

Appendix 8				
Name of Authority and Controlling Group	Call-in - who can make the decision to call-in a decision?	Scrutiny - Are substitutions allowed in place of members who are unable to attend?	Council meeting procedure rules - is there a right to reply on questions (as there are on motions, reports and leaders report)	Council meeting procedure rules - questions from members of the public - does the definition include investors who are not residents? Business owners, residents?
Birmingham (Labour)	At least two Councillors who are not members of the Executive. The request for call-in should state the reason for the call-in.	Only the Chair can be substituted by the Deputy Chair. No other substitutions are allowed.	Right to reply permitted: - to the mover of a motion.	Referred to as "Citizens" and "Members of the Public", but not defined within Constitution or on website.
Coventry (Labour)	Decisions of the Cabinet or Cabinet Member on which information has been issued can be called in by no fewer than three persons comprising	Substitutions allowed for whole or part of a meeting, on 1 hours' notice of the nomination.	Right to reply permitted: - to the Leader on their statement - to a Cabinet member on their	Referred to as "Citizens" and "Members of the Public", but not defined within Constitution or on website.

	<p>Members (or, in respect of Education matters only, Co-opted Members) who are not Cabinet Members. To call-in an item, Members must complete the appropriate form which may be submitted in person, by fax or electronically, or a combination of these, which must include the specific decision being called in, a written reason for the call-in and an indication of whether or not they wish the relevant Cabinet Member(s) to attend Scrutiny Co-ordination Committee when the matter is considered, and submit it to the City Solicitor by</p>		<p>statements</p> <ul style="list-style-type: none">- the mover of a motion- the mover of an amendment	
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	no later than 9.00 a.m. on the specified date.			
Walsall (Conservative)	The Chief Executive shall call-in a decision for scrutiny by the Committee if so requested by the Chairman of a Scrutiny Committee or any 5 Members of the Committee; or Five Members of the Council (not all being Members of the relevant Overview and Scrutiny Committee) may, within the first 4 working days of the period, give notice to the Chief Executive, requesting that he/she invite the Chairman of the Overview and Scrutiny Committee to	Substitutes allowed on for whole of meeting, notice given prior to the meeting.	Right of reply permitted: - to the mover of a motion (unless an amendment has been approved and has become the substantive motion). - to a member on an amendment which has been moved and seconded, if they have spoken on a motion, and the amendment has	Referred to as "Citizens" and "Members of the Public", but not defined within Constitution or on website.

	<p>exercise the powers of call-in for the reasons set out in the request in respect of the decision specified though not yet implemented. If a Chairman declines the request of the Chief Executive to call-in a decision, he/she shall give reasons for that decision to the Members who made the request. In the absence of the Chairman, the Chief Executive shall refer the request to the Vice-Chairman for determination in place of the Chairman.</p>		<p>been moved and seconded</p>	
<p>Dudley (Conservative)</p>	<p>Decisions will come into force, and may be implemented, on the expiry of 5 working days after the publication of the</p>	<p>Substitutes allowed on for whole of meeting, notice given prior to the meeting.</p>	<p>Right of reply permitted: - to the mover of a motion - to the mover of the original</p>	<p>Referred to as "Citizens" and "Members of the Public", but not defined within</p>

	<p>decision, unless a Scrutiny Committee objects and calls it in. During that period, a decision will be called in for scrutiny if a written request is made to the Monitoring Officer by the Chair of any Scrutiny Committee or the required number of voting Members of a Scrutiny Committee. The required number shall be equal to the total number of opposition group Councillors appointed to the Scrutiny Committee concerned</p>		<p>motion if an amendment is moved</p>	<p>Constitution or on website.</p>
Sandwell (Labour)	<p>Any three members of a scrutiny board (including coopted members with voting rights relevant to the subject matter), or six</p>	<p>Substitutes allowed for the whole meeting only in cases where any political group has only one</p>	<p>Right of reply permitted: - to the mover of a motion - to the mover of the original</p>	<p>Referred to as "Citizens" and "Members of the Public", but not defined within</p>

	members of the Council, may refer for scrutiny any key decision made under Part 4 of the Executive Procedure Rules.	representative on a committee. Notice must be given before the meeting.	motion, during debate on an amendment	Constitution or on website.
Warwickshire County (Conservative)	The chair of the relevant overview and scrutiny committee or any four members of the council.	Not permitted.	Right of reply permitted: - to the mover of a motion - to the mover of an amendment	"Any member of the public who is resident or working in Warwickshire or whom is in receipt of services from the council may speak at meetings of the council, cabinet or an overview and scrutiny committee... A member of the public for the purposes of this standing order does not include:

				<ul style="list-style-type: none">• any employee of the council in relation to any matter connected with their employment;• any representative of an employee of the council or group of such employees;• any person in a contractual relationship with the council in relation to any matter connected with that contract;• any member of any local authority on a matter concerning that authority;• any person who is an applicant for a consent,
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				<p>approval, permission, licence or similar decision given by the council;</p> <ul style="list-style-type: none"> • any person intending to refer to any confidential or exempt matter on the agenda; or <p>Page 144</p> <ul style="list-style-type: none"> • a person who is engaged professionally to speak on behalf of another."
Shropshire (Conservative)	Any 12 members, or group leaders (or persons authorised by them), or the Chair of the relevant Scrutiny Committee.	Substitutes allowed for the whole meeting. Notice must be given prior to the meeting starting.	<p>Right of reply permitted:</p> <ul style="list-style-type: none"> - to the mover of a motion - to the mover of the original motion, if an amendment is moved, at the 	<p>Referred to as "Citizens" and "Members of the Public". Neither is specifically defined, but in the section on questions by the public there is a</p>

			end of the debate on the amendment	statement "The Council has a duty to listen to the concerns of people who live, work and study in Shropshire." It
Worcestershire County Council (Conservative)	No fewer than 2 members of the Overview and Scrutiny Performance Board or no fewer than 8 members who are not members of the Cabinet may signify in writing to the Assistant Director for Legal and Governance their wish for a decision to be called in	Not permitted.	Right of reply permitted: - to the mover of a motion - to the mover of the original motion, if an amendment is moved, at the end of the debate on the amendment	Referred to as "Citizens" and "Members of the Public". Neither is specifically defined, but in the section on public participation at meetings, it states "A member of the public for the purposes of this standing order shall not include: · any employee of the Council in relation to any matter connected with his/her employment;

				<ul style="list-style-type: none">· any representative of an employee of the Council or group of such employees;· any person in a contractual relationship with the Council in relation to any matter connected with that contract;· any elected member of any local authority on a matter concerning that local authority, or (unless the Chairman determines otherwise) any person:· (without
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				<p>prejudice to 15.5) who is an applicant for a consent, approval, permission, licence or similar decision given by the Council under statute, or · (without prejudice to 15.5) who is an applicant for a consent, approval, permission, licence or similar decision given by the Council under statute, or · who is, referring, or is intending to refer, to any confidential or exempt matter on an</p>
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				agenda, or · who is appointed or engaged professionally to speak on behalf of another."
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Staffordshire County Council (Conservative)	During the period between the publication and implementation of a decision not less than four voting members of the relevant Scrutiny Committee, eight members of the Council who are not members of the Cabinet or a Group Leader with a group of eight or more members (excluding members of the Cabinet) and who is not a Cabinet Member may call the decision in either in writing or by e-mail. The call in will then be considered at the next meeting of the Corporate Overview and Scrutiny Committee (or the relevant Committee if delegated) and the	Not permitted, except for the role of Chair on its Joint Health Scrutiny Committee, and on Health and Care O&S Committee District/Borough members may appoint substitutes for their co-opted members.	Right of reply permitted: - to the proposer of a motion - to the Leader, following debate of their statement	No right to ask questions by "Citizens" or "Members of the Public".
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	decision shall not be implemented until the relevant Committee have dealt with it			
Telford and Wrekin (Labour)	The request for a call-in must be signed by a minimum of 5 members (or Voting Cooptees) and detail the decision that is being called in and the reasons why it is being called in, having consideration to the Principles of Decision-Making.	Substitutes allowed for the whole meeting. Notice must be given prior to the meeting starting.	Right of reply permitted: - to the proposer of a motion - to the mover of an amendment - to the Leader, after speeches at AGM, Budget Debate and State of the Borough debates	Referred to as "Citizens" and "Members of the Public". Citizen means "everyone who lives and workd in the Borough of Teford & Wrekin".

South Staffordshire District Council (Conservative)	<p>The notice will bear the date on which it is published and will specify that the decision will come into force, and may then be implemented, on the expiry of 5 working days after the publication of the proposed decision, unless any 2 members object and call it in. Where a member calls in a decision for scrutiny that member shall specify the reason or reasons for requesting consideration by the Overview and Page 54 of 154 Scrutiny Committee. A decision called-in for scrutiny will be referred to the Overview and Scrutiny Committee in the first</p>	<p>Substitutes allowed for the whole of the meeting provided notice has been given at least one hour before the meeting. To be eligible to substitute, members must have received any relevant training.</p>	<p>Right of reply permitted:</p> <ul style="list-style-type: none">- to the mover of a motion- to the mover of a motion, on the original motion, if an amendment is moved- to the Leader, once in relation to each item in their report. A further question and response is then permitted	<p>No right to ask questions by "Residents" or "Members of the Public" which are not defined.</p>
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	<p>instance save that, in exceptional circumstances and with the approval of the Chairman of the Overview and Scrutiny Committee, the decision may be referred to the Wellbeing Select Committee for consideration. The Monitoring Officer or the Director of Finance may also call-in a matter for scrutiny on the same terms as non-Cabinet members. 19.3 During the call-in period, the Corporate Director of Governance shall call in a decision for scrutiny by the Overview and Scrutiny Committee if so requested in accordance with 19.2</p>			
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	<p>above, and shall then notify the decision-maker of the call-in. The Corporate Director of Governance shall call a meeting of the Overview and Scrutiny Committee, on such date as he/she may determine, where possible after consultation with the chairman of the committee.</p>			
<p>Stafford Borough Council (NOC)</p>	<p>During the call in period any Member of the Council may by notice in writing to Head of Law and Administration request that the matter be referred to the appropriate Scrutiny Committee. The notice must state the reason why the Member wishes the matter to be referred and must be</p>	<p>Substitutes allowed for the whole of the meeting provided notice has been given the day before the meeting.</p>	<p>Right of reply permitted: - to the mover of a motion - to the mover of a motion if an amendment is proposed, on that amendment - the mover of an amendment</p>	<p>"Members of the public who are registered electors in the Borough, may ask questions of the Leader or any member of the Cabinet at ordinary meetings of the Council".</p>

	received by the Head of Law and Administration by 5.00pm on the last day of the call in period. (d) If the Head of Law and Administration receives valid notices from three Members of the Council, at least one of whom is a Member of the appropriate Scrutiny Committee, the matter shall be referred to that Scrutiny Committee.			
Cannock Chase District Council (NOC)	To call-in a decision five Members, of whom two must be members of the relevant Scrutiny Committee and none of whom may be Cabinet Members, must complete and return a form requesting and supporting the request for a decision to be called in, within 5	One substitute for each political group represented on the committee. Substitutes must have relevant training beforehand.	Right to reply permitted: - to mover of a motion - to the mover of an amendment, on the amendment	Referred to as "Members of the Public" and "The public" but not defined in constitution or on website. The public may ask questions provided 6 working days notice is given.

	<p>working days after the publication of the decision. (iii) The call-in form should also present a motion which will be proposed at the Scrutiny Committee, and which will contain a request that the decision is referred back to Cabinet or on to Council to be re-considered, and a proposed recommendation to accompany the referral. (iv) The call-in form must also include clear reasons why the motion is being requested. Examples of sound reasons are listed in Section 10 (Decision Making).</p>			
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Herefordshire Council (NOC)	Any member of the council shall be entitled to give notice to the statutory scrutiny officer if they wish an item relating to a councillor call for action to be included on the agenda for discussion at the next available meeting of the relevant scrutiny committee. 4.5.35 On receipt of such a request and subject to it falling within the statutory definition of a matter that can be the subject of a councillor call for action and it meeting the procedural and other requirements set out in the councillor call for action code (Part 5 section 7) the statutory scrutiny officer shall ensure that it is included on the next	Substitutes allowed for any member.	Right of reply permitted: - proposer of a motion - to debate on amended motion	"Public questions" not defined.
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	available agenda of the committee.			
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