

Appendix 3

Call-in Request Form

This form must be completed and signed by THREE City of York Councillors and MUST be returned to Democratic Services within 5 working days of the decision being published (not including the day of publication).

Decision taker:	Executive
Date of publication of decision:	09/05/24
Title of Decision Called in:	Advertising Contract
Date Decision Called in:	14/05/2024

REASONS FOR CALL-IN		Tick which reason applies
1.	Decision contrary to the policy framework?	
2.	Decision contrary to or not wholly consistent with the budget?	
3.	Decision is Key but it has not been dealt with in accordance with the Council's Constitution.	
4.	Decision does not follow principles of good decision-making set out in Article 7 of the Council's Constitution.	x
If reason 4, please tick which specific element of Article 7 the decision maker has not followed, did he or she not:		
a)	Meaningfully consider all alternatives and, where reasonably possible, consider the views of the public.	x
b)	Understand and keep to the legal requirements regulating their power to make decisions.	
c)	Take account of all relevant matters, both in general and specific, and ignore any irrelevant matters.	x
d)	Act wholly for proper purpose and/or in the interests of the public.	
e)	Keep to the rules relating to local government finance.	
f)	Follow procedures correctly and be fair.	
g)	Make sure they are properly authorised to make the decisions.	
h)	Take appropriate professional advice from Officers.	

Detailed Reason(s) for Call-in.

Please explain below why one of the reasons for call-in applies (e.g. for number 1- which major policy affected and how/why).

PLEASE NOTE: *If you wish to produce and rely on significant supplementary, external evidence in support of your reasons for this call-in it must be provided to Democratic Services prior to the publication of the agenda. It will not be permissible to introduce and rely upon evident at the meeting without it being subject to prior circulation unless by consent of the Chair.*

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4c – The report did not set out the difficulties that previous applicants that have applied for free standing digital advertising boards have had in getting their applications approved by the planning department. Therefore, the level of additional advertising revenue that would be achieved in this circumstance was not taken account for when this decision was made.

- No consideration for the reputational risk of the City of York Council and it's relationship with key stakeholders in the city (such as manufacturing and tourism stakeholders).

4a – No consultation has taken place with the public with that they would like to see be included in a long-term contract to deliver bus shelters in York; including no commitment to replace glass planes with plexiglass, increase the frequency of graffiti removal. No joined up approach with Parish Councils that have responsibility for some other bus shelters.

	Name (please print)	Signature (<i>please note that signatures will not be published with the agenda. Electronic signature will be accepted</i>)	Date
1.	Darryl Smalley	D Smalley	14/05/24
2.	Andrew Hollyer	A Hollyer	14/05/24
3.	Emilie Knight	E Knight	14/05/24

For office use only:

Received on behalf of the Monitoring Officer by: (signature)

Name: Jane Meller	Date: 14/05/24	Time: 15:47
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Validation check (if necessary):

Monitoring Officer / ~~Chief Operating Officer~~

Valid: YES / ~~NO~~

Reason: The stated reasons for call-in may give rise to arguable grounds for the reconsideration of the decision by Executive.

Completed by: 

Date: 15/5/2024	Time: 13:30
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