

APPENDIX 1

BUDGET COUNCIL PROCEDURE

COUNCIL
5 March 2013

1. **Mayor's communications**
2. **Declarations of Interest / Restrictions on voting**

3. **Petitions**

Note: if a petition relates to the setting of the Budget, the member who presents it should be given the opportunity during the main debate to speak about it, in order that the Council can take account of it in that context.

4. **Matters requiring approval by the Council**

BUDGET

The Leader will formally move the Cabinet's Budget recommendations, with any additional paragraphs (e.g. those relating to precepts), together with any other minutes from the Cabinet meeting on 18 February 2013 that require approval by the Council.

Minutes formally seconded.

Budget debate

Any alternative Budget proposals/amendments to those of the Cabinet should have been lodged with the Acting Director of Law, HR and Asset Management by **12.00noon on Thursday 28 February 2013**.

Process

1. **Cabinet Budget Proposal**

- a. The Cabinet's Budget proposal is formally moved by the Leader of the Council.
 - b. The Cabinet Budget proposal is formally seconded.
- This is now the Motion on the floor.

2. Amendments

- a. The Mayor will advise Council that amendments are to be proposed in relation to the Cabinet Budget proposal by both the other two Political Group Leaders.

First Amendment

- b. The Mayor will invite the Group Leader of the largest opposition political group to first move his amendment.
 - c. The Group Leader of the largest opposition political group will move his amendment.
 - d. The amendment will be formally seconded.
- This is now the amendment on the floor and the Motion becomes the 'Substantive Motion'.
 - No other amendment will be moved.

Debating and Voting

- e. The amendment will be debated (in accordance with the Rules of Debate set out below) and a vote then taken in relation to the proposed amendment.
- f. The debate on amendments shall end seconders, **unless** they have spoken earlier.
- g. In the event that the amendment is carried, the Substantive Motion will become the new Motion and replaces the original Motion moved by the Leader of the Council.
- h. If the amendment is lost, the original Motion stands.

Second Amendment

- i. The Mayor will invite the Group Leader of the other opposition political group to move his amendment to the Motion on the floor (this of course could be the new Motion referred to above).
- j. The Group Leader of the other opposition political group will move his amendment.
- k. The amendment will be formally seconded.

- This is now the amendment on the floor and the Motion again becomes the ‘Substantive Motion’.
- No other amendment will be moved.

Debating and Voting

The procedure/steps set out at paragraphs e, f and g above shall be followed.

NOTE: It shall be taken as read that relevant representations and points made in relation to the first amendment shall stand in relation to the second amendment. The Mayor will ask for representations not already heard by Council.

3. Speakers

Mayor will decide the order of other speakers.

Mayor will call speakers:

The Leader of the Council speaking to the Cabinet Budget proposal	15 minutes
The Leader of the Council – right of reply	5 minutes
The Group Leaders of the opposition political groups speaking to their respective amendments	15 minutes
The Group Leaders of the opposition political groups – right of reply	5 minutes
The Portfolio Holder for Children’s Services (by virtue of speaking on the Schools’ Budget element)	5 minutes
The Seconder of the Cabinet Budget proposal	7 minutes
Seconder of the Opposition amendments	5 minutes

Decision

If all amendments to the Budget fall, minute xxx of the Cabinet will be **taken as approved, without the need for any further vote**, in accordance with Standing Order 7(1).

If the proposed budget is amended, wholly or partly, that will be regarded as an in-principle decision, which will automatically come into effect five working days from the date of that decision, **unless** the Leader of the Council informs the Acting Director of Law, H.R. and Asset Management in writing within that time that he objects to the decision becoming effective and provides reasons why.

In such circumstances, the Budget and Policy Framework provides for the Director to call another meeting of the Council within a further five days. The Council will then be required to reconsider its decision, and the Leader's written submission, within a further five working days. The actual position is that a reserve date (**Monday 11 March 2013**) has been set aside for considering any objection by the Leader. At that second meeting the Council can:

- (i) accept the Cabinet's recommendation, without amendment or objection; or
- (ii) approve a different decision that does not accord with the recommendation of the Cabinet, by a simple majority of votes cast at the meeting.

Other objections

The Council will then debate, in the normal manner, any objections to other minutes that are subject to Council approval.

5. Vacancies

6. Any other business