Appendix A

Significant Governance Issues identified to be addressed in 2023/24

	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.	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. The full audit findings, recommendations and management action plan can be viewed here: https://bucksfire.gov.uk/wp-content/uploads/2024/03/3overview-and-audit-committee-meeting-15-march-2023-item-7b-internal-audit-final-audit-reports.pdf Target: 31 March 2024 for completion of pilot and review of future development options.	Station Commander Resilience and Business Continuity	Amber	Investigation of a fully recordable business continuity testing and exercising programme has been completed. This could be achieved by using Microsoft 365 solutions like SharePoint and PowerApps, however without the inhouse skills to develop the solution it will remain a manual function. With limited resource available this is unachievable within the original target timeframe	March 2025

					and will require it to be deferred into 24/25.	
2.	To give greater priority to how the Services increases awareness of equality, diversity and inclusion across the organisation.	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.

Target Date: 31 March 2024 | Head of Human Resources | Green | A review was undertaken; it was presented to the HMICFRS Tactical Board with recommendations. It included elearning completion rates, face to face EDI input through induction and Supervisory Management Aquisition programme, training delivered to Watch Commanders and equivalent, Asian Fire Service Association and NFCC training attended and EDI Station visits.

Growth bids for neurodiversity and Disability Confident training were approved and are | March 2025 |

					due to be rolled out in 2024/2025.	
					A growth bid for Bystander training is awaiting approval.	
					The Strategic Culture Board will monitor EDI training and review of training as a key priority on the Equality action plan.	
3.	Counter-Fraud and Corruption and Anti Money Laundering Policies	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. (Deferred from 2022/23)	Director of Finance and Assets	Amber	Due to competing priorities this action will need to be carried forward to 2024-25. While these both represent a low risk to the Authority it would be good practice for these to be reviewed.	March 2025.

Appendix B

Significant Governance Issues to be addressed in 2024/25

	Issue	Action Plan	Lead Officer	Target Date
1.	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	September 2024
2.				