

FINAL

MINISTRY OF DEFENCE POLICE AND GUARDING AGENCY

AGENCY MANAGEMENT BOARD

MINUTES

MDPGA/AMB/M/5/05

AMB Secretary
Business Development
Room 108/Bldg 1071

Distribution: AMB Members and Advisers

12 Apr 05

MEETING HELD IN THE CONFERENCE ROOM, BUILDING 1070, MDPGA WETHERSFIELD AT 1300 HRS ON 21 MAR 05

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

Item (a)	Discussion and Decision (b)	Action (c)
1 Opening Remarks and Apologies	1. The Independent Members of the MDPGA Audit Committee (AC), John Harris, Ann Kelly and Sally Osment, sent their apologies and, therefore, the AC Annual Report to CE at Item 4 has been deferred.	AMB Sec
2 Confirmation of Any Other Business	1. <u>MDPGA access to the Criminal Justice Extranet (CJX)</u> . Hd IT&T advised that he was preparing an AMB paper on full user access to CJX but was seeking AMB approval today, without prejudicing future AMB discussion of the paper, to provide read-only access to CJX.	

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	<p>Standards for recording crime would be adhered to, but the assessment of the crime as to whether it impacted significantly on Defence capability, based on the guidance document, and its investigation, were the Agency's responsibilities.</p> <p>2. The workshop did not result in any substantial amendments to the guidance document, and the current version (V9 dated 18 Mar 05) reflected all the amendments from AMB Members. It was agreed that to be consistent with the revised policy that moved away from crime classification, the reference to "minor" (crime) should be replaced with "other".</p> <p>3. It was agreed that the revised guidance document should be published and announced by a Force Order, and sent for information to the Police Committee's Plans, Targets and Performance Sub-Committee for its meeting on 26 May 05.</p>	<p align="center">DOS</p>
<p align="center">6 Financial Report MDPGA/AMB/P/16/05 Dated 18 Mar 05</p>	<p>1. DRP advised that the Budget Re-alignment paper 16/05 recorded the discussion at the Strategic Seminar on 14 Mar 05 with regard to the re-allocation of funds for Financial Year 05/06. The AMB agreed the level of funding that was available for re-allocation (£5.456M) and the items to which funds (£3.992M) were to be committed set out in the Annex to the paper.</p> <p>2. There remained £1.464M to be re-allocated, for which the paper listed possible contenders. This list was not exhaustive and AMB Members were asked to submit to Hd Finance by 29 Apr 05 business cases to bid for funds for specific candidates in excess of £50K. The bids would be prioritised across the portfolios and agreed by the AMB on 23 May 05, following bi-lateral discussions between 17 and 19 May 05.</p> <p>3. DRP stated that guidance would be issued on the bidding process but generally care should be taken with manpower based candidates, which might not survive in the longer term. The aim was to invest in those areas that would improve the Agency's performance.</p> <p>4. CE stated that he was content with the draft letter to 2nd PUS, challenging the resource control issues that were raised in the paper. Until the outcome of the debate with the CTLB was known, AMB members were asked to note that the full £1.464M might not be available for re-allocation.</p>	<p align="center">Hd Finance</p> <p align="center">AMB Members</p> <p align="center">DRP</p>

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	<p>5. On Hd Finance's advice, the AMB agreed that there was no requirement to submit an AP11 Financial Report as the position had not altered from AP10. Effort would be concentrated on producing the year end position.</p>	<p>Hd Finance</p>
<p style="text-align: center;">7 MDP Probationers' Training Programme Business Case MDPGA/AMB/P/15/05 Dated 18 Mar 05</p>	<p>1. In introducing the Business Case for the restructuring of the Probationer's Training Course (PTC), DPD stated that this initiative was a discrete element of the overall strategic approach to the delivery of training that would be based on the DTR collegiate approach. The restructuring of the PTC sought to streamline and update the training regime, from which there would also be significant savings. The AMB paper 15/05 dated 9 Mar 05 had been amended and re-issued on 18 Mar 05 to take account of AMB Members comments, but with no change to the paper's recommendations and business case for Option 3, namely the 14 week (Stage 1 and 2) to be conducted at PTC HQMDPGA.</p> <p>2. CE stated that the AMB had noted the proposed revision to the syllabus at the meeting on 29 Nov 04, but the Board wished to have articulated the operational benefits from restructuring the PTC, but savings had not been the key driver for change.</p> <p>3. There was general support for the reduced overall training burden but there was concern about whether Divisions had the capacity and resources to undertake additional training. Training within the work place, with direct exposure to specialist roles, was commended but this required the support of a significant number of trained Tutor Constables and there was concern about satisfying this requirement in terms of numbers, finance and training.</p> <p>4. As part of the next stage of work, HoLD would identify all costs, including those for Tutor Constables. In the meantime, no savings would be taken from Divisions. It was agreed that the Efficiency Unit would be tasked with this work. The project would be reviewed after a year of operation to capture the costs in order to balance off against projected savings.</p> <p>5. The AMB agreed the following:</p> <ul style="list-style-type: none"> a. A revised 14-week residential training at PTC. (Stage 1&2 – Induction & Foundation Training - Option 3). b. Group attestation of probationary officers 	<p style="text-align: center;">DPD</p> <p style="text-align: center;">DPD</p>

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	<p>during their final week of Induction Training at PTC.</p> <p>c. The implementation of 5 x 'Protected Training Days'. (Stage 3 – Supervised Patrol).</p> <p>d. A revised 1-week Divisional Training Course (Stage 4 - Assessment of Competence).</p> <p>e. Full costs of the implementation of Option 3 to be identified before surrendering any savings.</p>	
<p style="text-align: center;">8 Any Other Business</p>	<p>1. <u>Valedictory to Mr Lloyd Clarke</u>. COS stated that, as this was Mr Clarke's last Board meeting before his retirement, he wished to record his and Board colleagues' appreciation for his leadership and to wish him well for the future.</p>	
<p style="text-align: center;">9 Next Meeting</p>	<p>1. Mon 11 Apr 05 at 1300 hours in the Conference Room, Building 1070 to consider:</p> <p style="padding-left: 40px;">a. CTLB Issues for AP12. b. Dog Training Module. c. Staffing and submission of papers to the AMB</p> <p>2. The AMB for 9 May 05 has been cancelled due to absence of COS and DDO. Therefore, DPD's paper on "Part-Time Working Policy for MDP Officers", scheduled for 9 May 05, has been postponed to the AMB on 23 May 05.</p>	<p>AMB Sec</p> <p>ALL DOS DRP</p> <p>DPD</p>

F J Connolly
AMB Secretary