

**COMMITTEE REPORT**

**OVERVIEW AND SCRUTINY BOARD**

**20 FEBRUARY 2018**

**OVERVIEW AND SCRUTINY PROCEDURE RULES**

**HEAD OF LEGAL AND DEMOCRATIC SERVICES**

**1. PURPOSE OF THE REPORT**

To update members with regard to a review of the Overview and Scrutiny Procedure Rules which forms part of the Council's Constitution and Call-In Guidance for Councillors, contained within the Members' Handbook, which was considered by the Constitution and Members Development Committee on 19 January 2018.

**2. BACKGROUND**

3. The Overview and Scrutiny Procedure Rules had not been reviewed since 2002 and it was considered to be timely, to undertake such a review.
4. How the Call-in process operates varies considerably from authority to authority and is set out in each Council's constitution.
5. Middlesbrough Council's Call-in process is set out in the Overview and Scrutiny Rules contained within the Constitution, however following on from recent Call-in's it had become evident that more detailed direction/clarity/guidance was needed within the Constitution and the Members Handbook to inform Members on the use of Call-ins; to clarify the role of Members/Officers; to modify the criteria for assessing the validity of a Call-in; and to update the Call-In procedures at the Overview and Scrutiny Board.
6. It was therefore recommended that a separate Call-in protocol be established.
7. Following consultation with the Chair of the Overview and Scrutiny Board the Committee are asked to note the changes to the Constitution and note the revised protocol which will be submitted to Council for ratification. Further detailed guidance on Call-In will also be included within the Members' Handbook). A copy of the documentation considered by the Constitution and Members Development Committee is appended to the report.

**8. FINANCIAL CONSIDERATIONS**

There are no financial considerations.

## **9. RECOMMENDATION**

It is recommended that Members:

- I. note the new separate protocol for Call-ins within the Constitution;
- II. note the revised procedure to be followed at Call in meetings of the Overview and Scrutiny Board;
- III. note the revised Call-in Guidance for inclusion within the Members' Handbook; and
- IV. note that the attached should be presented to Council for approval.

## **10. BACKGROUND PAPERS**

The Council's Constitution and the Members' Handbook.

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