Call-in is a scrutiny process established through national legislation which gives Overview and Scrutiny the power to 'Call-in' decisions - i.e. asking the decisionmaker to think again, if it is believed that the decision-maker has taken a decision in contravention of the Council's Decision-Making Principles.

Any councillor who is not a member of the Cabinet can raise a notice of Call-in but this must be supported in one of the following ways:

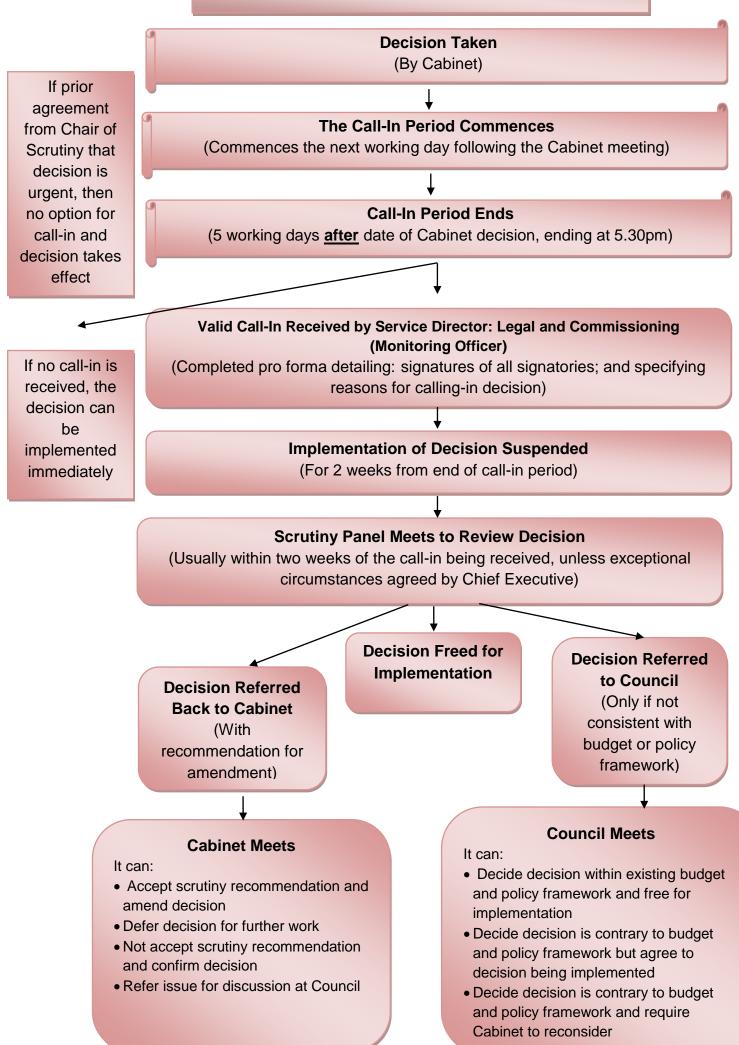
- Any five individual councillors
- Two members of the relevant Scrutiny Panel, one of whom should be the Panel Lead member
- Two members of the Overview & Scrutiny Management Committee one of whom should be the Chair

When a valid request has been received, all action to implement the decision is suspended for two weeks from the end of the call-in period (5 working days after the date of the Cabinet decision). During this period Scrutiny must meet and will be given access to all papers considered by the Cabinet and be able to question relevant Cabinet Members and council officers. Those who have requested the call in can also submit any evidence they hold to support their reasons for requesting a review of the decision. If required, the Panel can also hear evidence from all interested parties including Councillors and members of the public, relevant to the reasons for the call in.

In specific circumstances, some decisions may be exempt from Call-In, if implementation is needed urgently and the Chair of Overview and Scrutiny has given prior approval. (This is a separate requirement to that relating to key decisions not included in the Forward Plan).

NB: Planning decisions and judicial matters cannot be called-in.

## **Call-In Procedure**



## How to Call-In a Decision

