

4. MEETINGS OF THE POLICY DEVELOPMENT GROUP

There shall be no more than ~~four~~ **six** meetings of the Policy Development Group per municipal year. In addition, meetings may be called from time to time to consider matters called in.

13. CALL-IN

Call-in should only be used in exceptional circumstances. These are where members of the Policy Development Group have evidence which suggests that the Cabinet did not take the decision in accordance with the principles set out in Article 13 (Decision Making).

(a) When a decision is made by the Cabinet or a group of the Cabinet or a key decision is made by an officer with delegated authority, the decision shall be published, including where possible by electronic means, and shall be available at the main offices of the Council normally within 7 days of being made. The Chairman of the Policy Development Group will be sent copies of the records of all such decisions within the same timescale, by the person responsible for publishing the decision.

(b) That 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 decision, unless any two members (or more) objects to it and require in writing that the decision be called in.

(c) During that period, the Head of Legal and Support Services shall call-in a decision for scrutiny by the Policy Development Group if so requested by any two members (or more), and shall then notify the decision taker of the call-in.

A meeting of the Policy Development Group shall be convened to consider the call-in or it could be considered at the next appropriate scheduled meeting of the Policy Development Group, if time scales permit. The Head of Legal and Support Services, in consultation with the Head of Paid Service and Section 151 Officer, may reject a request for call-in if, in their opinion, it is repetitious, vexatious or fails to set out any grounds which might reasonably cause Cabinet to change their decision.

The above addition makes it consistent with the paragraph below

15. PROCEDURE AT THE POLICY DEVELOPMENT GROUP MEETINGS

(a) The Policy Development Group shall consider the following business:

- (i) minutes of the last meeting;
- (ii) declarations of interest (including whipping declarations);
- (iii) consideration of any matter referred to the Group for consideration in relation to call-in of a decision;
- (iv) responses of the Cabinet to reports of the Policy Development Group;
- (v) the business otherwise set out on the agenda for the meeting; and
- (vi) dealing with any petitions to hold an officer to account received under the Council's adopted petition scheme.