

THANET DISTRICT COUNCIL

Councillor Call for Action (CCfA) Request Form

This form is for District Councillors to raise topics of concern to Thanet District Council to enable investigation by the Overview and Scrutiny Panel, or other method as appropriate.

To ensure that Scrutiny's work is most effective, Members must provide evidence of what they have previously done to try to resolve 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.

For this reason, 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 directed through the Councils' Complaints Procedure.

Your contact details:

Name (print);

Address:

Contact number:

Email address:

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 describe 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.

What outcomes are required?

Although a specific solution may not be possible, it will assist the Committee if you describe what outcomes or solutions you would prefer.

What evidence do you have in support of your CCfA?

- Letters
- Emails
- Agendas/Minutes of meetings
- Photographs
- Film

Other (please specify)

Is the 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?

Please make clear if there are specific deadlines for this topic.

Would you like the opportunity to speak to the Overview and Scrutiny Panel?

Yes

No

Have you approached the Overview and Scrutiny Panel on the same issue in the past six months?

Yes

No

Would you like your response by:

Email

Letter

Signature:

Date of submission:

Please complete and return the form to:

Nick Hughes

Committee Services Manager

Thanet District Council

Council Offices

Cecil Street

Margate

Kent CT9 1XZ

