

29 June 2016

Ordinary Council

Members' Questions on Chairs' Reports

Report of: Philip Ruck – Head of Paid Service

Wards Affected: All

This report is: Public

1. Executive Summary

- 1.1 In accordance with the Council's Constitution a brief written report by each committee Chair covering their area of responsibility is provided for Members' information at each Ordinary Council meeting.
- 1.2 Any Member may ask a Chair a written or oral question on
 - (a) any matter included in a Chair's written report; or
 - (b) any matter in relation to which the Council has powers or duties or which affects the Council's area and which falls within the area of responsibility of the Chair's committee.
- 1.3 The period allowed for Chairs' reports, written and oral questions and answers will not exceed 60 minutes without leave of the Mayor.

2. Appendices to this report

Appendix A – Chairs' reports (to follow)

Report Author Contact Details:

Name: Jean Sharp

Telephone: 01277 312655

E-mail: jean.sharp@brentwood.gov.uk