

Finance and Grants Committee

Every meeting

- Review of current year Council budget and spending;
- Financial scrutiny of Council's legislative duties plus project and policy proposals not covered by Committees.
- Determine any applications from Responsible Financial Officer and Committees for authority to overspend up to and including £500 against any individual budget line.¹

Every quarter

- Receive financial report from Responsible Financial Officer;
- Recommendations or comments (minuted) to Responsible Financial Officer ahead of Responsible Financial Officer report to next Full Council meeting.

By end of July

- Propose and secure agreement from Full Council of general principles and parameters for Full Council budget for following financial year.

October

- Receive draft budget presentations from Responsible Financial Officer and Committees;
- Financial scrutiny of budgets;
- Recommendations (minuted) to Responsible Financial Officer and Committees.

November

- Receive final budget presentations from Responsible Financial Officer and Committees;
- Compile Finance and Grants budget report(s) and written recommendations as to contingencies, reserves (including any proposals for earmarked reserves) and the precept for submission to Full Council budget-setting meeting.

December

- Consider tabling possible amendments to main motion for Full Council budget-setting meeting (only where significant concerns have arisen as a result of the budget scrutiny process).

¹ Under Standing Order 7a, a Committee may seek a resolution of the Full Council to reverse a decision of the Finance and Grants Committee. Where an urgent decision is required, it may be necessary for applications for authorisation to overspend to be made directly to the Full Council, which meets more frequently.