

Newcastle City Council

Call-In Exemption Request Form

Name of Decision	
Chief Officer Requesting the Exemption	
Is this decision confidential?	Yes/No*
When will the decision be made?	
Who will make the decision?	
When must the decision be implemented?	
Contact officer for further information	
Relevant Scrutiny Committee	
Permission to seek Exemption Obtained from Chief Executive	Date:
Permission to Seek Exemption Obtained from Portfolio Holder	Date:
Copy of form sent to CX, CT, HOLLS, HODS, Portfolio Holder, Chair of Scrutiny Management Committee, Leader of Council	Date:
Chair's Decision	
I agree/do not agree* that this decision should be exempted from call in for the reasons set out in Schedule 1 of this form	
Any Additional Comments from the Chair:	
Chair's Signature	
Date	

The completed form must be signed by the Chair and delivered to the Head of Democratic Services, Room 163 Civic Centre,

Schedule 1

Description of Decision	
Give a description of the decision to be made, why the decision is needed, the amounts of money involved and any other details which may be needed to help the Chair understand it	
Relevant Documents: List here any relevant documents or reports. These should be attached	<ul style="list-style-type: none">•

Reason For Requesting an Exemption from Call-in	
Why must the decision be implemented by the date specified?	
What would happen, or fail to happen, if implementation of the decision was delayed while a call-in took place?	
How would a delay prejudice the Council's or the public's interest?	
Any other comments	