

 Executive - 18 March		Agenda Item No.
Title	Call-in Procedure	
For further information about this report please contact	Robert Inman (01926 456100) Theresa Goss (01926 456114)	
Service Area	Members' Services	
Wards of the District directly affected	N/A	
Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006	No	
Date and meeting when issue was last considered and relevant minute number	N/A	
Background Papers	N/A	

Contrary to the policy framework:	No
Contrary to the budgetary framework:	No
Key Decision?	No
Included within the Forward Plan? (If yes include reference number)	No

With regard to officer approval all reports <u>must</u> be approved by the report authors relevant director, Finance, Legal Services and the relevant Portfolio Holder(s).		
Officer Approval	Date	Name
Relevant Director		
Chief Executive	27.02.07	Chris Elliott
CMT	02.03.09	
Section 151 Officer		
Legal	02.03.09	Peter Oliver
Finance	02.03.09	Marcus Miskinis
Portfolio Holder(s)	03.03.09	Councillor Doody and Caborn
Consultation Undertaken		
Final Decision?		Yes
Suggested next steps (if not final decision please set out below)		

1. SUMMARY

- 1.1 This report details amendments to the Council's Constitution with regard to the Council's Call-In Procedure.

2. RECOMMENDATIONS (TO COUNCIL) -

- 2.1 The amendments as detailed in appendices 2 & 3 to the report be approved.

3. REASONS FOR THE RECOMMENDATIONS

- 3.1 There were two Executive decisions 'called-in' during 2008 and although the procedure is stated in the Constitution, it was apparent that it needed to be clearer for officers, Councillors and members of the public to understand.

4. ALTERNATIVE OPTION CONSIDERED

- 4.1 The alternative is not to amend the Council's Constitution and continue with the current call-in procedure.

5. POLICY AND BUDGETARY FRAMEWORK

- 5.1 There is no impact on the policy and budgetary framework.

6. BACKGROUND

- 6.1 The current call-in procedure is set out in Procedure Rule 19 of the Council Procedure Rules, within the Council's Constitution. This is shown in Appendix 1 to the report.
- 6.2 Following the Executive on 23 July 2008, two decisions were called-in to the Overview and Scrutiny Committee for consideration. Council Procedure Rule 19 sets out how the call-in procedure operates, but it was felt by officers that the current level of detail in the Constitution is not prescriptive enough to ensure that it is completely clear how a called-in decision should be dealt with.
- 6.3 The process for dealing with called-in items has not actually changed, this report is merely recommending that the full process followed by officers is shown in a detailed written format which makes it easier to understand and follow from beginning to end. The suggested amendments are shown in Appendix 2.
- 6.4 The need for clear rules of debate of a called-in item at Council was also highlighted as there is not currently a procedure for this. A suggested procedure is shown in Appendix 3.
- 6.5 The high level call-in procedure is shown in Appendix 4.