



Ministry
of Defence

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8 Jul 14

RECORD OF DECISIONS OF THE ACCOMMODATION STEERING GROUP (ASG) HELD IN MAIN BUILDING ON 19 JUN 14

Present:	Dr Heather McNaughton	Pers Trg-SVW Hd	Chair
		NAVY PERS-CAPT PFCS and PD	
		Army PersSvcs-PS4-AD	
		DIO SD Accn-PR	
		DACOS Community Support	
		JFC-J1-Pol-SO1	
		DES HRJSST-JSAU OC	
		Pers Trg-SVW-Accom NEM FA 1	
		Pers Trg-SVW-Accom Pol 1	
		Pers Trg-SVW-Accom Pol 3	Secretary

Item 1 – Introduction

1. The Chair welcomed all attendees to the meeting.

Item 2 – Minutes of the Last Meeting & Matters Arising

2. The minutes of the last meeting in Dec 13 were accepted.

3. **Customer Satisfaction Survey.** An update had been provided at the ADF the previous week; further issues and/or updates would be monitored via that forum.
Item Closed.

4. **Non-entitled Occupation of SFA.** The HASC would continue to conduct ‘rolling reviews’ and notify single Service HC staffs when issues occurred. **Item Closed.**

5. **Short Notice Posting Protocol.** DIO had incorporated the ‘Short Notice Posting’ flow chart into their 1132 process and single Service HC staffs had issued a copy to Manning Authorities. Short notice postings remained an issue, albeit they had significantly reduced. The HASC would continue to manage allocations to the best of their ability given diminishing resources. However, their focus would now be on day-to-day business; they would be unable to monitor or record trends/specifics or to undertake non-standard tasks. Given the small numbers involved, single Service HCs were content with this approach. **Item Closed.**

6. **FTRS Waivers.** The RAF had recently authorised the charging of entitled rates for all FTRS and ADC personnel occupying SLA within Air TLB (IBN 21/14). The

<p>Army/RN did <u>not</u> intend to issue a similar directive. JFC would assess the requirement on a case-by-case basis. HMRC had confirmed that occupation of SLA by non-entitled SP at entitled rates would not generate a benefit in kind tax liability. This position had already been communicated to single Service HC. Item Closed.</p> <p>7. Three Stage Complaints Process. The review of the complaints process remained on-going as staff effort had been re-directed to the Employment Tribunal follow-on work as a priority (see Item 3). The draft report, once agreed internally, would be circulated to the single Service HC and the DIO for comments before formal publication.</p> <p><u>Item 3 – Entitlement to SSSA – Employment Tribunal Residual Work</u></p> <p>8. JSP 464, Part 3, had been amended (Feb 14) to reflect changes to the entitlement to SLA/SSSA where married personnel/civil partners were both serving members of the Armed Forces. It had also been made explicit within the JSP that, should SP discover areas of discrimination within the policy, they must raise the issue through their Chain of Command to their respective sS HC who, in turn, must raise the matter with Hd SVW.</p> <p>9. A review of JSP 464 was being undertaken to ensure that the policy was free from further discrimination; this was being conducted in conjunction with sponsors of JSP 752 and JSP 754 to ensure that allowance/pay implications were considered. This work was ongoing, but an initial ‘quick and dirty’ look had identified a couple of areas where discrimination might (but might not) exist; these included: travel to work distances/radius; home ownership status; and SFA/SLA ‘lock out’. Legal advice was currently being sought, following which a paper would be submitted to DSPPol to seek direction on ‘next steps’, prior to development of options/proposals. The latter would require input from single Service HC/TLBs.</p> <p><u>Item 4 – SLA IMS</u></p> <p>10. DIO had provided an update on the SLA IMS at the ADF the previous week. Progress would be monitored by the SLA IMS Project Board A/R (on which single Service HC/TLB were represented). Item Closed.</p> <p><u>Item 5 – AOB</u></p> <p>11. SSSA: Statement of Need (SON). AD PS4 asked for an update on the joint SVW/DIO submission to Min ISS in Mar 14, which focused on reducing reliance on substitute accommodation in London (with further work required on wider UK applicability). The majority of follow on actions were for DIO and these would be taken forward in conjunction with LASR and the (SVW-led) Strategic Options Paper. However, a SON was required for MB to inform options for future delivery, including the potential to bulk rent properties within commercial developments. It was thought that this work had yet to be initiated. Accom Pol 1 to engage with HO&CS to determine who might be leading that work and to determine its current status. DE&S OC JSAU suggested it might also be an appropriate time to revisit the SON for Abbey Wood, with AD PS4 suggesting a similar CoA for Glasgow. OC JSAU and AD PS4 to investigate status / currency of SON for DE&S and APC Glasgow – liaising with DIO SD Accn PR A/R. It was noted that all SON should aim to capture the full requirement; this should include supporting facilities (e.g. mess).</p> <p>PMN: Accom Pol 1 asked MA/VCDS to engage with HO&CS to initiate development (by HO&CS) of a SON for MB personnel. Initial contact by MA/VCDS has been made and this work is ongoing.</p> <p>12. Short Term Family Accommodation. The policy for allocation of ‘Short Term</p>	<p>Accom Pol 2</p> <p>Accom Pol 2</p> <p>DIO SD Accn PR</p> <p>Accom Pol 1</p> <p>OC JSAU / AD PS4</p>
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Family Accommodation' was stated (by the RN) to be unclear; there was a potentially a need for a clearer definition (of what is meant by this type of accommodation), criteria (to determine how it can be used / priority / duration etc) and process (for its allocation). It was generally felt that use of this type of accommodation, which could include Welfare/Contact houses, was a local decision. However, attendees were unsure whether the wording of current policy provided sufficient detail and/or flexibility. Accom Pol 1 was to check JSP 464 to determine whether further clarity might be needed and whether use of such accommodation was at local discretion.

Accom Pol 1

13. **Valedictory.** The Chair thanked [REDACTED] (as DACOS CS, noting move to DIO), [REDACTED], [REDACTED] and [REDACTED] for their valued contribution to the ASG and wished them well in their new posts and for the future.

Item 6 – Arrangements for the Next Meeting

14. The date of the next meeting would be confirmed in due course, and was likely to be held on the same day as the SWSG Dec 14. It was requested (JFC) that the next meeting de-conflict with the NEM PMG (held every two weeks).

Prepared by:

Approved by:

{Signed on Original}

{Signed on Original}

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