

## Public Questions at the West Midlands Police and Crime Panel

### The Objective of Public Question Time

- 1 Public Question Time enables the public to engage with the Panel and pose questions on its remit and functions.
- 2 This is not a facility for the public to put questions to the Police and Crime Commissioner. The Commissioner has put in place separate arrangements for dialogue with the public.

### Procedure and Criteria for Questions at Panel Meetings

Anyone wishing to put a question to the Panel is asked to adhere to the following criteria:

- 1 Any member of the public who lives, works or studies in the West Midlands (except police officers and police staff) can ask a question to the Panel.
- 2 The question or statement must be put in writing to the Panel 4 days before the Panel meeting to:

The West Midlands Police and Crime Panel  
Scrutiny Office  
Council House  
Birmingham  
B1 1BB

Or by email to: [wmpcp@birmingham.gov.uk](mailto:wmpcp@birmingham.gov.uk)

- 3 The questioner must provide an address and contact telephone number when submitting a request.
- 4 The request must set out the question in full.
- 5 The question / statement:
  - a) must relate to the Panel's role and responsibilities;
  - b) must not be substantially the same as a question which has been put at a meeting in the past 6 months;
  - c) must not be defamatory, frivolous, vexatious or offensive;
  - d) must not require the disclosure of confidential or exempt information; and
  - e) must not refer to any matter of a personal nature.

- 6 Once the question has been approved, the questioner will be contacted to make arrangements to attend the meeting to put the question if they wish to do so.
- 7 The time period for asking and responding to all questions will be limited to 30 minutes. No one question or statement shall exceed 3 minutes.
- 8 Any questions will normally be answered at the meeting but in some cases this might not be practicable and a written answer will be provided within 14 days of the meeting.
- 9 Every question shall be put and answered without discussion, except at the Chair's discretion to permit supplementary questions or permit further debate.
- 10 The Chair has the discretion as to whether questions or statements can be made.

Criteria approved: 21/01/2013

Amended: 03/02/2014