

Appendix A

Significant Governance Issues identified to be addressed in 2024/25

| | Issue | Action Plan (as per 2022/23 Statement – Appendix B) | Lead Officer | RAG Status | Comments | Target Date |
|----|--|--|------------------------------------|------------|--|----------------------------|
| 1. | An Internal Audit of Risk Management and Business Continuity Planning undertaken in 22/23 identified a number of issues and, in particular, was only able to offer limited assurance in relation to Business Continuity testing. | <p>An exploratory testing programme, targeting those functions considered most at risk, will be developed and piloted during 23/24. Also, the options and associated costs and resources required to develop, implement, and sustain a fully recordable business continuity testing and exercising programme will be investigated during 23/24.</p> <p>The full audit findings, recommendations and management action plan can be viewed here:</p> <p>https://bucksfire.gov.uk/wp-content/uploads/2024/03/30verview-and-audit-committee-meeting-15-march-2023-item-7b-internal-audit-final-audit-reports.pdf</p> <p>Target: 31 March 2024 for completion of pilot and review of future development options.</p> | Risk & Business Continuity Manager | Amber | With the departure of the Station Commander Resilience and Business Continuity in May 2025 to be carried over to 25/26 | (March 2025) March 2026 |

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|----|--|---|--------------------------------|-------|---------------------------------|--------------------------------------|
| 2. | To give greater priority to how the Services increases awareness of equality, diversity and inclusion across the organisation. | <p>Roll out EDI training to employees across the Service in order that awareness is raised of its EDI objectives and employees actively embed EDI considerations into everything that they do.</p> <p>Target Date: 31 March 2024</p> | Head of Human Resources | Green | Complete | March 2025 |
| 3. | Counter-Fraud and Corruption and Anti Money Laundering Policies | <p>Both policies were last reviewed in 2018. It would be good practice for these to be reviewed by officers and Members of the Overview and Audit Committee during the financial year 2022-23.</p> <p>(Deferred from 2022/23)</p> | Director of Finance and Assets | Amber | <p>To be approved July 2025</p> | <p>(March 2025)</p> <p>July 2025</p> |
| | Review of internal governance arrangements to support new Community Risk Management Plan and senior team arrangements | Supported by an independent external expert, the Service will review and update its internal governance arrangements. This will include looking to bring together decision making on people, organisational development, and training issues to support the reintroduction of a Director of HR and OD (initially on a two-year fixed-term basis). | DCFO | Green | Complete | |

Appendix B

Significant Governance Issues to be addressed in 2025/26

| | Issue | Action Plan | Lead Officer | Target Date |
|----|---|--|------------------------------------|--------------------|
| 1. | Carry forward Business Continuity testing | As above | Risk & Business Continuity Manager | March 2026 |
| 2. | Review of Authority/Committee reporting and decision making | To evaluate the governance structures and processes within the Authority and to recommend any changes for enhancement | Director of Legal and Governance | March 2026 |
| 3 | Review of the format of the Annual Governance Statement | Review and refresh the format for the 2025-26 Annual Governance Statement to align with <u>Delivering Good Governance in Local Government: addendum published May 2025</u> | Director of Legal and Governance | March 2026 |