

# WIRRAL COUNCIL

## POLICY AND PERFORMANCE CO-ORDINATING COMMITTEE

12 NOVEMBER 2014

<b>SUBJECT:</b>	<i>CALL IN – EARLY YEARS AND CHILDREN CENTRE REVIEW</i>
<b>WARD/S AFFECTED:</b>	<i>ALL</i>
<b>REPORT OF:</b>	<i>JOE BLOTT STRATEGIC DIRECTOR OF TRANSFORMATION &amp; RESOURCES</i>
<b>RESPONSIBLE PORTFOLIO HOLDER:</b>	<i>CLLR ANN MCLACHLAN</i>

### 1.0 EXECUTIVE SUMMARY

- 1.1 This report sets out the relevant documents in connection with the call in of a Cabinet decision relating to the Early Years and Children Centre Review. Members of the Coordinating Committee are requested to consider these documents as part of the call in process.

### 2.0 CALL IN PROCEDURE

- 2.1 The procedure for dealing with a call-in was agreed by the Coordinating Committee on 24 June 2013 and subsequently revised on 15 October 2014. The procedure was revised to ensure that:

**(a) witnesses to a called in decision, who attend the meeting have the flexibility to read out a written statement to the committee within a timescale not to exceed five minutes; and**

**(b) The relevant Cabinet Member and the Lead Member to the call-in can be questioned once they have made statements to the Committee;**

- 2.2 A revised call-in procedure is included as Appendix 1 and sets out the framework for how evidence will be presented and the call in meeting will be conducted.

### 3.0 CALL IN DOCUMENTATION

- 3.1 The Form which sets out the signatories to the Call In is included as Appendix 2. This also indicates the reasons put forward by the signatories as to why the decision has been called in.

3.2 The decision called in was taken by Cabinet on 11 September 2014. The Cabinet report and appendix provided to inform this decision are included as Appendix 3 and 4 and the relevant Cabinet Minute is included as Appendix 5.

#### **4.0 RECOMMENDATION**

4.1 In accordance with Minute No. 34 of the meeting of the Committee held on 15 October 2014, the revised Call-in Procedure note presented as Appendix 1 to the report of the Strategic Director – Transformation and Resources be adopted; and.

4.2 the Committee be requested to consider the documents provided along with the additional evidence submitted at the meeting to inform the scrutiny of this Cabinet decision.

## APPENDIX 1

### CALL- IN PROCEDURE

#### **Chair's opening remarks (5 minutes)**

The Chair will open the special Committee meeting convened to consider the call in and set out the procedure as follows:

#### **Explanation of the call in by the lead signatory (5 minutes)**

The Chair will invite the lead signatory to set out the reasons for the call in. Members of the Committee will be invited to ask the lead signatory questions.

#### **Overview and explanation of the decision taken by the relevant Cabinet Member (5 minutes)**

The Chair will invite the Cabinet Member to explain the reasons for the decision. Members of the Committee will be invited to ask the Cabinet Member questions.

#### **Evidence from call in witnesses**

The Chair will invite the following witnesses to come forward. Witnesses may read out a written statement (not to exceed 5 minutes) if they wish, prior to questions from Members of the Committee.

1. Councillor Phil Davies, Leader of the Council
2. Cathlyn Hughes- the Head of Leasowe Early Years and Adult Learning Centre.
3. Lynn Loughran- Wirral Link Forum Member
4. A representative from Unison.

#### **Evidence from decision-taker's witnesses**

The Chair will invite the following witnesses to come forward. Witnesses may read out a written statement if they wish (not to exceed 5 minutes), prior to questions from Members of the Committee.

1. Councillor Phil Davies, Leader of the Council
2. Julia Hassall, Director of Children's Services
3. Deborah Gornik, Head of Targeted Services

#### **Summary of the lead signatory (5 minutes)**

The Chair will invite the lead signatory to summarise the key points of evidence given in support of their case.

#### **Summary of the decision-taker (5 minutes)**

The Chair will invite the decision-taker to summarise the key points of evidence given in support of the initial decision.

**Committee Debate**

The Chair will invite comments, observations and discussion from members of the Committee.

**Committee Decision**

The Committee having considered the evidence and debate may:-

- Refer the decision back to the Cabinet Member setting out in writing the nature of its concerns.
- Refer the matter to the Council. Such a referral should only be made where the Coordinating Committee believes that the decision is outside the policy framework or contrary to or not wholly in accordance with the budget. The procedures set out in those rules must be followed prior to any such referral.
- Uphold the decision - If the Coordinating Committee agrees with the initial decision the relevant Senior Officer may implement it without delay.

In the event of any political group not agreeing with the majority decision of the Coordinating Committee, it may prepare a written minority report for consideration by Council when the minutes of the Coordinating Committee are considered. Any such report must be handed to the Head of Legal and Member Services in accordance with Standing Order 7(2).

The Leader of the relevant group or his/her representative will have an opportunity to explain the minority report to the Council and the Council may discuss and vote for/or against such a report without prejudice to any decision already implemented.