

Proposed new Standing Order C35:

Questions for Cabinet

- 35.** (1) At each meeting of the Cabinet there shall be up to 30 minutes set aside for questions for Cabinet Members.
- (2) A County Councillor or any person who lives or works in the county, or is affected by the work of the County Council, may ask the Leader of the Council or a Cabinet Member a written question on any matter which relates to any item on the Cabinet agenda for that meeting.
- (3) Each County Councillor or member of the public may only submit one question per meeting.
- (4) A written copy of the question must have been delivered to the Democratic Services team by 12 midday pm two clear working days before the date of the meeting, specifying the full question and the agenda item to which it relates.
- (5) Questions may be ruled out of order by the Monitoring Officer if they are considered to be:
- i. Not related to an item on the Agenda
 - ii. defamatory, frivolous, vexatious or offensive;
 - iii. substantially the same as a question that has been asked and answered by the Cabinet or Council in the past six months;
 - iv. related to a matter due to be determined by the Development Control or Regulatory Committees
 - v. requiring the disclosure of confidential or exempt information
- (6) A question from a member of the public will receive a written reply. The question and answer will be published within 5 working days following the date of the Cabinet meeting.
- (7) County Councillors may attend the meeting of Cabinet in person and ask the question they have submitted. Questions will be taken in the order in which they were submitted.
- (8) Once a question has been asked, the Cabinet member will provide an oral response. The original questioner may ask a supplementary question on the same topic. The Cabinet member will provide an oral response.
- (9) At the end of the 30 minutes, any questions which have not been asked orally will be treated as written questions and receive a written answer
- (10) Any question submitted by a County Councillor where the County Councillor has not attended Cabinet in person shall be treated as a written question and receive a written answer.

- (11) Any question about a Part II item on the agenda will be treated as a written question and receive a written answer. It cannot be asked in person at the meeting.
- (12) All written questions and answers shall be published within 5 working days following the date of the Cabinet meeting.
- (13) In the meeting, the Chairman's ruling on questions and answers shall be final.
- (14) An urgent written question may be asked by a County Councillor about any item on the Cabinet agenda for that meeting, which the Chair considers could not have been reasonably submitted by the deadline for the receipt of written questions, provided that they give notice of the question to Democratic Services by 12 noon the day before the meeting.