

## **Council 16 February 2022 Item 4:**

### **Procedure for debate on the medium term financial strategy and budget (Item 9 on the agenda)**

The Constitution 11.4 (Council budget debate procedure) sets out the order of business for the Council meeting(s) where the Council's budget, capital programme and medium term financial strategy for the following year(s) are approved and the Council Tax is set, and sets out the timings and order of the debate on Item 9.

The procedure and timings for the debate on Item 9 of the agenda are set out in the table below.

#### **Before the meeting**

- Amendments submitted by opposition groups must be received by Committee and Member Services by 1.00pm one working day before the meeting. The Chief Finance Officer shall report on the soundness of these amendments before these are debated.
- All principal speakers for the budget debate and amendments should be nominated in advance to Committee and Member Services ([democraticservices@oxford.gov.uk](mailto:democraticservices@oxford.gov.uk)) by 9.00am one working day before the meeting. The Lord Mayor will decide the order speakers are taken subject to advice from Group Leaders. Additional speakers will be taken by the Lord Mayor should time allow.

#### **Before or at the meeting**

- The Leader or in their absence the Deputy Leader shall indicate before debate which amendments they will accept without a vote.
- Individual amendments in part h(iii) shall be presented in writing with financial information and reasons; taken as read without the requirement for the proposer to speak; and taken in order as presented to the Committee and Member Services Officer (submitted at least 15 min before the start of debate on amendments).
- The Chief Finance Officer shall report on the soundness of these amendments before these are debated.

## Procedure for debate on item 9: Budget 2022/23

Debate on the Council's budget, capital programme and medium term financial strategy as recommended by the Cabinet (to last no more than 1 hour and 25 minutes excluding the debates at (b) and (c) and the votes)

Normal rules of debate and rights of reply apply at each stage.

Stage	Debate Time (maximum)	Lengths of speeches: All speakers have 3 minutes unless otherwise stated.
(a) Proposal of the Cabinet budget	15 minutes for proposer's speech	Proposer – max 15 minutes Seconder required (may reserve right to speak) Move straight to (b 1)
(b 1) Proposal of Liberal Democrat Group budget amendments	33 minutes	Proposer – max 10 min Seconder required (may reserve right to speak) proposer of (a) responds (3 min speech) before proposer of (b1) sums up
Vote (ordinary vote)		Liberal Democrat Group proposals all together
(b 2) Proposal of the Green Group budget amendments	33 minutes	Proposer – max 10 min Seconder required (may reserve right to speak) proposer of (a) responds (3 min speech) before proposer of (b 2) sums up
Vote (ordinary vote)		Green Group proposals all together
Break	30 minutes	<b>Submission of individual amendments for debate to Committee secretary no more than 15 minutes after the start of the break.</b>
(c) Individual amendments debate  submitted by the deadline and published in the briefing note <b>or</b> extracted from the submitted amendments and circulated in writing after the break	40 minutes  No limit on debate for each amendment.	Taken in order received. Those out of time fall. Taken as read: announced with proposer and seconder by Lord Mayor, displayed on screen.  Normal rules of debate, except the proposer is encouraged to speak just once at the end of the debate on their amendment.
Vote (ordinary vote)		Separate votes on each amendment or group of amendments
(d) Debate on Budget  (amended or unamended)	30 minutes + unused time from (a), (b) and (c) to take to <b>max of 2hr 30min overall</b>	Normal rules of debate.
<b>Recorded vote</b>		<b>Must be a recorded vote</b>

Followed by

- Adjournment for 10 minutes if necessary
- Report on Setting of the Council Tax for the following year (agenda item 10)
- Recorded vote on the proposed Council Tax.