## Appendix 1

## Part D – Procedure Rules Page D12

(a) Written notice of a motion to move an amendment of the Cabinet's proposals for the Council's General Fund Budget and Precept or Housing Revenue Account Budget and Rent Setting, must be delivered to Democratic Services not later than midday 3 working days before the Council meeting at which it is to be considered for Financial Comments to be added. The Section 151 Officer will comment whether the alternative proposals are reasonably calculated and sufficiently deliverable as to be robust and sustainable in the medium term and continue to ensure that reserves are maintained at an adequate level which protects the Council's financial standing. Once Financial Comments have been added, the amendment will be circulated at the earliest opportunity for all Members of Full Council and where possible published on the Council's website. Motions received after that the deadline will only be considered in exceptional circumstances and with the approval of the Chair, Section 151 Officer and Monitoring Officer. The Chair has discretion on how to deal with mMotions under this Rule will be dealt with in the order in which they were received unless this proves unworkable for any reason, in which case the Chair has discretion on how to deal with Motions.

## Appendix 2

## Part E – Financial Governance Page E88

- 10. Full Council will consider the final proposals of the Cabinet and may:
  - a. adopt them without amendment;
  - b. amend them after a motion to amend, in relation to which the Section 151 Officer must have provided Financial Comments, is put by the Leader and seconded;
  - c. refer them back to the Cabinet for further consideration in accordance with paragraphs 12 to 16 below; or
  - d. substitute its own proposals in their place <u>providing the procedure set out in Part</u> <u>D of the Constitution regarding Written notice of a motion to move an</u> <u>amendment of the Cabinet's proposals for the Council's General Fund Budget and</u> <u>Precept or Housing Revenue Account Budget and Rent Setting, has been complied</u> <u>with</u>.
- 11. If the Council accepts the Cabinet proposals with or without amendment the decision shall be effective immediately.
- 12. Where the Budget Decision Meeting takes place before 8 February in any financial year the provisions in paragraphs 13 to 16 below are applicable (The Local Authorities (Standing Orders (England) Regulations 2001/3384 Schedule 2).
- <u>13.</u> If the Cabinet proposals are not accepted, the Chief Executive will inform the Leader of the Council's objections and require him/her to reconsider the Cabinet's proposals. The Leader will have five clear working days from receipt of the notification to submit a revised proposal or inform the Council of the Cabinet's disagreement with the objections.
- 13. The Council's decision will become effective on the expiry of five clear working days after notification of the Council's objections unless the Leader submits revised proposals and/or formally objects in that period.
- 14. If the Leader wishes to submit revised proposals and or disagree with the objections of the Council, written notice will be given to the Chief Executive to that effect prior to the date upon which the decision is to be effective. The written notice must state the reasons for the revised proposals and/or the disagreement. Where such notice is received the Chief Executive shall convene a further meeting of the Council to reconsider its decision and the decision shall be effective pending that meeting.
- 15. The Council meeting must take place within ten working days of the receipt of the Leader's written notice unless the Chair of the Council and Leader agree that the matter can wait until the next programmed meeting of the Council. At that Council meeting the decision of the Council shall be reconsidered in the light of any revised proposals submitted and the reasons for those revisions and / or the Cabinet disagreement and reasons for that disagreement which shall be available in writing to the Council.

16. The Council shall at that meeting make its final decision on the matter on the basis of a simple majority.