Leading Overview and Scrutiny a Workshop for Officers

Overview and Scrutiny – Realising the Potential

THURSDAY 29 SEPTEMBER 2016

10.00-16.15

Facilitator: Mark Palmer, Development Director, South East Employers

Purpose
Overview and scrutiny is a challenging role that can have a great impact in your locality. This one day workshop will provide Officers who support and lead scrutiny with the knowledge and skills to maximise the potential of overview and scrutiny. The workshop will consider all aspects of the overview and scrutiny roles to support scrutiny improvement and enhance performance.

Objectives
- To provide officers with an oversight of the leadership role of scrutiny
- To be able to develop and prioritise a high impact scrutiny work programme
- To provide the means to support and facilitate an effective relationship between cabinet and scrutiny
- To lead and support successful engagement with the public, partners and the media
- To be able to maximise internal and external influence to support successful outcomes
- To provide methods to support and structure the committee/panel questioning and engaging witnesses

Programme:

10.00 Welcome, introductions, clarifying objectives and ground rules

Section 1: The leadership role of overview and scrutiny - Facilitated Group Discussion

Refreshments (15 minutes)

Section 2: Prioritising a high impact overview and scrutiny work programme
Developing the Cabinet and Overview and scrutiny relationship

12.45 Lunch (30 minutes)

Section 3: Engaging the public, partners and media in overview & scrutiny

Section 4: Exerting internal and external influence - influence v decision making - Practical case study and identifying your own influencing style

Section 5: Engaging witnesses, supporting and facilitating effective questioning

Tea Break (15 minutes)

Action planning – Taking the learning forward

16.15 Close