



# Ministry of Defence Police and Guarding Agency Annual Report and Accounts 2007 - 2008







Ministry of Defence  
Police and Guarding Agency  
Annual Report and Accounts  
2007 – 2008

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S. B. Love  
Chief Executive

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## Foreword

### S B Love - Chief Constable and Chief Executive

It has been another testing year for the Agency, at both operational and organisational levels. The MOD Estate saw some focused and determined protest activity, particularly in Scotland with the year-long almost daily anti-Trident protest at HMNB Clyde (the so called Faslane 365 campaign) which became by far the largest protest assault on Defence in recent years. There were also regular demonstrations at the Atomic Weapons Establishment at Aldermaston. In addition, as a specialist counter-terrorist capability, MDP were deployed in support of Strathclyde Police at the crime scene in the aftermath of the attempted terrorist incident at Glasgow Airport in August 2007.

A resilient and well-balanced MDP is an essential element of the MOD's response to the security threat and the risk of disruption to defence activity through protest. MDP is a statutory police force and our constabulary status is therefore very important to us. It enables the Ministry of Defence to rely upon the full force of law, inside and outside the Defence estate, in protection of defence people and assets. The MDP is expert in, and the predominant supplier of, a policing discipline which the UK needs - Armed Defensive Security Policing. Largely in this role, the Force continued to deliver a range of policing outputs in its five Divisions across the country. This was achieved to a high standard, against a substantial reduction in the overtime budget, which meant that the expectations of Defence customers needed to be, and were, managed effectively by my Divisional managers and staff.

On the unarmed guarding side of the Agency, the close of the fourth full year of its new corporate structure has seen the MOD Guard Service (MGS) continuing to deliver professional guarding on the ground while continuous organisational changes flow through it. The top-down issues of funding, management structure and competition are still with us, though some progress has been made on each. The important Closing the Gap review, which is designed to realign our outputs with the resources available to the Agency, is driving efficiencies and savings in both policing and guarding. The need to provide the MOD with an assurance that best possible value for money is being obtained in the delivery of unarmed security guarding remains a key priority. A fundamental review of the MGS organisation has therefore been taken forward under the Closing the Gap programme, which has highlighted a range of measures that will make the MGS more competitive. A similar review that will look at the management of MDP shift rosters will be taken forward in 2008/09 to see whether there is scope for efficiency savings.

During this period the MDP also continued, in the Defence interest, to provide essential protective (armed) security to parts of the UK critical national infrastructure - gas processing sites in the energy sector - under Operation Vintage. The MDP role has developed from the initial surge last year into a more permanent tasked policing role in a non-MOD environment, to support the Government's wider anti-terrorist strategy (CONTEST) under the protective strand. The financial arrangements for this will be confirmed in the forthcoming Counter Terrorism Bill as it goes through Parliament.

Operationally, an area where we have been working behind the scenes but will start to be more visible is in the field of Control Rooms and the Gold, Silver and Bronze Command of firearms operations. Physically, we have a suite of Control Rooms located to run the MDP's business and with excellent built-in resilience if one goes down, and electronically we have Airwave, together with an integrated communication control system (ICCS) and the supporting infrastructure. This has been a long haul and a tremendous achievement. We are therefore taking stock now as to how we can best use that structure to support the command of firearms incidents and in turn link this to training and exercising for command. We have steadily been building a pool of silver and bronze commanders with up to date training, and bringing the whole together is one of the objectives for the coming year.

An immediate and positive effect of the centralisation of the MDP CID last year is our ability to more quickly put together investigation teams for major incidents and major crime. One upshot of our improved capability is that we now have a tasking to develop, in consultation with Defence Equipment & Support, a joint crime strategy to improve our protection of the Defence procurement budget, and Defence logistics and supply lines, from serious crime.

Defence Community Policing continued to develop, particularly with the Army, who conducted a review of their use of MDP last year and as a result have asked us to spread our contribution more evenly across the country, instead of concentrating resource at the big Garrisons. Unit Beat Officers (UBOs), MDP's community police officers whose role is to tackle anti social behaviour and quality of life issues, are to be posted in up to twenty additional locations next year. They are valued by Service families, particularly those where a partner is on active service overseas, and as such form an obvious component of the Military Covenant.





Overseas, there is growing support within the armed forces for the MOD to have a bigger stake in the provision of policing support in those parts of the world where Defence has a particular interest. Our deployment of a small cadre of officers to Afghanistan, to help reconstruct local policing but within the military operation, has done much for MDP's profile with the military. This is not of course new territory for MDP: we are building on our long experience in Kosovo, and from past operations in Iraq, Sierra Leone and the Sudan.

MDP is a Force which is still in transition. Changes to its footprint are going to consume a lot of our attention over the next three years or more, driven partly by financial considerations but also by increased recognition of our specialist skills and the need to focus them where they matter. But the Force's history is one of progression. Progression from single service constabularies to a single Force, then to armed status, and from generalist to Defence-focused policing. At a time when other police forces are required to be all things to all men, MDP's history points it firmly in the direction of increased not reduced specialism.

MDP and MGS seek to work seamlessly together wherever they are co-located – working together, covering each other, assisting each other, communicating, training, exercising, and planning. They perform quite different functions but as a combined security capability they suit the MOD's requirements ideally. The Report which follows describes the ways in which both police and guards contribute uniquely to the support of the Defence Mission.

A handwritten signature in blue ink, appearing to read 'S B Love'.

S B Love  
Chief Constable & Chief Executive



## Introduction: Chairman of the Owner's Advisory Board

### Richard Hatfield, Ministry of Defence

This has been my first year as Business Owner of the MOD Policing and Guarding Agency, succeeding Sir Ian Andrews. In this capacity, I chair the Owner's Advisory Board (OAB), representing the Secretary of State.

The OAB was set up last year to oversee the Agency's management and resource. Previously the long standing MOD Police Committee had tried to deal with these matters, in addition to providing assurance and scrutiny of the MOD Police as a police force. The model was that of the well established police authority structure under which all Home Office police forces operate, but arrangements fell short of the model in practice. The creation of the OAB and the restructuring of the Police Committee are therefore a real improvement, in both accountability and effectiveness.

The new OAB supervises Agency resources and performance in much the same way as any Departmental agency is supervised by the parent Department. I come to the role with some experience of the MDP - so I am well acquainted with its unique contribution to the security of the defence estate. Its standards are high and its contribution to the protection of defence assets indispensable. The MOD Guard Service, established in 1992 following a review of security, complements the MDP's armed posture by providing us with unarmed access control and guarding. Together, under the command of Chief Constable Steve Love, they form a single, trusted and professional security organisation.

As Chair of the Owner's Advisory Board I remain a member of the Police Committee (on which I have served for some years) but not as chairman. In the interests of coherent governance, the Chair of the Police Committee is a member of my OAB.

The Police Committee is now independently chaired, by David Riddle, who comes with experience of service with the Metropolitan Police Authority, and whom I welcome to his new role. The majority of the Committee are independents, newly appointed from outside the defence community and there is only one other MOD seat. This reflects more clearly the role of the Police Committee as the supervisory body in respect of the MDP as a police force, and its exercise of police (constabulary) powers. The Chief Constable is accountable to the law, not the MOD, in his use of police powers; so it is right that oversight of that role is independent of the MOD.

As this Annual Report demonstrates, the Agency has had another busy year. At a time of domestic terrorist threat, the police role is a vital one and in the case of the MDP, with its specialist counter terrorist capability, it was not surprising to find it playing a significant support role outside the defence estate at Glasgow Airport last year. On the defence estate, it has dealt sensitively but very effectively with continuous anti-nuclear protest at HMNB Clyde and also at Aldermaston. In our democratic society it is important that people are able to exercise their lawful right to protest, but the critical business of Defence must also go on unimpeded and the MDP play a crucial role in ensuring both that peaceful protest is facilitated and that Defence activities are not unlawfully disrupted.

Like all support services in Defence, the Agency is not exempt from the need to demonstrate ever better use of resources to achieve value for money. The Armed Forces are more committed to hostile environments overseas than for many years, and the duty of all who work in defence is to prioritise the frontline by maximising the resource which goes directly to it, and minimising the cost of support services. The Agency's Closing the Gap programme, initiated last year, which addresses a funding shortfall when the MGS was transferred into the Agency in 2004, has made good progress in identifying efficiencies and better ways of working, adapting the Agency to current conditions.

Security is always an important area for us, not just the security of high value assets, but also the protection of our defence families living in Service family quarters, especially those with a family member on active service. Policing and guarding make an important contribution to their living environment and to the maintenance of morale.

I thank both MDP and MGS officers on the ground, as well as the civilian staff who work alongside them, for their professionalism and their hard work this year, in delivering a major part of our security requirement, and I am confident that the Agency will again make a significant contribution to supporting the Defence Mission in the coming year.

Richard Hatfield  
Personnel and Corporate Services Director, MOD



## Vision, Role and Outputs

### Strategic Vision

*To provide high quality Constabulary Policing, Guarding and Armed Security in support of the UK's defence*

### Agency Role

*Delivering effective Policing and Guarding as a part of the UK's Defence capability*

### Agency Outputs

The Defence Management Board, the Owner's Advisory Board, the principal stakeholders and all who work within the Agency are agreed that the main crime and security risks which the Ministry of Defence and Armed Forces face are:

- terrorist attack and the threat of it
- disruption and disorder caused by protestors
- theft of key assets
- major financial fraud
- unauthorised intrusion onto the defence estate

We will combat these crime and security risks through the Agency's eight key outputs:

- **Protection** of the Nuclear Deterrent
- **Defence Business Continuity:** the ability to reinforce the protection of Defence personnel and property
- **Armed Protective Security:** the capability to deter and to respond to an armed attack on our customers assets
- **Uniformed Policing:** the effective use of police powers to deter, detect and respond to crime and disorder
- **Guarding:** the provision of unarmed guarding and access control to Defence personnel and property
- **Crime Investigation:** the prevention, detection and investigation of crime that impacts significantly against Defence capability and the recovery of stolen assets
- **International Capability:** the contribution of specialist Policing and Guarding expertise in support of wider Defence and foreign policy objectives
- **Policy:** contributing to Defence policing and guarding policy

In delivering these outputs we will directly contribute to the Defence Vision of being a force for good in the world, by providing a policing and guarding service fit for the challenges of today, ready for the tasks of tomorrow and capable of building for the future.

## The Ministry of Defence Police Committee

### Membership Of The Committee 2007-08

**David Riddle**  
Independent Chairman Appointed 1 Oct 07

**Sir Ian Andrews** MOD  
Chairman Appointment ended  
2nd Permanent Under Secretary 30 Sept 07

**Sir Keith Povey**  
Police Adviser (England & Wales) Appointed 1 June 07

**Andrew Brown QPM**  
Police Adviser (Scotland) Re-appointed 1 June 07

**Dr Marie Dickie OBE**  
Independent Member Appointed 1 Oct 07

**Caroline Mitchell**  
Independent Member Appointed 1 Oct 07

**Dr Parvaiz Ali**  
Independent Member Appointed 1 Oct 07

**Richard Hatfield** MOD  
Personnel Director

**Robert Rooks** MOD  
Director General, Security & Safety

**Ann Kelly**  
Independent Member until Oct 07

**Sally Osment**  
Independent Member Appointment ended Oct 07

**John Harris**  
Independent Member Appointment ended Jun 07

**Karen Feather**  
Clerk to the MOD Police Committee

### In Attendance:

**Sir Ian Andrews** 2nd Permanent Under Secretary

**Steve Love** Chief Constable

**David Ray** Deputy Chief Constable

**ACC Gerry McAuley** Chair of the Chief Police Officers' Association

**Eamon Keating** Chair of the Defence Police Federation

## End of Year Key Target Report

### Key Target 1:

The target was to maintain the customer satisfaction rates achieved in 2006/07; these were 86.5% for MDP and 85.8% for MGS. This target was partially achieved, with an MDP customer satisfaction rate of 95.2% and an MGS customer satisfaction rate of 82.1%.

### Key Target 2:

The target was to achieve a crime detection rate of 50% for crime that impacted significantly against Defence capability. The achievement against this target for 07/08 was 46.44%.

### Key Target 3:

The target was to achieve 95% of agreed customer taskings in year. This target remained challenging for the Agency given the on-going work of Key Target 6 to close the gap between resources and outputs. Achievement level remained comparable with previous years, with the MDP delivering 90.35% and the MGS delivering 85.8% of customer tasks.

### Key Target 4:

The target was to achieve all agreed international tasks with the Foreign and Commonwealth Office in support of wider Defence and foreign policy objectives. This target was fully met.

### Key Target 5:

The target was to use new legislative powers to recover at least £2m of Defence assets stolen or fraudulently acquired. This target was fully achieved, with the total sums recovered from compensation, restraint, forfeiture or disruption amounting to £2,606,286.00.

### Key Target 6:

This target focused on the work within the Agency to close the gap between its resources and outputs. All in-year savings for this target were achieved with work progressing into 08/09 to ensure the gap is fully closed.

## Agency Key Targets 2008/09

### Key Target 1:

By 31 March 2009, to have delivered at least 95% of MDP and MGS agreed customer taskings for TLBs who have fully funded the tasks.

### Key Target 2:

By 31 March 2009, to have maintained our customer satisfaction rate at the level achieved in 07/08.

### Key Target 3a:

By 31 March 2009, to have achieved a detection rate for crime that significantly impacts on defence capability, of at least 50%.

### Key Target 3b:

By 31 March 2009, to have produced a Strategy for Defence Crime in the light of a Statement of Requirement to be produced by MOD.

### Key Target 4a:

By 31 March 2009, to have achieved all international tasks.

### Key Target 4b:

By 31 March 2009, to have achieved all UK repayment tasks.

### Key Target 5:

By 31st March 2009, to have demonstrated the recovery or prevention of loss to the Department that exceeds the cost of the MDP's Fraud Squad.

### Key Target 6:

By 31 March 2009, to have agreed with TLBs a forward tasking plan based on resources provided.

### Key Target 7:

By 31 March 2009, to have delivered specified outputs within 1% of authorised out-turn.

### Key Target 8a:

By 31 March 2009, to have achieved all Agency Key Diversity Objectives contained within the Agency Diversity Action Plan.

### Key Target 8b:

By 31 March 2009, to have set a baseline score for the Agency using the Diversity Excellence Model.



## Chief of Staff and Deputy Chief Constable David Ray QPM

**T**he year was challenging for my portfolio. The major Closing the Gap (CTG) project, which aims to bring our taskings into line with available resources, dominated, and very good progress has been to reduce the shortfall in the Agency

budget. During 2008/09, the CTG team will take forward and will start to implement the extensive business improvement programme which was begun in year. This will look at how we deliver our operational outputs and how this might be done more efficiently and effectively to make best use of resources. Concurrently, the Agency's TLB customers were asked to review their future requirements for our services within the financial resources that are available. We are confident that this partnership approach with our customers will make significant inroads into the funding shortfall which the CTG team was charged with offsetting.

### Communication and Information Systems (CIS)

Under its new name, the CIS team contributes heavily to the work required to take the Agency into the major Defence Information Infrastructure (DII) project. This work will continue for some time. Re-accreditation of the MDP network required extensive review of documentation and procedures.

The Scottish Intelligence Database, which was previously only available to Scottish police forces, has been opened up to MDP officers in Scotland. By fitting the appropriate hardware and installing and testing the corresponding software, the CIS department have enabled this key recommendation of the Bichard Inquiry to be realised. In another development towards greater co-operation with other organisations, CIS has begun a review of how the Airwave radio system is used by the MGS to determine how it can best be integrated with those used by other security groups, including the MOD Military Provost Guard Service (MPGS).

Meanwhile work has continued to refine the Integrated Communication Control System (ICCS) service used by the Airwave system. An officer with an Airwave radio can now press an emergency button and immediately alert his Control Room, should he find himself in a dangerous situation. Further improvements have integrated the system more closely with Command and Control; officers are now able use Airwave to inform their Control Room of the precise nature of the duty they are undertaking. This development allows more accurate records to be maintained and enables officers to be more closely tracked, with obvious benefits in cost and safety.





Improvements to the way in which Airwave operates at AWE have also been completed. This work has enabled greater use of the Airwave system across the establishment in support of the operational policing task. Specialist equipment has been identified that will enable officers to use their radios whilst patrolling in Nuclear, Biological and Chemical suits and full body armour. Radios that are safe to operate in flammable atmospheres have also been procured for use by the Operational Support Unit.

This work is complemented by the upgrade to the Wide Area Network (WAN), now nearing completion. The improved capacity provided means that data messages carried over the network cannot delay voice messages sent by officers in the field. This represents a significant improvement in officer safety.

Laptops are being introduced which will operate using the Vodafone 3G network. This solution has been devised to overcome the difficulties that were being experienced by mobile workers and those based on sites too remote to connect to the broadband network. The laptops, which are encrypted, are able to transmit Restricted data from anywhere in the country

with 3G coverage. The transmissions will then be received by newly installed equipment at HQ where the data they contain is incorporated into the normal network. It is anticipated that the greater flexibility that this system provides will enable more effective and efficient ways of working.

Support for mobile operations was also enhanced this year when the software in the Major Incident Unit vans was reconfigured. Operators in the vans are now able to make better use of the bandwidth which provides them with a more consistent and reliable service.

The upgrade to the MOSS crime system has been finished and it is now known as UNIFI. Officers will be unaware of the considerable background work that has occurred in order to provide them with a smoother, easier to use interface that enables them to process their tasks in more straightforward and intuitive ways. The project was completed within budget and on time in November 2007 to much positive feedback from those who use the system. MDP were pioneers in the implementation of this product, and subsequently Thames Valley Police have asked our practitioners to assist in their evaluation of it.



## Director of Operational Support

**Assistant Chief Constable John Bligh QPM**

### Operational Support Unit (OSU)

The specialist MDP OSU Units (one based at York and the other at HQ Wethersfield) respond to a number of varied tasks, providing support to

both MDP and Home Department Forces alike. In year, these included "Faslane 365", where a persistent anti-Trident protest was a feature of the year; the post incident crime scene search following the Glasgow Airport terrorist incident in September 2007; and deployment to Stansted Airport also in September to support Essex Police with a high profile armed police presence.

A number of counter terrorist searches in buildings being used for formal military events (e.g. Salisbury Cathedral, prior to a memorial service) were carried out, as well as several crime searches in support of both the Fraud Squad and CID.

### Central Control Room (CCR)

The new PNC Bureau which was officially opened in September 2007 manages the creation of records for processed persons, vehicles and property, together with the recording and maintenance of DNA, PNC back record conversion and court disposal. UNIFI has updated our method of centrally recording crime reported in accordance with the National Crime Recording Standards, and features close liaison with the Divisional Criminal Justice Units.

The new Command and Control system has resulted in significant advances in incident recording and management. CCR maintain a watching brief of real time incidents across all Divisions and manage and record incidents for a range of specialist MDP departments (e.g. the Operational Support Units, the Force Surveillance Unit and the Fraud Squad). The ICCS (integrated Communication Control System) has provided CCR with the facility to talk direct to officers within their control area.

### Chemical, Biological, Radiological and Nuclear (CBRN)

The CBRN Project Team was formed during 2007 to examine how the MDP should counter any terrorist-inspired CBRN threat to the Defence estate, and also any radiation incidents which could result from MOD-related nuclear activities. The initial recommendations of the project are now being considered, and work continues with the development of CBRN and Radiation Incident Response, including the development of a bespoke MDP CBRN Ensemble, the procurement of detection/monitoring equipment, and medical counter measures.

The first CBRN Instructor refresher courses took place in January 2008 at MDPGA HQ and two further courses are planned for 2008. The development of a Radiation Incident Response Course for approximately 1500 officers is anticipated to begin in 2008/09. Work strands are guided by the Chief Constable's vision to develop the type of armed protective CBRN capability which Defence requires, and then build the capability into our taskings.

### Police Dogs

Over the year, the Dog Section deployed AES Dog Teams on 2,227 Counter Terrorist Searches and there were 251 taskings of Drugs Dogs. As well as providing specialist Search Dog services across the MOD estate, support was also provided to the Port of Liverpool, Kent Police, West Midlands Police, Metropolitan Police, Devon & Cornwall Police, RAF and Royal Military Police.

HQ bred from two of its Police Dog bitches and the litter of nine Malinois puppies will be cared for by Agency personnel as part of the Puppy Walking Scheme. This scheme allows for the puppies to be socialised from the age of 3 months in the home environment. Their training will begin at 18 months old, the aim being to produce General Purpose Police Dogs, licensed to ACPO standards.



### Marine Policing

The highlight of the year was undoubtedly the introduction of a new high specification purpose built Police Launch, entering service at the Clyde Marine Unit. The 15m vessel has been specifically built to meet MDP's demanding operational requirements as it carries out policing and protection duties. Following a period of operational trials and subsequent acceptance into service, an order for another five Launches has already been placed and subject to funding approval, the ultimate aim is to have a fleet of 15 similar vessels.

### Special Escort Group (SEG)

SEG had another busy year undertaking a high number of Defence Nuclear Materials and other escorts. Escorting methods have continued to evolve, particularly through the introduction of new equipment and the increased convergence of the different nuclear material business areas. Progress has also been made in strengthening links between the SEG and the Civil Nuclear Constabulary and the British Transport Police. A new area of operations in year was the provision of traffic escorts to assist in the vehicular movement of visiting international inspection teams.

### Firearms

The Firearms section continued to manage firearms procurement, with progress being made in the selection and trialling of replacement ammunition for the existing 4.6mm round, renewal of the specialist contractor logistical support for the MP7 weapon fleet, and the evaluation of new weapon carriage systems for the MP7, together with support in obtaining specialist pyrotechnics and night-sights.

A further work strand that has seen considerable progress this year was the pilot user trials of the Taser (less lethal) weapon system which has been deployed at a number of MDP operational locations.

### Vehicle Fleet Management

2007/08 has been one of this department's busiest periods for many years. The year started with a short notice requirement to support Operation Vintage (armed protection of critical national infrastructure) which now has a dedicated fleet of 4x4 variants, including the provision of customised weapon storage systems. Over 100 vehicles were purchased in total in year, including some 20 additions to the fleet, to support key operations. Operation Layer witnessed a record lead time for sourcing vehicles, with two vehicles procured, modified and introduced into service for the recently formed Tactical Support Group at AWE, all within eight weeks.

### Exercise Planning Team

The Exercise Planning Team's remit includes the promotion and testing of Business Continuity Management across the whole Agency. But the team's main achievement was arranging and running the second in the trilogy of nuclear-related new Salesman counter terrorist exercises in November 2007, which brought together key military, police and civilian elements for a testing table top exercise. For this work, the team received commendations from the Vice Chief of the Defence Staff.





### Criminal Investigation Department (CID)

Following CID recentralisation on 1st April 2007, command and control for resources has enhanced focus and the overall deployment of the MDP's investigative capability. Specialist support continues to be provided for Major Investigations both in Force and to the wider MOD by the **Major Incident Unit**. Of particular note, the HOLMES II mobile capacity was used in support of a Royal Navy Special Investigation Branch investigation into the death of two naval ratings; by the Royal Military Police during their investigation into the unlawful killing of a soldier in Osnabruck, Germany, and during the MDP investigation of the reported suspicious fall of an officer cadet from the top floor of a building at RMAS Sandhurst.

The provision of timely intelligence has continued to enhance Force capability. The **Force Intelligence Bureau** has been inspected by IOCCA and the Surveillance Commission and as a result is planning to establish a Dedicated Source Unit and a Central Authorities Unit. The Criminal Records Bureau has been established and a single point of contact for all INI requests. During the last twelve months the **Computer Crime Unit** has analysed in excess of 22,000 gigabytes of electronic data in support of 135 investigations. The Unit has supported Home Office Police Forces, Service Police and law enforcement

agencies both in the UK and abroad. The **Force Crime Recording System** was upgraded during the latter part of 2007. This upgrade is compatible with Command and Control and allows for future progress and activation of specialist modules as required.

The appointment of a Crime Scene Manager has enabled more stringent performance management and the development of individual **Crime Scene Investigators**. This consolidated approach has reinforced in-house training at Divisional level and developed new initiatives with Service Police and the Royal Fleet Auxiliary.

The **Fraud Squad** again sustained successful prosecutions of large scale fraud and corruption offences committed against the MOD, and continued its partnership working with the SFO and the OECD to tackle overseas corruption. Restructure has allowed the incorporation of a dedicated anti corruption unit and the impact of the financial investigation unit has enabled the Force to achieve its Key Target in relation to the recovery of MOD assets. The Squad will continue to provide tailored programmes to assist TLBs manage the risk of fraud and corruption in their business areas, and will work with the Agency Training Centre to support the delivery of fraud and corruption awareness training to key areas of the MOD.





## Director of Regional Operations, MOD Guard Service

### Sandy MacCormick

The organisation again qualified in-year for the National Security Inspectorate (NSI) Silver Certificate, giving assurance of the organisation's adherence to BS7499 and BS7858 quality standards. This year, preparations

began to put the organisation in a position to achieve the NSI Gold Certificate. However priority work for 'Closing the Gap' has slowed this process down and work will continue during the forthcoming year to achieve this accreditation.

Performance by MGS guards on the ground continues to attract favourable comment from customers, although recruitment and staff numbers have been identified as occasional friction points in meeting some aspects of a limited number of tasks. The customer satisfaction rate was 82.1% compared to 85.8% in 2006/07.

The roll-out of the Airwave communications system to the MGS is complete and work is now in hand to identify and exploit the management and supervisory benefits that such a system, with its national coverage, can bestow.

The training of guards to reach the professional standard required of the organisation has a high priority and the initial training, known as Foundation Training, has been actively developed in conjunction with Agency Learning and Development staff. Foundation Training has been revised to include material necessary to qualify guards for the Security Industry Authority (SIA) licence to operate, and a further course developed to qualify existing members of staff. Although the SIA licence qualification is not yet mandatory for in-house guard forces such as the MGS, the relevant training must be given in anticipation of mandatory status and to reduce the retrospective training burden. Further changes were made to the Foundation Training which now brings the recruits together from day one of employment and which centralises the initial issue of uniform and equipment – altogether a much more efficient regime.

### Management structure

It has become increasingly clear that the MGS management structure that was carried forward largely unchanged into the unified MGS is not adequate for the volume of operational and administrative tasking shouldered by local managers. As the MOD's People Programme has been implemented, the number of personnel-related tasks falling to managers at all levels, but particularly junior managers, has grown significantly as personnel management (PM) teams have been disbanded. While it might correctly be said that these tasks have always been the responsibility of managers, the reality has been that PM teams did the bulk of that work and their disappearance, together with the increasing number of such tasks, has exposed MGS managers to a work burden far beyond that of equivalent grades elsewhere in the MOD.

The solution is to increase the number of junior managers in the organisation and a plan of action commenced during the year with two Regions implementing their new structures. More managers allows the organisation to meet its responsibilities to individual guards in accordance with Departmental personnel policies by improving the 'manager-to-managed' ratio. By the same token, managers will have more time to devote to quality assuring the operational output and to interacting with customers. It is recognised, however, that the solution will thicken a manager stratum that is already much thicker than that of the commercial companies against whom the MGS will soon compete. Furthermore, the additional managers have to be paid for and, in the current heavily constrained financial environment, the only viable option is to compensate from long-term gapped posts. This is a challenging balancing act.



### **“Closing the Gap” and External Competition**

During the early part of the year, it became clear that the well-documented underfunding of the MGS – an issue arising from the inadequate levels of funding transferred by the previous ‘owners’ of the MGS – would not be resolved in the long term by resource control total adjustments in favour of the MGS. Instead, the Agency was directed to close the gap between the current levels of tasking and resourcing. For the MGS the practical implications are that the levels of tasking, funding and complementing need to be brought into harmony. The MGS has completed a programme of self-scrutiny to identify where processes might be improved, e.g. roster management, with a view to maximising the efficiency of its output. Recommendations from these reviews will be implemented during the forthcoming year.

The MOD’s Departmental policy that up to 25% of its unarmed guarding requirement may be met by commercial guard forces (CGF) is a number of steps closer to implementation. The “Two-tier Workforce” code of practice has been adopted by the Department and the Closing the Gap programme serves as a plan to resolve the underfunding issue. Putting these two elements in place has enabled a submission to be put to Ministers that competition should be tested. The pilot scheme planned for this year was put on hold to allow the MGS time to identify more efficient processes for the Closing the Gap programme that will serve the MGS well as it prepares for the reality of competition.

### **The Future**

In this financial year, the MGS has continued successfully to guard over 200 Ministry of Defence establishments and sites. The guards’ professionalism has been maintained despite serious staff shortages in some areas and general over-commitment. Programmes of action have been put in place to resolve the tasking and resourcing mismatch that underlies the present position. Closing the Gap and the arrival of competition with CGF will encourage the organisation to capitalise on an internal scrutiny of processes and working practices to maximise efficiency. In the coming financial year, the MGS will have to show its mettle through dynamic preparation for, and implementation of, these changes.





## Director of Personnel and Professional Development

**Assistant Chief Constable Robert Chidley**

### International Policing & Secondments Office

**M**DP continues to be a major supplier of UK police officers on Peace Support Operations or Post Conflict Reconstruction missions. This year MDP deployed officers on overseas

missions to Bosnia, Sudan, and Sierra Leone, as well as to Kosovo under the UN banner, helping to bring stability to the troubled areas of the Balkans. MDP officers have already been selected to support the anticipated future EU mission there. MDP officers recently deployed to Afghanistan to contribute to the MOD's commitment through Op Herrick by assisting in the development of the Afghanistan National Police.

### Defence Training Review

The MOD's Defence Training Rationalisation (DTR) Project intends to modernise and improve MOD specialist training, delivering substantial financial and business benefits, including more efficient use of the training estate and more effective use of training personnel; improved living and training accommodation; and an improved ability to adjust to changes in training demand.

The MDPGA DTR Team was engaged with the MOD planning team (Package 2, which includes police training) in year, developing a training solution for the Agency. The team is actively pursuing training business from other police forces and related organisations, with the intention of self-funding improvements to the MDPGA training infrastructure, and is actively considering the wider Wethersfield site and training facilities being made available to other MOD users for training and exercises.

### Human Resources Management

The MOD People Programme reached the end of its initial phase in April 2008. It was anticipated by this date that all MOD HR services would be delivered by the People, Pay and Pensions Agency (PPPA) including services for non-standard occupational groups such as MDP. In order to achieve this, a number of additional measures were put in place over the course of the last year. In August 2007, an Agency HR Business Support Team was established, its main remit being to provide transactional HR support to the MDP in areas that will not or cannot be picked up by PPPA. The following month a "forward deployed office" of the PPPA was established at MDPGA HQ Wethersfield, and a second such office followed later in the year, to provide internal and external recruitment services to MDP, though the PPPA internal recruitment service will not be launched immediately.



HR service delivery for MGS and broader banded civilians has been rolled out gradually by PPPA since December 2005 and the Agency now provides a full range of successful HR functions to these groups. Some work continues on specific areas of business, such as short notice engagements for the MGS, and the MDPGA is engaged with DGCP and PPPA in these areas.

The People Programme now moves into a new reviewing phase in order to improve service delivery in areas such as internal recruitment. MDPGA will remain closely involved in the development of services which have an impact on the staff employed by this Agency.

### **Selection & Development**

110 police officers were recruited in year at the dedicated Wethersfield facility, using the SEARCH process (Structured Entrance Assessment for Recruiting Constables Holistically). 30 officers were recruited as transferees from other Forces.

35 Constables gained a promotion ticket for Sergeant and 27 Sergeants gained a promotion ticket for Inspector. No senior rank promotion processes were completed in year.

All MGS recruitment is handled by the PPPA.

### **Occupational Health Services**

The re-organisation of the MDPGA OHSS unit has improved access to OH services across the Agency and shortened response times. The first Cross Business Agreement between MDPGA and an in-house OH provider - with Naval Base Commander HMNB Clyde via his Occupational Environment Health & Hygiene Department - has been a resounding success. Negotiations to bring on line similar agreements are currently underway with HMNB Devonport, HMNB Portsmouth and DE&S.

Full implementation of the Hearing Conservation programme across the Agency has been delayed due to staffing and funding issues. However approximately 50% of all MDP staff and 95% of MDP/MGS in High Risk categories have been assessed. Work is continuing to identify the most effective and efficient method of implementing a suitable sustainable programme Agency wide.

### **SHEF**

80% of SHEF Plans across the Agency have been completed. Targets for training in manual handling (e.g. for police officers who may have to lift wheelchairs in the course of duty) are being met within most Divisions and Regions, either through the non-operational officers and civilian support staff package or through personal safety training. A comprehensive noise programme incorporating hand and arm vibration on RIBS has been completed, the results of which are currently being

analysed.

### **Learning & Development**

The MDPGA Training College is now a recognised provider of training to the Justice sector having received Skillsmark recognition in September 2007, following a rigorous assessment of our Learning & Development processes. Skillsmark is an education and training quality mark for the Justice sector, awarded to recognise those learning providers who meet the stringent evaluation requirements. Gaining this award opens up many new doors in terms of external recognition, and the College is now listed on the Skillsmark on-line e-directory of recognised providers.

In November the College's Management Training Centre signed a franchise agreement with MOD Dblearning. This agreement demonstrates confidence in MTC's ability to deliver a selection of Dblearning courses to the highest standards. It is a matter of great pride that the Agency Training College is the only other MOD training provider to currently hold a franchise with Dblearning.

These significant achievements reflect the standards, professionalism and commitment of all College staff who continue to build upon these successes.

### **Police Professional Standards Department**

The MDP Professional Standards Department has continued to develop an effective working relationship with the Independent Police Complaints Commission (IPCC). Close liaison has also been maintained with other Police Forces, and members of the department have conducted external criminal investigations at the request of some local Police Forces.

The new Misconduct Policy and Standards of Professional Behaviour is due to be introduced for all UK Police Forces in August 2008. PSD are involved in the development of these new Regulations and are engaging the Defence Police Federation, legal advisers and other interested parties to ensure effective implementation within the MDP.

Although the number of recorded public complaints and misconduct hearings is lower than last year, PSD staff are increasingly providing operational managers with advice and support in relation to complaint and misconduct matters, with a growing emphasis on local management action, where this is proportionate and appropriate.

A new Head of PSD has been appointed and the department will in future fall within the COS (Deputy Chief Constable) portfolio.

## Diversity & Equality

The most significant work in year has been the development of an equality and diversity scheme for the MOD Police. Quite apart from being a part of the MOD's Diversity plan, the Chief Constable MDP is separately named in legislation requiring the publication of race, disability and gender equality schemes. To meet this requirement, a scheme covering all the relevant strands was produced. The scheme will be published not only as part of an overall MOD equality and diversity scheme, but also as a stand-alone document which sets out how the MDP's statutory duties are being met and what its plans are on race, disability and gender as well as other diversity strands.

The Chief Executive as the Agency's diversity champion gives visible top level commitment and ensures that diversity is fully considered in planning and decision-making on both service delivery and employment issues. Our diversity work is overseen by a Diversity Programme Board with broad representation from Agency departments, the trades unions and our support groups for women, ethnic minorities, disabled staff and Lesbian, Gay or Bisexual staff (LGB). The Agency's Diversity Strategy includes six strategic goals, representing the key areas in which we need to succeed. These goals underpin our Diversity Action Plan, against which there has been good progress in the year. Key achievements under each goal include:

### Our workforce and workplace

A multi-faith facility was opened at the Agency Training College, offering a space for prayer or meditation for all religious groups. The Agency, uniquely in MOD, offers trained harassment Contact Officers, who can advise and support those involved in harassment complaints. More Contact Officers were trained to improve the accessibility of this service.

### Our representation, recruitment and retention

Positive action is under way to attract more female and ethnic minority staff into specialist areas such as our Operational Support Unit, marine policing and dog handling, supported by events such as a Positive Action Day held in South East Division. A Minority Representation Working Group was formed to develop plans to improve representation, particularly by women and ethnic minorities. The Group commissioned a study on recruitment and retention which was completed in March 2008 and which will form the basis of future plans.

### Our customers and our accessibility

MDP Unit Beat Officers have provided presentations on UK domestic laws to the Fijians and their families who form a small community in some of the army regiments. We are also engaged with community groups working on issues such as hate crime, community cohesion and domestic violence. As part of the MDP Home Front initiative (Defence community policing) "No Cold Calling" zones have been introduced in some Service family accommodation quarters, discouraging traders from knocking on the doors of families whose main breadwinner is abroad in theatre. This helps reduce the fear of crime, particularly for the dependants of Service people deployed overseas.

### Our reputation and communication

Our Women's Staff Association continues to flourish and similar new groups were formed during the year – including the Agency Support Group for Minority Ethnic Staff (ASME), LGB Unite and the Disability Support Forum. Each of these groups has contributed to our diversity work and to broader planning and decision making.

We have continued to benchmark our work against other organisations: in the Opportunity Now benchmarking exercise we achieved their Gold Standard and featured as a "top 25" organisation in the Stonewall Workplace Equality Index. We benchmarked for the first time with the Employers Forum on Disability, achieving their Bronze Standard. Chief Superintendent Wendy Benson, South East Divisional Commander was short-listed in year for the Opportunity Now Gender Champion Award and as this Report went to press was announced as the outright winner.

### Our cohesion and education

The acclaimed Springboard women's development programme was introduced into the Agency for the first time. Further programmes will be run this year, as well as the companion Navigator men's development programme. Our published Guide to Cultures and Beliefs includes information on police and guard service activities such as searching, visiting homes and places of worship, and dealing with sudden death. The guide is supplemented by the publication of a monthly guide to religious festivals and events, both of which have received very favourable feedback from our staff.





## Director of Resources and Planning

**Daniel Applegate**

### Closing the Gap

**A**s reported by the Chief of Staff earlier in this Report, the Agency 'Closing the Gap' (CTG) programme has made excellent progress during 2007/08. We have formed a partnership approach with

our customers to develop and take forward a work programme that has identified a range of measures that collectively will re-align our policing and security outputs with our budget allocation within the next three years.

### Business Development

The MDP is subject to ongoing and rigorous external assessment by HM Inspectorate of Constabulary (HMIC). In year, our Inspections team facilitated an HMIC Baseline Inspection of performance management and a Thematic Inspection of the policing of CNI sites. Internal inspections of all MDP Divisions were also completed and a review of the Northern Ireland Security Guard Service was also undertaken. The Crime Registrar completed a full internal audit programme for crime and incident recording against national standards. The MDP incident and crime systems were subjected to external scrutiny by auditors from Norfolk Constabulary who gave an 'excellent' rating for all three of the compliance tests undertaken. This is an exceptional outcome and confirms the positive findings from internal audits conducted earlier in the year.

Work to ensure that the MDP complies with the national Management of Police Information (MOPI) project continued throughout 2007/08 with in-year project targets being met. During the year we became fully active on the IMPACT National Index and the Criminal Records Bureau disclosure team was set up within the Force Intelligence Bureau. The Police Information Management Strategy and Information Sharing Strategy and Policy were also published. The MOPI Training Strategy was published and training will commence in 2008. The Agency Information Knowledge Management (IKM) programme

and Knowledge Management Project have also continued throughout the year. The IKM programme looks at the way we store and access our business information using the principles contained within the MOD Information Management Handbook and is part of the wider MOD Defence Information Infrastructure (DII) project.

The Agency Consultancy Services team have played a key role in the reviews of both MDP and MGS detachments as part of the Closing the Gap exercise, with the team visiting 61 different locations during the course of the year. The Customer Account Team conducted a customer satisfaction survey which looked at overall satisfaction with MDP and MGS services. This showed a satisfaction rate of 80.5% for MDP customers and 85.6% for MGS.

### Finance

Affordability has been a key concern in 2007/08. The Finance department has sought to address funding issues by playing a significant part in the CTG programme and providing financial information to strengthen negotiations with our customers. Through the 2008 Planning Round we successfully evidenced the Agency's case to receive additional funding to support unique requirements such as the MDP link to Home Department Police Force pay. We also continued to make progress in improving the quality of our accounts management.

During 2007/08, a number of reviews were carried out of the Agency's internal financial controls to test their robustness and to ensure that all expenditure delivers cost effective business and operational outputs and, more importantly, is affordable. The continuing trend within the MOD to delegate responsibility for financial authority further down the management chain has been balanced against an assurance that these responsibilities were being exercised properly and were not exposing the Agency to unnecessary financial risk or potential fraud or irregularity. Over the past year the Finance department has facilitated audits of the Agency by the National Audit Office and Defence Internal Audit (DIA) and has provided support to the Agency's Audit Committee. An internal assurance programme has also been delivered.



## Corporate Communications

Corporate Communications activity covers both press office work and the production of publicity items and internal communications material for the Agency. Our flagship magazines *Talk Through* and *Flashlight* continued to play a key role amongst police and guards respectively. These publications also circulate around parts of the wider MOD, acting as a showcase of Agency capability, and articles are regularly extracted for publication on the Defence Intranet by the MOD web team. The skilful work of our photographers supports the magazines' high reputation for quality, by capturing visually many of the unusual tasks the Agency provides for the MOD.

The Agency intranet continued to provide up to date news from the Agency HQ and complements the magazines as a second corporate communications channel. Access to a desktop computer for many MDP and MGS officers is limited, so corporate literature on important developments within the Agency is also produced and distributed. Display materials for key corporate events, and promotional literature on new services (such as defence community policing) is produced by the same team.

The press office remained the busy hub it has been for the past few years. Media inquiries were handled to national police standards by trained press officers, who also compiled material for publication in *Defence Management Journal*, *Police Review* and the MOD's *Focus* magazine.



## Agency Secretariat

The Secretariat continues to handle all Agency parliamentary business and Ministerial correspondence and 2007/08 was our busiest yet. We continue to proactively publish Agency information on the MOD Freedom of Information website ([www.foi.mod.uk](http://www.foi.mod.uk)) and respond to all written requests for information made to us. We answered 68 requests in year. The Secretariat continues to oversee compliance with the Data Protection Act 1998 and dealt successfully with 67 Subject Access Requests. 2007/08 was the second year of personal data audits, including the auditing of Police National Computer transactions and sensitive data owned by the MDP. In the Information Technology field, an interim MOD security accreditation for the Agency's computer networks was obtained.

## HQ Administration.

The Wethersfield site Multi Activity Contract was successfully re-let during 2007/08, with Aramark being awarded a contract that will run until April 2011. Agreement was reached to transfer 35 vacant houses on the Wethersfield site to the Army. As part of the requirement to comply with Government targets on sustainability, an exercise has been completed to collate statistics on energy consumption and waste production on site. This information will form the baseline against which our efforts to reduce both will be measured.

## Environment & Conservation

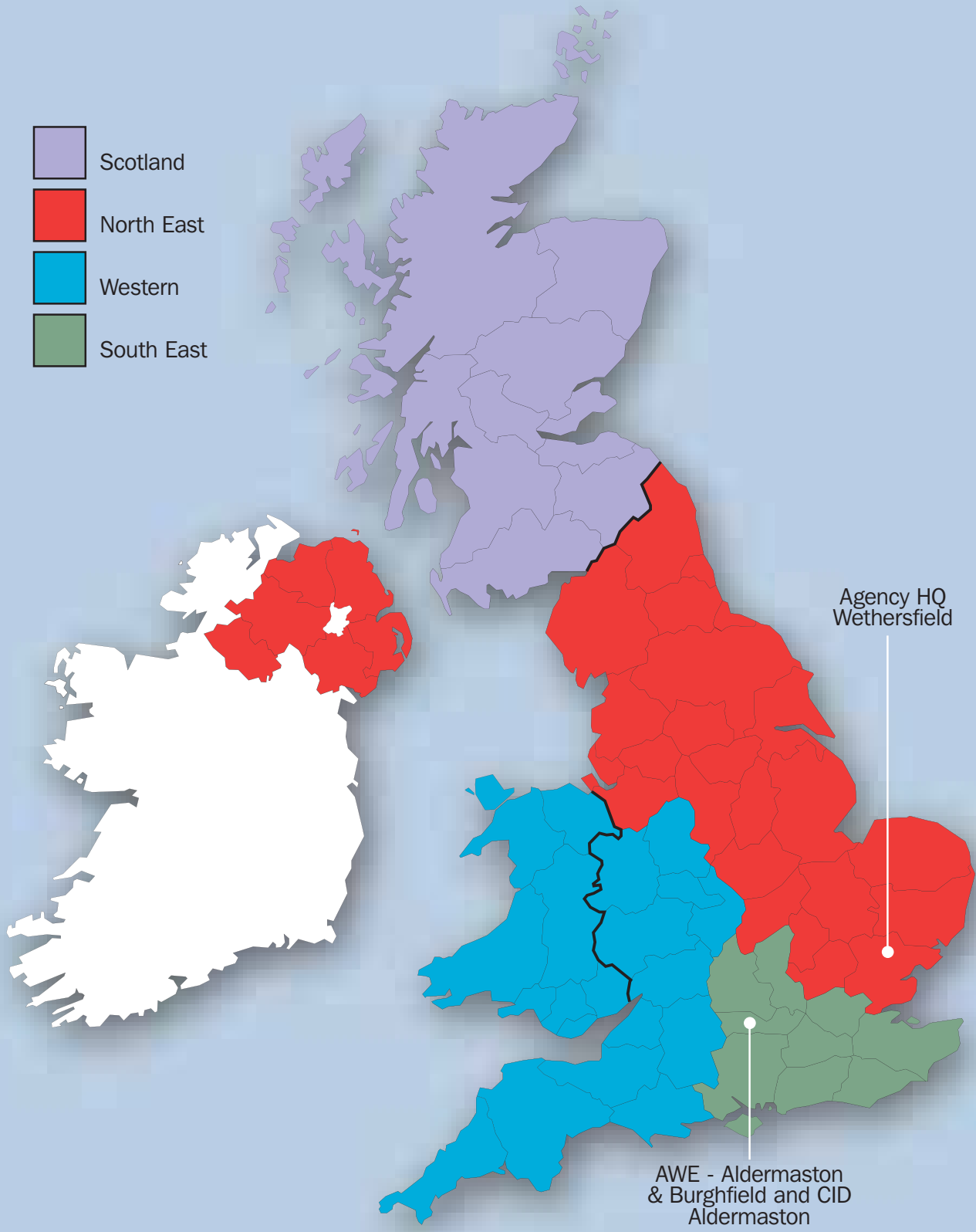
MDPGA HQ at Wethersfield has been designated a Major Site in terms of environmental management under both the MOD Sustainable Development Action Plan (SDAP) 2007-2012 (JSP 418), and Sustainable Operations on the Government Estate (SOG 2006). This has important implications in terms of the environmental management required to meet targets to reduce the carbon footprint of operations at the Wethersfield and to protect the biodiversity of the 328 hectare (822 acre) site, responsibility for which rests with the Head of Establishment.

Specific strategies in SDAP which apply to Wethersfield are Utilities Management and Waste Management, and these have been incorporated into a preliminary MDPGA HQ Environmental Management Plan (EMP). The Utilities Management Strategy includes new targets for Energy Performance, principally a reduction in carbon emissions and consumption of energy and water. Waste and Energy Managers have been appointed, and recycling facilities for

paper, plastic and metal have been installed in all office and accommodation blocks. Other avenues to encourage staff to play their part have been the publication on the Intranet of the MDPGA Training College Environmental Policy, and the activities of the Wethersfield Green Team, promoting recycling and energy awareness among staff, students and visitors. This has contributed significantly to achieving targets.

The volunteer Wethersfield Wildlife Group acts as the Working Conversation Group, required under the Biodiversity Strategy (SOG 2006), and has had an active year promoting wildlife conversation on the HQ site. As a result of the change in mowing regime, the trial areas for Bee Orchids *Ophrys apifer* were very successful, with over 350 flowering plants recorded. Work party activities included clearing blanket weed from oil interceptor ponds, to improve water quality for newts and other aquatic life, and fencing off an area of woodland to protect early purple orchids (*Orchis mascula*) from browsing deer and rabbits.

## DP Divisional Boundaries







## Director of Divisional Operations

### Assistant Chief Constable Gerry McAuley

The MDP Divisional Commanders' Reports which follow capture the key operational challenges from the past year, which was another testing one for the Divisional Operations portfolio at both an operational and an organisational level.

The MOD Estate saw some focused and determined protest activity, particularly in Scotland with the year-long daily protest at HMNB Clyde (the so called Faslane 365 campaign) and regular demonstrations at the Atomic Weapons Establishment at Aldermaston. Divisional assets were deployed in support of local police forces in the aftermath of the attempted terrorist incident at Glasgow Airport, and again to respond to the Greenpeace demonstration at the Houses of Parliament later in the summer. South East and Western Divisions continued to provide a dedicated policing and security service in support of

the continuation of their military service by the Royal Princes as the concept of operations for that tasking moved to wider parts of the Defence estate. The summer floods affected some MDP facilities but officers responded beyond the call of duty to the challenge of restoring normal service.

The MDP continued to deliver a range of policing outputs in the five Divisions against a substantial reduction in the overtime budget, which meant that customer expectations needed to be managed effectively by Divisional managers and staff.

#### Critical National Infrastructure

During the year the MDP continued to provide essential protective (armed) security to parts of the UK critical national infrastructure - gas processing sites in the energy sector - under Operation Vintage. The MDP role developed from the initial surge last year into a more permanent tasked policing role in a non-MOD environment, to support the Government's wider anti-terrorist strategy (CONTEST) under the protective strand. The financial arrangements will be confirmed in the forthcoming Counter Terrorism Bill being put before Parliament.





## AWE Division

**Divisional Commander - Chief Superintendent Dave Allard**

**O**perationally, anti-nuclear weapons demonstrations and spontaneous protest actions and blockades of the AWE sites again tested MDP resourcefulness throughout the year.

Strategically, the requirement to implement the Firearms Review recommendations proved to be challenging organisationally. There is an interconnected nature to the issues and impacts thrown up by that Review which has demanded new and innovative approaches from MDP at AWE Division and from our partners and stakeholders in the MOD, the Nuclear Weapons IPT, and from AWE Plc. Over 100 new recruits were posted into the Division to meet additional operational requirements, with an obvious managerial impact on the two AWE stations' senior police officers (SPOs) and the Divisional Training Department and Divisional Firearms Training Staff.

There has been a further complement review which, in addition to looking at the Tactical Support Group (TSG) requirements (recommending a dedicated general policing team and an increase in the relieving margin) also reviewed our additional operational requirements. When funding comes through, this will result in a further significant increase in numbers and therefore in the overall AWE security footprint.

### Byelaws

The new byelaws at Aldermaston came into force on 31 May 2007 but were immediately challenged by way of judicial review. By February 2008, the courts ruled in favour of the byelaws, though until the ruling there was a reluctance by the Crown Prosecution Service to bring byelaws offences to court.



### Protest Activity

With the major rebuilding and development programmes at both Aldermaston and Burghfield gathering pace, both stations continued to be a target for protest by a number of anti nuclear weapons campaign groups, some of whom were determined to cause maximum disruption to the building work throughout the year. There were in total some 20 or so planned protest actions throughout the year with numbers attending fluctuating from 1500 to just a handful. The protests are in the main peaceful, although there were 42 arrests, primarily for obstruction of the highway. An offence of Criminal Trespass under the new Serious Organised Crime and Police Act, with which an activist was charged in March 2007, is still going through the courts. As part of the strategy for combating the attempted disruption caused by the protests, the Division has established a fully trained and equipped protester removal team to deal with 'lock ons'.

### Policing in Partnership

Joint policing with our colleagues in Thames Valley Police (TVP) and Hampshire Constabulary continued to be developed, primarily to consolidate the policing response to anti-nuclear demonstrations but also to enable mutual aid to be provided for routine policing tasks when appropriate. Memoranda of Understanding are in place for External Armed Mobile Patrols and for Airwave Interoperability, and a revised Gold Strategy for Public Order policing has been developed in partnership with TVP.

A programme was established to address an identified capability gap in respect of specific nuclear guarding tasks required by MOD Policy. Some of this gap was owned by the MDP and some of it by other Agencies. A multi-stakeholder operation was established involving our key partners, both MOD and police as well as AWE plc. Despite demanding timelines, all participants met the target in year and the gap was closed.

### CID

Although CID was centralised at the start of this reporting year they continued to give the Division strong support. This support is crucial for key demonstrations such as Block the Builder and for liaison with the Crown Prosecution Service on ongoing crime cases and court appearances.





## Scotland Division

### Divisional Commander - Chief Superintendent Steve Walker

As with AWE, the primary challenge of the year was a determined protest campaign - in Scotland's case the anti-Trident pressure group's "Faslane 365" campaign, sustained from October 2006 to October 2007,

outside HMNB Clyde, home of the UK's nuclear submarine fleet. The group is an umbrella organisation for various groups of protestors given to civil disobedience in pursuit of their aims. The stated objective was to maximise disruption to site operations through protest events and blockades at the entry gates to the Naval Base.

#### Faslane 365

Over the twelve months of the campaign, Strathclyde Police and MDP jointly policed the protests with some 1161 arrests made in total. Well in excess of 500 'lock ons' were dealt with. Protestors who lock-on (to each other or to gates, fences etc) need to be cut free safely by expert officers, a rare skill in policing but one in which MDP are acknowledged leaders. Through the collective efforts of the Divisional Support Group, officers from Faslane itself, RNAD Coulport and the MDP Operational Support Unit, all working in support of Strathclyde Police, disruption to the Naval Base was kept to the bare minimum at all times.

The National Policing Improvement Agency (NPIA) and ACPO have since jointly circulated across UK Police Forces a Manual of Guidance booklet entitled *Dealing with the Removal of Protestors – Faslane 365*, which was compiled with the assistance of MDP officers. The manual sets out best practice and the type of protest manoeuvres that were successfully handled at HMNB Clyde over the affected period.

#### Counter Terrorism

Police armed counter-terrorist operations at all of the larger MOD establishments within the Division continue to deliver a high quality and credible level of armed security to a variety of stakeholders. Armed nuclear security tasking requirements at HMNB Clyde continue to evolve in partnership with Royal Marine personnel. Several exercises throughout the year have demonstrated the successful evolution of the MDP concept of operations at Faslane and Coulport, both on the land and water sides. The ability of the Force to work highly effectively alongside the military component of the Nuclear Guarding organisation internally or, in the most extreme of circumstances externally, has been consistently demonstrated.

The introduction of an Operation to update arrangements for escort provision to transiting SSBNs, has required the Clyde Marine Unit (CMU) to integrate with the Royal Marines on the Clyde waterways in providing an armed protective capability.





Transition to the new MOD/MDP/Strathclyde police protocol arrangements in November 2007 involved implementation of a maritime security plan unmatched anywhere in the UK in its immediacy of transferral of command, control and co-ordination arrangements. In support of CMU operations the first of an expected five vessel roll-out programme arrived on the Clyde in August 2007. Police vessel *Gigha* has now entered service as a state of the art, purpose designed asset which will undoubtedly serve the CMU effectively for many years to come.

Short notice arrangements to hold a NATO conference at the Craigiehall site, near Edinburgh, required officers from DSG Scotland, OSU(North) and Scotland Divisional stations to deploy to the venue in December 2007. In association with the local Lothian & Borders Constabulary the policing operations ensured that the event passed off without disruption despite the presence of anti-war protestors.

Officers assigned to Divisional Support Group duties have, alongside their public order role, continued to deploy in varied roles, underlining their flexibility and professionalism. Their expertise in dealing with protestors in particular is in great demand within the wider police service. Over the past year, officers from the Grampian, Dorset, PSNI, South Wales, Fife,

West Mercia and Metropolitan Forces have attended HMNB Clyde either to scope future joint training or to receive tuition in protestor removal tactics.

### **Defence Community Policing**

The separation of military personnel from their families on overseas operations continues to place an onus on MDP to deliver strong and continuous community reassurance to those dependent Defence communities detached from their head of household. MDP Unit Beat officers at Helensburgh, Edinburgh, Glencorse and HMS Condor have continued to work very visibly in partnership with other agencies to address the inevitable 'fear of crime' concerns amongst the residents of Service Family Accommodation.

### **CID operations**

A number of complex major investigations came to fruition in year. These included the imprisonment for a seven and a half year term of a serving Royal Marine in connection with the theft of a firearm from Faslane. The first successful prosecution in Scotland for criminal trespass under the new Serious Organised Crime and Police Act (SOCAP) was completed, and several investigations involving damage to vital assets were successfully pursued.



## Western Division

### Divisional Commander - Chief Superintendent Ray Morrison

The Division's broad geographical footprint reflects a wide customer base, comprising sites from almost all MOD Top Level Budgets areas, as well as some non-MOD customers, such as the QinetiQ site at Boscombe Down.

#### The Divisional Support Group (DSG)

The highly skilled surge capability of the DSG continues to be demonstrated through its support to stations, including; assistance with short term counter terrorism deterrent measures; providing Automated Number Plate Recognition (ANPR) capability and counter-terrorist searches; high profile armed and unarmed patrols both mobile and on foot; access and egress gate searches; speed checks; and assistance to CID for crime searches and enquiries.

Examples of operational commitments undertaken by the DSG included:

- provision of both armed and unarmed high visibility presence at a number of annual Air Shows including the International Culdrose Air Day, the Royal International Air Tattoo (RIAT) at RAF Fairford and the International Air Day at Yeovilton.
- support for Royalty Protection Officers in providing territorial security to members of the Royal Family serving in HM Armed Forces. These commitments have been undertaken at 13 different locations throughout the UK. During the year specialist training including training in the use of Taser, was undertaken to equip officers with extra capability to deploy for this duty.
- policing of the high profile repatriation of captured sailors in April 2007 and assisting in the sensitive role of policing support to Service funerals at various locations throughout Western Division.

#### Unit Beat Officers (UBOs) and Rural Beat Officers (RBOs)

Since April 2007, the UBO at RAF Lyneham, supported by DSG Larkhill, provided high profile policing in 37 joint operations mounted by the RAF, KCH Repatriation, and Wiltshire Constabulary, handling the repatriation of fallen Service personnel from Afghanistan and Iraq. This involved a pivotal role for the UBO, liaising with and planning the key policing input for each operation with stakeholders.

Examples of UBO operational activities:

- Policing support for high profile courts martial;
- To combat fly-tipping on an Army training area of Salisbury Plain, the UBO worked with the Environment Agency and the local authority, resulting in several prosecutions and in addition the introduction of new preventative measures to minimise further fly-tipping opportunities;
- Salisbury Plain RBOs launched Plainwatch, a 24/7 telephone number for members of the public and range users to report suspicious activity. This has enabled a more co-ordinated, intelligence-led response for the deployment of targeting police patrols of the Plain;
- Tidworth UBOs launched a joint police surgery at a local supermarket, with MDP officers, Wiltshire Constabulary and Royal Military Police holding a monthly drop-in advice surgery at the store.

#### Police Dog Handlers

As the largest dog holding Division in the Force, comprising 12 dog holding units with around 80 dogs in total, the Divisional Dog Team achieved more than 900 tasking reports during a 12 month period. Taskings were varied and included the use of tracking skills, public order support; support to vehicle searches, and support to insecure building incidents. General Police Dog taskings for HMNB Devonport totalled 217. Incidents ranged from stop checks on individuals and building and freight container searches, to tracking from scenes of crime leading to arrests for criminal acts.



## Marine Policing

The Devonport Marine Unit (DMU) enforces the Dockyard Port of Plymouth Order providing escort to all Naval, Royal Fleet Auxiliary and foreign shipping into the docks. It also plays an important role in countering terrorism in a diverse large port, significant to both Defence and commercial shipping.

The DMU undertook 1,381 taskings during the year, including:

- prosecution of a non-compliant vessel that failed to act in accordance with DMU instructions and thereby posed a risk to a submarine during an escort duty;
- escort to HMS Cornwall on her return to Devonport following a six month deployment. This was attended by significant media interest as some of the Service personnel on board had been detained in Iranian territorial waters. Officers provided support, reassurance patrols and periodic visits to the homes of the families concerned.

In August 2007, 11 MDP officers of the Devonport Marine Unit were awarded the Chief Constable's Commendation in recognition of their bravery and seamanship in the recovery of casualties, in treacherous weather conditions, from the USS Minneapolis St Paul.

During the year CID and uniformed police officers were involved in a number of cases of which the following are examples:

- Two cases of fraudulent compensation claims against the MOD in relation to alleged loss of earnings. Two individuals were charged with obtaining money by transfer deception.
- Since December 2006, CID officers from RAF St Athan and RAF Stafford, supported by DSG Ashchurch, have been investigating the systematic theft of around 90,000 litres of diesel fuel from a military barracks. Several arrests have now been made.
- A joint investigation with West Midlands Police and MDP CID was undertaken in connection with the theft of a laptop from an MOD vehicle in Birmingham. A number of arrests have been made as a result.
- In February 2008, officers based at RNAS Yeovilton arrested a serving member of the Royal Navy on suspicion of theft. The investigation concerned an alleged attempt to sell military issue night-vision goggles valued at £12,000 on the internet. The MOD property was recovered in an MDP search.

## Crime Investigation





## South East Division

**Divisional Commander - Chief Superintendent Wendy Benson**

**O**perationally, South East officers have undertaken wide ranging commitments in a diverse spread of taskings ranging from VIP protection roles to the provision of armed security support to AWE Division.

Organisationally, the Division

has had to consider the implications of the recent review by the Army of its MDP requirements and how it will affect staffing levels at the end of a year that has already seen the withdrawal of MDP complements at Mill Hill, US Navy London and West Drayton.

A good deal of hard work has been undertaken in negotiations with Home Department Forces to update, renew and formulate Firearms Protocols. Whilst this remains an on-going project, satisfactory headway has been made in year.

**Counter terrorist policing** continued to be the focus for officers at MDP Whitehall during the year, with the July bomb attempts in Haymarket showing that the threat to that part of the capital remained real and enduring. Searches under section 44 of the Terrorism Act (which allows persons and vehicles to be stopped at random) remain an important part of the counter terrorism strategy for the Government Security Zone around Whitehall and Westminster. These sensitive operations are carried out under Metropolitan Police authority (often in joint patrols). Close working on counter terrorism between the London "Guardian" Forces - the Metropolitan Police, British Transport Police, City of London Police and the MOD Police - remains the norm.

MDP officers carried out 5236 such searches during the year with activity peaking at 791 searches in the month of August 2007 whilst London was in a heightened state of alert following the Haymarket incidents. A leaflet is provided to every person stopped, explaining the importance of deterring and disrupting any possible terrorist activity, and regretting any personal inconvenience caused to law-abiding citizens.





### Divisional Support Group

The surge capability of the SE Division DSG continued to be demonstrated through its support to operations, including support to our seven UBO stations. DSG officers continue to accumulate greater skill levels and are trained in various additional roles including:

- **Taser training and deployment**  
As part of MDP's move towards the deployment of the Taser weapon (enhancing "less lethal" options) South East officers were amongst the first to be trained in its use, and the Taser is now regularly deployed in the Central London Government Security Zone.
- **Central London Government Security Zone (CLGSZ)**  
CLGSZ firearms tactics are necessary to provide the additional level of skills required in key security areas, and this training is required for any officer deployed at or in support of MOD Whitehall.
- **Slow Methodical Ship Search (SMSS)**  
SMSS firearms tactics would be deployed as necessary in the event of an incident occurring on a Naval vessel in HMNB Portsmouth and represent a higher level of firearms tactical awareness.
- **Tank training escorts at Bordon Garrison**  
With the valuable assistance of Driver Training staff at both MDPGA HQ and Division we now have a cadre of officers trained in fast road escorts. These officers are used to assist the Army to train its tank drivers. This is a vital role in support of the military effort in theatre.

### Demonstrations at AWE

Officers from South East DSG regularly support operations aimed at policing planned demonstrations at AWE, deployments being managed through the Agency Tasking & Co-ordinating process. South East Division provides firearms trainers to assist in the training of new recruits earmarked for AWE Division. Both of these operations represent on-going commitments for this Division.

### Crime Investigation

During the year CID and uniformed police officers were involved in a number of cases which attracted national media interest. In particular, a joint investigation between MDP and the Royal Military Police into the discovery of a seriously injured female cadet officer at RMAS Sandhurst, found on the ground outside an accommodation block, ran in the tabloids for weeks.

At RAF Brize Norton, an allegation of rape against a serving soldier was made by a civilian female. However, following a thorough police investigation, the female complainant was charged with attempting to pervert the course of justice (and later convicted and jailed).

### Public Military Event and VIP Visits

A number of VIP visits took place within South East Division, during the year including members of The Royal Family and Ministers of the Crown. South East Divisional officers' involvement in these visits included PolSA-led security/safety searches, traffic control, escort duties and incident support.





## North East Division

**Divisional Commander - T/Chief Superintendent Dave Long**

### US Visiting Forces (USVF)

Whilst MDP operational activity at the USVF stations in the Division - RAF Alconbury, RAF Croughton, RAF Mildenhall, RAF Lakenheath and RAF

Menwith Hill - continued, a scoping study for the proposed transition to a new Host Nation role to safeguard external security at the sites was also progressed. Planning for the new role is at an advanced stage and will implement key features of the Government's national counter-terrorism strategy (CONTEST) whilst recognising the unique requirements for policing and security of a Visiting Force community in the UK. At RAF Menwith Hill, the joint Counter Terrorism Unit, comprising specially trained officers from both MDP and North Yorkshire Police, has continued to conduct high visibility joint operational patrols in the vicinity of RAF Menwith Hill. During this year 165 vehicle and 250 person searches were conducted under Section 44 of the Terrorism Act 2000.

Protestor activity also continued to remain a key focus of the policing outputs at all of the USVF stations policed by MDP. The first successful Criminal Trespass convictions under the new legislation finally came through after court proceedings lasting over a year. Though the sentences were light, the court found the trespass charge proved. When trespassers, determined to carry their protest beyond the law, break onto a protected Defence site, MDP armed officers responsible for security are distracted from their primary counter terrorist role. The legislation is designed to deter nuisance trespass of this sort, since asking armed officers to readily distinguish between trespassers and terrorists, for example in the dark of night, is fraught with risk.

### Defence Community Policing

Unit Beat Officers at RAF Wittering, AFC Harrogate, RAF Aldergrove and RAF Coningsby continue to provide a pivotal community safety and reassurance role at the Units. They deliver specific initiatives to bring together key elements of the local community to work together to improve the quality of life for Service families living on or near Service Family Accommodation blocks or estates, in particular by combating anti-social behaviour or persistent low level crime. The Division has piloted the MDP "Home Front" initiative at RAF Coningsby: the efforts of the UBO have led to full endorsement by the RAF Station Management Board and support from all stakeholders in the Defence community there.

### Colchester Garrison

The Annual Colchester Garrison Military Festival demonstrated a multi-agency policing approach between the MDP, Essex Police, and the Royal Military Police. The festival attracted around 40,000 visitors and was a huge success in terms of both placing Defence in the public eye and from an operational policing perspective.

MDP were an integral member of the local Neighbourhood Action Panel formed as part of the Colchester Borough Council Crime and Disorder Partnership. Officers specifically targeted youth nuisance and criminal damage on the military housing estate and successful prosecutions resulted in a reduction in anti social behaviour.

Next year, the MDP complement will be reduced to reflect the new Garrison footprint, now completely rebuilt under a major PFI project. Essex Police, RMP and MDP will work from the same police station on the Garrison, with Essex handling the policing of the wider mixed community created by the rebuild, and MDP providing Defence community policing.

### Crime

CID officers located within NE Division have focused primarily, in accordance with the Force Control Strategy, on crime that impacts significantly upon Defence capabilities and have participated in or led major investigations. These included a joint MDP and North Yorkshire Police investigation into the PUMA helicopter crash at Catterick Garrison Training Areas, resulting in 3 fatalities in August 2007, and an investigation into the theft of military firearms from Catterick Garrison.

### Divisional Crime Reduction Officer Department (DCRO)

The Division's DCRO led on the Annual Defence Road Safety Week initiative which culminated in the delivery for the second year of an MDP National Road Show event which visited a wide range of MOD and Service establishments. The North Yorkshire Police Crucial Crew Partnership holds five events annually, allowing almost 10,000 children to attend and gain hands-on safety experience of dealing with potentially dangerous situations. MDP officers played a significant part in the programme.



# Agency Key Targets 2005 – 2008

# Annex A

KEY TARGET	2005 - 2006	2006 - 2007	2007 - 2008
<p><b>Reported Crime</b></p> <p>By 31 March 2006, achieve a crime solving rate of 50% for the investigation of crime that impacts significantly against Defence capability.</p> <p>By 31 March 2007, to have increased the detection rate of crime that impacts significantly against Defence capability by 3% above the level achieved in 2005/06.</p> <p>By 31 March 2008, to achieve a detection rate for crime that impacts significantly against Defence capability of at least 50%.</p>	Red	Target Developed in the following line	Target Developed in the following line
		Red	Target Developed in the following line
			Amber
<p><b>Recruitment &amp; Diversity</b></p> <p>By 31 March 2006, within the overall recruitment of police officers, to have recruited at least 15% women and 4% from minority ethnic communities.</p> <p>By 31 March 2007, to have increased the number of female officers by 6% and ethnic minority officers by 5% within the Agency from the levels recorded in 2005/06.</p>	Yellow	Target Developed in the following line	Target Replaced
		Red	
<p><b>Customer Tasking</b></p> <p>To ensure that the Agency fulfils at least 95% of its funded and agreed customer taskings</p>	Yellow	Yellow	Amber
<p><b>Fraud Reduction</b></p> <p>By 31 March 2006, to have delivered a minimum of 10 Fraud Reduction Audits to identified MOD organisations.</p> <p>By 31 March 2008, to have demonstrated the recovery or prevention of loss to the MOD of a minimum of £2M in assets based on all criminal investigation activities within the Agency.</p>	Green	Target Developed in the following line	
		Green	Green
<p><b>Customer Satisfaction</b></p> <p>By 31 March 2006, from a baseline established by the 2004 Customer Satisfaction Survey to have implemented an agreed plan to improve customer satisfaction with services provided.</p> <p>By 31 March 2007, to have increased overall customer satisfaction with MDP &amp; MGS services to 90%.</p> <p>By 31 March 2008, to have maintained our customer satisfaction rate at the baseline level set in 2006/07.</p>	Green	Target Developed in the following line	Target Developed in the following line
		Yellow	Target Developed in the following line
			Yellow

KEY TARGET	2005 - 2006	2006 - 2007	2007 - 2008
<p><b>International Capability</b></p> <p>By 31 March 2008, to achieve all International agreed tasks with the Foreign and Commonwealth Office in support of wider Defence and Foreign policy objectives</p>	Green	Green	Green
<p><b>Efficiency</b></p> <p>By 31 March 2006, deliver all in-year options for achieving savings agreed with the Central Top Level Budget (CTLB).</p> <p>By 31 March 2007, to have achieved efficiency targets and measures as detailed within the Agency efficiency plan.</p>	Red	Target Developed in the following line	Target Evolved into Closing the Gap
<p><b>Closing the Gap</b></p> <p>By 31 March 2008, to have agreed a Closing The Gap Plan with TLBs and implemented the in-year elements.</p>			Green

**Key**

BSC Colour	Definition of target achievement
Green	Target achieved
Yellow	Minor deviation from target set
Amber	Major deviation from target set
Red	Serious weakness in performance against target set

# Balanced Scorecard Summary

# Annex B

*Are we delivering what our customers want?*

**OUTPUTS**

- 1.1 Customer Satisfaction
- 1.2 Customer Consultation
- 1.3 Services Provided

*How well are we managing our resources ?*

**RESOURCES**

- 2.1 People Management
- 2.2 Financial Management
- 2.3 Management of Equipment & Facilities

*Are we as organised as we should be?*

**PROCESSES**

- 3.1 Recruitment & Retention
- 3.2 Management & Leadership
- 3.3 Improved Communication
- 3.4 Performance Measurement

*Delivering effective Policing and Guarding as a part of the UK's Defence capability*

**DEVELOPMENT**

- 4.1 Staff Development & Training
- 4.2 Develop Our Business

*Are we delivering what our customers want?*

# Agency Objectives

# Annex C

## OUTPUTS

### To meet customer requirements

- 1.1 – Customer Satisfaction: To continually improve customer satisfaction with the range and quality of services delivered by the MDPGA.
- 1.2 – Customer Consultation: To listen and respond to the needs of our customers increasing their satisfaction with MDPGA services.
- 1.3 – Services Provided: To meet the needs of the Department and our customers with our services as part of the UK's Defence capability

## RESOURCES

### To efficiently manage our resources

- 2.1 – People Management: To ensure the effective and efficient development and deployment of personnel within the Agency to deliver our outputs.
- 2.2 – Financial Management: To remain financially viable and achieve value for money safeguarding public funds.
- 2.3 – Management of Equipment & Facilities: To ensure the effective use of all resources to deliver high quality services to our customers to meet their needs

## PROCESSES

### To operate efficient processes for the delivery of our outputs

- 3.1 – Recruitment & Retention: To recruit and retain a skilled and motivated workforce to deliver the outputs of the Agency ensuring we remain capable of responding to and meeting customer needs.
- 3.2 – Management & Leadership: To ensure effective management processes are in place to support the delivery of Agency outputs providing clear direction for Agency staff.
- 3.3 – Improved Communication: To ensure effective internal and external communication and improve the passage of information.
- 3.4 – Performance Measurement: To measure Agency performance to develop, enhance and improve on services delivered to our customers.

## DEVELOPMENT

### To build for the future developing the Agency and its staff

- 4.1 – Staff Development & Training: To provide all Agency staff with the training and development opportunities they need to realise their own potential and effectively deliver Agency outputs.
- 4.2 – Develop Our Business: To embrace business change and develop our outputs to enhance the services offered to our customers.

## Personnel Statistics

## Annex D

**STRENGTH AT 31 MARCH 2008**

<b>Police</b>	<b>Total</b>	<b>Male</b>	<b>Female</b>
Chief Constable	1	1	0
Deputy Chief Constable	1	1	0
Assistant Chief Constables	3	3	0
Chief Superintendents	9	7	2
Superintendents	25	24	1
Chief Inspectors	71	66	5
Inspectors	148	138	10
Sergeants	525	477	48
Constables	2730	2444	286
<b>Total Police Officers</b>	<b>3513</b>	<b>3161</b>	<b>352</b>
<b>Total Probationers</b>	<b>235</b>	<b>198</b>	<b>37</b>

<b>MGS</b>	<b>Total</b>	<b>Male</b>	<b>Female</b>
CS01	6	5	1
CS0	25	22	3
CS03	84	73	11
CS04	497	468	29
CS05	3248	2941	307
<b>Total MGS</b>	<b>3860</b>	<b>3509</b>	<b>351</b>

<b>Civilians</b>	<b>Total</b>	<b>Male</b>	<b>Female</b>
Grade 5	1	1	0
Band B1	1	1	0
Band B2	5	5	0
Band C1 (Senior Executive Officer)	24	16	8
Band C2 (Higher Executive Officer)	51	27	24
Investigation Officer Physical 1	0	0	0
Investigation Officer Physical 2	0	0	0
Band D (Executive Officer)	87	38	49
Band E1 (Administrative Officer)	227	47	180
Band E2 (Administrative Assistant)	28	3	25
Personal Secretary	0	0	0
Others	50	18	32
<b>Total Civilians</b>	<b>474</b>	<b>156</b>	<b>318</b>

## Professional Standards

## Annex E

**COMPLAINTS AGAINST THE POLICE 2007-2008**

2005/6	2006/7	2007/8	
Total number of complaints	34	36	30
<b>OUTCOMES</b>			
Withdrawn	4	1	3
Locally resolved	9	11	14
Dispensation granted by IPCC	2	2	3
Unsubstantiated	16	29	12
Substantiated	6	3	6
<b>Total cases completed</b>	<b>37</b>	<b>46</b>	<b>38</b>

## Crime Statistics 2007-2008

## Annex F

**OFFENCE CATEGORY**

CRIME	ENGLAND, WALES & NORTHERN IRELAND		SCOTLAND		% Detected
	Recorded	Detected	Recorded	Detected	
Assaults Non-Police	253	91	11	10	38.25
Assaults on Police	6	7	2	1	100.00
Bomb Hoaxes	3	1	1	0	25.00
Burglary	294	37	30	6	13.27
Child Sexual Offences	10	1	0	0	10.00
Criminal Damage	588	60	154	15	10.10
Customs Offences	3	2	0	0	66.66
Drugs Offences	18	10	0	0	55.55
Forgery	12	19	3	0	126.66
Fraud	194	107	34	29	59.64
Life Threatening	17	1	0	0	5.88
Other Child Offences	1	1	0	0	100.00
Other Offences	288	200	90	77	73.28
Other Theft Act	1601	142	146	22	9.38
Public Order Offences	21	19	11	11	93.75
Sexual Offences	53	11	22	20	41.33
State Offences	1	0	0	0	0.00
<b>Totals</b>	<b>3363</b>	<b>709</b>	<b>504</b>	<b>191</b>	
<b>United Kingdom overall total</b>	<b>Recorded 3867</b>		<b>Detected 900</b>		<b>23.27</b>

**CRIME PROPERTY VALUES**

United Kingdom overall	Stolen	Recovered	Damaged
2006/2007	£9,042,011	£297,767	£382,800
2007/2008	£2,914,506	£242,910	£533,904



# Extended Jurisdiction Statistics 2007-2008 Annex G

## Introduction

The Anti - Terrorism, Crime and Security Act (ATCSA) 2001, came into effect on 14 December 2001 in England, Wales and Northern Ireland, and on 7 January 2002 in Scotland. The legislation includes provisions which made modest changes to the jurisdiction of the MDP by amending the Ministry of Defence Police Act 1987. The principal changes were:

### Requests for MDP officers to assist an officer from another force

MDP now have jurisdiction if requested by a constable of the Police Force for any area in Great Britain or Northern Ireland, or a constable from British Transport Police (BTP) or the Civil Nuclear Constabulary, to assist an officer from that Force in the execution of his/her duties in relation to a particular incident, investigation or operation.

### MDP jurisdiction in emergency situations

MDP now have jurisdiction in relation to persons suspected of committing an offence or to protect life or risk of injury, if it is reasonably believed that waiting to secure the attendance of the local Force would seriously prejudice the situation.

### Authorisations under the Terrorism Act 2000

MDP now have powers under section 44 of the Terrorism Act 2000 to authorise stop & search operations within their jurisdiction, in accordance with the provisions of the Act.

### Review Committee

Section 122(4) of ATCSA provided for an independent review two years after the provisions became statutory. Evidence relating to the MDP elements was collated and made available to the Review (the Newton Committee). A briefing pack containing statistics and summarised examples on the use of extended jurisdiction provisions to date was prepared for presentation to the Committee.

The Report of the Review Committee was published on 18 December 2003. In supporting the extension of the MDP jurisdiction, the Committee intimated that it was desirable, within the limited scope of Sections 98-101 of ACTSA, that MDP officers should be able to act with all the authority of Home Department constables.

The subsequent publication of the Government discussion paper Counter Terrorism Powers gave a welcome endorsement of the Review. Whilst further reviews of terrorism legislation have taken place since 2003, none have dealt with the MDP extended jurisdiction issue.

## Statistical Information Gathering

In order to maintain accurate statistical information in anticipation of any future review of the legislation, a uniform method was introduced of reporting all occasions of the use of extended jurisdiction. The data gathered is used internally for management purposes, and statistics on section 44 operations are reported to the Home Office as part of the local Force's return. This year for the first time ethnicity and crime figures are also included.

### Policing Protocols

Following the legislative changes, revised policing protocols were agreed:

Home Office Forces (HO Circular 24/2004)  
(England and Wales)

Police Service of N Ireland (HO Circular 13/2002)  
Scottish Police Service (HO Circular 13/2002)

The overarching principles of the protocols were to outline areas of responsibility and accountability as between MDP and other Forces and make provision for consultation to achieve good practice policing.

## Extended Jurisdiction Statistics 2007-2008 Annex G

1. Table 1 provides a monthly breakdown of incidents where MDP officers assisted other Police agencies or otherwise used the new jurisdiction during the FY 2007 -2008. The overall total for the previous year was 4627.

Apr 07	May 07	Jun 07	Jul 07	Aug 07	Sep 07	Oct 07	Nov 07	Dec 07	Jan 08	Feb 08	Mar 08	Total
466	637	597	833	1029	687	597	573	505	419	522	419	7284

2. Table 2 provides a breakdown of the five extended jurisdiction categories including occurrences involving off duty officers.

	(1) Requests	(2) Emergency	(3) Off Duty	(4) Pof T 2000	(5) Misc
Qtr 1	241	74	5	1350	29
Qtr 2	189	105	2	2226	26
Qtr 3	154	88	1	1426	5
Qtr 4	181	54	0	1125	10
Totals	765	321	8	6127	104

(All information listed under column 4 refers to section 44 - 47 Stop and Search patrols under Home Office Force authorisations. No authorisations by MDP ACPO officers or Superintendents were used.)

3. Table 3 provides information about the details of reported instances of MDP officers who provided assistance to other Agencies. Each element is self explanatory. However the column relating to whether MDP officers were armed when so doing should be read in context. MDP officers are routinely armed, and on each occasion any firearms being carried would be secured in a safe in the Police vehicle.

	(1) Terrorist Related	(2) MOD Related	(3) Officers Armed	(4) Police Powers Used
Qtr 1	1	144	53	127
Qtr 2	0	30	23	164
Qtr 3	0	34	14	175
Qtr 4	1	18	10	185
Totals	2	126	100	651

4. Table 4 provides historical information and annual averages in respect of additional powers legislation.

	2002-2003	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
Monthly Ave	170	138	245	547	385	607
Totals	2040	1665	2940	6564	4627	7284

5. Table 5 provides a breakdown by MDP Division of the reported use of the extended jurisdiction provisions.

	(1) AWE	(2) Scotland	(3) South East	(4) North East	(5) Western
Qtr 1	42	43	117	39	104
Qtr 2	29	37	105	43	104
Qtr 3	29	20	89	19	92
Qtr 4	29	19	83	19	95
Totals	129	119	394	122	395

Does not include figures relating to Sections 44 – 47 of the Terrorism Act 2000. (refer to Table 2 (4)).



# Management Commentary for the year ended 31 March 2008

## History

The Ministry of Defence Police (MDP) was formed in 1971 from the amalgamation of the Admiralty, War Office and Air Ministry Constabularies, and in 1996 became a Defence Agency within the MOD. In 2004, the Agency was enlarged to include the MOD Guard Service (MGS) and was renamed the MOD Police & Guarding Agency (MDPGA). The Agency Chief Executive is also Chief Constable of the MDP, which has a statutory status under the Ministry of Defence Police Act 1987. The Act defines the jurisdiction of the Force and confers constabulary powers on its officers, many of whom carry firearms. The MGS was formed in 1992, following a review which identified the need for a professional unarmed guarding service across the Defence estate. Until 2004, MGS officers were tasked and managed locally by Service and MOD units. Since the creation of the MDPGA however, MGS has a corporate structure and its management is the responsibility of the MDPGA Management Board.

## Principal Activities

- **Armed Security:** the capability to deter and to respond to an armed attack on Defence personnel and property.
- **Uniformed Policing:** the effective use of police powers to deter, detect and respond to crime and disorder.
- **Guarding:** the provision of unarmed guarding to Defence personnel and property.
- **Crime Investigation:** the investigation of crime that impacts significantly against Defence capability.
- **International Capability:** the contribution of specialist policing and guarding expertise in support of wider Defence and foreign policy objectives.
- **Policy:** contributing to Defence policing and guarding policy.

## Post Balance Sheet Events

See note 21 to the accounts.

## Financial Performance

The gross operating costs of the Agency for the year ended 31 March 2008 were £363.4M. Operating income totalled £42.3M. The balance, representing net operating costs, as detailed in the Operating Cost Statement was £321.1M.

Net Assets were £11.3M at 31 March 2008. This represented Net Current Assets of £0.3M, Fixed Assets of £11.7M, Long Term Debtors of £0.5M and the balance of £1.2M represents provisions for liabilities and charges. Changes in Fixed Assets are detailed in Note 8 to the accounts.

The Agency is a Management Group reporting to the Personnel Director Higher Level Budget which is part of the Central Top Level Budget. As such we also produce accounts for consolidation into the Departmental Resource Accounts, these accounts do not include communicated costs.

Further details of our resources, including personnel, assets and equipment can be found in the directors' reports and Annexes C and D.

## Business development and review of activities

These are fully described in the foregoing Report. There have been no significant changes to the Agency's objectives and activities. There are issues surrounding the funding of MGS that remain unresolved, as detailed in the foregoing report by Director of Regional Operations.

There is a resource gap between that which the Agency is tasked to do and the budget allocation. This gap is to be closed through a full review of the Agency's activities by customer, to re-align tasking and funding.

MDP is subject to external assessment by Her Majesty's Inspectorate of Constabulary using the baseline assessment model. MGS has qualified for the National Security Inspectorate (NSI) Silver Certificate following inspection by NSI. MGS aims to ensure all guards are trained to Security Industry Authority standards.

The strategies for achieving the Agency's objectives along with the development and performance of the Agency are highlighted in the foregoing report.

## Key Performance Targets

Key Performance Targets are covered on page 9 of the foregoing Report.

## Contractual Arrangements

The Agency has a contractual arrangement with Vivista and O2 to supply the Airwave telecommunications and command and control services as outlined in the foregoing report by Deputy Chief Constable.

## Risks and Uncertainties

MOD plans to enable some MOD establishments to open up the provision of unarmed guarding services to competition.

Details of the Agency's policies for risk management can be found in the Statement on Internal Control.

## Equal Opportunities Policy and the Employment and Training of Disabled Persons

The Agency has a Diversity and Equality Unit (DEU) the role of which is to promote and build upon a systematic approach to diversity. A diversity programme board is being formed to shape and direct the diversity agenda. The Agency also has a Race Equality Scheme (RES) along with a disability equality scheme. An annual report of progress on the RES has been published as part of the overall MOD report.

Further information regarding diversity and equality can be found in the foregoing report. The Agency employed 202 disabled personnel as at 31 March 2008.

Police Officers who are injured or whose health deteriorates during their career are not automatically retired. Much will depend on the overall health of the individual, the nature of the injury and the likelihood of recovery in an acceptable timescale. Each case will be considered on its merits by the Occupational Health Service. Where retention is not possible, medical retirement terms are offered.

## Pension Arrangements

These are covered at Notes 1(p) and 3(c) to the accounts.

## Management of the Agency

The day to day management of the Agency is carried out by the Agency's Management Board which during the year consisted of:

**Steve Love**

Chief Constable and Chief Executive

**David Ray QPM MA LLM (Cantab) FIMgt**

Chief of Staff and Deputy Chief Constable

**Gerry McAuley MSc MCIM**

Director Divisional Operations and Assistant Chief Constable

**John Bligh QPM**

Director Operational Support and Assistant Chief Constable

**Sandy MacCormick**

Director of Regional Operations

**Robert Chidley**

Director Professional Development and  
Assistant Chief Constable

**Daniel Applegate**

Director Resources and Planning

Steve Love joined as Chief Constable and Chief Executive in May 2005. The Chief Constable was recruited through open competition and has a fixed term contract of five years with a possible mutually agreed extension.

His appointment may be terminated in accordance with the Civil Service Management Code.

Details of Management Board members' remuneration are given in the Remuneration Report.

No member of the Management Board holds any directorships or has any other significant interests that may conflict with their management responsibilities.

## Policy on the Payment of Creditors

All MDPGA's bills, with the exception of a very small number of minor payments through a local imprest account, are paid through the Financial Management Shared Service Centre (FMSSC). In 2007-2008, FMSSC had a target of paying 99.9% of correctly presented bills within 11 calendar days of receipt. Actual performance against this target was 99.9 %. No interest payments arose from the implementation of the Late Payment of Commercial Debts (Interest) Act 1998.

## Staff Involvement

Employees are kept informed of all relevant matters through the Intranet, the Talk Through and Flashlight magazines and through other periodic publications. Weekly Notices and Force Orders are issued to all MDPGA staff.

Employees are represented by Trade Unions (membership of which is voluntary), who are involved with negotiations including the Terms and Conditions of employment.

### Personal Data Related Incidents

In common with other government and public bodies, MOD agencies are now required to set out in their accounts a summary of any losses (or unauthorised disclosures, or insecure disposals) of protected personal data, whether formally reported to the Information Commissioner or not formally so reported but recorded centrally by the Agency.

Personal data related incidents are as follows:-

**Table 1: Summary of Protected Personal Data Related Incidents Formally Reported to the Information Commissioner's Office in 2007-08**

Date of incident (month)	Nature of incident	Nature of data involved	Number of people potentially involved	Notification steps
No incidents				

**Further action on information risk:** The Department will continue to monitor and assess its information risks, in order to identify and address any weaknesses and ensure continuous improvement of its systems.

**Table 2: Summary of Other Protected Personal Data Related Incidents in 2007-08**

Incidents deemed by the Data Controller not to fall within the criteria for report to the Information Commissioner's Office but recorded centrally within the Department are set out in the table below. Small, localised incidents are not recorded centrally and are not cited in these figures.

Category	Nature of incident	Total
I	Loss of inadequately protected electronic equipment devices or paper documents from secured Government premises.	Nil
II	Loss of inadequately protected electronic equipment, devices or paper documents from outside secured Government premises.	Nil
III	Insecure disposal of inadequately protected electronic equipment, devices or paper documents.	Nil
IV	Unauthorised disclosure.	Nil
V	Other.	Nil

**Table 3: Year-on-Year Total Numbers of Protected Personal Data Related Incidents Prior to 2007-2008**

Total number of protected personal data related incidents formally reported to the Information Commissioner's Office by category number.

	I	II	III	IV	V	Total
2006-07	Nil	Nil	Nil	Nil	Nil	Nil
2005-06	Nil	Nil	Nil	Nil	Nil	Nil
2004-05	Nil	Nil	Nil	Nil	Nil	Nil

Total number of other protected personal data related incidents, by category number.

	I	II	III	IV	V	Total
2006-07	Nil	Nil	Nil	Nil	Nil	Nil
2005-06	Nil	Nil	Nil	Nil	Nil	Nil
2004-05	Nil	Nil	Nil	Nil	Nil	Nil

### Auditors

The accounts of the Agency are audited by the Comptroller and Auditor General under section 7(3)(b) of the Government Resources and Accounts Act 2000. The notional cost of the statutory audit is £85,000. The auditors received no remuneration during the year for the provision of non-audit services.

As far as I am aware, there is no relevant audit information of which the Agency's auditors are unaware; I have taken all necessary steps to make myself aware of any relevant audit information and to establish that the Agency's auditors are aware of that information.



**S B Love**  
Chief Executive  
1 July 2008

# Remuneration Report for the year ending 31 March 2008

## Remuneration Policy

In the absence of a remuneration committee, the salary and pension entitlements of the senior members of the Ministry of Defence Police and Guarding Agency are determined by the advice and recommendations from the Senior Salaries Review Body.

## Salaries and Pension Entitlements

The salary and pension entitlements of the most senior members of the Ministry of Defence Police and Guarding Agency were as follows (with comparative salary disclosures for 2006/07):

	Salary 2007-2008 £'000	Salary 2006-2007 £'000	Real Increase in Pension and Lump Sum at Age 60 £'000	Total Accrued Pension at Age 60 and Lump Sum at 31 March 2008 £'000	Cash Equivalent Transfer Value (CETV) at 31 March 2007 £'000	Cash Equivalent Transfer Value at 31 March 2008 £'000	Real Increase in CETV After Adjustment for Inflation and Changes in Market Investment Factors £'000
<b>S Love</b>	165 – 170	150 – 155	0 – 2.5 plus lump sum N/A	5 – 7.5 plus lump sum N/A	49	87	27
<b>D Applegate</b>	65 – 70	25 – 30	0 – 2.5 plus 0 - 2.5 lump sum	22.5 – 25 plus 70 – 72.5 lump sum	389	460	11
<b>D A Ray</b>	100 – 105	100 – 105	0 – 2.5 plus 2.5 – 5 lump sum	10 – 12.5 plus 32.5 - 35 lump sum	241	281	24
<b>S MacCormick</b>	70 – 75	65 – 70	0 – 2.5 plus lump sum N/A	2.5 – 5 plus lump sum N/A	67	95	18
<b>G P McAuley</b>	95 – 100	95 – 100	0 – 2.5 plus 0 - 2.5 lump sum	27.5 – 30 plus 87.5 - 90 lump sum	412	489	5
<b>J P Bligh</b>	95 – 100	95 – 100	0 – 2.5 plus lump sum N/A	7.5 – 10 plus lump sum N/A	113	155	24
<b>R Chidley</b>	100 – 105	90 – 95	0 – 2.5 plus lump sum N/A	2.5 – 5 plus lump sum N/A	57	94	25

The table above is subject to audit.

None of the above other than S Love £41.1k (2006/07 £47.6k) received any benefits in kind.

## Salary

“Salary” includes gross salary; performance pay or bonuses; overtime; reserved rights to London weighting or London allowances; recruitment and retention allowances; private office allowances and any other allowance to the extent that it is subject to UK taxation.

## Benefits in Kind

The monetary value of benefits in kind covers any benefits provided by the employer and treated by the HM Revenue and Customs as a taxable emolument.

## Pension

Pension benefits are provided through the Civil Service pension arrangements. From 30 July 2007, civil servants may be in one of four defined benefits schemes; either a 'final salary' scheme (classic, premium, or classic plus) or a 'whole career' scheme (nuvos). Classic, premium and classic plus are now closed to new members. These statutory arrangements are unfunded with the cost of benefits met by monies voted by Parliament each year. Pensions payable under nuvos, classic, premium, and classic plus are increased annually in line with changes in the Retail Price Index (RPI). Recent entrants to premium (after 1 October 2002) and nuvos (from 30 July 2007) may choose between membership of the scheme or joining a good quality 'money purchase' stakeholder pension with a significant employer contribution (partnership pension account). The accrued pensions quoted above are the pensions the members are entitled to receive when they reach 60 (nuvos 65), or immediately on ceasing to be an active member of the scheme if they are already 60 (nuvos 65).

Employee contributions are set at the rate of 1.5% of pensionable earnings for classic and 3.5% for premium, classic plus and nuvos. Benefits in classic accrue at the rate of 1/80th of pensionable earnings for each year of service; in addition, a lump sum equivalent to three years' pension is payable on retirement. For premium, benefits accrue at the rate of 1/60th of final pensionable earnings for each year of service; unlike classic, there is no automatic lump sum. Classic plus is essentially a hybrid with benefits in respect of service before 1 October 2002 calculated broadly as per classic and benefits for service from October 2002 calculated as in premium. In nuvos a member builds up a pension based on pensionable earnings during their period of scheme membership. At the end of the scheme year (31 March) the member's earned pension account is credited with 2.3% of their pensionable earnings in that scheme year and the accrued pension is uprated in line with RPI. In all cases members may opt to give up (commute) pension for a lump sum up to the limits set by the Finance Act 2004.

The partnership pension account is a stakeholder pension arrangement. The employer makes a basic contribution of between 3% and 12.5% (depending on the age of the member) into a stakeholder pension product chosen by the employee. The employee does not have to contribute but, where they do make contributions, the employer will match these up to a limit of 3% of pensionable salary (in addition to the employer's basic contribution). Employers also contribute a further 0.8% of pensionable salary to cover the cost of centrally-provided risk benefit cover (death in service and ill health retirement).

Further details about the Civil Service pension arrangements can be found at the website [www.civilservice-pensions.gov.uk](http://www.civilservice-pensions.gov.uk).

The real increase in CETV is effectively funded by the employer. It takes account of the increase in accrued pension due to inflation, contributions paid by the employee (including the value of any benefits transferred from another pension scheme or arrangement) and uses common market valuation factors for the start and end of the period.

A CETV is the actuarially assessed capitalised value of the pension scheme benefits accrued by a member at a particular point in time. The benefits valued are the member's accrued benefits and any contingent spouse's pension payable from the scheme. A CETV is a payment made by a pension scheme or arrangement to secure pension benefits in another pension scheme or arrangement when the member leaves a scheme and chooses to transfer the benefits accrued in their former scheme. The pension figures shown relate to the benefits that the individual has accrued as a consequence of their total membership of the pension scheme, not just their service in a senior capacity to which the disclosure applies. The CETV figures, and from 2003-04 the other pension details, include the value of any pension benefit in another scheme or arrangement which the individual has transferred to the CSP arrangements and for which the CS Vote has received a transfer payment commensurate to the additional pension liabilities being assumed. They also include any additional pension benefit accrued to the member as a result of their purchasing additional years of pension service in the scheme at their own cost. CETVs are calculated within the guidelines and framework prescribed by the Institute and Faculty of Actuaries.

Due to certain factors being incorrect in last years CETV calculator there may be a slight difference between the final period CETV for 2006/07 and the start of period CETV for 2007/08.



**S B Love**  
Chief Executive  
1 July 2008



## Statement of the Agency's and Chief Executive's Responsibilities

Under section 7(2) of the Government Resources and Accounts Act 2000, the Treasury have directed the Ministry of Defence Police and Guarding Agency to prepare a statement of accounts for each financial year in the form and on the basis set out in the Accounts Direction dated 11 th. December 2007. The Accounts are prepared on an accruals basis and must give a true and fair view of the Agency's state of affairs at the year end and of its net operating cost, recognised gains and losses and cash flows for the financial year.

In preparing the accounts, the Agency is required to:-

- observe the Accounts Direction issued by the Treasury, including the relevant accounting and disclosure requirements and apply suitable accounting policies on a consistent basis;
- make judgements and estimates on a reasonable basis;
- state whether applicable accounting standards have been followed and disclose and explain any material departures in the financial statements;
- prepare the financial statements on the 'going concern' basis, unless it is inappropriate to presume that the Agency will continue in operation.

The Departmental Accounting Officer for the Ministry of Defence has designated the Chief Executive of the Ministry of Defence Police and Guarding Agency as the Accounting Officer for the Agency. His relevant responsibilities as Accounting Officer, including responsibility for the propriety and regularity of the public finances and for the keeping of proper records, are set out in the Accounting Officers' Memorandum issued by the Treasury and published in 'Government Accounting'.

# Statement on Internal Control

## 1. Scope of Responsibility

As Accounting Officer, I have responsibility for maintaining a sound system of internal control that supports the achievement of Agency policies, aims and objectives, whilst safeguarding the public funds and departmental assets for which I am personally responsible, in accordance with the responsibilities assigned to me in Government Accounting.

## 2. The Purpose of the System of Internal Control

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of Agency policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in the Agency for the year end 31 March 2008 and up to the date of approval of the annual report and accounts, and accords with Treasury guidance.

## 3. Capacity to Handle Risk

The Agency has an established risk management process which manages the risks against defined business targets and Agency outputs. The Agency Management Board (AMB) maintains a Corporate Risk Register which is reviewed every quarter to track the management of risks and identify any new areas of concern on the business. Risks affecting our business plan are defined at the start of the year and associated against relevant targets. Every quarter these targets are reported on as part of our bi-lateral reporting process and areas of concern are highlighted by each board member.

The Agency maintains and publishes in-depth risk management guidelines that link the management of risk to the Agency planning process. These are reviewed each year through benchmarking with the wider MOD and other Home Office Police Forces. These guidelines detail the Agency risk management process which is used to maintain the Agency Corporate Risk Register and identify risks against Business Plan targets.

## 4. The Risk Control Framework

Our risk management framework is designed to ensure risk is managed within the Agency at appropriate levels with action managers of targets being responsible for managing the associated risks. This ensures that risk is considered as part of our planning process and that managers have the capacity to manage risks effectively should they be realised. Business Plan targets and risks cascade throughout the Agency from the AMB Portfolio Plans right down to our Local Policing Plan level at individual stations. The reporting and management of these targets cascades up from the action manager to the AMB member responsible for the whole portfolio. This ensures a top down cascade of risk and a link to all areas of the Agency for its management.

The Agency has a Business Continuity (BC) Strategy and subordinate business areas have developed BC Plans which comply with requirements of Joint Service Publication (JSP) 503. BC Plans are kept up-to-date and tested at an appropriate frequency and all staff are aware of the BC Plan and their own roles and responsibilities. Critical Business Outputs are identified in the BC Plan and arrangements made for their recovery. Business units regularly review their BCPs using the Business Impact Analysis and are endeavouring to embed the BC Culture within the Agency in accordance with British Standard BS 25999.

The Agency has an Audit Committee (AC) which report to me as the Agency Chief Executive and is responsible for advising me, in my capacity as Accounting Officer, on the effectiveness of the Agency's Corporate Governance. The AC meets four times a year (more often if necessary) and monitors, on my behalf, the management of significant risks, the operation of internal control systems, the arrangements for the prevention of fraud and theft, and the adequacy of internal/external audit and other assurance arrangements. The AC consists of three Non Executive Directors (NEDs) as Members, two of whom have been recently recruited. Two Members constitute a quorum. I have also initiated a review of the way the AC conducts its business, in order to maximise its effectiveness in line with the Treasury's AC Handbook and to reflect the new corporate governance changes which created the Owner's Advisory Board but restricts the Police Committee to the application of policing powers, one aspect of the Agency remit. The aim is that the AC will in future operate in accordance with wider best practice principles. I or my deputy and the Director of Resources and Planning attend each meeting, along with other members of the AMB as and when requested by the AC. Representatives of the National Audit Office (NAO) and Defence Internal Audit (DIA) also attend each meeting and contribute fully.

At the suggestion of the AC, I am introducing a stewardship certificate for 2008/09, in which members of the AMB will self-assess on how they have exercised authority I have delegated to them.

In addition, the Agency has a dedicated Assurance Team (AT) which acts as a link to the AC and provides them with a secretariat function. The AC has encouraged and supported the formation and development of the AT which is a key point of engagement for them within the Agency.

## 5. Review of Effectiveness

As Accounting Officer, I have responsibility for reviewing the effectiveness of the system of internal control. My review of the effectiveness of the system of internal control is informed by the work of the internal auditors and the executive managers within the Agency who have responsibility for the development and maintenance of the internal control framework, and comments made by the external auditors in their management letter and other reports. I have been advised on the implications of the result of my review of the effectiveness of the system of internal control by the Board, the Audit Committee and a plan to address weaknesses and ensure continuous improvement of the system is in place.

The external audit function is carried out by the NAO and there were issues raised in their management letter for 2006/07, on communicated costs and the central recording of fixed assets. A great deal of effort has been put into rectifying this in 2007/08 and major improvements have been achieved.

The DIA are the MOD's internal auditors and within Financial Year 2007/08 they have conducted reviews on Risk Management, Attendance Management, Business Continuity and our Closing the Gap project. Substantial assurance was received on the Risk Management and Closing the Gap reviews. Limited assurance was received on Attendance Management, and an action plan is being formulated to address the shortcomings identified. The Business Continuity Review has not yet finally reported. DIA have agreed to discuss a three year rolling programme of internal audit activity to enable the Agency, with the support of the AC, to focus firmly on the areas of greatest priority and to provide greater assurance to the Agency and AC with regard to the effectiveness of internal controls.

In addition, the AT provides an assurance function which complements the DIA, by reviewing compliance with controls within the Central Top Level Budget (CTLB) Compliance Assurance Matrix. This is carried out as part of the annual Finance Inspections process and any areas of concern are included in the Assurance Programme for further review. Within Financial Year 2007/08 the AT conducted compliance reviews on Business Continuity Management, Government Procurement Card (GPC) and Agency Fuel Cards. The latter two have not yet finally reported. The AT also produces a quarterly report on the performance of all Agency core assurance providers, which I review as part of the bi-lateral process.

A further assurance function is provided by Line Managers within the Agency, who have the responsibility of carrying out monthly audits on Overtime and Travel & Subsistence (T&S). However, there have been concerns raised with this process, due to line management in certain business areas not conducting these audits. In order to address the situation, I have instigated a measure to monitor line management's performance at AMB level on a monthly basis.

This year I have instigated an exercise on information management/governance, in order to record the measures we have in place to ensure the security of our data and the need for this to be kept under review. In addition, I have commissioned a review of the Agency's financial systems.

The Agency has an Inspectorate Department, operating to standards agreed by the Board and endorsed by Her Majesty's Inspectorate of Constabulary (HMIC). The inspection process concentrates on issues relating to leadership, management, performance, communications and customer relations. Part of the work of HMIC is to carry out a rolling programme of Framework Inspections, not all of which are applicable to the policing arm of the Agency. This process generates "Area for Improvement", which are linked to the Agency Bi-Lateral process so that Board Members can report on achievement in line with other assurance activities.

Within the Agency, I have directed that there is no need for a separate Safety, Health, Environmental and Fire (SHEF) Risk Register at corporate level. Critical SHEF risks are included in the Agency Risk Register. Each business unit maintains a lower level SHEF Risk Register, either as a stand-alone document or included within existing business unit management processes. Each MDP Division currently produces a SHEF Action Plan based on the content of the Agency SHEF Action Plan, with progress against these targets monitored by the Divisional SHEF Advisors. This process has been expanded within the 2007/08 SHEF Action Plan to incorporate MGS Regions and all HQ Departments. Divisional SHEF Action Plans also include assurance activity through quarterly workplace inspection reports submitted to the Divisional Commander. A SHEF audit conducted by the Centre TLB Chief Environmental and Safety Officer identified a number of shortcomings, principally due to the lack of a SHEF structure in the MGS. This is being addressed by the recruitment of three additional SHEF officers. We have also upgraded the post of Agency Head of SHEF.

The Closing the Gap exercise continues in order to address the unfunded mandate represented by the current customer service agreement budgets. This consideration of the financial resources available involves a re-examination of aspects of the Agency remit and operation which will feed into the Agency Corporate and Business Plan.

In summary I am satisfied with the arrangements in place to identify and mitigate risk, more especially in the light of the steps commissioned to constantly review current practice and to introduce any necessary improvements.

**S B Love**  
Chief Executive  
1 July 2008

# The Certificate and Report of the Comptroller and Auditor General to the House of Commons

I certify that I have audited the financial statements of Ministry of Defence Police and Guarding Agency for the year ended 31 March 2008 under the Government Resources and Accounts Act 2000. These comprise the Operating Cost Statement and Statement of Recognised Gains and Losses, the Balance Sheet, the Cash Flow Statement and the related notes. These financial statements have been prepared under the accounting policies set out within them. I have also audited the information in the Remuneration Report that is described in that report as having been audited.

## **Respective Responsibilities of the Agency, the Chief Executive and Auditor**

The Agency and Chief Executive, as Accounting Officer, are responsible for preparing the Annual Report, which includes the Remuneration Report, and the financial statements in accordance with the Government Resources and Accounts Act 2000 and HM Treasury directions made thereunder and for ensuring the regularity of financial transactions. These responsibilities are set out in the Statement of Accounting Officer's Responsibilities.

My responsibility is to audit the financial statements and the part of the Remuneration Report to be audited in accordance with relevant legal and regulatory requirements, and with International Standards on Auditing (UK and Ireland).

I report to you my opinion as to whether the financial statements give a true and fair view and whether the financial statements and the part of the Remuneration Report to be audited have been properly prepared in accordance with HM Treasury directions issued under the Government Resources and Accounts Act 2000. I report to you whether, in my opinion, the information, which comprises the management commentary included in the Annual Report, is consistent with the financial statements. I also report whether in all material respects the expenditure and income have been applied to the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

In addition, I report to you if the Agency has not kept proper accounting records, if I have not received all the information and explanations I require for my audit, or if information specified by HM Treasury regarding remuneration and other transactions is not disclosed.

I review whether the Statement on Internal Control reflects the Agency's compliance with HM Treasury's guidance, and I report if it does not. I am not required to consider whether this statement covers all risks and controls, or to form an opinion on the effectiveness of the Agency's corporate governance procedures or its risk and control procedures.

I read the other information contained in the Annual Report and consider whether it is consistent with the audited financial statements. This other information comprises the management commentary. I consider the implications for my report if I become aware of any apparent misstatements or material inconsistencies with the financial statements. My responsibilities do not extend to any other information.

## **Basis of audit opinion**

I conducted my audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. My audit includes examination, on a test basis, of evidence relevant to the amounts, disclosures and regularity of financial transactions included in the financial statements and the part of the Remuneration Report to be audited. It also includes an assessment of the significant estimates and judgments made by the Agency and Chief Executive in the preparation of the financial statements, and of whether the accounting policies are most appropriate to the Agency's circumstances, consistently applied and adequately disclosed.

I planned and performed my audit so as to obtain all the information and explanations which I considered necessary in order to provide me with sufficient evidence to give reasonable assurance that the financial statements and the part of the Remuneration Report to be audited are free from material misstatement, whether caused by fraud or error, and that in all material respects the expenditure and income have been applied to the purposes intended by Parliament and the financial transactions conform to the authorities which govern them. In forming my opinion I also evaluated the overall adequacy of the presentation of information in the financial statements and the part of the Remuneration Report to be audited.

## Opinions

In my opinion:

- the financial statements give a true and fair view, in accordance with the Government Resources and Accounts Act 2000 and directions made thereunder by HM Treasury, of the state of the Agency's affairs as at 31 March 2008, and of the net operating cost, recognised gains and losses and cash flows for the year then ended;
- the financial statements and the part of the Remuneration Report to be audited have been properly prepared in accordance with HM Treasury directions issued under the Government Resources and Accounts Act 2000; and
- information, which comprises the management commentary elements, included within the Annual Report, is consistent with the financial statements.

## Audit Opinion on Regularity

In my opinion, in all material respects, the expenditure and income have been applied to the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

## Report

I have no observations to make on these financial statements.

### T J Burr

Comptroller and Auditor General  
National Audit Office  
151 Buckingham Palace Road  
Victoria  
London SW1W 9SS  
7 July 2008

## Operating Cost Statement

for the year ended 31 March 2008

		2007/2008	2006/2007
	Notes	£'000	£'000
<b>OPERATING COSTS</b>			
Staff Costs	3	297,831	293,436
Supplies and Services Consumed	4	8,451	13,239
Accommodation Costs	5	15,693	11,792
Other Administration Costs	6	41,466	36,917
<b>GROSS OPERATING COSTS</b>		<b>363,441</b>	<b>355,384</b>
<b>OPERATING INCOME</b>			
Less Income from Repayment Customers	2	(42,298)	(35,781)
<b>NET OPERATING COST</b>	14	<b>321,143</b>	<b>319,603</b>

All activities undertaken during the year are continuing.

## Statement of Recognised Gains and Losses

for the year ended 31 March 2008

		2007/2008	2006/2007
	Notes	£'000	£'000
Net gain on revaluation credited to the revaluation reserve	14	1,307	419
<b>Recognised gains during the year</b>		<b>1,307</b>	<b>419</b>

The notes on pages 55 to 66 form part of these accounts

# Balance Sheet

as at 31 March 2008

	Notes	2008 £'000	2008 £'000	2007 £'000	2007 £'000
<b>FIXED ASSETS</b>					
Tangible Assets	8		11,696		10,154
<b>CURRENT ASSETS</b>					
Stock	9	977		869	
Debtors: Amounts falling due within 1 year	10	6,984		7,857	
Debtors: Amounts falling due after more than 1 year	10	525		632	
Cash at Bank	11	11		0	
		<b>8,497</b>		<b>9,358</b>	
<b>CURRENT LIABILITIES</b>					
Creditors : Amounts falling due within 1 year	12	(7,617)		(6,524)	
<b>NET CURRENT ASSETS/(LIABILITIES)</b>			880		2,834
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			12,576		12,988
Provision for Liabilities and Charges	13		(1,236)		(978)
<b>NET ASSETS</b>			<b>11,340</b>		<b>12,010</b>
<b>TAXPAYERS' EQUITY</b>					
General Fund	15		8,700		7,940
Revaluation Reserve	14		2,640		4,070
<b>GOVERNMENT FUNDS</b>	16		<b>11,340</b>		<b>12,010</b>



**S B Love**  
Chief Executive  
1 July 2008

The notes on pages 55 to 66 form part of these accounts

## Cash Flow Statement

for the year ended 31 March 2008

	Notes	2007/2008 £ ' 000	2006/2007 £ ' 000
<b>Net Cash Outflow from Operating Activities</b>		(281,018)	(288,080)
Capital Expenditure	24e	(3,850)	(2,940)
Net Financing from the Defence Resource Account	24d	284,879	291,020
<b>Increase/(Decrease) in Cash in Period</b>		<b>11</b>	<b>0</b>



# Notes to the Accounts

## 1. STATEMENT OF ACCOUNTING POLICIES

### a. Basis of Accounting

These accounts have been prepared in accordance with the 2007-08 Financial Reporting Manual and with a Direction dated (11th. December 2007), both issued by HM Treasury. The principal accounting policies adopted by the Agency are summarised below. The policies set out the framework within which the Agency conducts financial management and have been applied consistently in dealing with items considered material to the accounts.

The accounts have been prepared under the historical cost convention, modified to include the revaluation of tangible fixed assets to reflect their current cost.

The Agency does not pay or receive money on its own account. Cash payments are made and receipts collected by the MOD central accounting organisation on behalf of the Agency.

### b. Value Added Tax

The Agency is not separately registered for Value Added Tax (VAT). VAT collected is accounted for centrally by the Ministry of Defence. The Agency's accounts do however, include non-recoverable VAT attributable to its activities.

### c. Income

Income represents the invoiced value of transactions with the private sector, the wider public sector and Government Departments other than the MOD. Income is accounted for and recognised in the Operating Cost Statement net of VAT.

### d. Tangible Fixed Assets

On 1 April 2006 the Ministry of Defence transferred responsibility for accounting for fixed assets from the MDPGA to other parts of the Department. Where the Agency retains the risks and rewards of ownership of these assets they continue to be accounted for on the Agency's balance sheet in accordance with FRS 5 and SSAP 21. In all other cases the costs of the use of these assets are communicated to the MDPGA by the asset owners and charged to the operating cost statement.

#### Land and Buildings

All land and buildings have been transferred to Defence Estates.

#### Other Assets

Where the MDPGA retains the risks and rewards of ownership of plant, equipment, computers, boats and vehicles these are capitalised where their cost or estimated purchase price is equal to or exceeds the Agency's capitalisation threshold of £10,000 (2006/2007: £10,000) and where their useful life exceeds one year. For fighting equipment, IT and communications equipment the capitalisation threshold of £10,000 (2006/2007: £10,000) relates to grouped assets. The change to the capitalisation threshold has not made a material difference to the accounts.

### Depreciation

Depreciation is calculated so as to write off the cost, or valuation, of tangible fixed assets, less their estimated residual values, on a straight line basis over their estimated useful economic lives.

The principal asset categories and their estimated useful economic lives are as follows:

Fighting Equipment:	10 years
Vehicles:	
Vehicles:	3-10 years
Boats:	6-20 years
Computer Equipment	3-5 years
Communications Equipment:	12 years
Other Equipment:	3-35 years

Depreciation of assets under construction commences after they have been commissioned for policing activities.

### Revaluation of Fixed Assets

MDPGA's fixed assets are revalued annually using indices provided by the MOD.

Any reduction in valuation below historical cost arising either from the use of indices or from professional revaluation is treated by the Agency as an impairment and charged to the Operating Cost Statement.

### Disposal of Tangible Fixed Assets

Assets declared for disposal are removed from tangible fixed assets only on disposal to a third party and any surplus or deficit is shown in the Operating Cost Statement under Operating Costs.

### e. Stock

Stocks are stated at the lower of current replacement cost (or historical cost, if not materially different from current replacement cost) or net realisable value.

### f. Creditors

Individual creditors and accruals of less than £1,000 are not included as they are deemed to be immaterial.

### g. Reserves

The revaluation reserve reflects the unrealised element of the cumulative balance of revaluation and indexation adjustments on fixed assets.

## **h. Notional and Non Cash Charges**

### **Intra-Departmental Charges**

Non-cash amounts are included in the Operating Cost Statement for charges in respect of services provided from other areas of the MOD. The amounts so charged are calculated to reflect the full cost of providing these services to the Agency and include centrally provided training and administration costs.

With specific regard to accommodation on other sites, the costs communicated are based on actual costs supplied by the host establishment or estimates where actual costs were unavailable.

### **Audit Fee**

MDPGA is not charged an audit fee by the National Audit Office. The audit fee shown represents the notional charge to the Operating Cost Statement based on the cost of the services provided.

### **i. Capital Charge**

A charge reflecting the cost of capital utilised by the Agency is included in operating costs. The charge is calculated using HM Treasury's standard rate of 3.5% of the average value of net assets (3.5% in 2006/07).

### **j. Early Retirement Scheme**

The Civil Service White Paper, 'Continuity and Change' (CM2627) published in July 1994, announced new arrangements for funding early departure costs of civil servants departing between 1 October 1994 and 31 March 1997. Under these arrangements 20 per cent of the cost was to be borne by Agencies and Departments and the remaining 80 per cent, which would have otherwise fallen upon the Departments' running costs, was to be met centrally from the Civil Superannuation Vote. For 1996/97 the 80:20 arrangements applied only after the body had used all its existing 1996/97 expenditure provision for early departure costs.

HM Treasury issued a direction that the 20% borne by the Agency should be charged to the Operating Cost Statement straight away and taken to a Provision on the Balance Sheet. The Treasury also directed that a notional charge for the 80% element borne by the Civil Superannuation Vote should be reflected in the Agency's Operating Cost Statement each year. However, from 1 April 1999 HM Treasury's Resource Accounting Manual (now replaced by the Financial Reporting Manual) no longer requires this notional charge to be made.

With regard to retirements that took place after 1 April 1997, the MDPGA has made 100% provision for liabilities to be incurred in future years.

## **k. Provisions**

Provisions for liabilities and charges have been established under the criteria of FRS 12 and are based on realistic and prudent estimates of the expenditure required to settle future legal or constructive obligations that exist at the Balance Sheet date.

Provisions are charged to the Operating Cost Statement. All long-term provisions are discounted to current prices by the use of HM Treasury's Test Discount Rate, which is currently 2.2% (2.2% in 2006/07). The discount is unwound over the remaining life of the provision and shown as an interest charge in the Operating Cost Statement.

### **l. Leases**

Rentals payable under operating leases are charged to the Operating Cost Statement over the term of the lease.

There are no assets held on finance leases or on hire purchase agreements.

### **m. Salary Advances**

Where applicable, MOD staff are entitled to salary advances for house purchase, in accordance with MOD regulations. These advances are paid through the payroll system. Balances outstanding at 31 March 2008 relate to 57 MDP Officers (31 March 2007 – 62) and are included in Debtors at Note 10.

### **n. Taxation and Social Security**

As the Ministry of Defence charges the Agency during the year with the gross payments, inclusive of PAYE and National Insurance contributions, due to Agency employees, the Department is liable for the payment of any liabilities which may be due to the HM Revenue and Customs or Department for Work and Pensions at the balance sheet date, and these are not disclosed in the Agency's Balance Sheet.

### **o. Pensions**

Past and present employees are covered by the provisions of the Principal Civil Service Pension Scheme (PCSPS) and the Armed Forces Pension Scheme (AFPS) which are described at Note 3c. These defined benefit schemes are unfunded and non-contributory except in respect of dependents' benefits.

The Agency recognises the expected cost of these elements on a systematic and rational basis over the period during which it benefits from employees' services by payment to the PCSPS or AFPS of amounts calculated on an accruing basis.

## Notes to the Accounts

### 2. INCOME

In addition to Policing, Guarding and Criminal Investigation services provided to the MOD Estate, MDPGA also provides these services to non-MOD Customers on a repayment basis. UK Customers include QinetiQ, DSTL, FCO and The Royal Mint.

The Overseas Customer is the United States Government. MDPGA provides services at sites utilised by US Visiting Forces (USVF).

Other income derives from the use of parts of the MDPGA estate by non-MOD organisations.

The Agency is required, in accordance with the Treasury's Fees and Charges Guide, to disclose performance results for the areas of its activities where fees and charges are made. This segmental analysis is not intended to meet the requirements of Statement of Standard Accounting Practice 25: Segmental Reporting. Full cost recovery includes certain items not charged to operating costs.

	2007/2008			2006/2007		
	Turnover	Cost	Surplus/ (Deficit)	Turnover	Cost	Surplus/ (Deficit)
	£ ' 000	£ ' 000	£ ' 000	£ ' 000	£ ' 000	£ ' 000
Repayment Work for non-MOD Customers	28,249	29,112	(863)	20,042	21,913	(1,871)
Repayment Work for Overseas Customers	13,215	17,103	(3,888)	14,524	17,976	(3,452)
Other Income	834	834	0	1,215	1,215	0
<b>Total Activity</b>	<b>42,298</b>	<b>47,049</b>	<b>(4,751)</b>	<b>35,781</b>	<b>41,104</b>	<b>(5,323)</b>

This shortfall stems from separate inherited agreements with customers, which prevents MDPGA from claiming the full cost of services provided.

### 3. STAFF COSTS AND NUMBERS

#### a. Staff costs during the year were as follows:

	2007/2008				2006/2007			
	MDP	Civilian	Service	Total	MDP	Civilian	Service	Total
	£ ' 000	£ ' 000	£ ' 000	£ ' 000	£ ' 000	£ ' 000	£ ' 000	£ ' 000
Wages and Salaries	134,130	104,200	61	238,391	131,505	103,252	0	234,757
Social Security Costs (E R N I C)	11,848	7,278	4	19,130	11,779	7,624	0	19,403
Superannuation	22,529	17,111	13	39,653	22,105	16,712	0	38,817
Early Retirement Costs	657	0	0	657	459	0	0	459
<b>Total</b>	<b>169,164</b>	<b>128,589</b>	<b>78</b>	<b>297,831</b>	<b>165,848</b>	<b>127,588</b>	<b>0</b>	<b>293,436</b>

Civilian wages and salaries include costs of £159,000 (2007: £114,000) for agency/temporary staff

#### b. The average number of full time equivalent persons employed during the year was as follows:

	2007/2008 Number	2006/2007 Number
MDP	3,550	3,525
Civilian including MGS, Non-Industrials and Industrial	4,359	4,456
Service	1	0
	<b>7,910</b>	<b>7,981</b>

The number of whole time equivalent staff who are classified as civil service staff was 7,910 (2007: 7,981), including 6 (2007: 7) agency/temporary staff.

## Notes to the Accounts

- c. The Principal Civil Service Pension Scheme (PCSPS) is an unfunded multi-employer defined benefit scheme but the Ministry of Defence Police and Guarding Agency is unable to identify its share of the underlying assets and liabilities.

A full actuarial valuation was carried out at 31 March 2007 for the PCSPS. You can find details in the resource accounts of the Cabinet Office: Civil Superannuation laid before the House of Commons. ([www.civilservice-pensions.gov.uk](http://www.civilservice-pensions.gov.uk))

For 2007/2008, employers' contributions of £39,653,074.16 were payable to the PCSPS (£38,816,659 in 2006/2007) at one of four rates in the range of 17.1% to 25.5% of pensionable pay based on salary bands.

The scheme's Actuary reviews employer contributions every four years following a full scheme valuation. From 2008-09, the salary bands will be revised but the rates will remain the same. (The rates will be changing with effect from April 2009).

The contribution rates are set to meet the cost of the benefits accruing during 2007-08 to be paid when the member retires and not the benefits paid during this period to existing pensioners.

Employees joining after 1 October 2002 could opt to open a partnership pension account, a stakeholder pension with an employer contribution. Employers' contributions of £Nil (£Nil in 2006/2007) were paid to one or more of a panel of four appointed stakeholder pension providers. Employer contributions are age related and range from 3% to 12.5% of pensionable pay. Employers also match employee contributions up to 3% of pensionable pay. In addition, employer contributions of £Nil, 0.8% of pensionable pay, were payable to the PCSPS to cover the cost of the future provision of lump sum benefits on death in service and ill health retirements of these employees.

The contribution rates reflect benefits as they are accrued, not when the costs are actually incurred, and reflect past experience of the scheme.

Early departure costs are partly funded from the Civil Superannuation Resource Account under the 80:20 scheme. The amount borne by the Agency in 2007/2008 was £656,830 (£459,320 in 2006/2007).

### d. Remuneration of the Members of the Police Committee

	2007/2008	2006/2007
	£	£
Sir D. O'Dowd	0	10,859
Sir K. Povey (appointed June 2007)	5,850	0
J. Harris (retired June 2007)	695	10,859
A. Kelly (retired Oct 2007)	5,544	10,860
S. Osment (retired Oct 2007)	1,697	4,668
D. Riddle (appointed Oct 2007)	5,950	0
Dr. R. Dickie (appointed Oct 2007)	3,900	0
Dr. P. Ali (appointed Oct 2007)	3,250	0
C. Mitchell (appointed Oct 2007)	5,037	0
A. Brown (re-appointed June 2007)	3,900	0
R. Hatfield	0	0
R. Rooks	0	0
	35,823	37,246

Police Committee Members are not employees of the MOD, with the exception of two. These board members receive fees for their services as shown above. In addition to these fees, travel costs of £4,667 (£4,328 for 2006/07) were incurred by the Agency for these Committee Members.

**4. SUPPLIES AND SERVICES CONSUMED**

	2007/2008	2006/2007
	£ ' 000	£ ' 000
Depreciation on Fixed Assets - excluding Land and Buildings	3,609	4,150
Impairment/(Reversal of Impairment) of Fixed Assets	14	26
Write (back)/down of Stock	0	0
Write down/(up) of Fixed Assets	0	901
MOD Stores and services	970	3,078
Vehicle/Equipment Support	3,876	5,179
(Profit) on Disposal of Tangible Fixed Assets	(18)	(95)
	<b>8,451</b>	<b>13,239</b>

**5. ACCOMMODATION COSTS**

	2007/2008	2006/2007
	£ ' 000	£ ' 000
Utilities Consumed	529	624
Rent & Other Charges (CILOR)	32	75
Estates & Facilities Management Services	1,215	1,164
Accommodation Stores	563	307
Communicated Costs Relating to Accommodation on other MOD sites	13,354	9,622
	<b>15,693</b>	<b>11,792</b>

## Notes to the Accounts

### 6. OTHER ADMINISTRATION COSTS

	2007/2008 £ ' 000	2006/2007 £ ' 000
MOD HQ Overhead	16,554	16,265
Permanent Transfers	2,385	4,486
Travel and Subsistence	6,401	4,195
IT Maintenance and Software	2,886	1,628
Telecommunications	1,001	759
Leased Office Equipment	4,440	3,306
Professional Fees	1,380	750
Audit Fee	85	83
Recruitment	200	199
Shared Service Centre costs for Fixed Assets	3,457	2,399
External Education, Medical and Welfare	827	872
Administration Services, Supplies & Expenses excluding leased equipment	1,346	1,354
Unwinding of Discount on Provisions	24	23
Entertainment and Hospitality	13	44
Provision for Bad and Doubtful Debts	43	114
Cost of Capital	415	440
Interest Payable	9	0
	<b>41,466</b>	<b>36,917</b>

Operating lease expenditure (£'000) amounting to £4,596 (2006/2007 £4,574) is included above and relates to other types of lease, i.e. non-plant and machinery leases.

### 7. COST OF CAPITAL

	2007/2008 £ ' 000	2006/2007 £ ' 000
Plant & Machinery	11	15
Vehicles	271	333
Fighting Equipment	58	62
IT & Comms	8	18
Assets Under Construction	24	16
Other Assets and Liabilities	43	(4)
	<b>415</b>	<b>440</b>

**8. TANGIBLE FIXED ASSETS**

	Plant, Machinery £ ' 000	Transport Other £ ' 000	Single Use Military Equipment £ ' 000	Information Technology & Comms. £ ' 000	Assets Under Construction £'000	Total £'000
Cost or Valuation as at 1 April 2007	881	24,471	2,011	1,825	256	29,444
Additions	0	2,679	0	0	1,370	4,049
Disposals	(35)	(2,588)	0	(271)	0	(2,894)
Revaluation	18	223	35	(46)	0	230
Reclassification/Transfers within MOD	0	541	0	0	(541)	0
<b>Cost or Valuation as at 31 March 2008</b>	<b>864</b>	<b>25,326</b>	<b>2,046</b>	<b>1,508</b>	<b>1,085</b>	<b>30,829</b>
Depreciation to 1 April 2007	522	16,945	239	1,584	0	19,290
Current year Charge	79	3,164	198	168	0	3,609
Disposals	(16)	(2,463)	0	(236)	0	(2,715)
Revaluation	(1)	(904)	4	(150)	0	(1,051)
<b>Depreciation to 31 March 2008</b>	<b>584</b>	<b>16,742</b>	<b>441</b>	<b>1,366</b>	<b>0</b>	<b>19,133</b>
<b>Net Book Value as at 31 March 2008</b>	<b>280</b>	<b>8,584</b>	<b>1,605</b>	<b>142</b>	<b>1,085</b>	<b>11,696</b>
<b>Net Book Value as at 1 April 2007</b>	<b>359</b>	<b>7,526</b>	<b>1,772</b>	<b>241</b>	<b>256</b>	<b>10,154</b>

**9. STOCK**

	2008 £ ' 000	2007 £ ' 000
Ammunition Stores	335	365
Clothing Stores	679	533
Gross Total	1,014	898
Less Provision for Slow Moving Clothing Stock	(37)	(29)
<b>Net Total</b>	<b>977</b>	<b>869</b>

## Notes to the Accounts

### 10. DEBTORS

	2008 £ ' 000	2007 £ ' 000
<b>Amounts Falling Due Within One Year</b>		
Trade Debtors	4,991	1,852
Prepayments and Accrued Income	1,994	6,066
Advance of Salary for House Purchase	56	61
	7,041	7,979
Less Provision for Bad and Doubtful Debts	(57)	(122)
	<u>6,984</u>	<u>7,857</u>

#### Amounts Falling Due in More Than One Year

Advance of Salary for House Purchase	525	632
<b>Total Debtors at 31 March</b>	<b>7,509</b>	<b>8,489</b>

	2008 £'000	2007 £'000
<b>Analysis of Debtors</b>		
Balances with Central Government Bodies	2,056	3,956
Balances with Public Corporations and Trading Funds	903	903
Intra-Government Balances	2,959	4,859
Balances with bodies external to Government	4,550	3,630
<b>Total Debtors at 31 March</b>	<b>7,509</b>	<b>8,489</b>

### 11. CASH AT BANK

	2008 £ ' 000	2007 £ ' 000
HM Paymaster General – Proceeds of Crime	11	0

### 12. CREDITORS

	2008 £ ' 000	2007 £ ' 000
<b>Amounts Falling Due Within One Year</b>		
Balances with Central Government Bodies	38	40
Balances with bodies external to Government	1,900	1,480
Accruals and Deferred Income	5,679	5,004
<b>Total Creditors at 31 March</b>	<b>7,617</b>	<b>6,524</b>



**13. PROVISION FOR LIABILITIES AND CHARGES**

	2008 £ '000	2007 £ '000
Provision as at 1 April	978	1,027
Provided in Year	657	459
Paid in Year	(423)	(531)
Unwinding of Discount on Provision	24	23
Provision as at 31 March	1,236	978

**Early Retirement Provision**

This provision represents the future liability to pay officers and civilians early retirement pensions. There are some uncertainties with regard to the likelihood, timing and amounts that are due arising from assumptions made regarding the life expectancy of retirees and changes to Treasury discount rates.

**14. REVALUATION RESERVE**

	2008 £ ' 000	2007 £ ' 000
Revaluation Reserve as at 1 April	4,070	13,907
Add: Surplus on Revaluation of Fixed Assets	275	1,766
Less: Adjustment on Revaluation, Disposal and Transfer	0	0
Revaluation	12	74
Transfer to SBSO	0	(8,622)
Backlog Depreciation	1,020	(1,421)
Transfer to General Fund	(2,737)	(1,634)
<b>Revaluation Reserve as at 31 March</b>	<b>2,640</b>	<b>4,070</b>

**15. GENERAL FUND**

	2008 £ ' 000	2007 £ ' 000
General Fund as at 1 April	7,940	12,975
Add: Net Financing from the Defence Resource Account	284,879	291,020
Non-Cash Expenditure Items (excluding movement in early retirement provision)	34,287	31,480
Transfer of Fixed Assets	0	(9,566)
Less: Net Operating Cost	(321,143)	(319,603)
Transfer from Revaluation Reserve	2,737	1,634
<b>General Fund as at 31 March</b>	<b>8,700</b>	<b>7,940</b>

**16. RECONCILIATION OF MOVEMENTS IN GOVERNMENT FUNDS**

	2008 £ ' 000	2007 £ ' 000
Government Funds as at 1 April	12,010	26,882
Revaluation Reserve Movements in Year	(1,430)	(9,837)
General Fund Movement in Year	760	(5,035)
<b>Government Funds as at 31 March</b>	<b>11,340</b>	<b>12,010</b>

# Notes to the Accounts

## 17. CAPITAL COMMITMENTS

There were capital commitments of £373,000 as at 31 March 2008, in respect of expenditure to be incurred at a later date.

## 18. OTHER FINANCIAL COMMITMENTS

At 31 March 2008, the Agency was committed to making the following payments under non-cancellable operating leases in the year to 31 March 2009. These leases were in respect of office and radio equipment.

Leases expiring	2008 £ ' 000	2007 £ ' 000
Within 1 year	28	23
Within 1 to 5 years	3,369	3,371
After 5 years	1,120	1,120
	<b>4,517</b>	<b>4,514</b>

## 19. CONTINGENT LIABILITIES

No contingent liabilities have been identified at 31 March 2008.

## 20. RELATED PARTY TRANSACTIONS

The Ministry of Defence Police and Guarding Agency is an executive agency of the Ministry of Defence.

The Ministry of Defence is regarded as a related party. During the year, the Ministry of Defence Police and Guarding Agency had a significant number of material transactions with the Ministry of Defence and with other entities for which the Ministry of Defence is regarded as the parent department. These include the Army Base Repair Organisation and the Defence Science and Technology Laboratory.

In addition, the Ministry of Defence Police and Guarding Agency has had a significant number of transactions with the Home Office, the Royal Mint and the Foreign and Commonwealth Office.

During the year none of the Board Members, key management staff or other related parties has undertaken any material transactions with the Ministry of Defence Police and Guarding Agency.

## 21. POST BALANCE SHEET EVENTS

In accordance with FRS 21, S B Love duly authorised the issue of these financial statements on 7 July 2008.

## 22. LOSSES AND SPECIAL PAYMENTS

Ministry of Defence Police (MDP) overpayment due to miscalculation of Net Pay Deduction (NPD). The NPD to the MDP officer's salary adjusts pay to reflect the PCSPS non contributory pension scheme compared to the contributions made by Home Office Police officers to their pension scheme to ensure pay parity between MDP and Home Office Police remains at 95%. A miscalculation in the annual exercise to calculate changes in tax thresholds for pension contributions has been identified for the period 1 Sep 1998 to 31 Aug 2008 with an estimated overpayment of £1,250k.

## 23 – FINANCIAL INSTRUMENTS

FRS 13, Derivatives and Other Financial Instruments, requires disclosure of the role which financial instruments have had during the period in creating or changing the risks an entity faces in undertaking its activities.

Because of the largely non-trading nature of its activities and the way in which Government Agencies are financed, the Agency is not exposed to the degree of financial risk faced by business entities. Moreover, financial instruments play a much more limited role in creating or changing risk than would be typical of the listed companies to which FRS 13 mainly applies.

Financial assets and liabilities are generated by day-to-day operational activities and are not held to change the risks facing the Agency in undertaking its activities, or for trading. The fair values of all the Agency's financial assets and liabilities approximate to their book values. In line with FRS 13, short term debtors and creditors (those which mature or become payable within 12 months from the balance sheet date) have been excluded from these disclosures.

### Interest rate risk

Apart from the interest bearing Proceeds of Crime Account operated by HM Paymaster General together with a known HRMS housing benefit liability, the Agency has no other financial assets and liabilities on which interest is earned or paid, and is therefore not exposed to significant interest rate risk.

### Currency risk

The Agency does not transact in foreign currencies and therefore is not exposed to foreign currency risk.

### Liquidity risk

The Agency is not exposed to significant liquidity risk, as liquidity requirements are met by financing from the Ministry of Defence Resource Account, and it has no borrowing facilities. The Department's resource requirements are voted annually by Parliament.

**24. NOTES TO THE CASH FLOW STATEMENT**

<b>Reconciliation of Net Operating Cost to Operating Cash Outflow</b>	<b>Notes</b>	2007/2008 £ ' 000	2006/2007 £ ' 000
Net Operating Cost		321,143	319,603
Depreciation	8	(3,609)	(4,150)
Impairment Arising from a Fall in Market Value of Fixed Assets	4	(14)	(26)
Write off Tangible Fixed Assets		0	(909)
Gain/(Loss) on Disposal of Tangible Fixed Assets	4	18	95
MOD Non-cash Transactions ( Excluding movement in early retirement provision)	24a/c	(34,287)	(31,480)
Adjustments for Movements in Working Capital other than Cash	24b	(1,963)	4,972
Stock Revaluation		(12)	(74)
Movements in Provisions for Liabilities and Charges	24c	(258)	49
<b>Net Cash Outflow From Operating Activities</b>		<b>281,018</b>	<b>288,080</b>

<b>Analysis of Capital Expenditure and Financial Investments</b>	<b>Notes</b>	2007/2008 £ ' 000	2006/2007 £ ' 000
Acquisition of Fixed Assets	24f	4,046	3,152
Proceeds from Disposal of Fixed Assets	24e	(196)	(212)
<b>Net Cash Outflow From Investing Activities</b>		<b>3,850</b>	<b>2,940</b>

<b>a - Notional and Non-cash Costs</b>	2007/2008 £ ' 000	2006/2007 £ ' 000
Shared service centre cost for assets	3,140	2,040
Rates communicated	316	359
MOD Training costs specific to MDPGA	0	2,139
Audit Fee	85	83
MOD Purchased Ammunition stores	0	0
MOD Purchased Clothing stores	0	0
Communicated costs relating to accommodation on other MOD sites	13,354	9,622
Cost of Capital	415	440
MOD HQ overhead	16,554	16,265
Early Retirement costs	657	459
Unwinding of discount on provisions	24	23
	<b>34,545</b>	<b>31,431</b>

<b>b - Movements in Working Capital other than cash</b>	2007/2008 £ ' 000	2006/2007 £ ' 000
(Increase) in stocks	(116)	(145)
Movement in slow moving clothing provision	8	18
Decrease / (increase) in debtors	981	(4,269)
Increase / (decrease) in creditors	1,096	(700)
(Increase) / decrease in Capital accruals	(3)	124
	<b>1,966</b>	<b>(4,972)</b>

## Notes to the Accounts

<b>c - Movement in Provision for Liabilities and Charges</b>	2007/2008 £ ' 000	2006/2007 £ ' 000
(Increase) / decrease in provision for early retirement	(258)	49
(Decrease) in housing allowance provision	0	0
	<b>(258)</b>	<b>49</b>

<b>d - Financing</b>	2007/2008 £ ' 000	2006/2007 £ ' 000
Payments on Defence Resource Account	325,940	325,688
Receipts on Defence Resource Account	(41,061)	(34,668)
	<b>284,879</b>	<b>291,020</b>

<b>e - Capital Expenditure</b>	2007/2008 £ ' 000	2006/2007 £ ' 000
Payments to acquire tangible fixed assets	4,046	3,152
Receipts from sales of fixed assets	(196)	(212)
	<b>3,850</b>	<b>2,940</b>

### **f - Major Non-cash transactions through the MOD**

MOD non-cash costs which flow through the Operating Cost Statement are shown in note a above.

<b>The total capital expenditure in the year was as follows:</b>	Note	2007/2008 £ ' 000	2006/2007 £ ' 000
Cash payments to acquire tangible fixed assets	8	4,046	3,152
Accrual for tangible fixed assets		29	26
Non-cash payments to acquire tangible fixed assets		0	(18,188)
<b>Total Capital Expenditure</b>		<b>4,075</b>	<b>(15,010)</b>



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