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MINISTRY OF DEFENCE POLICE AND GUARDING AGENCY
AGENCY MANAGEMENT BOARD
MINUTES

MDPGA/AMB/M/12/06

Business Development
Room 102 Bldg 1071

Distribution: AMB Members and Advisers

06 Sep 06

MEETING HELD IN THE CONFERENCE ROOM MDPGA HQ WETHERSFIELD
AT 1230 HRS ON 04 SEP 06

Present:	CC S Love ACC R Chidley ACC J Bligh QPM Mr S W Beedle Mr S MacCormick Ch Supt R Hoblin Ms K Denwood Mr S Farthing Mr P Nealon Supt M Foulger Mr D Farrow Mr R Harney Mrs L Rayner	Chief Executive (CE) – Chair Director Personnel and Professional Development (DPD) Director Operational Support (DOS) Director Resource and Planning (DRP) Director Regional Operations (DRO) Head of Business Development Head of Finance Head of IT and Telecommunications Head of Corporate Communications Representing Director Divisional Operations (DDO) Secretary
Item 5 Only Item 5 Only		
Apologies	DCC D Ray QPM ACC G McAuley Det/Ch Supt G Nicholls	Chief of Staff (COS) Director Divisional Operations (DDO) Head of CID

Item (a)	Discussion and Decision (b)	Action (C)
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1 Opening Remarks and Apologies	1. <u>Apologies</u> . See above.	
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2 Confirmation of Any Other Business	1. Governance of the MDPGA Paper - see item 8.	CE
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<p>3 Minutes and Actions arising from AMB on 14 Aug 06 MDPGA/AMB/M/11/06 Dated 23 Aug</p>	<p>1. <u>Minutes</u>. After a revision to para 6.3, 7.1 and 7.2 the minutes were agreed, without redaction.</p> <p>2. <u>Matters Arising</u>. None</p>	
<p>4 Presentation on Role & Function of RAF Fylingdales</p>	<p>1. CE welcomed Wg Cdr Loveday, Station Commander at RAF Fylingdales who gave a presentation describing the work of RAF Fylingdales and outlining how the Agency provides support to the station.</p> <p>2. CE thanked Wg Cdr Loveday and explained how useful such presentations were to the Board. He also encouraged Board members to continue arranging similarly informative presentations.</p>	
<p>5 Wanted/Missing Audits of Police National Computer MDPGA/AMB/P/45/06 Dated 21 Aug 06</p>	<p>1. DOS introduced Mr Harney and Mrs Rayner who had conducted the audit and explained that the initial audit carried out in 2005 found a high error rate and that a second audit this year showed improvement although there were still outstanding issues to be resolved.</p> <p>2. DOS added that the recommendations in paras 5 and 6 of Annex B should have been implemented by now due to being straightforward. The paper as a whole was to be circulated to Divisional Commanders.</p> <p>3. CE thanked Mr Harney and Mrs Rayner for conducting the audit and also DOS for commissioning it.</p> <p>4. The recommendations at Annex B were approved and a re-audit would take place in 3 months rather than 6 months.</p>	<p>DOS</p>
<p>6 Financial Performance Report AP4 FY 06-07 MDPGA/AMB/P/46/06 Dated 17 Aug 06</p>	<p>1. Forecasts from all Portfolios except one were higher than AP3. It is hoped that this “creep” in the figures has now been arrested following the last round of bilaterals and that the figures for AP5 will show a reduction of £1m, more if possible.</p> <p>2. DG CTLB has agreed that the Agency can continue running conferences providing that they are held within Agency facilities and the only cost</p>	

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	<p>incurred is T&S. No conferences/meetings can be held on commercial premises without Director approval.</p> <p>3. Business cases for external recruitment and assistance that are being sent to CTLB must be as comprehensive and robust as possible as many are currently being returned with questions and points for clarification that could have been dealt with before initial submission.</p>	
<p>7 Defence Document and Record Naming Protocol DMDPGA/AMB/P/47/06 Dated 23 Aug 06</p>	<p>1. DRP assured the Board that the contents of DIN 05-40 applied to all documents created and stored in a shared environment after 01 Jan 07 and documents created before that date would not require re-naming. He also pointed out the link between the new document naming protocol and the recently accepted Corporate Filing Structure and explained</p> <p>2. The Board approved the paper without further comment or discussion.</p>	
<p>8 Any Other Business</p>	<p>1. The paper on the Governance of the MDPGA was issued to AMB for study and comment before the Police Committee "Awayday" on 22nd Sept 06. CE outlined the process and an initial discussion took place.</p> <p>2. It was agreed that AMB members would feedback any specific points raised to the CE before the "Awayday".</p>	<p>All</p>
<p>9 Next Meeting</p>	<p>1. The next AMB will be on Mon 25 Sep 06 at 1300 hours in the Conference Room, Building 1070 to consider:</p> <ul style="list-style-type: none"> a. Presentation on Surge Capacity by Supt A Kirkwood b. MDP Professional Standards Strategy 2006-2010 c. International Police Training d. MGS Restructuring e. Financial Performance f. CTLB Issues 	