

Buckinghamshire Shareholder Committee Forward Plan 2024/25

Date	Topic	Description & Purpose	Lead Officer
12 June 2024	Review of KPI's (for BA and Consilio)	To review the key performance indicators relating to Buckinghamshire Advantage and Consilio.	Directors of BA and Consilio
	Annual Review of the Director Appointments and Conflicts of Interest Guidance	To undertake an annual review to ensure arrangements remained fit for purpose.	Richard Ambrose / Glenn Watson
	6-month review of Risk Registers (for BA and Consilio)	To undertake a six-monthly review of risk registers and understand how risks are escalated and addressed.	Directors of BA and Consilio
	Annual Business Plan and Financial Budget for Consilio	To review Consilio's 2024/25 Business Plan and financial budget.	David Pearce / Nigel Dicker
	Committee Action Plan update	To receive an update on the red and amber rated items within the Committee's action plan.	Glenn Watson / Richard Ambrose
	Forward Plan	To note and comment on the forward plan	Leslie Ashton
16 October 2024	Annual Best Practice Self-Assessment	To undertake an annual best practice self-assessment of the Committee and entities.	Richard Ambrose / Glenn Watson
	Aylesbury Vale Estates update, KPIs, Risk Register	- To consider progress to date, including their financial position (including outstanding loans)	Mark Preston

	and Draft Financial Accounts 2023/24	<ul style="list-style-type: none"> - To review the 2023/24 draft financial accounts of AVE - To receive an update on performance against KPIs - To review the company risk register 	
	Draft Financial Accounts for Buckinghamshire Advantage 2023/24	To review the 2023/24 financial accounts of Buckinghamshire Advantage	Richard Harrington / Lisa Michelson
	Draft Financial Accounts for Consilio 2023/24	To review the 2023/24 financial accounts of Consilio	David Pearce
	Director appointments update	To ratify and note director changes since the last meeting.	Leslie Ashton
	Forward Plan	To note and comment on the forward plan	Leslie Ashton
29 January 2025	Annual Review of Articles of Association	To undertake an annual review of each subsidiary company's Articles of Association.	Richard Ambrose / Glenn Watson Directors of each subsidiary
	Annual Audit Letters	To consider the Annual Audit letter following the external audit of the financial accounts of each subsidiary body.	Richard Ambrose / Dave Skinner
	6-month review of Risk Registers (for each subsidiary)	To undertake a six-monthly review of risk registers and understand how risks are escalated and addressed.	Directors of Each Subsidiary

	Committee Action Plan update	To receive an update on the red and amber rated items within the Committee's action plan.	Glenn Watson / Richard Ambrose
	Buckinghamshire Advantage update	BA to attend to present their progress against business plan to date, including their financial position (including outstanding loans)	Lisa Michelson / Richard Harrington
	Terms of Reference – annual review	To undertake an annual review of the Terms of Reference to ensure that they remain fit for purpose.	Glenn Watson / Richard Ambrose / Leslie Ashton
	Draft Financial Accounts for London Road Management Company	To review the 2023/24 financial accounts of London Rd Management Company.	Mark Preston
	Forward Plan	To note and comment on the forward plan	Leslie Ashton
12 March 2025	Annual Business Plan and Financial Budget for each subsidiary body.	To review each respective subsidiary company's 2024/25 Business Plan and financial budget.	Directors of Each Subsidiary
	Annual Shareholder Committee report 2024-25	To comment on and review the 24/25 draft annual report prior to it being presented to Cabinet.	Richard Ambrose / Leslie Ashton
	Committee Action Plan update	To receive an update on the red and amber rated items within the Committee's action plan.	Glenn Watson / Richard Ambrose
	Forward Plan	To note and comment on the forward plan	Leslie Ashton