

WORK PROGRAMME - CORPORATE OVERVIEW AND SCRUTINY PANEL

DIRECTORS	<ul style="list-style-type: none"> • Duncan Sharkey (Managing Director) • Russell O’Keefe (Executive Director) • Andy Jeffs (Executive Director)
LINK OFFICERS & HEADS OF SERVICES	<ul style="list-style-type: none"> • Elaine Browne, (Interim Head of Law & Governance) • Nikki Craig, (Head of HR and Corporate Projects) • Catherine Hickman, (Lead Specialist Audit and Investigation) • Barbara Richardson, (Managing Director RBWM Property Co) • Rob Stubbs, (Deputy Director & Head of Finance) • Head of IT Services (TBC)

MEETING: Special Meeting- 22nd October

ITEM	RESPONSIBLE OFFICER
Final Statement of Accounts	Julian Reeve & Jonathan Gooding , <i>Deloitte; Rob Stubbs,</i> <i>Deputy Director & Head of Finance</i>
External Audit IAS260	Auditors; Rob Stubbs , <i>Deputy Director & Head of Finance</i>
Annual Governance Statement	Elaine Browne , <i>Head of Legal</i>
LGA Peer Review	Duncan Sharkey , <i>Managing Director</i>
Work Programme	Panel clerk
TASK AND FINISH	
TBC	

MEETING: Special Meeting- November (TBC)

ITEM	RESPONSIBLE OFFICER
Review of Contracting Process	Duncan Sharkey , <i>Managing Director</i>
Annual Governance Statement; progress report on GDPR compliance	Karen Shepherd , <i>Service Lead-Governance</i>
Work Programme	Clerk
TASK AND FINISH	
TBC	

MEETING: 4th FEBRUARY 2020

ITEM	RESPONSIBLE OFFICER
Performance Q3 Report	Anna Robinson , <i>Strategy and Performance Manager</i>
Budget Report	Lead Officers & Finance
Annual Trusts Report	Karen Shepherd ; <i>Service Lead-Governance</i>
2019/20 Interim Audit and Investigation Report	Catherine Hickman , <i>Lead Specialist Audit and Investigation</i>
Annual Scrutiny Report (Draft)	Chairman & Lead Officers
Work Programme	Panel clerk
TASK AND FINISH	
TBC	

MEETING: 22nd APRIL 2020

ITEM	RESPONSIBLE OFFICER
Annual Scrutiny Report (Final version for approval and submission for Full Council)	Chairman & Lead Officers
Key Risk Report (Bi-Annual)	Steve Mappley, <i>Insurance and Risk Manager</i>
Annual Governance Statement; Progress report- Health and Safety Update	Nikki Craig, <i>Head of HR & Corporate Projects</i>
Annual Governance Statement; Progress report- Business Continuity Plans	David Scott; <i>Head of Communities, Enforcement and Partnerships</i>
Work Programme	Panel clerk
TASK AND FINISH	
TBC	

ITEMS SUGGESTED BUT NOT YET PROGRAMMED

ITEM	RESPONSIBLE OFFICER