

South Derbyshire District Council

DECISION CALL-IN FORM

This form must be completed and passed to the Proper Officer (Chief Executive Officer) within 5 working days of the publication of the Policy Committee decision.

Policy Committee:	
Decision Description and Minute Reference:	
Date of Meeting:	
Reason(s) for Call-in ¹	
Called in by: ²	
Signature _____	Print Name _____
Signature _____	Print Name _____
Signature _____	Print Name _____
Date _____	
NOTES:	
1. A decision can only be 'called-in' if it involves:-	
(a) a breach of Budget and Policy Framework, and/or	
(b) a breach of the principles of decision making set out in Article 12.02 of the Constitution and below:-	
- proportionality (i.e. the action must be proportionate to the desired outcome);	
- due consultation and the taking of professional advice from Officers;	
- respect for human rights;	
- a presumption in favour of openness; and	
- clarity of aims and desired outcomes.	
A full explanation of the reasons for call-in should be provided	
2. Three Members from at least two political parties are required to call-in a decision.	