

## Greater Cambridge Partnership Joint Assembly Public Questions Protocol

### **PLEASE READ THE PROTOCOL AND THE NOTES BELOW BEFORE SUBMITTING YOUR QUESTION**

Notes: The Joint Assembly Chairperson has confirmed that when exercising their discretion to allow questions to be asked at meetings, they intend to apply the following principles:

- Questions should relate to matters on which members are being asked to reach a decision.
- Multiple questions by the same person on the same agenda item will not be accepted.
- GCP officers will not read out questions on behalf of those concerned. The expectation is that those asking questions will do so personally (or by someone else they nominate to do so on their behalf) \*. Where this is not possible questions will be handled as routine correspondence and a written response provided.
- The 300 word limit will be applied strictly and questions exceeding this limit will be automatically rejected.  
\* where possible the option of remote attendance will be offered, but not all venues used have the equipment necessary to enable this.

At the discretion of the Chairperson, members of the public may ask questions at meetings of the Joint Assembly. This standard protocol is to be observed by public speakers:

- Notice of the question should be sent to the Greater Cambridge Partnership Public Questions inbox [[public.questions@greatercambridge.org.uk](mailto:public.questions@greatercambridge.org.uk)] no later than 10 a.m. three working days before the meeting.
- Questions should be limited to a maximum of 300 words.
- Questioners will not be permitted to raise the competence or performance of a member, officer or representative of any partner on the Joint Assembly, nor any matter involving exempt information (normally considered as 'confidential').
- Questioners cannot make any abusive or defamatory comments.
- If any clarification of what the questioner has said is required, the Chairperson will have the discretion to allow other Joint Assembly members to ask questions.
- The questioner will not be permitted to participate in any subsequent discussion and will not be entitled to vote.
- The Chairperson will decide when and what time will be set aside for questions depending on the amount of business on the agenda for the meeting.
- Individual questioners will be permitted to speak for a maximum of three minutes.
- In the event of questions considered by the Chairperson as duplicating one another, it may be necessary for a spokesperson to be nominated to put forward the question on behalf of other questioners. If a spokesperson cannot be nominated or agreed, the questioner of the first such question received will be entitled to put forward their question.
- Questions should relate to items that are on the agenda for discussion at the meeting in question. The Chairperson will have the discretion to allow questions to be asked on other issues.

**The deadline for receipt of public questions for this meeting is  
10:00 a.m. on Monday 17 February 2025**