

REFERENCE INFORMATION – NON-DEPARTMENTAL PUBLIC BODIES

A Non-Departmental Public Body (NDPB) is a body that has a role in the process of national Government, but is not a Government Department or part of one, and which accordingly operates to a greater or lesser extent at arms length from Ministers. NDPBs are split into those with executive and those with advisory functions. Executive bodies usually carry out prescribed functions within Government guidelines, and usually receive some sort of funding from their sponsoring Departments. Advisory bodies are set up by Ministers to advise them and their Departments on particular matters and do not normally have a budget.

Details of the current membership of all Government NDPBs, including MOD sponsored Bodies, can be found on the Cabinet Office Public Appointments Register at: <http://www.cabinet-office.gov.uk/quango/index/pubapp.htm>. Appointments to NDPBs are usually made by Ministers and are governed by the procedures set down by the Commissioner for Public Appointments, details of which can be found at: <http://www.ocpa.gov.uk>

Further details on each of the MOD's NDPBs are set out below:

Executive NDPBs

Funding details for MOD's Executive NDPBs are set out below:

Total Gross Expenditure of Body (£ Million)								
	1995/96	1996/97	1997/98	1998/99	1999/2000	2000/01	2001/02	2002/03
Royal Naval Museum	1.33	1.13	2.19	3.45	3.83	1.31	1.35	1.30
Fleet Air Arm Museum	1.87	1.50	1.50	1.90	5.26	2.2	1.67	1.91
Royal Navy Submarine Museum	0.50	0.50	0.52	0.53	0.71	0.56	0.75	0.69
Royal Marines Museum	0.60	0.91	1.02	0.96	0.91	0.74	0.65	0.65
National Army Museum	3.44	3.29	3.39	3.23	4.1 ¹	4.1	4.5	5.23
Royal Air Force Museum	3.81	4.08	5.81	6.67	4.88	5.48 ²	6.46	³
Oil and Pipelines Agency	1.71	1.69	1.72	1.50	1.61	1.66	1.66	1.66

Funding from Defence Budget (£ Million)								
	1995/96	1996/97	1997/98	1998/99	1999/2000	2000/01	2001/02	2002/03
Royal Naval Museum	0.60	0.67	0.82	0.75	0.83	0.95	0.88	0.88
Fleet Air Arm Museum	0.39	0.40	0.42	0.56	0.5	0.51	0.53	0.53
Royal Navy Submarine	0.27	0.28	0.32	0.37	0.53	0.44	0.49	0.48

Museum								
Royal Marines Museum	0.49	0.51	0.59	0.66	0.58	0.62	0.66	0.67
National Army Museum	3.19	3.40	3.39	3.23	3.9	4.1	4.68	4.80
Royal Air Force Museum	2.96	3.14	4.06	4.99	3.8	5.18 ²	6.07	6.06
Oil and Pipelines Agency	1.46	1.47	1.51	Nil ⁴	Nil ⁴	Nil ⁴	Nil ⁴	Nil⁴

Notes:

(1) Includes misattribution of expenditure. Grant in Aid spend actually £3.9M.

(2) Includes £0.1M for development at Hendon; £0.828M for major maintenance projects; £0.093M for free admissions (school parties); an estimated £0.328M for the inclusion of the Reserve collection and restoration Centre in Grant-in-Aid.

(3) Royal Air Force Museum unable to provide Gross Expenditure figures for 2002/03 at time of publication.

(4) The running costs for The Oil and Pipelines Agency are met by a monthly transfer of funds from the Government Pipeline and Storage System (GPSS) account. No public funds are used.

Ministry of Defence Non-Departmental Public Bodies Background Information

Executive NDPBs

The Royal Air Force Museum

The Museum

The RAF Museum was founded in 1963 to preserve, conserve and exhibit the history of the Royal Air Force and its relationship with aviation. The only UK National Museum to concentrate solely on the development of aviation, its aims to promote an understanding of the role and achievements of the Royal Air Force in that context. The collections are held at the Royal Air Force Museum, Hendon, and the Aerospace Centre at Cardington, Bedfordshire. The museum employs around 141 people.

For further information go to <http://www.rafmuseum.org.uk/> write to:

Dr M A Fopp MA PhD FMA FBIM
The Director
Royal Air Force Museum
Grahame Park Way
Hendon
LONDON
NW9 5LL

Tel: 020 8205 2266
Fax: 020 8200 1751

The Board of Trustees

The Museum operates as a charity under a Deed of Trust and is governed by a Board of Trustees who are responsible to Parliament for the collections and for the running of the Museum. Appointments to the Board are made by the Secretary of State for Defence and are part-time, unpaid and normally last for three years. Further information concerning Trustee appointments and a nomination form may be obtained from:

CS(Fin)(Sec)2a
Room 117, Building 255
Headquarters Personnel and Training Command
GLOUCESTER GL3 1EZ

Tel: 01452 712612 extension 5083
Fax: 01452 510858

The Royal Naval Museums

The Naval Museums exist to conserve and bring before the public displays which show how the Navy has played a very significant part in the life and well being of the nation through the centuries. Their aim is to show how the modern Navy has grown from the past, and to reveal something of the life and bravery of the men and women who have served and still serve in the Royal Navy and Royal Marines. Similarly they display examples of the wide range of equipment, from domestic and personal items to machinery and weapons, which are an inherent part of Navy life. The museums are also important and valuable repositories of historical records, including film and oral history, which is available for researchers and historians. Potential members of the Trustee Body would include those who have an interest in the UK's Armed Forces, with particular reference to the Royal Navy or Royal Marines. They should also have experience or interest in either business, finance, education and other professions, museums and archives or the law. Appointments are unpaid and are usually for 3 years.

For further information on public appointments to any of the Naval Museums please contact:

NPSec(P+P)2A
Room 125 Victory Building
HM Naval Base
Portsmouth
PO1 3LS

Tel: 02392 727327
Fax: 02392 727304

The Royal Naval Museum

The Royal Naval Museum originated from the Dockyard Museum, which was founded in 1911. Its purpose is to collect, preserve and exhibit articles and records relating to the history and traditions of the Royal Navy and its people. It provides research and information services for serving members of the Royal Navy, the general public and schools. The museum employs around 36 people.

For more information go to <http://www.royalnavalmuseum.org/> write to:

Mr H C McMurray BA MSc
The Director
Royal Naval Museum
HM Naval Base
PORTSMOUTH
Hants PO1 3LR

Tel: 01705 727562
Fax: 01705 727575

The Fleet Air Arm Museum

The Fleet Air Arm Museum was founded in 1964. Its purpose is to maintain for public display and education aircraft, related documents and general exhibits of historical interest, predominantly related to the Royal Naval Air Service and Fleet Air Arm. The museum employs around 65 people.

For more information go to <http://www.fleetairarm.com/> or write to:

Mr C G Mottram MA CEng MIM
Fleet Air Arm Museum
Royal Naval Air Museum
Royal Naval Air Station
Yeovilton
SOMERSET
BA22 8HT

Tel: 01935 840565
Fax: 01935 840181

The Royal Naval Submarine Museum

The Royal Naval Submarine Museum was founded in 1963. Its purpose is to promote an understanding of the role that the Royal Navy, and in particular the Royal Navy Submarine branch, has played in the nation's

history through the centuries, using its important and valued collections for exhibit, education and research. The museum employs around 22 people.

For more information go to <http://www.rnsubsmus.co.uk/> or write to:

Cdr J J Tall OBE RN (Rtd)
The Director
Royal Navy Submarine Museum
Haslar Jetty Road
Gosport
HAMPSHIRE
PO12 2AS

Tel: 01705 510354
Fax: 01705 511349

The Royal Marines Museum

The Royal Marines Museum was founded in 1958. Its main aims are the preservation and presentation of all aspects of Royal Marines history through the acquisition, conservation and research of documents, books, weapons and other artefacts, and to raise public awareness of the Royal Marines. The museum employs around 21 people.

For more information go to <http://www.royalmarinesmuseum.co.uk/> or write to:

C J Newbery
Royal Marines Museum
Southsea
HANTS
PO4 9PX

Tel: 01705 727562
Fax: 01705 838420

Council of the National Army Museum

The National Army Museum (NAM) was founded in 1960 and received a Royal Charter in 1971, when it moved to its present building in Chelsea. It has the status of a national museum and is governed by a Council of 9 members.

The purpose of the NAM is to present the history of the British Army over 5 centuries, and to encourage research into its history and traditions. Its collections include mainly uniforms, weapons, vehicles and equipment, medals, paintings, drawings and archives. The museum employs around 86 people.

For more information go to <http://www.national-army-museum.ac.uk/> or write to:

Director
The National Army Museum
Royal Hospital Road
Chelsea
London
SW3 4HT

Tel: 0171 730 0717
Fax: 0171 823 6573
E-Mail: nam@enterprise.net

For information on public appointments to the Council of the National Army Museum please contact:

AG Business Management Team
Building 19B
Trenchard Lines
Upavon
Pewsey
WILTSHIRE
SN9 6BE

Tel: 01980 61 5441

The Oil and Pipelines Agency

The Oil and Pipelines Agency was set up under an Act of Parliament (The Oil and Pipelines Act 1985) and is responsible for managing the Government Pipeline Storage System. It oversees all aspects of the operation and maintenance of the pipeline and storage facilities, ensuring that UK military requirements are met. The Agency also generates income from the system, mainly receipts from the use of the pipeline and storage facilities by the United States Air Force and commercial operators. The Agency employs around 21 people. Due to the nature of the agency, Board members should ideally have an oil industry/accountancy background.

For more information please contact:

DFG Budget Manager
Defence Petroleum Centre
West Moors,
Wimbourne,
Dorset,
BH21 6QS

Tel: 01202 654375

Advisory NDPBs

The Advisory Committee on Conscientious Objectors (ACCO)

The ACCO was established in 1970. It advises the MOD on all conscientious objection claims to further service in the Armed Forces from Service personnel, where an application to retire or to resign a commission on the grounds of conscience has not been accepted by the Service authorities.

Members of the ACCO are appointed by the Lord Chancellor. The Committee presently consists of a Chairman and Vice-Chairman (both of whom will be legally qualified) and a number of lay members. A hearing is attended by either the Chairman or Vice-Chairman plus two lay members. Members are only paid when they attend. The hearings of the ACCO are held in public and the procedure is informal. Whilst no formal qualifications are required for lay members, sound common sense is essential. The key requirements are a firm but sympathetic manner when considering an oral or written statement attesting to an individual's personal philosophy. The ability to analyse assertions by an applicant, and representatives of his or her parent Service, is an essential attribute.

For more information please contact:

Mr R Chandler
CL(F&S)Legal 1
Room 606,

St Giles Court
1-13 St Giles High Street
LONDON
WC2H 8LD

Tel: 020 7218 0509
Fax: 020 7218 0844

The Advisory Group on Medical Countermeasures

The Advisory Group on Medical Countermeasures (AGMC) was formed in 1998 at the direction of the Secretary of State for Defence. It is tasked with providing MOD ministers with independent advice on medical countermeasures for the future protection of Service and associated civilian personnel. The AGMC has nine members, including the Chair.

For further information please write to:

AGMC Secretary
Room 740
St Giles Court

1-13 St Giles High Street
London
WC2H 8LD

The Animal Welfare Advisory Committee

The objectives of the Animal Welfare Advisory Committee (AWAC) are to consult, inspect and make all necessary enquiries into all aspects of animal care and their use in research in the Defence Evaluation and Research Agency (DERA) establishments, advise Sectoral Directors and report directly to the Chief Scientific Adviser at the Ministry of Defence. From 2 July 2001 DERA was disestablished and replaced by two new organisations: the Defence Science and Technology Laboratory (DSTL) and QinetiQ Plc. DSTL will be responsible for the majority of animals used in defence research, however, some research will be carried out by QinetiQ.

In order to carry out these directives the committee monitors the ethical review process for projected scientific work involving the use of live animals. Additionally, the committee looks at the degree of external peer review of results from experiments involving animals, and how the reduction, refinement and replacement of these experimental practices are being encouraged and promoted. The committee also has responsibilities to look into training and education programmes for DSTL and QinetiQ personnel relevant to the use or care of animals. Through these and other initiatives AWAC helps ensure the maintenance of a high standard of animal welfare used for defence research purposes. The committee is fully independent and has access to all animal research sites where experiments may be carried out on behalf of the MOD. The committee members are able to interview research scientists, animal technologists along with other support staff and are assisted by senior management in their enquiries.

The Animal Welfare Advisory Committee was established in 1996 and became an NDPB in August 1998. It has published six annual reports with the last one being issued in February 2002. These reports continue to demonstrate that standards are maintained to the highest standards within Europe by DSTL and QinetiQ in the area of animal husbandry.

For further information please write to:

Animal Welfare Advisory Committee Sponsor Division
Ministry of Defence
Room 140, Northumberland House,
Northumberland Avenue
London
WC2N 5BP

Fax: 020 7218 1865

Alternatively, please write to:

The Secretary
Animal Welfare Advisory Committee
DSTL Corporate Affairs
Portsmouth West
Portsmouth Hill Road
Fareham
Hants
PO17 6AD

Fax: 02392 217791

The Armed Forces Pay Review Body

To advise on the remuneration and charges for members of the Naval, Military and Air Forces of the Crown, in accordance with their terms of reference. For more information please contact:

SPPol-AFPRB1
Room 638
St Giles Court
1-13 St Giles High Street
London
WC2H 8LD

Tel: 020 7218 2352

Central Advisory Committee on War Pensions

The Central Advisory Committee on War Pensions (CAC) was established by the War Pensions Act 1921 "to consider such matters as may be put before them by the Minister for their advice". There are currently national representatives of ex-service organisations (such as Royal British Legion, British Limbless Ex-Service Men's Association, War Widows' Association and Soldiers, Sailors and Air Force Association Forces Help) and regional War Pensions Committee Chairmen. Officers of the Department also serve on the Committee. Meetings normally take place twice a year and are chaired by the Minister with special responsibility for War Pensions.

For further information please contact:

Sandra Lloyd
Room 6/421
Veterans Agency
Norcross
Blackpool
FY5 3WP

Tel: 01253 333076

Dartmoor Steering Group

The Dartmoor Steering Group was set up in 1976 following a Public Inquiry into the continuing use of Dartmoor by the military. Its aim is to reconcile the competing interests of military use, conservation and public access. The Steering Group meets annually under an independent Chairman, who is appointed jointly by the Secretary of State for Environment Food & Rural Affairs and the Secretary of State for Defence. The Dartmoor Steering Group is supported by the Dartmoor Working Party, which meets twice a year. The Dartmoor Working Party is not an NDPB.

Members of the public requesting further information or wishing to be considered for future nominations should write to:

Mrs J M Williams
DE/TE ATL & Secretariat
TSC(L), Warminster Training Camp
Warminster
Wiltshire
BA12 0DJ

Tel: 01985 222878

Fax: 01985 222883

Defence Nuclear Safety Committee (DNSC)

The DNSC is responsible for advising the Secretary of State for Defence (and other Ministers) on all public safety matters associated with the construction, operation and maintenance of nuclear powered warships and the design, manufacture, transport, storage, handling and operational training related to nuclear weapon systems.

The Committee comprises 11 members, including the Chairman, all of whom are drawn from outside the MOD. Experts in all relevant matters sit on the Committee. They are assisted by MOD officials. The full Committee meets at least three times a year and is supported by four working groups that meet more frequently. For more information please contact:

D Strat Tech Secretariat
Room 5/18
Metropole Building
Northumberland Avenue
London
WC2N 5BP

Tel: 020 7218 9433

Fax: 020 7218 1769

Defence Scientific Advisory Council

The Defence Scientific Advisory Council (DSAC) advises the Secretary of State on matters relevant to the Ministry of Defence in the fields of science, engineering and technology. Its terms of reference are:

- To keep under review the scientific and technological aspects of research and development work in the Ministry of Defence.
- To advise on the most effective uses of scientific resources within the Defence Research Programme.
- To advise on changes to the scope and balance of the Defence Research Programme.
- To advise on scientific and technological developments from outside the Ministry of Defence, including opportunities for beneficial international collaboration.
- To advise on problems referred to it.

In performing these tasks it will take account of related civil interests.

Most of DSAC's work will involve the review and scrutiny of the content and the management of MOD's research programmes on behalf of the Secretary of State. Proposals for work may come either from within DSAC itself or from MOD.

Structure

DSAC's only standing bodies are the Council itself and its five supporting Boards. In addition a register of independents is maintained. This provides a pool of expertise which can be drawn on by any one of the standing bodies for specific tasks. The Figure beneath shows the current structure.

COUNCIL				
Chemical Biological & Human Technologies Board	Command Control Communication and Information Systems Board	Materials Technology Board	Sensors Technology Board	Weapon Systems Board

Qualities of Potential Board Members

Members should have academic or industrial experience - typically at Professorial or Technical Director level or above - in the following areas:

Chemical Biological and Human Technologies Board

- *The scientific, medical, and technological aspects of chemical and biological defence.*
- *The scientific and technological aspects of military medicine and human sciences.*
- *The medical and other relevant effects of all types of weapons for peacekeeping, internal security and counter-insurgency Operations.*
- *Scientific aspects of recruitment, selection, training, and retention of military personnel, together with the organisation of their work.*
- *Design of systems with special reference for use by individuals or groups, to include the design specification, procurement, operational effectiveness, and maintenance of such systems.*

Command Control Communications and Information Systems Board

- *The scientific and technological aspects of command, control, communications systems and information systems.*

Materials Technology Board

- *Research, development, processing, characterisation, application and performance of all non-nuclear materials relevant to defence.*

Sensors Technology Board

- *The scientific and technological aspects of sensors, excluding chemosensors and biosensors.*

Weapons Systems Board

- *The scientific and technological aspects of weapons and associated systems.*

For more information please contact:

Defence Scientific Advisory Council Secretariat
Ministry of Defence
Room 513,
Metropole Building
Northumberland Avenue
LONDON
WC2N 5BP

Independent Board of Visitors for the Military Corrective Training Centre (MCTC)

The MCTC at Colchester is the only establishment of its kind and caters for the Service personnel of the three Services, both male and female, undergoing periods of detention; it is neither a prison nor a place of punishment. The punishment implicit in such sentences is associated with loss of liberty and pay. Members of the Independent Board of Visitors are appointed by the Secretary of State, in the first instance, for five years. The Board meets 4 times a year and there is a requirement for individual Board members to undertake at least 2 extra visits per year to inspect the establishment. The general duties of the Board are to inspect the establishment and in the course of their inspection inquire into any alleged abuses or shortcomings which may come to their notice. On an inspection the Board are expected to satisfy themselves about the state of the premises of the Military establishment, the administration and treatment of the soldiers under sentence.

Qualities sought from potential Independent Board Members

No specific educational or employment requirements are sought. However, a candidate should have a clean record.

For more information please contact:

Mr R A Jackling
Chairman, The Independent Board of Visitors
c/o The Military Corrective Training Centre
Berechurch Hall Camp
Colchester
Essex
CO2 9NU

Tel: 01206 783471 - Comdt MCTC
Fax: 01206 783503

For information on public appointments to the Independent Board of Visitors (MCTC) please contact:

AG Business Management Team
Building 19B
Trenchard Lines
Upavon
Pewsey
WILTSHIRE
SN9 6BE

Tel: 01980 61 5441

Supporting Britain's Reservists and Employers

Supporting Britain's Reservists and Employers relaunched on 1st October 2002 is the campaign for the former National Employers' Liaison Committee which was formed in 1986 to advise the Ministry Defence on ways to win and maintain the support of employers for those who wish to serve in the Volunteer Reserve Forces. A secondary aim is to improve retention of reservists by reducing annual turnover brought about by employment related issues.

The committee is made up of 15 prominent business leaders with 3 military advisers. Representation covers the country and includes the President of the Confederation of British Industry, the Chairman of the Institute of Directors, the President of the Association of British Chambers of Commerce, the Director General of Fair Trading and a senior representative of the Trades Union Congress.

For more information please contact:

Gp Capt John Ross
Sabre, Floor 1. Zone D
St Georges Court
2-12 Bloomsbury Way
London WC1A 2SH

Tel: 0207 305 3178

Website: <http://www.sabre.mod.uk/>

Nuclear Research Advisory Council

The Nuclear Research Advisory Council (NRAC) is charged with reviewing the Atomic Weapons Establishment (AWE) nuclear warhead research and capability maintenance programme, including the requirement for above ground experiments and other facilities and techniques necessary to develop and maintain a UK nuclear weapon capability in the absence of underground testing. The NRAC also examines AWE's programme of international collaboration.

The NRAC has eight members, including the Chair. They are appointed by the Chief Scientific Advisor on behalf of the Secretary of State, normally for a period of four years.

For further information please contact:

D Strat Tech Secretariat
Room 5/18
Metropole Building
Northumberland Avenue
London
WC2N 5BP

Tel: 020 7218 9433
Fax: 020 7218 1769

Review Board for Government Contracts

The Review Board was set up in 1968, under an agreement between the Government and the Confederation of British Industry (CBI). It was charged with two functions:

a) to review periodically (normally at three-yearly intervals) the operation of the profit formula used in pricing non-competitive Government contracts;

b) to determine any price adjustments which may be appropriate in relation to any particular contract which is referred to the Board on the basis of a complaint by either party that the price negotiated was not fair and reasonable.

Following its Report on the Fourth General Review published in March 1984, the Board now carries out intermediate reviews at the end of the first and second year of each succeeding three-year period. Such reviews are normally limited to examination of the target rate of return and the associated assumptions. Reports on both the General and Annual Reviews are published by the Stationery Office.

Membership of the Review Board

The Review Board comprises a Chairman, two Government nominated members and two CBI nominated members. Members of the public requesting further information or wishing to be considered for future Government nominations should contact:

CSG-PRICING
Defence Procurement Agency
Maple 2b
MOD Abbey Wood #2233
Bristol
BS34 8JH

Tel: 0117-9132809
Fax: 0117-9132934
e-mail: DCP-11A@dpa.mod.uk

The War Pensions Committees

War Pensions Committees are appointed by the Secretary of State to represent the interests of war disablement pensioners and war widows. There are 13 committees covering the whole of the United Kingdom, each having between 12 and 20 members. There are also committees in the Republic of Ireland and the Isle of Man which have a similar role.

The WPCs are independent of the VA but work very closely with Agency staff to carry out their 4 main functions. WPCs are Non-Departmental Public Bodies whose main functions are to:

- act as a medium for local consultation by Ministers, the DSS and the VA on issues affecting war pensioners and war widows;
- raise awareness of the war pensions scheme and the services of the WPWS in their area;
- support and monitor the work of the WPWS and seek to co-ordinate the efforts of voluntary and statutory sector organisations to deliver the best possible welfare support to war pensioners and war widows;
- assist individual war pensioners and war widows with any problem or complaint they have regarding war pensions or the VA and act on their behalf when appropriate.

For further information please contact:

Sandra Lloyd
Room 6/421
Veterans Agency
Norcross
Blackpool
FY5 3WP

Tel: 01253 333078