

WORK PROGRAMME - CORPORATE OVERVIEW AND SCRUTINY PANEL

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

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 Mapple , <i>Insurance and Risk Manager</i>
Annual Governance Statement; Progress report- Health and Safety Update	Nikki Craig , <i>Head of HR, Corporate Projects & ICT</i>
Annual Governance Statement; Progress report- Business Continuity Plans	David Scott ; <i>Head of Communities</i>
Annual Governance Statement; Progress report - Vision and Purpose for the Organisation	Duncan Sharkey , <i>Managing Director</i> and Nikki Craig , <i>Head of HR, Corporate Projects & ICT</i>
Annual Governance Statement; Progress report - Monitoring Officer Resources	Duncan Sharkey , <i>Managing Director</i> and Mary Severin
Annual Governance Statement; Progress report – PSN Compliance	Nikki Craig , <i>Head of HR, Corporate Projects & ICT</i>
Code of Corporate Governance	Mary Severin
Work Programme	Panel clerk
TASK AND FINISH	
Highways contract outsourcing	

MEETING: TBC JUNE 2020

ITEM	RESPONSIBLE OFFICER
Annual Governance Statement; Progress report – Member/Officer Roles and Responsibilities	Duncan Sharkey , <i>Managing Director</i> and Mary Severin
Annual Governance Statement; Progress report – Financial Governance	Duncan Sharkey , <i>Managing Director</i> and S151 Officer

ITEMS SUGGESTED BUT NOT YET PROGRAMMED

ITEM	RESPONSIBLE OFFICER
Maidenhead United – Request for Relocation	Russell O’Keefe , <i>Executive Director</i>