

Decision Review Process

Decisions made by one of the Services Committees, or an officer acting under delegated authority from one of those committees, are published, normally within a period of three working days after the relevant meeting. Unless the decision is urgent, the decision will not be implemented for a period of five working days from the date of publication, during which time any 9 Members from two or more political Groups of the Council may call-in the decision for review, subject to meeting the criteria set out below and being validated by the Monitoring Officer:

- Decision is outside the policy/budgetary framework
- Inadequate consultation relating to the decision
- Relevant information not considered
- Viable alternatives not considered
- Justification for the decision open to challenge on the basis of the evidence considered

If validated by the Monitoring Officer the decision will then be referred to a meeting of the Decision Review Committee for review, together with a statement of the reasons for the review request. Implementation of the decision shall be held in abeyance pending the conclusion of the process.

The Decision Review Committee is to consider the decision called in for review as soon as possible, and, normally within 15 working days. In doing so it shall provide an opportunity for a representative of the signatories to the call in the opportunity to address the meeting on the subject. The Decision Review Committee may either:

- uphold the original decision, in which case it has immediate effect, or
- refer it back to the decision-making Committee, Corporate Policy Committee or exceptionally, a meeting of the Full Council
- with or without recommendations for change. This is the only function of the Committee.

A decision may only be subject to review once.