

PROCEDURE AT THE MEETING OF THE OVERVIEW AND SCRUTINY COMMITTEE

1. The Chair will invite those Members who have called-in the decision to present their case.

At the conclusion of the presentation Members of the Overview and Scrutiny Committee may ask questions of those Members.

2. The Chair will invite the Chair and Vice-Chair of the decision-making Committee to respond.

At the conclusion of the response Members of the Overview and Scrutiny Committee may ask questions of the Chair and Vice-Chair or any other Members of the decision-making Committee present at the meeting.

3. Members of the Overview and Scrutiny Committee may ask Officers any factual questions relevant to the call-in.
4. Those Members calling-in the decision and the Chair and Vice-Chair of the decision-making Committee may ask questions of any party present for the purposes of clarification.
5. The Chair and Vice-Chair of the Committee will summarise their submission to the Overview and Scrutiny Committee.
6. Those Members calling-in the decision will summarise their submission to the Overview and Scrutiny Committee.
7. At the conclusion of the presentations the Overview and Scrutiny Committee can:
 - a) refer the decision back to the next meeting of the decision-making Committee for reconsideration, setting out in writing the nature of its concerns;
 - b) refer the matter to the next meeting of the Council; or
 - c) take no action on the call-in and the decision will take effect on the date of the Overview and Scrutiny Committee that the call-in was considered.

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