

### Questions at Council

The following sets out the current wording.

#### 14. Questions by Members

A Member of the Council may ask the Chairmen of the Cabinet, Scrutiny Committees, Committees, Forums and Groups any question upon any item on the agenda for the meeting.

A Member may give notice that they wish to ask the Mayor, Leader, Cabinet Member, or the Chairman of any Committee or Scrutiny Committee a question at full Council subject to the following rules:

(i) Notice in writing has been given to the Proper Officer no later than 4.30pm the Wednesday before the meeting and the matter is in relation to which the Council has powers or duties or which affects the Borough.

(ii) With the permission of the Mayor, put to the Leader or the Chairman of any Committee or Scrutiny Committee, any question relating to urgent business, of which the notice in (i) above has not been given; but a copy of any such question shall be delivered to the Proper Officer not later than 11am on the day of the Meeting.

Every question shall be put and answered without discussion.

Supplementary questions may be allowed at the Mayor's discretion.

An answer may take the form of:-

(a) a direct oral answer; or

(b) where the desired information is in a publication of the Council, or other published work, a reference to that publication; or

(c) where the reply to the question cannot conveniently be given orally, a written answer circulated to Members of the Council.

If a Member who has given notice of a question is not present at the Meeting at the appropriate time, the question shall not be asked. The Member can re-submit notice of the question at the appropriate time for the next meeting.

## **KCC Questions at Council**

### **The following sets out KCC's procedure rule in relation to questions.**

17 (1) Any Member may ask one question at each meeting. Questions must be signed and delivered to Democratic Services before 5:00pm on the Wednesday before the meeting.

(2) Questions must not:

(a) ask for information already in the Member's possession or which has been published to Members either in a Committee report or otherwise

(b) be about something that is outside the responsibilities or powers of the Council

(c) criticise the motives or personal character of any Member or employee of the Council.

(3) The Chairman can decide that a question shall not be asked or answered if it would not be in the public interest or on any other reasonable ground.

(4) Questions will be called in their numbered order and be answered in the order they are received by the Clerk unless the Chairman decides otherwise.

(5) If the questioner is not present when called by the Chairman, the Chairman shall call the next question.

(6) Answers to questions will be given by the Leader, the relevant Cabinet Member, Committee Chairman, the Member nominated by the Police or Fire Authorities or by another Member designated by the Chairman of the Council.

(7) The Member giving the answer has discretion as to the content of the reply and how it is given. In particular, he may decline to answer in full if this would involve an unreasonable amount of work or cost, or be contrary to the public interest. All oral answers to questions should be brief and relevant, with any detailed background or statistics given in writing.

(8) After the answer has been read out the questioner may put one supplemental question in order to clarify a point given in the answer.

(9) After the Council meeting, a copy of the question and the answer will be given to the Member asking the question and made available to all other Members of the Council.

(10) Questions that have not been answered before the end of the 30 minutes allowed will not be called but all questions will be answered in writing.