

## CALL IN PROCEDURE

### The following procedure will be adopted for consideration of the called in decision made by Cabinet.

- 1 Deputations shall be heard in accordance with the deputation guidance notes adopted by the Council.
- 3 The Councillors, who called in the decision, will be given an opportunity to explain their reasons for calling in the decision;
- 4 The Members and the Cabinet Lead, who made the decision (“the Decision Maker”), may ask questions of the Councillors who called in the decision (“Call-In Councillors”) and made representations under 1 above;
- 5 The Decision Maker, will be invited to respond to the reasons for calling in the decision and any representations made by the Call-In Councillors under 1 above. The Decision Maker may ask a relevant Officer (“supporting officer”) to supply further information if necessary;
- 6 The Members and Call-In Councillors will be invited to ask questions of the Decision Maker and any supporting officers;
- 7 The Call-In Councillors, who made representations, will be given an opportunity to submit any final comments to the Board;
- 8 The Decision Maker will be given an opportunity to submit any final comments to the Board;
- 9 The Board will debate the issue and vote on the outcome

Having considered the decision, the Board has the following options

Option	Subsequent Action
<b>A</b> Take no further action	The original decision will take effect from the date of the meeting of the Board
<b>B</b> Refer the decision back to the Decision Maker for reconsideration, setting out in writing the nature of the Board’s concerns.	<p>The decision maker will resolve to either:</p> <ul style="list-style-type: none"> <li>(i) confirm the decision without modification; or</li> <li>(ii) confirm the decision with modification; or</li> <li>(iii) rescind the decision.</li> </ul> <p>The resolution of the decision maker will come into force immediately</p>
<b>C</b> In exceptional circumstances, refer the matter to the Council for scrutiny, giving reasons for why the matter is being	<p>if the Council does not object to the decision, no further action is necessary, and the decision will be effective from the date of the Council meeting.</p> <p>Provided the decision has been made in</p>

Option	Subsequent Action
referred to Council.	<p>accordance with the Policy Framework and the Budget, the Council has no power to amend the decision but may refer any decision to which it objects back to the decision maker together with the Council's views on that decision.</p> <p>The decision maker will resolve to either:</p> <ul style="list-style-type: none"> <li>(i) confirm the decision without modification; or</li> <li>(ii) confirm the decision with modification; or</li> <li>(iii) rescind the decision.</li> </ul> <p>The resolution of the Decision Maker will come into force immediately.</p>

In each of the options set out in above, the Decision Maker may only be asked to re-consider a matter once.