

Call-In : Proposed Process at O&S

1. Chair introduces the item, explains that the Chief Executive, Leader and Cabinet Member Housing have been invited to attend as the decision maker and witness, and have been provided with a line of questioning to assist them in their preparation, notwithstanding the fact that additional questions can be posed by Members of O&S tonight.
2. Chair invites those Members present who have called in the proposal to set out their reasons for call-in. The Chair emphasises that the committee can ask questions of clarification of those Members but not cross examine them. The focus of their interventions (max. 10 minutes – either split across multiple speakers or just having one) should be on those reasons accepted by the proper officer as outlined in the [report published](#) under urgent business.
3. Chair invites the decision maker to respond to call-in. The Chair emphasises that the committee can ask questions of clarification of the decision maker but not cross examine them. The focus of their interventions (max. 10 minutes – either split across multiple speakers or just having one) should be on those reasons accepted by the proper officer as outlined in the [report published](#) under urgent business.
4. Chair invites Members of O&S committee to ask questions of the Members calling-in, the decision maker and witnesses based on the line of questioning submitted in advance. Questions should relate to reasons accepted by the proper officer for call-in as outlined in the [report published](#) under urgent business.
5. Members of O&S debate the call-in.
6. Chair invites Members calling in and decision maker to sum up. (5 minutes each).
7. Chair outlines the four options available to the committee : (Dem Services to display on screen)
 - (a) Support the decision without qualification or comment, in which case the decision can be implemented immediately; or
 - (b) Make adverse comments (with reference to the Principles for Decision Making in Article 13) regarding the process for reaching the decision but take no adverse view on the decision itself, in which case the decision can be implemented immediately and the O&S Committee comments will be set out in a report to be considered by the decision maker; or

Page 2

- (c) Propose modifications to the decision or an alternative to the decision to achieve the same effect, in which case implementation of the decision shall be delayed until the decision maker has received and considered a report from O&S Committee and decided how to proceed; or
 - (d) In exceptional circumstances (to be determined by O&S Committee and recorded in the minutes) to refer the decision to Council for review or scrutiny
8. Option to be moved by a Member and proceed to vote on that option
 9. If vote fails, move to a vote on alternative option moved by a Member
 10. Chair confirms outcome and closes business