## **Petitions Criteria**

Petitions should contain the following information:

- A title
- A statement explicitly setting out what action you would like the Council to take
- Any information that you feel is relevant to the petition
- Why you consider the action requested to be necessary, you may include links to relevant websites
- A date for when the petition will open for signing and close (the maximum period is set at twelve weeks)

Once an e-petition has been submitted and accepted as valid, it will be made available for public access on the Council's website.

Local businesses, voluntary groups, community organisations, community planning partners and social enterprise groups can also submit a petition however these will not be hosted online.

We will not accept a petition if it falls into one of the following categories:

- 1. Matters that are sub judice, that is, matters that are the subject of any current court proceedings
- 2. Planning, licensing and other matters with their own procedures
- 3. Matters which should be dealt with through the Aberdeen City Council complaints procedure or through the Ombudsman
- 4. Matters concerning individual elected members or Council employees
- 5. Employees' terms and conditions
- 6. Housing allocations in respect of individuals
- 7. A decision taken by Aberdeen City Council in the previous twelve months
- 8. A matter which is very similar to, or the same as, a petition which the Committee has considered in the previous twelve months
- 9. A matter which is the subject of an outstanding committee remit
- 10. Matters designed to gain or reduce support for one or more political parties
- 11. Matters that could damage a person's reputation or discriminate against them
- 12. Personal or business interests
- 13. An allegation pertaining to people or organisations breaking the law or codes of practice
- 14. An allegation or matter which could be defamatory (contain information which is not true), discriminate against someone or contain offensive language, for example swear words, insulting, sarcastic or provocative language or other terms that could reasonably be considered as offensive by the reader.