



Dear Sir / Madam

You are hereby summoned to attend a meeting of Council to be held in the Municipal Offices, Promenade, Cheltenham, GL50 9SA, on **Friday, 11 February 2011** at **2.30 pm** at which meeting the following business will be transacted and any other business which may be legally transacted at such a meeting.

Councillors
Anne Regan (Chair), Barbara Driver (Vice-Chair), Garth Barnes, Ian Bickerton, Nigel Britter, Tim Cooper, Bernard Fisher, Jacky Fletcher, Wendy Flynn, Rob Garnham, Les Godwin, Penny Hall, Colin Hay, Rowena Hay, Diane Hibbert, Sandra Holliday, Peter Jeffries, Steve Jordan, Robin MacDonald, Paul Massey, Helena McCloskey, Andrew McKinlay, Heather McLain, Paul McLain, John Rawson, Diggory Seacome, Duncan Smith, Malcolm Stennett, Charles Stewart, Klara Sudbury, Lloyd Surgenor, Pat Thornton, Jon Walklett, Andrew Wall, John Webster, Paul Wheeldon, Simon Wheeler, Roger Whyborn, Jo Teakle and Chris Coleman

Agenda

- 1. PRAYERS**
- 2. APOLOGIES**
- 3. DECLARATIONS OF INTEREST** (Pages 1 - 2)
- 4. TO APPROVE AND CONFIRM THE MINUTES OF THE MEETING HELD ON;** (Pages 3 - 28)
13 December 2010
- 5. PUBLIC QUESTIONS**
None received
- 6. APPOINTMENT OF MAYOR ELECT AND DEPUTY MAYOR 2011/12** (Pages 29 - 36)
Report of the Chief Executive
- 7. COMMUNICATIONS BY THE MAYOR**
- 8. COMMUNICATIONS BY THE LEADER OF THE COUNCIL**
- 9. MEMBER QUESTIONS**
Refer to separate sheet of questions and answers.

- 10. ART GALLERY AND MUSEUM DEVELOPMENT SCHEME** (Pages 37 - 46)
Report of the Cabinet Member Sport and Culture
- 11. SECTION 25 REPORT** (Pages 47 - 60)
Report of the Chief Finance Officer
- 12. FINAL GENERAL FUND BUDGET PROPOSALS 2011/12** (Pages 61 - 140)
Report of the Cabinet Member Finance & Community Development and Chief Finance Officer

The following is the recommended process to be followed for the debate relating to the Council's Budget for 2011 - 2012, (Agenda item 13). The rules of procedure shall be varied accordingly for this item only.

1. The Mayor to propose suspension of the following rules of debate:

- That the time limit on speeches is relaxed with regard to the following speeches:-
 - Cabinet Member Finance and Community Development, (F), when moving the motion to adopt the budget being proposed by the Cabinet ("the Cabinet's budget"), Stage 2(i).
 - Group Leaders when making Budget Statement on behalf of group, Stage 3(i) – (ii).
- To permit the Cabinet Member F and Group leaders to speak more than once in the debate, (in addition to any right of reply etc), for the purpose of putting and answering questions at Stage 2(iii).

2. Budget Statement and moving of motion.

- (i) The Cabinet Member F shall deliver the budget statement and formally move the resolutions set out in paragraph 1.2 of the report of the Cabinet Member Finance. (N.B. Not time limited)
- (ii) The seconder shall formally second the motion. (N.B. The seconder may reserve their speech until later in the debate prior to the closing speeches) 5 minute limit applies.
- (iii) Members may then ask questions of the Cabinet Member F (who may refer them to the Chief Finance Officer when appropriate), on matters relating to agenda item 13. (N.B. members are limited to one question only, without supplementary, and the Cabinet Member F shall wait until all questions have been put before responding).

3. Statements by Group Leaders

- (i) Statement on behalf of the Conservative Group including tabling but not moving, any proposed amendment to the Cabinet's budget. (no time limit)
- (ii) Statement on behalf of the People Against Bureaucracy Group including tabling, but not moving, any proposed amendment to the Cabinet's budget. (No time limit).

4. Formal moving, Seconding, debating, discussion and voting on any amendments tabled in the following order:

- People Against Bureaucracy Group
- Conservative Group

N.B.

- The Cabinet Member F has the right to a speech in reply at the end of the debate on any amendment. (10 mins).
- The mover of an amendment may speak to move the amendment, (10 mins), and also has the right of reply to the debate immediately before the speech of the Cabinet Member F. (10 mins).
- Amendments carried will become part of the substantive motion going forward. Once all proposed amendments have been debated and put to the vote the final version of the motion shall go forward to the next stage.

5 Consideration of Amendments

- (a) If the Cabinet's budget has not been amended, the Cabinet Member Finance and Community Development to formally propose the budget (no speech), and the final proposal will be debated and voted upon subject to the Cabinet Member F's right of reply (10 mins).
- (b) If the Cabinet's budget has been amended, before it is further debated and voted upon, the Mayor shall propose a brief adjournment in order that the Cabinet Member F can consider whether:
 - (i) the amendments are acceptable to the Cabinet - in which case the meeting will proceed as at (a) above; or
 - (ii) the amendments are not acceptable to the Cabinet - in which case, the meeting will

proceed as at (a) above save that, in accordance with the Budget and Policy Framework Rules, the Council may only make an in-principle decision which will be published and provided to the Leader of the Council for consideration.

13. **FINAL HRA BUDGET PROPOSALS FOR 2011/12** (Pages 141 -
Report of the Cabinet Member Finance & Community 156)
Development and Chief Finance Officer
14. **TREASURY MANAGEMENT POLICY AND ANNUAL INVESTMENT STRATEGY 2011/12** (Pages 157 -
Report of the Chief Finance Officer 182)
15. **NOTICES OF MOTION**
None received
16. **TO RECEIVE PETITIONS**
If any
17. **ANY OTHER ITEM THE MAYOR DETERMINES AS URGENT AND WHICH REQUIRES A DECISION**

*****Note**

In order to assist members by providing satisfactory answers, it would be helpful if members would send questions in respect of any aspect of the budget to the Chief Finance Officer (Mark Sheldon) prior to the meeting.

Contact Officer: Saira Malin, Democracy Officer, 01242 775153
Email: democratic.services@cheltenham.gov.uk

Andrew North
Chief Executive

Public Information

Emergency Evacuation Procedure at the Municipal Offices

- (i) In the event of a fire you will hear a continuous alarm.
In the event of a bomb alert the alarm will sound in repeated short bursts.
- (ii) Members, officers and the public should leave the building promptly and in a quiet and orderly fashion using the nearest available escape routes and assemble on the Promenade footway by the War Memorial.

Attendance at Meetings - Local Government (Access to Information) Act 1985

Meetings are open to the public and a limited amount of public seating is available. Copies of the agenda will also be available. You may be asked to leave the meeting if any "exempt" (confidential) business is considered. This will normally be shown on the agenda

Inspection of Papers - Local Government (Access to Information) Act 1985

We can also arrange for copies of individual decision records, reports or minutes to be supplied. If you wish to inspect minutes or reports (other than those which are exempt) relating to any item on this agenda, please contact Democratic Services. The background papers listed in a report may also be inspected. Please notify Democratic Services who will arrange with the report author for papers to be made available to you at a mutually convenient time.

All meeting information is published on the Council's Internet website at:
www.cheltenham.gov.uk.

**If you have difficulty reading this agenda please let us know
and we will do everything we can to meet your requirements.**

COUNCIL PROCEDURE RULES – SUMMARY

Note: this summary is intended to assist members but where necessary reference should always be made to the actual Council Procedure Rules

1. RULES OF DEBATE

- (a) Once a motion has been proposed, no speeches can be made until it is seconded.
(Rule C6.2)
- (b) A member seconding a motion can reserve his or her speech until later.
(Rule C6.3)
- (c) Amendments:

- the Mayor may require a motion (including an amendment) to be written down and handed to him before it is discussed.
(Rule C5.3)
- only one amendment can be discussed at any one time, although notice of further amendments can be given
(Rule C5.6)
- before a vote is taken on an amendment, the order of speeches is
 - the mover of the amendment in reply
 - the mover of the substantive motion (usually the Chairman, Leader, Deputy)
(Rules C5.15 and C5.16)
- if the amendment is carried, it becomes the substantive motion to which further amendments can be made
(Rule C5.8)

(d) A member may alter a motion

- of which he gave notice, with the Council's consent
(Rule C6.7)
- which he had moved without notice, with the consent of both the Council and the seconder
(Rule C5.10)

2. WHEN A MEMBER MAY SPEAK MORE THAN ONCE ON A MOTION BEFORE THE COUNCIL

(a) A member who has spoken on a motion or an amendment may NOT speak again during that debate except

- in exercise of a right of reply as the mover of the motion
- except where an amendment is under discussion, to move an amendment in which case he/she shall not speak for more than three minutes.
- to speak to an amendment
- to a point of order
- in personal explanation

(Rule C6.5)

(b) **Point of order** – a member wishing to raise a point of order may do so at any time but the point of order **MUST ONLY** relate to an alleged breach of the Council Procedure Rules or the law **AND** the member **MUST** indicate

- the rule or law he considers has been broken
- how he considers that a breach has occurred

(Rule C5.23)

(c) **Personal explanation** – a member may make a personal explanation at any time **BUT** the “personal explanation” **MUST ONLY** relate to some material part of an earlier speech by that member which may appear to have been misunderstood in the present debate.

(Rule C5.24)

(d) The Mayor’s decision on whether a point of order or request for personal explanation is admissible is final.

(Rule C.5.25)

3. RECORDED VOTES

A recorded vote can be required by seven members.

(Rule C.8.5)