

MINISTRY OF DEFENCE POLICE (MDP) TERMS AND CONDITIONS OF SERVICE REVIEW

TERMS OF REFERENCE

Background

1. A review of MoD Police (MDP) terms and conditions of service (TACOS) was initiated in December 2009. This work was led by Trevor Woolley and an interim review report was issued in March 2010. Further detailed work was put on hold until analysis and evidence gathering was restarted in 2012, in light of the outcome of the independent review of the remuneration and conditions of service of police officers (and police staff) in England and Wales that was undertaken for the Home Secretary by Tom Winsor.
2. The review of MDP TACOS now needs to be completed and will be taken forward by a new study established by these Terms of Reference. This work will be informed by the outcome of the work conducted by Trevor Woolley, and by changes to police terms and conditions of service resulting from the Winsor review.

Aim

3. An MDP terms and conditions of service package that facilitates the delivery of the specialist policing services and capabilities that are set out in the MoD Mandate and Statement of Requirement for the MDP dated August 2012.
4. The review will take account of the need for operational capability, agility and flexibility to enable the Chief Constable to deliver the MoD requirement for the MDP, the physical, mental and other human reliability requirements associated with the future role of the MDP and the need for cost effectiveness and affordability.

Scope

5. The review is to consider the remuneration and conditions of service package for the MDP workforce and consider the case for change in order to meet the stated aim of the review.
6. The review will make recommendations on the full MDP remuneration and conditions of service package, which includes:
 - Pay (including salary, the continued relevance of the 95% relativity with the pay of Home Department Police Forces and the MDP net pay deduction);
 - Conditioned hours, including overtime working and annual leave;
 - Allowances;
 - Pension arrangements;
 - In-service fitness standards;
 - Drug and Alcohol testing.
7. The review recommendations should (where appropriate) be costed and sufficiently detailed to enable effective implementation.

Context

8. In addressing the issues listed above, the review should consider the impact of:

- The implementation of the Winsor recommendations for the remuneration and conditions of service of police officers in England and Wales;
- Other proposals being taken forward as part of the Civil Service reform agenda, and wider employment good practice;
- Affordability within the MDP's budget;
- Future changes to policy on police pay in England, Wales and Scotland.
- Required police in-service fitness standards;
- Further pension changes that may be agreed by the Treasury and MoD in response to Parliamentary challenge during the passage of the Pension Reform Act;
- The right balance between securing operational benefit and cost reduction, and the need for a sustainable and competitive employment proposition that secures the right people with the right skills and supports recruitment and retention for the longer term;
- The impact of any recommendations on diversity and equality.

Governance

9. The Senior Responsible Owner (SRO) for the MDP TACOS review is DG T&CS who will be supported by a high level Governance Group that will include CCM DP, an independent member of the MoD Police Committee, Head HR Strategy, Head HOCS Finance, Head of MDP TACOS Review and Head of MDP Corporate Services. One of the issues that the review must address is the level at which final decisions on its recommendations will be taken.

Timescale

10. An interim report is to be provided to the SRO by 31 October 2013. This will help to inform the report from the Secretary of State to Parliament on the effect of section 10 of the Public Service Pensions Act on the MDP that is required by December 2013.

11. The interim report must include initial proposals for change, an overview of any further work required and a forward work plan that includes timescales for the final report and implementation. The timescale for implementation will be dependent on the eventual scope of TACOS change, and whether this will apply to new recruits, officers on promotion or the entire MDP workforce.

12. Recommendations for changes to MDP TACOS will be submitted to the SRO together with advice on what further approval is necessary.

Negotiation and Consultation

13. The review is to be undertaken in close engagement with MDP representatives, the Defence Police Federation and Chief Police Officer Association, as required by Departmental procedures.

14. The Review Team will meet regularly with representatives from the Defence Police Federation on an informal basis to discuss progress with the review. It is envisaged that these informal meetings will be held at intervals of no longer than 6 weeks.

Review Team

15. The Review Team will be led by Daniel Applegate, Head of MDP TACOS Review and Richard Clancy, Deputy Head MDP TACOS Review, drawing upon specialist advice and support by relevant subject matter experts within the MDP Headquarters and MoD Head Office.