

Governance and Ethics Committee

23 November 2023

Report title	Protocol for Questions by Members of the Public	
Cabinet member with lead responsibility	Councillor Paula Brookfield, Governance and Equalities	
Accountable director	David Pattison, Chief Operating Officer	
Originating service	Democratic Services	
Accountable employee	David Pattison	Chief Operating Officer
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Report to be considered by		

Recommendation for decision:

The Governance and Ethics Committee are asked to:

1. Note the implementation of Questions by Members of the Public from January 2024.
2. Authorise the Chief Operating Officer to publicise the Protocol for Questions by Members of the Public on the Council's website.
3. Agree that there is delegated authority to the Chief Operating Officer to make minor amendments to the Protocol for Questions by Members of the Public as required in consultation with the Cabinet member and Chair of the Committee.

1.0 Purpose

- 1.1 The purpose of this report is to propose minor revisions to the Protocol for Questions by Members of the Public.

2.0 Background

- 2.1 The Council, at its meeting on 20 July 2022, agreed revisions to the constitution which permitted questions by members of the public. It was noted that a protocol would be drafted to detail the practicalities of how questions by members of the public will be dealt with.
- 2.2 As set out in the Full Council Meetings Procedure Rules, Questions by Members of the Public can currently be asked to the Leader or a member of the Cabinet.
- 2.3 15 minutes are set aside for questions from members of the public.
- 2.4 The Council, at its meeting on 8 November 2023, approved a Protocol for Questions by Members of the Public.

3.0 Protocol for Questions by Members of the Public

- 3.1 The final version of the protocol for questions by members of the public is enclosed at Appendix 1.
- 3.2 The purpose of this protocol is to provide guidance to members of the public, Councillors and officers on how the public can submit and ask questions at Full Council meeting and how questions at Council meetings shall be dealt with.
- 3.3 It is intended the protocol be read alongside, and to be complementary to, Part 4 of the Constitution – Full Council Meetings Procedure Rules.
- 3.4 It is intended that it is implemented at Council on 24 January 2024 with questions needing to be submitted on 12 January 2024.

4.0 Financial implications

- 4.1 There are no financial implications arising from the recommendation within this report.
[GE/11082022/Q]

5.0 Legal implications

- 5.1 There are no legal implications arising the recommendation within this report.
[DP/22112023/A]

6.0 Equalities implications

- 6.1 There no equalities implications arising from the recommendation within this report.

7.0 All other Implications

7.1 There are no other implications arising from the recommendation within this report.

8.0 Schedule of background papers

8.1 [Agenda for Council on Wednesday, 20th July, 2022, 6.00 pm :: Wolverhampton City Council \(moderngov.co.uk\)](https://www.moderngov.co.uk/2022/07/20/wolverhampton-council-agenda-2022-07-20-18-00)

8.2 [Agenda for Council on Wednesday, 8th November, 2023, 5.45 pm :: Wolverhampton City Council \(moderngov.co.uk\)](https://www.moderngov.co.uk/2023/11/08/wolverhampton-council-agenda-2023-11-08-17-45)

9.0 Appendices

9.1 Appendix 1: Protocol for Questions by Members of the Public