

Consideration of Call-In Items by the Overview & Scrutiny Committee

The Call-In shall be considered in the following manner:

- (a) the lead signatory to the call-in of the decision shall describe his/her concerns;
- (b) the Portfolio Holder responds;
- (c) the remaining signatories then speak in support of the call-in. If there are more than five signatories, only the lead member and the remaining two (or four) Councillors on the call-in notification shall be called to speak if they wish to do so. Any other Councillor whose name appears on the call-in notification shall be able to speak during the general debate on the item (see (e) below));
- (d) the Portfolio Holder responds;
- (e) the Overview and Scrutiny Committee (or Select Committee/Task and Finish Panel) will then debate the issues involved;
- (f) the lead signatory will then have an opportunity to respond to the debate;
- (g) the Portfolio Holder shall then have an opportunity to respond to the debate. The Chairman of the meeting shall have the discretion to vary the way in which evidence is gathered including speakers and public participation if appropriate;
- (h) following the debate, the Overview and Scrutiny Committee (or Select Committee/Task and Finish Panel) has the following options:
 - (i) to confirm the decision, which may then be implemented immediately;
or
 - (ii) to refer the decision back to the decision taker for further consideration setting out in writing the nature of its concerns; or
 - (iii) to refer the matter to full Council in the event that the Overview and Scrutiny Committee (or Select Committee/Task and Finish Panel) considers the decision to be contrary to the policy framework of the Council or contrary to, or not wholly in accordance with, the budget;
- (i) if it appears that the review of a decision of the Executive cannot be completed at one meeting, the Executive or decision taker will be informed, indicating any preliminary views the Overview and Scrutiny Committee (or Select Committee/Task and Finish Panel) may have and a proposed timescale for the completion of the review. The Chairman of the Overview and Scrutiny Committee (or Select Committee/Task and Finish Panel) shall, if necessary, consult with the Leader of the Council regarding the urgency of the proposed decision or any other related matter;
- (j) the Chairman of the Overview and Scrutiny Committee (or Select Committee/Task and Finish Panel) shall sum up the recommendations to be

submitted to the Executive and these shall be incorporated in full in the Minutes or report of the meeting;

(k) in cases where the Overview and Scrutiny Committee (or Select Committee/Task and Finish Panel) determines that a review of the decision is not justified or that, having reviewed the decision of the Executive, it has no adverse comment to make, the Committee (or Select Committee/Task and Finish Panel) shall ensure that its decision is published in the Council Bulletin;

(l) in the circumstances outlined in (k) above, the decision of the Executive or decision-taker may be implemented with effect from the date of that meeting;

(m) a report detailing any appropriate recommendations of the Overview and Scrutiny Committee (or Select Committee/Task and Finish Panel) shall be reported to the decision-taker;

(n) in presenting the recommendations of the Overview and Scrutiny Committee (or Select Committee/Task and Finish Panel) the Chairman may make general comments on the Committee's/Panel's recommendations, answer questions and respond to comments or new proposals made by the Executive at that meeting;

(o) the report of the Overview and Scrutiny Committee (or Select Committee/Task and Finish Panel) shall be sent in draft to all of its Members for approval prior to submission to the decision-taker; and

(p) minority reports may be made by members of Overview and Scrutiny Committee (or Select Committee/Task and Finish Panel) in accordance with the Protocol for that purpose.