



**CAMBRIDGESHIRE  
& PETERBOROUGH**  
COMBINED AUTHORITY

Email: Overview and Scrutiny Committee Members

20<sup>th</sup> July 2018

Dear Members,

At the Overview and Scrutiny Committee meeting held on the 25th June committee members raised a query around whether there had been any involvement from officers in members decision to attend the call-in meeting organised for the 15th June.

I am writing to assure members that officers do not discuss with members, or the Mayor, their attendance at meetings as this would not be appropriate.

During the organisation of the call-in meeting members of the O&S committee were sent emails to check availability and after discussion with the Chair a date was agreed. Members were then asked to let officers know in advance if they would not be able to attend the meeting and to arrange for their substitute to attend in their place.

The only discussion that was held with the Mayor prior to meeting was to advise him, after agreement from the Chair of the Committee, that there was a chance that the meeting would not be quorate and therefore he may not need to attend the meeting. The Mayor was contacted again on the morning of the meeting to advise that the meeting would be inquorate and not to travel in.

Kim Sawyer is on leave for the next three weeks, but as Monitoring Officer she has asked me to give you her assurance that no officers were involved in giving any advice on frustrating the call-in arrangements, nor would they ever do so.

Kind regards

Anne Gardiner  
Scrutiny Officer