

Health and Wellbeing Board Questions from members of the public

Members of the public wishing to submit a question to the Board must notify the Monitoring Officer, and provide the question in writing, by 12 noon four clear working days before the meeting at which they wish to ask a question of the Board.

The Monitoring Officer may reject a question from a member of the public if it:

- i. Is not about a matter for which the Board has a responsibility, or which affects the Borough;
- ii. Is defamatory, frivolous or offensive;
- iii. Is substantially the same as a question, motion or deputation which has been put at a meeting of Full Council, Cabinet and/or the Board in the past six months;
- iv. Requires the disclosure of confidential or exempt information; or
- v. if a question relates to an individual planning or licensing application.

The Monitoring Officer shall not allow any question containing unbecoming language, imputation of improper motives or reflections of an individual's personal character.

Subject to the Monitoring Officer's confirmation that the subject matter is appropriate for consideration, the person asking the question shall be invited to attend the meeting and ask their question.

The Chair will invite the questioner to put their question to the meeting. The questioner may ask one supplementary question. It should be acknowledged by the Chair that a comprehensive answer may not be able to be given at the time and a more detailed response may be subsequently sent to the questioner. (and the response will be appended to the minutes of the meeting).

If a person who has submitted a written question is not present, a written reply will be provided to the questioner.

A total of 15 minutes will normally be allocated for public questions.