

### The time allowed to present a petition

<b>Council</b>	<b>Procedure</b>
Sefton	5 minutes
St Helens	5 minutes
Cheshire West and Chester	5 minutes
Stockport	Not stated
Burnley	5 minutes
Manchester	5 minutes
Sheffield	3 minutes
Birmingham	Not stated
Cambridge	5 minutes
Westminster	Not stated

### The required notice period for a petition to be considered by a Committee or Council

<b>Council</b>	<b>Procedure</b>
Sefton	Not stated
St Helens	10 working days before the meeting
Cheshire West and Chester	10 working days before the meeting
Stockport	10 working days before the meeting
Burnley	Not stated
Manchester	Not stated
Sheffield	Advance notice of the petition by 10.00 a.m. on the day of the Meeting
Birmingham	Not stated
Cambridge	10 days
Westminster	Not stated

### The inclusion of a call for evidence for officers and members and if so the number of signatories required to trigger it

<b>Council</b>	<b>Procedure</b>
Sefton	1,375 signatures
St Helens	Mentioned but number of signatures not stated
Cheshire West and Chester	750 signatures
Stockport	Not stated
Burnley	750 signatures
Manchester	Not Stated
Sheffield	2500 signatures
Birmingham	10,000 signatures
Cambridge	50 signatures
Westminster	Mentioned but number of signatures not stated

**The inclusion of a full council debate and if so the number of signatories required to trigger it**

<b>Council</b>	<b>Procedure</b>
Sefton	2,750 signatures
St Helens	Mentioned but number of signatures not stated
Cheshire West and Chester	1% of population of borough's signatures
Stockport	10,000 signatures
Burnley	1500 signatures
Manchester	4000 Signatures
Sheffield	5000 Signatures
Birmingham	20,000 Signatures
Cambridge	500 Signatures
Westminster	500 Signatures

**The inclusion of an option to prevent repetitive petitions**

<b>Council</b>	<b>Procedure</b>
Sefton	Not stated
St Helens	Not stated
Cheshire West and Chester	Not stated
Stockport	Petitions will not be accepted Where a person or organisation (or someone on their behalf) has submitted a petition which is the same or substantially the same as one submitted within the previous 12 months.
Burnley	Not Stated
Manchester	A petition where we have received another petition on the same issue within the previous two years. In these circumstances, we will write to the petition organiser and include a copy of the response to the first petition received.
Sheffield	Not Stated
Birmingham	Not Stated
Cambridge	Not Stated
Westminster	Not Stated

**The inclusion of a right to review**

<b>Council</b>	<b>Procedure</b>
Sefton	If you feel that we have not dealt with your petition properly, the petition organiser has the right to request that the appropriate council overview and scrutiny committee reviews the steps that the council has taken in response to your petition. It is helpful to everyone, and can improve the prospects

	for a review if the petition organiser gives a short explanation of the reasons why the council's response is not considered to be adequate.
St Helens	If you feel that we have not dealt with your petition properly, the petition organiser has the right to request that the Council's Overview and Scrutiny Commission review the steps that the Council has taken in response to your petition. It is helpful to everyone and can improve the prospects for a review if the petition organiser gives short explanation of the reasons why the Council's response is not considered to be adequate.
Cheshire West and Chester	If you feel that we have not dealt with your petition properly, the petition organiser has the right to request that one of the Council's Scrutiny Committees review the steps that the council has taken in response to your petition. It is helpful to everyone, and can improve the prospects for a review if the petition organiser gives a short explanation of the reasons why the council's response is not considered to be adequate
Stockport	Not Stated
Burnley	If you feel that we have not dealt with your petition properly, the petition organiser has the right to request that a Council overview and scrutiny committee review the steps that the Council has taken in response to the petition. It is helpful to everyone, and can improve the prospects for a review, if the petition organiser gives a short explanation of the reasons why the Council's response is not considered to be adequate. If you would like a committee to reconsider your petition, please contact the Democracy Team. The relevant committee will usually hear the petition at its next meeting, although on some occasions this may not be possible. Should the committee determine that the Council did not deal with your petition adequately, it may use any of its powers to deal with the matter. These powers include doing an investigation, making recommendations to the Council

	Executive and arranging for the matter to be considered at a meeting of the Full Council. Once the appeal has been considered the petition organiser will be informed of the outcome within 5 working days.
Manchester	If you are unhappy with the way that your petition has been processed, you can submit a complaint to the Council via the Corporate Complaints Scheme.
Sheffield	If you feel that we have not dealt with your petition properly, the petition organiser has the right to request that the Council's Overview and Scrutiny Management Committee review the steps that the Council has taken in response to your petition. It is helpful to everyone, and can improve the prospects for review, if the petition organiser gives a short explanation of the reasons why the Council's response is not considered to be adequate.
Birmingham	If it's felt that we have not dealt with the petition properly, the petition organiser has the right to request that one of the Council's Scrutiny Committees review the steps that the council has taken in response to your petition.
Cambridge	If it's felt that we have not dealt with the petition properly, the petition organiser has the right to request that one of the Council's Scrutiny Committees review the steps that the council has taken in response to your petition.
Westminster	If it's felt that we have not dealt with the petition properly, the petition organiser has the right to request that one of the Council's Scrutiny Committees review the steps that the council has taken in response to your petition.

### Options for how the Council will respond

Council	Procedure
Sefton	<p>taking the action requested in the petition</p> <ul style="list-style-type: none"> <li>- considering the petition at a council meeting</li> <li>- holding an inquiry into the matter</li> <li>- holding a public meeting</li> <li>- commissioning research</li> <li>- holding a meeting with petitioners</li> <li>- referring the petition for consideration by</li> </ul>

	<p>the council's overview and scrutiny committee</p> <ul style="list-style-type: none"> <li>- writing to the petition organiser setting out our views about the request in the petition</li> </ul>
St Helens	<p>Our response to a petition will depend on what a petition asks for and how many people have signed it, but may include one or more of the following</p> <ul style="list-style-type: none"> <li>- taking the action requested in the petition;</li> <li>- Considering the petition at a Council meeting;</li> <li>- holding an inquiry into the matter; <input type="checkbox"/></li> <li>undertaking research into the matter;</li> <li>- holding a public meeting;</li> <li>- holding a consultation;</li> <li>- holding a meeting with petitioners;</li> <li>- referring the petition for consideration by the Council's Overview and Scrutiny Commission</li> <li>- calling a referendum;</li> <li>- writing to the petition organiser setting out our views about the request in the petition.</li> </ul>
Cheshire West and Chester	<p>Our response to a petition will depend on what a petition asks for and how many people have signed it, but may include one or more of the following:</p> <ul style="list-style-type: none"> <li>- taking the action requested in the petition</li> <li>- considering the petition at a council meeting</li> <li>- holding an inquiry into the matter</li> <li>- undertaking research into the matter</li> <li>- holding a public meeting</li> <li>- holding a consultation</li> <li>- holding a meeting with petitioners</li> <li>- referring the petition for consideration by the Council's Overview and Scrutiny Committee*</li> <li>- calling a referendum</li> <li>- writing to the petition organiser setting out our views about the request in the petition</li> </ul>
Stockport	<p>taking the action requested in the petition</p> <ul style="list-style-type: none"> <li>- undertaking research into the matter</li> <li>- writing to the petition organiser setting out our views about the request in the petition</li> </ul>
Burnley	<p>If we can do what your petition asks for, the acknowledgement may confirm that we</p>

	<p>have taken the action requested. The petition will then be closed. If the petition has enough signatures to trigger a Full Council debate or a senior officer giving evidence (for further details please see below), then the acknowledgment will confirm this and tell you when and where the meeting will take place. If the petition needs more investigation, we will tell you the steps we plan to take</p>
Manchester	<p>Taking the action requested in the petition</p> <ul style="list-style-type: none"> <li>-Writing to the petition organiser setting out our views about the request in the petition</li> <li>-Considering the petition at a committee of the Council</li> <li>-Holding a meeting with the petition organisers</li> <li>-Commissioning research</li> <li>-Writing to the petition organiser setting out the Council's views on the request in the petition</li> <li>-Referring the petition to a scrutiny committee for review</li> </ul>
Sheffield	<p>taking the action requested in the petition</p> <ul style="list-style-type: none"> <li>-considering the petition at a Council meeting</li> <li>-holding an enquiry into the matter</li> <li>-undertaking research into the matter</li> <li>-holding a public meeting</li> <li>-holding a consultation</li> <li>-holding a meeting with petitioners</li> <li>-referring the petition for consideration by the relevant Scrutiny Committee</li> <li>writing to the petition organiser setting out our views about the request in question</li> </ul>
Birmingham	<ul style="list-style-type: none"> <li>-taking the action requested in the petition</li> <li>- considering the petition at a meeting of the authority</li> <li>- holding an inquiry</li> <li>- holding a public meeting</li> <li>- commissioning research</li> <li>- writing to the petition organiser setting out the authority's views on the request in the petition</li> <li>- referring the petition to an Overview and Scrutiny Committee</li> </ul>
Cambridge	<ul style="list-style-type: none"> <li>-taking the action requested in the petition</li> <li>-considering the petition at a council meeting</li> <li>-holding an inquiry into the matter</li> </ul>

	<ul style="list-style-type: none"> <li>-undertaking research into the matter</li> <li>- holding a public meeting</li> <li>-holding a consultation</li> <li>-holding a meeting with petitioners</li> <li>-referring the petition for consideration by the council's overview and scrutiny committee*</li> <li>-calling a referendum</li> <li>-writing to the petition organiser setting out our views about the request in the petition</li> </ul>
Westminster	<ul style="list-style-type: none"> <li>- considering the petition at a Cabinet meeting.</li> <li>-writing to the petition organiser setting out the council's views about the request in the petition</li> <li>- submitting a formal report to the Executive/Executive Member for decision</li> <li>- taking the action requested in the petition</li> <li>- holding an inquiry into the matter</li> <li>- undertaking research into the matter</li> <li>- holding a public meeting</li> <li>- holding a consultation</li> <li>- holding a meeting with petitioners</li> <li>- referring the petition for consideration by one of the council's Policy and Scrutiny Committees*</li> <li>- in all cases where a petition has been presented by a councillor to an ordinary council meeting the relevant Chief Officer shall, within 28 days of the date of the meeting, (sooner if possible) report to the relevant Cabinet Member or Committee setting out proposals for the formal response to the petition and also advise the petition organiser.</li> <li>- petitions, which do not trigger a debate at a Cabinet meeting or have not been presented by a councillor to an ordinary council meeting, shall be acknowledged by the Head of Committee and Governance Services and referred to the relevant Chief Officer who shall advise the petition organiser, within 28 days, but sooner if possible, of the council's response, including the relevant Cabinet Member(s) and Ward Members. The Head of Committee and Governance Services will inform the relevant Cabinet Member(s) and Ward Members that the petition has been received.</li> </ul>

