



**OFFICER REPORT TO LOCAL COMMITTEE
(ELMBRIDGE)**

PETITIONS AND LETTERS OF REPRESENTATION

6th DECEMBER 2010

KEY ISSUE

To inform the Committee of the decisions made, and relevant actions taken against petitions and letters of representations received by the Local Committee between June 2007 and September 2010.

SUMMARY

Under the Council's Constitution, Standing Order 65.1 states that at the start of any meeting of the committee, any member of the public who is an elector of Surrey can present a petition, containing 100 or more signatures, relating to the terms of reference of the committee as appropriate.

The Elmbridge Local Committee's Local Protocol permits that residents within Elmbridge can submit a written request to the Committee with fewer than 100 signatures subject to the discretion of the Chairman of the Elmbridge Local Committee. These are entitled Letters of Representation.

This report contains information relating to the petitions and letters of representation that have been presented to the Committee between June 2007 and September 2010, the decisions and relevant actions that have been taken to fulfil the requests of the petitioners and Committee Members.

OFFICER RECOMMENDATIONS

The Local Committee (Elmbridge) is asked to NOTE the contents within the report.

1 INTRODUCTION AND BACKGROUND

- 1.1 Local Committees are bound to comply with the Standing Orders set out within the Council's Constitution except where they draw up local protocols allowing them discretion to make minor variations to working practices.
- 1.2 Under Standing Order 44.1 of this Constitution, any member of the public who is an elector of Surrey can present a petition to the Local Committee, containing 100 or more signatures, relating to the terms of reference of the committee as appropriate.
- 1.3 The Elmbridge Local Committee's Local Protocol permits that residents within Elmbridge can submit a written request to the Committee with fewer than 100 signatures subject to the discretion of the Chairman of the Elmbridge Local Committee. These are entitled Letters of Representations.
- 1.4 The subject headings, the Committee response and the action taken against each of these received by the Committee between June 2007 and September 2010 are attached at Annex A.

2 ANALYSIS

- 2.1 Between June 2007 and September 2010, the Committee received 13 petitions and 11 letters of representation.
- 2.2 Of the 24 received, 11 were identified as not requiring further action, 7 resulted in an action being taken and 6 were taken for further investigation.
- 2.3 Of those that are currently outstanding, 3 are due to be resolved following the current parking schemes that have been funded by the Local Committee in September 2010.

3 OPTIONS

- 3.1 The Committee's options are to note the report and the information within it or to request more information on sections of the annex.

4 CONSULTATIONS

- 4.1 There have been no specific consultations carried out, but all petitions and letters of representation have been submitted by members of the public, and responses given by officers within the Council.

5 FINANCIAL AND VALUE FOR MONEY IMPLICATIONS

- 5.1 The financial implications of the agreed actions will have been taken into consideration when the Committee agreed these actions.

5.2 There are no further financial implications of this report unless additional actions are to be agreed.

6 EQUALITIES AND DIVERSITY IMPLICATIONS

6.1 The purpose of the report is to ensure the Local Committee is able to engage effectively with all residents in Elmbridge or those affected by issues in the Elmbridge are.

7 CRIME AND DISORDER IMPLICATIONS

7.1 There are no implications arising from this report.

8 CONCLUSION AND RECOMMENDATIONS

8.1 That the Committee notes the report and the work that has been carried out to address the issues raised by members of the public within their petitions and letters of representation.

9 REASONS FOR RECOMMENDATIONS

9.1 There are no decisions to be taken on this report.

10 WHAT HAPPENS NEXT

10.1 Officers will continue to work to complete the agreed actions set out within the annex.

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Background Papers: Committee Agendas and Minutes referring to Petitions and Letters of Representations received.

