



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Report Author:
Tel:

OFFICER DECISION TITLE: Training and conference costs: Scrutiny Officer
NAME OF OFFICER EXERCISING DELEGATED POWERS: Interim Legal Counsel
DATE OF OFFICER DECISION: 18 October 2017

Responsible Director:	<i>Martin Whiteley, Chief Executive</i>
Is this a public report? If a key decision, it will be a public report and will be published on the CA website.	Yes
Does the report have any annex that contains exempt information?	NO

Decision taken	<p><i>Please provide an overview of the decision taken.</i></p> <p>The Director of Governance agreed to support the ICOSA Democratic Services training and conference fees for the Scrutiny Officer employed by the Combined Authority</p>
Authorisation (<i>delete as appropriate</i>)	<p>This decision has been taken under:</p> <p>General authorisation (<i>those decisions delegated to officers as per the Constitution</i>):</p> <p>Authority delegated by the Constitution to agree funding for contracts within service area</p>
Background Information	<p><i>Give details of background information</i></p> <p>The Scrutiny Officer is employed by the Combined Authority within the Democratic Services team. The Scrutiny Officer is employed to deliver support for the Overview and Scrutiny Committee, the Audit Committee and from time to time, the Employment Committee.</p> <p>Training is essential to deliver qualified staff in a niche area of local government practice. The value of developing well qualified democratic services staff is key to the efficient delivery of</p>



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	democratic decision making within the Authority.
Alternative options considered.	<i>List alternative options considered and rejected and the reasons for rejection. Do not leave this section blank or put 'None'. There is always an alternative even if it is to do nothing.</i> Not training staff would save money but could potentially impact upon recruitment and retention of staff in this area of the business
Consultation	<i>List any relevant consultation undertaken in relation to the decision. For example portfolio holders, other Chief Officers.</i> The Mayor has been advised and fully supports trained and qualified officers.
Declarations / Conflicts of Interests (only if the decision falls under the 'Express Authorisation' category)	<i>List the names of any member who has been consulted on and declared an interest in relation to the decision.</i> None
Supporting documentation	<i>List any supporting documentation available in relation to this decision (all of this information must be retained for public inspection for a period of at least 4 years – there is no provision for the release of exempt/confidential information).</i> ADSO training and conference materials

Officer signature	Kim Sawyer	Date 18/10/17
Once signed please file in the electronic file Documents/Governance/ office decision notice and enter details in the register. If a public report, pass to Democratic Services and we will arrange publication.		