

COMMITTEE SECRETARIAT NETWORK

26th and 27th September 2013
City Hall, the Queens Walk, London, SE1 2AA

PROGRAMME

All sessions will take place in Committee Room 3 (on the lower ground floor)

THURSDAY 26th SEPTEMBER

9:30am	Tea and coffee
10:00am	Updates from all jurisdictions Chair: Mark Roberts, Executive Director of Secretariat
11.15am	Tea and coffee
11.30am	Updates (continued)
12:30pm	Flexible slot. Options: • informal networking • tour of City Hall • free time
1:00pm	Lunch
2:00pm	Concurrent sessions Choose from: A: Innovations in practice. Session led by Gillian Baxendine, Scottish Parliament. To cover: scheduling, use of rapporteurs and sub committees, using counsel to ask Qs. B: How do we improve report writing skills? Session led by Katie Smith, London Assembly. Round table discussion, focusing mostly on scrutiny reports covering: how to coach people to write a persuasive narrative, how to frame recommendations, optimal report length, what else?
3:00pm	Tea and coffee
3:30pm	Business efficiency; cuts; and the role of technology The Commons will start the session about the “digital first” programme in their Committee, followed by

NIA talking about the role of structural reform in responding to cuts. A discussion will be held on both these topics.

- 4:30pm Return to hotels
- 7:00pm Return to City Hall for departure to restaurant
- 7:30pm Dinner at Cantina del Ponte



Dolce Vita Menu
August-13.pdf

Menu (attached)

FRIDAY 27TH SEPTEMBER

- 9:15am Tea and coffee
- 9:30am **Transparency: balancing public interest and the costs of disclosure**
Session to include a) 'Transparency as challenge' i.e. improving transparency in ourselves and b) Transparency as opportunity' i.e. how we secure greater transparency of the functions/bodies we scrutinise.
- 10:30am Tea and coffee
- 10:45am **'Unconference' slot**
A free/unallocated session to follow up any additional issues/break early if not.
- Wikipedia: Typically at an unconference, the agenda is created by the attendees at the beginning of the meeting. Anyone who wants to initiate a discussion on a topic can claim a time and a space. This form of conference is particularly useful when the attendees generally have a high level of expertise or knowledge in the field the conference convenes to discuss.
- 11:45am Concluding session/future plans
Chair: Mark Roberts
- 12:00 Conference ends