

# Subject: People's Question Time

Report to: GLA Oversight Committee

Report of: Director of Communications and External Affairs

Date: 18 July 2013

This report will be considered in public

## 1. Summary

- 1.1 This report updates and consults the Committee on the proposals for the 27<sup>th</sup> People's Question Time (PQT).

## 2. Recommendations

- 2.1 **That the Committee notes and comments on the proposals for People's Question Time, on Tuesday 5 November 2013 contained in this report, particular views are sought on: (i) the geographical area; and (ii) the Chair of the event; and**
- 2.2 **That the Committee provides any views, ideas or suggestions on further ways to improve People's Question Time as a consultative event.**

## 3. Background

- 3.1 The purpose of this report is to update and consult the Assembly on plans for People's Question Time in the **London Borough of Kensington and Chelsea on Tuesday, 5 November 2013**. This will be the 27<sup>th</sup> PQT the GLA has held.
- 3.2 People's Question Time is one of the statutory requirements under the GLA Act (as amended). It is a joint event between the Mayor and the Assembly. PQTs are organised and funded by the External Affairs Directorate through a Project delivery team, which also involves the London Engagement Team, the Mayor's Office and the Assembly Secretariat.

## 4. Issues for Consideration

### 4.1 Chair, time and date

The proposed chair of this PQT event will be Kit Malthouse, Assembly Member. The meeting will be held from **7pm – 9pm on Tuesday, 5 November 2013**.

#### 4.2 **PQT venue**

The London Engagement Team has identified **Imperial College London, South Kensington Campus, London SW7 2AZ** as the preferred venue. The venue has a capacity of 650 people and has good transport links.

#### 4.3 **Agenda**

The proposed agenda for this event:

1. Growing London's economy
2. Housing
3. Transport & Environment
4. Policing & Community Safety
5. Other issues

#### 4.4 **Public Engagement**

The PQT Project team will work with the host local authority (London Borough of Kensington and Chelsea) to target specific groups within the area to enable the GLA to further leverage their established consultation networks.

Use of such local networks and a number of other marketing and promotional initiatives, using both traditional marketing techniques (such as posters, leaflets and local press) and digital marketing techniques (listed below) will ensure that PQTs continue to reach out to potential new audiences, whilst continuing to ensure audiences reflect the host boroughs and London's diversity.

A number of digital marketing initiatives are currently being used and developed, including:

- Widening the use of social media tools, including Twitter to engage with Londoners to have their say prior to, during and post event
- Specific channels targeted at younger Londoners, such as internal newsletters/databases including Capital Child and CYPUP (Children and Young People's Unit), populating online listing sites via Bullseyehub, and schools and library email lists
- More robust and responsive email databases gathered from policy areas, local authorities and previous events;
- Opportunities for Londoners who are unable to attend in person to view/access the event online (via podcasts, video and transcripts); and
- Offering the chance for people to request and receive e-tickets via on-line registration

#### 4.5 **Accessibility**

In selecting Imperial College as the proposed venue, the London Engagement Team will undertake an accessibility audit, to ensure that the event is accessible to all.

As with all PQT events, there will be access facilities such as British Sign Language and palantypist translation. The PQT programme will be available, on request, in alternative formats, eg braille and large print.

#### 4.6 **Feedback**

The London Engagement Team encourages people to complete feedback forms at the end the event, data which is compiled as an evaluation report. E-flyers including an online feedback survey are also sent out post event.

## 4.7 Strategy Implications

PQT is an important part of the consultation calendar providing an excellent forum for Londoners to communicate with the organisation on the issues that are important to them. The consistency of delivering this event twice a year means that it contributes to establishing the GLA as an organisation that is listening to Londoners. As already indicated PQT is a corporate and joint statutory responsibility for the Mayor and Assembly.

## 4.8 Future Dates

The borough and dates for future planned PQT's is as follows;

November 2013	Kensington and Chelsea
March 2014	Kingston
November 2014	Waltham Forest
March 2015	Haringey
November 2015	Hillingdon
March 2016	Croydon

## 5. Legal Implications

5.1 Twice in every financial year, the Mayor and the Assembly must hold and attend a meeting that will be open to all members of the public, called "the People's Question Time" ("PQT"). The purpose of PQT is to afford an opportunity to members of the public to put questions to the Mayor and Assembly members, and to enable them to respond. Section 48 of the GLA Act 1999 sets out various requirements for the meeting:

- The Mayor approves the form of the PQT meeting, and can make formal procedures about how it is to be held, following consultation with the Assembly about them. These procedures can regulate how the public can put questions, and could include provisions for suppressing or preventing disorderly conduct or other misbehaviour at the meeting, including a power of exclusion.
- Members of the public who attend or speak at PQT do so subject to, and in accordance with, those procedures.
- The Mayor decides the date of PQT meetings, following consultation with the Assembly, the date of which must be less than one month before or one month after the State of London Debate.
- The Mayor must decide the venue for the meeting not later than one month prior to the date on which the PQT is to take place.
- The Mayor must give adequate notice of the date and place of the meetings to members of the public at least one month prior to it taking place.
- Following consultation with the Assembly the Mayor may appoint any person to preside at the PQT meeting, whether or not that person has a connection with the GLA.

## 6. Financial Implications

- 6.1 For 5 November 2013 it is envisaged that that the costs for the event will be up to £25,000, which can be met from the existing PQT budget, which is managed by the London Engagement Team.

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### List of appendices to this report:

<b>Local Government (Access to Information) Act 1985</b>
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List of Background Papers:
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