

PART FOUR – 4C

BUDGET AND POLICY FRAMEWORK PROCEDURE RULES

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1. The framework for policy committee decisions

Full Council will be responsible for the adoption of its budget and policy framework documents as set out in Article 4 of the Constitution. Once a budget or a policy framework document is in place, it will be the responsibility of the relevant committee(s) and/or officer(s) to implement it.

2. Process for developing the framework

- (a) Policy Framework documents may only be approved by Full Council, however, it is expected that draft documents are submitted to committee and/or overview & scrutiny panel for consideration and comment prior to submission to Full Council
- (b) Dependant upon the nature of the Policy Framework document under consideration it is expected that appropriate internal & external consultation be conducted on any draft document, and that the results/feedback from this consultation be taken into consideration by Members prior to them approving any final document.
- (c) Mechanisms will be established by the Council to monitor and review the efficiency & effectiveness of individual Policy Framework documents. There is no prescriptive mechanism, however, the results of monitoring and review should be available to Members and the public on request.
- (d) The Council will seek to engage internal & external stakeholders through a variety of means in formulating draft Policy Framework documents. Whilst no prescriptive mechanism is laid down, the Council should ensure that all sections of the public and stakeholders are encouraged to participate and forward suggestions/comments. The Council will be encouraged to use a variety of means in which to engage consultees.