
REPORT OF THE COUNTY CLERK AND MONITORING OFFICER

BUDGET MEETING PROCEDURE RULES

Reason for the Report

1. To allow the Committee to review the Procedure Rules which apply to Council Budget Meetings and to consider whether any amendments should be recommended to full Council.

Background

2. The Budget Meeting Procedure Rules were adopted by Council on 27th January 2011, on the recommendations of the Constitution Committee. The Rules were further reviewed and in January 2012 the Council approved various changes, addressing issues such as the maximum number of speakers in the debate, speakers' time allocations and the exclusion of notices of motion and Members' questions to ensure sufficient time can be given to the budget debate.

Issues

3. The current Budget Meeting Procedure Rules are attached at **Appendix A**.
4. Members of the Committee are invited to consider whether the current Rules remain fit for purpose, or whether any amendments should be made. Members may wish to pay particular attention to Rule 5, which relates to the number, order and time allocation for speakers and conduct of debate.
5. One specific issue the Committee may wish to consider is whether the Rules should be amended to incorporate the current convention which requires that Alternative Budget Proposals (moved under Rule 24A of the Council Procedure Rules) must be submitted to the Corporate Director Resources by 9am on the Tuesday before Council for financial and legal advice. Incorporation of the convention within the Rules would reinforce this requirement and avoid any potential doubt.

6. Officers have reviewed the budget timetable more generally and have concluded that the current arrangements are the most workable option.

Legal Implications

7. The Local Government Act 2000 requires the Council to keep its Constitution under review and up to date.
8. There are no direct legal implications arising from the recommendations of this report. Legal advice will be available at the Committee's meeting to deal with any particular queries that may arise.

Financial Implications

9. There are no financial implications arising from this report.

RECOMMENDATIONS

The Committee is recommended to:

- 1) consider and provide comments on any proposed amendments to the Budget Meeting Procedure Rules; and
- 2) if the Committee is minded to make any amendments, to delegate authority to the Monitoring Officer (in consultation with the Chair of the Committee) to draft those amendments for the Chair of the Committee to recommend to full Council on behalf of the Committee.

MARIE ROSENTHAL

Director Governance & Legal Services and Monitoring Officer

11 November 2015

Appendices

Appendix A – Budget Meeting Procedure Rules

Background papers

Council report 'Budget Council Meeting', 26 January 2012 and minutes in respect thereof;
Council report, 'Constitution Committee 14 January 2011', 27 January 2011 and minutes in respect thereof;
Constitution Committee report 'Council Procedure Rules – Budget Council', 14 January 2011