

**Procedure for a Scrutiny Committee meeting convened to consider a call-in of executive decisions.**

1. Cabinet Member to state the reasons why the Cabinet took the decision, options considered etc.
2. Members of the Committee and Members who called-in the decision shall have the opportunity to ask questions of the Cabinet Member on what he or she has said.
3. A representative of the Members who called in the decision will be invited to present the reasons for the decision(s) being called-in.
4. Members of the Committee and the Cabinet Member shall have the opportunity to ask questions of the Members who called-in the decision on what they have said.
5. The Committee will consider the report summarising the decision taken by Cabinet, and the Cabinet report upon which the decision was taken and will include advice from the Chief Legal Officer as to whether or not, in her opinion, the decision was contrary to the Council's Budget or Policy Framework.
6. The Cabinet Member and Members who called-in the decision and any relevant officers will be invited to respond to the issues raised in the call-in.
7. The committee must then consider how it wishes to proceed by adopting one of the options outlined in the covering report.