

## Appendix B (revised)

### Potential additional question-time provisions

1. A maximum question time period of 30 minutes.
2. Questions will be selected by the Mayor. The following criteria will be used by the Mayor in making his selection:
  - a. Where time permits, questions relating to Council policy may be accepted.
  - b. Where time permits, questions which are highly relevant to Council business may be accepted.
  - c. Where time permits, questions which are of a topical nature may be accepted.
  - d. Where time permits, questions which relate to existing business of a scrutiny committee, or to existing executive business, may be accepted.
3. those Members submitting more than one question may indicate the priority of importance of each question;
4. Any questions which are accepted, but which cannot be dealt with during the allotted period, will be answered in writing and such answer will be copied electronically to all Members.
5. Questions will not be read out at Council meetings.
6. Questions will be brief, clear and focussed.
7. No inappropriate, frivolous, derogatory or vexatious questions will be allowed.
8. No questions will be allowed which repeat, or are substantially the same as, questions submitted to a meeting of Council during the preceding 3 months.
9. Where any question might be disallowed under the agreed provisions, the Mayor, as Chairman of Council, will have absolute discretion to determine whether or not to do so.
10. Questions shall be submitted no later than 3 clear working days before the Council meeting in question.
11. The Mayor may choose to allow such questions as he deems to be urgent, even when the above rules relating to deadlines for submission have not been met.

**Provided that** in respect of those questions posed as part of the Council question-time, the existing provisions of the Constitution shall apply in respect of supplementary questions.