

**PART 4.11**

**BUDGET AND POLICY FRAMEWORK**

**PROCEDURE RULES**

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*In this Rule of Procedure “policy” means a plan or strategy forming part of the Council’s policy framework and “budget” means*

- (i) estimates of the amounts to be aggregated in making a calculation (whether originally or by way of substitute) in accordance with any of Sections 32 to 37 of the Local Government Finance Act 1992;*
- (ii) estimates of other amounts to be used for the purposes of such a calculation;*
- (iii) estimates of such a calculation.*

#### **4.11.1 RESPONSIBILITY FOR THE BUDGET AND POLICY FRAMEWORK**

The Council shall be responsible for the adoption of its budget and policy framework as set out in Article 4. Once a budget or policy framework is in place, the Cabinet will be responsible for implementing it.

#### **4.11.2 PROCESS FOR DEVELOPING THE FRAMEWORK**

4.11.2.1 The budget and policy framework shall be developed in the following way:

- (a) Depending on the arrangements provided for in the Scheme of Executive Delegation, the intention of the Leader or the Cabinet to make proposals to the Council in relation to the budget or a policy, plan or strategy within the policy framework will be included in the relevant Executive Decisions Notice.
- (b) Where consultation is carried out on any proposals for the budget and policy framework, the timing of that consultation, the means by which responses to it may be made and to whom, shall be publicised.
- (c) The Leader/Cabinet will consider the responses to any consultation before making firm recommendations to the Council.
- (d) Where the Council objects to a budget or a policy submitted to it by the Leader/Cabinet, the designated officer shall ensure that the Leader of the Council is aware of its objections.

*Exception:* This procedure shall not apply to a budget considered by the Council after 8<sup>th</sup> February in any year.

- (e) The arrangements for the Leader or the meeting of the Cabinet to consider the objections, and of the Council to consider the response of either, may be decided at the Council meeting at which the objections were raised.

- (f) No sooner than five days and no later than two weeks after the Leader has been notified of the objection of the Council, the Leader shall consider, or the Cabinet shall meet to consider, the objection and may either
- amend the policy or budget and submit it to the Council with an explanation for the amendment; or
  - inform the Council that it disagrees with its objection and its reasons for doing so.

*Exception:* The Leader may waive the minimum period of five days if they believe that the matter to which the Council has objected is urgent or can be considered adequately by them or the Cabinet within a lesser period.

- (g) Once the response of the Leader/Cabinet has been decided, the Council shall meet to consider the policy or budget again. It shall take into account
- any changes proposed by the Leader/Cabinet and the reasons for them
  - any explanation the Leader/Cabinet has given for not changing the policy or budget
  - any other views the Leader/Cabinet has on the original or revised policy or budget or on the Council's objection to the original.

If the Leader has not considered, or the Cabinet has not met to respond to, the objection, the Council shall meet within a reasonable period to consider again the original policy or budget.

- (h) In deciding whether to amend or approve the original or revised policy or budget the Council shall take into account any response of the Leader/Cabinet.

4.11.2.2 The procedure in (d) to (h) above shall not apply to calculations or substitute calculations which the Council may be required to make under sections 52I, 52T and 52U of the 1992 Act.

4.11.2.3 In approving the budget and policy framework the Council may specify the extent of virement within the budget and the degree of in-year changes to the policy framework which may be undertaken by the Leader/Cabinet. Any other changes to the budget and policy framework are reserved to the Council.