

## SLOUGH BOROUGH COUNCIL

### **PROCEDURE TO BE FOLLOWED AT BUDGET COUNCIL MEETING 6<sup>TH</sup> MARCH 2025**

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If the Council agrees, the procedure for budget debate will be as follows:

(1) The Mayor will call upon the Leader of the Council to move as follows:

**“THAT IN ACCORDANCE WITH PROCEDURE RULE 27.1, RULE 16.5 ON RULES OF DEBATE BE SUSPENDED INSOFAR AS IS NECESSARY TO ENABLE THE PROCEDURE AS CIRCULATED TO BE ADOPTED AND THAT THE COUNCIL CONSENT TO:**

- **MEMBERS OF THE LEADERSHIP SPEAKING FOR UP TO 45 MINUTES IN TOTAL ON THE BUDGET 2025/26;**
- **MEMBERS OF THE LABOUR GROUP SPEAKING FOR UP TO 20 MINUTES IN TOTAL**
- **MEMBERS OF THE SLOUGH INDEPENDENT GROUP SPEAKING FOR UP TO 15 MINUTES IN TOTAL**
- **MEMBERS OF THE LIBERAL DEMOCRAT GROUP - UPTO 5 MINUTES IN TOTAL**

(2) This will be seconded and voted upon.

(3) The above motion having been adopted, the Mayor will call upon Members of the Leadership to speak for up to 45 minutes.

(4) The Mayor will then call on Members of the Labour Group to speak for up to 20 minutes, Slough Independent Group to speak for up to 15 minutes in total and Liberal Democrat Group to speak for up to 5 minutes in total.

(5) The Council meeting will then revert to normal procedure rules.

(6) The motions for each budget report before the Council will then be proposed, seconded and open to debate. Any amendments notified will be dealt with in the normal way.

(7) Once any amendments have been debated and voted upon, the Mayor will invite elected members to debate the substantive motion and then move to the vote on the motion before the Council (amended as appropriate).

(8) Throughout the above procedure Lead Members will be entitled to reply to specific objections or questions on their portfolios without prejudice to their entitlement to speak generally in the debate on any amendments.

#### *NOTE*

*In accordance with the requirements of the Local Authorities (Standing Orders) (England) Regulations 2001 and Council Procedure Rule 19.5 there shall be a recorded vote on any decision relating to the making of the calculation for Council Tax.*

*Members should also note the provisions of s.106 of the Local Government Finance Act 1992 which require Members who are present at the Budget Council meeting to disclose if they are two months or more in Council Tax arrears and refrain from voting on any matter with respect to the function of calculating the Council Tax.*

## **PROCEDURE TO BE FOLLOWED AT BUDGET COUNCIL MEETING 6<sup>TH</sup> MARCH 2025 IF THE BUDGET IS NOT APPROVED**

The Budget and Policy Framework Rules set out the requirements for Council to consider the Budget. This requires:

- Cabinet to submit its proposals to the Council meeting for consideration, including how it has taken account of any recommendations from Overview and Scrutiny Committee.
- The Council will consider the proposals of the Cabinet and may adopt, amend or refer them back to Cabinet for further consideration or substitute its own proposals.
- If Council accepts the Cabinet's proposals without amendment, the notice of decision will confirm that the decision is effective immediately.
- If Council does not accept Cabinet's proposals without amendment, the Council's decision will become effective on the expiry of 5 working days after the publication of the notice of decision, unless the Leader objects to it in that period.
- If the Leader objects to the decision of Council, he must give written notice stating the reasons for the objection. In this case, a further meeting of Council should be called for the decision to be reconsidered.
- At the future meeting, the Council must reconsider its decision in the light of objections by the Leader which should be made in writing. The Council's final decision is made on the basis of a simple majority.

If the Council agrees, the procedure for dealing with a situation whereby no budget is approved, the procedure shall be as follows:

(1) The Mayor will call upon the Leader of the Council to move as follows:

**“DUE TO THE STATUTORY DEADLINES TO CALCULATE AND SET ITS COUNCIL TAX BY 11 MARCH, THERE IS INSUFFICIENT TIME TO GIVE NOTICE TO MYSELF AS LEADER OF THE COUNCIL AND CALL A FURTHER COUNCIL MEETING. THEREFORE IN ACCORDANCE WITH PROCEDURE RULE 27.1, RULE 16.5 ON RULES OF DEBATE BE SUSPENDED AND PART 4.3 BUDGET & POLICY FRAMEWORK PROCEDURE RULES SHALL BE AMENDED INSOFAR AS IS NECESSARY TO ENABLE THE PROCEDURE AS CIRCULATED TO BE ADOPTED AND THAT THE COUNCIL AND LEADER OF THE COUNCIL CONSENT TO:**

**A short adjournment to allow the Leader to consider the failure by Council to approve a budget.**

**Upon return, the Leader to speak for up to 10 minutes stating his reason for advocating the Cabinet's recommended budget and confirming whether he waives his right to 5 working days notice.**

**The Chief Finance Officer, Head of Paid Service or Monitoring Officer may speak for up to 5 minutes in total on the robustness of the estimates set out in the amended Budget and to address the Chamber on the legal requirements to set a Budget and Council Tax.**

This will be seconded and voted upon prior to the adjournment.

Upon return to the chamber and the above procedure being followed, the Council meeting will then revert to normal procedure rules permitting a further debate on the Cabinet's recommended budget and amendments in accordance with normal procedure rules.

## **PROCEDURE TO BE FOLLOWED AT BUDGET COUNCIL MEETING 6<sup>TH</sup> MARCH 2025 IF AN AMENDED BUDGET IS APPROVED**

The Budget and Policy Framework Rules set out the requirements for Council to consider the Budget. This requires:

- Cabinet to submit its proposals to the Council meeting for consideration, including how it has taken account of any recommendations from Overview and Scrutiny Committee.
- The Council will consider the proposals of the Cabinet and may adopt, amend or refer them back to Cabinet for further consideration or substitute its own proposals.
- If Council accepts the Cabinet's proposals without amendment, the notice of decision will confirm that the decision is effective immediately.
- If Council does not accept Cabinet's proposals without amendment, the Council's decision will become effective on the expiry of 5 working days after the publication of the notice of decision, unless the Leader objects to it in that period.
- If the Leader objects to the decision of Council, he must give written notice stating the reasons for the objection. In this case, a further meeting of Council should be called for the decision to be reconsidered.
- At the future meeting, the Council must reconsider its decision in the light of objections by the Leader which should be made in writing. The Council's final decision is made on the basis of a simple majority.

If the Council agrees, the procedure for dealing with a situation whereby the Cabinet's budget is not agreed without amendment and no budget is agreed, the procedure shall be as follows:

(1) The Mayor will call upon the Leader of the Council to move as follows:

**“DUE TO THE STATUTORY DEADLINES TO CALCULATE AND SET ITS COUNCIL TAX BY 11 MARCH, THERE IS INSUFFICIENT TIME TO GIVE NOTICE TO MYSELF AS LEADER OF THE COUNCIL AND CALL A FURTHER COUNCIL MEETING. THEREFORE IN ACCORDANCE WITH PROCEDURE RULE 27.1, RULE 16.5 ON RULES OF DEBATE BE SUSPENDED AND PART 4.3 BUDGET & POLICY FRAMEWORK PROCEDURE RULES SHALL BE AMENDED INSOFAR AS IS NECESSARY TO ENABLE THE PROCEDURE AS CIRCULATED TO BE ADOPTED AND THAT THE COUNCIL AND LEADER OF THE COUNCIL CONSENT TO:**

**A short adjournment to allow the Leader to consider the amendments to the Budget recommended by the Cabinet.**

**Upon return, the Leader to confirm whether he objects to the amended Budget and to speak for up to 10 minutes stating his reason for objecting and/ for advocating the Cabinet's recommended budget.**

**The Chief Finance Officer, Head of Paid Service or Monitoring Officer may speak for up to 5 minutes in total on the robustness of the estimates set out in the amended Budget and to address the Chamber on the legal requirements to set a Budget and Council Tax.**

This will be seconded and voted upon prior to the adjournment.

Upon return to the chamber and the above procedure being followed, the Council meeting will then revert to normal procedure rules permitting a further debate on the amended budget and amendments in accordance with normal procedure rules and for the avoidance of doubt this can include an amendment to permit the Cabinet's original recommended budget to be approved.