Councillor Call for Action (CCfA) Request Form

Please refer to the Scrutiny Procedure Rules 7.3 and 7.9 of the Constitution before submitting this form.

PLEASE NOTE: Scrutiny does not get involved with individual cases or minor matters, which should be addressed through other channels, including the appropriate service area or Ward Councillor. Scrutiny does not deal with individual complaints, which should be investigated and addressed through the Councils' Complaints Procedure.

Name:
Contact number:

The Ward you represent:

Description of the topic *Please describe as fully as possible what the issue is with specific examples where possible*
Why are you raising the topic? *Please explain what has prompted you to raise the topic, e.g. concerns by residents, etc.*

Who does it affect? *Please indicate if any other Wards / parishes are affected, or if it is local to your Ward, how many residents are affected?*

What solutions have already been tried? *Please describe what avenues to solve the issue have already been tried and the outcomes. To ensure that Scrutiny's work is most effective, Members must provide evidence of what they have previously done to try to solve the issue. When deciding which topics to scrutinise, the primary aim is adding value to the work of the Council, focusing on the things that matter most and which make a real difference to the local community*

What outcomes are sought? *Although a specific solution may not be possible, it will assist the Committee if you describe what outcomes or solutions may be sought*

What evidence do you have in support of your CCfA? *Please list but do not submit*

Is the subject of your CCfA currently the subject of legal action by any party (to your knowledge) or is being examined by a formal complaints' process?

What (if any) are the critical deadlines?

Have you approached the Scrutiny Committee on the same issue in the past six months?

Date of submission:

Please complete and return the form to: Katherine Abbott
democraticservices@eastsuffolk.gov.uk