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BUDGET PROCEDURE RULES – AMENDMENT

2. Process for developing the framework

The process by which the budget shall be delivered is:-

- (a) The Executive will publicise by including in the Forward Plan a timetable for making proposals to the Council for the adoption of the budget.
- (b) The Council will inform itself, through appropriate methods, about the views of stakeholders on the relative priorities of key issues and services. On a three year basis, this will include a household survey; other devices such as the Citizens' Panel and the Business Panel may be utilised.
- (c) Every municipal year the Executive will review the Council's Budget Strategy.
- (d) The Overview and Scrutiny Commission will meet prior to the review to hear the views of Members on the draft Budget Strategy set out in the report to the Executive and to consider any other comments put before them in writing. If necessary, the Overview and Scrutiny Commission will put forward to the Executive recommendations for consideration.
- (e) The Executive will take into account the response from the Overview and Scrutiny Commission together with any other representations received from stakeholders, etc. in approving the Budget Strategy Review. Nevertheless, the option to amend the Budget Strategy following the outcome of the review of savings and growth is retained
- (f) The Budget Strategy will then provide the financial framework within which the Budget Advisory Group will undertake its work and subsequently make recommendations to the Executive on savings and growth.
- (g) The Executive will meet in January of each year to make recommendations to full Council on the savings and growth recommended by the Budget Advisory Group and on adjustments to the Budget Strategy. The Executive will take into account the views of the Overview and Scrutiny Commission on the recommendations. The report will reflect the comments made by consultees during the budget process and the Executive's response.
- (h) The Executive will subsequently make recommendations to the full Council on the final budget and on the level of Council Tax in February or March of each year.
- (i) to (n) remain as worded in the current Constitution