

Corporate Policy and Scrutiny Committee
Tuesday 30 July 2019
Procedure for dealing with Call-in for Land for Housing Development in Epping Forest (FP/945/09/17)

Introduction

This note has been prepared to help officers and members prepare for the Corporate Policy and Scrutiny Committee at which the Call-in will be dealt with which relates to the decision taken by Cllr Gagan Mohindra Land for Housing Development in Epping Forest (FP/945/09/17).

Process

The Chairman will introduce the item and explain that the process to be followed is proposed by him to ensure the effective conduct of the meeting.

- The Chairman will ask if any members of the public would like to speak. A strict maximum of 20 minutes will be allocated to all those who express an interest. They will stay in their seat but be provided with a mic.
- Cllr Chris Pond will be given the opportunity to make the case for calling in the decision. Any 'witnesses' called by Cllr Pond will then make their case to the Committee. This case must be based on the reasons given by Cllr Pond for the call-in. A maximum of 20 minutes will be allocated to Cllr Pond, at the discretion of the Chairman of the Committee.
- Members of the Committee will then have the opportunity to ask questions of all those who have spoken so far.
- Cllr Gagan Mohindra, Cabinet Member for Finance, Property and Housing will then be given the opportunity to answer the case(s) and seek to justify the decision(s) taken. The Cabinet Member will have the opportunity to call their witnesses. A maximum of 20 minutes will be allocated to the Cabinet Member at the discretion of the Chairman of the Committee.
- Members of the Committee will then have the opportunity to ask questions of the Cabinet Member and his witnesses.
- The Committee will debate the issues.
- There will then be voting. The options open to the Committee are set out in the Constitution (paragraph 20.14):
 - Having considered the decision, the Committee may refer it back to the decision taker setting out in writing its concerns or refer the matter to the Full Council, also with a record of its concerns.
 - If the Committee does not refer a decision to either the decision taker or Full Council, the decision shall take effect at the conclusion of the meeting of the Committee.

Any motion in line with 20.14 above will not be put to the meeting until all parties have had a reasonable opportunity to make their case.

A named vote may be requested by ten Members of the Committee standing in their places (Constitution, Standing Order 16.17). The Chairman will read from the list of names provided to him by the Committee Officer and the outcome will be recorded by the Scrutiny Officer and the Committee Officer. The Scrutiny Officer will advise the Chairman accordingly.

Action following the meeting

Following consideration of the call-in by the Committee, the Scrutiny Officer will liaise with the Chairman and Group Spokespersons to agree the formal notification of its decision through a report from the committee.