

NOTICE OF 'CALL IN' TO OVERVIEW AND SCRUTINY

We, the undersigned, give notice of our wish to refer the decision of Cabinet, made at (insert item number and name of decision) of the agenda considered at the meeting on (insert date), to Overview and Scrutiny for review under the 'call in' procedure contained in section 19 of the Overview and Scrutiny Procedure Rules. (For information follow link to relevant section of the constitution <http://bit.ly/y3h4cJ>)

We regard the Cabinet's decision to (provide details of the decision made by Cabinet and provide a brief overview as to why it is felt the decision should be called -in)

In addition we believe that the decision made by Cabinet is a breach of the following sections of Article 13.2 of the Council's Constitution, which states that the following principles should apply to decision making: (Delete as appropriate and leave those that you do not believe were applied)

- 13.2 a. due regard to all relevant considerations and disregard of all irrelevant factors;
- 13.2 b. proportionality (i.e. the action must be proportionate to the desired outcome);
- 13.2 c. lawfulness and financial propriety and prudence;
- 13.2 d. all due consultation;
- 13.2 e. the taking of professional advice from officers;
- 13.2 f. respect for human rights and application of the Human Rights Act 1998;
- 13.2 g. a presumption in favour of openness;
- 13.2 h. clarity of aims and desired outcomes;
- 13.2 i. the ability to explain the options considered and the reasons for decisions

IN PARTICULAR

(in this section please state in detail the reasons for calling-in the decision and why you are requesting a review)

ADDITIONAL INFORMATION AND/OR RECOMMENDED COURSE OF ACTION

(In this section please provide any additional information that you feel may help the Scrutiny Panel in reviewing the decision including where appropriate recommending an alternative course of action(s).

DATED: (Insert date call-in notice issued)

SIGNED: (Must be signed by either: 5 non-executive councillors OR 2 members of the Overview and Scrutiny Management Committee (one of whom must be the chair) OR 2 members of the relevant Scrutiny Panel (one of whom must be the chair))

Please submit completed notice to: Assistant Director: Legal, Governance & Monitoring and send a copy to the Chief Executive, the Chair of the Overview and Scrutiny Management Committee and the Governance and Democratic Engagement Manager.