HEDDLU GWENT POLICE

Fleet Management Strategy Annual Report 2024-25

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ACCOUNTABILITY AND ASSURANCE BOARD

24 October 2025

1. *DIBEN AC ARGYMHELLIAD* | PURPOSE AND RECOMMENDATION

1.1 The report presents the annual outturn relating to the delivery of Fleet Services within Gwent Police

1.2 There are no recommendations made requiring a decision.

2. *CYFLWYNIAD A CHEFNDIR* | INTRODUCTION AND BACKGROUND

2.1 This report is to present the Fleet Services Department provision for financial year ending March 2025, which seeks to provide services that are fit for purpose, safe, reliable, and cost effective, enabling Gwent Police to deliver optimum policing services.

2.2 The services provided by the Fleet Services Department include:

- Vehicle procurement and disposal
- Vehicle conversion, commissioning, and decommissioning
- Vehicle recovery
- Pool and hire vehicle provision
- Associated Fleet administration
- Through life vehicle service, maintenance, and repair.

2.3 Fleet Services forms part of the Resource Directorate providing services to the Force in the form of marked and unmarked vehicles as well as pool vehicles which were introduced as a cost saving opportunity to reduce business mileage.

2.4 The department has worked to deliver value for money by seeking to reduce the costs associated with the services provided, developing collaborative opportunities, and introducing both new and innovative ways of working.

2.5 The Updated Gwent Police Fleet Strategy was approved at the (then) Strategy and Performance Board (SPB) (now the Assurance & Accountability Board (AAB)) in April 2024 and provides a three-year framework (to March 2027) upon which the Fleet Services Department delivers effective service provision to the force.

3. MATERION I'W HYSTYRIED | ISSUES FOR CONSIDERATION

3.1 HEALTH AND SAFETY

The Fleet Services Department had an accident-free year ending March 2025. Two incidents occurred that were recorded within the inhouse Health and safety incident recording system. The department was subject to two inspections from which a plan was put in place to correct any identified observations.

3.2 VEHICLE PROVISION

The provision of vehicles to support both operational and non-operational requirements of the force continued to be reviewed through year ending March 2025; identifying efficiencies and proposing recommendations that where possible contribute towards fleet optimisation. This process enables scrutiny of the current vehicle provision. A summary of fleet provision since 2021 to year ending 2025 is detailed within Table A.

Table A

Vehicle	March 21		March 22		March 23		March 24		March 25	
	No	%	No	%	No	%	No	%	No	%
Van	69	17%	73	17%	77	17%	77	16%	77	16%
Car	322	81%	344	80%	357	80%	380	81%	377	81%
Bike	9	2%	12	3%	15	3%	15	3%	12	3%
Total	**400**	100%	**429**	100%	**449**	100%	**472**	100%	**466**	100%

Fleet scrutiny resulted in six assets being removed this year and not replaced accounting for the reduction.

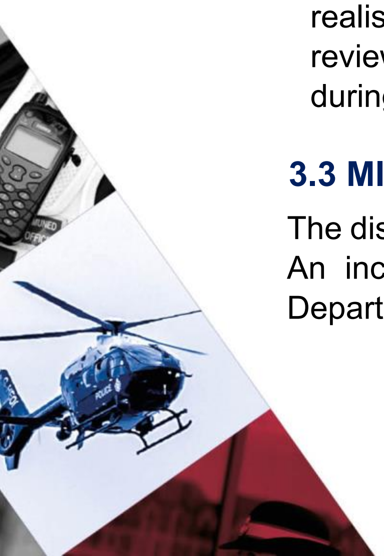
Vehicle users' ability to monitor the utilisation of vehicles has improved since the introduction of the telematics solution enabling scrutiny of daily use of the vehicles within their control. The contract for a telematic solution was awarded as a result of a joint tender exercise through the collaborative Digital Services Division.

The installation of telematic units into the Gwent Police vehicle fleet is complete with historical baseline data available to users to make informed decisions, however future operational requirements will determine the vehicle profile required to support the Force.

A team is currently exploring potential efficiency opportunities that could be realised such as cross departmental car sharing at some locations. The review is targeting a reduction of unmarked vehicles within the force of 10% during the financial year 2025/26.

3.3 MILEAGE COVERED

The distance covered by vehicles is dictated by force operational requirements. An increase in distance covered impacts all areas of the Fleet Services Department resulting in increased fuel volume purchased and increased



servicing requirements. The mileage of every vehicle is monitored and recorded by the Fleet Services Department through the monthly analysis of the fuel card system, workshop jobs and vehicle checks.

Table B summarises the distance travelled in the last five financial years.

Table B

Narative	2020/21	2021/22	2022/23	2023/24	2024/25
Miles recorded	5,047,439	4,787,243	5,023,490	4,982,387	5,391,356
Cost of Fuel	£ 674,909.00	£713,647.00	£ 872,161.00	£ 776,545.00	£ 764,494.00
Litres of Fuel	658,146	608,739	633,349	665,132	699,393
Avg pence per litre (all fuel typles ,excl VAT)	£1.03	£1.17	£1.38	£1.17	£1.09
Miles per litre	8	8	8	7.5	7.7

Table B details the total distance travelled by the force to the year ending March 2025 was 5.391 million miles, an increase of 409,000 miles (8%) on the previous year.

The cost of fuel to year ending March 2025 was £764,000, a minimal reduction of £2,000 compared to year ending March 2024. There was a 34,000-litre increase of fuel purchased to year ending March 2025 compared to the previous year, with the average pence per litre of fuel costing £0.08 less than the previous year.

The impact of Brexit, the war in Ukraine and UK inflation impacting fuel costs in 2022/23 eased with the price of fuel on average reducing. The fleet has covered more distance per litre which we surmise is driven by the operational use of vehicles throughout the year.

The force continues to promote through internal communication initiatives whereby officers and staff are encouraged to refuel at fuel outlets that offer best value; including discounted fuel sites which if used would deliver additional future savings in the years ahead.

3.4 MILEAGE CLAIMS

Relating to travel undertaken by officers and staff in their own vehicles rather than pool vehicles whereby the costs are reclaimed through expenses. There are two types of travel expenses for those reimbursed when an individual uses their own car:

A) the casual user and

B) the essential user arrangements.

Summarised in Table C:

Table C

Mileage Claims					
Casual User Mileage	**2020/21**	**2021/22**	**2022/23**	**2023/24**	**2024/25**
No of Claimants	353	469	598	570	609
No. of Miles	143,938	248,928	288,117	240,422	267,796
Total Cost £	66,773	112,020	129,654	108,191	119,875
Essential User Mileage	**2020/21**	**2021/22**	**2022/23**	**2023/24**	**2024/25**
No of Claimants	4	21	11	5	3
No. of Miles	1,755	29,434	1,341	9,806	3,162
Total Cost £	3,694	19,992	6,568	2,452	900

The use of business mileage is monitored by the Finance Department with individual claims approved by the claimant's line manager to ensure the force is maintaining control over the costs of service. To year ending March 2025, 609 officers and staff claimed casual user travel reimbursement, an increase of 39 over the previous year. The number of miles claimed and the subsequent cost of the reimbursements for year ending March 2025 was 10% more than the previous year. Users are encouraged to utilise pool cars for such requirements to minimise approved casual use.

In respect of the essential car users, there were three claimants for year ending March 2025, two fewer than the previous year. The overall cost of those claims was £1.5k less than the previous year.

3.5 SERVICE, MAINTENANCE, REPAIR & INSPECTION

The force seeks to maintain a cost-effective and timely process for repair and maintenance of the vehicle fleet. This involves the servicing of cars and vans every 12,000 miles or six months; and motorcycles every 6,000 miles, or every 6 months, depending on which occurs first. High performance vehicles are serviced every 10,000 miles or determined by condition-based servicing (CBS), whichever occurs first.

Vehicle maintenance repair arrangements are provided by the Fleet Services Department maintenance facility using the Tranman fleet management database to record all activities. Table D details the volume of jobs processed through the Fleet Services maintenance facility from year ending March 2021 to year ending March 2025.

Table D

Workshop Jobs	2020/21	2021/22	2022/23	2023/24	2024/25
Service	522	505	434	526	518
Maintenance & Repair	1,064	1,145	859	1,037	1,620
Total In- House Jobs	**1,586**	**1,650**	**1,293**	**1,563**	**2,138**
External Jobs	3,198	2,437	2,595	3,412	3,021
Total Jobs Processed	**4,784**	**4,087**	**3,888**	**4,957**	**5,159**

The table details the total number of jobs completed by the maintenance facility to year ending March 2025 was 1,620, an increase of 575 on the previous year, of which 518 were services. It is normal practice for vehicles to have associated maintenance or repair work completed while being serviced as this minimises downtime and maximises vehicle operational availability. This confirms that most of the jobs undertaken by the workshop involve elements of repair and maintenance over and above the cyclical service arrangements.

3,021 jobs were allocated to external suppliers such as tyre fitting outlets and dealers to exploit the benefit of any vehicle manufacturer warranty terms, a reduction of 391 (11.5%) on the previous year. The total number of jobs processed through the Tranman fleet management database by the administration staff to year ending March 2025 was 5,159.

The total number of in-house jobs increased to year ending March 2025 driven by in-house process improvement delivering efficiencies and the fact the department had a full complement of staff for the reporting period. External jobs reduced as a result of the vehicle age profile and job type.

The conversion of the replacement high-performance vehicle fleet was completed by our in-house technicians. In addition, an increasing number of jobs that may previously been completed by external contractors are now where possible, completed in-house. This initiative has resulted in more jobs being completed in-house driven by both process and infrastructure improvements delivering efficiencies.

The access to accurate Fleet Services data has continued to improve through the year enabling the department to make informed decisions based on data and fact, including providing the customer with real time visibility of vehicles completed by the department and operationally available to the customer, eliminating the need to contact the department by phone.

For the financial 2024/25 Fleet Services Department delivered an average of 94% fleet availability for users with 2% of vehicles off the road being maintained internally, 2% off the road being maintained externally and 1% off the road for accident repairs. Encouragingly, fleet availability improved 3% year on year. I do not expect availability to improve above 94% going forward.

Table E

	2023/24	2024/25
Fleet Availability	91%	94%
Internally completed jobs	5%	2%
Externally completed jobs	3%	2%
Collision repairs	1%	1%

Table F details the number of collisions incurred together with the associated cost of repair. There are a number of collisions that require repairs which when assessed by an independent assessor are not economical repair and are subsequently disposed of.

Table F

	2020/21	2021/22	2022/23	2023/24	2024/25
Accident volumes	171	168	188	196	195
Repair costs	£ 230,278	£ 187,747	£ 125,073	£ 286,061	£ 236,222

The total number of collisions to year ending March 2025 was 195; consistent with the volumes experienced during non-COVID years with an associated cost of £236,222; a reduction of 17.4% on the previous year. The reduction in the average cost per collision down £326 from £1,537 to £1,211 can be attributed to the size and scale of vehicle damage sustained.

Roads Policing Specialist Operations containment measures were reviewed during 2023/24 by the team's Superintendent due to the number of high value repairs required as a result of tactics used by third parties attempts to evade containment.

This initiative had a positive impact this year with 43 collisions, 15 fewer than last year, representing a 26% year on year reduction.

30% of road traffic collisions reported suffered by the Roads Policing Special operations team were as a result of being hit by a third party or by criminal damage.

Ten vehicles sustained damage which when independently assessed were not economic to repair and were subsequently written off. The vehicles had a combined unbudgeted replacement cost of £210k. This is an increase of four vehicles and £78k from 2023/24.

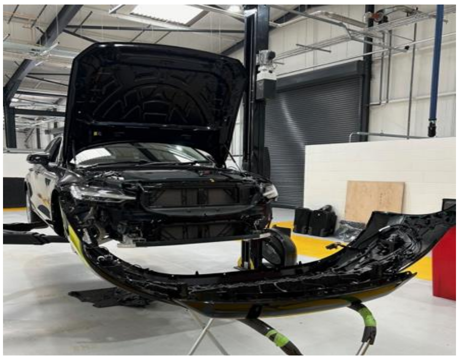
Analysis of vehicle collisions continues to identify potential opportunities for reducing vehicle collisions and reduce associated costs. This has led to improved governance of vehicle collision monitoring through the Uniform, Equipment and Fleet User Group forum, together with referral of vehicle collision data to the driver training school to enhance needs-based training delivery and improved engagement with force area leads for appropriate management action to reduce vehicle collisions.

Data analysed identified the cause of most collisions were as a result of reversing. 48 collisions an increase of three from 2023/24 were attributed to this cause. This represents 24.6% of all collisions. Data has been made available to teams to review and implement measures such as a reverse parking; for example, to reduce the number of collisions going forward.

A number of external suppliers are used for warranty work and can also be used as a contingency should the need arise. Collision damage is completed by an approved contracted vehicle body shop repair facility with all completed repairs quality checked by Fleet Services technicians for quality standard and compliance before vehicles are returned to service.

High performance vehicles and specialist vehicles are converted within the Fleet Maintenance facility; however, many new vehicles are delivered as turnkey vehicles, converted by the manufacturer prior to delivery with more complex conversion work outsourced to manufacturer-based specialists to gain product liability cover and warranty.

Inhouse converted RPSO Volvo V60



All vehicles are commissioned through Gwent Police Fleet Services maintenance facility for the fitment of Telematic units, number plates, Police equipment, livery, and equipment checks.

Where possible, Police equipment such as blue lights, switch panels and relays are re-cycled from decommissioned vehicles reducing both cost and waste.

The use of Gwent Police Radio Engineers to install ancillary force equipment is a cost-effective solution supporting in-house commissioning, eliminating security implications and logistics associated with transferring Police equipment to external suppliers.

3.6 NOTICES OF INTENDED PROSECUTION

Fleet Services Department processes all notices of intended prosecution (NIP's) received by the Force; Table G details the volume of NIPs processed by the team annually since year ending 2020.

Once received the notices are passed to the person responsible to progress through to the notice's natural conclusion. As such, we do not record the outcome of any action or where no further action was taken.

Table G

Notices of intended prosecution					
2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
350	486	456	184	366	491

The team recorded for the first time this year the volume of penalty charge notice received which amounted to 105 for the year.

3.7 PROCUREMENT

All the requirements that pass through the fleet services department are considered on their individual merits, however, the most suitable route to market will prioritise those that deliver value for money considering price, lead times, quality and environmental impact, together with revised procurement legislation that came into effect in February 2025.

The Fleet Services department strives to achieve economies of scale; delivering savings by using national contracts where possible, taking advantage of preferential purchasing terms and will participate in mini tenders within the framework using regional collaborative agreements and by standardising vehicle requirements where possible.

The supply chain has stabilised from the effects of the war in Ukraine and Brexit however we must be conscious of the risk of increased costs stimulated by a potential trade tension resulting from tariffs introduced by the US Government in the year ahead.

During the year and in collaboration with South Wales Police our joint procurement service competed a contract for the supply and fitment of police vehicle livery. The competitive tender process resulted in a three-year contract awarded to PVL from 1st March 2025 with the option to extend for a further four years under the current framework which would take the contract through to 2032.

Procurement activities commenced for a framework agreement for the provision of vehicle service maintenance and repair, a 3-year contract until June 2028 with the option to extend one year to June 2029. The framework agreement is expected to be finalised in the first quarter of the 2025/26 financial year and is able be accessed by Gwent should the need arise.

3.8 VEHICLE PROCUREMENT & DISPOSAL

Vehicle procurement, utilisation and disposal policies follow best practice encompassed within the Asset Management Strategy to ensure Gwent Police provides value for money.

The annual Vehicle Replacement Programme which was reviewed and updated during the 2023/24 is based on forecasted vehicle demand considering the operational envelope. Vehicles that reach the vehicle replacement criteria based on age are listed for replacement and form the capital bid providing forward visibility and certainty for users and finance department. The criteria ensure that vehicles are retained for the optimum lifecycle, taking account of warranty the cost of repair and maintenance and level of conversion to obtain optimum value.

Vehicle delivery lead times have recovered allowing the team to proactively order new vehicles for those that are due for replacement.

Changes to vehicle specification are considered in the replacement programme to ensure that the latest technical and safety features are included where available. Changes in operational requirements are programmed into the following year's plans for acquisition via Commissioner approval of the capital bid.

End of life vehicles are decommissioned in house by the Fleet Services department and disposed of through an auction house via a national framework safeguarding Gwent Police from potential risks associated with the disposal of vehicles.

All vehicles scheduled to be replaced were replaced or ordered to replaced which resulted in high levels of purchase during the year.

Table H details the value of vehicle purchased to year ending March 2025 being £3.94m with receipts through vehicle sales of £321k.

The average age of Gwent Police vehicle fleet at year ending March 2025 was 3.4 years.

Table H

COST OF FLEET PURCHASE / DISPOSAL					
Narrative	2020/21	2021/22	2022/23	2023/24	2024/25
Purchase	£879,909	£1,641,770	£1,469,098	£1,617,220	£3,948,616
Disposal	-£118,636	-£134,742	-£73,748	-£223,736	-£321,067
Net Capital Cost	**£761,273**	**£1,507,028**	**£1,395,350**	**£1,393,484**	**£3,627,549**

The volume and value of disposals increased significantly during the year as vehicles removed from service were efficiently decommissioned and disposed of generating the highest disposal revenue for the last five years. Where possible reusable police equipment was retained and recycled by being installed during the conversion of new vehicles before entering service.

3.9 ENVIRONMENTAL CONSIDERATIONS

The Fleet Services Department seeks to reduce any potential adverse environmental impact of our activities, including air, land, water pollution and noise. We aim to encourage the efficient use of resources through the minimising of waste and through the conservation, re-use, and recycling of resources wherever possible.

Fleet Services Department consults with vehicle manufacturers to keep abreast of advances in technology and alternative fuels. The evaluation of new developments in vehicle technology will be assessed in terms of operational fitness for purpose, ease of maintenance, ease of use and environmental impact.

The transition to Electric from ICE (internal combustion engine) power of suitable vehicles has eased to allow technology to evolve and the infrastructure installation to catch up with the enduring requirement.

64 Electric Vehicles were operational at the end of financial year 2024/25 representing 13.7% of the fleet. We expect the volume of EVs on fleet to increase by a further six, resulting in a forecasted total of 70 by year ending March 2026 as the department places new EVs at locations throughout the Gwent Police estate with suitable electric charging infrastructure installed.

Table I

	2022/23	2023/24	2024/25
Evs added in year	18	15	31
Total Evs	18	33	64

This initiative saw the first fully electric marked beat car deployed within the Gwent establishment which will be followed by a further two in the year ahead.

The force plans are on track to develop the infrastructure by increasing the number of electric vehicle charges points across the force by 37 from 75 to 112 during the financial year 2025/26 prioritising locations that are scheduled to receive electric vehicles as part of the transition from ICE vehicles. The force is also able to use the Allstar EV charging network throughout the UK for charging when users are out of area.

3.10 VEHICLE RECOVERY

The vehicle recovery scheme, which involves the collection of police and public vehicles is delivered and managed through a collaborative arrangement with Dyfed Powys and South Wales Police. Local responsibility is assumed by the Fleet Services manager, Gwent Police with both governance and operational meetings held regularly.

Table J details the number of the recoveries of both public and police vehicles from year ending March 2021 through to year ending March 2025. The service is provided by private contractors through a collaborative contract which includes South Wales Police and Dyfed Powys Police.

Table J

Vehicle Recoveries by volume	2020/21	2021/22	2022/23	2023/24	2024/25
Public	5,472	5,002	4,989	5,147	5,291
Police	670	691	958	1390	1253
Total Recoveries	6,142	5,693	5,947	6,537	6,544
Response Times	**Minutes**	**Minutes**	**Minutes**	**Minutes**	**Minutes**
Target	30	30	30	30	30
Actual	Not available	21	25	25	26

The table illustrates that the number of recoveries to March 2025 of both public and police vehicles has remained stable. The reduction in police vehicle recoveries is due to a lower number of incidents involving police vehicles while maximising the benefits of the vehicle recovery provision that is available for police vehicle movements, including the movement of police vehicles to and from external suppliers for the completion of warranty work.

Proceeds from the sale of seized vehicles that were not subsequently retrieved by the owner was directed to the Office of the Police and Crime Commissioner (OPCC). This amounted to £78k for 2024/25 a reduction of £78k on the previous year.

3.11 CHALLENGES

The Fleet Services department navigated fewer challenges than previous years to year ending March 2025 summarised below:

The decision was taken to ease the pace of change of the transition from ICE vehicles to EV allowing the force to maximise the time available enabling vehicle technology to evolve and both internal and external infrastructure to catch up with the forces enduring requirements. The current policy being, if appropriate to transition a current internal combustion powered vehicle with an electric vehicle at the vehicles natural replacement date; however, the force will where appropriate gain an additional "life cycle" from an Internal combustion powered vehicle. This approach resulted in the EV fleet expanding to 64 during the year.

The department gained approval to recruit an apprentice motor vehicle technician during the 2024/25 financial year. One candidate navigated the selection process however failed to pass the required internal vetting. This left the department with insufficient time to commence and complete the recruitment process again intime for the start of the academic year. We expect to recommence recruitment early in the 2025/26 financial year intime to select a suitable candidate for the academic year commencing in September 2025.

Fleet Services Department staff headcount remained stable during the year ending March 2025 after many years of experiencing difficulty attracting suitable staff to fill vacant positions. It was suggested that the role of technician should be re-evaluated to ensure that the technicians are being correctly recompensed for the work they do. The re-evaluation process commenced in August 2024. We do not expect the process to conclude until the end of quarter one 2025/26. We have faith in the process and hope the outcome provides future stability for the workforce and the Force.

4. *CYDWEITHIO* | COLLABORATION

4.1 Fleet Services Department makes use of collaborative opportunities through National Association of Police Fleet Managers (NAPFM) to improve standards, implement standardisation between Forces and reduce costs through economies of scale wherever possible.

The single shared fleet management database has enabled improved collaborative working between the Welsh forces in a number of ways.

Consistency in reporting between Gwent, South Wales and Dyfed Police means Fleet Managers can analyse a wide range of data and compare performance enabling informed decision making.

Access to data on the type of vehicle repairs being undertaken at the other forces has enabled discussion regarding best practise sharing and a more efficient service delivery.

Officers are provided with more maintenance locations, as servicing, maintenance and repairs can be undertaken at any Gwent, South Wales, or Dyfed Police force maintenance facility regardless of the home force. This is enabled by immediate access to vehicle history and improves service delivery timescales.

Gwent Police Fleet Services Department forms part of the All-Wales Fleet Joint Advisory Group working on collaborative projects such as standardisation of vehicle types, police equipment and IT service providers, framework contracts and shared resources.

Fleet Services Department work closely with the Joint Firearms Unit, South Wales Police Fleet Services and Dyfed Powys Police Fleet Services to achieve continuity in vehicle design and service delivery.

The vehicle recovery scheme, which involves the collection of both police and public vehicles is delivered and managed through a collaborative arrangement with Dyfed Powys and South Wales Police, with local responsibility assumed by the Fleet Services manager, Gwent Police with both governance and operational meetings held regularly. The formal collaboration agreement sign-off is progressing and is expected to be ratified in quarter one 2025/26.

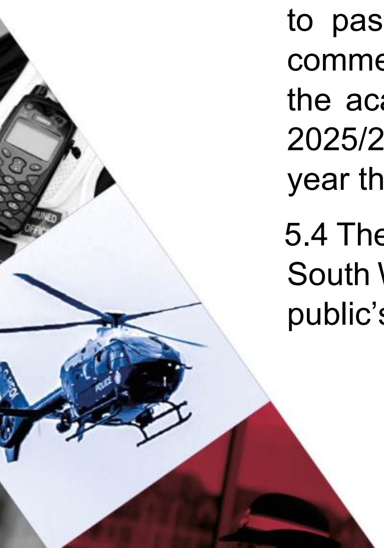
5. *CAMAU NESAF* | NEXT STEPS

5.1 Nearing our second year of occupying the force's new maintenance facility at Llantarnam; coupled with the fact that for the first time in a number of years the department has a full complement of staff creates a solid foundation to build on the exceptional customer service and efficiencies delivered through process improvement. This ensures that the department has sufficient strength depth and resilience together with a robust succession plan to future proof the support provided to the force.

5.2 Potential cost increases as a result of the unstable economic climate impacting inflation by actions such as tariffs introduced by the US Government, and the conflict in Ukraine continues to impact the department's cost base. Fuel costs are expected to fluctuate in the year ahead as well as increased labour and parts cost as businesses pass on additional costs incurred to consumers.

5.3 The department gained approval to recruit an apprentice during the 2024/25 financial year. One candidate navigated the selection process however failed to pass the required internal vetting. This left us with insufficient time to commence and complete the recruitment process again intime for the start of the academic year. We expect to commence recruitment again early in the 2025/26 financial year intime to select a suitable candidate for the academic year that commences in early September.

5.4 The collaborative vehicle recovery contract, a collaboration between Gwent, South Wales Police and Dyfed Powys for recovering both police and the general public's vehicles will be governed by Gwent until 1st April 2027. This is as a



result of the contract manager transferring on secondment to Gwent from Dyfed Powys. They will lead on the exercise in conjunction with joint procurement department to compete the follow-on requirement as the current recovery contract is due expire 31st March 2026.

5.5 It is expected that formal collaboration between the three forces will be signed off during quarter one of the 2025/26 financial year with procurement activities for the follow-on contract already commenced and on track for on time delivery, ensuring a smooth transition ensuring business as usual.

5.6 The Tranman fleet management system utilised within Gwent is also a contracted collaborative arrangement that includes both South Wales and Dyfed Powys Police. The current system is due to be replaced as the current extended support contract is due to expire at the end of October 2025. But we anticipate will be extended until October 2026 at least.

5.7 A tri-force collaborative project to replace the current system has commenced with the emphasis of providing a fit for purpose system that delivers value for money considering any potential transition risk and collaboration opportunities. Blue Light Commercial are simultaneously due to launch a framework for police fleet management systems. We expect to delay the procurement of a replacement system until the new framework goes live. As such we do not expect a replacement system to be embedded until till late 2026.

5.8 In response to lessons learned recommendations from the Ely incident in May 2023, a feasibility and viability project was initiated by South Wales Police into the installation of vehicle dashcams and internal CCTV to “in scope” vehicles. Gwent Police is currently engaged in the process; aiming to establish the desire to commit funds and resources potentially benefiting from the additional size and scale of the potential project. It is accepted that at this stage Gwent does not currently have a budget for an initiative of this nature.

5.9 Fleet Services Department regularly attends the emergency services network (ESN) Project Board to ensure there will be a smooth transition to any new communication technology that may be rolled out in the future.

5.10 The department currently uses an application called Fleet Online that allows the management and booking by users of the pool vehicle fleet within Gwent. The current application will not be supported from June 2025 and our digital support colleagues were tasked to work with the fleet department to develop a fleet booking system solution that is fit for purpose and will future proof the requirement within Gwent. The proposed replacement solution is in development and is expected to go live before the current system becomes unsupported in June.

5.11 From 3rd July 2026 Gwent police will be delivering its own IT support through an internal team when the current contract with SRS expires in 2026. As part of this transition the team managed by Gwent will require transport to deliver the requirement. Although the scope is yet to be confirmed we would anticipate being able to deliver the requirements by utilising existing vehicle

however there is a possibility that the fleet footprint may expand to deliver the requirement.

6. *YSTYRIAETHAU ARIANNOL* | FINANCIAL CONSIDERATIONS

6.1 The overall cost of delivering the fleet services is summarised in Table K.

Table K

Narrative	2020/21	2021/22	2022/23	2023/24	2024/25
Fleet Fuel (net VAT)	£574,111	£686,395	£872,161	£776,545	£764,494
Workshop Consumables/Equipment and Admin	£372,852	£480,116	£418,524	£411,343	£394,190
Accident Repair/Repairs outside contractors	£329,624	£421,013	£417,942	£503,482	£359,898
External Hire	£20,330	£66,100	£118,170	£96,320	£18,652
Sub Total Direct Cost of Fleet Stock	£1,296,917	£1,653,624	£1,826,797	£1,787,690	£1,537,234
Other Travel Costs	**2020/21**	**2021/22**	**2022/23**	**2023/24**	**2024/25**
Casual User Travel Expenses	£66,773	£112,020	£129,654	£108,191	£119,875
Essential User Travel Expenses	£3,694	£19,992	£6,568	£2,452	£900
Sub Total Other Travel Costs	£70,467	£132,012	£136,222	£110,643	£120,775
Vehicle Recovery	**2020/21**	**2021/22**	**2022/23**	**2023/24**	**2024/25**
Police Vehicles	£30,494	£30,254	£35,710	£53,817	£54,435
Vehicles Seized	£27,950	£17,757	£17,570	£16,235	£25,643
Sub Total Vehicle Recovery	£58,444	£48,011	£53,280	£70,052	£80,078
Indirect Costs	**2020/21**	**2021/22**	**2022/23**	**2023/24**	**2024/25**
Management, Workshops & Admin Staff	£404,340	£444,813	£518,171	£502,273	£561,212
Other	£69,123	£2,397	£0	£0	£64,986
Total Income	-£111,111	-£279,178	-£181,290	-£332,606	-£433,756
Net Revenue Costs Fleet	**£1,788,180**	**£2,001,679**	**£2,353,180**	**£2,095,394**	**£1,930,528**

6.2 The overall revenue cost of Fleet Services Department for year ending March 2025 totals £1.9m, a reduction of £165,000 on the previous year and the lowest costs incurred since 2020/21.

6.3 Fuel spend has reduced by £12,000 due to fewer miles being driven together with reduction in the price at the pump. However, 32,000 more litres were purchased driven by the operational use of the vehicles throughout the year.

6.4 Consumable spend continues its downward trend due to reclassification of items previously recorded as consumables now correctly classified as vehicle spares, together with a reduction of actual year on year consumable consumption.

6.5 External vehicle hire spend has reduced by over 80% due to a reduction of the duration of long-term hires to support operational requirements and 4 X 4 vehicles over the winter period.

6.6T he cost associated with utilising external suppliers was £87k lower than year ending 2024 with jobs completed internally where possible.

6.7 VALUE FOR MONEY

Customer feedback is provided through customer comments (both positive and negative), and performance indicators regarding the establishment, fuel use and accident statistics are also communicated to management. The Fleet User Group forum has been re-constituted into the Uniform Equipment and Fleet Users Group Forum to ensure operational requirements are embedded in the force governance arrangements.

The Fleet Management database approved and implemented year ending March 2017 Is due to be replaced. A collaboration comprising of Gwent, South Wales and Dyfed Powys in conjunction with procurement services are navigating a process that will result in a replacement system that will future proof our ability to both store and report on this area of the business while providing value for money for all three forces.

Direct access to the computerised fleet management system through a web portal allows specific users to have direct access to view vehicle accident details. The web portal is also used to report accidents and is an improved and enhanced tool for recording and monitoring. This has continued to be upgraded to include the reporting of vehicle defects, and the recording of vehicle checks these features will be replicated within any replacement fleet management system procured.

All the requirements that pass through the fleet services department are considered on their individual merits from which the most suitable route to market will be selected that delivers value for money considering price, lead times, quality, environmental impacts and new procurement legislation that came into effect in February 2025.

7. *YSTYRIAETHAU PERSONEL* | PERSONNEL CONSIDERATIONS

7.1 The Fleet Services staffing has developed to support operational demands and is detailed in Table L:

Table L

Position	Grade	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Fleet Services Manager	PO(K)	1	1	1	1	1	1
Workshop Manager	PO(A)	0	0	1	1	1	1
Fleet Administration Manager	SO1	1	1	1	1	1	1
Workshop Foreperson	SO1	1	1	1	1	1	1
Technicians	SC 6	3	3	4	4	3	4
Stores Person	SC 5	1	1	1	1	1	1
Fleet Admin Assistants	SC 3	3	3	3	3	3	3
Workshop Assistant	SC 3	1	1	1	1	1	1
Total		**11**	**11**	**13**	**13**	**12**	**13**

7.2 Fleet Services Department staff headcount remained stable during the year ending March 2025 after many years of experience difficulty attracting staff to fill vacant positions. It was suggested that the role of technician should be re-evaluated to ensure that the technicians are being correctly recompensed for the work they do. The re-evaluation process commenced in August 2024. We do not expect the process to conclude until the end of quarter 1, 2025/26.

7.3 The department gained approval to recruit an apprentice during the 2024/25 financial year. One candidate navigated the selection process however failed to pass the required internal vetting. This left us with insufficient time to commence and complete the recruitment process again intime for the start of the academic year. We expect to commence recruitment again early in the 2025/26 financial year intime to select a suitable candidate for the current academic year that commences in early September.

7.4 A training programme is in place to ensure that staff are proficient with ever evolving technology including Electric vehicles and able to operate the latest equipment built into vehicles and the fitted ancillary equipment.

7.5 Staff are trained to cover First Aid, Health & Safety and Fleet Management, along with the technical training of the vehicle mechanics, including MOTs and stolen vehicle identification together with additional specific ad-hoc training as required.

8. *YSTYRIAETHAU CYFREITHIOL* | LEGAL IMPLICATIONS

8.1 The contracts arrangements are progressed in line with legal requirements.

9. *YSTYRIAETHAU CYDRADDOLDEB A HAWLIAU DYNOL* | EQUALITIES AND HUMAN RIGHTS CONSIDERATIONS

9.1 This project/proposal has been considered against the general duty to promote equality, as stipulated under the Single Equality Scheme and has been assessed not to discriminate against any group.

9.2 In preparing this report, consideration has been given to requirements of the Articles contained in the European Convention on Human Rights and the Human Rights Act 1998.

10. RISG | RISK

10.1 None identified.

11. BUDD Y CYHOEDD | PUBLIC INTEREST

11.1 In producing this report, has consideration been given to ‘public confidence’? **Yes**

11.2 Are the contents of this report, observations, and appendices necessary and suitable for the public domain? **Yes**

11.3 If you consider this report to be exempt from the public domain, please state the reasons: **N/A**

11.4 Media, Stakeholder and Community Impacts: **None**

12. AWDUR YR ADRODDIAD | REPORT AUTHOR

12.1 Ken Peart; Fleet Services Manager

13. PRIF SWYDDOG ARWEINIOL | LEAD CHIEF OFFICER

13.1 Nick McLain; Assistant Chief Constable

14. ATODIADAU | ANNEXES

14.1 There are no annexes to this report.

15. CYMERADWYAETH LLYWODRAETHU A BRIF SWYDDOG | GOVERNANCE BOARD AND CHIEF OFFICER APPROVAL

15.1 This report has been presented to the following oversight board: **Organisational Resource Board**

Meeting chaired by: **ACC McLain**

Meeting date: **27 July 2025**

Actions or amendments arising from meeting: **None**

This report has been presented to the **Scrutiny Executive Board**

Meeting chaired by: **DCC Nicola Brain**

Meeting date: **5 August 2025**

Actions or amendments arising from meeting: **None**

15.2 I confirm that this report has been discussed and approved at a formal Chief Officers' meeting.

15.3 I confirm this report is not suitable for the public domain for the reasons stated in 11.3 – **N/A**

Llofnod | Signature:

Dyddiad | Date: 14 August 2025