

PROGRAMME REGISTER

Monthly Report May 2006

Project No	Project Details			Work Status	DoT Project Resources		Project Progress			Progress / Comments
	Project Title	Project Lead	CTM Lead		Estimated Total Project Costs	Next Stage Boundary	Start Date	End Date	Interdependencies and Links to external enquiries	
INTELLIGENCE COMMAND										
All Projects funded within current 06/07 Budget										
Implementation Project 1/06	DPS Reception Desk (To provide a 'reserve' function, a helpdesk facility and the first point of contact for people contacting the DPS)	DCI Paul McGregor	DCS Steve Gwilliam Intelligence Command	High	Staff and IT (IT awaits costing)	Workstrand Leads progressing implementation in line with Project Plan milestones. Head of HR Recruitment to fast track recruitment requests.	01/04/2006	#####	To be populated by end of May 2006	New Reception Desk Team selection almost complete - just awaiting selection of a Band D and 5 Band Es. Location now confirmed at Jubilee House and room secured with furniture and digital phones to be installed on 12th May to accommodate remaining team members. Extended hours to be introduced from 8.00am - 8.00pm on 8th May. TRIBUNE System implementation ongoing to replace CDS system with all data expected to be transferred to TRIBUNE in mid-May. Training and development of staff ongoing. Publicity to commence from mid-end June once Staff and IT are expected to be working to full capacity rather than at
Implementation Project 2/06	Review of Intelligence Systems and Processes	Det Supt Rick Reynolds	DCS Steve Gwilliam Intelligence Command	High	Staff and IT (IT awaits costing)	Project Plan to be drawn up by end of May 2006, once the review has been conducted by the Intelligence Standards Unit and scope of project established.	01/04/2006	#####	To be populated by end of May 2006	Phased approach to reviewing Intelligence Systems and Processes. To provide robust and clear leadership for the DPS in the use of Intelligence and to integrate processes within the Reception Desk function. Intelligence Standards Unit (Dr Nina Cope's unit) to conduct a review by mid-May 2006. Intelligence Manual being developed.
Implementation Project 3/06	Management Information (To review Management Information requirements for the four new DPS Commands)	Mike Clark	DCS Steve Gwilliam Intelligence Command	Medium	Staff and IT (IT awaits costing)	Project Plan to be drawn up by end of June 2006	01/06/2006	#####	To be populated by end of May 2006	To review management information requirements for the four new commands. Scoping continues. Tribune pilot to commence on 1/4/06. The TRIBUNE project is in the Site Acceptance Testing stage and issues have been identified that, if not resolved, present a considerable risk that the 1/4/06 deadline will not be reached. Further scoping work to be conducted.
Implementation Project 4/06	Developing an Environmental Scanning function	Mike Clark	DCS Steve Gwilliam Intelligence Command	Medium	Opportunity costs plus any costs to access external information	Project Plan to be drawn up by end of June 2006	01/06/2006	#####	To be populated by end of May 2006	To scope the function. Additional resources will be required to take on this function. Authority to recruit staff with specialist skills will need to be sought.
INVESTIGATIONS COMMAND										
All Projects funded within current 06/07 Budget										
Implementation Project 5/06	Early Informal Local Resolution and Empowering Local Managers (To professionalise the role of SPOCs)	DSupt Tony Evans	DCS Carl Bussey Investigation Command	High	Staff Costs only	Identification of SPOCs at each B/OCU to be established by 19th May 2006.	01/04/2006	#####	To be populated by end of May 2006	SO and SCD have had briefings around the professionalisation of SPOCs. Meetings have been set for Link Commander meetings to deliver the same message. First draft training package for SPOCs has been circulated to DPS BSUs for thoughts. DCS Bussey has met with Comdr Broadhurst re SPOCs and potential for a Pilot Site at Croydon has been identified. To also engage with Citizen Focus, DCC4, to drive through the necessary changes and promote the benefits at corporate level. This work has now been embraced by D/Supt Evans from POL. but will remain under the wider Investigations remit. Findings from an IOs Focus Group were discussed at a meeting of Supts and DCIs on 27th April to facilitate a pan-London approach to Public Complaints and Local Resolutions. SPOCs training will commence on 16th May and will focus on public complaints, Local Resolutions and local misconduct guidelines. The second phase of SPOC training is set for 20th June onwards. Link Command presentations now complete. Croydon BOCU pilot being progressed
Implementation Project 6/06	Transition of Anti Corruption Command (Operations) to Investigation Command	DCI Steve Kershaw / Det Supt Gordon Briggs	DCS Carl Bussey Investigation Command	Medium	Staff Costs only	Transitional changes take effect on 3rd April 2006.	01/04/2006	#####	To be populated by end of May 2006	Transfer of staff and resources to take effect on 03/04/2006. D/Supt Briggs has provided key briefings on the changes and way forward to all staff. Work is underway to resolve tasking and budgetary issues between the DPS commands.
Implementation Project 7/06	Investigative Support Officers (ISOs) (Piloting the role of seven ISOs in DPS)	DCI Steve Kershaw / Det Supt John Levett	DCS Carl Bussey Investigation Command	Medium	Staff Costs Only	To link in with Workforce Modernisation Project Plan in due course.	01/04/2006	#####	To be populated by end of May 2006	Processes to be in place by 1st April 2006. Ongoing pilot and change project. Workforce Modernisation Benefits to link in with review of Support Services and Pilot of Investigative Support Officers. Request made on 1/3/06 to further workforce modernisation posts, beyond 7 ISOs. Mike Parker SCD to review Pilot. First report due by Mid-May 2006. D/Supt Levett and DCI Kershaw to further examine the use of ISOs within SI.

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Implementation Project 8/06	Enhanced Witness Care (To promote greater victim and witness care during DPS investigations)	DCI Steve Kershaw / DCI Peter Howarth	DCS Carl Bussey Investigation Command	Medium	Staff Costs only	Terms of Reference identified. Further consultation with external partner agencies on links and way forward by end of April 2006.	01/04/2006	#####	To be populated by end of May 2006	To develop processes and policies for greater victim / witness care. The scope of this project has been increased to a more holistic package of victim / witness care. The project will encompass policy changes relating to the recent Police Reform Act legislation which sets criteria for the updating of officers, complainants and witnesses who are party to matters. This work is integral to Strand 4 of the Professional Standards Strategy. D/Supt Evans (POL) has been nominated as the link between DPS and Citizen Focus, Together Programme and Values. It is likely that this project will move to the Prevention Command on the agreement of the DCS.
Implementation Project 9/06	Investigative Strategy Reviews (Early involvement with investigating officers regarding investigative strategy and review, from a misconduct perspective)	DCI Steve Kershaw / DCI Peter Howarth	DCS Carl Bussey Investigation Command	Medium	Staff Costs only	Identifying links with Prevention and Organisational Learning Command and defining new procedures for strategy reviews and briefing of staff on new protocols by early April 2006.	01/04/2006	#####	To be populated by end of May 2006	Early involvement with Investigating Officers regarding investigative strategy and review from a misconduct perspective. DCI Howarth to define the new processes and procedures for Strategy Reviews. Process Mapping will need to be undertaken to understand when engagement occurs within the investigation. Current staff have been briefed on the new role and a Training Needs Analysis undertaken to ensure staff are up to date with all appropriate legislation. Tasking system to be devised to ensure officers are efficiently utilised.
Implementation Project 10/06	Transition of Misconduct Unit to Investigation Command	DCI Steve Kershaw / DCI Peter Howarth	DCS Carl Bussey Investigation Command	Medium	Staff Costs only	Staff from MAU join the Misconduct Unit at Tintagel House on 30th March 2006.	01/04/2006	#####	To be populated by end of May 2006	DCI Howarth has informed officers and staff of the changes that will occur from 1st April. The movement of Misconduct Advice Unit to Tintagel House took place on 30th March 2006. Officers and staff have been briefed and roles and responsibilities have been drawn up and agreed. A process for monitoring and evaluating effectiveness will be devised as part of the project work to be undertaken.
PREVENTION & ORGANISATIONAL LEARNING COMMAND					All projects funded within current 06/07 budget					
Implementation Project 11/06	Harmonising Claims Management - Introduction of new IT for Accident Claims. - Reviewing and harmonising processes within Accident Claims and Civil Actions. - Developing marketing messages around claims prevention.	A/DCS Andy Campbell	A/DCS Andy Campbell Prevention & Organisational Learning Command	Medium	Staff Costs only	- Scoping IT requirements for Accidents Claims Branch. - Comparison of units processes and identification of opportunities for harmonisation.	01/04/2006	#####	To be populated by end of May 2006	- The cost of claims management software previously identified by Accident Claims Branch are now considered prohibitive. DOI have appointed two project managers to help rescope the IT requirements in order to deliver both a short term solution to meet the units urgent requirements and a long term solution in harmony with the MPS IT strategy. - High level process mapping of Accident Claims and Civil Actions has been completed.
Implementation Project 12/06	Learning the Lessons - Identifying and progressing DPS Organisational Learning - Enhancing and expanding prevention training - Developing the DPS Review unit	DSU Tony Evans	A/DCS Andy Campbell Prevention & Organisational Learning Command	Medium	Staff Costs only	- Meeting to scope IT requirements for managing DPS organisational learning set for 16 May. Initial marketing due end of May. - Training material to be developed for recruits and probationers. - Plan next stages of Review Unit development.	01/04/2006	#####	To be populated by end of May 2006	- Work on organisational learning has continued as business as usual whilst training projects take initial priority. - Introduction of professional standards training agreed with Recruit training School and Leadership Academy. The Prevention and Reduction team will: input to PS and Band D training curricula, deliver training to Recruits, Inspectors, DIs (in partnership with the Anti Corruption Unit) and Custody Sergeants. - Case for Review Unit expansion accepted and posts allocated increased from 1 to 5.
Implementation Project 13/06	Managing Prevention Information - Develop a performance management framework for the Prevention and Organisational Learning Command - Develop the management information required to develop prevention activity - Review the records management of DPS information	A/DCS Andy Campbell	A/DCS Andy Campbell Prevention & Organisational Learning Command	Medium	Staff Costs only	Project Plan to be agreed and progressed.	01/03/2006	#####	To be populated by end of May 2006	Reliable information to drive prevention initiatives and measure the activity and successes of the Command will be essential. Questionnaire circulated to capture requirements by 17/3/06. A plan has been drafted to develop the management information requirements. The strand includes risk management of FOIA requests.

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Implementation Project 14/06	Communications & Marketing - Coordination of DPS Communication & Marketing - DPS Intranet development - Developing and establishing a programme of Prevention Road shows - Developing Communications and Marketing Support to the	A/DCS Andy Campbell	A/DCS Andy Campbell Prevention & Organisational Learning Command	Medium	Staff Costs only	- Meeting with DPA representative in order to firm up the link to external communications both inside and outside the MPS. - Planning for website development to be completed. An initial new structure for the DPS intranet site is targeted for 19 May.	08/03/2006	#####	To be populated by end of May 2006	- A communications timetable has been introduced and is a standing agenda item at project and senior management meetings. This should enable effective coordination of messages from the DPS. - Informal consultation to raise awareness of proposed roadshows has been undertaken. The launch IT now proposed for the end of the summer.
OVER-ARCHING PROGRAMME ISSUES										
All projects funded within current 06/07 budget										
Implementation Project 15/06	Review of Support Services (Reconfiguration of DPS within DCC / SIC)	Richard Dronfield	Brian Harrigan (SIC - Business Support)	Medium	Staff and IT (awaits further guidance)	Awaiting corporate decision before Project Plan is drawn up.	01/04/2006 (working timescale)	01/11/2006 (working timescale)	MPS Service Review	Change Management relating to reconfiguration of Support Services within DCC / SIC. Awaiting outcome of ongoing corporate level discussions. DPS Business Support currently operating at 'minimum model'.
Implementation Project 16/06	Programme Management and Consultation Plan	Nadia Musallam	Brian Harrigan (SIC - Business Support)	Medium	Staff Costs only	No separate Project Plan required. Consultation requirements identified by each of the Project Leads for their individual projects.	01/04/2006	#####	To be populated by end of May 2006	Ongoing professional project management support to Project Leads. To also ensure that appropriate and timely consultation is being undertaken.
Implementation Project 17/06	IT / IS Systems and Processes	Les Ding	Brian Harrigan (SIC - Business Support)	Medium	Staff and IT (awaits costing)	Plan to be drawn up from project plans being prepared by Project Leads by end March 2006. Draft report anticipated for mid April 2006.	01/04/2006	#####	To be populated by end of May 2006	Plan to be drawn up from project plans being prepared by Project Leads by Mid-April 2006. To provide a support function for Project Leads.
Implementation Project 18/06	HR Plan	Richard Dronfield	Brian Harrigan (SIC - Business Support)	Medium	Staff Costs only	Providing a support function to Project Leads	01/04/2006	#####	To be populated by end of May 2006	No Project Plan required. To monitor and provide a support function to Project Leads. May need to review once outcome of Review of Support Services is known. Will also link into plan for Workforce Modernisation. HR Staff undertaking Workstrand Lead function for DPS Reception Desk.
Implementation Project 19/06	Workforce Modernisation	Nadia Musallam / Richard Dronfield	Brian Harrigan (SIC - Business Support)	Medium	Staff costs only	Project Plan to be drawn up by early June 2006.	01/04/2006	#####	To be populated by end of May 2006	A paper has been written setting out the DPS approach to taking forward greater modernisation within the financial and management constraints imposed upon the Directorate. The paper has been discussed and agreed corporately with Stephen Rimmer, DAC Roberts and others and was presented at DPS Review Project Board on 30th March 2006.
Implementation Project 20/06	Accommodation Plan	Richard Dronfield / DPS Implementation Team	Brian Harrigan (SIC - Business Support)	Medium	Staff costs only	Accommodation Plan for DPS with CTM members for discussion at CTM on 20th April.	01/04/2006	#####	To be populated by end of May 2006	The DPS Review Team are assisting Business Support in scoping future accommodation requirements for changes brought about by the DPS Review.