

REPORT TO THE HEALTH AND WELLBEING BOARD

6 JUNE 2017

PUBLIC QUESTIONS AT THE HEALTH AND WELLBEING BOARD – PROCEDURAL ARRANGEMENTS

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1. Purpose of Report

- 1.1 To propose procedural arrangements for the public to ask questions at the Health and Wellbeing Board meetings, following the Board's agreement to this in principle at the Board meeting on 4 April 2017.

2. Recommendations

2.1 Health and Wellbeing Board members are asked to:-

- agree the proposed arrangements for the public to ask questions at the Health and Wellbeing Board, as set out in the Appendix, for implementation from the next meeting;
- review the arrangements after six months operation and annually thereafter; and
- request the Council's Cabinet to amend the Board's Terms of Reference accordingly.

3. Introduction/Background

- 3.1 At its meeting on 4 April 2017, the Board discussed the principle of allowing the public to ask questions at meetings of the Health and Wellbeing Board in order to increase transparency in respect of the issues under discussion. The Board asked that a further report be submitted to this meeting, setting out proposed procedural arrangements to put this into effect, bearing in mind that public questions are outside the current legal framework for meetings.

4. Key Principles and Proposed Procedure

- 4.1 The proposed procedural arrangements are set out in the Appendix to this report. The main principles considered in drafting this process are:-
- Providing clarity about the question being asked and arrangements for its submission;

- Identifying how the question will be considered at Board meetings;
- Establishing boundaries in relation to the questions that might be asked.

4.2 If approved by the Board, the procedure will need to be incorporated into the Board's Terms of Reference. This in turn will require approval by the Council's Cabinet. The intention is to review the operation of the arrangements after six months, and then annually thereafter. The opportunity to ask questions will be publicised on the Health and Wellbeing Board meeting page on the Barnsley MBC website.

5. Financial Implications

5.1 There are no financial implications arising from this matter. The staff time required to operate the arrangements will be contained within the Council Governance Unit's existing resources.

6. Consultation with stakeholders

6.1 The Health and Wellbeing Board considered the principle of this at its meeting on 4 April.

7. Appendices

Appendix 1 – Proposed Procedure/Arrangements for Public Questions.

8. Background Papers

8.1 Published Works – Barnsley MBC Constitution and associated Local Government legislation.

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PROPOSED PROCEDURE/ARRANGEMENTS FOR PUBLIC QUESTIONS

1. A member of the public may ask a question at a meeting of the Health and Wellbeing Board that, in the opinion of the Council's Executive Director, Core Services, is relevant to the business of the Board and has been notified to the Council Governance Unit in writing by email no less than 10 clear days in advance of the meeting in question.
2. No question shall exceed 100 words in length.
3. An item shall be included as the first substantive item on the agenda for each Board meeting for the purpose of reporting public questions received. Details of questions received will be made available to the Board by inclusion with the agenda papers, if necessary as a supplementary document. Questions will not generally be read out at the meeting, but the person who has submitted the question may attend for the item in question.
4. All questions shall be answered by the relevant Board member, who may reserve the right to indicate that the answer is given within a specific paper on the Board's agenda or reply in writing after the meeting.
5. The Executive Director, Core Services reserves the right to reject questions that are libellous or vexatious, or simply repeat questions answered at previous meetings.