

(3) Budget and Policy Framework Procedure Rules

1. The framework for decision making

The Council will be responsible for the adoption of its Budget and Policy Framework as set out in Article 4 of this Constitution. Once a Budget or a Policy Framework is in place, it will be the responsibility of the Executive to implement it.

2. Process for developing the Framework

The process by which the Budget and Policy Framework shall be developed is:

- (a) Each year the Council will publish a programme for establishing the Budget and Policy Framework for the following year.
- (b) The Executive will as part of the process leading to the approval of the Policy and Budget Framework make enquiries to satisfy itself that:
 - specific revenue and capital funding is being directed at corporate priorities as specified in the Corporate Plan;
 - the budget strategy does not in any way contradict the Corporate Plan;
 - the Council's processes for accurate budget estimation and expenditure monitoring are suitable and sufficient.
- (c) The Policy and Budget Framework to be presented to Council for approval on the recommendation of the Executive.
- (d) Any changes to the Budget and Policy Framework are reserved to the Council.
- (e) All the Council's Committees will be consulted about their budget allocation following agreement of the Budget and Policy Framework.

3. Virement

The Council will decide on virement limits in accordance with the nature of its functions and the size of its budget. This will be by reference to a financial limit. These details are contained in the Council's Financial Regulations.

4. In-Year changes to Policy Framework

The responsibility for agreeing the Budget and Policy Framework lies with the Council, and decisions by Committees or Officers with delegated authority must be in line with that Framework. No changes to any policy and strategy which make up the Budget and Policy Framework may be made by Committees or officers with delegated authority except changes:

- (a) which will result in the closure or discontinuance of a service or part of service to meet a budgetary constraint;
- (b) necessary to ensure compliance with the law, or government guidance.