

**BUCKINGHAMSHIRE AND MILTON KEYNES FIRE AUTHORITY
BUCKINGHAMSHIRE FIRE AND RESCUE SERVICE**



Director of Legal & Governance, Graham Britten
Buckinghamshire Fire & Rescue Service
Brigade HQ, Stocklake, Aylesbury, Bucks HP20 1BD
Tel: 01296 744441

Chief Fire Officer and Chief Executive
Louise Harrison

To: The Members of the Executive Committee

11 March 2024

MEMBERS OF THE PRESS
AND PUBLIC

Please note the content of
Page 2 of this Agenda Pack

Dear Councillor

Your attendance is requested at a meeting of the **EXECUTIVE COMMITTEE** of the **BUCKINGHAMSHIRE AND MILTON KEYNES FIRE AUTHORITY** to be held in the **JUBLILEE ROOM, THE GATEWAY OFFICES, GATEHOUSE ROAD, AYLESBURY, BUCKS, HP19 8FF** on **WEDNESDAY 20 MARCH 2024 at 10.00 AM** when the business set out overleaf will be transacted.

Yours faithfully

A handwritten signature in black ink that reads 'Graham Britten'.

Graham Britten
Director of Legal and Governance

Health and Safety:

There will be limited facilities for members of the public to observe the meeting in person. A recording of the meeting will be available after the meeting, at the web address provided overleaf.

Chairman: Councillor Rouse

Councillors: Adoh, Christensen, Darlington, Hall, Lambert, McLean and Walsh



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Recording of the meeting

The Authority supports the principles of openness and transparency. To enable members of the press and public to see or hear the meeting, this meeting will be recorded. Please visit:

<https://www.youtube.com/channel/UCWmIXPWAscxpL3vIiv7bh1Q>

The Authority also allows the use of social networking websites and blogging to communicate with people about what is happening, as it happens.

Adjournment and Rights to Speak – Public

The Authority may adjourn a Meeting to hear a member of the public on a particular agenda item. The proposal to adjourn must be moved by a Member, seconded and agreed by a majority of the Members present and voting.

A request to speak on a specified agenda item should be submitted by email to gbritten@bucksfire.gov.uk by 4pm on the Monday prior to the meeting. Please state if you would like the Director of Legal and Governance to read out the statement on your behalf, or if you would like to be sent a 'teams' meeting invitation to join the meeting at the specified agenda item.

If the meeting is then adjourned, prior to inviting a member of the public to speak, the Chairman should advise that they:

- (a) speak for no more than four minutes,
- (b) should only speak once unless the Chairman agrees otherwise.

The Chairman should resume the Meeting as soon as possible, with the agreement of the other Members present. Adjournments do not form part of the Meeting.

Rights to Speak - Members

A Member of the constituent Councils who is not a Member of the Authority may attend Meetings of the Authority or its Committees to make a statement on behalf of the Member's constituents in the case of any item under discussion which directly affects the Member's division, with the prior consent of the Chairman of the Meeting which will not be unreasonably withheld. The Member's statement will not last longer than four minutes. Such attendance will be facilitated if requests are made to enquiries@bucksfire.gov.uk at least two clear working days before the meeting.

Statements can be read out on behalf of the Member by the Director of Legal and Governance, or the Member may request a 'teams' meeting invitation to join the meeting at the specified agenda item.

Where the Chairman of a Committee has agreed to extend an invitation to all Members of the Authority to attend when major matters of policy are being considered, a Member who is not a member of the Committee may attend and speak at such Meetings at the invitation of the Chairman of that Committee.

Questions

Members of the Authority, or its constituent councils, District, or Parish Councils may submit written questions prior to the Meeting to allow their full and proper consideration. Such questions shall be received by the Monitoring Officer to the Authority, *in writing*, at least two clear working days before the day of the Meeting of the Authority or the Committee.

EXECUTIVE COMMITTEE

TERMS OF REFERENCE

1. To make all decisions on behalf of the Authority, except in so far as reserved to the full Authority by law or by these Terms of Reference.
2. To assess performance of the Authority against agreed organisational targets.
3. To determine matters relating to pay and remuneration where required by collective agreements or legislation.
4. To select on behalf of the Authority-the Chief Fire Officer and Chief Executive, and deputy to the Chief Fire Officer and Chief Executive, or equivalent, taking advice from suitable advisers and to make recommendations to the Authority as to the terms of appointment or dismissal.
5. To consider and make decisions on behalf of the Authority in respect of the appointment of a statutory finance officer; a statutory monitoring officer; and any post to be contracted to “Gold Book” terms and conditions in whole or in part taking advice from the Chief Fire Officer and suitable advisers.
6. To act as the Employers’ Side of a negotiating and consultation forum for all matters relating to the employment contracts of the Chief Fire Officer and Chief Executive, deputy to the Chief Fire Officer and Chief Executive, or equivalent; and where relevant, employees contracted to “Gold Book” terms and conditions in whole or in part.
7. To hear appeals if required to do so in accordance with the Authority’s Policies.
8. To determine any human resources issues arising from the Authority’s budget process and improvement programme.
9. To determine policies, codes or guidance:
 - (a) after considering recommendations from the Overview and Audit Committee in respect of:
 - (i) regulating working relationships between members and co-opted members of the Authority and the employees of the Authority; and
 - (ii) governing the conduct of employees of the Authority
 - (b) relating to grievance, disciplinary, conduct, capability, dismissals and appeals relating to employees contracted to “Gold Book” terms and conditions in whole or in part.
10. To form a Human Resources Sub-Committee as it deems appropriate.

AGENDA

Item No:

1. Apologies

2. Minutes

To approve, and sign as a correct record the Minutes of the meeting of the Executive Committee held on 8 February 2024 (Item 2) **(Pages 7 - 18)**

3. Matters Arising from the Previous Meeting

The Chairman to invite officers to provide verbal updates on any actions noted in the Minutes from the previous meeting.

4. Disclosure of Interests

Members to declare any disclosable pecuniary interests they may have in any matter being considered which are not entered onto the Authority's Register, and officers to disclose any interests they may have in any contract to be considered.

5. Questions

To receive questions in accordance with Standing Order SOA7.

6. Gender Pay Gap Report 2023

To consider Item 6 **(Pages 19 - 82)**

7. Performance Management - Q3 2023/24

To consider Item 7 **(Pages 83 - 136)**

8. Exclusion of Public and Press

To consider excluding the public and press representatives from the meeting by virtue of Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972, as the minutes contain information relating to any individual; and Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as the minutes contain information relating to the financial or business affairs of a person (including the Authority); and on these grounds it is considered the need to keep information exempt outweighs the public interest in disclosing the information.

9. Interim Senior Management Team (SMT) Arrangements

To consider Item 9

If you have any enquiries about this agenda please contact: Katie Nellist (Democratic Services Officer) – Tel: (01296) 744633 email: knellist@bucksfire.gov.uk

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Buckinghamshire & Milton Keynes Fire Authority

Minutes of the Meeting of the EXECUTIVE COMMITTEE of the BUCKINGHAMSHIRE AND MILTON KEYNES FIRE AUTHORITY held on THURSDAY 8 FEBRUARY 2024 at 10.00 AM.

Present: Councillors Adoh, Christensen, Fuller (substitute), McLean (part) and Rouse (Chairman)

Officers: L Harrison (Chief Fire Officer), G Britten (Director of Legal and Governance), M Hemming (Director of Finance and Assets), A Hussain (Deputy Director of Finance and Assets), A Carter (Head of Technology, Transformation and PMO), A Stunell (Head of Human Resources), P Scanes (Head of Prevention and CRMP), S Tuffley (Head of Prevention, Response and Resilience), M Hussey (Principal Accountant), C Newman (Data Intelligence Team Manager) and K Nellist (Democratic Services Officer)

Apologies: Councillors Darlington, Hall, Lambert (joined online) and Walsh (joined online)

The Chairman advised the Committee that the meeting was being recorded and would be uploaded on to the Authority's YouTube channel after the meeting.

<https://www.youtube.com/channel/UCWmIXPWAscxpL3vliv7bh1Q>

EX41 MINUTES

RESOLVED -

That the Minutes of the Executive Committee meeting held on Wednesday 15 November 2023, be approved, and signed by the Chairman as a correct record.

EX42 MATTERS ARISING FROM THE PREVIOUS MINUTES

The Chairman advised on the following matters arising:

EX33 BUDGET MONITORING REPORT APRIL 2023 – SEPTEMBER 2023

The Chairman and Chief Fire Officer to resend the letter outlining the case for precept flexibility to the new Ministers who had changed recently – the Chairman advised Members that the advice received from the Home Office was not to resend the letter. It then

transpired that the letter had not been seen by the new Minister, so it was resent.

The Chairman asked that a clearer authorisation framework be looked at which triggers when in growth bids were of a magnitude and importance that Members should have the ability to look at before they went through final sign off – The Director of Finance and Assets advised that the process would be clarified for 2024/25 (it was not required before then as there would be no more in-year bids determined at officer level within the current year).

The Director of Finance and Assets advised Members that at the last meeting, a question was asked around the HMICFRS report and what was the spend per head of population versus the average spend per head. The question was asked as to how much the budget would need to be increased by for the average spend per population. The figure given was incorrect and too high. To bring the Service up to the average spend per head, it would need to increase its budget by around £5.4M.

EX43 DISCLOSURE OF INTERESTS

There were no disclosures of interest.

EX44 THAMES VALLEY FIRE CONTROL SERVICE (TVFCS) CONTRACTS

The Assistant Chief Fire Officer advised Members that the Thames Valley Fire Control Service (TVFCS) budget for 2024/25, was presented to the TVFCS Joint Committee on 14 December 2023. This set out a range of recommendations, including contract arrangements relating to recommendation one and two of this report, that required respective Authorities' approval pursuant to Clause 17 of the TVFCS Inter-Authority Agreement.

The full recommendations and supporting report for the 2023/24 budget were attached as Appendix 1, which comprised of two reports prepared for the TVFCS Joint Committee meeting on 14 December 2023. This report also sets out a retrospective matter relating to a TVFCS contract that required Joint Committee, and respective Fire Authorities' approval. Specifically, this report related to awarding a contract for an ancillary video monitoring system used within the TVFCS control room.

(Cllr McLean joined the meeting)

A Member asked about the retrospective approval, and if this was the accepted process.

The Assistant Chief Fire Officer advised that usually contracts were authorised in advance, but with this agreement, the timings did not line up, but it was something to be looked at in the future.

The Chairman would ask to have this put on the agenda for the next Joint Committee to discuss with the other authorities.

A Member asked a question regarding Section 3.2 of the Joint Committee report - pay award which was budgeted for 5% this year.

The Director of Finance and Assets advised that in terms of the process, the Grey Book negotiations had not yet started. The Gold Book award had been agreed, effective from 1 January 24 at 3%. Members would be kept updated.

RESOLVED –

1. Royal Berkshire Fire Authority (RBFA) be authorised to progress a variation of the maintenance and support contract, including the ICCS hardware refresh, between Royal Berkshire Fire Authority and SSS Public Safety Ltd in line with the latest estimated value of the new contract value of £1,240,977 (subject to annual inflationary uplifts).
2. RBFA be authorised to extend the contract between RBFA and Securitas Security Services (UK) Ltd for contingency call handling services for one year from 30th April 2024 to 30th April 2025, being the final extension option of the current contract.
3. That the decision by RBFA to extend the contract between RBFA and Whitwam Ltd for the supply and support of a video monitoring solution in the TVFCS control room from 1 September 2023 until 1 September 2028 (with options to extend to 10 April 2030) be ratified.

EX45 MEDIUM TERM FINANCIAL PLAN (MTFP) 2024/25 TO 2028/29

The Lead Member for Finance and Assets, Information Security and IT introduced the report and advised Members these were the Executive recommendations to the Fire Authority at its meeting next week. There were three elements, the report and statement of the Chief Finance Officer to be noted, the Council tax precept of £79.46 for a band D equivalent property which was the equivalent of 4 pence per week, and the revenue budget and capital programme to be approved. There were some revised figures from the partner councils, and the Deputy Director of Finance and Assets would take Members through these.

The Deputy Director of Finance and Assets advised Members that as mentioned, the funding figures in the existing report were provisional figures and since then, the Authority had received the final settlement figures and the NNDR figures and therefore the tables in Appendix I and 2 had been revised. The first change was

the expenditure budget had increased from £38.2M to £39.4M, an increase in the region of around £1.2M. This was due to the increase in employer pension contributions in the Firefighter Pension Scheme. To mitigate these additional costs, the Service had been provided with a Fire Pension Grant in the region of £1.1M. In future years, a reduction in this grant, similar to the pressure seen in previous pension grants, had been forecast.

The Settlement Funding Assessment (SFA) for 2024/25 had also been revised downwards from £10.5M to just over £10M, following receipts of updated NNDR figures earlier this week. For 2024/25 this reduction was offset with a one off grant of just under £600K, received as part of the Minimum Funding Guarantee. For future years, the SFA forecast had been updated to reflect this reduction in NNDR funding. Previous figures used were an estimate and more accurate figures were provided when billing authorities confirmed them and this was only after the 31 January, and why the figures were only revised earlier this week.

The previous pension grant line of £1.2M had now been merged into the SFA line on a flat cash basis as going forward, this grant would be included as part of the SFA funding stream. This brings the total SFA figures for 2024/25 to just under £11.3M. With the council tax surplus there was a slight increase from £94K to £101K, an increase in £7K.

With the services grant allocation there was a slight increase in funding of £3k and that had been revised upwards. Taking into account all these changes, the revenue contribution to capital budget in Appendix 1A and 1B for 2024/25 to 2028/29 had been revised in order to balance the budget. All usable reserves as at the end of 2028/29 were now forecast to be just under £8M, a reduction of £2M from the figures that were in the original paper.

The Deputy Director of Finance and Assets advised Members that with the revised Appendices 1 and 2, Appendix 1 was the revised budget and the only change to Appendix 2, was how the revenue contribution to reserves had reduced over the MTFP.

A Member asked if there was a recommended level as a percentage of the overall budget.

The Deputy Director of Finance and Assets advised that for the current year, the reserve balance was around 30% of the net budget requirement.

The Director of Finance and Assets advised there was not a recommended figure, last time there was a sector wide survey, the

average was 43%, which was very high. Somewhere between 15% - 20% seems a comfortable level in terms of a good balance.

The Chairman asked when officers considered the USAR funding timetable would start.

The Director of Finance and Assets advised that there were on going discussions in the background all the time. It felt more positive now than it did this time last year. He was hoping the Authority would get some funding, but it may not be exactly the same.

A Member asked that as USAR was interlinked with the day-to-day service, had officers started to do an assessment on the risk profile of the Service.

The Director of Finance and Assets advised that in terms of risk management, as the Authority was receiving funding this year, that funding was going into a USAR reserve which would give the Service flexibility. Worse case scenario, if the Service lost the grant, it would give it time to unpick some of the things mentioned. If the Service did get funding, it would allow money to be invested to ensure the USAR capability was the best it possibly could be.

A Member asked that looking at the figures, the services grant of £483M to the sector last year has now been reduced to £77M and this Service would get £33k of it, was that the correct understanding.

The Director of Finance and Assets advised that there was a huge reduction in the Services Grant this year. Officers had forecast it would go down 50%, but it had actually gone down 84%. Additional funding had been made available via the Minimum Funding Guarantee.

RESOLVED –

That the recommendations below be approved for submission to the Authority:

1. It is recommended that:
 - (a) the report and Statement of the Chief Finance Officer (see section 8 of Annex A) be noted.
 - (b) a Council Tax precept of £79.46 for a band D equivalent property (equal to an increase of approximately 4p per week) and the revenue budget as set out in Appendix 1 be approved.
 - (c) the capital programme as set out in Appendix 2 be approved.

EX46 2025-2030 SERVICE PLANNING UPDATE

The Chairman advised Members that this was recommending a small change to the timetable that had been set out for the Community Risk Management Plan (CRMP).

The Director of Finance and Assets advised Members that on 7 December 2022, the timetable for the Community Risk Management Plan was presented for Members approval. It was noted at the time that one of the risks to delivering to the timetable was competing pressures which would divert resources to other projects. One of the big competing pressures, as Members were aware, was HMICFRS had advised that the Service was going into enhanced monitoring. That had obviously consumed a lot of the same time resource that would have been used to deliver the original CRMP timetable. This report was asking Members to approve a revised timetable, but it would still come to Members in December 2024, so well in advance of the implementation date of 1 April 2025. There were no plans to delay the Corporate Plan any further than the original timetable February 2025, well in advance of when it would start in 2025.

RESOLVED –

That the Executive Committee approve the changes to the timing of the 2025 – 2030 planning process.

EX47 RESPONSE TO THE PROVISIONAL LOCAL GOVERNMENT FINANCE SETTLEMENT 2024-25: CONSULTATION

The Director of Finance and Assets advised Members that this report had been brought to Members to note due to the timescales of the Consultation. Officers had already submitted the response after discussions with the Chairman and Lead Member for Finance and Assets, Information Security and IT. The key points raised were that officers expressed their disappointment with precept flexibility, and the ability to raise it up to £5 was not available this year for Fire Authorities. The Authority expressed its disappointment about the large reduction in the Services Grant of 84%. Also, it emphasised that fire and rescue services would see the lowest increase in core spending power of all classes of local authorities. Officers also mentioned that 31 out of the 44 fire and rescue authorities had hit the Funding Threshold Guarantee.

RESOLVED –

That the response to the consultation be noted.

EX48 THE PRUDENTIAL CODE, PRUDENTIAL INDICATORS AND MINIMUM REVENUE PROVISION

The Principal Accountant advised Members this was a technical paper and was presented annually to this Committee to approve the recommendations, with final approval at the Authority meeting next week.

The Prudential Code was established to ensure the capital investment plans were affordable, prudent and sustainable, and that treasury management decisions were taken in accordance with good professional practice.

The Prudential Indicators presented here demonstrated that the current plans for capital investment meet those criteria and present an acceptable level of risk to the Authority.

Minimum Revenue Provision was a statutory charge to the General Fund (revenue budget), which ensured the Authority had sufficient cash balances to repay borrowing upon maturity, reducing the refinancing risk.

Since 2015/16, there had been sufficient funds set aside to cover the repayment of the long-term borrowing, this could be seen in the background paper. Historically, due to prohibitive penalties the early repayment of this borrowing had not been an option. However, due to the recent rises in interest rates during 2022/23, the Authority took the opportunity to make early repayment on a loan totalling £627K, achieving a discount of £46K. According to the MTFP, there were no plans for additional borrowing.

The Chairman asked officers to explain the finance lease at Gerrards Cross.

The Director of Finance and Assets advised that it was the option to nominate firefighters as tenants for housing association properties related to day crewing. It was accounted for as a finance lease.

RESOLVED –

That the Executive Committee approve the recommendations below for submission to the Fire Authority.

That the Authority be recommended to approve:

1. the Prudential Indicators for 2024/25
2. the Minimum Revenue Provision policy statement

EX49 BUDGET MONITORING REPORT APRIL 2023 – DECEMBER 2023

The Lead Member for Finance and Assets, Information Security and IT advised that the budget remained on track, with a forecast underspend.

The Deputy Director of Finance and Assets advised Members that the budget of £36.45M compared to a forecast outturn of £36M gave a forecast yearend underspend of £250K. Furthermore, the level of funding was showing a favourable variance of £24K, which had resulted in an overall net underspend of £274K, against the expenditure budget.

The underspend was predominantly due to a favourable variance being reported under employee costs due to vacant positions. Furthermore, due to the significant increase in the Bank of England base rate since the budget was approved, the investment returns had been revised upwards and were currently projecting at least £550K additional interest in investment returns than originally budgeted.

The Chairman asked about the wholetime establishment and the leaver number, his recollection was that it was working on the assumption of an average of three leavers per month, when looking at the report, it seemed to be suggesting that the leaver rate was slowing.

The Head of Human Resources advised that the Service was originally looking at three leavers per month, then it was revised to two leavers per month, and now it was looking at one leaver per month. There were not as many leavers as originally expected and the figures had been revised. There was a slowing down in the attrition rate.

The Chairman asked that with the run rate of recruitment, was the Service confident that in 2026/27 it would start to see a reduction in headcount and also, was the pipeline of recruitment strong enough.

The Head of Human Resources advised that with the current cohort 12, the Service had originally looked to take on 18 apprentices, but this had been amended to six. It was being kept under review by the Workforce Planning Group and the start date had also moved from June to September.

RESOLVED –

That the provisional outturn forecast for the Authority as of 31 December 2023 be noted.

EX50 HIS MAJESTY’S INSPECTORATE OF CONSTABULARY AND FIRE AND RESCUE SERVICES (HMICFRS) – BUCKINGHAMSHIRE FIRE AND RESCUE SERVICE (BFRS) 2023 UPDATE

The Chairman advised Members that yesterday, he and the Chief Fire Officer had attended their first Fire Performance Oversight Group meeting. The Chairman felt that the Chief Fire Officer and

Deputy Chief Fire Officer had done an excellent job in setting out the action and progress. It had been a very good supportive session. The Service had received support from the National Fire Chiefs Council (NFCC), the Home Office and the Local Government Association. The headline feedback was that the Inspectorate were very impressed with the way the Service had responded to the report and the progress being made and they explicitly noted the Fire Authority's support in terms of the transformation budget.

The Chief Fire Officer advised Members that the Inspectorate noted the good progress and acknowledged the huge amount of work to get to the position the Service was now in. Whilst the Service remained in the engaged process, the Inspectorate were really pleased with the direction of travel and were very complimentary about the fact that it was clear the Service was focused, had a really good plan in place, and knew what needed to be done next.

The Head of Technology, Transformation and PMO advised Members that in October 2023, the Service received its 2023-2025 Round 3 HMICFRS Inspection report. The Round 3 report was presented to the Extraordinary Fire Authority meeting on 24 October, with input from HMI Roy Wilsher. An HMICFRS Action Plan was developed and submitted to HMICFRS on 15 November and presented to the Authority on the 6 December. This report showed high level progress against the Action Plan. Four actions were completed as at the end of December 2023. A more detailed update would be presented to the Overview and Audit Committee. In November 2023, HMICFRS informed the Service that it would be entering the supportive engage process. The focus of the engage process was to assist the Service in finding ways to improve and resolve the identified causes of concern and provide a better service for the public.

To ensure focus on the HMICFRS action plan and to support the engage process, the Service had set up a HMICFRS Improvement Board chaired by the Chief Fire Officer. The terms of reference could be found at Appendix 1. Alongside delivering the Action Plan and preparing for the Fire Performance Oversight Group, officers were starting to focus on the HMICFRS Revisit in May 2024.

Officers had continued to engage with a wide range of key partners and peers to provide scrutiny over the last 8 months and the Service thanked them for their continued support.

The Chairman advised that he had seen some press comment on the progress of the equality, diversity and inclusion actions,

specifically the 12 that had not yet been started, why was this and what does it relate to.

The Head of Human Resources advised Members that when the plan was put together, officers needed to map out that not everything could be done at the same time. To be realistic, dates were added. Although some of the things had not yet been started, the work towards them had been started. Where they were not yet started, it did not mean they were delayed. The more significant actions were prioritised in the plan.

The Chief Fire Officer advised Members that there were a lot of actions within the Action Plan and some of the actions that looked like they have not been started could actually be consolidated into other subheadings, because the work had been done, it had just not been recognised or had not been included in the plan yet. Buckinghamshire Council had very kindly given the Service a Secondee for one day a week, to help consolidate some of those plans.

The Chief Fire Officer also advised that the Service had been given the opportunity with some transformation money to look to put in a more fulltime position to support some of the ED&I and people and culture work that the Service wanted to do.

RESOLVED –

That the Authority note the BFRS HMICFRS 2023 update.

EX51 PERFORMANCE MANAGEMENT – Q2 2023/24

The Data Intelligence Team Manager advised Members that this was the Quarter 2 report, July to September, so it was slightly behind due to the timeline of meetings. Officers were already working on Quarter 3. There were some good news stories in the report which were highlighted, the first one being the number of accidental dwelling fires, being the lowest the Service had on record. The second one was the fire safety audits, the reason this was highlighted, was to try to show the actions going forward and how officers were trying to improve the numbers and how across the board it had been a lot more positive than sometimes in the past.

The Chairman asked about the appraisal objectives completion, it looked like a not great position, but he had heard the more up to date position was positive.

The Data Intelligence Team Manager advised Members that appraisals went up to 86% in December 2023 and objectives set was 93% and back on track.

The Chairman asked for an update on the carbon emissions target and baseline.

The Director of Finance and Assets advised that a new piece of Facilities Management software was being introduced from 1 April, that would allow it to be monitored on a regular basis through the system and regular updates would be able to be brought to Members.

A Member asked about the new on call recruits and when their training was taking place, and when they would be in service.

The Head of Human Resources advised that alongside wholetime recruitment, there were 13 new on call starters who had already commenced and were going to different stations across the Service. In addition, there was another on call intake planned to commence in August 2024.

A Member asked if there was a way of working with Prisons to help reduce prison fires.

The Assistant Chief Fire Officer advised that in terms of prisons, as a result of seeing these figures and separating them out, the Service had engaged with the prisons and undertaken a lot of work with them. It was early days, but the Service had started to see a significant reduction in the number of incidents at prisons. In future reports, officers were hopeful that a significant improvement would be shown due to some of the measures put in place.

The Chairman asked that it be put on record that the social media for National Apprenticeship week had been excellent.

RESOLVED –

That the report and recommendation below be approved for submission to the Authority:

1. It is recommended that the Performance Management – Q2 2023/24 be noted.

EX52 EXCLUSION OF PUBLIC AND PRESS

RESOLVED –

It was moved and resolved that the public and press representatives be removed from the meeting by virtue of Paragraph 1 of Part 1 of Schedule 12a of the Local Government Act 1972, as the minutes contain information relating to any individual; and Paragraph 3 of Part 1 of Schedule 12a of the Local Government Act 1972, as the minutes contain information relating to the financial or business affairs of a person (including the Authority);

and on these grounds it is considered the need to keep information exempt outweighs the public interest in disclosing the information.

EX53 EXEMPT MINUTES

RESOLVED -

That the Exempt Minutes of the Executive Committee meeting held on Wednesday 15 November 2023, be approved, and signed by the Chairman as a correct record.

EX54 DATE OF NEXT MEETING

The Committee noted that the next Executive Committee meeting would be held on Wednesday 20 March 2024 at 10am.

THE CHAIRMAN CLOSED THE MEETING AT 10.54AM

DRAFT



Buckinghamshire & Milton Keynes Fire Authority

Meeting and date: Executive Committee, 20 March 2024

Report title: Gender Pay Gap Report 2023

Lead Member: Councillor Shade Adoh, Lead Member - People, Equality and Diversity and Assurance

Report sponsor: Mark Hemming, Director of Finance and Assets

Author and contact: Faye Mansfield, HR Advisory and Development Manager

Action: Decision

Recommendations:

1. The content of the gender pay gap report 2023 is noted and approved for submission to the Government website (gov.uk) as per reporting requirements.
 2. The ethnicity pay gap 2023, as detailed in Appendix four, is noted.
-

Executive summary:

The Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 that came into effect in 2017 requires public sector organisations with over 250 employees to carry out gender pay gap reporting. In accordance with the Regulations, the Authority is required to annually publish six pieces of prescribed data about the pay and bonuses of male and female workers within the organisation:

1. Mean gender pay gap in hourly pay
2. Median gender pay gap in hourly pay
3. Mean bonus gender pay gap
4. Median bonus gender pay gap
5. Proportion of males and females receiving a bonus payment
6. Proportion of males and females in each pay quartile

This data must be published 'within the period of 12 months beginning with the snapshot date' (Regulation 2(2)). The snapshot date for public sector employers is 31 March each year.

The gender pay gap report, as detailed in Appendix one, details the Authority's gender pay gap as at 31 March 2023. The mean gender pay gap has decreased again in 2023 and is the lowest pay gap since first reporting in 2017, which is positive.

For 2023, the mean (average) gender pay gap has decreased from 13.4 per cent in 2022 to 11.8 per cent. The median (mid-point) gender pay gap has also decreased, from 11.7 per cent in 2022 to 8.46 per cent.

The gender pay gap is the difference between what males typically earn within the workplace, compared to what females earn, irrespective of role or seniority. It examines the difference in the average pay gap, expressed as a percentage of male earnings. A gender pay gap is not unlawful, it is essentially a reflection of a workforce profile.

In comparison, equal pay is a legal obligation and about unequal rewards for male and females carrying out the same job, similar job or work of equal value, as set out in the Equality Act 2010. Organisations can have a gender pay gap without breaching equal pay provisions, and the Authority's gender pay gap is not as a result of any equal pay issues. There is a gender-neutral approach to pay across all levels and roles within the Authority.

From 2023 the ethnicity pay gap data has also been reported, as detailed in Appendix four. Interestingly, the ethnicity pay gap is similar to the gender pay gap. For 2023 the mean ethnicity pay gap is 11.9 per cent and the median ethnicity pay gap is 7.59 per cent.

In addition, for 2023 gender pay gap comparison data has been provided on Operational versus Support Services employees, as detailed in Appendix three. This data also drills down into age and employment status. What this data shows is that whilst there are fewer females in Operational roles, gender disparity is greater within Support Services employee roles.

Financial implications:

There are no direct financial implications arising from this report.

Risk management:

The Authority will comply with the Regulations requiring public sector employers with over 250 employees to publish their gender pay gap data before 30 March each year.

The six pieces of prescribed data within the report will be published on the Government's website (gov.uk) and the full report published on the Authority's external website for a period of three years. Annually publishing the data in line with the Regulations will help the Authority monitor the effectiveness of the actions in reducing the gender pay gap over time.

Benchmark data, as published on the Government's website, provides additional comparison data across Fire Services (see Appendix two). The benchmark data demonstrates widely different mean and median gender pay gaps within the same sector for the 2022 reporting period.

With regards to the ethnicity pay gap, due to the requirement to protect confidentiality, different ethnic groups have been combined and for 2023, the

categories include white British, other ethnic backgrounds and not known. Whilst it is acknowledged having fewer categories masks the variations between ethnic groups and provides pay gap data comparing the earnings of ethnic minority employees as a percentage of all white British employees, using the five-category breakdown, as defined in the 2021 Census of England and Wales, would result in many of the categories with insufficient numbers to be able to report the data.

To mitigate the risk associated with publishing improbable data, our data undergoes internal scrutiny and by providing contextual narrative, it supports the information provided within the report and highlights the activities we are engaging in to address pay gaps.

Legal implications:

Publishing the annual gender pay gap report ensures compliance with The Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017.

Whilst the Regulations do not contain any provisions imposing a penalty for non-compliance, failure to disclose this data could result in enforcement action by the Equality and Human Rights Commission or challenge by way of judicial review.

Currently there is no legislative requirement for organisations to carry out ethnicity pay gap reporting. Whilst reporting is not mandatory, as part of our approach to improving inclusion and tackle inequality within the workplace, this data is being provided from 2023.

Privacy and security implications:

The report does not include any personally identifiable information.

Duty to collaborate:

All organisations employing over 250 employees have a requirement to carry out gender pay gap reporting. Collaborative actions to reduce pay gaps will be considered as part of existing Thames Valley collaboration work.

Health and safety implications:

There are no health and safety implications arising from this report.

Environmental implications:

There are no environmental implications arising from this report.

Equality, diversity, and inclusion implications

Whilst both gender pay and equal pay deal with the disparity of pay within the workplace, it is important to note that gender pay is different from equal pay. The presence of a gender pay gap does not mean the Authority is discriminating against groups of individuals. The Authority is confident this gap does not stem from paying male and female employees differently for the same or equivalent work, i.e. an equal pay issue.

The report has identified there are pay disparities within the workplace. Whilst we are committed to addressing and reducing pay gaps and achieving a more

representative workforce, figures are not expected to reduce significantly within the short to medium term, as the issues driving pay gaps requires a longer-term commitment.

Work is ongoing to improve the breadth of diversity-related data available and the utilisation of this data, to identify inequalities, initiate activity and evaluate progress throughout the employment lifecycle.

The Authority strives to increase diversity in all areas of the organisation. A particular continuing priority is attracting and retaining a more diverse workforce and having better representation of employees at all levels across the organisation.

Consultation and communication

Additional to the Fire Authority, other employers, job applicants, trade unions, media and the public will continue to pay close attention to annually published gender pay gap data. Due to the high-profile nature of gender pay, it is important that employees are made aware of the gender pay gap report for this organisation before 30 March 2024. Following approval for publication, the gender pay gap report will be communicated to employees in accordance with usual practice.

Engaging with stakeholders is essential to ensure progress is made against the initiatives to lower pay gaps. We will increase engagement and buy-in to what we are trying to achieve and will ensure interventions are evaluated as appropriate.

Annual gender pay gap reports will be presented to the Joint Consultation Forum, Equality, Diversity and Inclusion Group, Performance Monitoring Board, Strategic Management Board and Executive Committee. From 2023, this report will also contain data on the ethnicity pay gap.

Background papers:

[Link](#) to Fire Authority approved Pay Policy Principles and Statement 2023/24:

[Link](#) to Fire Authority approved Gender Pay Gap reports:

[The Equality Act 2010 \(Specific Duties and Public Authorities\) Regulations 2017](#)

[Office of National Statistics. Gender pay gap in the UK 2022](#)

[Report your gender pay gap data\(gov.uk\)](#)

[Ethnicity pay gap reporting. Guidance for employers](#)

Appendix	Title	Protective Marking
1	Gender Pay Gap Report 2023	
2	Employer Comparison Data 2022	
3	Operational vs. Support Service Employees Comparison Data 2019 to 2023	

4	Ethnicity Pay Gap 2023	
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Introduction

Regulations came into effect in 2017 that requires organisations employing over 250 employees to carry out gender pay gap reporting. The two sets of Regulations introduced mandatory gender pay gap reporting on employers; the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 and the Equality Act 2010 (Gender Pay Gap Reporting) Regulations 2017. Both sets of Regulations are similar, however the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 apply to public sector employers, including fire authorities.

Gender pay gap information must be published within 'the period of 12-months beginning with the snapshot date' (Regulation 2(2)). The snapshot date for public sector employers is 31 March each year.

What is the gender pay gap?

The gender pay gap shows the difference between the average earnings of males and females, expressed as a percentage of male earnings, e.g. females earn 10 per cent less than males. The gender pay gap should not be confused with equal pay and this is explained in the next section. The gender pay gap is reported on both the mean (average) and median (mid-point) basis.

According to the Office of National Statistics (Source: ONS - Gender pay gap in the UK: 2023), the gender pay gap continues to slowly decline and over the last decade has fallen by approximately a quarter amongst both full-time employees and all employees.

In 2023, the UK gender pay gap among all full-time employees increased to 7.7 per cent, up from 7.6 per cent in 2022. The data for 2023 is still below the gap of 9.0 per cent before the coronavirus (Covid-19) pandemic. Amongst all employees, the UK gender pay gap decreased to 14.3 per cent from 14.4 per cent in 2022, below the gap of 17.4 per cent in 2019. The gender pay gap is higher for all employees than it is for full-time employee as females occupy more part-time roles, which have a lower salary.

Over the coronavirus (Covid-19) pandemic period (2020 and 2021) there is uncertainty to the data due to data collection disruptions and lower response rates during this period.

Data from the Office of National Statistics (source: ONS - Annual Survey of Hours and Earning (ASHE)), as detailed below, shows the gender pay gap for median gross hourly earnings in the UK, April 2013 to April 2023. When comparing the gap over this ten-year period, it is evident that progress on closing the gender pay gap is slow and therefore likely to take years to eradicate.



Year	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
All	19.8	19.2	19.3	18.2	18.4	17.8	17.4	14.9	15.1	14.4	14.3
Full-time	10.0	9.6	9.6	9.4	9.1	8.6	9.0	7.0	7.7	7.6	7.7

There are several factors contributing to the UK gender pay gap and these include:

- A higher proportion of males working in senior positions
- A higher proportion of females working in part-time roles (therefore normally earning less than their full-time colleagues)
- Skills gap, lack of training and development opportunities
- Occupational segregation
- Lack of role models
- Family, childcare, and caring commitments
- Lack of opportunities for flexible working
- Attitude and culture
- Confidence

The gender pay gap is based on data at the snapshot date of 31 March 2023. For the Service in 2023 this has decreased by 1.57 percentage points to 11.8 per cent (13.4 per cent in 2022), and 7.56 percentage points from the first year of reporting (19.4 per cent in 2017). This is positive and takes the Service 2.5 percentage points below the UK average gender pay gap of 14.3 per cent for 2023.

A number of key areas of activity have been identified, and the Service’s plan on addressing pay gaps is detailed at the end of this report. Whilst the foundations for improvement have been laid through these initiatives, it is likely to be several years before there is any significant and sustained impact on parity within pay.

Different to equal pay

Whilst both gender pay and equal pay deal with the disparity of pay females receive within the workplace, it is important to note that the gender pay gap is different to equal pay.

The principle of equal pay is that males and females who carry out the same job, similar jobs or work of equal value, as set out in the Equality Act 2010, should receive equal pay. Equal pay is a legal obligation. Whereas the gender pay gap examines the difference in the average pay gap between males and females expressed as a percentage of male earnings and is not unlawful.



Organisations which are fully compliant with the Equality Act 2010 can still have a gender pay gap. This is often due to having more males in senior and highly paid positions and females in lower paid and part-time roles. The gender pay gap is a mechanism by which organisations can examine this data and take positive action to reduce the gender pay gap.

Equal Pay Audit

An equal pay audit is the most effective way of checking the Service is complying with its equal pay obligations, ensuring it delivers a pay system free from bias. An equal pay audit involves comparing pay of employees doing equal work and has three main purposes:

- to identify any differences in pay between those doing equal work
- to investigate the causes of any differences in pay between those doing equal work, and
- to eliminate instances of unequal pay that cannot be justified

In 2020 an equal pay audit was undertaken within the Service. The snapshot date for the equal pay audit was 01 January 2020. The meaningful comparator data included base salary and 12-months' worth of allowance data for protected characteristics of gender, age, disability and ethnicity. For 2020, in addition to gender, analysis was also undertaken for additional protected characteristics of age, disability and ethnicity.

The equal pay audit confirmed the Service is achieving equitable pay between gender, and the other protected characteristics of age and race, however there was insufficient data on disability to be able to analyse effectively.

Following the Service's review of pay and allowances during 2024/25, an equal pay audit will be undertaken.

The reality of the gender pay gap

A workforce, which better reflects the diversity of the public, that is flexible, diverse and inclusive, will create a stronger, more enriched and well-informed organisation, able to meet the expectations for a modern Fire and Rescue Service. The Service will attract, retain, develop and motivate talented people from all parts of the community.

The current limited gender diversity within the Fire Service is a national challenge. This is partly due to a lack of understanding about the role and skills required to be a firefighter by potential applicants. By embracing the need for change and consciously recognising this is a historically male-dominated organisation, and by actively seeking to dispel these myths, it will help to break some of the barriers for females considering a career within the Fire Service.



Since 2020 the economic impact of the coronavirus (Covid-19) pandemic contributed to widening the UK national average gender pay gap and impacted on working arrangements within many organisations. Whilst the short-term impact of the pandemic increased the UK average gender pay gap, in the longer term it may have helped. For many, the pandemic has been a catalyst to positive changes within the workplace due to the requirements to embrace alternative ways of working.

During the pandemic the Service faced many challenges in continuing to support and protect the communities of Buckinghamshire and Milton Keynes, in addition to maximising the health, safety and wellbeing of its employees. Following the pandemic, the Service has remained committed to harnessing the benefits of flexible working, which was largely created by the requirement for alternative working arrangements. By embracing more flexible and responsive ways of working, it will lead to greater equality and encourage a more diverse workforce.

The gender pay gap is generally caused by an underrepresentation of female employees in higher paid or senior roles. To lower the gap attention must be paid to the recruitment, retention and development of females into these areas, and a range of strategies adopted to support this.

By demonstrating an understanding of the factors contributing to the gender pay gap and committing activity to address the gap, it will ensure over time the gap is reduced and eventually eliminated. In addition, the workforce will better reflect the diversity of the community. Meaningful embedded change takes time, and we recognise this. The Service's aim is to achieve gender pay parity.

Many of the issues driving pay gaps requires a longer-term view. It has been recognised nationally that the gender pay gap is not going to be fully eliminated within the short to medium term.

Importance of recruitment and development

Job applicants may look at an organisation's gender pay gap as part of their pre-selection process before choosing to work for an employer. To improve the Service's gender pay gap we need to address the attraction and retention of females within the Service and the career progression routes to the higher paid senior Operational and Support Services roles.

The Service continues with positive action to attract and recruit more females into Operational roles. As the Service nurtures these individuals and supports them through their development and for some, promotions through the ranks to more senior roles, the Service will start to see the impact of this positive action and further reduce and eventually eliminate the gender pay gap.



Terms and conditions

The Service's Pay Policy statement is reviewed and updated annually. Its purpose is to provide transparency to the pay policy adopted. The 2023/24 Pay Policy (approved by the Fire Authority at its meeting on 15 February 2023) sets out levels of and elements of remuneration for 2023/24 to which this report relates.

The majority of employees are employed under contracts with either the terms and conditions of the NJC for Local Authority Fire and Rescue Services Scheme of Conditions of Service, 2004 "the Grey Book" incorporated, or with the provisions of the local terms and conditions of Buckinghamshire & Milton Keynes Fire Authority Scheme of Conditions of Service for Support Services employees.

Pay and allowances differ under each set of terms and conditions. A number of allowances and additional payments are available for Operational employees, for example with the different duty systems, specialist roles, temporary promotions, opportunity to undertake additional hours through the bank system. Whilst some allowances are paid to Support Services employees, the majority are paid to limited groups, with the majority being males. This directly influences the gender pay gap.

During 2022/3 the Fire Service saw a national pay dispute and threat of industrial action. This culminated in a pay settlement of seven per cent paid March 2023, backdated to July 2022, plus an additional five per cent payable from July 2023. The seven per cent increase to salary is reflected in the gender pay gap, and 2023 has seen the biggest increase to hourly pay since first reporting.

Culture review

In November 2022, Nazir Afzal OBE published the [Independent Culture Review of London Fire Brigade](#). This report highlighted that women, Black, Asian and minority ethnic, LGBTQ+ and neurodiverse employees experience poor treatment at work and do less well in their careers. Issues were also identified with leadership and employees fearing to speak out about abuse.

Following the Independent Culture Review of London Fire Brigade there have been media reports into allegations at other Fire Services around the country. Reports on inappropriate behaviour within the Fire Service continues, and this will have a negative effect of diversifying the make-up of the workforce, as individuals will question whether the Fire Service is a sector in which they would want to work.

An organisation's culture is developed over a period of time and will influence experience and behaviour within the workplace. There are clear challenges



within the Fire Service and a need to change and reshape the culture. By changing the culture and diversifying the workforce it will help encourage diverse perspectives, in an environment that supports the skills, experience and knowledge that everyone can bring to the workplace, therefore ensuring issues are eradicated. The Service needs to listen, learn and lead, and encourage and support individuals to speak up and challenge unacceptable behaviour. The Service needs to foster shared beliefs and an inclusive culture, governed by fairness. In an environment where employees feel safe, valued, able to bring their whole self to work, and encouraged to reach their potential.

A report from His Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) [Values and culture in Fire and Rescue Services](#), published March 2022, focused on the values and culture of all 44 Fire and Rescue Services in England and evidence collected through inspections since 2018. This report indicated that evidence has been repeatedly found in many of the 44 Fire and Rescue Services of poor culture and behaviour, reports of racist, homophobic, and misogynistic behaviour and allegations of bullying and harassment and a lack of fairness and diversity.

The Service has welcomed the recommendations made within this report and will continue to make improvements and learn from best practice. The culture of this Service is taken extremely seriously, and we strive to make sure our employees and the public we serve are treated with the dignity and respect deserved.

Benchmarking

With organisations being required to publish their gender pay gap data in the public domain (gov.uk website), this allows greater comparison with other organisations and the Office of National Statistics (ONS) figures. Greater transparency in pay will help to attract and retain talent and will provide the information to allow organisations to improve workplace practices, policies and procedures that will promote gender equality and ensure any remedial action is prioritised.

As detailed in Appendix two, employer comparison data is provided covering 34 Fire Services for 2022, as detailed on the gov.uk website.

When compared to the 34 Fire Services, Buckinghamshire Fire & Rescue Service is ranked 30th with a mean gender pay gap of 13.4 per cent for 2022. The range between the 34 Fire Services is (-) 12.7 per cent to 19.1 per cent. A negative pay gap indicates that females earn more on average than males, and a positive pay gap indicates that males earn more on average than females. Of the 34 Fire Services, only six have reported bonus gender pay gap data. This indicates that bonus arrangements were not in operation within the majority of Fire Services in 2022.



The benchmarking data demonstrates widely different mean and median gender pay gaps within broadly similar organisations. To mitigate the risk associated with publishing improbable data, our data undergoes internal scrutiny and by providing contextual narrative, which is not a mandatory requirement, it supports the information provided within the report and highlights the activities we are engaging in to address gender imbalance.

Comparison data

For 2023, additional comparison data has been provided on Operational versus Support Services employees (Appendix three). This data also drills down into age and employment status. What this data shows is that whilst there are fewer females in Operational roles, gender disparity is greater within Support Services employees roles.

Mean pay gap

Support Services employees: Over a five-year period, there has been a gradual increase to the pay gap, with the mean hourly pay gap for 2023 being 17.2 per cent, from 12.9 per cent in 2019. This meant that for 2023 male employees earned £3.93 per hour more than females.

When looking at age, and those under the age of 40 and over the age of 40, the data shows that the majority of females are within the aged 40 and over group. For 2023 the mean hourly pay for this group was 17.2 per cent. For 2023, the pay gap is still high for the group below the age of 40, at 16.3 per cent.

Operational employees: There has been a gradual decrease to the pay gap, and the 2023 mean hourly pay gap was 6.0 per cent, from 17.3 per cent in 2019. This meant that for 2023 male employees earned £1.31 per hour more than females.

When looking at age, the split between those aged over and under 40 is similar for males, however for the few females in Operational roles, two-thirds are below the age of 40. The mean hourly pay gap for the group below the age of 40 is -2.3 per cent, which meant that within this group, for every £1 a female earned, males earned 97.7p. In comparison, for those aged 40 and over, the hourly pay gap was 7.1 per cent, which meant that for every £1 earned by males, females earned 92.9p.

Median pay gap

Support Services employees: There has been increase to the pay gap over a five-year period, and for 2023 the median hourly pay gap was 13 per cent, from 6.8 per cent in 2019. This meant that for 2023 male employees earned £2.74 per hour more than females.



When looking at age, the data shows that the hourly pay gap for the group aged 40 and over is 13 per cent in 2023, which meant that females earned 87p for every £1 earned by males within this group. In the group aged 40 and below, the hourly pay gap was 8.6 per cent in 2023, which meant that females earned 91p for every £1 earned by males within this group.

Operational employees: The pay gap has decreased over a five-year period, from 9.3 per cent in 2019 to -0.3 per cent for 2023. The negative pay gap for 2023 meant that females have earned more than males (5 pence more).

Breaking the data down into age indicates there is a negative pay gap in 2023 for those aged over 40 (-4.3 per cent) and under 40 (-0.4 per cent), which meant that females have earned more than males in both groups.

Pay quartiles

Support Services employees: Over the five-year period, approximately 35 per cent of all females were in the lower quartile compared to just 4.0 per cent of males, whilst an average of 31 per cent of all males were in the upper quartile compared to an average of 11 per cent of females.

Operational employees: Over the five-year period, the highest number of female employees (35 per cent) was in the lower middle quartile, whilst 11.7 per cent was in the upper quartile. Males were evenly distributed among the four quartiles, although there were fractionally fewer in the lower quartile. The highest number (an average of 25.9 per cent) of males were in the upper quartile.

Contributing factors

There are several factors that may have contributed to the pay gaps between male and female Support Services employees. Despite there being a higher proportion of females to males, more males hold management level positions (grade J and above) than females. In addition, there is a higher percentage of females in part-time roles, with the majority in the group aged 40 and above.

For Operational employees, the pay gaps have reduced due to there being more females in the upper middle and upper pay quartiles and the number of females within Operational roles has increased slightly over the five-year period. In addition, Operational employees are more likely to move between the pay quartiles due to development opportunities and promotions. For On-call employees, whilst there are fewer females, and the numbers of On-call employees within the five-year period has reduced for both males and females (with male leavers being the bigger reduction), females within On-call roles have worked more hours overall.



What information must be reported

The gender pay gap calculations are drawn from specific data each year and based on full-pay relevant employees. To be included as a full-pay relevant employee, the employee must be:

- Employed on the snapshot date; 31 March each year
- Paid their usual full-pay in the pay period ending on the snapshot date

The table below details the total number of employees in scope for 2023 compared to the previous five years:

Year	Total number of employees in scope	Males	Females	Total
2023	Full-pay relevant employees	381	91	472
	Relevant employees	414	97	511
2022	Full-pay relevant employees	375	89	464
	Relevant employees	403	95	498
2021	Full-pay relevant employees	371	92	463
	Relevant employees	404	100	504
2020	Full-pay relevant employees	340	82	422
	Relevant employees	384	93	477
2019	Full-pay relevant employees	353	87	440
	Relevant employees	365	90	455
2018	Full-pay relevant employees	377	78	455
	Relevant employees	392	81	473

Full-Pay Relevant Employees - This is the number of employees who received their normal full-pay within the snapshot date. This informs the mean and median hourly pay gap calculations and the proportion of employees within the Quartile Pay Bands.

For 2023, the number of full-pay relevant employees increased by 1.6 percentage points for males (six males) and increased by 2.2 percentage points for females (two females) from the number of employees detailed for 2022.

Relevant Employees - This is the number of employees employed by the Service on the snapshot date. This informs the mean and median bonus pay gap calculations. For 2023 the number of relevant employees is lower than the full-pay relevant employees.

The difference in numbers between relevant and full-pay relevant employees is due to 39 employees not receiving their usual full-pay within the pay period (for 2022 this was 34 employees).

For 2023, the number of relevant employees increased by 2.7 percentage points for males (eleven males), and 2.1 percentage points for females (two females) from the numbers of employees detailed for 2022.



The overall number of relevant employees has decreased by 0.2 percentage points (one employee) since first reporting. When compared to the gender specific data, the number of relevant employees has increased by 5.6 percentage points for males and 19.7 percentage points for females. For full-pay relevant employees, the overall number has increased by 12.3 percentage points (56 employees). When compared to the gender specific data, the number of full-pay relevant employees has increased by 1.0 percentage points for males and 16.6 percentage points for females.

The change in employee numbers will directly influence the reportable data and the gender pay gap.

Whilst the Service continues to increase the percentage of females employed, for 2023 the gender split for employees shows that overall females continue to be under-represented within the Service.

Below details the standard information to be disclosed by organisations as part of the gender pay gap reporting as detailed in Schedule 1 of the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017.

Pay: This refers to the ordinary pay received by each full-pay relevant employee in the pay period at the snapshot date. Ordinary pay includes basic pay, allowances, paid leave and shift premium pay and calculated before deductions are made at source. This data examines:

- The difference in the mean hourly pay between male and female relevant employees as a percentage of male pay
- The difference in the median hourly pay between male and female relevant employees as a percentage of male pay
- The proportion of male and female full-pay relevant employees in the lower, lower middle, upper middle and upper quartile pay bands
- Ordinary pay does not include overtime, expenses, benefits in kind, arrears of pay, salary sacrifice schemes (such as childcare), tax credits or redundancy pay

Ordinary pay, expressed as hourly pay, is used to calculate the mean and median gender pay gaps and the pay period informs the calculation for ordinary pay. For those employees who do not work a consistent working pattern, e.g. 37-hour week, our calculation has been averaged over a 12-week period as per Local Government Association, ACAS and Government Equalities Office guidance.

Bonus: Bonuses paid to full-pay relevant employees in the 12-month period ending on the snapshot date (31 March). Year on year bonuses will vary and a small movement could have a big impact on the data. This data examines:



- The difference in the mean bonus pay paid to male relevant employees and that paid to female relevant employees in the 12-months before the snapshot date
- The difference in the median bonus pay paid to male relevant employees and that paid to female relevant employees in the 12-months before the snapshot date
- The proportion of male relevant employees who were paid bonus pay and that paid to female relevant employees in the 12-months before the snapshot date



Reportable data

In accordance with the Regulations, the Service is required to annually publish six pieces of prescribed data about the pay and bonuses of males and females employed by the Service:

1. Mean hourly gender pay gap

The difference between the mean hourly rate of pay for male and female full-pay relevant employees, as a percentage.

The mean gap provides an overall indication of the size of the gap. A high mean indicates that the remuneration structure disadvantages females.

The mean (average) gender pay gap for 2023 is 11.8 per cent, this is 1.6 percentage points lower than 2022. Male hourly pay has increased by 12.2 percentage points (£2.40) and female hourly pay has increased by 14.3 percentage points (£2.42). Whilst the hourly pay for females has steadily increased since 2018, and 2023 has seen the biggest increase to the hourly pay, (due to the pay settlement), it is still lower than the hourly rate of pay for males. The pay gap between the hourly rate of pay for males and females continues to be over two pounds, despite 2023 seeing the smallest gap since reporting between the hourly rate of pay for males and females (£2.59).

Since first reporting the average hourly rate for males has increased by 21.1 percentage points (£3.82) and for females increased by 32.4 percentage points (£4.73).

Year	Male hourly pay £	Female hourly pay £	Pay gap £	Pay gap %
2023	21.92	19.32	2.59	11.8
2022	19.52	16.90	2.62	13.4
2021	18.87	16.27	2.60	13.8
2020	19.41	15.77	3.64	18.8
2019	18.18	15.43	2.75	15.1
2018	17.36	14.47	2.89	16.6
2017	18.10	14.59	3.51	19.4

In comparison, for 2022 the mean (average) gender pay gap was 13.4 per cent. This meant that male employees earned £2.62 per hour more than females.

2. Median hourly gender pay gap

The difference between the median hourly rate of pay for male and female full-pay relevant employees, as a percentage.

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The median (mid-point) gender pay gap for 2023 is 8.46 per cent, this is 3.24 percentage points lower than 2022 and the lowest since first reporting.

The median hourly pay for males and females has increased, with 2023 seeing the largest increase for both since first reporting. The increase in hourly pay is larger for females, at 16.2 percentage points (£2.55), compared to 12.1 percentage points for males (£2.16).

Whilst there is a two pence difference in the pay gap since first reporting, and the median male hourly rate has increased by 26.8 percentage points (£4.22), and for females increased by 29.8 percentage points (£4.20), for 2023 male employees remain the higher earners, earning £1.69 per hour more than females.

Year	Male hourly pay £	Female hourly pay £	Pay gap £	Pay gap %
2023	19.96	18.27	1.69	8.46
2022	17.80	15.72	2.08	11.7
2021	16.93	15.40	1.53	9.0
2020	17.83	15.10	2.73	15.3
2019	16.55	14.83	1.72	10.4
2018	16.16	14.26	1.90	11.8
2017	15.74	14.07	1.67	10.6

In comparison, for 2022 the median gender pay gap was 11.7 per cent. This meant that male employees earned £2.08 per hour more than females during this year.

3. Mean bonus gap

The difference between the mean bonus paid to male relevant employees and female relevant employees.

For 2023, the mean bonus gap is 100 per cent. This means that males were the only employees to receive bonus payments during this reporting period.

Year	Male bonus pay £	Female bonus pay £	Pay gap £	Pay gap % *
2023	2.50	0	2.50	100
2022	2.25	4.29	-2.04	-90.6
2021	0.93	0	0.93	100
2020	13.29	1.29	12.00	90.2
2019	83.81	167.89	-84.08	-100.3
2018	235.71	327.16	-91.45	-38.8
2017	230.04	354.01	-123.97	-53.9



* Negative pay gaps occur when females earn more on average, positive pay gaps are used when males earn more on average

In comparison, for 2022 the mean bonus gap was -90.6 per cent. This meant that on average, males earned £2.04 less than females on bonus payments.

4. Median bonus gap

The difference between the median bonus paid to male relevant employees and female relevant employees.

For 2023 the median bonus gap is 100 per cent. This means that only male employees received a bonus payment for this reporting period.

Year	Male bonus pay £	Female bonus pay £	Pay gap £	Pay gap %
2023	125	0	125	100
2022	125	408	-283	-226.4
2021	125	0	125	100
2020	125	120	5	4.0
2019	750	675	75	10
2018	1000	750	250	25
2017	500	1000	-500	-100

In comparison, for 2022 the median bonus gap was -226.4 per cent or -£283.00. This meant that female employees received a bonus payment greater than male employees during this reporting period.

5. Bonus Proportions

The proportion of male and female employees who were paid a bonus during the relevant 12-month pay period:

Year	Gender	Number of employees	%
2023	Males	2	0.48
	Females	0	0
2022	Males	5	1.2
	Females	1	1.1
2021	Males	3	0.74
	Females	0	0
2020	Males	7	1.82
	Females	1	1.08
2019	Males	32	8.8
	Females	18	20.0

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2018	Males	38	9.7
	Female	22	27.2
2017	Male	44	10.8
	Female	20	24.7

In the 2023 reporting period no bonus/merit award payments were made to employees, however Long Service Award payments continue to be included in the bonus payment calculations and was paid to two male employees within this reporting period.

6. Quartile Pay Bands

The proportions of male and female full-pay relevant employees in the lower (L), lower middle (LM), upper middle (UM) and upper (U) quartiles and the equally distributed pay bands.

To determine quartiles, employees are ranked in order of their hourly rate of pay; from lowest to highest, and divided into four equal groups, according to the guidelines.

There has been minimal change in the per cent of the total workforce for both males and females in the lower quartile. For the six consecutive year, the highest proportion of females is within in the lower quartile, representing 36.3 per cent of the total female workforce, this is up from 36.0 per cent in 2022. In comparison, the percentage of the total male workforce in the lower quartile is 22.3 per cent, which is slightly lower than 2022 at 22.4 per cent.

The highest proportion of males is within the upper quartile, representing 27.3 per cent of the total male workforce. In comparison, for females the upper quartile has the lowest representation, at 15.4 per cent.

The second highest proportion of males is within the lower middle quartile, representing 25.5 per cent and for females the second highest proportion is within the upper middle quartile at 25.2 per cent. However, both the upper middle and lower middle quartiles have a total difference of two employees for both male and female employees.

Size of the change to quartiles from 2022:

Quartile changes	% for males	Total for males	% for females	Total for females	Overall total
Up	25	95	15	14	109
Down	8	32	2	2	34
Same	50	189	63	57	246
Not full-pay relevant	17	65	20	18	83
Total full-pay relevant employees	-	381	-	91	472

Gender Pay Gap Report 2023



Size of the change to quartiles from 2021:

Quartile changes	% for males	Total for males	% for females	Total for females	Overall total
Up	18	69	13	12	81
Down	17	62	9.0	8.0	70
Same	54	202	70	62	264
Not full-pay relevant	11	42	8.0	7.0	49
Total full-pay relevant employees	-	375	-	89	464

The majority of male and female employees do not move between the quartile pay bands. For 2023, 50 per cent of males and 63 per cent of females remained in the same quartile, and for both male and female employees, more went up a quartile pay band, with fewer going down, which indicates there were more permanent promotions during the year. In comparison, the data detailed from 2021, shows similar numbers went up and back down a quartile pay band, which indicates that much of the movement was largely due to temporary promotions and reversions.

For 2023

Quartile	Male	% of total gender	% of total quartile	Female	% of total gender	% of total quartile	Total quartile
Upper (U)	104	27.3	88.1	14	15.4	11.9	118
Upper Middle (UM)	95	24.9	80.5	23	25.2	19.5	118
Lower Middle (LM)	97	25.5	82.2	21	23.1	17.8	118
Lower (L)	85	22.3	72.0	33	36.3	28.0	118
Total	381	-	-	91	-	-	472

For 2022

Quartile	Male	% of total gender	% of total quartile	Female	% of total gender	% of total quartile	Total quartile
Upper (U)	100	26.7	86.2	16	18.0	13.8	116
Upper Middle (UM)	98	26.1	84.5	18	20.2	15.5	116
Lower Middle (LM)	93	24.8	80.2	23	25.8	19.8	116
Lower (L)	84	22.4	72.4	32	36.0	27.6	116
Total	375	-	-	89	-	-	464

Gender Pay Gap Report 2023



For 2021

Quartile	Male	% of total gender	% of total quartile	Female	% of total gender	% of total quartile	Total quartile
Upper (U)	99	26.7	85.3	17	18.5	14.7	116
Upper Middle (UM)	100	27.0	86.2	16	17.4	13.8	116
Lower Middle (LM)	96	25.9	82.8	20	21.7	17.2	116
Lower (L)	76	20.5	66.1	39	42.4	33.9	115
Total	371	-	-	92	-	-	463

For 2020:

Quartile	Male	% of total gender	% of total quartile	Female	% of total gender	% of total quartile	Total quartile
Upper (U)	94	27.6	88.7	12	14.6	11.3	106
Upper Middle (UM)	90	26.5	85.7	15	18.3	14.3	105
Lower Middle (LM)	90	26.5	85.7	15	18.3	14.3	105
Lower (L)	66	19.4	62.3	40	48.8	37.7	106
Total	340	-	-	82	-	-	422

For 2019:

Quartile	Male	% of total gender	% of total quartile	Female	% of total gender	% of total quartile	Total quartile
Upper (U)	92	27.1	86.0	15	17.6	14.0	107
Upper Middle (UM)	92	27.1	86.8	14	16.5	13.2	106
Lower Middle (LM)	85	25.0	80.2	21	24.7	19.8	106
Lower (L)	71	20.8	67.0	35	41.2	33.0	106
Total	340	-	-	85	-	-	425

Gender Pay Gap Report 2023



Buckinghamshire
FIRE & RESCUE SERVICE
we save lives

For 2018:

Quartile	Male	% of total gender	% of total quartile	Female	% of total gender	% of total quartile	Total quartile
Upper (U)	99	26.3	87.6	14	17.9	12.4	113
Upper Middle (UM)	104	27.6	91.2	10	12.8	8.8	114
Lower Middle (LM)	95	25.2	83.3	19	24.4	16.7	114
Lower (L)	79	21.0	69.3	35	44.9	30.7	114
Total	377	-	-	78	-	-	455

For 2017:

Quartile	Male	% of total gender	% of total quartile	Female	% of total gender	% of total quartile	Total quartile
Upper (U)	107	27.3	90.7	11	13.8	9.3	118
Upper Middle (UM)	105	26.8	89.0	13	16.3	11.0	118
Lower Middle (LM)	100	25.5	84.7	18	22.5	15.3	118
Lower (L)	80	20.4	67.8	38	47.5	32.2	118
Total	392	-	-	80	-	-	472



The Service's plan on addressing pay gaps:

The Service is committed to addressing and reducing pay gaps and will strive to achieve a more representative workforce, by increasing diversity, improving inclusion, and tackling inequality within the workplace.

The Service is committed to:

Leading transformation: The Service will ensure that all employees are aware of the vision, values and behaviours expected within the workplace, improve the Service's performance through building a diverse workforce and ensuring employees understand how the Service operates, to be as effective as possible within their role. This will be achieved through a commitment to:

- Equality, diversity and inclusion and the achievement of initiatives identified in the HMICFRS action plans, People Strategy and EDI objectives
- Taking the culture of the Service seriously, making improvements where appropriate and learning from best practice
- Ensuring the Vision and Mission Statement for the 2025-30 CRMP captures the key elements of what success looks like for the Service and the Values are a true representation of the beliefs, philosophies and principles
- Transparent approaches to pay and reward
- Up to date and fit for purpose policies and procedures, that are clearly communicated, employees are aware of and trust their robustness, and managers are appropriately trained in their application
- Encouraging and supporting individuals to speak up and challenge unacceptable behaviour

Attracting talent: The Service is committed to ensuring its resourcing attracts, selects, and recruits the right calibre of people to deliver its corporate priorities, aligned to workforce planning requirements. The Service will ensure it retains the skills and capability needed and employs them productively to support its corporate objectives. We are committed to establishing the right working arrangements and conditions of employment for all employees. This will be achieved through a commitment to:

- Positive action and community engagement. To engage, encourage and support those from under-represented groups in seeing the Fire Service as an employer of choice
- Exploring flexible working opportunities to support the recruitment and retention of under-represented groups
- Continually reviewing and updating recruitment processes. Using fair and transparent processes and ensuring any learns are fed into future recruitment activity



- Communication and branding. Ensuring processes and communication tools are appropriate for the audience and respect the importance of neutrality, fairness and valuing diversity
- Recognising and valuing difference, due to culture, race, ethnicity, personality, thinking styles, generation etc.
- A working environment which enables employees to feel safe, valued, able to bring their whole self to work, and encouraged to reach their potential

Supporting development: The Service strives to create a sustainable workforce through medium to long term strategic planning, treating employees as assets enabling the Service to plan for the future with regards to the workforce requirements. This will be achieved through a commitment to:

- Improving the breadth of diversity-related data available and the utilisation of this data, to identify inequalities, initiate activity and evaluate progress throughout the employment lifecycle
- Improving understanding and commitment to equality, diversity and inclusion through training and education
- Regular systematic and rigorous strategic workforce and succession planning processes and horizon scanning of likely future external and internal challenges, to ensure the Service continues to meet workforce capacity requirements and build capability
- Encouraging all employees to reach their potential and promoting high performance and continuous improvement
- Leadership and management development programmes to improve the effectiveness of existing managers as well as provide development opportunities and pathways for future managers and leaders

Enhancing the skills, knowledge, and performance of employees through development tools, e.g. structured conversations, mentoring, coaching, 360-degree feedback

Appendix two

Employer Comparison Data 2022 (Fire Services)

Employer	% Difference in hourly rate (Mean)	% Difference in hourly rate (Median)	% Women in lower pay quartile	% Women in lower middle pay quartile	% Women in upper middle pay quartile	% Women in upper pay quartile	% Who received bonus pay (Female)	% Who received bonus pay (Male)	% Difference in bonus pay (Mean)	% Difference in bonus pay (Median)
Lancashire Fire and Rescue Service	-12.7	9.3	14	18.3	36.6	4.4	0	0	0	0
Kent Fire & Rescue Service	-7.4	1.8	25.8	14.5	7.5	25.9	0	0	0	0
London Fire Brigade	-7.4	-5.5	28.2	11.1	9.1	22.4	0	0	0	0
Greater Manchester Combined Authority	-6.7	-9.8	33.7	11.3	16.7	38.8	0	0	0	0
Avon Fire & Rescue Service	0.2	0	29.2	11.5	14.1	20.3	0	0	0	0
Essex County Fire & Rescue Service	1	4.7	30.9	11.8	15.9	20.1	0	0	0	0
West Yorkshire Fire and Rescue Service	2	4.3	32	10.4	15.9	20.2	0	0	0	0
North Yorkshire Fire and Rescue Service	2.7	2.8	23.8	9.9	11.1	15.6	11	30.9	-0.9	0
Shropshire & Wrekin Fire Authority	3	0	33	9	17	16	0	0	0	0
Royal Berkshire Fire & Rescue Service	3.1	9.9	26	17	26	26	0	0	0	0

Appendix two

Employer Comparison Data 2022 (Fire Services)

Employer	% Difference in hourly rate (Mean)	% Difference in hourly rate (Median)	% Women in lower pay quartile	% Women in lower middle pay quartile	% Women in upper middle pay quartile	% Women in upper pay quartile	% Who received bonus pay (Female)	% Who received bonus pay (Male)	% Difference in bonus pay (Mean)	% Difference in bonus pay (Median)
Bedfordshire Fire & Rescue Service	4	0	45	14	12	29	10	90	5	0
County Durham and Darlington Fire and Rescue Service	5.1	2.8	34.2	9.9	11.3	15.2	0	0	0	0
Devon & Somerset Fire & Rescue Service	6.3	5.4	30	6	13	13	0	0	0	0
West Midlands Fire Service	6.8	9.2	45.4	12.3	17.5	23.3	0	0	0	0
Hereford & Worcester Fire & Rescue Service	7	3	25	16	11	16	0	0	0	0
Derbyshire Fire & Rescue Service	7.3	2.5	46	8	18	21	0	0	0	0
Dorset & Wiltshire Fire & Rescue Service	7.7	9.8	35	11.2	10.3	16.7	0	0	0	0
Staffordshire Fire & Rescue Services	7.8	1.9	30	18	11	18	0	0	0	0
Northamptonshire Fire & Rescue Service	8	0	27	20	12	6	0	0	0	0

Appendix two

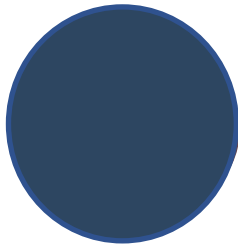
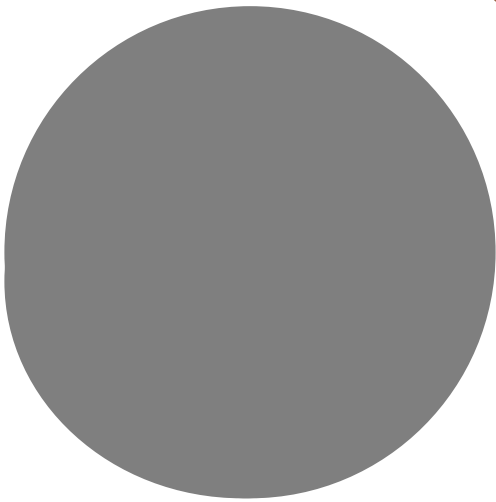
Employer Comparison Data 2022 (Fire Services)

Employer	% Difference in hourly rate (Mean)	% Difference in hourly rate (Median)	% Women in lower pay quartile	% Women in lower middle pay quartile	% Women in upper middle pay quartile	% Women in upper pay quartile	% Who received bonus pay (Female)	% Who received bonus pay (Male)	% Difference in bonus pay (Mean)	% Difference in bonus pay (Median)
North Wales Fire and Rescue Service	8.3	13.3	21.3	20.9	21.3	21	16	36	-17.6	0
Cleveland Fire Brigade	8.4	6.1	39.4	10.9	20.3	12.3	0	0	0	0
Humberside Fire & Rescue Service	9.5	2.9	49.2	8.6	14.4	17.2	0	0	0	0
Leicestershire Fire and Rescue Service	9.8	14.8	43	21	12	18	0	0	0	0
South Yorkshire Fire & Rescue	10.2	8.8	36.7	16.5	20.7	13.9	20.2	55.2	9.8	0
Merseyside Fire and Rescue Service	10.4	2.3	43.7	27.8	24.5	19.4	0	0	0	0
Mid & West Wales Fire & Rescue Service	10.5	7.4	36.1	48	11	8.6	0	0	0	0
Cambridgeshire Fire & Rescue Service	11.8	9.6	38	21	20	16.2	43	65	-23	-7.6
South Wales Fire & Rescue Service	11.8	8.9	31.8	8.1	7.9	8	0	0	0	0
Tyne & Wear Fire and Rescue Service	12.9	1.2	41	23	15	14	0	0	0	0

Appendix two

Employer Comparison Data 2022 (Fire Services)

Employer	% Difference in hourly rate (Mean)	% Difference in hourly rate (Median)	% Women in lower pay quartile	% Women in lower middle pay quartile	% Women in upper middle pay quartile	% Women in upper pay quartile	% Who received bonus pay (Female)	% Who received bonus pay (Male)	% Difference in bonus pay (Mean)	% Difference in bonus pay (Median)
Buckinghamshire & Milton Keynes Fire Authority	13.4	11.7	27.6	19.8	15.5	13.8	1.1	1.2	-90.6	-226.4
East Sussex Fire and Rescue Service	13.6	12.2	39.2	11.2	18	13.8	0	0	0	0
Hampshire Fire & Rescue Service	15.3	3.9	11	15.9	19.1	26.4	0	0	0	0
Cheshire Fire Authority	18.9	9.1	44.5	16.1	5.4	8.8	24.5	68.5	-4.2	47.2
Nottinghamshire Fire and Rescue Service	19.1	9.5	32.6	11.7	16.5	9.6	0	0	0	0



Gender Pay Gap

Operational vs. Support Services Employees

2023



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Introduction

For this report, the data has been split into two separate groups – one for operational employees and one for Support Services employees.

The six pieces of information about the pay and bonuses of males and females within each group were examined and compared against each other, alongside the overall data used in Buckinghamshire Fire & Rescue Service's annual gender pay gap report.

As merit awards have not been paid since 2019/2020, the only payments qualifying as bonus payments for Support Services employees were honorariums. An honoraria can be considered through the appraisal scheme or, where appropriate, in instances when an employee is asked to undertake part of the duties of a higher graded post or duties outside the scope of their post which are particularly onerous.

Similarly, the only bonus payments remaining for operational employees were long service awards.

As very few of these bonus payments were awarded during the five-year reporting period, the pay gap is skewed and as a result adds no value to the report. For this purpose, it has been excluded.

Therefore, the three pieces of information provided are:

- 1) The mean hourly gender pay gap
- 2) The median hourly gender pay gap
- 3) The quartile pay bands



Terms of reference

The data used in this report is sourced from the HR & Payroll system and based on the snapshot date of 31 March each year from 31 March 2019 to 31 March 2023.

Unlike with the main annual gender pay gap report, sessional (casual) employees are not included in the pay gap calculations.

Operational employees pay data includes employees on Wholetime, day-crewed, flexi contracts, On-Call employees and Apprentice Firefighters including all ranks, from Firefighter to Director level.

Support Services employee pay data includes employees, primarily in back-office roles and range from Apprentices to Director level.

Employees have been separated into these groups based on their primary role. Where an employee is primarily in a support role, but has an additional On-Call contract, the employee is included in the Support Services employee group only. All pay relating to additional roles is included in whichever group the employee's primary role belongs to.



Support Services employees pay gap



Support services employees pay gap

Pay

Appointments for Support Services roles are determined in accordance with local terms and conditions of Buckinghamshire & Milton Keynes Fire Authority Scheme of Conditions of Service for Support Services employees and any other local terms and conditions, which the Authority may, from time to time, adopt in relation to appointments, save where such provisions are amended by a contract of employment.

There are few allowances available, and most of the employees eligible are male.

Unlike with operational employees, there are few promotional/advancement opportunities for Support Services employees. Employees may have the opportunity to advance by changing roles for a higher graded position (usually within different departments, or when a manager leaves the organisation, and they have the relevant skills and experience to apply for the position) or where their own role changes which requires a job evaluation. Succession plans are in place for some key management roles, but such positions are likely to be made available to both internal and external applicants.

Make-up Support Services employees:

	Relevant employees			Full pay relevant employees		
	Male	Female	Total	Male	Female	Total
2019	43	67	110	43	66	109
2020	54	68	122	51	65	116
2021	55	71	126	53	70	123
2022	54	68	122	54	67	121
2023	57	72	129	55	69	124

The Support Services employee group contained a higher proportion of females to males.



Support Services employees pay gap

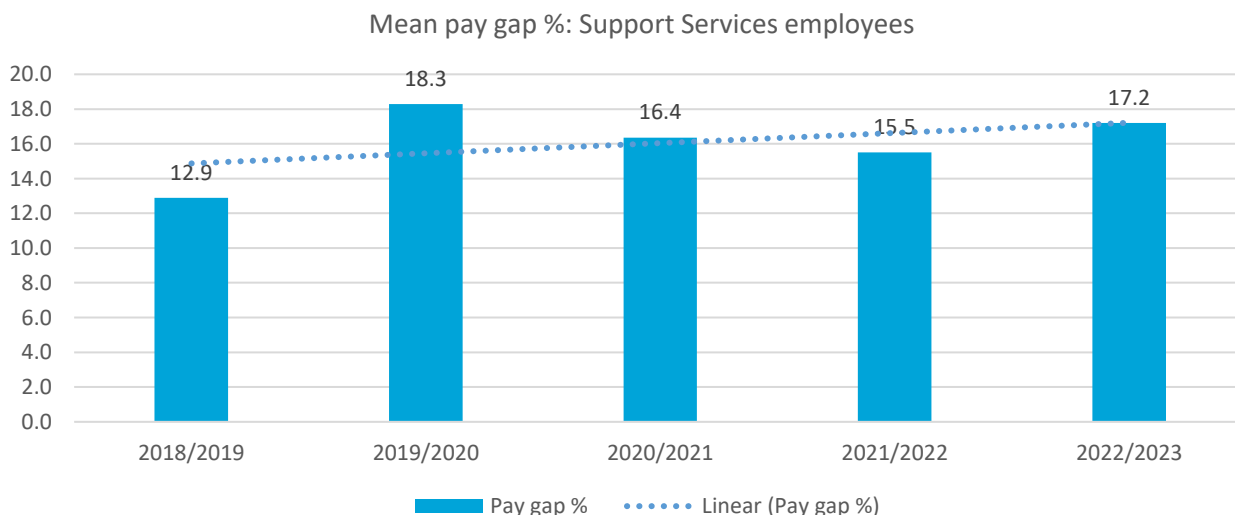
Mean hourly gender pay gap

The below table shows the mean hourly gender pay gap for Support Services employees since 2019.

In 2023 the pay gap was 17.2 per cent, which was an increase of 1.7 per cent from the previous year (2022). The positive 17.2 per cent pay gap means that for every £1 that male employees earned, female employees earned 82.8p.

	Male hourly pay rate £	Female hourly pay rate £	Pay gap £	Pay gap %	For every £1 earned by males, females earn (p)
2019	18.17	15.83	2.34	12.9	87.1
2020	19.10	15.61	3.49	18.3	81.7
2021	19.27	16.12	3.15	16.4	83.6
2022	19.87	16.79	3.08	15.5	84.5
2023	22.90	18.96	3.93	17.2	82.8

By plotting the percentage pay gaps into a chart, the trend-line shows that the gap has been on a gradual upward trend over the last five years.





Support Services employees pay gap

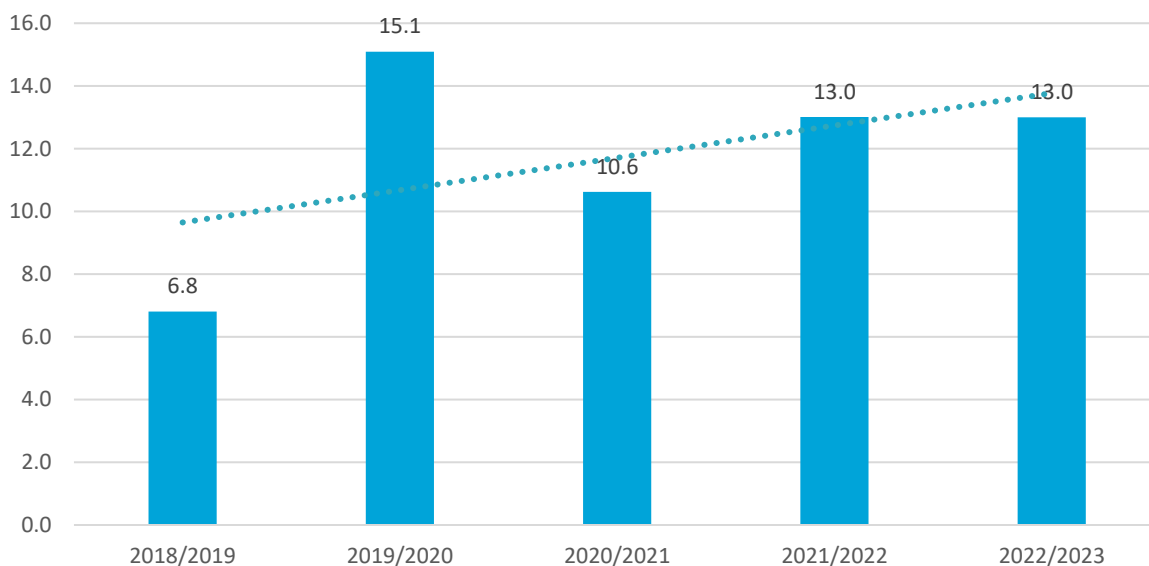
Median hourly gender pay gap

The below table shows median hourly gender pay gap for Support Services employees since 2019.

	Male hourly pay rate £	Female hourly pay rate £	Pay gap £	Pay gap %	For every £1 a males earned, females earned (p)
2019	15.88	14.80	1.08	6.8	93.2
2020	16.90	14.35	2.55	15.1	84.9
2021	17.23	15.40	1.83	10.6	89.4
2022	18.06	15.71	2.35	13.0	87.0
2023	21.01	18.27	2.74	13.0	87.0

Over the last five years, the median hourly pay gap is showing an upward trend for Support Services employees meaning that the gap has been increasing.

Median pay gap %: Support Services employees





Support Services employees pay gap

Quartiles

The following table shows the distribution of full-pay relevant employees across the pay quartiles by gender. Over the five-year period, approximately 35 per cent of all females were in the lower quartile compared to just 4 per cent of males, whilst an average of 31 per cent of all males were in the upper quartile compared to an average of 11 per cent of females.

	Lower		Lower middle		Upper Middle		Upper	
	Male	Female	Male	Female	Male	Female	Male	Female
2019	4	23	13	15	14	13	12	15
2020	6	23	13	16	15	14	17	12
2021	6	25	13	18	18	13	16	14
2022	6	24	15	16	17	13	16	14
2023	6	25	13	18	17	14	19	12

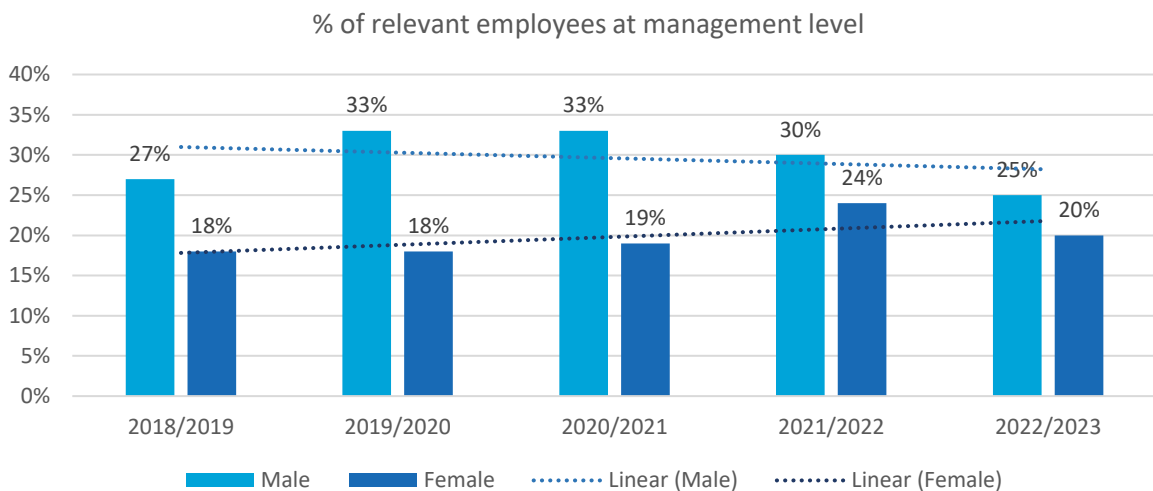


Support Services employees pay gap

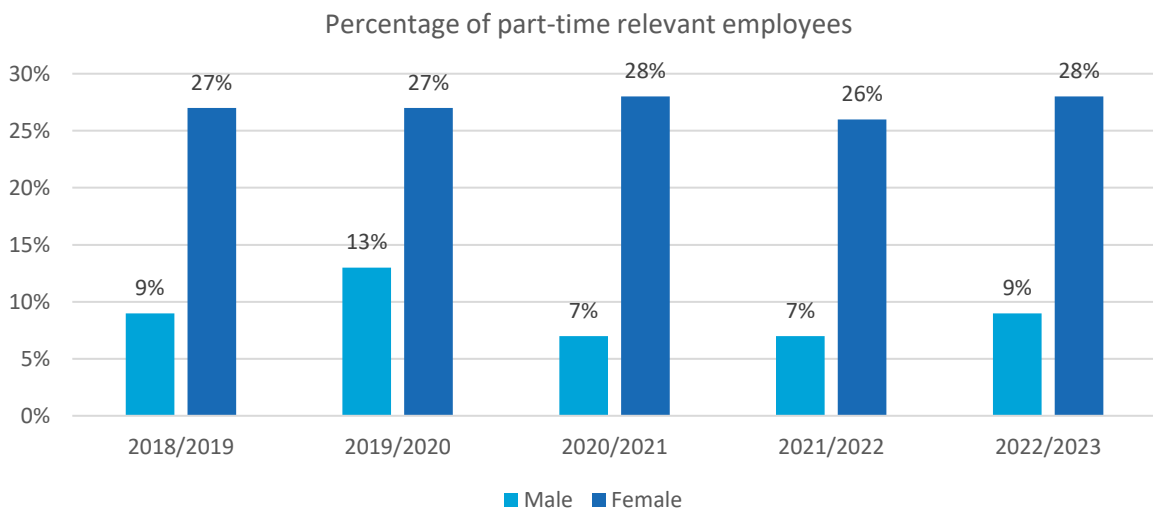
Contributing factors

There are number of factors that may have contributed to the pay gaps between male and female Support Services employees.

Despite there being a higher proportion of females to males, more males hold management level positions (grade J and above) than females. This is beginning to change as seen from the trend lines in the chart below and should eventually help to reduce the gap if the trend continues.



There is a higher percentage of females than males in part-time roles.





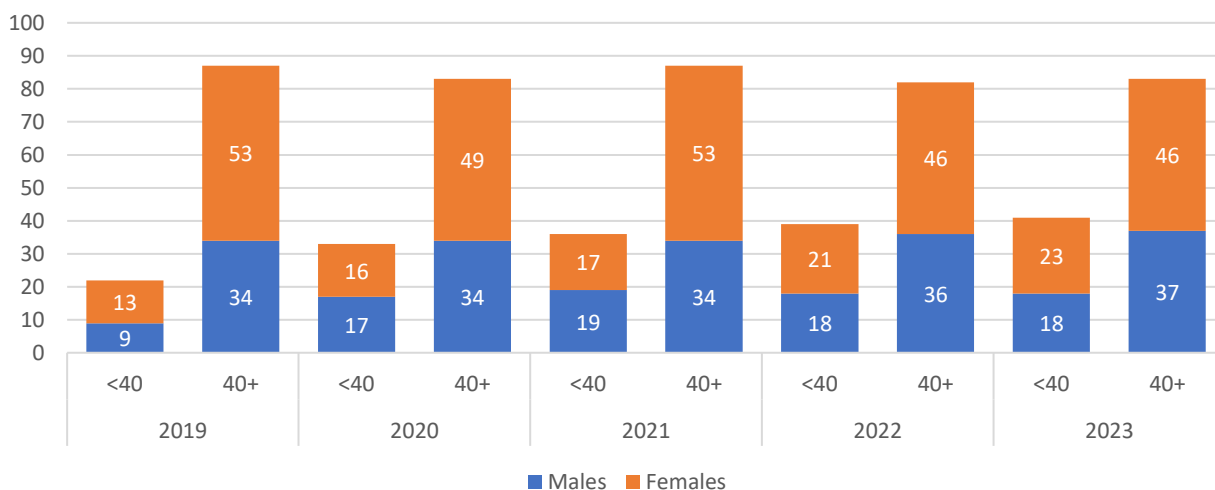
Support Services employees pay gap

Breakdown of employees by gender and age range

Further analysis was carried out by including age ranges to understand whether age plays a part in contributing to the gender pay gap. Full pay relevant employees were categorised into those aged 40 and over and those below the age of 40.

The number of female Support Services employees outweighs that of males, and most Support Services employees are in the age 40 and over bracket, as illustrated in the chart below.

Full pay relevant employees by age range and gender



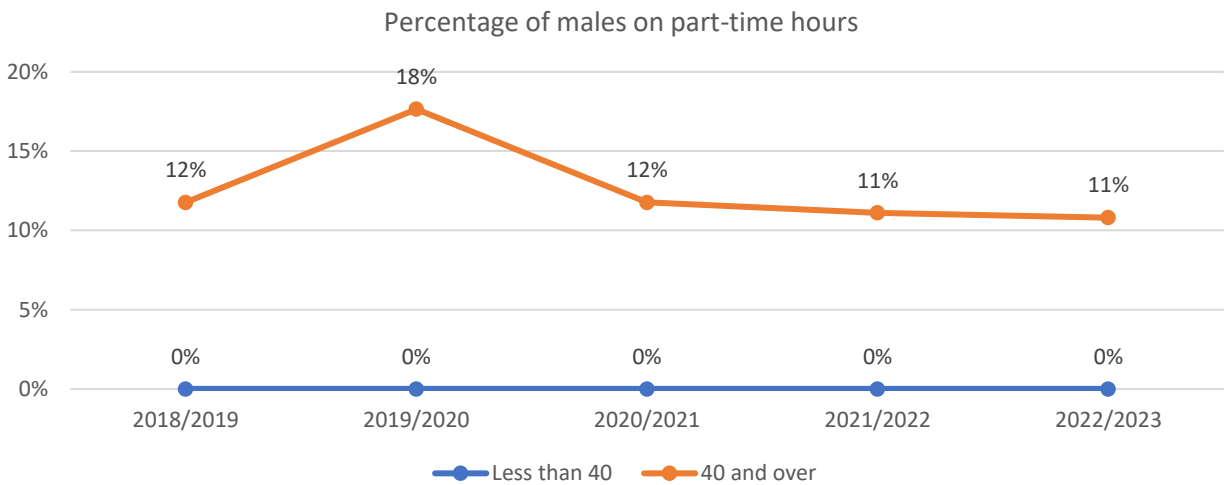
	2019		2020		2021		2022		2023	
	<40	40+	<40	40+	<40	40+	<40	40+	<40	40+
Full pay relevant males	9	34	17	34	19	34	18	36	18	37
Full pay relevant females	13	53	16	49	17	53	21	46	23	46



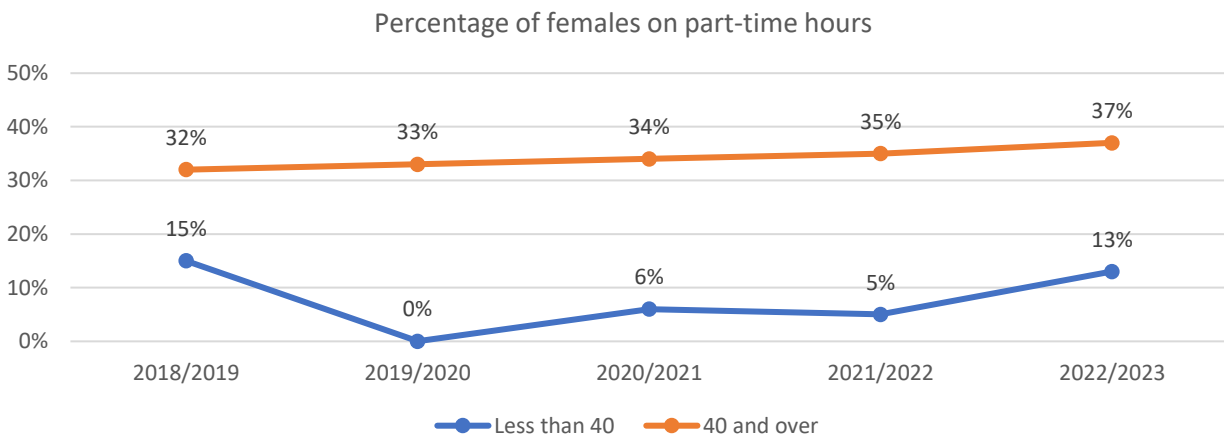
Support Services employees pay gap

Part-time hours by age range

A small percentage of male Support Services employees work part-time hours. Those that do are all aged 40 and over. No males below the age of 40 worked on a part-time basis during the five-year period.



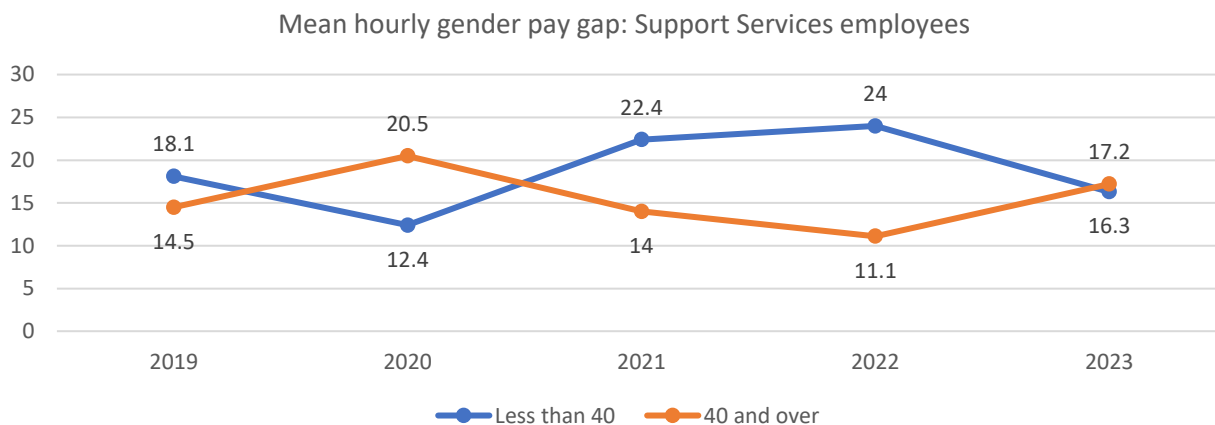
Of the female Support Services employees, those aged 40 and over had the highest percentage of part-time workers, although there were a few below the age of 40. The numbers of those aged 40 and over have increased year-on-year.





Support Services employees pay gap

Mean hourly gender pay gap by age range



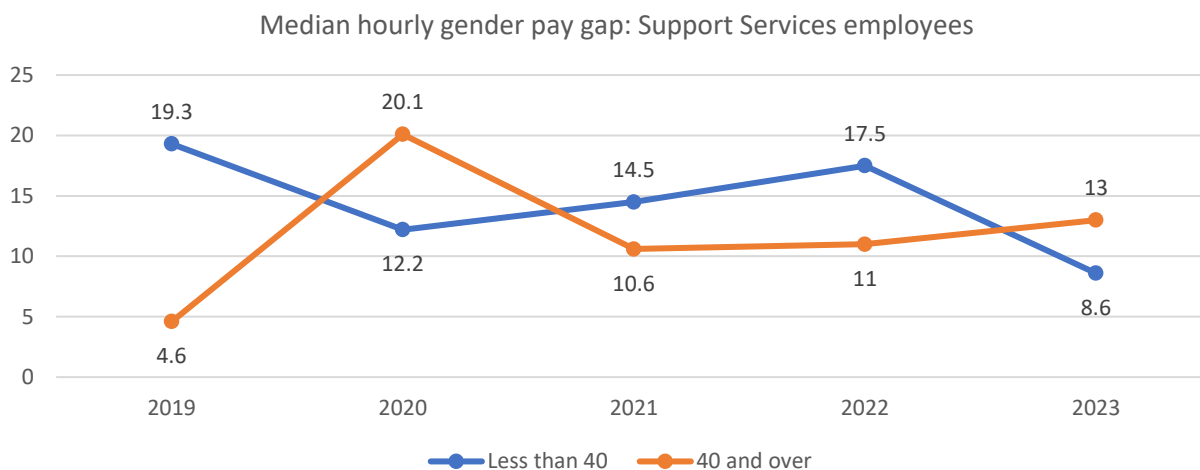
In 2023, the mean hourly gap was at 17.2 per cent for those in the 40 and over age group meaning that females earned 83p for every £1 earned by males.

For the group below the age of 40, females earned 84p for every £1 earned by males, equating to a 16.3 per cent pay gap in 2023.



Support Services employees pay gap

Median hourly pay gap by age range



The median hourly pay gap for the group aged 40 and over increased by 2 per cent in 2023 to 13 per cent, meaning that females earned 87p for every £1 earned by males within that group.

In the group aged below 40 the gap fell from 17.5 per cent to 8.6 per cent in 2023 meaning that females earned 91p for every £1 males within the group.

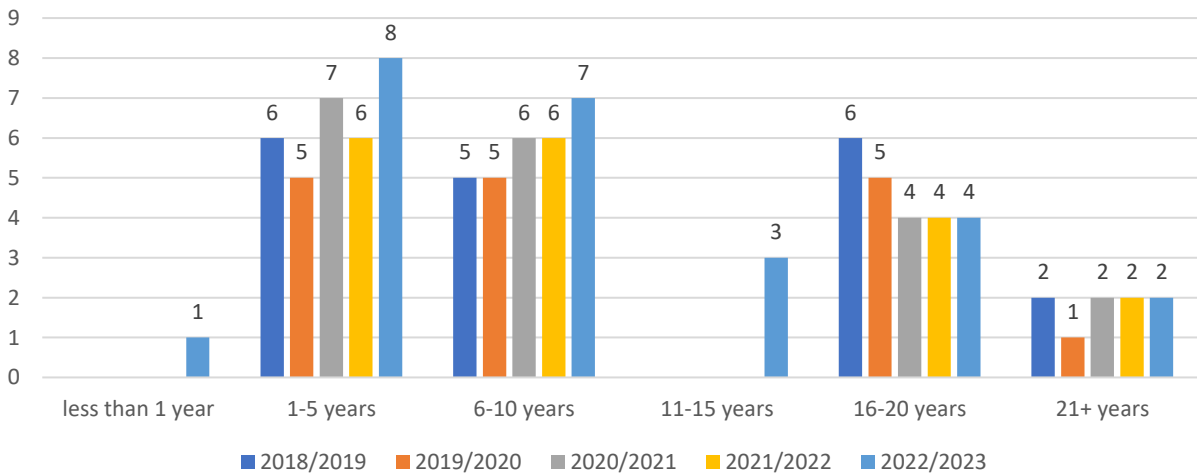


Support Services employees pay gap

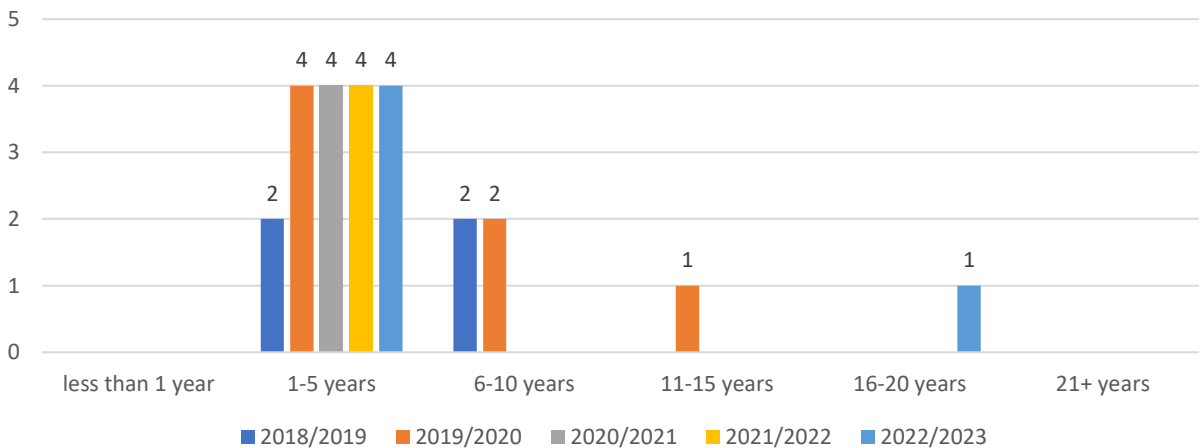
Length of service

Females with one to ten years' and then 16-20 years' service are more likely to work part-time hours. The few males who worked part-time hours had one to five years' service.

Part-time females by length of service



Part-time males by length of service



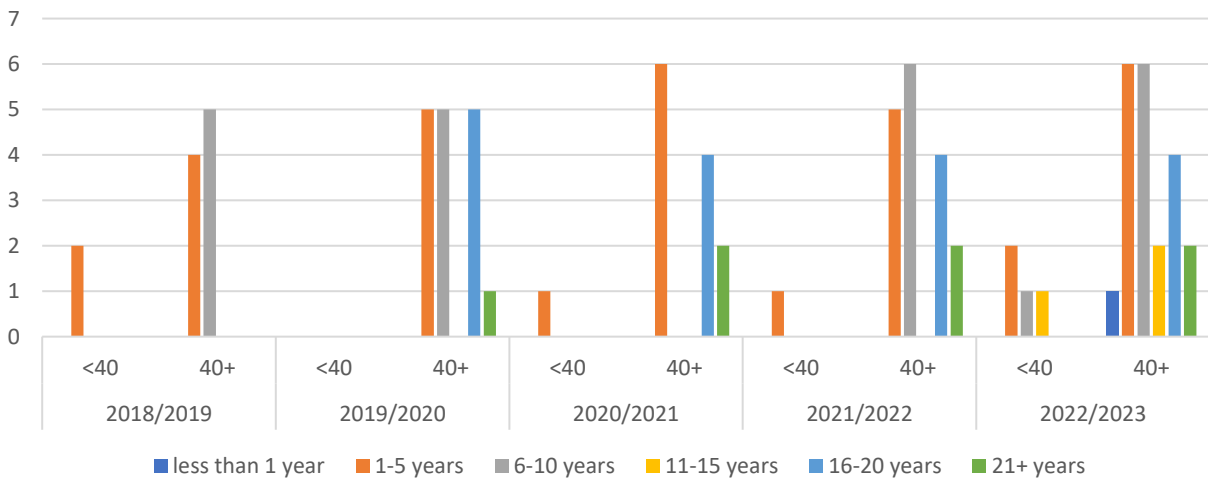


Support Services employees pay gap

Length of service

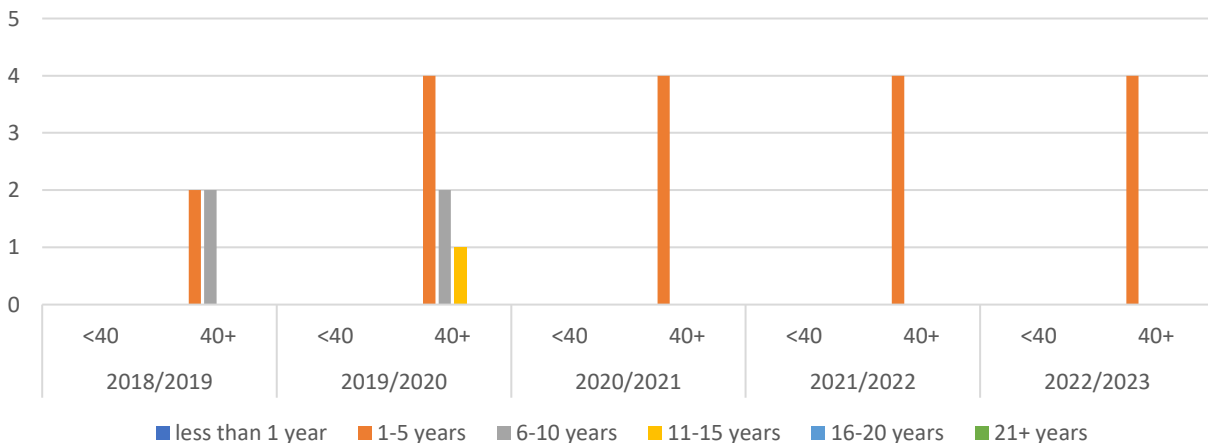
Most part-time workers are females aged 40 or over with one to five years' service, although more females aged below 40 are starting to work fewer hours as seen below from 2022.

Part-time females by age and length of service



The few males who worked part-time hours were all aged 40 and over with mainly between one to five years service.

Part-time males by age and length of service





Operational employees pay gap



Operational employees pay gap

Pay

For the majority of Operational roles, appointments are offered under the National Joint Council for Local Authority Fire and Rescue Services Scheme of Conditions of Service (known as the Grey Book) and any other local terms and conditions, which the Authority may, from time to time, adopt in relation to the appointment, save where such provisions are amended by a contract of employment.

Make-up of operational employees

The operational group contains more males than females, and almost all ranks from Station Commander and above are entirely made up of males.

Females made up approximately 6.0 per cent of the Operational workforce during the five-year period.

	Relevant employees			Full pay relevant employees		
	Male	Female	Total	Male	Female	Total
2019	300	22	322	291	20	311
2020	311	20	331	287	17	304
2021	330	24	354	320	22	342
2022	330	24	354	322	22	344
2023	329	23	352	326	22	348



Operational employees pay gap

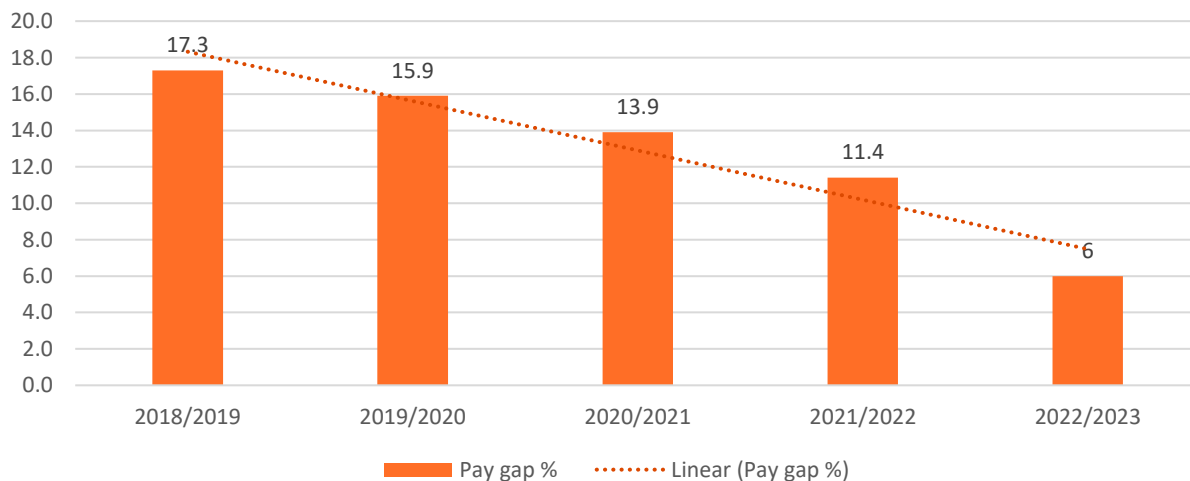
Mean hourly gender pay gap

In 2023, the pay gap was 6.0 per cent, which was 5.4 per cent lower than in 2022. The positive 6 per cent pay gap means that for every £1 that male operational employees earned, female operational employees earned 94p.

	Male hourly pay rate £	Female hourly pay rate £	Pay gap £	Pay gap %	For every £1 earned by males, females earn (p)
2019	18.95	15.67	3.28	17.3	82.7
2020	19.49	16.40	3.09	15.9	84.1
2021	18.74	16.13	2.61	13.9	86.1
2022	19.44	17.22	2.22	11.4	88.6
2023	21.76	20.45	1.31	6.0	94.0

The mean hourly pay gap has been reducing year-on-year since 2019 as seen in the chart below.

Mean hourly pay gap %: Operational employees





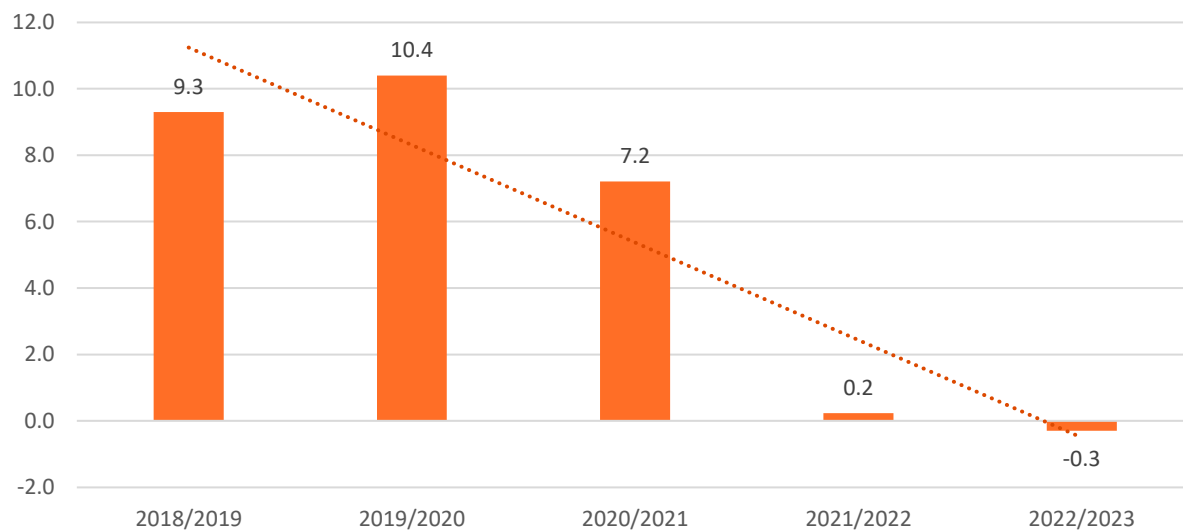
Operational employees pay gap

Median hourly pay gap

The median pay gap for operational employees has been on a steep decline over the five-year period and in 2023 resulted in a negative gap, which means that the pay of females was 0.3 per cent higher than males.

	Male hourly pay rate £	Female hourly pay rate £	Pay gap £	Pay gap %	For every £1 earned by males, females earn (p)
2019	16.60	15.06	1.54	9.3	90.7
2020	17.88	16.02	1.86	10.4	89.6
2021	16.80	15.58	1.22	7.3	92.7
2022	17.75	16.95	0.80	4.5	95.5
2023	19.56	19.61	-0.05	-0.3	100.3

Median hourly pay gap %: Operational employees





Operational employees pay gap

Quartiles

	Lower		Lower middle		Upper Middle		Upper	
	Male	Female	Male	Female	Male	Female	Male	Female
2019	73	5	69	9	74	3	75	2
2020	71	5	69	7	71	5	76	0
2021	77	8	80	6	80	6	83	2
2022	81	5	79	7	79	7	83	3
2023	82	5	81	6	79	8	84	3

The above table shows the distribution of males and females across the quartiles.

Over the five-year period, the highest number (35 per cent) of all female operational employees was in the lower middle quartile, whilst only 11.7 per cent was in the upper quartile.

Operational males were evenly distributed among the quartiles, although there were fractionally fewer in the lower quartile. The highest number (an average of 25.9 per cent) of males were in the upper quartile.

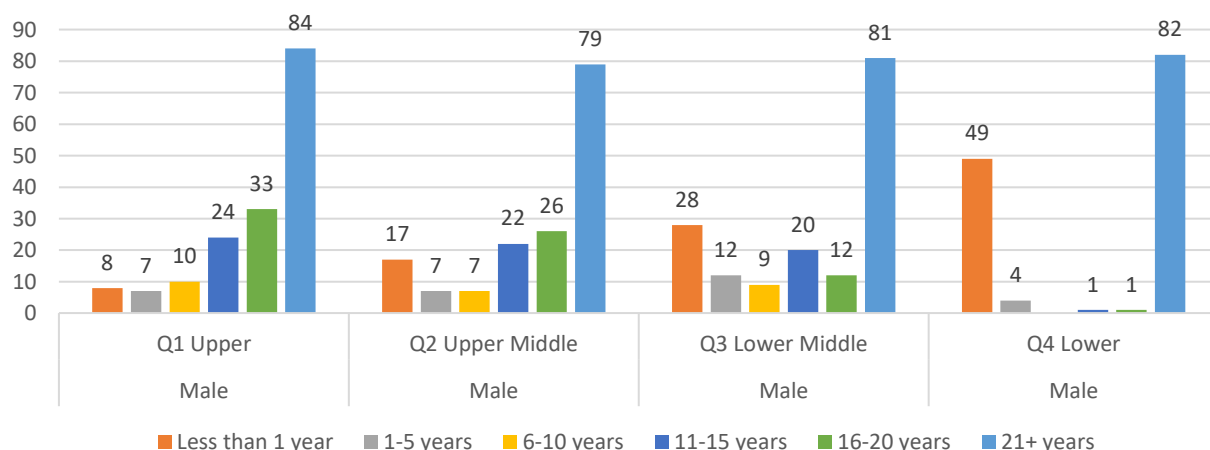


Operational employees pay gap

Quartiles continued

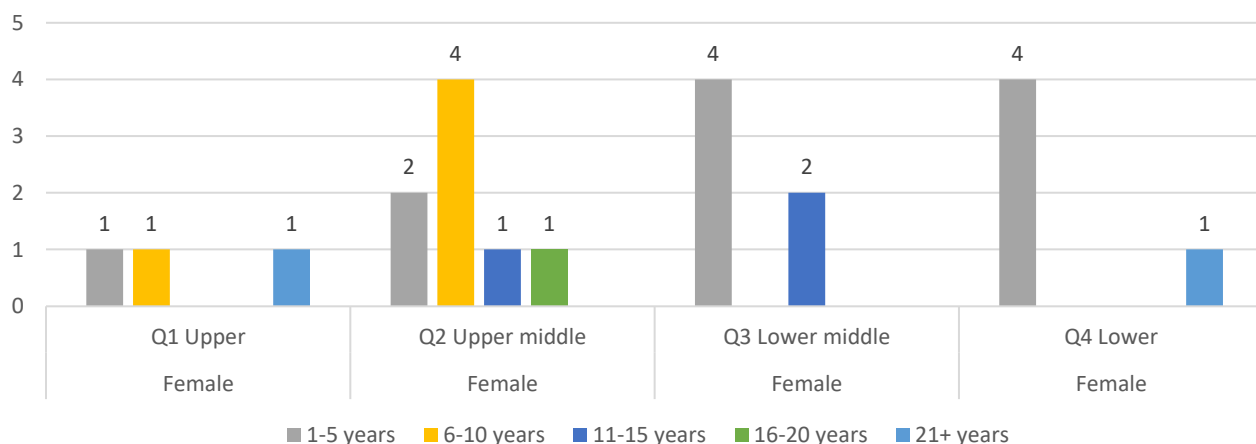
The following charts compare the distribution of operational males and females across the quartiles by length of service in 2023.

Quartile distribution: Operational males by length of service



Most operational males with less than one year of service featured in the lower quartile, as most joined as apprentices and had yet to acquire the training, skills and knowledge to enable them to become eligible to apply for temporary promotions.

Quartile distribution: Operational females by length of service





Operational employees pay gap

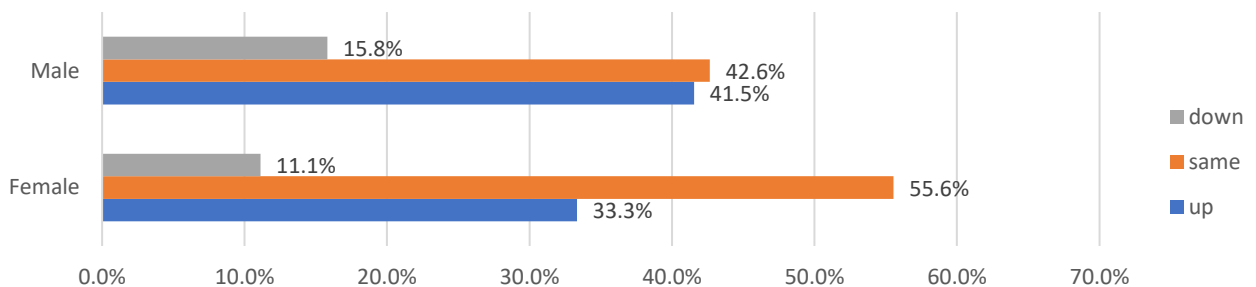
Contributing factors

There are several reasons why the hourly pay gap between operational males and females may have reduced.

- There are fractionally more females in the upper middle and upper quartiles
- The number of female operational employees has increased slightly over the years

Unlike with Support Services employees, operational employees are more likely to move between quartiles due to temporary promotions and as they develop into more senior roles. In 2023 fewer moved down, compared to 2022, which may be due to substantive promotions.

Quartiles changes 2022 vs 2023

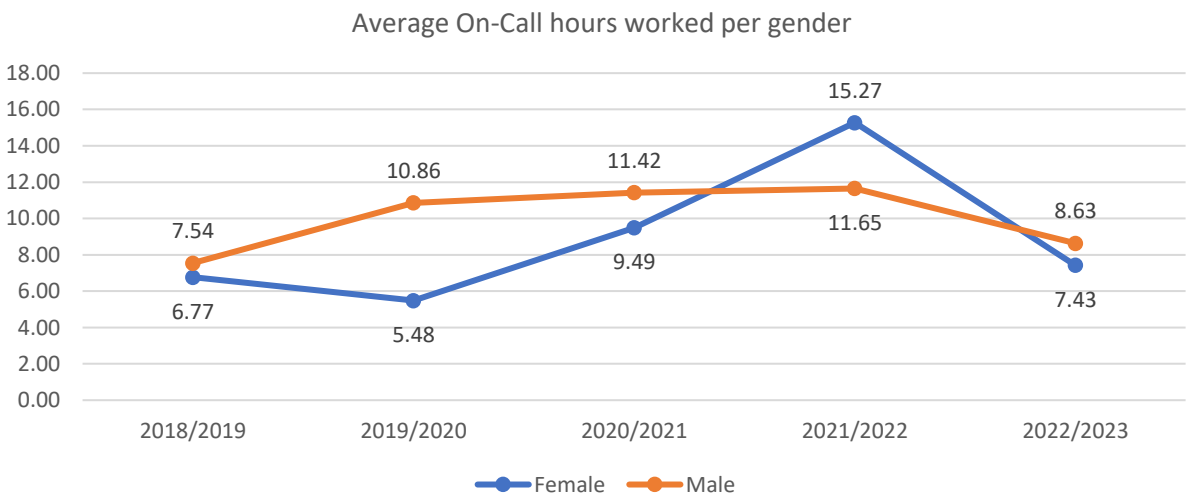
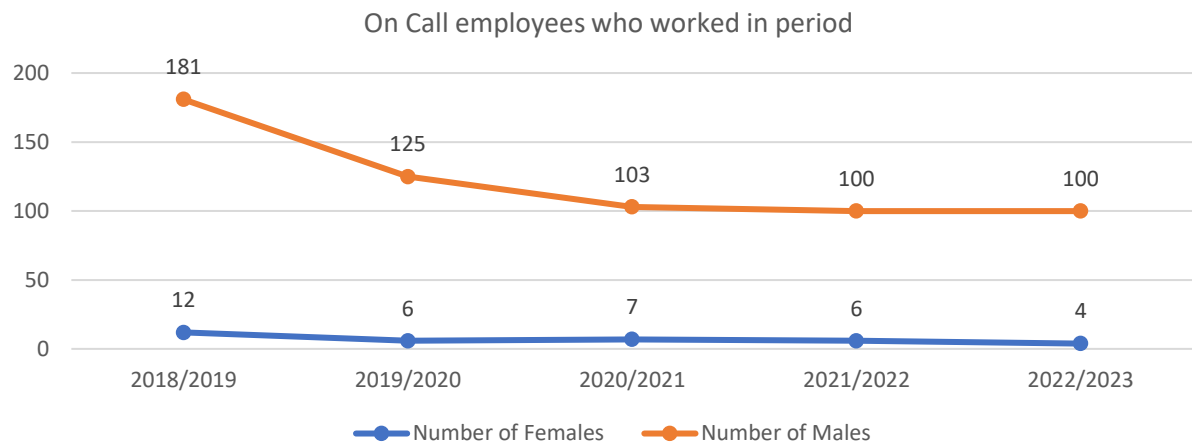




Operational employees pay gap

Contributing factors continued

- Whilst the numbers of On-Call employees who worked during the period has reduced for both males and females, males saw a bigger reduction
- Females in On-Call roles are working more hours overall

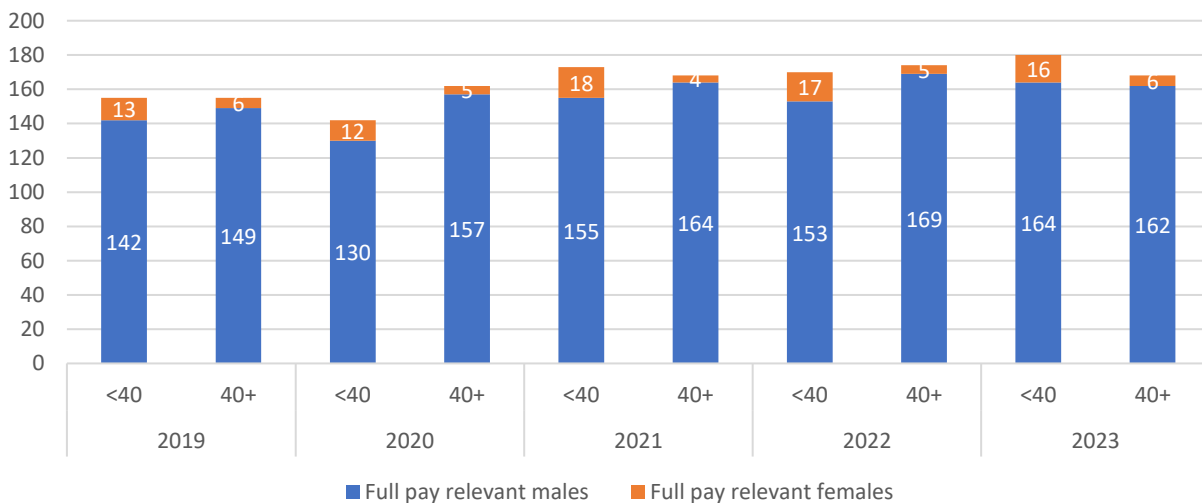




Operational employees pay gap

Numbers of full pay relevant employees age range

Employees by age range: Operational staff



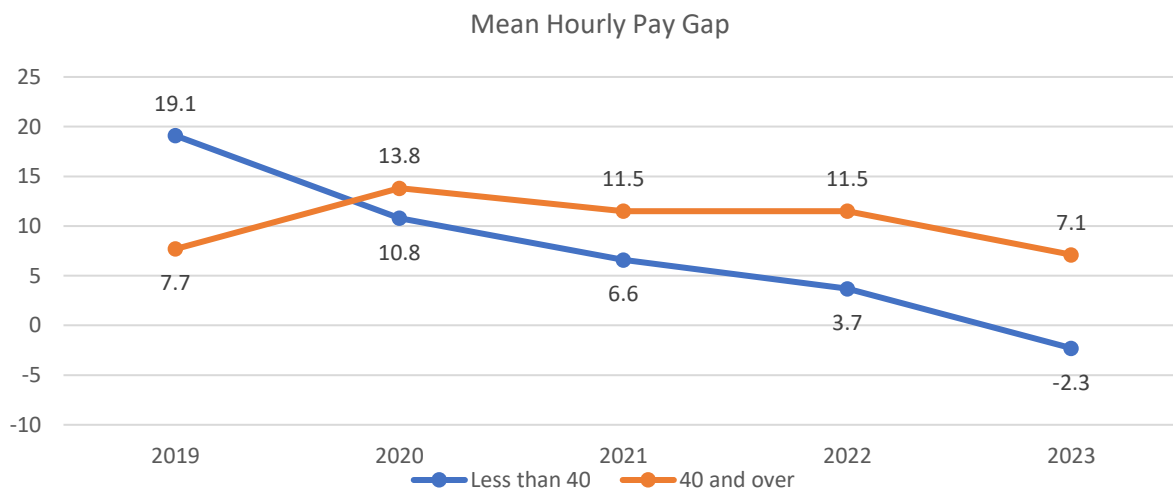
Of the few operational females, two thirds are generally below the age of 40.

	2019		2020		2021		2022		2023	
	<40	40+	<40	40+	<40	40+	<40	40+	<40	40+
Full pay relevant males	142	149	130	157	155	164	153	169	164	162
Full pay relevant females	13	6	12	5	18	4	17	5	16	6



Operational employees pay gap

Mean hourly pay gap by age range



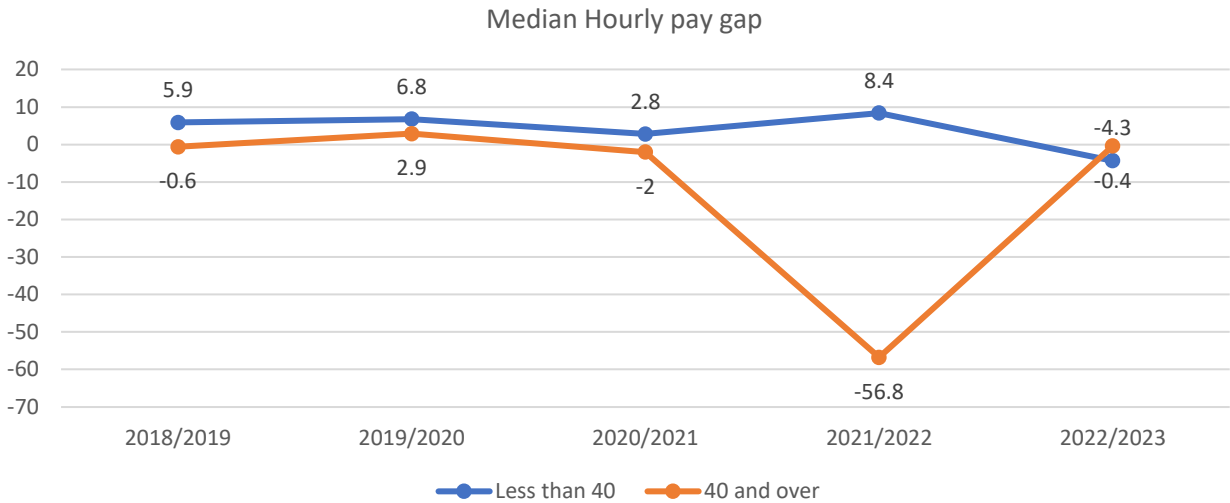
The mean hourly pay gap has fallen steadily year-on-year for those in the group below the age of 40, to the point where it became a negative pay gap in 2023. This means that females earned more than males and for every £1 a female earned, males earned 97.7p.

Those in the group aged 40 and above have seen the size of the gap fall although at a slower rate than the other group. In 2023, for every £1 earned by males, females earned 92.9p.

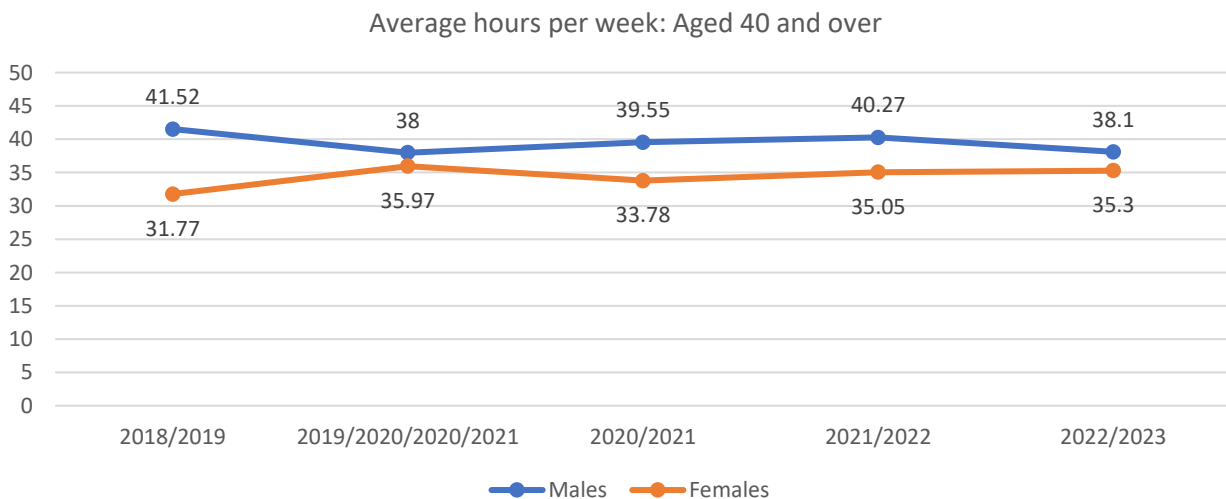


Operational employees pay gap

Median hourly pay gap by age range



From 2021 there has been a negative pay gap for females aged 40 and over which means that females earned more than males. The negative gap increased considerably during 2022. It is important to note that this was during the coronavirus pandemic period which would have contributed towards this. Females were also starting to increase their weekly hours with more On-Call and/or bank hours, as illustrated below.





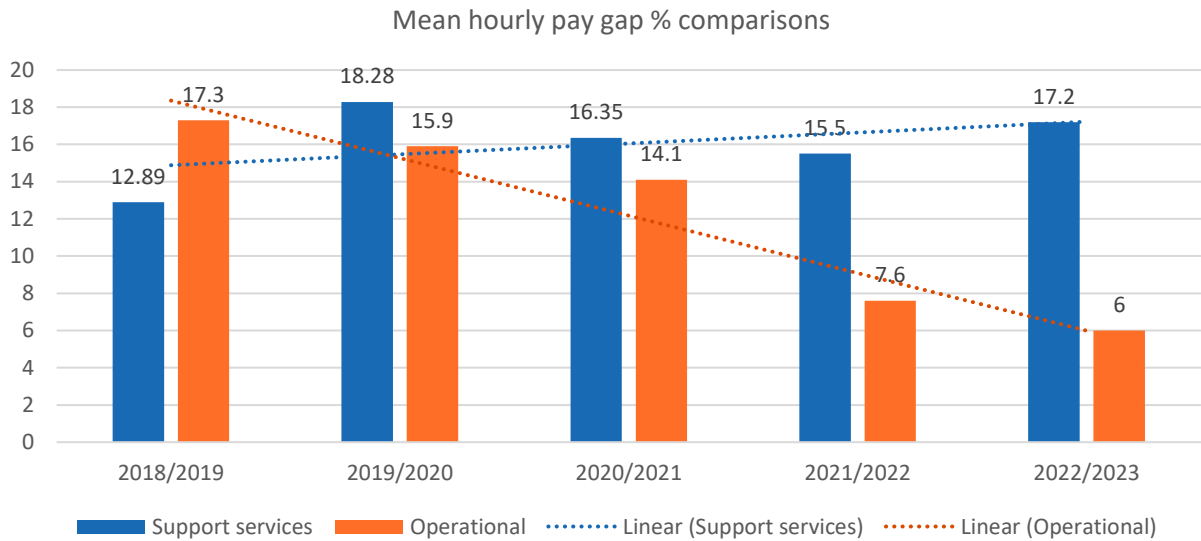
Operational vs. Support Services employees



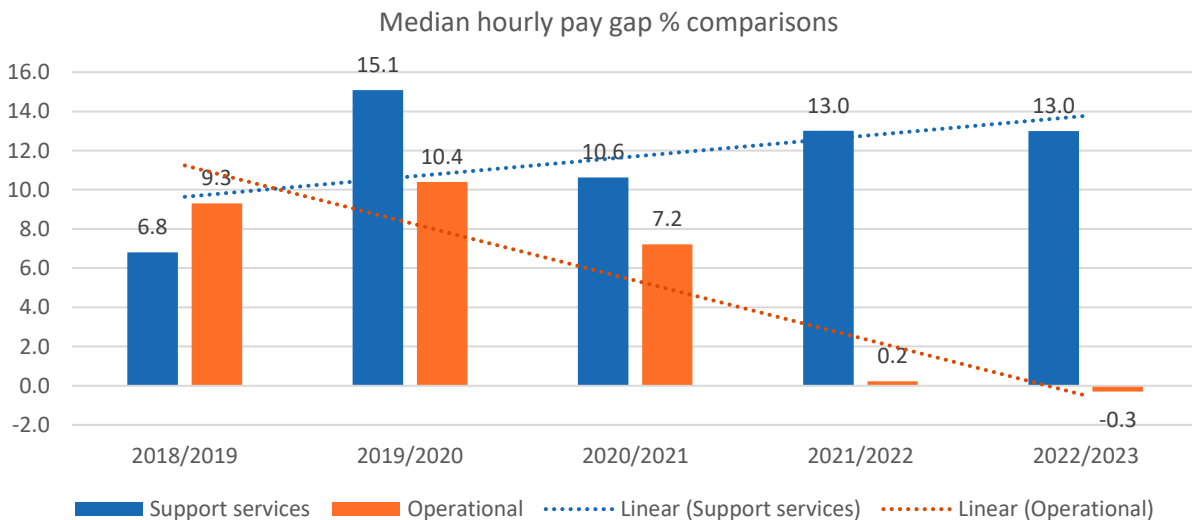
Operational vs. Support Services employees

Hourly pay gap comparisons

The following chart shows the mean (top chart) and median (bottom chart) hourly pay gap comparisons between Operational and Support Services employees.



Both the mean and median hourly pay gaps have reduced significantly for operational employees, whilst Support Services employees have seen a steady increase of both the mean and median hourly pay gaps.



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Pay gap reporting on ethnicity

The ethnicity pay gap is the difference in average earnings between all ethnic groups. Currently there is no legislative requirement for organisations to carry out ethnicity pay gap reporting. Whilst reporting is not mandatory, as part of the Service's approach to improving inclusion and tackle inequality within the workplace, this data is being provided from 2023. In reporting this data, we have followed guidance for employers as detailed on the [GOV.UK](https://www.gov.uk) website.

Using the principles of the gender pay gap reporting, data has been based on the snapshot date of 31 March 2023 and captures three pay statistics:

1. Mean ethnicity pay gap – the difference between the mean hourly rate of pay of all white British full-pay relevant employees and that of full-pay relevant employees from other ethnic backgrounds
2. Median ethnicity pay gap – the difference between the median hourly rate of pay of all white British full-pay relevant employees and that of full-pay relevant employees from other ethnic backgrounds
3. Quartile pay bands - the proportions of full-pay relevant employees from white British and other ethnic backgrounds in the lower, lower-middle, upper-middle and upper quartile pay bands

In addition to the pay statistics above, the Chartered Institute of Personnel and Development (CIPD) has also recommended reporting on two additional statistics:

4. Proportion of the total workforce from other ethnic backgrounds
5. Proportion of employees who have disclosed their ethnicity

Whilst gender pay gap reporting compares the data of two groups (males and females) ethnicity pay gap reporting is more complex and involves more groups, some of which have fewer numbers.

Combining different ethnic groups into the five categories as defined in the 2021 Census of England and Wales is something the Service will aspire to as diversity within the workforce improves:

- Asian or Asian British
- Black, Black British, Caribbean or African
- Mixed or multiple ethnic groups
- White
- Other ethnic group

As there is a requirement to protect confidentiality, different ethnic groups have been combined and for 2023 the categories include:

- White British
- Other ethnic backgrounds
- Not known

Whilst it is acknowledged having fewer categories masks the variations between ethnic groups and provides pay gap data comparing the earnings of ethnic minority employees as a percentage of all white British employees, using the five-category breakdown results in many of the categories with insufficient numbers to be able to report the data.

Reportable data

The table below details the total number of employees in scope for 2023:

Year	Total number of employees in scope	White British	Other ethnic backgrounds	Not known	Total
2023	Full-pay relevant employees	388	46	38	472
	Relevant employees	413	52	46	511

The ethnicity pay gap calculation is based on full-pay relevant employees. To be included as a full-pay relevant employee, the employee must be:

- Employed on the snapshot date; 31 March each year
- Paid their usual full-pay in the pay period ending on the snapshot date

1. The mean ethnicity pay gap:

Year	White British hourly pay £	Other ethnic backgrounds hourly pay £	Pay gap £	Pay gap %
2023	21.74	19.14	2.59	11.9

The difference between the mean hourly rate of pay for full-pay relevant employees, as a percentage. The mean gap provides an overall indication of the size of the gap. A high mean indicates that the remuneration structure disadvantages employees from other ethnic backgrounds.

The mean ethnicity pay gap is 11.9 per cent (or £2.59).

2. The median ethnicity pay gap:

Year	White British hourly pay £	Other ethnic backgrounds hourly pay £	Pay gap £	Pay gap %
2023	19.76	18.26	1.50	7.59

The difference between the median hourly rate of pay for full-pay relevant employees, as a percentage.

The median (mid-point) ethnicity pay gap is 7.59 per cent (or £1.50).

3. Pay quartiles:

Quartile	White British	% of total group	% of total quartile	Other ethnic backgrounds	% of total group	% of total quartile	Not known	% of total group	% of total quartile
Upper (U)	105	22.2	89.0	7	1.5	5.9	6	1.3	5.1
Upper Middle (UM)	94	19.9	79.7	9	1.9	7.6	15	3.2	12.7
Lower Middle (LM)	96	20.3	81.4	10	2.1	8.5	12	2.5	10.2
Lower (L)	93	19.7	78.8	20	4.2	16.9	5	1.1	4.2
Total	388	-	-	46	-	-	38	-	-

The proportions of white British, other ethnic backgrounds and not known full-pay relevant employees in the lower (L), lower middle (LM), upper middle (UM) and upper (U) quartiles and the equally distributed pay bands.

The highest proportion of white British employees is within the upper quartile, representing 22.2 per cent of the total group. In comparison, the highest proportion of employees from other ethnic backgrounds is within the lower quartile, representing 4.2 per cent of the total group. The category representing not known data has the highest proportion of employees within the upper middle quartile, representing 3.2 per cent of the total group.

4. Proportion of the total workforce from other ethnic backgrounds:

For 2023, the proportion of the total workforce from other ethnic backgrounds is 10 per cent.

5. Proportion of employees who have disclosed their ethnicity:

For 2023, the proportion of employees who have disclosed their ethnicity is 91 per cent.



Buckinghamshire & Milton Keynes Fire Authority

Meeting and date: Executive Committee, 20 March 2024

Report title: Performance Management – Q3 2023/24

Lead Member: Councillor Simon Rouse

Report sponsor: Mick Osborne, Deputy Chief Fire Officer/Chief Operating Officer

Author and contact: Craig Newman, Data Intelligence Team Manager,
cnewman@bucksfire.gov.uk

Action: Noting

Recommendation:

It is recommended that the Performance Management – Q3 2023/24 be noted.

Executive summary:

This report details the suite of 69 performance measures split across 4 quadrants:

- 1) Public Impact
- 2) Response
- 3) Great Place to Work
- 4) Public Value

This report comprises of the Service performance against these measures for Q3 2023/24, see Appendix 1, containing the following:

- 1) Performance Measures Overview – each quadrant on one page
- 2) Performance Measures Details – shows actual performance alongside relevant trend information and where needed commentary.

At the end of Q1, 57 measures reported with a Blue, Green, Amber or Red status, nine are for information and three are awaiting information.

BRAG	Number		Total	%
	Target	Monitor		
B	11	1	12	18
G	24	5	29	44
A	15	0	15	23
R	7	3	10	15

Financial implications: A detailed understanding of the Service’s performance allows informed decision making in relation to future resource allocation. The balance of measures also allows an understanding of the Service’s financial performance and enables a view to be formed of its overall value for money compared with others.

Risk management: Performance and risk information is designed and presented to assist the Authority in the strategic decision-making through understanding the communities we serve and associated risk profiles. Performance management information is a major contributor to service improvement and to the effective prioritisation of resources.

Legal implications: There are no legal implications arising directly from this report.

Privacy and security implications: There are no Privacy and Security implications arising from this paper.

Duty to collaborate: There are no opportunities to collaborate directly from this report.

Health and safety implications: There are no specific Health, Safety and Wellbeing implications arising from this paper. Performance reports on Health, Safety and Wellbeing is subject to separate scrutiny and performance reporting.

Environmental implications: There are no environmental implications arising directly from this report. Performance measures will be developed during the year to provide reassurance that the Service is making progress against its recently approved Environment and Climate action plan.

Equality, diversity, and inclusion implications: There are no specific Equality, diversity and inclusion implications arising from this paper. Performance reports on Equality, diversity and inclusion are subject to separate performance reporting.

Consultation and communication: We aim to provide performance information incorporating stakeholder contributions. The report will be circulated throughout the organisation for information and awareness.

Board	Date	Outcome
Performance Monitoring Board - subgroup	6 February 2024	Approved to go to SMB
Strategic Management Board	20 February 2024	Approved to go to Executive Committee

Next steps -

- The performance measures will be reported quarterly
- Indicators and targets will be reviewed annually

Background papers:

Fire Authority, 11 October 2023: Performance Management – Q1 2023/24

bucksfire.gov.uk/documents/2023/09/fire-authority-meeting-11-october-2023-item-13c-performance-management-q1-2023-24.pdf/

Fire Authority, 14 June 2023: Performance Management – Q4 2022/23

bucksfire.gov.uk/documents/2023/06/fire-authority-annual-meeting-14-june-2023-item-19-performance-management-q4-2022-23.pdf/

Executive Committee, 22 March 2023: Performance Management – Q3 2022/23

<https://bucksfire.gov.uk/documents/2023/03/executive-committee-22-march-2023-item-8-performance-management-q3-2022-23.pdf/>

Overview and Audit Committee, 8 November 2023: 2022-23 Annual Performance Monitoring Report

bucksfire.gov.uk/documents/2023/10/overview-and-audit-committee-8-november-2023-item-16-performance-monitoring-report.pdf/

Appendix	Title	Protective Marking
1	BFRS Key Performance Measures – Q3 – 23-24	N/A

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KEY PERFORMANCE MEASURES - 2023-2024

QUARTER 3 (OCT - DEC)

Introduction

This Key Performance Measures report has been designed as a rounded and balanced picture of how the Service is performing at a local level.

Due to the regular frequency of this report being produced, most indicators used within each measures represent change within the Service and does not always represent good or bad performance. For example, Accidental Dwelling Fires could increase, yet still have the fewest number within the country (relative). This level of detail will be covered in annual reports and ad-hoc reports when requested, as most national data is published annually.

It's worth noting, the report contains many types of targets and methods of comparison. Some targets are aspirational, some are there to ensure minimum standards are met and others are there to identify exceptions within trends, allowing us to identify possible needs for change/reaction.

	Monthly (in most cases)	Cumulative (in most cases)
Better than expected	B	B
As expected (within trend/target)	G	G
Worse than expected	A	A
Considerably worse than expected	R	R

For monitoring purposes	B
For monitoring purposes	G
For monitoring purposes	A
For monitoring purposes	R
No reporting for this pattern	-
Information not received	?

HIGHLIGHTED MEASURES - 1 of 2

GP.1.01 - Actual vs Establishment - Wholetime

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Target	300	300	300	300	300	300	300	300	300	300	300	B	>100%
	2023/2024	288	288	285	292	293	298	317	317	316			G	> 94.9%
	Status	G	G	G	G	G	G	B	B	B			A	< 95%
													R	< 90%
YTD	Target	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	What is good	
	2023/2024	96%	96%	96%	96%	96%	97%	98%	99%	100%			Higher is better	
	Status	G	G	G	G	G	G	G	G	G				

Ref	GP.1.01	Total number of people in Wholetime roles v's budgeted establishment
Owner	HR	
Comparison	Target	
Source	iTrent	

As of Dec 2023, we had an operational establishment of 316. Wholetime recruitment has been the focus over the past few years to achieve at least the minimum of 300. We review this number regularly at the Workforce Planning meetings and currently predict one leaver per month which will bring this establishment number down. We also have fifteen operational employees that are eligible to retire this year, which would also look to reduce this figure.

There is a further intake planned of six apprentices to commence in September 2024

HIGHLIGHTED MEASURES - 2 of 2

GP.1.08 - Appraisal & Objectives Completion

	Q1	Q2	Q3	Q4	
Appraisals	Target	75%	95%	95%	95%
	2023/2024	58%	63%	86%	
	Status	A	R	A	
Objectives	Target	75%	95%	95%	95%
	2023/2024	47%	66%	93%	
	Status	R	R	G	

B	>95%
G	Within 10%
A	< 10% of target
R	< 20% of target

What is good
Higher is better

Ref	GP.1.08
Owner	Learning & Development
Comparison	Target
Source	iTrent

The percentage of all staff that have received their 2022/2023 end of year review and their 2023/2024 objectives.

Following on from a Service wide push in Q3 we were able to significantly increase the number of returns throughout this quarter. By targeting departments directly, identifying the barriers to returns, offering training and support we have the highest number of returns since the introduction of appraisals into the organisation. Using the momentum built, as we approach the time for end of year submissions, we will once again be providing training and supporting managers with regular updates on returns with the aim to reach the target of 75% end of year returns throughout Q1 of 2024/2025.

PUBLIC IMPACT

IN THE HOME

Ref	Description	Monthly (in most cases)	Cumulative (in most cases)	Page
PI.1.01	Number of Accidental Dwelling Fires (ADFs)	G	G	
PI.1.02	Number of serious ADFs	G	B	
PI.1.03	ADFs - Fire related fatalities	G	A	
PI.1.04	ADFs—Fire related serious injuries	A	G	
PI.1.05	Dwelling fires - Cause not known	B	B	
PI.1.06	Dwelling fires - Deliberate	G	A	
PI.1.07	False Alarms in the home	R	R	
PI.1.08	Home Fire Safety Visits	R	G	
PI.1.09	Home Fire Safety Visits - Vulnerable	A	B	

IN THE WORKPLACE

Ref	Description	Monthly (in most cases)	Cumulative (in most cases)	Page
PI.2.01	Non-domestic property fires - Accidental	B	B	
PI.2.02	Non-domestic property fires - Deliberate	G	G	
PI.2.03	Non-domestic property fires - Not Known	B	G	
PI.2.04	Non-domestic property fires - Serious	B	B	
PI.2.05	Non-domestic property fires - Fire related fatalities	G	G	
PI.2.06	Non-domestic property fires - Fire related injuries - Serious	G	G	
PI.2.07	Non-domestic property fires - False Alarms	A	A	
PI.2.08	Fire Safety Audits	R	A	
PI.2.09	Prison Fires	B	R	

TRAVEL

Ref	Description	Monthly (in most cases)	Cumulative (in most cases)	Page
PI.3.01	Road Traffic collisions (RTCs) - Attended	B	G	
PI.3.02	RTC Fatalities	G	A	
PI.3.03	RTC Injuries - Serious	B	G	
PI.3.04	RTC Injuries - Slight	A	A	

COMMUNITIES

Ref	Description	Monthly (in most cases)	Cumulative (in most cases)	Page
PI.4.01	Deliberate Secondary Fires (to other's property)	B	B	
PI.4.02	Deliberate Primary Fires (to other's property)	R	G	

RESPONSE

INCIDENTS

Ref	Description	Monthly (in most cases)	Cumulative (in most cases)	Page
R.1.01	Total incidents (exc co-responders)	G	G	
R.1.02	Co-responder incidents	B	B	
R.1.03	Effecting Entry incidents	G	R	
R.1.04	Average attendance time to all incidents (exc co-responder)	G	G	
R.1.05	Average attendance time to accidental dwelling fires	R	A	

RESPONSE MODEL

Ref	Description	Monthly (in most cases)	Cumulative (in most cases)	Page
R.2.01	Availability - Wholetime Appliances	R	R	
R.2.02	Availability - On-call Appliances	R	R	
R.2.03	Response Model - Wholetime Appliances	G	G	
R.2.04	Response Model - On-call Appliances	R	R	
R.2.05	Over The Border Mobilisations into BFRS	R	G	
R.2.06	Over The Border Mobilisations our of BFRS	B	B	

OPS RESILIENCE

Ref	Description	Monthly (in most cases)	Cumulative (in most cases)	Page
R.3.01	Maintenance of Competencies	-	G	
R.3.02	Hydrant Availability	?	?	
R.3.03	High Risk Site Information	A	B	

A GREAT PLACE TO WORK

PEOPLE

Ref	Description	Monthly (in most cases)	Cumulative (in most cases)	Page
GP.1.01	Actual vs Establishment - Wholetime	B	B	
GP.1.02	Actual vs Establishment - On-Call	R	R	
GP.1.03	Actual vs Establishment - Support	A	A	
GP.1.04	Staff Turnover	A	A	
GP.1.05	Absence	R	G	
GP.1.06	Employee Assistance Programme	?	?	
GP.1.07	Employee Engagement	-	R	
GP.1.08	Appraisal & Objectives Completion	A	G	
GP.1.09	Mandatory E-Learning Completed	R	R	
GP.1.10	Grievance & Disciplines	G	G	

HEALTH & SAFETY

Ref	Description	Monthly (in most cases)	Cumulative (in most cases)	Page
GP.2.01	Injury Rate	G		
GP.2.02	Workplace Injuries	G	G	
GP.2.03	Near Miss Events Recorded	G	G	
GP.2.04	Vehicle Incidents	G	A	
GP.2.05	RIDDOR Reportable Injuries	A	A	
GP.2.06	Attacks on members of staff	A	A	
GP.2.07	Equipment damage	G	A	

PUBLIC VALUE

FINANCE

Ref	Description	Monthly (in most cases)	Cumulative (in most cases)	Page
PV.1.01	Forecast - Outturn	G	-	
PV.1.02	Bank Cost	G	G	
PV.1.03	Fraud	-	G	

COMPLIANCE

Ref	Description	Monthly (in most cases)	Cumulative (in most cases)	Page
PV.2.01	Data Breaches	-	G	
PV.2.02	FOIs responded to within timescales	G	-	

ENGAGEMENT

Ref	Description	Monthly (in most cases)	Cumulative (in most cases)	Page
PV.3.01	Compliments & Complaints	-	G	
PV.3.02	Social Media Engagements	B	B	
PV.3.03	Website Engagements	B	G	

ICT

Ref	Description	Monthly (in most cases)	Cumulative (in most cases)	Page
PV.4.01	Service Desk Response	G	G	
PV.4.02	Network Uptime	G	G	

PROJECTS

Ref	Description	Monthly (in most cases)	Cumulative (in most cases)	Page
PV.5.01	Internal Audits	-	A	
PV.5.02	Projects	-	B	

ENVIRONMENT

Ref	Description	Monthly (in most cases)	Cumulative (in most cases)	Page
PV.6.01	Carbon Emissions	-	-	
PV.6.02	Printing	G	A	



PUBLIC IMPACT

PI.1.01 - Number of Accidental Dwelling Fires (ADF)

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Prev 5 year	23	26	23	19	22	24	24	24	27	25	24	19	B <10%
	2023/2024	28	25	23	18	13	15	23	24	26				G Within 10%
	Status	R	G	G	G	B	B	G	G	G				A >10%
Cumulative	Prev 5 year	23	49	72	91	112	136	161	184	212	237	261	280	R >20%
	2023/2024	28	53	76	94	107	122	145	169	195				What is good
	Status	R	G	G	G	G	B	G	G	G				Less is better

Ref	PI.1.01
Owner	Response
Comparison	Previous five year average
Source	BFRS IRS

Number of dwelling fires where the cause of the fire was recorded as accidental. Dwelling fires are fires in properties that are a place of residence i.e. places occupied by households such as houses and flats, excluding hotels/ hostels and residential institutions.

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PI.1.02 - Number of Serious ADFs

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Prev 5 year	8.2	7	7.8	6.8	6.6	7.8	7.8	8	8.4	8.2	7	8.6	B <20%
	2023/2024	11	6	5	4	2	7	5	6	7				G Within 20%
	Status	R	G	B	B	B	G	B	B	G				A >20%
Cumulative	Prev 5 year	8.2	15.2	23	29.8	36.4	44.2	52	60	68.4	76.6	83.6	92.2	R >30%
	2023/2024	11	17	22	26	28	35	40	46	53				What is good
	Status	R	G	G	G	B	B	B	B	B				Less is better

Ref	PI.1.02
Owner	Response
Comparison	Previous five year average
Source	BFRS IRS

Number of accidental dwelling fires where the fire spread from the item that had first ignited. Fire spread is in relation to heat or flame damage. This does not include smoke damage.

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PI.1.03 - ADF Fire-Related Fatalities

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Prev 5 year	0	0	0.4	0	0.2	0	0.4	0	0	0.2	0	0.2	B
	2023/2024	0	0	0	0	0	0	1	0	0				G 0
	Status	G	G	G	G	G	G	A	G	G				A > 0 a year
														R > 3 a year
Cumulative	Prev 5 year	0	0	0.4	0.4	0.6	0.6	1	1	1	1.2	1.2	1.4	What is good
	2023/2024	0	0	0	0	0	0	1	1	1				Less is better
	Status	G	G	G	G	G	G	A	A	A				

Ref	PI.1.03	Number of fire related fatalities recorded at accidental dwelling fires. In general, 'fire-related deaths' are those that would not have otherwise occurred had there not been a fire.
Owner	Response	
Comparison	Previous five year average	
Source	BFRS IRS	

The fire fatality recorded in October occurred in a privately rented property with no working smoke detection. The incident involved a small fire that was contained to a single bedroom.

The Service has completed liaison with the relevant agencies with legislative responsibility for this as it sits outside of the Service's remit.

Post incident support and intervention was offered to neighbouring addresses and the Service was also available to talk to residents of the area at the council's scheduled community drop in event the following week.

PI.1.04 - ADF Fire Related Serious Injuries

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Prev 5 year	0	0	0.2	0.4	0.6	0	0	0	0.6	0.8	0	0.4	B
	2023/2024	1	0	0	0	0	0	0	1					G < 3 a year
	Status	A	G	G	G	G	G	G	G	A				A > 2 a year
														R > 4 a year
Cumulative	Prev 5 year	0	0	0.2	0.6	1.2	1.2	1.2	1.2	1.8	2.6	2.6	3	What is good
	2023/2024	1	1	1	1	1	1	1	1	2				Less is better
	Status	G	G	G	G	G	G	G	G	G				

Ref	PI.1.04	Number of fire related serious injuries recorded at accidental dwelling fires. In general, 'serious injury' can be defined as: at least an overnight stay in hospital as an in-patient.
Owner	Response	
Comparison	Previous five year average	
Source	BFRS IRS	

The serious injury recorded in December was caused by a small kitchen fire that was out before crews arrived on scene.

The person involved was an elderly lady, and was treated for smoke inhalation and burns to her hands.

The property contained no detectors at the time of the incident however, crews installed two smoke detectors while at scene.

PI.1.05 - Dwelling Fires - Cause Not Known

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Prev 5 year	1.8	1.6	1.6	0.8	0.6	2.4	1.4	1	1	1.2	0.6	2	B < 1 per month
	2023/2024	1	1	0	1	2	0	1	1	0				G 1-2 per month
	Status	G	G	B	G	G	B	G	G	B				A > 2 per month
Cumulative	Prev 5 year	1.8	3.4	5	5.8	6.4	8.8	10.2	11.2	12.2	13.4	14	16	What is good
	2023/2024	1	2	2	3	5	5	6	7	7				Less is better
	Status	G	G	B	B	G	B	B	B	B				

Ref	PI.1.05
Owner	Response
Comparison	Previous five year average
Source	BFRS IRS

Number of dwelling fire incidents attended where the cause of the fire was recorded as 'Not Known'.
 Not known is recorded when there is general uncertainty about the cause or motivation of the fire. 'Not Known' should only be used if absolute necessary.

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PI.1.06 - Deliberate Dwelling Fires

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Prev 5 year	1.2	1.4	1.4	2.6	2.8	0.4	2.8	2	1	1.2	1.8	0.6	B < 2 per month
	2023/2024	2	6	4	3	2	1	1	2	2				G 2 per month
	Status	G	R	A	A	G	B	B	G	G				A > 2 per month
Cumulative	Prev 5 year	1.2	2.6	4	6.6	9.4	9.8	12.6	14.6	15.6	16.8	18.6	19.2	What is good
	2023/2024	2	8	12	15	17	18	19	21	23				Less is better
	Status	G	A	A	A	A	A	A	A	A				

Ref	PI.1.06
Owner	Response
Comparison	Previous five year average
Source	BFRS IRS

Number of dwelling fires where the fire was started deliberately by someone other than the owner/occupant.
 This includes derelict properties - derelict are buildings which are unfit for further use.

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PI.1.07 - False Alarms in the Home

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Prev 5 year	91	103	95	116	122	114	120	100	100	89	85	81	B <5%
	2023/2024	95	100	116	139	124	151	146	119	131				G Within 5%
	Status	G	G	R	R	G	R	R	R	R				A >5%
Cumulative	Prev 5 year	91	193	289	405	527	641	761	861	961	1050	1135	1216	R >10%
	2023/2024	95	195	311	450	574	725	871	990	1121				What is good
	Status	G	G	A	R	A	R	R	R	R				Monitor

Ref	PI.1.07
Owner	Response
Comparison	Previous five year average
Source	BFRS IRS

Number of incidents attended in dwellings that were recorded as a False Alarm. These could have been fire related or a special service i.e. flooding. However, this does not include where we attended as a co-responder.

False Alarms in the home continue to increase. A breakdown of the reasons given for the false alarm are listed below:

- 38.8% System related i.e. fault smoke detector
- 31.2% Alarm set off by human behaviour i.e. cooking or testing
- 16.1% A fire was reported with good intent i.e a smoking chimney or fumes were believed to be a fire
- 6.1% External Factors or contaminants i.e. water intrusion
- 4.4% Good intent (special service) i.e. called to what was believe to be a carbon monoxide leak
- 3.4% The call was believed to be Malicious

PI.1.08 - Home Fire Safety Visits

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Target	400	400	400	400	400	400	400	400	400	400	400	400	B > 10%
	2023/2024	340	342	457	436	583	408	421	403	292				G Within 10%
	Status	R	R	B	G	B	G	G	G	R				A < 10%
Cumulative	Target	400	800	1200	1600	2000	2400	2800	3200	3600	4000	4400	4800	R < 20%
	2023/2024	340	682	1139	1575	2158	2566	2987	3390	3682				What is good
	Status	R	R	G	G	G	G	G	G	G				More is better

Ref	PI.1.08
Owner	Prevention
Comparison	Against Target
Source	BFRS PRMS

Number of Home Fire Safety Visits (HFSVs) completed monthly by operational crews and the Community Safety delivery team. This includes targeted addresses, referrals, post incidents and hot-strikes.

HFSVs were particularly high in August where operational crews were provided with lists of referrals to be contacted as part of a drive to address an administrative backlog.

In December a trial commenced in High Wycombe for the crew to book their own appointments, which coincided with a 20% drop in the number of HFSV completed in that Service Delivery Area. The trial continues with regular review periods scheduled.

The Administrative team identified that members of the public were reluctant to accept appointments in December, with 46% of the 110 referrals received in that month not having an appointment booked in December.

The impact of annual leave on the ridership may have also contributed to the number of proactive (crew led visits) reducing by 50% in the same period.

PI.1.09 - Home Fire Safety Visits - Vulnerable

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Monthly	Target	70%	70%	70%	70%	70%	70%	70%	70%	70%	70%	70%	B > 80%
	2023/2024	90%	99%	92%	88%	93%	90%	69%	91%	65%			G > 70%
	Status	B	B	B	B	B	B	A	B	A			A > 59%
Cumulative	Target	70%	70%	70%	70%	70%	70%	70%	70%	70%	70%	70%	R < 60%
	2023/2024	90%	95%	94%	93%	92%	92%	89%	90%	87%			What is good
	Status	B	B	B	B	B	B	B	B	B			Higher is better

Ref	PI.1.09	Number of Home Fire Safety Visits (HFSVs) completed successfully, where at least one vulnerable person was resident. Vulnerability to fire fatality or fire injury is defined in the prevention strategy but includes; age 65 or over, frailty (mobility), disability, dementia, medical equipment use, alcohol or substance use. These align to the categories identified for Home Office reporting.
Owner	Prevention	
Comparison	Against Target	
Source	BFRS PRMS	

A change in the administrative personnel entering Home Fire Safety Visit referrals and proactive Home Fire Safety Visit completions has impacted upon the vulnerability data for quarter 3.

Work has been completed to highlight the data fields to be checked across the 1131 Home Fire Safety Visit referral and visit records. The Admin Support Manager and Community Safety Team Leader are aware of the issue and are aiming to rectify the quarter 3 entries by 21 February to enable the vulnerability data to be rerun prior to its presentation at Overview and Audit Committee.

Further work will be undertaken to mitigate a recurrence in quarter 4.

PI.2.01 - Non-domestic Property Fires - Accidental

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Prev 5 year	10	12.8	11.2	13.2	9	9.4	12.2	10.2	9	11.6	8.2	9.8	B < 10%
	2023/2024	14	8	8	10	11	5	8	10	8				G Within 10%
	Status	R	B	B	B	R	B	B	B	B				A > 10%
Cumulative	Prev 5 year	10	22.8	34	47.2	56.2	65.6	77.8	88	97	108.6	116.6	126.4	What is good
	2023/2024	14	22	30	40	51	56	64	74	82				Less is better
	Status	R	G	B	B	G	B	B	B	B				

Ref	PI.2.01
Owner	Response
Comparison	Previous five year average
Source	BFRS IRS

Number of fires in non-domestic properties where the cause was recorded as accidental.
 This excludes derelict properties (unless four or more pumps were needed) and Prisons.

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PI.2.02 - Non-domestic Property Fires - Deliberate

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Prev 5 year	1.8	1.8	1.6	3	2.8	2	2.4	0.6	2.2	2	1.8	3.2	B < 1 per month
	2023/2024	2	1	5	1	2	1	0	1	1				G < 3 per month
	Status	G	G	R	G	G	G	B	G	G				A > 2 per month
Cumulative	Prev 5 year	1.8	3.6	5.2	8.2	11	13	15.4	16	18.2	20.2	22	25.2	What is good
	2023/2024	2	3	8	9	11	12	12	13	14				Less is better
	Status	G	G	G	G	G	G	G	G	G				

Ref	PI.2.02
Owner	Response
Comparison	Previous five year average
Source	BFRS IRS

Number of fires in non-domestic properties where the cause was recorded as deliberate (where the fire was started deliberately by someone other than the owner/occupant).
 This excludes derelict properties (unless four or more pumps were needed) and Prisons.

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PI.2.03 - Non-domestic Property Fires - Not Known

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Prev 5 year	2	1.2	1.2	2	2	1.6	1	0.6	0	0.8	0.4	1.2	B < 1 per month
	2023/2024	0	1	1	3	0	1	2	2	0				G 1-2 per month
	Status	B	G	G	A	B	G	G	G	B				A > 2 per month
Cumulative	Prev 5 year	1.8	3.6	5.2	8.2	11	13	15.4	16	18.2	20.2	22	25.2	
	2023/2024	0	1	2	5	5	6	8	10	10				What is good
	Status	B	B	B	G	G	G	G	G	G				Less is better

Ref	PI.2.03
Owner	Response
Comparison	Previous five year average
Source	BFRS IRS

Number of fires in non-domestic properties where the cause was recorded as 'Not Known' This excludes derelict properties (unless four or more pumps were needed) and Prisons.
 Not known is recorded when there is general uncertainty about the cause or motivation of the fire. 'Not Known' should only be used if absolute necessary.

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PI.2.04 - Non-domestic Property Fires - Serious

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Prev 5 year	8.4	7.6	7.4	11.4	6.8	6.4	5.2	5.6	5.8	4.8	6.2	7.2	B < 10%
	2023/2024	7	3	10	10	5	4	6	7	5				G Within 10%
	Status	B	B	R	B	B	B	A	R	B				A > 10%
Cumulative	Prev 5 year	8.4	16	23.4	34.8	41.6	48	53.2	58.8	64.6	69.4	75.6	82.8	
	2023/2024	7	10	20	30	35	39	45	52	57				What is good
	Status	B	B	B	B	B	B	B	B	B				Less is better

Ref	PI.2.04
Owner	Response
Comparison	Previous five year average
Source	BFRS IRS

Number of fires in non-domestic properties where the fire spread from the item that first ignited. This excludes derelict properties (unless four or more pumps were needed) and Prisons.
 Fire spread is in relation to heat or flame damage. This does not include smoke damage.

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PI.2.05 - Non-domestic Property Fires - Fire Related Fatalities

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Monthly	Prev 5 year	0	0	0	0	0	0	0	0	0	0	0	B
	2023/2024	0	0	0	0	0	0	0	0				G 0 per year
	Status	G	G	G	G	G	G	G	G				A
Cumulative	Prev 5 year	0	0	0	0	0	0	0	0	0	0	0	
	2023/2024	0	0	0	0	0	0	0	0				What is good
	Status	G	G	G	G	G	G	G	G				Less is better

Ref	PI.2.05
Owner	Response
Comparison	Previous five year average
Source	BFRS IRS

Number of fire related fatalities recorded at non-domestic property fires. In general, 'fire-related deaths' are those that would not have otherwise occurred had there not been a fire. These numbers exclude incidents in Prisons.

PI.2.06 - Non-domestic Property Fires - Fire Related Injuries - Serious

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Monthly	Prev 5 year	0	0.2	0	0.2	0	0	0	0	0	0	0	B
	2023/2024	1	0	0	0	0	0	0	0				G < 2 per year
	Status	A	G	G	G	G	G	G	G				A > 1 per year
Cumulative	Prev 5 year	0	0.2	0.2	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	
	2023/2024	1	1	1	1	1	1	1	1				What is good
	Status	G	G	G	G	G	G	G	G				Less is better

Ref	PI.2.06
Owner	Response
Comparison	Previous five year average
Source	BFRS IRS

Number of serious fire related injuries recorded at non-domestic property fires. In general, 'serious injury' can be defined as: at least an overnight stay in hospital as an in-patient. These numbers exclude incidents in Prisons.

PI.2.07 - Non-domestic Property False Alarms

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Prev 5 year	112	125	120	143	136	151	157	142	144	134	116	118	B < 10%
	2023/2024	119	114	132	138	166	157	192	184	162				G Within 10%
	Status	G	G	A	G	R	G	R	R	A				A > 10%
Cumulative	Prev 5 year	112	237	357	500	636	787	944	1086	1230	1364	1480	1598	
	2023/2024	119	233	365	503	669	826	1018	1202	1364				What is good
	Status	G	G	G	G	G	G	G	A	A				Less is better

Ref	PI.2.07
Owner	Response
Comparison	Previous five year average
Source	BFRS IRS

Number of incidents attended in non-domestic properties that were recorded as a False Alarm. These could have been fire related or a special service i.e. flooding. However, this does not include where we attended as a co-responder. These numbers do not include incidents in Prisons.

One of the Service’s priorities is to reduce the number of non-emergency calls in it attends to non-domestic properties. The Service is currently developing it’s plan to mitigate the impact of Automatic Fire Alarms on our resources and plans to implement this during the summer of 2024.

PI.2.08 - Fire Safety Audits

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Target	20	20	20	20	20	83	83	83	83	83	83	B > 100 Per month	
	2023/2024	33	15	28	24	17	30	55	63	20			G > 82 Per month	
	Status	B	G	G	G	A	B	R	A	R			A > 60 Per month	
Cumulative	Target	20	40	60	80	100	120	203	286	369	452	535	618	
	2023/2024	33	48	76	100	117	147	202	265	285				What is good
	Status	B	G	G	G	G	G	G	G	A				More is better

Ref	PI.2.08
Owner	Protection
Comparison	Target
Source	PRMS

Number of Fire Safety Audits Completed. A fire safety audit is an examination of the premises and relevant documents to ascertain how the premises are being managed with regards to fire safety. Occupants will need to demonstrate to our officers that they have met the duties required by the Fire Safety Order.

PI.2.09 - Prison Fires

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	2022/2023	4	5	3	9	10	1	1	10	6	6	9	4	B < 10%
	2023/2024	3	6	10	14	18	23	15	18	2				G Within 10%
	Status	B	A	R	R	R	R	R	R	B				A > 10%
														R > 20%
Cumulative	2022/2023	4	9	12	21	31	32	33	43	49	55	64	68	What is good
	2023/2024	3	9	19	33	51	74	89	107	109				Less is better
	Status	B	G	R	R	R	R	R	R	R				

Ref	PI.2.09	Number of fires attended in prisons. All causes i.e. accidental/deliberate were included within these figures. All damage levels are included within these figures.
Owner	Response	
Comparison	Previous year	
Source	BFRS IRS	

BFRS continues to work with and support local prisons in reducing the number of fire related incidents. BFRS is also looking to work with the HM Prison Service that would support national change, which in turn will support our local prisons.

PI.3.01 - Number of RTCs attended

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Prev 5 year	35	38.8	45.8	44.8	44.6	48	50.2	56	48.6	49.8	38.6	35.6	B < 10%
	2023/2024	38	52	55	41	45	46	63	54	38				G Within 10%
	Status	G	R	A	G	G	G	R	G	B				A > 10%
Cumulative	Prev 5 year	35	73.8	119.6	164.4	209	257	307.2	363.2	411.8	461.6	500.2	535.8	R > 20%
	2023/2024	38	90	145	186	231	277	340	394	432				What is good
	Status	G	R	R	A	A	G	A	G	G				Less is better

Ref	PI.3.01
Owner	Response
Comparison	Previous five year average
Source	BFRS IRS

Total number of Road Traffic Collisions (RTCs) attended. This includes all RTCs, from those where an extrication was performed to those where BFRS only provided support with scene safety.

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PI.3.02 - RTCs - Fatalities

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Prev 5 year	1.2	1	1.2	0.2	2.6	0.6	0.6	0.6	0.6	1.2	0.6	0.4	B < 1 per month
	2023/2024	3	3	1	0	0	1	0	2	1				G 1 per month
	Status	R	R	G	B	B	G	B	A	G				A > 1 per month
Cumulative	Prev 5 year	1	2	3	4	6	7	7	8	9	10	10	11	R > 2 per month
	2023/2024	3	6	7	7	7	8	8	10	11				What is good
	Status	R	R	R	A	A	A	A	A	A				Less is better

Ref	PI.3.02
Owner	Response
Comparison	Previous five year average
Source	BFRS IRS

Total number of fatalities recorded at RTCs. It is worth noting that these numbers only reflect where BFRS were requested and attended. It does not represent all RTC related fatalities within Buckinghamshire & Milton Keynes.

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PI.3.03 - RTC Injuries - Serious

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Prev 5 year	5.8	8.2	10.6	5.8	8.2	5.2	6.6	8.4	4.2	8.2	6	5.4	B <10%
	2023/2024	6	17	8	4	7	6	4	8	3				G Within 10%
	Status	G	R	B	B	B	A	B	G	B				A >10%
Cumulative	Prev 5 year	6	14	25	30	39	44	50	59	63	71	77	83	What is good
	2023/2024	6	23	31	35	42	48	52	60	63				Less is better
	Status	G	R	R	A	G	G	G	G	G				

Ref	PI.3.03	Total number of serious injuries recorded at RTCs. In general, 'serious injury' can be defined as: at least an overnight stay in hospital as an in-patient. It is worth noting that these numbers only reflect where BFRS were requested and attended.
Owner	Response	
Comparison	Previous five year average	
Source	BFRS IRS	

PI.3.04 - RTCs Injuries - Slight

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Prev 5 year	14.2	18.2	20.2	19.2	19.4	20.6	19.6	22.2	17	22.4	19.4	13.4	B < 10%
	2023/2024	13	25	18	24	29	29	20	25	20				G Within 10%
	Status	G	R	B	R	R	R	G	A	A				A > 10%
Cumulative	Prev 5 year	14	32	53	72	91	112	131	154	171	193	212	226	What is good
	2023/2024	13	38	56	80	109	137	157	182	202				Less is better
	Status	G	A	G	A	A	R	A	A	A				

Ref	PI.3.04	Total number of slight injuries recorded at RTCs in BFRS grounds. In general, 'slight injury' can be defined as: at attending hospital as an outpatient. It is worth noting that these numbers only reflect where BFRS were requested and attended.
Owner	Response	
Comparison	Previous five year average	
Source	BFRS IRS	

PI.4.01 - Deliberate Secondary Fires (to other’s property)

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Prev 5 year	41	37.6	38.8	56.6	57	40.8	22	19.2	13.2	13.6	19	22.4	B < 10%
	2023/2024	18	35	52	26	38	13	21	10	4				G Within 10%
	Status	B	G	R	B	B	B	G	B	B				A > 10%
Cumulative	Prev 5 year	41	79	117	174	231	272	294	313	326	340	359	381	
	2023/2024	18	53	105	131	169	182	203	213	217				What is good
	Status	B	B	B	B	B	B	B	B	B				Less is better

Ref	PI.3.05
Owner	Response
Comparison	Previous five year average
Source	BFRS IRS

Number of secondary fires that were deliberately started by somebody that wasn’t the owner. Secondary fires are generally small outdoor fires, not involving people or property. These include refuse fires, grassland fires and fires in derelict buildings or vehicles, unless these fires involved casualties or rescues, or five or more pumping appliances attended.

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PI.4.02 - Deliberate Primary Fires (to other’s property)

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Prev 5 year	13.2	14.2	16.0	20.6	19.0	16.0	12.8	10.4	9.0	10.2	9.2	13.0	B < 10%
	2023/2024	10	14	19	23	17	15	4	7	13				G Within 10%
	Status	B	G	A	A	B	G	B	B	R				A > 10%
Cumulative	Prev 5 year	13.2	27.4	43.4	64.0	83.0	99.0	111.8	122.2	131.2	141.4	150.6	163.6	
	2023/2024	10	24	43	66	83	98	102	109	122				What is good
	Status	B	B	G	G	G	G	G	G	B	G			Less is better

Ref	PI.3.06
Owner	Response
Comparison	Previous five year average
Source	BFRS IRS

Number of Primary fires that were deliberately started by somebody that wasn’t the owner. Primary fires are potentially more serious fires that harm people or cause damage to non-derelict property such as buildings, vehicle or (some) outdoor structures.
Prison Fires have been excluded from these numbers.

Decembers spike mostly involved road vehicles (including cars, motorbikes and vans) however, their doesn’t appear to be any trend in relation to location of date or time.
We will continue to monitor these incidents and a more detailed report will be produced at year end to support ongoing prevention activities.



RESPONSE

R.1.01 - Total Incidents (exc co-responders)

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Prev 5 year	573	602	604	742	710	638	599	568	566	528	490	503	B < 2.51%
	2023/2024	526	593	680	610	660	653	715	631	578				G Within 2.5%
	Status	B	G	R	B	B	G	R	R	G				A > 2.51%
Cumulative	Prev 5 year	573	1175	1779	2521	3231	3869	4468	5036	5602	6129	6619	7122	R > 10%
	2023/2024	526	1119	1799	2409	3069	3722	4437	5068	5646				What is good
	Status	B	B	G	B	B	B	G	G	G				Monitor

Ref	R.1.01	Total number of incidents attended within Buckinghamshire and Milton Keynes (excluding co-responder incidents).
Owner	Response	
Comparison	Previous five year average	
Source	BFRS IRS	

R.1.02 - Co-Responder Incidents

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Prev 5 year	54	52	55	66	66	67	57	65	76	60	57	58	B < 2.51%
	2023/2024	29	50	60	49	50	43	58	54	47				G Within 2.5%
	Status	B	B	A	B	B	B	G	B	B				A > 2.51%
Cumulative	Prev 5 year	54	105	160	226	292	360	417	482	558	618	675	733	R > 10%
	2023/2024	29	79	139	188	238	281	339	393	440				What is good
	Status	B	B	B	B	B	B	B	B	B				Monitor

Ref	R.1.02	Total number of co-responder incidents attended within Buckinghamshire and Milton Keynes
Owner	Response	
Comparison	Previous five year average	
Source	BFRS IRS	

R.1.03 - Effecting Entry Incidents

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Prev 5 year	18.8	19.4	15	15.4	18.4	17	17.8	19.8	24	18.2	24.8	20.8
2023/2024	27	28	18	20	22	18	25	26	23			
Status	R	R	A	R	A	G	R	R	G			
Cumulative												
Prev 5 year	19	38	53	69	87	104	122	142	166	184	209	229
2023/2024	27	55	73	93	115	133	158	184	207			
Status	R	R	R	R	R	R	R	R	R			

B	< 10%
G	Within 10%
A	> 10%
R	> 20%

What is good
Monitor

Owner	R.1.03
Lead Member	Response
Comparison	Previous five year average
Source	BFRS IRS

Total number of incidents where BFRS were requested to support South Central Ambulance Service in gaining access to a property or room for a medical emergency.

R.1.04 - Average Attendance Time to all Incidents (exc Co-Res)

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Prev 5 year	08:22	08:25	09:08	08:51	08:54	08:42	08:43	08:42	08:38	08:25	08:17	08:29
2023/2024	08:48	08:41	09:31	08:45	08:36	09:26	08:37	08:53	08:39			
Status	A	A	A	G	B	R	G	A	G			
Cumulative												
Prev 5 year	08:22	08:24	08:39	08:42	08:45	08:44	08:44	08:44	08:43	08:42	08:40	08:39
2023/2024	08:48	08:44	09:02	08:58	08:53	08:59	08:55	08:55	08:53			
Status	A	A	A	A	G	A	A	A	G			

B	< 10 Sec
G	Within 10 sec
A	> 10 Sec
R	> 30 seconds

What is good
Less is better

Ref	R.1.04
Owner	Response
Comparison	Previous five year average
Source	BFRS IRS

The average attendance time to all incidents (excluding co-responding incidents).
The average time is the minutes and seconds elapsed from the time the first appliance was assigned to the incident, to the arrival of the first appliance at the incident.

R.1.05 - Average Attendance Time to ADFs

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Monthly	Prev 5 year	07:42	07:30	07:54	08:22	08:12	08:24	08:20	08:27	07:26	08:26	07:44	08:07
	2023/2024	08:38	08:26	08:03	07:40	07:50	07:14	09:02	08:26	07:57			
	Status	R	R	G	B	B	B	R	G	R			
Cumulative	Prev 5 year	07:42	07:35	07:41	07:50	07:54	07:59	08:02	08:05	08:00	08:03	08:01	08:02
	2023/2024	08:38	08:32	08:24	08:15	08:12	08:05	08:14	08:16	08:13			
	Status	R	R	R	A	A	G	A	A	A			

B	< 10 Sec
G	Within 10 sec
A	> 10 Sec
R	> 30 seconds

What is good
Less is better

Ref	R.1.05
Owner	Response
Comparison	Previous five year average
Source	BFRS IRS

The average attendance time to Accidental Dwelling Fires.
 The average time is the minutes and seconds elapsed from the time the first appliance was assigned to the incident, to the arrival of the first appliance at the incident.

R.2.01 - Availability - Wholetime

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Monthly Target	98%	98%	98%	98%	98%	98%	98%	98%	98%	98%	98%	98%	B 99% - 99.9%
Monthly 2023/2024	92%	90.9%	88.2%	94.3%	95.1%	97.4%	94.9%	96.9%	94.5%				G 98% - 98.9%
Monthly Status	R	R	R	R	R	A	R	A	R				A 96% - 97.9%
													R <96%
Cumulative Target	98%	98%	98%	98%	98%	98%	98%	98%	98%	98%	98%	98%	What is good
Cumulative 2023/2024	92.0%	91.5%	90.4%	91.4%	92.1%	93.0%	93.3%	93.7%	93.8%				Higher is better
Cumulative Status	R	R	R	R	R	R	R	R	R				

Ref	R.2.01	<p>The availability of BFRS pumps to respond to incidents. This measure reflects when pumps are “on the run”. With this in mind, should an appliance be at an incident, it would still be recorded as being available.</p> <p>Reasons for an appliance being “off the run” include, crew/skill deficient, vehicle defects and decontamination.</p>
Owner	Response	
Comparison	Target	
Source	TVFC Vision	

While it would be easy to assume that wholetime appliance availability would be higher now that the Service is fully established in relation to wholetime firefighters, Wholetime appliance availability is impacted by many items, including staffing numbers, availability of skills, training and exercises, sickness, defects and contamination. This being said, we are confident that wholetime pump availability will see a marked improvement during quarter four, and carrying forward into 2024/2025.

R.2.02 - Availability On-Call

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Monthly Target	30%	30%	30%	30%	30%	30%	30%	30%	30%	30%	30%	30%	B >55%
Monthly 2023/2024	9.7%	7.1%	7.6%	9.0%	6.8%	7.6%	6.0%	8.7%	5.4%				G >29%
Monthly Status	R	R	R	R	R	R	R	R	R				A > 16%
													R < 17%
Cumulative Target	30%	30%	30%	30%	30%	30%	30%	30%	30%	30%	30%	30%	What is good
Cumulative 2023/2024	9.7%	8.4%	8.1%	8.3%	8.0%	8.0%	7.7%	7.8%	7.5%				Higher is better
Cumulative Status	R	R	R	R	R	R	R	R	R				

Ref	R.2.02	<p>The availability of BFRS pumps to respond to incidents. This measure reflects when pumps are “on the run”. With this in mind, should an appliance be at an incident, it would still be recorded as being available.</p> <p>Reasons for an appliance being “off the run” include, crew deficient, vehicle defects and decontamination.</p>
Owner	Response	
Comparison	Target	
Source	TVFC Vision	

As mentioned later under measure GP.1.02 Actual vs Establishment - On-call (found later in this pack), The focus has predominantly been on the Wholetime recruitment, we haven’t seen the intake that we would have liked for On Call this year. However, we have been working at increasing our On Call establishment at a number of different stations and have an intake of 13 new recruits that are due to commence in February 2024 and a further intake planned for August 2024.

R.2.03 - Wholetime - Response Model

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Day	Target	11	11	11	11	11	11	11	11	11	11	11	B	> 11
	2023/2024	10.8	10.7	10.5	11.2	11.0	11.3	11.3	11.6	11.4			G	> 10
	Status	A	A	A	G	G	G	G	G	G			A	> 10
Night	Target	11	11	11	11	11	11	11	11	11	11	11	R	< 10
	2023/2024	11.4	11.3	10.9	11.7	11.5	11.7	11.7	11.9	11.6				
	Status	G	G	A	G	G	G	G	G	G				

What is good
Higher is better

Ref	R.2.03
Owner	Response
Comparison	Target
Source	BFRS Fire Service Rota

The average number of Whole Time pumps available at the beginning of each shift, broken down my day shift and night shift.

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R.2.04 - On-Call - Response Model

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Day	Prev 5 year	3	3	3	3	3	3	3	3	3	3	3	B	> 5
	2023/2024	0.7	0.5	0.6	0.8	0.7	0.6	0.3	1.2	0.6			G	> 3
	Status	R	R	R	R	R	R	R	R	R			A	< 3
Night	Prev 5 year	3	3	3	3	3	3	3	3	3	3	3	R	< 2
	2023/2024	1.1	0.7	1.0	0.9	0.4	0.5	0.7	1.0	0.6				
	Status	R	R	R	R	R	R	R	R	R				

What is good
Higher is better

Ref	R.2.04
Owner	Response
Comparison	Previous five year average
Source	BFRS IRS

The average number of On-Call pumps available at the beginning of each shift, broken down my day shift and night shift.

As mentioned later under measure GP.1.02 Actual vs Establishment - On-call (found later in this pack), The focus has predominantly been on the Wholetime recruitment, we haven't seen the intake that we would have liked for On Call this year. However, we have been working at increasing our On Call establishment at a number of different stations and have an intake of 13 new recruits that are due to commence in February 2024 and a further intake planned for August 2024.

R.2.05 - OTB Mobilisations into BFRS Grounds

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Prev 5 year	118	132	134	226	189	144	143	125	131	110	94	103	B < 10%
	2023/2024	166	137	206	160	164	158	120	149	161				G Within 10%
	Status	R	G	R	B	B	G	B	A	R				A > 10%
Cumulative	Prev 5 year	118	251	384	610	799	943	1086	1212	1342	1453	1547	1649	
	2023/2024	166	303	509	669	833	991	1111	1260	1421				What is good
	Status	R	R	R	G	G	G	G	G	G				Less is better

Ref	R.2.05	Number of mobilisations of appliance from Over The Border (OTB) into BFRS grounds
Owner	Response	
Comparison	Previous five year average	
Source	BFRS IRS	

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R.2.06 - OTB Mobilisations out of BFRS Grounds

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Prev 5 year	45	50	47	69	65	42	51	33	50	39	31	33	B < 10%
	2023/2024	41	49	43	53	47	47	59	48	31				G Within 10%
	Status	G	G	G	B	B	B	A	R	B				A > 10%
Cumulative	Prev 5 year	45	94	141	210	275	317	368	401	541	490	521	554	
	2023/2024	41	90	133	186	233	250	309	357	388				What is good
	Status	G	G	G	B	B	B	B	B	B				Within range is better

Ref	R.2.05	Number of mobilisations of appliance from BFRS into Over The Border (OTB) grounds.
Owner	Response	
Comparison	Previous five year average	
Source	BFRS IRS	

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R.3.01 - Maintenance of Competencies

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Target	24%	48%	72%	96%
2023/2024	38%	59%	74%	
Status	B	B	G	

B	> 5%
G	Within 5%
A	< 5%
R	< 10%

What is good
Higher is better

Ref	R3.01
Owner	Response
Comparison	Target
Source	BFRS IRS

Progress against maintenance of competencies completed by wholetime firefighters and junior officers.

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R.3.02 - Hydrant Availability

Monthly

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Target	500	500	500	500	500	500	500	500	500	500	500	500
2023/2024	?	?	?	?	?	?	?	?	?			
Status	?	?	?	?	?	?	?	?	?			

B	< 10%
G	Within 10%
A	> 10%
R	> 20%

Cumulative

Target	500	1000	1500	2000	2500	3000	3500	4000	4500	5000	5500	6000
2023/2024	?	?	?	?	?	?	?	?	?			
Status	?	?	?	?	?	?	?	?	?			

What is good
Higher is better

Ref	R.3.02
Owner	Water Officer
Comparison	Target
Source	Hydra

The number of Hydrants serviced each month.
Our water officers maintain hydrants located in Buckinghamshire and Milton Keynes to ensure crews have appropriate access to water when responding to an emergency.
The target ensures that all hydrants are serviced within a two year period.

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R.3.03 - High Risk Site Information

Level 4

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Target	90%	90%	90%	90%	90%	90%	90%	90%	90%	90%	90%	90%
2023/2024	81%	89%	89%	89%	89%	88%	85%	78%	81%			
Status	A	G	G	G	G	G	G	R	A			
Prev 5 year	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%
2023/2024	73%	73%	74%	73%	73%	74%	75%	76%	81%			
Status	G	G	G	G	G	G	G	G	B			

B	> 5%
G	Within 5%
A	< 5%
R	< 10%

Level 3

What is good
Higher is better

Ref	R.3.03
Owner	Response
Comparison	Target
Source	BFRS SSRI

Site Specific Risk Information (SSRI) for high-risk sites is updated in accordance with the current risk review process.
 The level of detail obtained is relevant to the level of risk at each site.
 Site visits to maintain records and training is dependent on both crew and business cooperation and availability.

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GP.1.01 - Actual vs Establishment - Wholetime

		Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Monthly	Target	300	300	300	300	300	300	300	300	300	300	300	300	B >100%
	2023/2024	288	288	285	292	293	298	317	317	316				G > 94.9%
	Status	G	G	G	G	G	G	B	B	B				A < 95%
														R < 90%
Average YTD	Target	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	What is good
	2023/2024	96%	96%	96%	96%	96%	97%	98%	99%	100%				Higher is better
	Status	G	G	G	G	G	G	G	G	G				

Ref	GP.1.01
Owner	HR
Comparison	Target
Source	iTrent

Total number of people in Wholetime roles v's budgeted establishment

As of Dec 2023, we had an operational establishment of 316. Wholetime recruitment has been the focus over the past few years to achieve at least the minimum of 300. We review this number regularly at the Workforce Planning meetings and currently predict one leaver per month which will bring this establishment number down. We also have fifteen operational employees that are eligible to retire this year, which would also look to reduce this figure.

There is a further intake planned of six apprentices to commence in September 2024

GP.1.02 - Actual vs Establishment - On-Call

		Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Monthly	Target	96	96	96	96	96	96	96	96	96	96	96	96	B > 95%
	2023/2024	65.8	65.4	61.4	60.4	61.3	59.9	58.4	57.6	56.3				G > 89.9%
	Status	R	R	R	R	R	R	R	R	R				A < 90%
														R < 85%
Average YTD	Target	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	What is good
	2023/2024	68.5%	68.4%	66.9%	65.9%	65.5%	65.0%	64.4%	63.8%	63.3%				Higher is better
	Status	R	R	R	R	R	R	R	R	R				

Ref	GP.1.02
Owner	HR
Comparison	Target
Source	iTrent

Total number of people in On-Call roles v's budgeted establishment (FTE).

As the focus has predominantly been on the Wholetime recruitment, we haven't seen the intake that we would have liked for On Call this year. However, we have been working at increasing our On Call establishment at a number of different stations and have an intake of 13 new recruits that are due to commence in February 2024 and a further intake planned for August 2024.

GP.1.03 - Actual vs Establishment - Support

		Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Monthly	Target	133	133	133	133	133	133	133	133	133	133	133	133	B >100%
	2023/2024	126	126	125	123	127	125	126	124	126				G > 94.9%
	Status	A	A	A	A	G	A	A	A	A				A < 95%
														R < 90%
Average	Target	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	What is good
	2023/2024	94.7%	94.7%	94.5%	94.0%	94.3%	94.2%	94.3%	94.2%	94.2%				Higher is better
	Status	A	A	A	A	A	A	A	A	A				

Ref	GP.1.03	Total number of people in Support roles v's budgeted establishment.
Owner	HR	
Comparison	Target	
Source	iTrent	

Although the figures within this report show that we commenced in April with 126 support employees and we are still reporting at this number in December, this number reflects a number of new vacancies that have been established and leavers from a few existing positions. These vacant positions are being recruited to and we currently have one vacancy with the Line manager being reviewed before its advertised. The other vacancy that we are unable to recruit to at the moment is a Cook position at Beaconsfield. This position has been advertised a number of times and leaflets have been delivered locally, however we have still not been able to appoint to this role.

GP.1.04 - Staff Turnover

		Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Monthly	Prev 5 year	< 1%	< 1%	< 1%	< 1%	< 1%	< 1%	< 1%	< 1%	< 1%	< 1%	< 1%	< 1%	B
	2023/2024	0.6%	3%	1.5%	0.2%	0.8%	1%	0.8%	0.2%	1%				G < 1%
	Status	G	R	A	G	G	A	G	G	A				A < 2%
														R > 1.9%
Average	Prev 5 year	< 1%	< 1%	< 1%	< 1%	< 1%	< 1%	< 1%	< 1%	< 1%	< 1%	< 1%	< 1%	What is good
	2023/2024	0.6%	1.8%	1.7%	1.3%	1.2%	1.2%	1.1%	1.0%	1.0%				Less is better
	Status	G	A	A	A	A	A	A	A	A				

Ref	GP.1.04	Percentage of employees who leave the Service, expressed as a percentage of the total workforce.
Owner	HR	
Comparison	Target	
Source	iTrent	

We ask all employees that leave the Service to complete an exit interview. They are also able to have it with a member of SMT or HR. Any concerns are escalated and investigated.

We run a report on these quarterly and review any feedback received for themes and action accordingly.

GP.1.05 - Absence

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Wholetime	226	226	226	226	226	226	226	226	226	226	226	226	B < 20%
Target	226	226	226	226	226	226	226	226	226	226	226	226	G < 0%
2023/2024	75.5	147	147	187	141	237	173	241	322				A > 0%
Status	B	B	B	B	B	A	B	A	R				R > 10%
Support	103	103	103	103	103	103	103	103	103	103	103	103	What is good
Target	103	103	103	103	103	103	103	103	103	103	103	103	Less is better
2023/2024	81.2	81.4	71	23	70	49	59	64	93				
Status	B	B	B	B	B	B	B	B	G				

Ref	GP.1.05	The number of working days (shifts) lost per month due to sickness. This covers short and long term sickness. The target within the measure is based on the sector average in 2019/2020, as detailed within the National Fire and Rescue Service Sickness Absence Report. The 2019/2020 report was used as not to reflect the impact of Covid 19.
Owner	HR	
Comparison	Target	
Source	iTrent	

(Empty space for notes or additional data)		
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GP.1.06 - Employee Assistance Programme

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Monthly	13.7	19.7	14.3	7.3	18.0	51.7	31.7	27.7	18.7	21.0	13.3	8.7	B
Prev 3 year	13.7	19.7	14.3	7.3	18.0	51.7	31.7	27.7	18.7	21.0	13.3	8.7	G Within 50%
2023/2024	11	23	42	?	?	?	?	?	?				A > 50% difference
Status	G	G	A	?	?	?	?	?	?				R
Cumulative	13.7	33.3	47.7	55.0	73.0	124.7	156.3	184.0	202.7	223.7	237.0	245.7	What is good
Prev 3 year	13.7	33.3	47.7	55.0	73.0	124.7	156.3	184.0	202.7	223.7	237.0	245.7	Monitor
2023/2024	11	34	76	?	?	?	?	?	?				
Status	G	G	A	?	?	?	?	?	?				

Ref	GP.1.06	The number of times our Employee Assistance Programme (EAP) has been contacted via phone or online.
Owner	HR	
Comparison	Previous three years	
Source	Health Assured	

Third party supplier have had a change in systems which has prevented us from utilising the same metrics. New targets and outcomes are now being re-calculated. This will be in place by Q4 reporting.		
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GP.1.07 - Employment Engagement

	2017	2020	2022	
Target	65%	65%	65%	65%
Actual	21%	32%	24%	
Status	R	R	R	

B	> 65%
G	55-65%
A	45-55%
R	< 45%

What is good
Higher is better

Ref	GP.1.07
Owner	HR
Comparison	Target
Source	Supplier of Staff Survey

Most Effective employees are both highly engaged and enabled.

GP.1.08 - Appraisal & Objectives Completion

	Q1	Q2	Q3	Q4
Target	75%	95%	95%	95%
2023/2024	58%	63%	86%	
Status	A	R	A	
Target	75%	95%	95%	95%
2023/2024	47%	66%	93%	
Status	R	R	G	

B	>95%
G	Within 10%
A	< 10% of target
R	< 20% of target

What is good
Higher is better

Ref	GP.1.08
Owner	Learning & Development
Comparison	Target
Source	iTrent

The percentage of all staff that have received their 2022/2023 end of year review and their 2023/2024 objectives.

Following on from a Service wide push in Q3 we were able to significantly increase the number of returns throughout this quarter. By targeting departments directly, identifying the barriers to returns, offering training and support we have the highest number of returns since the introduction of appraisals into the organisation. Using the momentum built, as we approach the time for end of year submissions, we will once again be providing training and supporting managers with regular updates on returns with the aim to reach the target of 75% end of year returns throughout Q1 of 2024/2025.

GP.1.09 - Mandatory E-Learning Completed

Wholetime

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Target	10%	20%	30%	40%	50%	60%	70%	80%	90%			
2023/2024	16%	29%	33%	36%	40%	40%	42%	44%	47%			
Status	G	G	G	G	G	A	R	R	R			

B	
G	Within 10%
A	< 10 %
R	< 20 %

Support

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Target	10%	20%	30%	40%	50%	60%	70%	80%	90%			
2023/2024	12%	23%	30%	37%	43%	45%	47%	53%	56%			
Status	G	G	G	G	G	A	R	R	R			

What is good	
Higher is better	

Ref	GP.1.09
Owner	Learning & Development
Comparison	Target
Source	BFRS IRS

All BFRS staff are required to complete a number of mandatory e-learning packages every year. These packages cover three main subjects across Health & Safety, Equality Diversity & Inclusion and Data Protection. Within the subjects, there are packages such as Safety Event Reporting, ED&I in the Workplace and Responsible for Information.

These mandatory packages do not include the Operational requirements for Maintenance of Competence, which is reportedly on separately. All managers within the organisation have access to a manager progress report within the Hub of Education and Training (HEAT) system, which details their direct reports and which packages have not been completed. To provide more emphasis on the need for completing these, the Organisational Development Team will start providing managers with quarterly reports to allow them to take the necessary action.

GP.1.10 - Grievance & Disciplines

Grievances

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
2022/2023	0	1	0	3	1	4	3	0	1	1	0	0
2023/2024	0	0	0	4	1	0	1	0	0			
Status	G	G	G	R	G	G	G	G	G			

B	
G	< 2 per month
A	2 per month
R	> 2 per month

Disciplines

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
2022/2023	0	0	0	0	0	0	0	0	4	4	1	1
2023/2024	1	2	1	2	0	1	0	1	0			
Status	G	A	G	A	G	G	G	G	G			

What is good	
Monitor	

Ref	GP.1.10
Owner	HR
Comparison	Target
Source	HR

The number of new grievances and disciplines recorded each month. Figures include both informal and formal grievances. Where an informal grievance is escalated to being a formal grievance, this will be counted twice.

GP.2.01 - Injury Rate

Quarterly

	Q1	Q2	Q3	Q4
Prev 3 year	19.0	15.6	22.6	25.8
2023/2024	18.67	12.0	16.1	
Status	G	B	G	

B	< 15
G	< 23
A	> 22
R	> 30

What is good
Less is better

Ref	GP.2.01
Owner	Health & Safety
Comparison	Previous three year average
Source	H&S Reporting System

The injury rate give the number of people injured over a quarter based on a group of 1,000 employees or workers.

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GP.2.02 - Workplace injuries

Quarterly

	Q1	Q2	Q3	Q4
Prev 3 year	9.0	7.3	10.7	12.3
2023/2024	9	6	8	
Status	G	G	G	

B	< 5 per qtr
G	< 11 per qtr
A	> 10 per qtr
R	> 15 per qtr

Cumulative

Prev 3 year	9.0	16.3	27.0	39.3
2023/2024	9	15	23	
Status	G	G	G	

What is good
Less is better

Ref	GP.2.02
Owner	Health & Safety
Comparison	Previous three year average
Source	H&S Reporting System

The number of workplace injuries reported across the Service. This includes operational staff, support staff, agency and visitors.

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GP.2.03 - Near Miss Events Recorded

	Q1	Q2	Q3	Q4
Quarterly Prev 3 year	12.3	9.7	7.3	9.3
Quarterly 2023/2024	13	8	6	
Quarterly Status	A	G	G	
Cumulative				
Cumulative Prev 3 year	12.3	22.0	29.3	38.7
Cumulative 2023/2024	13	21	27	
Cumulative Status	A	G	G	

B	< 5 per qtr
G	< 11 per qtr
A	> 10 per qtr
R	> 15 per qtr

What is good
Monitor

Ref	GP.2.03
Owner	Health & Safety
Comparison	Previous three year average
Source	H&S Reporting System

Number of near miss events recorded across the Service.
A near miss is where a safety event (an accident or incident) occurs, but no personal injury, damage or financial loss results.

GP.2.04 - Vehicle Incidents

	Q1	Q2	Q3	Q4
Quarterly Prev 3 year	9.7	8.3	10.0	12.3
Quarterly 2023/2024	20	15	8	
Quarterly Status	R	A	G	
Cumulative				
Cumulative Prev 3 year	9.7	18.0	28.0	40.3
Cumulative 2023/2024	20	35	43	
Cumulative Status	R	R	A	

B	< 7 per qtr
G	< 13 per qtr
A	> 12 per qtr
R	> 15 per qtr

What is good
Less is better

Ref	GP.2.04
Owner	Health & Safety
Comparison	Previous three year average
Source	H&S Reporting System

Number of reported vehicle incidents involving BFRS vehicles. These numbers include third party liability and all levels of damage.

GP.2.05 - RIDDOR reportable Injuries

	Q1	Q2	Q3	Q4
Quarterly Prev 3 year	2.0	0.7	1.0	3.7
2023/2024	3	0	1	
Status	A	G	A	
Cumulative				
Prev 3 year	2.0	2.7	3.7	7.3
2023/2024	3	3	4	
Status	A	A	A	

B	
G	< 1 per qtr
A	=> 1 per qtr
R	=> 3 per qtr

What is good
Less is better

Ref	GP.2.05
Owner	Health & Safety
Comparison	Previous three year average
Source	H&S Reporting System

Number of staff who suffered RIDDOR reportable injuries at work. RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations) reportable injuries are generally considered to be serious injuries to staff and visitors. The definition of RIDDOR injuries can be found on HSE's website.

The single RiDDOR injury in Q3 related to a training exercise where a firefighter slipped on wet surface. The firefighter was then off work for more than 7 calendar days which made this RIDDOR reportable.

GP.2.06 - Attacks on Members of Staff

	Q1	Q2	Q3	Q4
Quarterly Prev 3 year	0.7	0.3	1.0	1.3
2023/2024	2	1	1	
Status	A	A	A	
Cumulative				
Prev 3 year	0.7	1.0	2.0	3.3
2023/2024	2	3	4	
Status	A	A	A	

B	
G	< 1 per qtr
A	=> 1 per qtr
R	=> 3 per qtr

What is good
Less is better

Ref	GP.2.06
Owner	Health & Safety
Comparison	Previous three year average
Source	H&S Reporting System

Number of incidents in which there was a verbal or physical attack on a member of staff. An incident is recorded if the attack was within the employees working hours, or during work related travel. These figures would also include attacks on visitors while on site.

During a house fire, a firefighter was struck by a member of public and impeded the firefighter from carrying out their duties. The member of public was later arrested at scene by TVP. The firefighter was not injured from the attack.

GP.2.07 - Equipment Damage

		Q1	Q2	Q3	Q4
Quarterly	Prev 3 year	10.7	15.3	9.7	12.7
	2023/2024	20	16	9	
	Status	A	A	G	
Cumulative	Prev 3 year	10.7	26.0	35.7	48.3
	2023/2024	20	36	45	
	Status	A	A	A	

B	< 5 per qtr
G	< 15 per qtr
A	> 14 per qtr
R	> 20 per qtr

What is good
Less is better

Ref	GP.2.07
Owner	Health & Safety
Comparison	Previous three year average
Source	H&S Reporting System

Number of reported incidents where an item of equipment was damaged. This includes everything from office equipment to demountable equipment on operational appliances. Please note, this does not include damage to vehicles or premises.



Always keep
a bucket of
water or
hosepipe
nearby in
case of fire.

PUBLIC VALUE

PV.1.01 - Forecast - Outturn (£000's)

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Target	36,450	36,450	36,450	36,450	36,450	36,450	36,450	36,450	36,450				B	Within 0.5%
													G	Within 1.0%
Forecast	36,450	35,938	35,772	35,749	36,109	36,131	36,154	36,227	36,200				A	Within 2.0%
% Difference	0	-1.4%	-1.9%	-1.9%	-0.9%	-0.9%	-0.8%	-0.6%	-0.7%				R	> 2% difference
Status	B	A	A	A	G	G	G	G	G					

What is good
Closer to Target

Ref	PV.1.01
Owner	Finance
Comparison	Target
Source	BFRS IRS

The financial measure compares the approved revenue budget (target) against the forecast revenue outturn position (forecast). Negative % difference indicates an underspend whereas positive % difference indicating an overspend.

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PV.1.02 - Bank Shift Cost (£)

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar			
Monthly	Prev 3 year	105K	95K	99K	104K	114K	114K	130K	120K	101K	59K	77K	82K	B	
	2023/2024	105k	101k	92K	90K	113K	89K	84K	65K	79K				G	< 0%
	Status	A	A	G	G	G	G	G	G	G				A	> 0%
														R	> 10%
Cumulative	Prev 3 year	105K	200K	299K	403K	517K	631K	761K	881K	982K	1041K	1118K	1200K		
	2023/2024	105k	206k	298K	388K	502K	591K	675K	740K	819K					
	Status	A	A	G	G	G	G	G	G	G					

B	
G	< 0%
A	> 0%
R	> 10%

What is good
Less is better

Ref	PV.1.02
Owner	Response
Comparison	Previous three year average
Source	BFRS Accounts

The total cost of Bank shifts. Bank shifts are paid to cover shortfall in operational staff or skills at wholetime and day crewed stations.

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PV.1.03 - Fraud

Annual

	17/18	18/19	19/20	20/21	21/22	22/23
Target	0	0	0	0	0	0
2023/2024	0	0	0	0	0	0
Status	G	G	G	G	G	G

B	
G	0
A	
R	> 0

What is good
Less is better

Ref	PV.1.03
Owner	Finance
Comparison	Target
Source	BFRS Accounts

The number of confirmed cases of fraud.

PV.2.01 - Reportable Data Breaches

Annual		17/18	18/19	19/20	20/21	21/22	22/23	23/24
	Target	0	0	0	0	0	0	0
	2023/2024	0	0	0	0	0	0	0
	Status	G	G	G	G	G	G	G

B	
G	0
A	
R	> 0

What is good
Less is better

Ref	PV.1.03
Owner	Legal & Governance
Comparison	Target
Source	

A data breach means a breach of security leading to the accidental or unlawful destruction, loss, alteration, unauthorised disclosure of, or access to, personal data. A reportable data breach is one that triggers a requirement for notification to the Information Commissioner’s Office (ICO) where a breach is likely to result in a significant risk to an individual to whom the data relates.

PV.2.02 - FOIs Responded to Within Timescales

Monthly		Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
	No of FOIs	9	6	7	10	10	5	4	10	7			
	Target	0	0	0	0	0	0	0	0	0	0	0	0
	Returned Late	1	2	0	1	1	0	3	1	0			
	Status	A	R	G	A	A	G	R	A	G			

B	
G	0
A	1
R	> 1

What is good
Lower is better

Ref	PV.2.02
Owner	Legal & Governance
Comparison	Target
Source	Legal & Governance

The number of Freedom of Information (FOI) requests responded to within the statutory timescales.
The FOI Act requires that a response to an FOI request be provided within 20 working days from receipt.

PV.3.01 - Compliments and Complaints

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Compliments	-	-	-	-	-	-	-	-	-	-	-	-	B 0
	-	-	-	-	-	-	-	-	-	-	-	-	G 1
	2023/2024	0	1	1	1	1	0	1	3	1			A > 1
Status	-	-	-	-	-	-	-	-	-	-	-	-	R > 2
Complaints	-	-	-	-	-	-	-	-	-	-	-	-	What is good
	2023/2024	1	2	2	2	0	0	3	1	1			Monitor
	Status	G	A	A	A	B	B	R	G	G			

Ref	PV.3.01	Number of compliments and complaints received each month. This does not identify if the complaints were upheld.
Owner	Legal & Governance	
Comparison	Monitor	
Source		

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PV.3.02 - Social Media - Engagement (000's)

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	2022/2023	23.5	3.1	3.6	39.1	12.3	4.7	2.9	3.7	11.7	10.5	15.0	34.8	B > 10%
	2023/2024	14.1	13.5	19.9	16.0	18.9	16.7	20.7	17.5	18.2				G Within 10%
	Status	R	B	B	R	B	B	B	B	B				A < 10%
Cumulative	2022/2023	25.5	26.7	30.3	69.4	81.7	86.3	89.2	92.9	104.6	115.1	130.2	165.0	R < 20%
	2023/2024	14.1	27.6	47.5	63.6	82.5	99.2	119.9	137.4	155.6				What is good
	Status	R	G	B	G	G	B	B	B	B				Higher is better

Ref	PV.3.02	Total number of unique engagements with our social media content across Facebook, Instagram, Twitter and LinkedIn.
Owner	MarComms	
Comparison	Previous year	
Source	Social Media Platforms	

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PV.3.03 - Website Visits (000's)

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Monthly	Prev 5 year	13.7	12.5	15.7	21.2	16.8	14.5	?	?	?				B > 10%
	2023/2024	13.2	13.4	17.6	14.5	15.9	16.6	?	?	?				G Within 10%
	Status	G	G	B	R	G	B	?	?	?				A < 10%
														R < 20%
Cumulative	Prev 5 year	13.7	26.1	41.9	63.1	79.9	94.4	?	?	?				What is good
	2023/2024	13.2	26.5	44.2	58.7	74.6	91.2	?	?	?				Monitor
	Status	G	G	G	G	G	G	?	?	?				

Ref	PV.3.03	Our website is our biggest public communication and engagement channel. Website traffic is monitored for user analyse. Currently, we monitor this superficially due to capacity and conflicting priorities. However it enables us to react, when required, yielding valuable insights to help identify audience, improve the customer experience and website performance.
Owner	MarComms	
Comparison	Monitor	
Source	Google Analytics	

An update to google analytics has meant that we are no longer able to measure this metric in the same way.

New metrics and targets are currently being calculated and will be available in Q4's report.

PV.4.01 - Service Desk Response

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Monthly	Target	95%	95%	95%	95%	95%	95%	95%	95%	95%	95%	95%	B > 99%
	2023/2024	97.2%	97.6%	98.0%	98.0%	99.2%	97.7%	99.2%	98.7%	98.1%			G > 95%
	Status	G	G	G	G	B	G	B	G	G			A > 90%
													R < 90%
Cumulative	Target	95%	95%	95%	95%	95%	95%	95%	95%	95%	95%	95%	What is good
	2023/2024	97.2%	97.4%	97.6%	97.7%	98.0%	98.0%	98.1%	98.2%	98.2%			Higher is better
	Status	G	G	G	G	G	G	G	G	G			

Ref	PV.4.01
Owner	ICT
Comparison	Target
Source	Vivantio

The percentage of ICT Helpdesk tickets responded to within Service Level Agreement. These tickets include items such as account unlocks, password resets, CCTV retrieval and accommodating the business needs in relation to starters, leavers and transfers. The ICT team can expect to receive up to 1000 tickets per month.

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PV.4.02 - Network Uptime

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Monthly	Target	?	?	?	?	?	?	?	99.9%	99.9%	99.9%	99.9%	B
	2023/2024	?	?	?	?	?	?	?	100%				G 100%
	Status	?	?	?	?	?	?	?	?	G			A >99.79%
													R <99.80%
Cumulative	Target	?	?	?	?	?	?	?	99.9%				What is good
	2023/2024	?	?	?	?	?	?	?	100%				Higher is better
	Status	?	?	?	?	?	?	?	?	G			

Ref	PV.4.02
Owner	ICT
Comparison	Target
Source	Buckinghamshire Council

Network uptime is a measure of how well the computer network—whether a local area network (LAN) or a wide-area network (WAN)—can respond to the connectivity and performance demands placed on it. This information is monitored and managed by Buckinghamshire Council

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PV.5.01 - Internal Audits

	Feb-21	Jun-21	Oct-21	Feb-22	Jun-22	Sep-22	Feb-23	Jun-23	Oct-23			
Number	-	-	-	-	-	-	-	-	-	-	-	-
	19	23	22	21	22	29	12	13	4			
	Status	-	-	-	-	-	-	-	-	-	-	-
Percentage	Target	10%	10%	10%	10%	10%	10%	10%	10%			
	2023/2024	14%	7%	29%	19%	22%	30%	13%	14%	4%		
	Status	A	G	R	A	R	R	A	A	B		

B	< 5%
G	5% - 9.9%
A	10% - 20%
R	> 20%

What is good
Less is better

Ref	PV.5.01	Number of overdue audits actions following internal audits. This is then compared with the total number of actions.
Owner	PMO	
Comparison	Target	
Source	Audit Providers - (BC)	

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PV.5.02 - Projects

	Q1	Q2	Q3	Q4	
In Progress	-	-	-	-	
	15	13	15		
	-	-	-	-	
Off Track	Target	<3	<3	<3	<3
	2023/2024	0	0	0	
	Status	B	B	B	

B	0 off track
G	< 3 off track
A	< 5 off track 10%
R	> 4 off track

What is good
Less is better

Ref	PV.5.02	The number of projects the service has in progress, and the number of those deemed to be 'at project status red' (off track - not recoverable). This excludes projects in relation to property.
Owner	PMO	
Comparison	Target	
Source	PMO	

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PV.6.01 - Carbon Emissions—Tonnes of CO2

	2022/2023	2023/2024	2024/2025	2025/2026
Target	-	-	-	-
Tonnes	978			
Status	?			

B	
G	
A	
R	

What is good
Less is better

Ref	PV.6.01
Owner	Finance & Property
Comparison	Target
Source	

Scope 1 and 2 carbon emissions (comprising gas, electricity and diesel). This will be an annual measure due to the seasonal nature of consumption, and even then a particularly mild or cold winter or high or low number of incidents could have a large impact on the figures.

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PV.6.02 - Printing

Monthly

	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
2022/2023	<20K	<20K	<20K	<20K	<20K	<20K	<20K	<20K	<20K	<20K	<20K	<20K
2023/2024	18.6k	23.2k	22.9k	18.7k	17.2k	21.6k	26.9k	23.8k	14.7k			
Status	G	A	A	G	G	A	R	A	G			

B	< 10k per month
G	< 20k per month
A	< 25k per month
R	> 25k per month

Cumulative

2022/2023	<20K	<40K	<60K	<80K	<100K	<120K	<140K	<160K	<180K	<200K	<220K	<240K
2023/2024	18k	42k	65k	83k	101k	122k	149k	173k	188k			
Status	G	A	A	A	A	A	A	A	A			

What is good
Less is better

Ref	PV.6.02
Owner	Finance
Comparison	Previous year
Source	ICT & 3rd Party Printers

The number of sheets of paper used for printing, per month, both internally and by 3rd party suppliers. Historical information for this measure is not available.

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