

**How to Petition against a Private Bill  
in the House of Commons**



**Session 2013–14**

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## What is a Private Bill?

A private bill is a bill which seeks to confer particular benefits on particular individuals, institutions or localities, over and above the provisions of the general law of the land. It is distinguished from a public bill, which relates to the public general law affecting everybody.<sup>1</sup> Recent examples of private legislation are bills to provide powers to local authorities to regulate certain trading activities and bills relating to banks, companies and other institutions once established under a private Act. Private bills are not introduced by an MP but by an outside body such as a company or local authority, which is known as the 'promoter' of the bill.<sup>1</sup>

Government bills are usually public bills. However, in rare cases a Government bill may affect particular private interests in the same way that a private bill would. Such a bill is known as a 'hybrid' bill, and special rules apply to petitions against it. This document contains information *only* on petitioning against private bills, not hybrid bills.

## What is a petition?

A petition is a summary of objections to a private bill. Formally, it is a request to the House of Commons for the petitioners against a bill to be allowed in due course to argue their case before the committee on the bill. Unless all petitions against it are withdrawn the private bill will be referred, after second reading in the House of Commons, to an Opposed Bill Committee. This committee will hear the case for and against the bill.

## Who may petition?

It is open to any individual, group of individuals or organisation '*directly and specially affected*' by the provisions of a private bill to petition against that bill. If the promoters of a bill feel that someone who petitions against a bill is not '*directly and specially affected*' they may object to the petitioners' right to petition (see '*locus standi*' below).

## When should the petition be presented?

A private bill may start either in the House of Commons or in the House of Lords. Once it has passed all its stages in the first House it will proceed to the second House, where a similar procedure is followed. Petitioners may, therefore, petition in either House or both. Each House has a separate format for petitioning, and petitions must be addressed to the appropriate House. It is usually known by mid-December in which House a Bill will start, and petitioners may check *Bills Online* which is on the parliament website by telephoning the Private Bill Office thereafter.

A petition cannot be deposited until the bill has been formally presented to the House. In the case of new bills in the House of Commons in Session 2012–13, the bills will be formally presented on **Monday 21 January 2013**. *Petitions against bills starting in the Commons should therefore be lodged against these bills on or before 31 January 2013*. *Petitioning against bills in the Lords follows a separate procedure* to the Commons, and for further information petitioners should contact the Lords Private Bill Office on 020 7219 3231 or email PrBOHoL@parliament.uk.

Petitions against bills arriving in the Commons from the Lords, which have passed through all their

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<sup>1</sup> Public Bills include *private Member's bills*, which should not be confused with private bills. Queries about private Members' bill should be directed to Kate Emms, Public Bill Office, House of Commons

stages in the Lords, should be deposited not later than the *tenth* day after that on which the bill was read the first time in the Commons. Information on bills is regularly posted on the bills online database, which is available on the Parliament website.<sup>2</sup>

Occasionally, bills fail to comply with Standing Orders relating to the time for depositing bills. In exceptional cases, the House of Commons will agree to dispense with those Standing Orders, and in such cases petitions against the bill may be deposited at any time not later than the *tenth* day after that on which the bill was read the first time in the House of Commons.

### **What should be the content of petitions?**

The petition should begin by setting out what the bill does; who the petitioner is; the particular damage caused to the petitioner by the bill; and the form of relief sought by the petitioner. Relief might be sought either by seeking to amend clauses of the bill ('Petitions for amendment'), or by seeking to get the bill rejected altogether ('Petitions against the preamble'), or both.

Since the petition forms the basis of a petitioner's case before an Opposed Bill Committee, petitions should include all the points of objection a petitioner has against the bill: *matters can only be raised in the committee if they are alluded to in the original petition*. There is no need to elaborate objections in great detail: they should merely be stated in concise form. Appendix A shows a template for a petition. Appendix B is an example of an actual petition. More examples of petitions are available on *Bills Online* on the parliamentary website. Petitioners may also, if they wish, send a draft petition to the Private Bill Office for comment.

### **What form should petitions take?**

The formal wording required for petitions to the House of Commons should broadly follow that of the specimen petitions in Appendices A and B.

Please note that

- (a) the short title of the bill concerned should appear on the petition, and a statement should appear in the petition that it is against the bill, together with the names of the signatories to the petition, or their Agent;
- (b) the petition should be addressed "To the Honourable the Commons of the United Kingdom of Great Britain and Northern Ireland in Parliament assembled";
- (c) no erasures, deletions or interdelineations should be made in the petition; and no letter, affidavit, appendix or other document may be annexed to it;
- (d) the petition must contain a prayer (that is, a formal request that Parliament should take certain action, followed by the traditional words "And your Petitioner(s) will ever pray, &c." – see the end of the specimen petition);
- (e) if the petitioners wish to be represented by Counsel, or otherwise, a clause to this effect should appear in the prayer, and in the former case the endorsement of the petition should contain the words "Against – By Counsel" (this does not commit the petitioners to employing barristers, but simply leaves the option open);

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<sup>2</sup> <http://services.parliament.uk/bills/>

- (f) the petition must be either signed and sealed by the parties who are petitioning against the bill, or signed on their behalf by their duly authorised agent (see “Agents” below). If the petition is signed by the agent the authority in writing must accompany the petition. If a limited company or corporation or local authority is a petitioner against the bill, and if the petition is not signed on behalf of the petitioner by a duly authorised agent, the common seal of that company, corporation or local authority should be affixed to the petition, and attested in the usual way by the appropriate officers, eg. The Company Secretary and a director. The first signature or seal must be on the same parchment or paper as the prayer or part of the prayer; and
- (g) the petition should be typed, printed, lithographed or handwritten on parchment or paper of a reasonable quality, preferably A4. **It should be accompanied by twelve copies.**
- (h) an electronic copy of the petition should, if possible, also be emailed to the private bill office ([prbohoc@parliament.uk](mailto:prbohoc@parliament.uk))

## Agents

If petitioners are not intending to act themselves, they may wish to instruct an agent who will act on their behalf in all matters relating to the petition. There are two types of agents: professional Parliamentary Agents (who also act for promoters) are known as ‘Roll A’ agents and all others are known as ‘Roll B’ agents. For a list of firms entitled to practice as Roll A agents, see Appendix E.

The procedure for being represented by a Roll B agent is as follows. Any *individual* or *group of individuals* wishing to be so represented should sign a letter authorising a named individual to act on their behalf (see Appendix F for the usual format of such a letter); this should be presented at the Private Bill Office when the petition is deposited. Any *organisation* petitioning against a bill which wishes to be so represented should hold a properly constituted meeting and pass a resolution authorising the deposit of a petition against the bill and authorising a named person to act on behalf of the organisation. A letter containing such a resolution should then be presented at the Private Bill Office when the petition is deposited.

Persons applying to become agents should bring to the Private Bill Office a certificate of respectability signed by an MP, a Magistrate (JP), barrister or solicitor. Such a certificate is not required for those agents who are on Roll A, nor those on Roll B who are solicitors (who have a separate application form), or who have been enrolled on Roll B in previous parliamentary sessions (see Appendices F, G and H).

All Roll B agents must sign a register (Roll B itself), kept in the Private Bill Office, at some time prior to the first hearing of the committee, during the Parliamentary Session in which the Committee is sitting.

## Depositing the petition

The prime necessity is to get the signed petition drawn up in the proper form and deposited in the Private Bill Office by the closing date for petitioning. Details of subsequent proceedings can be discussed later.

**The deposit of a petition has to be made in person by the petitioner, by a duly authorised agent, or by an MP.** If an agent is depositing a petition he should ensure that he has with him a *letter of*

*authorisation*, the appropriate **application form for Roll B** and (where necessary) the *certificate of respectability*. Please note that all of this documentation must be brought to the Private Bill Office on or before the closing date for submission of petitions for a petition to be accepted as valid.

Petitions must be deposited in person at the Private Bill Office within office hours.

Monday to Thursday	11.00 am.	–	5.00pm.
Friday	9.30 am.	–	3.00pm.
Non-sitting days	11.00am.	–	1.00pm.

*Petitions against NEW Bills starting in the Commons in January 2013 (Session 2012–13) must be deposited by 5pm on Wednesday 30 January 2013.*

*Petitions against Bills which have arrived from the House of Lords at other times during the Parliamentary year must be deposited with the Private Bill Office no later than 5 pm on the tenth day after First Reading in the House of Commons.*

*Petitions must not be sent through the post. Anyone wishing to petition, would be advised to give advance notice so that arrangements can be made for them to be met in Central Lobby.*

## **Fees**

A £20.00 fee is incurred on presentation of a petition. Petitioners will be billed in due course directly by the House of Commons Fees Office.

## In Committee

If any petitions stand opposed to a bill then the bill and petitions against it will in due course be referred to an Opposed Bill Committee ('Opposed', in this context, refers to opposition from petitioners rather than MPs). A committee will usually be set up shortly after the bill has received its second reading. It is customary for the promoters of the bill to inform the petitioners against the bill when the committee is due to start examining the issues raised in the petitions. However, it may be in the interests of any petitioners against a bill to check Bills Online to establish whether the committee stage is imminent.

A petition will not be considered by the committee unless a petitioner or his or her agent appears. A petitioner may appear in person before the committee. If this is done, the petitioner is entitled to cross-examine witnesses called by the promoters of the bill, and may call his or her own witnesses in support of the allegations which appear in his or her petition. These witnesses could also be cross examined.

A petitioner may appear also on behalf of other petitioners whose names appear at the beginning of the particular petition, the original copy of which must be signed by all of them. In this event the petitioner may call co-petitioners as witnesses.

Alternatively, the petitioner or petitioners may appoint someone to act as their agent. The agent, who need not be a lawyer, would then appear on behalf of the petitioners before the committee. The agent would be entitled to examine and cross-examine witnesses and generally conduct the petitioners' case (see the section on 'Agents' above).

An Opposed Bill Committee consists of four MPs – two from the Government side of the House, and two from the Opposition. The Chairmanship of such committees alternates between the parties, from private bill to private bill. The Chairman is one of the four MPs and has an additional casting vote. Before serving on such a committee an MP is required to sign a declaration that he or she has no personal or constituency interest in the bill. This means that, for instance, the committee on a bill to build a river crossing would not contain any MPs representing neighbouring constituencies or owning shares in the company promoting the bill.

Committees on private bills are sometimes referred to as 'quasi-judicial'. This means that the committee sits like a judge and jury to hear the arguments for and against a particular bill in an impartial way. The usual order of proceedings (set out in Appendix D) also resembles that of a court of law.

*All petitioners (or their agents) must confirm in writing their intention to appear before the committee, on or before the first day on which the committee meets, so as to establish their right to appear.* Thereafter they may 'suspend their appearance'; in other words, withdraw from active participation in the committee's business.

The committee stage begins with the promoters setting out the case in principle for the bill; the petitioners make their cases subsequently. Arguments for or against the bill as a whole are referred to as relating to the preamble (the formal preface to the bill which sets out its purpose), in distinction to arguments for or against particular clauses of the bill.

The burden of proof is always on the promoters to demonstrate that the bill should be passed. They are requesting that in their interest, Parliament should set aside or supplement the general law of the land, and accordingly it is up to them to prove to the committee's satisfaction that this should be done.

The committee has wide powers. It may reject the bill altogether (in technical terms, by finding the preamble not proved), amend it, or approve it in unamended form. However, in some particulars the committee's powers are restricted. For example, except in certain limited circumstances, it may not amend the bill in a way which affects people who have not previously been affected by the bill. Furthermore, except where permission is expressly given by the House, the committee cannot call for evidence except that offered by the parties formally represented before it.

The length of committee proceedings depends on the complexity of the bill and the extent of opposition to it. A committee stage may be over within a day, or very rarely may last many months. Typically, committee proceedings are completed within one or two weeks. Committees usually sit on Tuesday, Wednesday and Thursday, from 10.30a.m. (11.00a.m. on the first day of sitting) till 1.00p.m., and 2.15p.m. till 4.15p.m.

The committee may sit locally to hear all or part of the evidence if the House passes a resolution empowering it to do so. Unless such a resolution is passed, all proceedings before the committee take place in a committee room at the House of Commons.

A petitioner may change his or her agent at any time, but may not do so more than once on any one day. Any new agent must be authorised in exactly the same way as the previous one: a letter of authority should be presented or forwarded to the Private Bill Office together with a certificate of respectability (if necessary). The new agent must also sign the Roll B register in the Private Bill Office.

### ***Locus Standi***

*Locus standi* can be defined as the right of petitioners to be heard against a bill on the grounds that they are specially, directly and injuriously affected by its provisions. The promoters of a bill who intend to oppose the *locus standi* of a petitioner must give previous written notice of their intention to do so no later than eight days after the deposit of the petition. If the promoters do challenge a petitioner's *locus standi*, they may be asked to attend a meeting of the Court of Referees, a special parliamentary committee set up to decide whether or not petitioners have the right to appear before the committee on a bill. The Court will first hear the petitioner's argument in support of *locus standi*. The promoters will then be heard in reply. The Court of Referees then deliberates and announces its decision. A petitioner who is found to have no *locus standi* can take no further part in the proceedings.

### **Withdrawal of petitions**

Petitions may be withdrawn by deposit of a letter (or 'requisition') to that effect, signed by the petitioner or agent, in the Private Bill Office; and where a petition has been deposited by or on behalf of more than one person, any of these persons may withdraw the petition by a similar requisition, signed and deposited as aforesaid.

### **Further information.**

*The parliament website contains a great deal of information on private bills, including news on the latest stages of private bills, copies of petitions against private bills currently before Parliament and background information on the private bill procedures.<sup>3</sup> A House of Commons Library Factsheet (LN4) on private bills is also available on the parliament website.<sup>4</sup>*

### **Further Enquiries**

<sup>3</sup> [http://www.parliament.uk/bills/private\\_bills.cfm](http://www.parliament.uk/bills/private_bills.cfm),

<sup>4</sup> [http://www.parliament.uk/parliamentary\\_publications\\_and\\_archives/factsheets/l04.cfm](http://www.parliament.uk/parliamentary_publications_and_archives/factsheets/l04.cfm)

Further enquiries should be directed to Neil Caulfield in the Private Bill Office (Tel: 020 7219 6008/ prbohoc@parliament.uk. She can provide impartial advice on aspects of private bill procedure. The text of **new** private bills before Parliament will be placed on the Parliament webpages shortly after presentation.

Private Bill Office  
House of Commons  
LONDON SW1A 0AA

3 June 2013

## APPENDIX A

### PETITION AGAINST A PRIVATE BILL: TEMPLATE

IN PARLIAMENT  
HOUSE OF COMMONS  
SESSION 2013–14

[Name of **Bill**]

Against – on merits – Praying to be heard by Counsel, &c.

To the Honourable the Commons of the United Kingdom of Great Britain and Northern Ireland in Parliament assembled.

THE HUMBLE PETITION of [Name of individual, company or association].

SHEWETH as follows:-

1. A Bill (hereinafter referred to as “the Bill”) has been introduced and is now pending in your honourable House intituled “[insert short title of Bill] ”
2. The Bill is promoted by []. The Preamble to the Bill recites that [ ] .
- 3 [Brief description of the main clauses of the bill to which the objection is to be made.]
- 4 Your Petitioners are [Description of Petitioners: eg. “Your Petitioner is an owner of property in ...”, “Your Petitioners are the ... Society, an association of the residents of ... Road, established in ... to ...”; together with an indication of the Petitioners’ property, etc. which the Bill may directly and specially affect].
- 5 Your Petitioners and their rights, interests and property [delete as necessary] are injuriously affected by the Bill, to which your Petitioners object for reasons amongst others, hereinafter appearing.
- 6 [Clear statement of the reasons why the Petitioners object to the Bill.]
- 7 [If the Petitioners simply wish that various clauses of the Bill should be amended and do not object to the basic principle of the Bill:] For the foregoing and connected reasons your Petitioners respectfully submit that, unless the Bill is amended as proposed above, clauses ....., so far affecting your Petitioners, should not be allowed to pass into law.
- 8 There are other clauses and provisions of the Bill which, if passed into law as they now stand will prejudicially affect your Petitioners and their rights, interests and property [delete as necessary] and for which no adequate provision is made to protect your Petitioners.

- 9 The Preamble to the Bill, in so far as it relates to the matters aforesaid, is untrue and incapable of proof.

YOUR PETITIONERS therefore humbly pray your Honourable House that the Bill may not be allowed to pass into law as it now stands and that they may be heard by their Counsel, Agents and witnesses in support of the allegations of this Petition against [either if objection is made to the principle of the Bill, “the Preamble and against such of the clauses and provisions of the Bill as effect”; or if only clauses of the Bill are objected to, “so much of the Bill as affects”] the property, rights and interests of your Petitioners and in support of such other clauses and provisions as may be necessary or expedient for their protection, or that such other relief may be given to your Petitioner in the premises as your Honourable House shall deem meet.

AND your Petitioners will ever pray, &c.

[Signature of Petitioner in person, or Agent for the Petitioner]

[The Petition should be endorsed on the back as follows:]

IN PARLIAMENT  
HOUSE OF COMMONS  
SESSION 2012-13

[Title of Bill]  
PETITION OF [Name of Petitioner]

AGAINST, By Counsel, &c.

[Name, address and telephone number(s) of Agent for the Petitioner, or of the Petitioner in Person]

**NOTE**

The wording given above may be varied, except for the opening section until clause 2 and the prayer at the end starting “YOUR PETITIONERS therefore humbly pray”, which are standard forms for addressing the House of Commons.

Further examples of petitions are available on the parliament website.

## APPENDIX B

### PETITION AGAINST A PRIVATE BILL: ACTUAL EXAMPLE

IN PARLIAMENT  
HOUSE OF COMMONS  
SESSION 1988–89

#### **British Film Institute Southbank Bill**

Against – on Merits – Praying to be heard by Counsel, &c.

To the Honourable the Commons of the United Kingdom of Great Britain and Northern Ireland in Parliament assembled.

THE HUMBLE PETITION OF THE RAMBLERS' ASSOCIATION

SHEWETH as follows:-

- 1 A Bill (hereinafter referred to as "the bill") has been introduced and is now pending in your honourable House entitled "A bill to free certain land on the south bank of the river Thames from any trust which allows the use thereof by the public as an open space."
- 2 The Preamble to the Bill claims, *inter alia*, that in order to improve the quality of the facilities provided on the south bank of the river Thames by the provision of a greatly Improved restaurant and improved visual amenity, it is necessary for the institute to use an area of approximately 1250 square metres which it is further claimed is currently used by the public as an open space mainly for the consumption of food which has been bought at the existing restaurant.
- 3 The Preamble to the Bill also claims, *inter alia*, that it is expedient that the land should be freed from any trust which allows the use thereof by the public as an open space.
- 4 The Bill will, if enacted, remove from the land any trust which allows the use thereof by the public as an open space.
- 5 Your Petitioner the Ramblers' Association is a voluntary organisation with charitable status founded in 1935. Its aims include the promotion of walking as a recreation, working for the protection of public paths, the provision of access to open country and the preservation of natural beauty. Nationally it has over 65000 member, of whom just under 3000 reside in the six inner London boroughs which compromise the association's London Area.
- 6 The London Area of the Association has taken a keen interest in and is committed to promoting walking as a recreation in both the countryside near to London and within London on suitable routes and open spaces. It has also taken a keen interest in and is committed to the protection of such routes and open spaces which are important for informal open-air recreation. Your Petitioner alleges that the proposal contained in the Bill to free from any trust land which is available to the public as open space will

adversely affect the interest of your Petitioner to a material extent for the reasons hereinafter appearing.

- 7 Your Petitioner objects to the freeing of the land in clause 2 from any trust which allows the use thereof by the public as an open space for a proposed development which has not obtained all other necessary consents. Your Petitioner objects to the use of the Private Bill procedure, in this case, in advance of the local planning procedures. To enact the Bill before all other consents are obtained could unfairly influence those who will have to decide whether to grant such consents.
- 8 Your Petitioner also objects because if the Bill were to be enacted and subsequently all other necessary consents could not be obtained for the proposed development, the freeing of the land from any trust which allows the land's use by the public as open space would have served no purpose as well as the public no longer having the right to enjoy the land as open space.
- 9 Your Petitioner objects to the size and location of the proposed restaurant and visual amenity because they will cause a substantial deterioration of the existing and potential use and pleasure enjoyed and derived by virtue of the land being available as public open space.
- 10 Your Petitioner also objects because the size and location of the proposed restaurant and visual amenity will cause a substantial deterioration of the existing and potential use and pleasure derived from the area surrounding and adjacent to the land coloured pink on the plan.
- 11 Your Petitioner also objects because no land is offered in exchange for the public open space.
- 12 Your Petitioner also objects because the objects of the Institute can adequately be pursued without the proposed greatly improved restaurant and visual amenity.
- 13 Your Petitioner also objects because it is not necessary to use the 1250 square metres of public open space in order to improve the existing restaurant.
- 14 Your Petitioner further objects on the grounds that were the Bill to be enacted, it would serve to encourage other developments on land protected and made available to the public statutory provisions.
- 15 Your Petitioner accordingly submits that the Bill should await the outcome of the necessary detailed considerations of the local planning authority and only be considered when all other necessary consents are obtained.
- 16 Your Petitioner further submits that any trust allowing use of land by the public as open space should remain in force until and unless compelling and overriding reasons can be demonstrated for its removal, which your Petitioner alleges is not the case in this instance.

YOUR PETITIONER therefore prays that the Bill may not be allowed to pass into law as it now stands and that it may be heard by its officers, Counsel, Agent and witnesses in support of the allegations of the Petition against so much of the Bill as affects the rights and interests of your Petitioner and in support of such other clauses, amendments or provisions as may be necessary or expedient for its protection, or that such other relief may be given to your Petitioner as your Honourable House shall deem meet.

AND your Petitioner will ever pray, &c.

[signature]

DAVID BESKINE

Agent for the above-named Petitioner

APPENDIX C

THIS SHEET MUST BE COMPLETED AND ATTACHED TO THE FRONT OF YOUR PETITION

Please supply the following information:

Phone number of petitioner/agent:

daytime (mandatory):.....

mobile: .....

E-mail address: .....

I understand:

- 1. that a copy of this petition, including my name and address (and any other contact details which I have chosen to include on the last page of my petition) but without my signature, will be placed on the Parliamentary website and a hard copy will be made available to anyone who asks for it.
- 2. that a copy of this petition together with this sheet will be:
  - a. kept in the Private Bill Office and subsequently kept as a record of Parliament in the House of Lords Record Office (where it can be accessed by the public under the Freedom of Information Act 2000);
  - b. will be made available to the Parliamentary Agent responsible for the bill once my petition has been deposited in the Private Bill Office.
- 3. that the personal information supplied above and on the petition may be kept in a database by either or both Private Bill Offices. These databases may be used to store summaries of e-mails and/or conversations for the purpose of keeping track of procedural advice/information given to the parties or received from them. This information will only be shared between the Private Bill Offices unless prior permission has been obtained from the petitioner/agent concerned.

signature of petitioner/agent: .....

name of petitioner/agent (in block letters please): .....

## APPENDIX D

## THE USUAL ORDER OF PROCEEDINGS IN AN OPPOSED BILL COMMITTEE

- 1 Committee discusses, in private, its course of proceeding, then instructs the Clerk to call in the parties.
- 2 Chairman calls meeting to order.
- 3 Clerk reads title of Bill, etc.
- 4 Chairman announces times of sitting.
- 5 Counsel for the Promoters opens case for the bill, which is the case for the Bill as set out in the Preamble.
- 6 Promoters' witnesses sworn in, called, examined, cross-examined, re-examined, questioned by Members.
- 7 Counsel (or Agent) for the Petitioners opens case [unless he or she chooses to speak *after* calling witnesses; Counsel may speak either before or after calling witnesses, but not twice].
- 8 Petitioners' witnesses sworn in, called, examined, cross-examined, re-examined, questioned by Members.
- 9 Counsel (or Agent) for the Petitioners may wind up, provided he or she did not speak before calling their witnesses.
- 10 Counsel for Promoters replies to Petitioners [assuming that the Petitioners have placed documents before the Committee or called witnesses; otherwise there is no right to reply].
- 11 Counsel for the Promoters comments on Departmental Reports. Committee may allow Departmental representatives to speak on their Reports.
- 12 Parties withdraw; the Committee deliberates and makes its decision as to whether the need for the Bill (as set out in the Preamble) has been proved.  
  
Parties called in again and informed of the decision.
- 13 If the Committee has found in favour of the Bill it proceeds to consider, firstly, specific clauses against which petitions have been lodged; and secondly, clauses which have not been petitioned against but which are the subject of Departmental Reports.
- 14 Agent for the Promoters takes Committee through remainder of the Bill, including Amendments proposed by Promoters (as shown in the 'Filled-up Bill').
- 15 The Preamble is 'proved' formally by Counsel for the Promoters

## NOTES

- 1 Members may ask questions at any point.

- 2 Witnesses are likely to be sworn in before proceedings start.
- 3 If several contested points are being argued separately, stages 5 to 12 above may be repeated for each point.

## APPENDIX E

## PARLIAMENTARY AGENTS: ROLL 'A' AGENTS

Firm	Roll A Agent	Parliamentary Clerk
<b>Bircham Dyson Bell LLP</b> 50 Broadway, Westminster London SW1H 0BL ☎:020-7783 3437 Fax:020-7233 1351 Email: <a href="mailto:pamthompson@bdb-law.co.uk">pamthompson@bdb-law.co.uk</a> Website: <a href="http://www.bdb-law.co.uk">www.bdb-law.co.uk</a>	I H McCulloch P H Thompson E N W Brown R J V Owen	Mrs P J Thompson 020-7783 3437 <a href="mailto:pamthompson@bdb-law.co.uk">pamthompson@bdb-law.co.uk</a>
<b>Eversheds LLP</b> 1 Wood Street London, EC2V 7WS ☎:020-7919 4500 Fax:0845-497 4919 Email: <a href="mailto:monicapeto@eversheds.com">monicapeto@eversheds.com</a> Website: <a href="http://www.eversheds.com">www.eversheds.com</a>	J A Durkin Miss M A R Peto S Collings	Mr K. Sanderson Mr D C White 0845 497 4800
<b>Sharpe Pritchard LLP</b> Elizabeth House Fulwood Place London WC1V 6HG ☎:020-7405 4600 Fax:020-7222 1451 Email: <a href="mailto:parliamentary@sharpepritchard.co.uk">parliamentary@sharpepritchard.co.uk</a> Website: <a href="http://www.sharpepritchard.co.uk">www.sharpepritchard.co.uk</a>	H M V Pritchard W A Lewis Mr E Thomas	Ms D Baker
<b>Winckworth Sherwood LLP</b> Minerva House 5 Montague Close London SE1 9BB ☎:020-7593 5005 Fax:020-7593 5199 Email: <a href="mailto:agorlov@wslaw.co.uk">agorlov@wslaw.co.uk</a> Website: <a href="http://www.wslaw.co.uk">www.wslaw.co.uk</a>	P M C F Irving Mrs A M H Gorlov H S Wiggs C M Vine	Mr D. Walker Mr E. Humby
<b>Pinsent Masons LLP</b> 30 Crown Place Earl Street London EC2A 4ES ☎:020-7418 7000 Fax:020-7418 7050 Email: <a href="mailto:robbie.owen@pinsentmasons.com">robbie.owen@pinsentmasons.com</a> Website: <a href="http://www.pinsentmasons.com">www.pinsentmasons.com</a>	Mr R Owen	No Clerk
<b>Berwin Leighton Paisner LLP</b> Adelaide House London Bridge London EC4R 9HA ☎:020-7760 1000 Fax:020-7760 1111 Email: <a href="mailto:Helen.kemp@blplaw.com">Helen.kemp@blplaw.com</a> Website: <a href="http://www.blplaw.com">www.blplaw.com</a>	Ms H Kemp	Mr A. Rosamond

<b>Veale Wasbrough Vizards LLP</b> Barnards Inn, 86 Fetter Lane, London EC4A 1AD ☎: 020-7405 1234 Fax:020-7405 4171 Email: <a href="mailto:rperry@vwv.co.uk">rperry@vwv.co.uk</a> Website: <a href="http://www.vwv.co.uk">http://www.vwv.co.uk</a>	R E Perry	No Clerk
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**APPENDIX F**

**FORM OF APPLICATION UNDER SPEAKER'S RULES  
FOR PARLIAMENTARY AGENTS**

**ROLL "B"**

**[For Solicitors and those previously registered applying in respect of Roll B.]**

FORM OF APPLICATION for A PERSON desirous of being registered as a PARLIAMENTARY AGENT for the purpose of opposing Bills in the House of Commons.

To the Clerk of Bills

House of Commons

I,

having previously been registered as a Parliamentary Agent, *or* being a solicitor, and being actually employed in opposing a Bill<sup>2</sup> do hereby apply to have my name registered on Roll B, for the Session 2012 to 2013, as a Parliamentary Agent entitled to practice as such in opposing Bills<sup>2</sup>.

(Signature)

(Date)

(Address)

**FORM OF APPLICATION UNDER SPEAKER'S RULES  
FOR PARLIAMENTARY AGENTS**

**ROLL "B"**

**[For Persons not solicitors nor previously registered applying in respect of Roll B.]**

FORM OF APPLICATION for A PERSON desirous of being registered as a PARLIAMENTARY AGENT for the purpose of opposing Bills in the House of Commons.

To the Clerk of Bills

House of Commons

I,

not being a Solicitor nor having previously been registered as a Parliamentary Agent, and being actually employed in opposing a Bill<sup>2</sup>, herewith submit in accordance with paragraph 11 of Speaker's Rules for Parliamentary Agents, a certificate of respectability signed by

being a

and do hereby apply to have my name registered on Roll B, for the Session 2012 to 2013, as a Parliamentary Agent entitled to practice as such in opposing Bills.<sup>2</sup>

(Signature)

(Date)

(Address)

- 2 Speaker's Rule 24: These Rules shall apply with necessary modifications to agents for special procedure petitions, agents for ministers of the crown responsible for laying special procedure orders before parliament, agents for applicants for such orders and agents for counter-petitions

## APPENDIX G

### SPECIMEN LETTER OF AUTHORITY

I hereby authorise [Name of Agent] to act as Agent on behalf of (the) [Name of Petitioner(s) OR Petitioning Organisation] in all matters relating to the [Title of Bill].

[Signature]

### NOTE

The authority should be given in the form of a letter on the headed paper (if any) of the petitioner(s) or petitioning organisation and should be signed by the petitioner(s), or, in the case of an organisation, by an officer of the organisation normally authorised to execute documents on its behalf.

## APPENDIX H

### CERTIFICATE OF RESPECTABILITY<sup>3</sup>

To the Clerk of Bills,

House of Commons

I,

being a Member of Parliament/ Justice of the Peace/ Barrister/ Solicitor\*

do hereby certify that to the best of my knowledge, information and belief,

is in every way a respectable person.

(Signature)

(Date)

(Address)

3 Speaker's Rule 11: Any person possessing the required qualifications shall be entitled to be registered unless the Speaker otherwise directs:

Provided that unless he is a solicitor or has been previously registered as a parliamentary agent he must on his first application for registration produce to the Clerk in the Private Bill Office a Certificate of Respectability from a Member of Parliament, a Justice of the Peace, a barrister, or a solicitor.

\* Delete as appropriate