

*FINANCE*

**FUNCTIONAL PLAN**

**ACTION TRACKER2023/24**

**Our Purpose:**

HERE TO SERVE. HERE TO PROTECT.

HERE TO KEEP YOU SAFE.

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| **Action Plan 2023/24 - June 2023 update** |
| **KEY DELIVERABLE** | **ACTIONS TO ACHIEVE EXPECTED OUTCOMES** | **OWNER** | **PROGRESS** | **PROJECTED COMPLETION DATE** | **BOARD REPORT DATE** | **BRAG STATUS** |
| **8.1 Determine and implement a succession plan following the retirement of the Director of Finance and Procurement, the Chief Accountant and potentially other strategic management posts.** | 8.1.1 Advertise posts  | Chief Fire Officer/Director of Finance and Procurement | Director of Finance & Procurement, Head of Finance posts have been filled and the Chief Accountant post advert is currently live. | July 2023 – March 2024 |  |  |
| 8.1.2 Interview and appoint |
| 8.1.3 Any failure to appoint – identify alternative options |
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| **8.2 To implement the “remedy” to resolve all MFRA public pension age discrimination cases.** | 8.2.1 Monitor consultation on regulation / legislation changes to enact remedy. | Director of Finance and Procurement | Responses have been sent via LPP to all consultations and currently working on a communication strategy with LPP that reflects Home Office proposals to prioritise roll-out of remedy with effect from October 2023. Potential risk that the software providers may delay the process, but work is on-going to avoid this. | August 2023 – March 2024 |  |  |
| 8.2.2 Work with LPP to respond to consultation |
| 8.2.3 Work with LPP to implement HO priority list for resolving eligible FPS members’ pensions as soon as possible. |  |
| 8.2.4 Work with LPP to agree the communication strategy utilising any nationally agreed documentation. |  |
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| **8.3 Review current Procurement Strategy in light of Modern Slavery Act and Procurement ask** | 8.3.1Review current procurement strategy and update as required | Head of Procurement | Work to commence once 2022/23 year-end ask / audit has been completed, as planned. | April – December 2023 |  |  |
| 8.3.2Consider procurement route options, using local suppliers, Modern Slavery Ask, use of existing frameworks etc. |  | April – December 2023 |  |
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| **8.4 Determine process for approving new Finance, Procurement, HR and Payroll Application in order to have a new contract and system in place by August 2024.** | 8.4.1 Continue discussions with relevant lead service representatives on preferred procurement route. | Director of Finance and Procurement / Director of POD |  | April 2023- March 2024March 2024March 2024 |  |  |
| 8.4.2Get relevant sign-off for approach. |  |
| 8.4.3Work with leads and Procurement to identify Framework and route to market |  |

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| **BRAG Descriptor** |

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|   **Action completed** | **Action is unlikely to be delivered within the current functional delivery plan** | **Action may not be delivered by the designated deadline within the functional plan** | **Action will be delivered by the designated deadline within the functional plan** | **Action not yet started** |

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| **STATUS SUMMARY – 30.06.23** |
| **Total Number of Workstreams** | **37 (100%)** |
| **Action completed** | **0 (0%)** |
| **Action is unlikely to be delivered within the current functional delivery plan** | **0 (0%)** |
| **Action may not be delivered by the designated deadline within the functional plan** | **0 (0%)** |
| **Action will be delivered by the designated deadline within the functional plan** | **12 (100%)** |
| **Action not yet started** | **0 (0%)** |