

PROTOCOL FOR DEALING WITH CALLED-IN BUSINESS AT AN OVERVIEW AND SCRUTINY BOARD MEETING

The Chair of the Scrutiny Board will briefly outline the following procedure to the Scrutiny Board Members and others present at the meeting.

1. The Calling-in Members will explain to the Committee the reasons why they have called-in the Cabinet's decision.
2. The Cabinet Member will explain to the Scrutiny Board the background to the decision that has been called-in.
3. The Lead Director/report author or any relevant third party involved in the compilation of the report, will explain the reasons for the recommendation in the report.
4. The Calling-in Members may ask questions of the Cabinet Member and/or the Lead Director/report author or any relevant third party involved in the compilation of the report.
5. Members of the Scrutiny Board may ask questions of the Cabinet member and of the Lead Director/report author, or any relevant third party involved in the compilation of the report.
6. Members of the Scrutiny Board may ask questions of the Calling-in Members.
7. The Scrutiny Board will debate the issues.
8. The Calling-in Members will have the opportunity to respond to any relevant points raised during the debate (if appropriate).
9. The Cabinet Member and/or the Lead Director/report author or any relevant third party involved in the compilation of the report, will have the opportunity to respond to any relevant points raised during the debate (if appropriate).
10. The Scrutiny Board will make its decision, and there are essentially two decisions which the Board can make: -
 - a. to uphold the decision that has been called-in, which means the decision will take immediate effect.
 - b. To refer the decision back to the decision-making body (Cabinet) to determine at its next available meeting, if necessary, with any recommendations which this Scrutiny Board considers to be appropriate. (If this is the case the Cabinet can uphold its original decision, or make a different decision, in light of the scrutiny Board's consideration thereon. Any subsequent decision made by a Cabinet would be exempt from call-in).

