

**PROGRAMME REGISTER**  
**Monthly Report**  
**October 2006**

Project Details			DoT Project Resources			Project Progress			Progress / Comments	
Project No	Project Title	Project Lead	CTM Lead	Work Status	Estimated Total Project Costs	Next Stage Boundary	Start Date	End Date		Interdependencies and Links to external enquiries
<b>INTELLIGENCE COMMAND</b>										
All Projects funded within current 06/07 Budget										
Implementation Project 1/06	<b>DPS Reception Desk</b> (To provide a 'reserve' function, a helpdesk facility and the first point of contact for people contacting the DPS)	DI Des Connors	DCS Steve Gwilliam Intelligence Command	High	Staff and IT (IT awaits costing)	One remaining post to fill for a Band E. IPCC generated work stream to be taken on with effect from 4th September - phased approach over 4 weeks. DCI McGregor to transfer to POL Command on promotion this month. Level of supervision to be reviewed by DCS Gwilliam. To monitor relationship with SPOCs.	01/04/2006	30/11/2006	Control Planning and Risk Register (CPR)	New Reception Desk Team selection almost complete - just one Band E to be selected. Case Receipt function being progressed with full implementation expected from September. Posters and Leaflets publicising the Reception Desk are being designed to be circulated to all 32 BOCU sites. IPCC to transfer all cases to DPS Reception Desk with effect from 4th September - progress to be closely monitored. Language Line now available to call handlers.
Implementation Project 2/06	<b>Review of Intelligence Systems and Processes</b>	Det Supt John Levett	DCS Steve Gwilliam Intelligence Command	High	Staff and IT (IT awaits costing)	Workstreams set up for CrimInt+ Project Board and next meeting to be held w/c 21st August 2006. Consultation continues to be progressed across the command at DI level to identify best suggested practice and operating procedures.	01/04/2006	30/11/2006	HMIC Baseline (HB), HMIC Thematic (HT), Control Planning and Risk Register (CPR)	To provide robust and clear leadership for the DPS in the use of Intelligence and to integrate processes within the Reception Desk function. The current IT systems (Clue 2 and Crimint +) will be upgraded and processes integrated with the Intelligence Manager software package to be implemented by September 2006. The Intelligence Standards Unit Review has identified a number of recommendations to be formulated into an action plan for completion by September 2006.
Implementation Project 3/06	<b>Management Information</b> (To review Management Information requirements for the three new DPS Commands)	Mike Clark	DCS Steve Gwilliam Intelligence Command	Medium	Staff and IT (IT awaits costing)	Scoping work is being developed within Prevention and Organisational Learning Command.	01/06/2006	30/11/2006	Morris, Taylor, CRE and Ghaffur (MTC&G) & Control Planning and Risk Register (CPR)	To review management information requirements for the three new commands. Scoping continues in conjunction with developing the TRIBUNE system.
Implementation Project 4/06	<b>Developing an Environmental Scanning function</b>	Mike Clark / Malcolm Finnie	DCS Steve Gwilliam Intelligence Command	Medium	Opportunity costs plus any costs to access external information	Next Working Group Meeting to be held on 5th October 2006.	01/06/2006	30/11/2006	Morris, Taylor, CRE and Ghaffur (MTC&G) & Control Planning and Risk Register (CPR)	A meeting between key DPS stakeholders was held on 8th August 2006 to agree the way forward. A small working group has been set up to provide an options paper for discussion at the CTM Strategic Day on 23rd November 2006.
<b>INVESTIGATION COMMAND</b>										
All Projects funded within current 06/07 Budget										
Implementation Project 5/06	<b>Early Informal Local Resolution and Empowering Local Managers</b> (To professionalise the role of SPOCs)	Det Supt Tony Evans and DCI Brian Dillon (to be reviewed, once Taylor PID approved)	DCS Carl Bussey, Investigation Command and DCS Andy Campbell, POL Command.	High	Staff Costs only	The second SPOC awareness day is being devised for training days in October 2006. To await approval of Taylor Project PID at CTM on 21/9/06.	01/04/2006	01/11/2006	HMIC Baseline (HB), Morris, Taylor, CRE and Ghaffur (MTC&G), HMIC Thematic (HT), Control Planning and Risk Register (CPR)	By the end of June, the first tranche of training for B/OCU SPOCs will have been completed. Feedback forms from the training days have been completed by candidates and the results have been extremely positive. The second tranche of training is currently being developed by DS Neil Barrie (DPS Prevention and Reduction Team). A meeting was held on 25th August 2006 to discuss the impact of Taylor / resource requirements between Investigations and POL Commands. A PID is being prepared for the Taylor Project for CTM on 21st September and DCS Campbell has been appointed Project Director. Activities from Implementation Project 5/06 will be subsumed within the Taylor Project.
Implementation Project 6/06	<b>Transition of Anti Corruption Command (Operations) to Investigation Command</b>	Det Supt Gordon Briggs	DCS Carl Bussey Investigation Command	Medium	Staff Costs only	Transitional changes take effect on 3rd April 2006. PROJECT COMPLETE.	01/04/2006	01/06/2006	HMIC Baseline (HB), Morris, Taylor, CRE and Ghaffur (MTC&G), HMIC Thematic (HT), Control Planning and Risk Register (CPR)	Transfer of staff and resources took effect on 03/04/2006. D/Supt Briggs has provided key briefings on the changes and way forward to all staff.
Implementation Project 7/06	<b>Investigative Support Officers (ISOs)</b> (Piloting the role of seven ISOs in DPS)	Det Supt John Levett	DCS Carl Bussey Investigation Command	Medium	Staff Costs Only	Discussions re Hay bandings and the potential for shadow banding for ISOs continue with central HR. Report compiled and sent. To link in with DPS Workforce Modernisation Project Plan in due course.	01/04/2006	30/11/2006	HMIC Baseline (HB), Morris, Taylor, CRE and Ghaffur (MTC&G), HMIC Thematic (HT), Control Planning and Risk Register (CPR)	Seven ISO's currently in post, although two have recently resigned. Recruitment underway to back fill. Issues around supervisory protocols remain under discussion and consultation. Awaiting results of Hay Grading with central HR. This project will shortly be subsumed within the wider DPS Workforce Modernisation Project.
Implementation Project 8/06	<b>Enhanced Witness Care</b> (To promote greater victim and witness care during DPS investigations)	DCI Peter Howarth	DCS Carl Bussey Investigation Command	Medium	Staff Costs only	To examine potential new work falling out from enhanced witness care - a number of costed models will be prepared showing the impact of recruiting specific witness care officers (police staff) at each of the Borough Support Units. Further scoping is required to assess training needs.	01/04/2006	01/11/2006	HMIC Baseline (HB), Morris, Taylor, CRE and Ghaffur (MTC&G), HMIC Thematic (HT), Control Planning and Risk Register (CPR)	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. Consultation has taken place with Operation Emerald (MPS and CPS Criminal Justice - Joint Working), who are scrutinising DPS processes and testing them against corporate activities and expectations.
Implementation Project 9/06	<b>Investigative Strategy Reviews</b> (Early involvement with investigating officers regarding investigative strategy and review, from a misconduct perspective)	DCI Peter Howarth	DCS Carl Bussey Investigation Command	Medium	Staff Costs only	A criteria for referring early cases to Misconduct Unit has been established, agreed and circulated to Investigating Officers.	01/04/2006	01/11/2006	HMIC Baseline (HB), Morris, Taylor, CRE and Ghaffur (MTC&G), HMIC Thematic (HT), Control Planning and Risk Register (CPR)	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 be undertaken to understand when engagement occurs within the investigation. To this end, a menu of factors has been produced to assist IOs in identifying when a case should be brought to the attention of the Misconduct Advice Unit for their involvement. A database has been set up to track cases where advice by the Misconduct Unit has been given.
Implementation Project 10/06	<b>Transition of Misconduct Unit to Investigation Command</b>	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. PROJECT COMPLETE.	01/04/2006	01/11/2006	HMIC Baseline (HB), Morris, Taylor, CRE and Ghaffur (MTC&G), HMIC Thematic (HT), Control Planning and Risk Register (CPR)	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.

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<b>PREVENTION &amp; ORGANISATIONAL LEARNING COMMAND</b>										
All projects funded within current 06/07 budget										
Implementation Project 11/06	<b>Harmonising Claims Management</b> - 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 & Organisation Learning Command	Medium	Staff and IT (IT awaits costing)	The finances to fund Figtree will need to be signed off to allow for installation and migration of the data to be completed by the end of September. DoI to report back to stakeholders on 22 September on developing a long term software solution. Workshadowing between Civil Actions and ACB to be arranged.	01/04/2006	01/11/2006	HMIC Baseline (HB) & Control Planning and Risk Register (CPR)	A contract has been signed with Figtree to rent a short term solution to replace ACB's claims handling software. DoI have been tasked with obtaining quotes for the necessary hardware and operating system. A 'solutions workshop' was held by DoI on 8th August to scope the current systems and get an indication of future requirements for harmonising MPS claims, health and safety and transport systems.
Implementation Project 12/06	<b>Learning the Lessons</b> - Identifying and progressing DPS Organisational Learning - Enhancing and expanding prevention training - Developing the DPS Review unit	Det Supt Paul McGregor	A/DCS Andy Campbell Prevention & Organisation Learning Command	Medium	Staff Costs only	Invitations to be sent out for the formal launch of the PSSP in November.	01/04/2006	01/11/2006	HMIC Baseline (HB), Morris, Taylor, CRE and Ghaffur (MTC&G) & Control Planning and Risk Register (CPR)	Organisational Learning - Consultation on the SOP for Org Learning for paper at Sept PSSC meeting. Prevention Training continues to be delivered. Prof Standards Support Programme (PSSP) invited to present its plans to 17th August IPCC London Regional Meeting. Draft wording on SOP for PSSP has been sent out for consultation.
Implementation Project 13/06	<b>Managing Prevention Information</b> - 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 & Organisation Learning Command	Medium	Staff and IT (IT awaits costing)	Units to quality assure the management information reports produced by the PAU to amend in time for reporting to Sept CTM. Draft analysis on Croydon Borough to be progressed to a stage where it can form the basis for a trial tasking process for the PSSP in mid-late September.	01/03/2006	30/11/2006	Morris, Taylor, CRE and Ghaffur (MTC&G) & Control Planning and Risk Register (CPR)	Finalise data collected during July for the first new POL MMR. Staff to be in place by mid September, allowing training to commence. BOCU analysis to be undertaken on Croydon Borough as an example to enable a trial POL tasking for the Professional Standards Support Programme at a September Planning Day.
Implementation Project 14/06	<b>Communications &amp; Marketing</b> - Coordination of DPS Communication & Marketing - DPS Intranet development - Developing and establishing a programme of Prevention Road shows - Developing Communications and Marketing Support to the DPS	A/DCS Andy Campbell	A/DCS Andy Campbell Prevention & Organisation Learning Command	Medium	Staff Costs only	DoI to provide a new intranet template and folder structure by mid Sept. To provide a presentation to DPS CTM on Communications Strategy and Key Brief process.	08/03/2006	30/11/2006	HMIC Baseline (HB), Morris, Taylor, CRE and Ghaffur (MTC&G) & Control Planning and Risk Register (CPR)	Editor of The Job to provide news articles on the Reception Desk (Now Nov) and POL (Oct/Nov). Continue to consult around developing DPS Communications. Draft and trial with DPS staff a key brief to inform them of the key issues from the last CTM minutes. Remaining volunteers interviewed and a write up of consultation on improving internal DPS communications completed and recommendations discussed with Commander Akers.

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<b>BUSINESS SUPPORT AND OVER-ARCHING PROGRAMME ISSUES</b>										
All projects funded within current 06/07 budget										
Implementation Project 15/06	<b>Review of Support Services</b> (Reconfiguration of DPS within DCC / SIC)	Richard Dronfield	Brian Harrigan (SIC - Business Support)	Medium	Staff and IT (awaits further guidance)	Brigading of Support Services takes effect at end of September 2006. All support staff to relocate to ESB.	01/04/2006 (working timescale)	01/11/2006 (working timescale)	HMIC Baseline (HB), Morris, Taylor, CRE and Ghaffur (MTC&G) & Control Planning and Risk Register (CPR)	Change Management relating to reconfiguration of Support Services within DCC / SIC. Brigading of Support Services takes effect at end of September 2006. <b>PROJECT WILL COMPLETE ON 4th OCTOBER 2006 WHEN DPS BUSINESS SUPPORT BRIGADE WITH CENTRAL SERVICES SUPPORT SERVICES.</b>
Implementation Project 16/06	<b>Programme Management and Consultation Plan</b>	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	01/11/2006	HMIC Baseline (HB), Morris, Taylor, CRE and Ghaffur (MTC&G) & Control Planning and Risk Register (CPR)	Ongoing professional project management support to Project Leads. To also ensure that appropriate and timely consultation is being undertaken.
Implementation Project 17/06	<b>IT / IS Systems and Processes</b>	Les Ding	Brian Harrigan (SIC - Business Support)	Medium	Staff and IT (awaits costing)	Engagement to continue with Les Ding, Senior Technical Services Manager, DPS and Daniela Righi, Dol Account Manager to ensure that IT requirements are met to time and budget.	01/04/2006	01/11/2006	HMIC Baseline (HB), Morris, Taylor, CRE and Ghaffur (MTC&G) & Control Planning and Risk Register (CPR)	To continue to manage resources and provide on going support to Project Leads in helping them identify, scope and plan their IT requirements, where necessary.
Implementation Project 18/06	<b>HR Plan</b>	Richard Dronfield	Brian Harrigan (SIC - Business Support)	Medium	Staff Costs only	Providing a support function to Project Leads	01/04/2006	01/11/2006	HMIC Baseline (HB), Morris, Taylor, CRE and Ghaffur (MTC&G) & Control Planning and Risk Register (CPR)	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 DPS Workforce Modernisation Project.
Implementation Project 19/06	<b>Workforce Modernisation</b>	Nadia Musallam / Richard Dronfield	Brian Harrigan (SIC - Business Support)	Medium	Staff costs only	Project Plan to be drawn up by October 2006 to look at future WFM requirements for DPS.	01/04/2006	01/11/2006	HMIC Baseline (HB), Morris, Taylor, CRE and Ghaffur (MTC&G) & Control Planning and Risk Register (CPR)	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. Feedback awaited early October 2006.
Implementation Project 20/06	<b>Accommodation Plan</b>	Richard Dronfield / DPS Implementation Team	Brian Harrigan (SIC - Business Support)	Medium	Staff costs only	Support staff to be relocated to ESB at end of September 2006.	01/04/2006	01/11/2006	HMIC Baseline (HB), Morris, Taylor, CRE and Ghaffur (MTC&G) & Control Planning and Risk Register (CPR)	Accommodation Plan to focus on Prevention and Organisational Learning Command accommodation requirements, now that the DPS Support Services have transferred to Empress State Building at end of September 2006.