

Protocol for Call-in

Item	Guidance Description	Notes
1.	Chair to seek a proposer and a seconder for agreement of the attached Call-in protocol. Members to vote on the proposed protocol.	
2.	<p>Chair to introduce the Call-in and the Committee to agree the scope of the Call-in based on the points made in the Call-in Notice:</p> <p>1. Consideration of Options</p> <p>Not all options listed in the report were discussed and debated and it was not clear why the alternative options were not chosen. Only bids B and F were discussed however there were 4 other bids. Why were they not discussed?</p> <p>2 Presumption of Openness</p> <p>When the decision was taken there should have been a presumption in favour of openness. The bid scoring matrix which was on the closed session should have been on the open session, so that the process was visible, transparent and open (without the names and the price bid included).</p> <p>3 Lack of Clarity</p> <p>a) It was not made clear on what areas of the whole Belle Vue site were open space so how could a decision be made on balancing loss of open space.</p> <p>b) Why was the red line not defined in a clear manner?</p>	
3.	Once the scope has been agreed the Lead Signatory will present the reason for the Call-in and why the Committee should scrutinise the decision, this will be up to a maximum of ten minutes which the clerk will time. (The Lead Signatory may choose to call other councillors from those listed on the Call-In notice, but the maximum amount of time will remain ten minutes collectively)	

4.	The Chair will then ask the Cabinet Members to present the reason (s) why the decision was taken by Cabinet (this will be no greater than 10 minutes)	
4.1	The Chair to invite Committee Members to ask questions of the Lead Signatory and the Cabinet Members for further information.	
4.2.	The Chair to invite Committee Members to ask questions of officers and other Members of Cabinet (if present)	
4.3.	The Chair to invite Committee Members to ask further question in light of new information provided.	
4.4	The Chair to invite the Cabinet Members followed by the Lead Signatory to provide a summary of the respective cases (Allowing each summary 5 minutes)	
4.5	Members of the Cabinet and Lead Signatory to leave the meeting.	
4.6	<p>The Committee will then be asked to debate the issue and take one of the following courses of action: -</p> <p>(1) Refer the matter back to the Cabinet for reconsideration, together with the observations of the Overview and Scrutiny Committee. Cabinet will then take a final decision and that decision cannot be called in.</p> <p>(2) Seek the advice of the Monitoring Officer as to whether the decision is contrary to, or not wholly in accordance with the policy framework or the budget and if applicable refer the matter to full Council for a final decision.</p> <p>(3) That the decision be upheld and implemented immediately.</p> <p>In each case setting out in writing the nature of its concern.</p>	
4.7	There will be a vote given the reason for the Overview and Scrutiny Committee's decision (if the Cabinet Members have indicated that they are prepared to take the matter back to the Committee that will be noted and referred to together with the reason)	

4.8	The Chair of the Overview and Scrutiny Committee will have the discretion to operate the above process flexible where it is considered that changes would be conducive to the effective performance of the Scrutiny role.	
4.9	Any motion must be proposed and seconded and only one motion can be debated at a time. When the debate has finished the motion will be put to the vote.	
4.10	Individual Councillors can ask for their own vote to be recorded and this will be noted by the Clerk. If Committee request a recorded vote this will need to be proposed and seconded and supported by up to three or more councillors.	
4.11	Individual Councillors can ask for their own vote to be recorded and this will be noted by the Clerk. If Committee request a recorded vote this will need to be proposed and seconded and supported by up to three or more councillors.	
5.	Once these have been agreed the meeting will close.	