det/Ch Supt G Nicholls Ms K Denwood Mr S Farthing Mr P Nealon Mr F J Connolly	Chief Executive (CE) - Chair Chief of Staff (COS) Director Divisional Operations (DDO) Director Operational Support (DOS) Director Resources and Planning (DRP) Director Regional Operations (DRO) Head of Personnel Services Head of Business Development Head of CID Head of Finance Head of IT and Telecommunications Head of Corporate Communications AMB Secretary
In attendance for Item 12	Insp M L Bradberry	Ops Support Firearms
Apologies	ACC R Chidley	Director Personnel and Professional Development (DPD)

Item (a)	Discussion and Decision (b)	Action (c)
1 Opening Remarks and Apologies	1. See above apology. COS welcomed Mr Love to his first AMB as the newly appointed Chief Executive. At CE's request, COS chaired the meeting.	
2 Confirmation of Any Other Business	1. See Item 12.	COS
3 Minutes, Matters and Actions arising from AMB	1. <u>Minutes</u> . The minutes were agreed, without redaction, subject to the following amendments:	AMB Sec

<p>on 25 Apr 05 MDPGA/AMB/M/7/05 Dated 26 Apr 05</p>	<p>a. <u>Item 3 paragraph 2b – KT2 Crime Definition.</u> Line 5. Delete “achieving”. Insert “measuring”.</p> <p>b. <u>Item 5 paragraph 1a ii.</u> Line 4 to read “how CSO powers might be considered to be conferred on MGS officers”.</p>	
<p>4 Final Outturn 04/05 MDPGA/P/AMB/21/05 Dated 19 May 05</p>	<p>1. DRP advised that, while the final outturn was within the permitted CTLB tolerance, the paper indicated that Budget Holders’ forecasting performance needed to improve in order to make better use of the cash resources available to the Agency. Major overspends, forecast at the beginning of 04/05, had dissipated and resulted in Hd Finance returning £4M to the CTLB during the year. DRP encouraged Budget Holders to challenge unexpected spends and to take greater calculated financial risk at the beginning of the year.</p> <p>2. Hd Finance added that there had been an improvement in the management of the budget at HLB level because finance staff now had greater visibility and understanding of the major cost drivers. This had resulted in meeting the outturn target for 04/05, and the revised approach to the management of the Strategic Fund would continue to improve the HLB performance, leading to an earlier front loading of the programme. This would allow greater flexibility for in-year adjustment and re-alignment for 06/07 during the internal STP 06 process that would commence in Oct 05.</p> <p>3. The AMB noted the final outturn for FY04/05 and the measures Budget Holders need to put in place to improve on forecasting performance.</p>	<p>Budget Holders</p>
<p>5 Strategic Fund Bids 05/06 MDPGA/P/AMB/22/05 Dated 23 May 05</p>	<p>1. DRP stated that through the bi-lateral process about £5.5M had been identified for re-alignment, against which the AMB had already agreed proposals to commit funds, leaving £1.464M for further allocation against bids from Portfolio Holders. These bids had been screened during the May 05 bi-laterals. Not all bids had been agreed or fully funded and those below £100K were within Budget Holders’ financial discretion.</p> <p>2. The AMB agreed the proposals at Annex A to paper 22/05, on the understanding that:</p> <p>a. Budget Holders would deliver the agreed proposals before 1 Apr 06.</p>	<p>Budget Holders</p>

	<p>b. Any changes that would affect funding or the likelihood of non-delivery by 1Apr 06 would be notified to Hd Finance by Budget Holders.</p> <p>c. The Efficiency Unit would review proposals that aimed to deliver future efficiency savings.</p> <p>d. The funds allocated could only be used for the approved proposal.</p> <p>3. Hd Finance would make the necessary adjustments to Budget Holders allocations.</p>	<p>Budget Holders</p> <p>DRP</p> <p>Hd Finance</p>
<p>6 Wethersfield Site Security MDPGA/AMB/P/19/05 Dated 13 May 05</p>	<p>1. DRP stated that the revised pass arrangements for entry onto the Wethersfield site would come into effect from 23 May 05. The arrangements were endorsed during a recent security review of the Wethersfield site, and would permit entry by holders of MOD HQ passes and MDP Warrant Cards. Additionally, regular visitors to the site would be issued with permanent passes.</p> <p>2. The AMB was concerned that Conditions of Service Searches had ceased, which was in contravention of the MOD personnel manuals and security regulations, and fully endorsed their re-introduction. The searches would be re-introduced, after advising the Defence Police Federation (DPF) and the Trade Union Side of the intention to do so.</p>	<p>DRP</p>
<p>7 Central Control Room Audit MDPGA/AMB/P/18/05 Dated 18 Apr 05</p>	<p>1. DRP advised that the audit of Impending Prosecutions (IPs) had resulted in a substantial assurance, and the audit report recommendations had been accepted by DOS. COS added that notwithstanding this overall assurance, attention still needed to be focused on those areas that required improvement. The recording and management of IPs would be improved with access to CJX, on which a paper was still expected from Hd IT&T</p>	<p>Hd IT&T</p>
<p>8 Briefing for Police Sub-Committee meetings on 26 May 05</p>	<p>1. COS stated that he had been briefed on 20 May 05 for the Sub-Committee meetings but had been awaiting the Chairman's brief for the Plans, Targets and Performance Sub-Committee. This brief had now been received and would be discussed at the briefing session planned for 0930 on 24 May 05.</p>	
<p>9 MGS Annual Conference 18/19 Oct 05</p>	<p>1. DRO briefed the Board on the outline arrangements for this event, which would be organised Business Development. The event would take place on 18/19 Oct 05 at Wethersfield, involving about 100 staff, including</p>	<p>DRO DRP</p>

	MDPGA HQ staff and Divisional Commanders.	
10 Strategic Seminar on 13/14 Jun 05 Draft Programme and Agenda	1. The draft Programme and Agenda for the Seminar was approved by the AMB. It was clarified that the paper on MDP posting strategy paper covered all, not just senior, MDP staff. Papers for submission to the Seminar are required by AMB Sec by 3 Jun 05.	AMB Members
11 Deadly and Determined Attacks MDPGA/AMB/P/20/05 Dated 13 May 05	1. Classified discussion. Separate note issued under MDPGA/AMB/M/8/05 Addendum dated 2 Jun 05.	
12 Any Other Business	<p>1. <u>Normal Retirement Age (NRA) – Policy change.</u> Head of Personnel advised that with effect from 1 April 06 the NRA for all civil servants in the MOD (this includes MDP officers) would be increased to age 65. This change is in line with new employment legislation that will take effect in October 06 that will increase the NRA in the UK to age 65. Notwithstanding the forthcoming change to NRA, occupational pension schemes may still have a lower retirement age and the Principal Civil Service Pension Scheme (PCSPS) currently allows staff to retire at age 60. However, staff must be given the choice of remaining beyond age 60 if they can meet various qualifying criteria. Interim policy guidance on how to handle such requests between now and April 06 has been issued by the MOD and this will be promulgated across the Agency shortly. The AMB acknowledged this change and agreed that it was a positive step for all Agency employees.</p> <p>2. <u>Monthly Report to CTLB.</u> Notes on the MGS underfunding and the assigned budget efficiency measures would be provided to Hd BD by 26 May 05 for inclusion in the CTLB Monthly Report.</p>	DRP
13 Next Meeting	<p>[Post meeting Note. In view of the lack of substantial business, the AMB scheduled for 6 Jun 05 is cancelled. The Strategic Seminar on 13/14 Jun 05 will take any urgent issues. The next full meeting of the AMB will be on 27 Jun 05 to take:</p> <p>Financial Performance Report AP2 Drugs and Alcohol Testing Feedback Action Plan from SPOs' Mar 05 Annual Conference]</p>	AMB Sec DRP DPD DRP