PROTOCOL FOR BUDGET COUNCIL

To help Members at Council on 25 February 2010 the procedure to be followed in respect of the Budget debate is set out below:-

Item

53. Declarations of Interest.

The Mayor will call for any declarations of interest.

54. Mayor's communications, including the following:

The Council will be asked to agree that the Procedural Rules be suspended to the extent that it is necessary to enable the business of the meeting to be dealt with as set out in agenda item 55(a) - (d) below.

55. (a) General Fund Revenue Budget and Council Tax 2010/11;
(b) Supplementary Financial Information for Budget Council;
(c) Capital Resources and Capital Investment Programme for 2010/11 and
(d) Housing Revenue Account Budget for 2010/11

The four items listed above will be taken together:

(i) The **Mayor** will invite Councillor Mears and Councillor Young to make their presentation to the Council and to move and second the Cabinet's budget, together with the Conservative Group's amendment (1), as detailed in the addendum papers.

Councillor Mears will have unlimited time to move the budget proposals and Councillor Young will have 5 minutes within which to second the proposals and to refer to the prevailing financial conditions in relation to the budget.

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[The Chief Finance Officer / Monitoring Officer shall have discretion at any stage to remind Members of the proposed substantive budget motion and its implications following acceptance of any amendments.]

(ii) The **Mayor** will invite Councillor Hamilton, Opposition Spokesperson on Finance and Councillor Mitchell to respond and move the Labour Group's amendments (1 - 5) as detailed in the addendum papers.

Councillor Hamilton will have unlimited time to move the amendments and Councillor Mitchell will have 5 minutes within which to second the amendments and to refer to the prevailing financial conditions in relation to the budget.

[The Chief Finance Officer / Monitoring Officer shall have discretion at any stage to remind Members of the proposed substantive budget motion and its implications following acceptance of any amendments.]

(iii) The **Mayor** will invite Councillor Taylor and Councillor Randall to respond and move the Green Group's amendments (1 - 5) as detailed in the addendum papers.

Councillor Taylor will have unlimited time to move the amendments and Councillor Randall will have 5 minutes within which to second the amendments and to refer to the prevailing financial conditions in relation to the budget.

[The Chief Finance Officer / Monitoring Officer shall have discretion at any stage to remind Members of the proposed substantive budget motion and its implications following acceptance of any amendments.]

(iv) The **Mayor** will invite Councillor Elgood and Councillor Watkins to respond and move the Liberal Democrat Group's amendments (1 - 2) as detailed in the addendum papers .

Councillor Elgood will have unlimited time to move the amendments and Councillor Watkins will have 5 minutes within which to second the amendments and to refer to the prevailing financial conditions in relation to the budget.

[The Chief Finance Officer / Monitoring Officer shall have discretion at any stage to remind Members of the proposed substantive budget motion and its implications following acceptance of any amendments.]

(v) The **Mayor** will then allow Councillors to debate the proposed budgets and the amendments.

NOTE: Speakers are limited to five minutes each unless extensions are granted.

(vi) At the conclusion of the debate the **Mayor** will invite Councillor Mears to give her final right of reply. Councillor Mears will have five minutes.

(vii) The Mayor will then put the amendments to the vote in the following order:

(i) The Conservative Group amendment;

(ii) The Labour Group's amendments;

(iii) The Green Group's amendments;

(iv) The Liberal Democrat Group's amendments.

The Chief Finance Officer / Monitoring Officer may advise the Mayor of the need for a short adjournment in order to adjust the budget model in light of any amendments just agreed. The budget resolutions shall not be treated as concluded until any consequential adjustments are agreed.

(viii) The **Mayor** will put the substantive motions (as amended) (if amended) to the meeting in three separate votes as follows:

(1). Item 55(a) General Fund Revenue Budget & Council Tax 2010/11 recommendations (2.1 – 2.3),

together with;

Item 55(b) Supplementary Financial Information for Budget Council recommendation (2.1);

(2). Item 55(c) Capital Resources and Capital Investment Programme 2010/11 recommendation (2.1);

(3). Item 55(d) Housing Revenue Account Budget 2010/11 recommendation (2.1).

The Chief Finance Officer / Monitoring Officer may at any stage advise Members, especially if there is a need for consequential adjustment to parts of the budget resulting from the separate votes under 55(a), 55(b), 55(c) or 55(d).

Should Council fail to set the Council Tax on the 25th February 2010 there is one significant practical implication; the contractor who prints and sends out the Council Tax bills has a slot booked to process the city council's bills on the 26 February and a delay in setting the Budget would significantly affect this process.

Alex Bailey
Director of Strategy & Governance
(Monitoring Officer)

Catherine Vaughan
Director of Finance & Resources
(Chief Finance Officer)