SCHEDULE

PART 2

Call-in Process

Call-in procedure

4.—(1) A call-in must be submitted in writing to the clerk by 10am on the fifth working day following—

   (a) in the case of a decision of the council, the date of the council meeting at which the decision was taken;

   (b) in the case of a decision of a committee, the date on which the decision to which the call-in relates was published.

(2) If a call-in is received after the relevant period specified in sub-paragraph (1), it must be deemed inadmissible.

(3) A call-in shall—

   (a) specify the reasons why a decision should be reconsidered; and

   (b) subject to sub-paragraph (6), be deemed to be inadmissible if the reasons are not specified.

(4) In the case of a call-in submitted under section 41(1)(b) of the 2014 Act, members must in the reasons specified under sub-paragraph (3)(a) specify—

   (a) the section of the inhabitants of the district that would be affected by the decision; and

   (b) the nature and extent of the disproportionate adverse impact.

(5) Within one working day of receipt of a call-in, the clerk must confirm that—

   (a) it has the support of 15 per cent of the members of council; and

   (b) the reasons for the call-in have been specified.

(6) Where the reasons have not been specified on the requisition, the clerk must notify the members making the requisition that it must be considered inadmissible if reasons are not specified in writing within the specified period.

(7) Within two working days of receipt of an admissible call-in submitted under section 41(1)(b) of the 2014 Act, the clerk must seek the opinion of a practising solicitor or barrister in accordance with section 41(2) of the 2014 Act.

(8) When the legal opinion obtained in accordance with section 41(2) of the 2014 Act is received, the clerk must—

   (a) furnish the opinion to the members; and

   (b) include the decision on the agenda for the next available meeting of the council for reconsideration, at which it must be taken by a qualified majority.