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Pedro Wrobel

Joint Chief Executive
of Guildford and Waverley
Borough Councils

18 March 2024

Dear Councillor

OVERVIEW AND SCRUTINY COMMITTEE - TUESDAY, 19TH MARCH, 2024

Please find attached a note on procedure relating to item 4.

Agenda Item
No

4. **Option Agreement with Blackwell Park Limited in respect of purchase of Council-owned land - Call in of proposed decision taken by the Strategic Director: Place (Pages 1 - 2)**

Yours sincerely

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OVERVIEW AND SCRUTINY COMMITTEE, 19 MARCH 2024

NOTE ON PROCEDURE

1. Overview and Scrutiny Chair to explain the scope of the meeting, i.e., reviewing the Strategic Director: Place's decision taken on 29 February, and the powers open to the Committee and possible outcomes.
2. Councillors who requested the call-in (Councillors Patrick Oven, James Brooker, Jason Fenwick, Sue Wyeth-Price, and Catherine Young) to be given the opportunity, in turn, to explain their reasons.
3. The Strategic Director: Place (as decision taker) invited to make a statement in response.
4. Committee to have the opportunity of asking the Strategic Director: Place (and the Lead Councillor for Regeneration) questions regarding the decision.
5. Committee to discuss and debate the call-in, including possible comment and advice to the decision-maker (and perhaps to the Executive).
6. The Strategic Director: Place invited to make a statement in response to the discussion.
7. Councillors who requested the call-in invited to respond to the discussion.
8. Committee to consider its options, including possible comment and advice to the decision-maker (and perhaps to the Executive).
9. Committee decides whether to:
 - Endorse the decision, or to not refer the matter back to the decision-maker, in which case the decision shall take effect immediately; or
 - Not support the proposed decision and refer it back to the decision-maker for reconsideration with such comment and advice as the Committee deems appropriate.

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