PORTFOLIO HOLDER
DECISION MAKING FLOW CHART

Delegated decision list
Publication date

14 days

Councillors or Members of the public given 14 days to request item on list to be considered at public meeting

No ← Public meeting request → Yes

Report prepared and posted on Intranet

Meeting arranged in normal way i.e. Agenda, reports etc. 5 clear days notice.

Decision made by Portfolio holder after 5 clear days

Decision

Decision notice posted on Inter/Intranet and sent to Chair of Scrutiny

3 days for Councillors to call in decision (if appropriate)

Call in

Yes

No

Suspension of decision pending call in process

Decision implemented