

4.3 Budget and Policy Rules

1. General

- 1.1 These rules reflect specific statutory requirements relating to the approval of budgets and policies by the Combined County Authority and the Mayor, or other decision-makers on their behalf.
- 1.2 Decision-makers should consider whether any consultation is required in respect of their proposals, in addition to the statutory requirements specified in these rules.
- 1.3 Decision-makers should also engage with a Combined County Authority Overview and Scrutiny Committee (and any other committee of the Combined County Authority) as appropriate in the development and scrutiny of proposals.
- 1.4 When approving budgets or policies, decision-makers must comply with the provisions relating to Key Decisions in the Access to Information Rules in [Part 4](#) of the Constitution.

2. Mayor's General Budget

- 2.1 The Mayor must prepare a draft budget for the Mayoral Functions by 1 February each year. The draft budget must:
 - set out the Mayor's spending plans and how the Mayor intends to meet the costs of the Mayoral General Functions, and
 - include the relevant amounts and calculations.
 - 2.2 If the Mayor fails to present a draft budget to the Combined County Authority by 1 February, the Combined County Authority must determine the relevant amounts and calculations for the financial year. The decision must be made by a majority of the Combined County Authority Members present and voting, such majority to include the Mayor and Lead Member from each Constituent Council (or their substitute).
 - 2.3 The Combined County Authority must review any draft budget presented by the Mayor and may make a report on the draft budget to the Mayor.
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2.4 The Mayor's draft budget shall be deemed to be approved by the Combined County Authority, unless the Combined County Authority makes such a report by 8 February.

2.5 Any report made by the Combined County Authority:

- must set out whether or not the Combined County Authority would approve the draft budget in its current form, and
- may include recommendations, including recommendations as to the relevant amounts and calculations that should be used for the financial year.

2.6 Where the Combined County Authority has made a report, it must specify a period of at least 5 working days (beginning on the day after the day on which the Mayor receives the report) within which the Mayor may:

- decide whether or not to make any revisions to the draft budget, and
- notify the Combined County Authority of the reasons for that decision and, where revisions are made, provide a copy of the revised budget.

2.7 Where any specified period has expired, the Combined County Authority must decide (taking into account the reasons given by the Mayor) whether to:

- approve the Mayor's draft budget, or the revised draft budget; or
- veto the Mayor's draft budget (or revised draft budget) and approve the Mayor's draft budget incorporating the Combined County Authority's recommendations contained in the report to the Mayor.

2.8 The Mayor's draft budget (or the revised draft budget) shall be deemed to be approved unless vetoed within 5 working days beginning with the day after the date on which the period specified for the Mayor to consider the Combined County Authority's report commences.

3. Approval of policy – Non-Mayoral Functions

3.1 The Combined County Authority will approve any policy in relation to Non-Mayoral Functions. Where a Non-Mayoral Function has been conferred on the Combined County Authority by the 2024 Order, approval of that policy requires the support of the Mayor.

4. Approval of policy – Mayoral Functions

- 4.1 Preparing and reviewing a Local Transport Plan under section 108 of the Transport Act 2000 is a Mayoral General Function, (that is, exercisable by the Mayor), subject to paragraph 4.4 below. The Mayor must have regard to any relevant statutory guidance when discharging this function.
- 4.2 In preparing and keeping the Local Transport Plan under review, the Mayor must consult:
- each local traffic authority for the Combined County Authority's Area,
 - the Secretary of State in relation to functions which the Secretary of State has as highway authority and traffic authority, and
 - each county council and district council in the area of the Combined County Authority
- 4.3 In preparing and keeping the Local Transport Plan under review, the Mayor must also consult such of the following as the Mayor considers appropriate:
- operators of any network or station, or of any railway's services in the Combined County Authority's Area,
 - operators or providers of other transport services in the Combined County Authority's Area, or representative organisations,
 - organisations appearing to the Mayor to represent the interests of users of transport services and facilities in the Combined County Authority's Area, and
 - other persons whom they consider appropriate.
- 4.4 In the transition period the Local Transport Plan must be approved by the Combined County Authority by a budget setting vote. After the end of the transition period, by a 2/3 majority vote, the Combined County Authority may amend any Local Transport Plan made by the Mayor. The Combined County Authority must have regard to any relevant statutory guidance when discharging this function.
- 4.5 As soon as practicable when a new Local Transport Plan has been prepared or altered, the Mayor must:
- publish the Local Transport Plan, and send a copy of it to the Secretary of State and such other persons as specified in statutory guidance,
 - cause a copy of the Local Transport Plan to be made available for inspection, and give the public notice about this,
 - supply a copy to any person on request.
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4.6 The Mayor will approve any other policy in relation to Mayoral General Functions, unless authority to do this has been delegated under the Mayor’s arrangements.

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