

PROTOCOL FOR USE OF CALL-IN PROCEDURE

These are the criteria against which the Council expects Members to judge any request for call-in. The call-in procedure applies to all decisions made by the Executive Committee and the Planning Committee, with the exception of decisions relating to individual planning applications referred to the Planning Committee. The Council does **NOT** expect Members to call in an Executive Committee or Planning Committee decision **UNLESS** one or more of the following circumstances applies –

- the decision appears, having regard to advice from the Monitoring Officer, to be contrary to the Budget or one of the policy framework plans or strategies;
- the decision appears to be inconsistent with any other form of policy approved by Council, the Executive Committee or Planning Committee;
- the decision appears to be inconsistent with recommendations previously made by the Overview & Scrutiny Committee (and accepted by Council or the Executive or Planning Committee);
- the Executive Committee or Planning Committee (as the case may be) appears to have overlooked some relevant consideration in arriving at its decision;
- the Executive Committee or Planning Committee appears to have failed to consult relevant stakeholders or other interested persons before arriving at its decision;
- the decision in question has already generated particular controversy amongst those likely to be affected by it or, in the opinion of Members, it is likely so to do;
- the decision appears to be particularly “novel” and therefore likely to set an important precedent; or
- the decision appears to give rise to significant legal, financial or propriety issues.

In addition, the Council expects Members to satisfy themselves, before deciding to call in a particular Executive Committee or Planning Committee decision that –

- the decision in question is more than “*a day to day management or operational decision of the type normally taken by officers*” – such decisions should **not** normally be called in; and
- the delay which will ensue, as a consequence of calling in the decision in question, is unlikely to cause prejudice to the interests of the Council or third parties.

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