

4.3	Budget and Policy Framework Procedure Rules	
	1 Responsibility	
	1.1 Full Council will be responsible for the policy framework, the annual Council Tax requirements and the budget as set out in Article 4. Once the Council Tax requirement and the budget and policy framework are in place, it will be the responsibility of the Cabinet to implement it in so far as it relates to Cabinet functions.	
	2 Process for developing the framework	
	2.1 The process by which the budget and policy framework is developed shall be as follows:	
	i.	Before a plan / strategy or a budget needs to be adopted, the Cabinet will publish initial proposals for the budget and policy framework, having first canvassed the views of local stakeholders as appropriate and in a manner suitable to the matter under consideration. Any representations made to the Cabinet shall be taken into account in formulating the initial proposals and shall be reflected in any report dealing with them. If the matter is one where a Scrutiny Commission has carried out a review of policy, then the outcome of that review will be reported to the Cabinet and considered in the preparation of initial proposals.
	ii.	The Cabinet may consult a Scrutiny Commission on its policy proposals for advice. The Scrutiny Commission may report to Cabinet on the outcome of its deliberations. The Cabinet should allow the Scrutiny Commission four weeks, or a reasonable time, to respond to the initial proposal unless they consider that there are special factors that make this timetable inappropriate. If it does, it will inform the Scrutiny Commission of the time for response when the proposals are referred to it. The Commission may establish task / finish panels to carry out the policy review.

	<p>iii. Having considered the report of a Scrutiny Commission, the Cabinet, if it considers it appropriate, may amend its proposals before submitting them to the Full Council meeting for consideration. It will also report to Full Council on how it has taken into account any recommendations from the Scrutiny Commission, or its reasons for not doing so.</p>
	<p>iv. Full Council will consider the proposals of the Cabinet and may adopt them, amend them, or substitute its own proposals in their place. In considering the matter, Full Council shall have before it the Elected Mayor and Cabinet's proposals and any report from any relevant Scrutiny Commission.</p>
	<p>v. Any Opposition Group may submit an alternative budget proposal for consideration by Full Council. This should be provided in writing to Governance Services by 5pm one working day before the meeting. Amendments may be considered after this deadline with the agreement of the Chief Finance Officer and Monitoring Officer.</p>
	<p>vi. In developing alternative proposals, an Opposition Group must seek the advice of the Chief Finance Officer. This is so the Chief Finance Officer can fulfill their statutory duty to comment on the robustness of the estimates and the adequacy of reserves contained within the alternative proposal as required by section 25 of the LGA 2003.</p>
	<p>vii. When considering any alternative budgets the Council shall consider each individually, in the order they were received by Governance Services, having been signed off by both the Chief Finance Officer and the Monitoring Officer. Each alternative proposal shall be moved and if seconded shall be debated. At the conclusion of the debate on that individual proposal a vote shall be taken. This process shall apply to each alternative proposal in turn. No amendments to the alternative proposals previously advised shall be allowed.</p>

	viii.	Full Council's decision will be published in accordance with the Access to Information Procedure Rules contained in this Part and a copy shall be given to the Elected Mayor. The notice of decision shall be dated and shall state either that the decision shall be effective immediately (if Full Council accepts the and Cabinet's proposals without amendment) or (if the Cabinet's proposals are amended), that Full Council's decision will become effective on the notice of decision, unless the objects to it in that period.
	ix.vii ..	If the Elected Mayor objects to the decision of Full Council, they shall give written notice to the Monitoring Officer to that effect prior to the date upon which the decision is to be effective. The written notification must state the reasons for the objection. Where such notification is received, the Monitoring Officer shall convene a further meeting of Full Council to reconsider its decision and the decision shall not be effective pending that meeting.
	x.vi i.	The further Full Council meeting must take place within 10 clear working days of the receipt of the 's written objection. At the further Full Council meeting, the decision of Full Council shall be reconsidered in the light of the objection, which shall be available in writing for Full Council.
	xi.v iii.	Full Council shall at that meeting make its final decision on the matter on the basis of a two thirds majority. The decision shall be made public in accordance with the Access to Information Procedure Rules contained in this Part and shall be implemented immediately.
	xii.i x.	In approving the budget and / or policy framework, Full Council will also specify the extent of virement within the budget and degree of in-year changes to the policy framework which may be undertaken by the Cabinet in accordance with paragraph 5 and 6 of these Rules. Any other changes to the budget and policy framework are reserved to Full Council.