



## Appendix 2: Request for Call In – Pro-forma

To: David Smith/Victoria Williams

Committee Services, Room 315, Council House.

E-Mail: LESCommitteeServicesAll@birmingham.gov.uk (marked "For the attention of Dave Smith")

Date: 17<sup>th</sup> August 2016

*Please arrange for a meeting of the Corporate Resources and Governance Overview and Scrutiny Committee*

*to be called to discuss the following executive decision:*

Title: Strategy/Award Report – Consultancy for Contract Negotiations – Revenue Services (PQ135)

Taken By: Joint Cabinet Member and Chief Officer

On: 12<sup>th</sup> August 2016

### Reason for request:

- |  |  |                          |
|--|--|--------------------------|
| (a ) Is the Executive decision within existing policy? | 1. the decision appears to be contrary to the Budget or one of the 'policy framework' plans or strategies;   | ✓                        |
|  | 2. the decision appears to be inconsistent with any other form of policy approved by the full Council, the Executive or the Regulatory Committees;   | ✓                        |
|  | 3. the decision appears to be inconsistent with recommendations previously made by an Overview and Scrutiny body (and accepted by the full Council or the Executive);  | <input type="checkbox"/> |
| (b) Is the Executive decision well-founded?            | 4. the Executive appears to have failed to consult relevant stakeholders or other interested persons before arriving at its decision;  | <input type="checkbox"/> |
|  | 5. the Executive appears to have overlooked some relevant consideration in arriving at its decision;   | ✓                        |
|  | 6. the decision has already generated particular controversy amongst those likely to be affected by it or, in the opinion of the Overview and Scrutiny Committee, it is likely so to do;   | <input type="checkbox"/> |
|  | 7. the decision appears to be particularly "novel" and therefore likely to set an important precedent;   | ✓                        |
|  | 8. there is a substantial lack of clarity, material inaccuracy or insufficient information provided in the report to allow the Overview and Scrutiny Committee to hold the Executive to account and/or add value to the work of the Council. | <input type="checkbox"/> |



(c) Has the Executive decision been properly taken?

9. the decision appears to give rise to significant legal, financial or propriety issues; ☐

10. the notification of the decision does not appear to have been in accordance with council procedures; ☐

(d) Does the Executive decision particularly affect a District?

11. the decision appears to give rise to significant issues in relation to a particular District. ☐

Councillor

CLLR RANDAL BREW

(Signed)

(Print Name)

Councillor

CLLR EWAN MACKEY

(Signed)

(Print Name)



## Appendix 3: Criteria For 'Call In'

These are the criteria against which the Council expects an O&S Committee to judge any "request for call in". The Council does NOT expect an Overview and Scrutiny Committee to call in an Executive decision UNLESS one or more of the following circumstances applies –

	<b>(a) Is the Executive decision within existing policy?</b>
1	the decision appears to be contrary to the Budget or one of the 'policy framework' plans or strategies;
2	the decision appears to be inconsistent with any other form of policy approved by the full Council, the Executive or the Regulatory Committees;
3	the decision appears to be inconsistent with recommendations previously made by an Overview and Scrutiny body (and accepted by the full Council or the Executive);
	<b>(b) Is the Executive Decision well-founded?</b>
4	the Executive appears to have failed to consult relevant stakeholders or other interested persons before arriving at its decision;
5	the Executive appears to have overlooked some relevant consideration in arriving at its decision;
6	the decision has already generated particular controversy amongst those likely to be affected by it or, in the opinion of the Overview and Scrutiny Committee, it is likely so to do;
7	the decision appears to be particularly "novel" and therefore likely to set an important precedent;
8	there is a substantial lack of clarity, material inaccuracy or insufficient information provided in the report to allow the Overview and Scrutiny Committee to hold the Executive to account and/or add value to the work of the Council.
	<b>(c) Has the Executive decision been properly taken?</b>
9	the decision appears to give rise to significant legal, financial or propriety issues;
10	the notification of the decision does not appear to have been in accordance with council procedures;
	<b>(d) Does the Executive decision particularly affect a District?</b>
11	the decision appears to give rise to significant issues in relation to a particular District.