

Consolidated Action Plan for Improvements

CURRENT ACTIONS

	Action	Lead Officer(s)	Timeline	Update July 2022
4	Stronger governance arrangements and regular reporting of financial position & performance against approved business plans: -			
4(i)	<u>Farnham Park Trust and Higginson Park Trust</u> <ul style="list-style-type: none"> - Strategic review of trust arrangements and agreement of future approach (informed by leisure strategy). 	Sophie Payne Head of Finance (Fiorella Mugari)	March 2023	<p>The strategic review of trust arrangements is continuing, with Service Improvement involved in an options appraisal for Farnham Park as well as the wider service review. The arrangement for Trusts will fall out of this work and the Leisure Strategy.</p> <p>The 3 key components of the Leisure Strategy (Indoor Facilities Strategy/ Playing Pitch Strategy/ Open Space Strategy) are being developed, for approval in 2023.</p>
4(ii)	<u>Consilio and Aylesbury Vale Estates</u> <ul style="list-style-type: none"> - Due to Consilio being a small, young company that is closely knit to the Council consider and shape the future direction of the management of the company as it grows. To be directed by Companies Oversight Board. 	Ian Thompson John Reed Claire Hunter	On-going	The Buckinghamshire Shareholder Committee will have its first meeting on 19 th July 2022 and will consider this as part of its role.

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6	<p>Review the financial model and how service finance currently work with directorates to ensure strong financial management and grip that adds value and enhances decision-making:</p> <ul style="list-style-type: none"> (i) Complete current assessment of arrangements. (ii) Implement required changes to model (as part of service review). 	David Skinner	Commence Assessment (Complete) Receive draft report from CIPFA (Complete) Service Review to conclude (Sept 2022)	The review of the Service Finance (and the whole of Finance) model forms part of the Finance Service Review and will be informed by the CIPFA review of general financial management in the Council.
7	It would be of significant benefit to make sure that all directorship/representative roles have comprehensive training to ensure they fully understand their role and responsibility as a Council director/representative.	John Reed	September 2022	Company Director Training for all Council nominated Company Directors, Shareholder Committee members and relevant advisors has been set up for 23 rd September 2022.
11	Legal to review with Service Directors notification and approval process for external instructions.	Nick Graham	Ongoing	Whilst there have been improvements, there is still work to do with ensuring proper sign off for all external instructions.
12	Legal to liaise with internal communications team about profile raising corporate governance issues.	Nick Graham	March 2022	The Principal Governance Officer will take forward this action.
13	The Adults & Health Debt Task and Finish Group continues to make improvements in the income and debt collection process and proactively looks to reduce the level of A&H outstanding debt.	Gill Quinton	Ongoing	New

COMPLETED ACTIONS

	Action	Lead Officer(s)	Timeline	Update July 2022
1	Establishment of a monthly budget board for each Directorate (as already exist in some of the directorates).	David Skinner	Completed	A budget Board has been established for each of the Directorates.
2	Review of all current commercial properties to re-assess the future strategy and understand the risks for the new authority.	John Reed Mark Preston	Completed	A review has been undertaken and a report presented to CMT Budget Board on 22/09/2021 and Informal Cabinet on 7/10/2021. Annual reviews will continue to be undertaken.
3	Quarterly reporting of earmarked reserves, including the purpose and future planned movements.	Richard Ambrose	Completed	Quarterly monitoring is undertaken. The next monitoring report will be presented to CMT in January before forming part of the s151 Officer's 'Chief Finance Officer's Statutory Report' to Council in February.
4	Stronger governance arrangements and regular reporting of financial position & performance against approved business plans: -			
4(i)	<u>Farnham Park Trust and Higginson Park Trust</u> <ul style="list-style-type: none"> - Review of operations and financial position (historic and projected) for Farnham Park. - Review of operations and financial position (historic and projected) for Higginson Park. 	Sophie Payne Head of Finance (Fiorella Mugari)	Completed Completed	Reports have been provided to CMT providing details of the operations and financial position for each Trust. The projected financial position for both Trusts is monitored, and 22/23 proposed budgets included in MTFP process considerations.

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4(ii)	<u>Consilio and Aylesbury Vale Estates</u> <ul style="list-style-type: none"> - Set up a Companies & Partnerships Oversight Board to provide structure and visibility to the monitoring and governance arrangements. - Governance and oversight arrangements to be formalised and published and subject to an internal audit review. - Annual report to be presented to CMT and Informal Cabinet to enable the Council to exercise its rights as a Shareholder (incl. review of accounts and business plan). 	Ian Thompson John Reed Claire Hunter	Complete Complete Complete	Cabinet approved the establishment of the Buckinghamshire Shareholder Committee on 29 th March 2022, to provide oversight of the Councils company interests. The first meeting is due to take place on 19 th July 2022.
5	Review of loans made to external bodies (e.g. Consilio, AVE, Enterprise Zones, Silverstone) to ensure repayments are being made promptly and an evaluation of risks is undertaken.	Mark Preston	Complete	A review of loans was undertaken and reported to CMT Budget Board on 22/09/2021 and Informal Cabinet on 7/10/2021. A regular review is undertaken as part of budget monitoring and the MTFP process. An alternative repayment schedule has been agreed regarding the Silverstone loans, which should safeguard the repayment of the principal and an appropriate return for the Council.
8	Contracts: Legal will continue to monitor capacity in this area and liaise with finance and procurement colleagues regarding forthcoming contacts up for renewal to ensure that these are properly supported.	Nick Graham	Complete	We have successfully recruited a team leader and two permanent contract lawyers who are all very experienced
9	Service Directors for Finance and Legal to discuss and clarify roles and expectations around procurements.	Nick Graham	Complete	There is a good relationship now between the Team Leader for Contracts and the Head of Procurement.

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10	Legal to review with HR the recruitment campaign when completed.	Nick Graham	Complete	