

PETITIONS GUIDANCE NOTES

General

A petition must be submitted in writing and signed by at least 10 Local Government electors of the area.

Notice of Petition

Petitions must be submitted to the Chief Executive and if requested that it be considered by Committee it must be received not less than five clear working days before the meeting to which it is to be presented.

Scope of Petitions

No petition shall relate to matters of a personal nature.

Presentation of Petition

- (a) If it has been requested that the petition to be considered by Members it will be presented in the following ways:-
 - (i) Where it involves a major issue affecting the whole of the Council's area and which is not in the remit of The Cabinet or any Committee or Sub-Committee at the Council meeting.
 - (ii) In all other cases to the next meeting of the appropriate Overview and Scrutiny Committee or Non Executive Committee or Sub-Committee.
- (b) The Petitioners and Local Ward Councillors shall be informed of the date, time and venue of the meeting at which the petition is to be considered.
- (c) One elector who is a signatory to the petition may speak for not more than five minutes at the meeting at which it is presented.
- (d) Paragraphs (a) - (c) do not apply to petitions relating to planning applications.
- (e) No Councillor shall speak on a petition other than one Local Ward Councillor at the discretion of the Council, Committee or Sub-Committee concerned.

Deputations

The above paragraph (a) - (f) shall also apply to request for Deputations, except that:-

- a Deputation must be made personally, i.e. may not be presented by a Councillor or Officer;
- the Spokesperson for the Deputation may speak for five minutes upon the subject matter of the Deputation, and this period may not be extended;
- a Deputation shall not be made by less than three persons nor by more than ten persons, although more than this number may appear as signatories to the request for the Deputation;
- No Deputation may be made in relation to any planning application.

Time Limit for presenting a petition to Committee

Petitioners may speak for up to 5 minutes when presenting the petition.

Consideration of Petitions

No petition or deputation shall be accepted where one with the same or similar object has been considered within the previous six months.

If you require clarification on any of the above or wish to discuss the petitions process further please contact a member of Democratic Services by the following means:

Email: scrutiny@eastriding.gov.uk

Telephone: 01482 393204/5/6

In writing to:

East Riding of Yorkshire Council
Democratic Services
Overview and Scrutiny
County Hall
Beverley
HU17 9BA