

**REPORT TO:** SCRUTINY COMMITTEE

**DATE:** 13 JULY 2021

**TITLE:** CALL IN SUB COMMITTEE PROCEDURES

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**RECOMMENDED that:**

- A** It is recommended to Full Council that the procedure for modifying or withdrawing a call in (attached as Appendix A to the report) be adopted and included in the Constitution

**BACKGROUND**

1. As required by law, the Council has a call in procedure for decisions taken by the Executive which have been agreed but not yet implemented. Call ins are considered by the Call In Sub Committee.
2. The Sub Committee can either release a decision, so it can be implemented, or refer the decision back to the decision taker for reconsideration. There are some decisions which are exempt from the call in procedures and these exemptions are detailed in the Constitution.
3. The call in procedure has been used rarely with the two most recent uses being in January 2021 and October 2015. This means there have only been two times where the procedures for dealing with call ins could be tested.
4. Following the January 2021 call in, the then Chair of the Call In Sub Committee requested that Officers look at ways of ensuring that the process for dealing with call ins allows for enough time for matters to be fully considered and to identify possible areas of agreement before the meeting takes place.

**ISSUES/PROPOSALS**

5. The procedure allowing the withdrawal or modification of call in (attached as Appendix A to the report) enables the Councillors calling in a decision to meet with the relevant portfolio holder.
6. This meeting will enable discussions about the reasons given for calling in the decision and whether the call in could be withdrawn or modified following this

meeting. Only the lead signatory of the call in can agree to it being modified or withdrawn.

7. This will enable the Call in Sub Committee to focus on issues which could not be resolved so the Sub Committee uses its time more effectively.

## **IMPLICATIONS**

### **Environment and Planning (Includes Sustainability)**

None specific.

**Author: Andrew Bramidge, Head of Environment and Planning**

### **Finance (Includes ICT, and Property and Facilities)**

None specific.

**Author: Simon Freeman, Head of Finance and Property and Deputy to the Chief Executive**

### **Housing**

None specific.

**Author: Andrew Murray, Head of Housing**

### **Community Wellbeing**

None specific.

**Author: Jane Greer, Head of Community Wellbeing**

### **Governance (Includes HR)**

As contained in the report.

**Author: Simon Hill, Head of Governance**

## **Appendices**

Appendix A – Procedure for Modifying or Withdrawing a Call In

### **Background Papers**

None.

### **Glossary of terms/abbreviations used**

None.