Review of the MPS Consultancy Group

Metropolitan Police Authority

ACTION PLAN

DISTRICT AUDIT

Reference:	Consultancy action plan – FINAL
Date:	March 2002

Page	Recommendation	Priority 1 = Low 2 = Med 3 = High	Responsibility	Agreed	Comments	Date
3-9	**Project initiation**					
	R1 Establish a code of practice for commissioning internal and external management consultants. This should include: • Identification of need • Preparation of the project brief • Monitoring of progress • Record keeping • Reviewing performance • Implementation.	3	Policy Review and Standards (PRS)	Y	All recommendations are agreed in the context of an internal move to developing a more flexible approach by PRS to continuous service improvement within the Metropolitan Police, and further reviews of Internal Inspection and use of external consultants by DA.	March 2003
	R2 Formalise and publicise the process for commissioning the Consultancy Group.	3	PRS	Y		March 2003
	R3 Reconfigure the budget development process, so that budgets are agreed within business groups and the Consultancy Group has fee income targets to meet.	2	PRS	Y		March 2003

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	R4	Review the use of staff resources to ensure most efficient use is being made of the resources available.	3	PRS	Y	This may include benchmarking the approach to chargability against similar organisations (e.g. DA).	March 2003
	R5	Improve the availability of the project register.	2	PRS	Y		March 2003
	R6	Clarify the role of the Consultancy Group within continuous improvement environment and in relation to other review arms of Policy Review and Standards.	3	PRS	Y		March 2003
	R7	Clarity the contribution the Consultancy Group will make to best value in order to ensure no duplication.	3	PRS	Y		March 2003
10-12	**Project monitoring**						
	R8	Develop performance indicators aimed at rigorously monitoring the delivery and impact of the Group's workload.	3	PRS	Y		March 2003

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13-16	**Implementation**					
	R9 Develop a mechanism (where appropriate) for ensuring projects carried out by the group are implemented. This should include: • Ensuring reports have agreed action plans, which involve identifying lead officers and outlining timescales • Using the debriefing process to identify why recommendations are or are not being implemented • Agreeing a proportion of the agreed budget for the work will be used to follow-up the recommendations after an agreed timescale (it may be appropriate to agree that the Inspectorate will follow-up recommendations).	3	PRS	Y		March 2003

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	R10 Establish a mechanism for evaluating the impact of the Group's work.	2	PRS	Y		March 2003
	R11 Ensure senior managers and members of the police authority receive at least annual reports outlining the achievements of the Group and the impact they have had on the rest of the service.	2	PRS	Y		March 2003