

Petitions Sub-Committee

Procedure for Considering a Petition Received by the Council (as agreed by the Sub-Committee at its meeting held on 2 November 2022)

STAGE 1

1. Respective officer will submit a report to the Sub-Committee
2. Officer will present the report
3. Sub-committee will consider how it wants to proceed. Options are:-
 - (a) Approve in full and, if required, recommend that the appropriate Committee approve the request
 - (b) Approve in part and, if required, recommend that the appropriate Committee approve the request in part
 - (c) Refuse in full
 - (d) Continue consideration to (i) convene a hearing to include stakeholders and/or (ii) receive further information
4. If a decision made, officers will confirm to the petitioner the outcome

STAGE 2 (if required)

5. If to be continued for a hearing:-
 - (a) Date of hearing arranged and stakeholders invited
 - (b) Officer presents report
 - (c) Stakeholders invited to address the sub-committee
 - (d) Sub-committee entitled to ask questions of stakeholders
 - (e) Upon completion of stakeholders' contribution, sub-committee makes a decision. Options are:-
 - (i) Approve in full and if required, recommend that the appropriate Committee approve the request
 - (ii) Approve in part and if required, recommend that the appropriate Committee approve the request in part
 - (iii) Refuse in full

STAGE 3 (if required)

6. If required, matter submitted to next available meeting of the appropriate Committee.

Please note – any petitions which are Council-wide or cover more than one Community Board area will be submitted direct to the appropriate Committee and will not be considered by the Petitions Sub-Committee.