

COUNCILLOR CALL FOR ACTION

9.1 Any Member of the Council may, with seven clear working days notice before the meeting, request the Democratic Services Manager to include a Councillor Call for Action on the agenda of the Overview & Scrutiny Committee. Upon receipt of such a Call for Action the Monitoring Officer shall ensure that the item is included on the next available agenda for consideration by the relevant committee, and advise the Chairman accordingly.

9.2 A Councillor Call for Action must be in the form of a written application submitted to the Monitoring Officer and received within the timescale outlined in Rule 9.1 above.

9.3 Any Member who submits a Call for Action will have the right to attend the meeting at which the item is to be considered, to explain the reasons for the Call for Action and to have the item discussed. The committee will decide either:

- (a) if the matter is a simple one, to resolve it forthwith
- (b) to request the Officers to prepare a report for the next meeting
- (c) to request the Member submitting the Call for Action to provide further evidence or information to a future meeting
- (d) to set up a task and finish group to investigate and report back to the committee
- (e) to make recommendations to the Cabinet or Council, as appropriate
- (f) to decide to take no further action upon the request, for stated reasons.

9.4 The Councillor Call for Action will be deemed valid unless:

- (a) It does not relate to a local government matter (i.e. it does not relate to the functions of the Council nor its partners); or
- (b) It does not relate to a local crime and disorder matter (including anti-social behaviour, behaviour adversely affecting the local environment and misuse of drugs, alcohol or other substances); or
- (c) It does not affect all or part of the ward for which the referring Member is elected, or any person who lives or works in that ward; or
- (d) It is a matter that has been excluded by Order of the Secretary of State (e.g. planning or licensing appeals and other quasi-judicial matters); or
- (e) The Monitoring Officer, in consultation with the Chairman of the Overview & Scrutiny Committee, considers the Call for Action to be frivolous, vexatious or clearly outside the Councillor Call for Action provisions; in which case the Monitoring Officer may reject the Call for Action request.

9.5 Before deciding on its validity, the Monitoring Officer may seek clarification of the Call for Action from the Member concerned. In the absence of the Monitoring Officer, the Deputy Monitoring Officer(s) shall exercise the Monitoring Officer's functions in this respect.

9.6 Upon deciding on its validity, the Monitoring Officer shall forthwith notify the Member concerned, the Leader and Portfolio Holder, the Chairman and Vice Chairman of the Overview & Scrutiny Committee, the Chief Executive, and the relevant Head of Service or service manager.