

NORTH YORKSHIRE COUNTY COUNCIL

CARE AND INDEPENDENCE OVERVIEW AND SCRUTINY COMMITTEE

4 APRIL 2011

CHAIRMAN'S INTRODUCTION

1.0 PURPOSE OF REPORT

To advise the Committee of the purpose and format for the call in.

2.0 PURPOSE OF CALL IN – EXTRACT FROM SCRUTINY GUIDE

Call-in is the process by which non-executive members of the Council can have decisions of the Executive/Portfolio Holders (or senior officers with delegated responsibility) considered by a scrutiny committee. Call in should only be used in exceptional circumstances.

A request to call in a decision must give reasons, but no guidelines have been developed in relation to the appropriate reasons for call-in, because councillors need to have the freedom to use the process where they feel it is right. Councillors calling in a matter will be responsible for presenting their own case to the scrutiny committee. The role of officers in this is to advise them on how best to set out their case.

Generally, Councillors will need to be able to argue that a Council policy has been contravened; that some significant information relating to the issue has not been considered; or that undue or insufficient importance has been attached to some information that has been considered or that relevant information has not been considered. Call in can also be used where information has only become available after the decision was made.

The aim is to facilitate a full and open discussion at the meeting so that Councillors are in the best position to take a view on the decision taken by the Executive/Portfolio Holder which has prompted the call in. So that participants are clear about what will happen at the meeting and how they might contribute committees are recommended to adhere to the following order of business

Public questions or statements of a general nature are taken near the start of the meeting (and notification of substitutions) but individuals are asked not to raise any points which relate to the main item on the agenda (item 3)

3.0 ORDER OF BUSINESS FOR ITEM 3

- i. Decision taker/s (Portfolio Holder/s and/or Corporate Director) to explain circumstances and reasons for the decision.
- ii. Signatories of call in invited to explain their position and reasons for request for scrutiny committee to consider the issue.
- iii. Decision taker to be given opportunity to respond.

- iv. Representatives of the public or interested/affected organisations to be invited to comment.
- v. Any further comments from the public (overall duration limited to 30 minutes, and no members of the public being entitled to speak for more than 3 minutes)
- vi. Committee discussion and questioning by committee members.
- vii. Summing up by spokesperson of call in request and Executive decision taker.
- viii. Committee agrees its recommendation to Executive decision takers.

CAROLE DUNN
Assistant Chief Executive (Legal and Democratic Services)

County Hall
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25 MARCH 2011
JW

Background Documents
Author of Report

Scrutiny Guide
Jane Wilkinson