

## WORK PROGRAMME - CORPORATE OVERVIEW AND SCRUTINY PANEL

<b>DIRECTORS</b>	<ul style="list-style-type: none"> <li>• Duncan Sharkey (Managing Director)</li> <li>• Russell O’Keefe (Executive Director)</li> <li>• Andy Jeffs (Executive Director)</li> </ul>
<b>LINK OFFICERS &amp; HEADS OF SERVICES</b>	<ul style="list-style-type: none"> <li>• Elaine Browne, (Head of Law)</li> <li>• Nikki Craig, (Head of HR, Corporate Projects &amp; ICT)</li> <li>• Catherine Hickman, (Lead Specialist Audit and Investigation)</li> <li>• Barbara Richardson, (Managing Director RBWM Property Co)</li> <li>• Ruth Watkins, (Chief Accountant and Deputy S151 Officer)</li> <li>• Karen Shepherd (Head of Governance)</li> </ul>

### MEETING: 4<sup>th</sup> FEBRUARY 2020

ITEM	RESPONSIBLE OFFICER
Performance Q3 Report	<b>Rachel Kinniburgh,</b> <i>Strategy and Performance</i>
Budget Report	<b>Lead Officers &amp; Finance</b>
Annual Trusts Report	<b>Karen Shepherd;</b> <i>Head of Governance</i>
2019/20 Interim Audit and Investigation Report	<b>Catherine Hickman,</b> <i>Lead Specialist Audit and Investigation</i>
Annual Scrutiny Report (Draft)	Chairman & Lead Officers
Work Programme	Panel clerk
<b>TASK AND FINISH</b>	
Highways contract outsourcing	

### MEETING: 22<sup>nd</sup> 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)	<b>Steve Mappley,</b> <i>Insurance and Risk Manager</i>
Annual Governance Statement; Progress report- Health and Safety Update	<b>Nikki Craig,</b> <i>Head of HR, Corporate Projects &amp; ICT</i>
Annual Governance Statement; Progress report- Business Continuity Plans	<b>David Scott;</b> <i>Head of Communities</i>
Work Programme	Panel clerk
<b>TASK AND FINISH</b>	
TBC	

### ITEMS SUGGESTED BUT NOT YET PROGRAMMED

ITEM	RESPONSIBLE OFFICER