

Types of Petitions

Ordinary Petitions

- The petition must relate to the powers and duties of the Council;
- It must be signed by at least 50 'local people' and the addresses of the signatories must be included for this purpose.

Arrangements can be made to present this type of petition to a meeting of the Council or an appropriate committee if necessary. The Petition Organiser (or their nominee) can speak for up to three minutes to present their petition.

Petitions for Debate at Council

If a petition contains more than 2,000 signatures, you can ask for it to be debated at a meeting of full Council. The Council will endeavour to consider the petition at its next meeting, although on some occasions this may not be possible and consideration will then take place at the following meeting.

The Petition Organiser (or their nominee) can speak for up to five minutes to present the petition at the Council meeting.

Other Petitions

If your petition is about something over which the Council has no direct control, we will consider making representations on behalf of the community to the relevant body.

If your petition is about something that a different council is responsible for, we will give consideration to what the best method is for responding to it.

In any event we will always notify the Petition Organiser of the action we have taken.

FURTHER INFORMATION

All petitions should be sent to:

**The Petitions Officer
Democratic Services Manager
East Cambridgeshire District Council
The Grange, Nutholt Lane
Ely, Cambs, CB7 4EE**

For the full petitions scheme or for additional information please check the website at www.eastcambs.gov.uk or contact: Democratic Services

Tel: 01353 665555

Email:

Democratic.Services@eastcambs.gov.uk



EAST CAMBRIDGESHIRE
DISTRICT COUNCIL

PUBLIC PETITIONS

**This leaflet tells you how the Council's
Petition Scheme operates.**

This leaflet explains how you can present a petition to the Council.

Petition Guidelines

Petitions submitted to the Council must include:

- A clear and concise statement of the subject of the petition;
- What action you want the Council to take;
- The name and contact details of the Petition Organiser who should be a local person*;
- The name (Preferably in block capitals) and full address of each local person* who signs it;
- An actual signature for each person should be included on the petition.

A 'local person' is anyone who lives, owns a business or works in the area (business address to be recorded where appropriate) or who attends a school or college in the area at the time the petition was submitted.

Exclusions

Certain petitions are not covered by this Scheme and are dealt with under separate processes. These are:

- Any matter relating to planning decisions;
- Any matter relating to an alcohol, gambling or sex establishment licensing decision;
- Matters relating to an individual or entity where there is a right of review or appeal under any other enactment;
- Statutory petitions (for example, requesting a referendum on having an elected mayor);
- Petitions in response to consultation on a specific issue or proposal.

The Council will not consider:

- Petitions that do not follow the guidelines set out in the Petitions Scheme;
- Petitions disclosing matters that are personal or confidential;
- Petitions which are, in the opinion of the Petitions Officer, libellous, offensive, vexatious, abusive or otherwise inappropriate or which are in breach of the Council's statutory duties in respect of equality, diversity or inclusion.

Responding to Petitions

When a petition is received the Council will consider undertaking one or more of the following actions:

- Taking action requested in the petition;
- Considering the petition at a Council or Committee/Sub-Committee meeting;
- Holding an inquiry into the matter;
- Undertaking research into the matter;
- Holding a public meeting or consultation exercise;
- Meeting with petitioners;
- Calling a referendum;
- Sending a written response to the Petitions Organiser setting out the Council's view about the request.

Once a petition has been received, the Petitions Officer, in consultation with other relevant officers, will determine the most appropriate manner of dealing with the Petition in accordance with the Petitions Scheme and will notify the Petitions Organiser, normally within 10 working days of receipt of a Petition.