

Appendix A

Amendments to the Constitution to enable questions on the Police and Fire Authorities to be kept to the period when the respective reports are considered; also to replace the term “oral” questions with “open” questions.

All of the amendments are interdependent and all must be adopted to achieve the purpose.

Part B5

3.2.1.9	To receive and consider recommendations contained within reports of the Executive and committees and reports of the Bedfordshire Police Authority and Bedfordshire and Luton Combined Fire Authority and answer questions under Rule number 12.1.
3.2.1.10	<p><u>Members of the Council may also ask any question without notice on matters relating to the functions of the Bedfordshire Police Authority and of Bedfordshire and Luton Combined Fire Authority. This period of questions and answers shall last no more than 10 minutes.</u></p> <p><i>(The remaining paragraphs in this section shall be renumbered accordingly.)</i></p>

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12.	QUESTIONS BY MEMBERS	
12.1	On reports or minutes of the Executive or Committees	
	12.1.1	A member of the Council may ask the Leader, a portfolio holder or the chairman of a committee, a question without notice upon a recommendation <u>or report</u> of that forum when that item is under consideration by the Council, or upon any minute of a meeting of that forum which has been published since the last meeting of the Council.

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12.7	<u>Open</u> Questions		Deleted: Oral Formatted: Font: Bold
	12.7.1	Questions and Procedure	
	12.7.1.1	At each ordinary meeting of the Council (excluding the annual or any extraordinary meeting) there shall be a period of no longer than 45 minutes for <u>open</u> questions, <u>which</u> shall <u>be</u> questions of the Leader, Deputy Leader and portfolio holders, and <u>chairman of any</u> committee, <u>subject to the following guidelines:-</u>	Deleted: oral Formatted: Font: Bold Deleted: of which no longer than 30 minutes Formatted: Font: Bold
	12.7.1.2	Questions:-	Deleted: relate to Formatted: Font: Bold
	12.7.1.2.1	Must be relevant to matters for which the Council has powers or duties or matters that affect Central Bedfordshire or its residents;	Deleted: no longer than 15 minutes shall relate to questions of a Formatted: Font: Bold
	12.7.1.2	Must not relate to an item which is included elsewhere on the Council agenda since they can be raised at that point in the meeting;	Deleted: or member representing the Bedfordshire Police Authority or Bedfordshire and Luton Combined Fire Authority
	12.7.1.3	Must be capable of eliciting a response (ie must not be a statement);	
	12.7.1.4	Should not exceed 2 minutes in length.	
	12.7.1.3	Questions should not:-	
	12.7.1.3.1	Be incapable of being adequately answered in three minutes	
	12.7.1.3.2	Divulge, or require to be divulged, confidential or exempt information.	
	12.7.1.4	The conduct of <u>open</u> question time shall be regulated by the Chairman of the Council having regard to the above guidelines.	Deleted: oral Formatted: Font: Bold
	12.7.1.5	Any member wishing to put an <u>open</u> question should put his/her name on the relevant pro forma and place it in the appropriate receptacle not less than 5 minutes before the start of the meeting. Names will be drawn at random by the chairman during the question time session.	Deleted: oral Formatted: Font: Bold Deleted: All questions drawn within the 30 minutes allocated for questions to an executive member and within the 15 minutes allocated for questions to chairmen or members representing the Police and Fire Authorities, shall be dealt with. Formatted: Font: Bold
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12.7.2 Response

12.7.2.1 An answer to an open question may take the form

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12.7.2.1.1 A direct oral answer of up to a maximum of three minutes duration;

12.7.2.1.2 Where the desired information is in a publication of the Council or other published work, a reference to that publication; or

12.7.2.1.3 Where the reply cannot conveniently be given orally, a written answer will be circulated later to the questioner and made available to all members of the Council and the public.