



## MONITORING OFFICER INDUCTION PROGRAMME 2024

A comprehensive, tailored induction programme for new Monitoring Officers and Deputy Monitoring Officers. Traditionally the guardian of good governance, lawful decision making, and high standards of conduct, the Monitoring Officer is increasingly required to cultivate additional skills in an ever-more complex political and financial landscape. This shift in focus for the MO and the need to be able to move effortlessly between a diverse range of roles and responsibilities makes it an increasingly demanding position to hold.

LLG's Monitoring Officer Induction Programme is tailored specifically to the needs of MOs and DMOs and comprises a comprehensive blend of live and pre-recorded training sessions to prepare you for this challenging role. The Programme has been designed to provide new MOs and DMOs with a thorough grounding in the fundamental elements of the role of the Monitoring Officer, as well as detailed, practical training on some of the key areas of focus for MOs including governance, finance, scrutiny, working with Independent Persons, political awareness and dealing with Members.

### MODULES

The Programme comprises 14 modules, 4 of which consist of pre-recorded content with the remainder being live online training events including a full day in-person conference (which may instead be attended online). The online training courses will be run on Zoom.

The first module is the Role of the Monitoring Officer: The Fundamentals half-day course on 5<sup>th</sup> September, following which the pre-recorded modules will be made available to delegates. Live online training courses will then run throughout September, October and November with the final course in the Programme being the Independent Persons course on 14<sup>th</sup> November. In addition to the scheduled courses, delegates may select any course of their choice (full or half-day) from the selection of LLG courses running between 3<sup>rd</sup> September and 31<sup>st</sup> December 2024.

Module	Title	Date and Time	Speaker
1	<b>The Role of the Monitoring Officer: The Fundamentals</b>	5 <sup>th</sup> September 2024 09.30 – 12.30	Bethan Evans GOVTC
2	<b>The Strategic Role of Governance and Scrutiny</b>	Pre-recorded: available on 6 <sup>th</sup> September	Jacqui McKinlay Chief Operating Officer, Liverpool City Council
3	<b>Local Authority Finance</b>	Pre-recorded: available on 6 <sup>th</sup> September	David Carter Former Joint Managing Director, Warwickshire County Council
4	<b>Conflict Resolution</b>	Pre-recorded: available on 6 <sup>th</sup> September	Helen Bradley Director of Legal and Democratic Services, Durham County Council

<b>5</b>	<b>Personal Resilience and Managing Stress</b>	Pre-recorded: available on 6 <sup>th</sup> September	Kate Jasper Senior Business Manager, Sellick Partnership Rayhaneh Tehrani Associate Director, Sellick Partnership
<b>6</b>	<b>Political Awareness: How to Operate Effectively at the Interface with Elected Members</b>	12 <sup>th</sup> September 2024 09.30 – 12.30	Bethan Evans GOVTC
<b>7</b>	<b>Hybrid Monitoring Officer Conference</b>	13 <sup>th</sup> September 2024 09.00 – 16.30	Various
<b>8</b>	<b>Managing Disciplinary Issues as a Monitoring Officer</b>	25 <sup>th</sup> September 2024 09.30 – 12.00	David Kitson Partner, Bevan Brittan Sarah Lamont Partner, Bevan Brittan
<b>9</b>	<b>Essential Guide to Overview and Scrutiny Committees</b>	2 <sup>nd</sup> October 2024 09.30 – 14.45	Camilla de Bernhardt Lane Director of Practice, Centre for Governance and Scrutiny Natalie Rotherham Head of Scrutiny, Hertfordshire County Council
<b>10</b>	<b>Local Authority Finance Scrutiny: The Essentials</b>	4 <sup>th</sup> October 2024 09.15 – 14.45	Artemis Kassi Consultant and Former Statutory Scrutiny Officer and Head of Scrutiny
<b>11</b>	<b>Key Challenges and Updates for Monitoring Officers</b>	14 <sup>th</sup> October 2024 09.30 – 12.30	Bethan Evans GOVTV
<b>12</b>	<b>Dealing with Standards of Conduct of Elected Members</b>	24 <sup>th</sup> October 2024 09.30 – 12.30	Bethan Evans GOVTC
<b>13</b>	<b>Independent Persons: The Role of the IP in Ensuring High Standards of Conduct</b>	14 <sup>th</sup> November 2024 09.30 – 12.30	Bethan Evans and Gill Sinclair GOVTC
<b>14</b>	<b>Delegate Choice</b>	Varies	Varies