

## **Current Wording of Standing Order 17 (re Agenda item 10) 30 Jan 2014**

### **QUESTIONS BY COUNCILLORS**

#### **17. Questions for the Cabinet or Chair**

(For Extraordinary meetings see Standing Order 9 above)

(1) At any meeting a Councillor may, subject to the six-month rule, ask

(a) the relevant Cabinet Member or Committee Chair any question relating to the Council's powers or duties or which affects the City but which is not otherwise before the Council;

(b) any of the Council's representatives serving on the Hampshire Fire & Rescue Authority, Hampshire Police Authority, Langstone Harbour Board and the Joint Crematorium Board, may comment to the Council in relation to any matter arising from an answer submitted under this Standing Order .

(2) Questions in an acceptable form must be given to the Local Democracy Manager by 12 noon eleven days before the day of the meeting.

(3) With the permission of the Cabinet Member or Committee Chair, a Councillor may ask any question relating to urgent business for which the usual notice has not been given.

(4) The Local Democracy Manager will circulate with the agenda questions to be asked under (1) above. Questions will be answered in the chronological order they are received, except that any Councillor who submits more than one question will not have their second or subsequent questions answered until all other Councillors' first round questions have been answered; the same procedure to be followed until all questions have been exhausted.

(5) The notice of the question under (1) above may indicate that a written answer may be given. Where the question is answered in writing, the written answer will be circulated at the meeting to Councillors.

(6) The Cabinet Member, committee chair or representative to whom the question is addressed may ask another Councillor to answer the question. The person answering the question shall provide a concise reply to the original or supplementary question(s). Whilst whomsoever is answering the question must make every endeavour to give a full oral answer, an original question may be the subject of a written reply if it is believed that a detailed reply is required that could best be provided in a written form because of the length and/or complexity of the answer to be given which would be circulated to all Councillors within 7 days.

(7) On any matter arising out of the reply -

(i) The Councillor asking the original question may ask up to two supplementary questions that must arise directly out of the original question or the reply;

(ii) Any other Councillor will be limited to one supplementary question that must arise directly out of the original question or the replies;

(iii) No debate may take place on the reply to a question or any supplementary question.

(8) Every member of the Council may ask one question. If they wish to ask more than one question the questions shall be asked in rotation in the order in which they were received. Forty five minutes will be allowed for questions under this Standing Order. Where a question is begun an answer will be provided even if the 45 minutes period has been exceeded. If the question has not been put, a written reply will be provided within 14 days and circulated to all members.

(9) If a Councillor asking a question is not present when that question is reached, a written reply will be forwarded to the Councillor for information.