



FINANCE

FUNCTIONAL PLAN

ACTION TRACKER 2023/24

Our Purpose:

HERE TO SERVE. HERE TO PROTECT.

HERE TO KEEP YOU SAFE.

Action Plan 2023/24

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	<p><u>April – June update</u> Director of Finance & Procurement, Head of Finance posts have been filled and the Chief Accountant post advert is currently live.</p> <p><u>July – Sept update</u> The Chief Accountant post was filled in August. The Management Accountant post advert is currently live. The team continue to work on succession planning.</p>	July 2023 – March 2024		
	8.1.2 Interview and appoint					
	8.1.3 Any failure to appoint – identify alternative options					
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	<p><u>April – June update</u> 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.</p>	August 2023 – March 2024		
	8.2.2 Work with LPP to respond to consultation					

	<p>8.2.3 Work with LPP to implement HO priority list for resolving eligible FPS members' pensions as soon as possible.</p>		<p><u>July – Sept update</u> Work with LPP on communications is progressing and initial communications have gone out to all individuals who are affected by the age discrimination. Software providers are estimating the application will be available from the middle of October. LPP have devised a manual process if the software application is not available in time for retirement from 1st October 2023.</p>			
	<p>8.2.4 Work with LPP to agree the communication strategy utilising any nationally agreed documentation.</p>					
<p>8.3 Review current Procurement Strategy in light of Modern Slavery Act and Procurement ask</p>	<p>8.3.1 Review current procurement strategy and update as required</p>	<p>Head of Procurement</p>	<p><u>April – June update</u> Work to commence once 2022/23 year-end ask / audit has been completed, as planned.</p> <p><u>July – Sept update</u> Work has commenced and the review is currently taking place and the Procurement Strategy will be updated as required.</p>	<p>April 2023 – December 2023</p>		
<p>8.3.2 Consider procurement route options, using local suppliers, Modern Slavery Ask, use of existing frameworks etc.</p>						

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	<u>April – June update</u> <u>July – Sept update</u> Discussions have taken place with the service leads and end users of the applications on the preferred procurement route. Procurement have identified relevant Government Frameworks as the route to procurement. A report is being prepared for Authority to request Authority approval.	April 2023 – March 2024		
	8.4.2 Get relevant sign-off for approach.					
	8.4.3 Work with leads and Procurement to identify Framework and route to market					

BRAG Descriptor

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 – 30.09.23

Total Number of Workstreams	12 (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%)
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