

APPENDIX 5

CALL-IN PROCEDURE FOR THE MEETING

The procedure for the meeting will be as follows:-

1. Any deputations from the public, followed by;
2. Presentation of the call-in by the Lead Call-in member followed by questions from Scrutiny Management Panel members.
3. Response from relevant Lead Cabinet member followed by questions from Scrutiny Management Panel members.
4. A further response may then be made by the Lead Call-in member
5. The Lead Call-in member may then sum up their case
6. The Lead Cabinet member may then sum up their case
7. General debate among Scrutiny Management Panel members followed by a decision.
8. The Panel would then either resolve to take no action (in effect endorsing the original decision) or refer the matter back to the Cabinet/Cabinet Member for further consideration (or as a constitutional matter the Governance & Audit & Standards Committee), setting out the nature of its concerns that are to be addressed in conjunction with the original matter.

NB The Lead call-in member who presented to Scrutiny Management Panel would not be allowed to speak again or vote on the item.