

Appendix B

Potential additional question-time provisions

1. A maximum question time period of X minutes.
2. Questions will be dealt with by the Mayor according to the following criteria:
 - a. Questions will be rejected if they could reasonably have been asked and properly answered before the Council meeting.
 - b. Where time permits, questions relating to Council policy may be accepted.
 - c. Where time permits, questions which are highly relevant to Council business may be accepted.
 - d. Where time permits, questions which are of a topical nature may be accepted.
 - e. Where time permits, questions which relate to existing business of a scrutiny committee may be accepted.
3. The total time allowed for the question, answer and supplementary question shall be 5 minutes.
4. Any questions which are accepted, but which cannot be dealt with during the allotted period will be answered in writing.
5. No more than X question(s) shall be asked by any one Member at a meeting of Council and no subsidiary questions shall be permitted.
6. Questions will not be read out at Council meetings.
7. Questions will be brief, clear and focussed.
8. No inappropriate, frivolous, derogatory or vexatious questions will be allowed.
9. 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.
10. No questions will be allowed which do not relate to an area of Council policy or procedure.
11. 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.
12. Questions shall be submitted no later than 5 clear working days before the Council meeting in question.
13. 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.