

COUNCILLORS BRIEFING NOTE RE: BUDGET DEBATE PROCEDURE

The debate on the budget will be conducted as follows:

- The Mayor will call on Cabinet portfolio holder for finance (Councillor Butcher) to formally move the Cabinet recommendations.
- The Mayor will call on the leader (Councillor Holt) to second the proposal.
- The Mayor will call on the Shadow Portfolio for Finance (Councillor Small) for any opposition group amendment to the Cabinet recommendations.
- The Mayor will call on the opposition leader (Councillor Smart) to second the opposition group amendment (if any).
- Any other amendments will then also be moved and seconded at this stage.
- Public speakers (if any) will be heard at this point (3 minute speech limit).
- Cabinet portfolio holder (Cllr Butcher) will present the budget as per Cabinet recommendations. The usual 5-minute speech rule will be relaxed.
- Shadow Portfolio Holder will make the main opposition group response (including speaking to any amendment he has moved) and will be afforded a similar amount of time as previous speaker (or 5 minutes, whichever is the greater).
- Any other members who have tabled amendments will then speak on those amendments. Usual 5-minute speech rule to apply.
- There will then be a single debate on the whole matter. This means:
 - (a) All other members will get one opportunity to speak, encapsulating the original proposal and any amendment(s).
 - (b) Members will be taken in turn by indication in the normal way.
 - (c) Seconders to the original proposal and any amendments can indicate to speak at any point in this process.
 - (d) The 5-minute rule will apply to all speakers.
- Once all members, who have indicated a wish to speak, have done so, the debate will conclude with the following sequence of speakers:
 1. Shadow Cabinet Portfolio Holder (or proposer of the opposition amendment). This will not apply if there is no formal amendment.
 2. Cabinet portfolio holder (as proposer of Cabinet recommendation)
- At this point, no other speeches, points of order or points of clarification will be permitted. The 5-minute rule will apply to the final 2 speakers.
- Once the final 2 speeches are concluded, the Mayor will put any amendments to the vote first and in the sequence of having been tabled, followed by the original proposal dependent upon the outcome of the amendment votes. All votes must be by named roll call.