

36. Participation by Members of the Public

(1) Subject to (3) and (4) below, members of the public may present a petition to a Standing Committee, subject to:

- The petition being about a matter relating to the Committee's powers and duties; and
- The petition being received by the Assistant Director of Legal and Democratic Services by no later than 12 noon, four clear working days before the day of the meeting.

(This means that, for example, if the meeting is on a Tuesday, the petition must be received in writing by 12 noon on the Tuesday before, assuming that no Bank Holidays fall within this period).

The petition will be dealt with under Standing Order 8 above.

(2) Subject to (3) below, a Councillor or a member of the public may ask the Chair of any Committee (but not the Standards Committee) a question about that body's powers and duties, if:

- (a) It has been submitted in writing to the Assistant Director of Legal and Democratic Services;
- (b) It has been received by him/her by not later than 12 noon four clear working days before the meeting.

(This means that, for example, if the meeting is on a Tuesday, the question must be received in writing by 12 noon on the Tuesday before, assuming that no Bank Holidays fall within this period).

The question will be dealt with under Standing Order 9 or 10 above.

(3) Questions asked in accordance with (2) above shall not be permitted if they involve consideration of confidential information or exempt information as defined in Paragraphs 1-7 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended).

(4) At meetings of the Planning Applications Committee, Licensing Applications Committee, Standards Committee or their sub-committees, a petition may not be submitted or a question may not be asked about any individual application to be determined or individual case to be heard at the meeting.

(5) There shall be a time limit of 30 minutes for public petitions ~~to~~ and questions asked at Committees and a time limit of 30 minutes for councillor questions.