

REQUEST FOR CALL-IN OF EXECUTIVE OR CABINET MEMBER DECISION, OR OFFICER KEY DECISION

WHAT TO CONSIDER BEFORE CALLING-IN A DECISION

An Executive Decision, a Cabinet Member Decision, or an Officer Key Decision, may only be called-in within three working days of the publication of that decision.

Members are advised to contact Mark Towers in Democratic Services (Tel: 477127) to discuss the timing of submission of any call-in request. This will enable officers to ensure the efficient administration of called-in decisions. Democratic Services Officers will also be able to advise about the wording of the call-in request.

NOTE: If the original decision has been marked as urgent, it is essential that the call-in request is submitted as quickly as possible, otherwise the decision may be implemented without further restriction. A decision cannot be called-in after it has been implemented. Where a decision has not yet been implemented, the approval of the Chairman of the Scrutiny Committee will normally be required determine whether the matter is in fact urgent.

CALL-IN REQUEST

I ((Insert Name))	Cllr. Tony Williams		
In accordance with Paragraph 15 (c) of the Overview and Scrutiny Procedure Rules at Part 4 of the Council's Constitution, give notice of a request to call-in the following decision:			
Decision Name:	CENTRAL BUSINESS DISTRICT - FOUR STAR HOTEL DEVELOPMENT		
Decision No.	EX50/2014	Decision Maker:	Cllr. S Blackburn

GUIDANCE ON REASONS FOR CALL-IN

Members must provide (overleaf) a summary of their reasons for the call-in request. The reasons given should be clear and concise and, in so far as it is possible, include enough information to enable the Scrutiny 'Call In' Sub Committee to understand fully the grounds for the call-in and to be made aware of any relevant facts, prior to the meeting.

Reasons for calling in a decision may include the following:

- A fundamental disagreement with the initial decision taken
- A disagreement about one or more elements of the decision taken
- Concern about the timing, extent or implications of the decision taken
- Concern about the way in which the decision has been taken
- Concern about the levels of consultation prior to taking the decision
- Concern that the full facts were not taken into account when making the decision

- Concern that the decision is insufficiently clear
- Concern that the decision is outside policy or not within the budget

The above list is not exhaustive.

REASONS FOR CALL-IN

My reasons for requesting the call-in of the above decision are as follows:

- A fundamental disagreement with the initial decision taken
- Concern that the full facts were not taken into account when making the decision
- A disagreement about one or more elements of the decision taken
- Concern about the levels of consultation prior to taking the decision

MEMBER RECOMMENDATION TO THE SCRUTINY 'CALL IN' SUB COMMITTEE

Members are asked to recommend a particular course of action for the Scrutiny 'Call In' Sub Committee to consider when deciding its response to the call-in, which may be either:

- To refer the matter to the original decision maker, or
- To refer the matter to Council

In either case, Members may also recommend a form of words for the Committee to consider including with any referral.

NOTE: The Scrutiny 'Call In' Sub Committee may decide to take no further action in respect of the called-in decision.


**I wish to recommend that the Scrutiny 'Call In' Sub Committee undertake the following action in respect of the call-in:-
To refer the matter to Council**

ATTENDANCE AT THE SCRUTINY 'CALL IN' SUB COMMITTEE

I intend to be present at the relevant Scrutiny 'Call In' Sub Committee meeting	Y
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I wish for the following person to speak at the Scrutiny 'Call In' Sub Committee meeting on my behalf:	
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MEMBER AUTHORISATION

Signed:		Date:	9 th October 2014
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