

**Time and Date**

3.00 pm on Monday, 2nd July 2018

Place

Diamond Room 2 - Council House

Public Business**1. Apologies****2. Declarations of Interests****3. Minutes** (Pages 3 - 8)

(a) To agree the minutes of the meeting held on 4th June 2018

(b) Matters Arising

4. Petition - Wallace Road, State of Grass Verge and Request for Parking Solution for the Shops (Pages 9 - 16)

Report of the Deputy Chief Executive (Place)

To consider the above petition, bearing 60 signatures, which has been submitted by Councillor G Williams, a Bablake Ward Councillor, who has been invited to the meeting for the consideration of this item along with the petition organiser

5. Temporary Hackney Carriage Vehicle Plate / Licence(s) (Pages 17 - 22)

Report of the Deputy Chief Executive (Place)

6. Petitions Determined by Letter and Petitions Deferred Pending Further Investigations (Pages 23 - 28)

Report of the Deputy Chief Executive (Place)

7. Outstanding Issues (Pages 29 - 32)

Report of the Deputy Chief Executive (Place)

8. Any other items of Public Business

Any other items of public business which the Cabinet Member decides to take as matters of urgency because of the special circumstances involved

Private Business

Nil

Martin Yardley, Executive Director, Place, Council House, Coventry
Friday, 22 June 2018

Note: The person to contact about the agenda and documents for this meeting is Liz Knight / Michelle Salmon, Governance Services Officers, Tel: 024 7683 3072 / 3065, Email: liz.knight@coventry.gov.uk / michelle.salmon@coventry.gov.uk

Membership: Councillors J Innes (Cabinet Member) and R Lakha (Deputy Cabinet Member)

By invitation: Councillor T Sawdon (Shadow Cabinet Member)

Please note: a hearing loop is available in the committee rooms

If you require a British Sign Language interpreter for this meeting
OR if you would like this information in another format or
language please contact us.

Liz Knight / Michelle Salmon
Governance Services Officers

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Coventry City Council
Minutes of the Meeting of Cabinet Member for City Services held at 3.00 pm on
Monday, 4 June 2018

Present:

Members: Councillor J Innes (Cabinet Member)
Councillor T Sawdon (Shadow Cabinet Member)

Other Members: Councillor J Lepoidevin

Employees (by Directorate):

C Archer, Place Directorate
S Evans, Place Directorate
L Knight, Resources Directorate
R Parkes, Resources Directorate
K Seager, Place Directorate
M Wilkinson, Place Directorate

Apologies: Councillor R Lakha (Deputy Cabinet Member)
Councillor R Singh – Minute 5 below
Councillor D Skinner - Minute 3 below

Public Business

1. Declarations of Interests

There were no declarations of interest.

2. Minutes

The minutes of the meeting held on 23rd April, 2018 were signed as a true record.

There were no matters arising.

3. Petition - 20mph Zone for a Safer and Healthier Tile Hill Village

The Cabinet Member considered a report of the Deputy Chief Executive (Place) concerning a petition bearing 314 signatures (303 paper and 11 e-signatures) which was submitted by Councillor Skinner, a Westwood Ward Councillor, who was unable to attend the meeting. The petition organiser Mr Bob Wright attended the meeting and he spoke on behalf of the petitioners. Karen Sprouse, local resident, was also in attendance and spoke in support of the petition. The report had been requested by the petition organiser following the receipt of the determination letter. The petitioners were requesting that a number of roads in Tile Hill Village become a 20mph along with the installation of traffic calming measures and a zebra crossing.

The report indicated that the area referred to was an extensive area which included a fuel garage, local shops and a pub in addition to residential properties. Some of the roads were part of bus routes. A location plan was set out at an appendix to the report. Reference was made to the commitment from the Cabinet Member for Public Services to the aspiration that Coventry becomes a 20mph city.

The determination letter had advised of the review undertaken and the actions proposed and approved in response to the petition. This included advising in regard to the safety scheme criteria and that negotiations were currently underway with housing developers regarding proposals for the local area. The planning process included the possibility of securing mitigation measures such as traffic calming and improvements at signalised junctions. Any proposals would be the subject of local consultation. A copy of the determination letter was set out at a second appendix.

The Cabinet Member was informed that since the issuing of the determination letter, Planning Committee had agreed to delegate planning approval for the development subject to the conditions and a section 106 agreement. The section 106 agreement process was now ongoing and contributions for highway mitigation measures were in the process of being agreed.

Mr Wright indicated that Tile Hill Resident's Group wanted the major roads in Tile Hill Village to become a 20mph zone including Station Avenue, Cromwell Lane, Duggins Lane, and Tanners Lane along with Conway Avenue and Nailcote Avenue. He informed that traffic was getting heavier by the day and would increase with new housing developments in the area, the proposed new multi-storey car park at Tile Hill rail station and the heavy goods vehicles for the construction of HS2. There were many incidents of excessive speeding and there had been a number of accidents. The increasing traffic also had an effect on the air quality in the area.

He drew attention to the 20mph areas being introduced by Leeds City Council and to Department of Transport guidance regarding 20mph limits and zones for urban areas and built up village streets to ensure greater safety for pedestrians and cyclists. He also referred to West Midlands Police policy which stated that 20mph limits were the future in urban areas.

Mr Wright highlighted how a 20mph limit would save lives and reduce the severity of injuries to pedestrians involved in traffic accidents. It would also improve the air quality for local residents.

Karen Sprouse referred to the continual speeding traffic and to recent traffic accidents. She referred to the need to change culture.

Councillor Innes, Cabinet Member referred to the introduction of average speed enforcement cameras in the city which would look at the speed of a car on a stretch of road. She also referred to the intention to work with Ward Councillors and local residents regarding the use of Section 106 funding. She informed that new initiatives were being planned around Clean Air Day which was taking place on 21st June, 2018.

RESOLVED that:

(1) The petitioners concerns be noted.

(2) The actions confirmed by determination letter to the petition spokesperson (as detailed in paragraph 1.8 of the report) are undertaken be

endorsed, noting that Planning Committee have since resolved that the grant of planning permission be delegated to the Head of Planning and Regulation in respect of Application OUT/2016/1874 subject to conditions and subject to the completion of a satisfactory section 106 agreement to secure the contributions and obligations listed within the report and the late representation document.

4. **Petition - Improve the Road Markings Outside Parkhill Primary School**

The Cabinet Member referred to the report of the Deputy Chief Executive (Place) concerning a petition bearing 196 signatures (70 paper and 126 e-signatures) which was submitted by Councillor Lepoidevin, a Woodlands Ward Councillor and the petition organiser, who attended the meeting on behalf of the petitioners. The report had been requested by Councillor Lepoidevin following the receipt of the determination letter. The petitioners were requesting that the road markings outside Parkhill Primary School were improved to create a safe crossing area and to improve the space available for vehicles to safely stop when dropping off and collecting children.

Councillor Innes, Cabinet Member, informed of the intention to defer making any decisions on the matter to allow for further investigations with the school and local Ward Councillors regarding the issues raised. Councillor Lepoidevin was in support of this approach.

RESOLVED that consideration of the report be deferred to allow for further consultation with the local ward councillors and the school, with a report being submitted to a future Cabinet Member meeting.

5. **Petition - Requests for Parking Permits for Momus Boulevard**

RESOLVED that consideration of the report be deferred to allow for further consultation with Councillor R Singh and the local residents, with a report being submitted to a future Cabinet Member meeting.

6. **Objections to Experimental Traffic Regulation Order - Bus Lane Review Phase 1**

The Cabinet Member considered a report of the Deputy Chief Executive (Place) concerning three objections that had been received to the Experimental Traffic Regulation Order (ETRO) advertised on 5th January, 2017 to suspend the Phase 1 bus lanes, which were suspended from 13th January, 2017. A further ETRO for additional short length of bus lane on Foleshill Road (inbound between its junction with King Georges Avenue and Old Church Road) came into effect on 20th January 2017. A summary of the objections along with comments on the issues raised were set out in an appendix to the report. The objectors had been invited to the meeting but were unable to attend.

The report indicated that in Coventry over the past 15 years there had been a 20% increase in traffic on the City's road network. Locally Coventry was one of the fastest growing cities with an expanding economy which was also putting pressure on the road network. Traffic Information company INRIX analysed congestion over a four year period and Coventry was reported as having one of the fastest raising

levels of congestion due to population and economic growth. The Traffic Management Act 2004 placed a statutory undertaking on the Council to secure the expeditious movement of traffic on the authority's road network.

As a consequence the Council embarked on a review of all its bus lanes. Data from other local authorities who had suspended bus lanes suggested that there were potential benefits to traffic flow with minimal impact on buses. Following consultation with the bus operators and Transport for West Midlands (TfWM), the first phase of suspension took place in January 2017 and involved about 2.6km of bus lanes in the city. Data collection commenced from March 2017. The review looked at the journey time data for buses and all other vehicles between March 2017 and March 2018, evaluating against pre-trial suspension journey time data. Data was also provided from National Express. Data was reviewed on a monthly basis. During the trial period Bus Selected Vehicle Detection priorities and improvements were provided at 10 traffic signal junctions located in the sections of suspended bus lanes. This technology was designed to deliver the efficient progression for buses through the junctions.

The summary review of the bus lane suspension trial was set out in a further appendix attached to the report. In conclusion, based on the journey time monitoring there was sufficient evidence to conclude that the suspension had not had a detrimental effect on bus journey times when compared on a like for like basis with bus journey times for the same period in 2016. The introduction of Bus Selected Vehicle Detection (SVD) priorities and efficiency improvements at 10 traffic signal junctions located in the sections of suspended bus lanes had also contributed to this outcome. In conclusion the efficiency gain had offset the effect of traffic growth.

Further consultation was then undertaken with TfWM and the bus operators and it was agreed that the recommended option was for the Phase I ETRO to be made permanent. It was also agreed that the Council and TfWM would work together to help promote and improve public transport in the city.

RESOLVED that, having considered the objections received to the making permanent of the Phase 1 of the Experimental Traffic Regulation Order, approval be given to making the Order permanent thereby permanently removing the bus lanes in phase 1.

7. Petitions Determined by Letter and Petitions Deferred Pending Further Investigations

The Cabinet Member considered a report of the Deputy Chief Executive (Place) which provided a summary of the recent petitions received that were to be determined by letter, or where decisions had been deferred pending further investigations and holding letters were being circulated. Details of the individual petitions were set out in an appendix attached to the report and included target dates for action. The report was submitted for monitoring and transparency purposes.

The report indicated that each petition had been dealt with on an individual basis, with the Cabinet Member considering advice from officers on appropriate action to respond to the petitioners' request. When it had been decided to respond to the

petition without formal consideration at a Cabinet Member meeting, both the relevant Councillor/petition organiser could still request that their petition be the subject of a Cabinet Member report.

Members noted that where holding letters were being sent, this was because further investigation work was required. Once matters had been investigated either a follow up letter would be sent or a report submitted to a future Cabinet Member meeting.

RESOLVED that the actions being taken by officers as detailed in the appendix to the report, in response to the petitions received, be endorsed.

8. **Outstanding Issues**

There were no outstanding issues for consideration.

9. **Any other items of Public Business**

There were no additional items of public business.

(Meeting closed at 3.45 pm)

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Cabinet Member for City Services

2 July 2018

Name of Cabinet Member:

Cabinet Member for City Services – Councillor J Innes

Director Approving Submission of the report:

Deputy Chief Executive (Place)

Ward(s) affected:

Bablake

Title: Petition - Wallace Road, State of the Grass Verges and Request for Parking Solution for the Shops

Is this a key decision?

No

Executive Summary:

A petition of 60 signatures has been received requesting that the Council address the state of the grass verges on Wallace Road and look into a suitable parking solution for residents and customers of the shops on Wallace Road.

In accordance with the City Council's procedure for dealing with petitions, those relating to verges and parking are heard by the Cabinet Member for City Services. The Cabinet Member had considered this petition prior to this meeting and in response to the issues raised requested that the petition was dealt with by letter (determination letter), rather than a formal report being submitted to a meeting, to be able to deal with the matter more efficiently.

The determination letter advised of the action proposed and approved in response to the issue raised. On receipt of the determination letter, the petitioner has confirmed that they do not wish the petition to be solely progressed by letter and want their requests to be considered at a Cabinet Member for City Services meeting.

The cost of making changes to highway verges is usually funded from the Highways Maintenance and Investment Capital Programme budget through the Local Transport Plan.

Recommendations:

The Cabinet Member for City Services is recommended to:

- 1) Note the petitioners' concerns.
- 2) Endorse that the actions confirmed by determination letter to the petition spokesperson (as detailed in paragraph 1.6 of the report) are undertaken.
- 3) Approve the reinstatement of missing bollards outside the parade of shops on Wallace Road (as detailed in paragraph 2.2 of the report)

List of Appendices included:

Appendix A – Location Plan

Appendix B – Determination letter

Background Papers

None

Other useful documents:

None

Has it been or will it be considered by Scrutiny?

No

Has it been or will it be considered by any other Council Committee, Advisory Panel or other body?

No

Will this report go to Council?

No

Report title: Petition - Wallace Road, State of the Grass Verges and Request for Parking Solution for the Shops

1. Context (or background)

1.1 A petition of 60 signatures has been received requesting that the Council address the state of the grass verges on Wallace Road and look into a suitable parking solution for residents and customers of the shops on Wallace Road.

1.2 The petition advises:

“We the undersigned ask Coventry City Council to address the state of the grass verges along the whole of Wallace Road on both sides, as well as looking into a suitable parking solution for residents and customers of the shops on Wallace Road.”

1.3 Wallace Road is a local distributor road between Keresley Road and Sadler Road in Bablake Ward. On the southern side, there is a parade of shops opposite the junction with Dickens Road. Wallace Road is also on a bus route. A location plan is shown in Appendix A.

1.4 A safety scheme was consulted on and implemented in 2008/9 in response to safety concerns raised by residents. This included the current parking arrangements outside the parade of shops. A plan of the scheme is shown in Appendix B. On a recent site visit, it was noted that some of the bollards installed at each end of the verge outside the shops are missing. As a result, vehicles are accessing the verge adjacent to the footway and parking off the carriageway. It appears that some vehicles are also driving along the footway to pass other vehicles parked on the verge.

1.5 In accordance with the City Council's procedure for dealing with petitions, those relating to verges and parking are heard by the Cabinet Member for City Services. The Cabinet Member considered the petition prior to this meeting and in response requested that the issue was dealt with by determination letter rather than a formal report being submitted to a meeting, to be able to deal with the matter more efficiently.

1.6 The determination letter (copy provided in Appendix C of this report) advised that Wallace Road is already on the list of requests for consideration for a verge protection scheme. Due to the number of requests received for similar schemes city-wide, requests have to be prioritised in line with the verge protection policy and are dependent on the availability of funding. Wallace Road did not qualify for inclusion in the 2018/19 verge scheme programme. Therefore, it will remain on the request list for consideration for inclusion in a future year's programme.

2 Options considered and recommended proposal

2.1 For safety reasons, it is proposed to reinstate the missing bollards outside the shops to prevent vehicles driving onto the footway and verge at this location.

2.2 As already approved and detailed in the determination letter, Wallace Road will remain on the list of requests for consideration for a verge protection scheme in a future year's programme.

2.3 It is not proposed to reconfigure the parking outside the shops. Conversion of the verge into a parking area would not create additional spaces, as it would remove the spaces available on the road. Echelon parking would not be considered for safety reasons, as the location is opposite a junction.

3. Results of consultation undertaken

3.1 No consultation has been undertaken.

4. Timetable for implementing this decision

4.1 Subject to approval, the missing bollards would be replaced this financial year.

5. Comments from Director of Finance and Corporate Resources

5.1 Financial implications

The cost of reinstating the missing bollards will be funded from the Highways Maintenance and Investment Capital Programme budget through the Local Transport Plan.

5.2 Legal implications

There are no legal implications of the recommended proposal.

6. Other implications

6.1 How will this contribute to achievement of the Council's key objectives / corporate priorities (corporate plan/scorecard) / organisational blueprint / Local Area Agreement (or Coventry Sustainable Community Strategy)?

The reinstatement of the missing bollards will contribute to the City Council's aims of ensuring that citizens, especially children and young people, are safe and the objective of working for better pavements, streets and roads.

6.2 How is risk being managed?

None

6.3 What is the impact on the organisation?

None

6.4 Equalities / EIA

No specific equalities impact assessment has been carried out.

6.5 Implications for (or impact on) the environment

None

6.6 Implications for partner organisations?

None

Report author(s)**Name and job title:**

Martin Wilkinson, Senior Officer - Traffic Management

Directorate:

Place

Tel and email contact:

Tel: 024 7683 3265

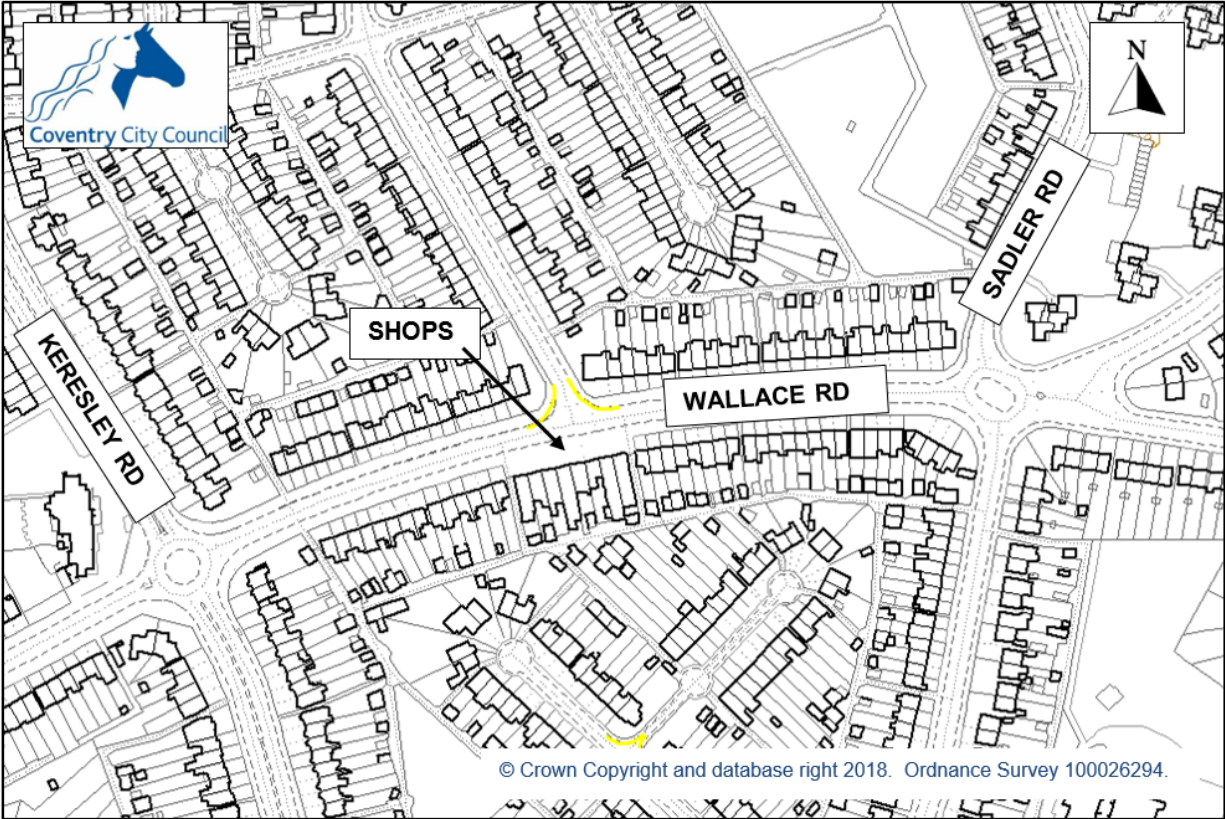
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Enquiries should be directed to the above person.

Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Contributors:				
Colin Knight	Director (Transportation and Highways)	Place	8/6/18	8/6/18
Colin Whitehouse	Highway Development Manager	Place	8/6/18	8/6/18
Caron Archer	Team Leader (Traffic Management)	Place	21/6/18	22/6/18
Liz Knight/Michelle Salmon	Governance Services Officers	Place	8/6/18	8/6/18
Names of approvers: (Officers and Members)				
Graham Clark	Lead Accountant	Place	8/6/18	8/6/18
Rob Parkes	Commercial Lawyer, Legal Services	Place	8/6/18	8/6/18
Councillor J Innes	Cabinet Member for City Services	-	8/6/18	18/6/18

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Appendix A – Location Plan



Appendix C – Copy of Text of Determination Letter

Re: petition submitted on 1 March 2017

Subject matter: 65-16 Petition - Wallace Road, State of the Grass Verges and Request for Parking Solution for the Shops

I am writing with regard to the above petition and your request for measures to address the condition of the grass verges and address parking issues outside the shops on Wallace Road. Please accept my apologies for the delay in responding formally to your petition.

The matter was discussed with Councillor Innes, Cabinet Member for City Services, who has requested that this be dealt with by way of letter rather than a formal report being submitted to a future meeting.

The Council's verge protection policy acknowledges the conflict between those who wish to see verges protected and those who wish to use them for parking. At present, the City Council does not have sufficient resources to satisfy all of the numerous requests we receive from residents across the city for verge protection measures.

Notwithstanding the above, Wallace Road is already on the list of requests for consideration for a verge protection scheme. This includes the area outside the shops. Due to the number of requests received for similar schemes city-wide, requests have to be prioritised in line with the verge protection policy and are dependent on the availability of funding.

Wallace Road did not qualify for inclusion in the 2018/19 verge scheme programme. Therefore, it will be retained as a possible future location for works. If it is prioritised for inclusion in a future year's programme, we will contact you again with further details.



Public report Cabinet Member Report

Cabinet Member for City Services

2nd July 2018

Name of Cabinet Member:

Cabinet Member for City Services – Councillor J Innes

Director Approving Submission of the report:

Deputy Chief Executive (Place)

Ward(s) affected:

All Wards

Title:

Temporary Hackney Carriage Vehicle Plate/Licence(s)

Is this a key decision?

No – Although the matter may affect all Wards in the City, it is not anticipated that the impact will be significant

Executive Summary:

On the 19 September 2011 the Cabinet Member introduced a limit/cap on the number of hackney carriage vehicles that could be licensed by Coventry City Council to 859. Coventry City Council currently license this number, however on the 29 January 2018 the Cabinet Member agreed for two temporary plates/licences to be made available for the Nissan ADV Dynamo vehicle and two temporary plates/licences for the London Electric Vehicle Company (LEVC) [formerly London Taxi Company] TX manufacturers to assess their newly manufactured vehicles on a 12 month basis once licensed. LEVC would like to utilise their two temporary plates/licences in order to offer their vehicles to licensed drivers on a two-weekly basis (the drivers plated vehicle being held in storage at LEVC during this period) for a 12 month period. In addition LEVC would like a further two temporary plates/licences on the same basis issued for a 12 month period so that they are able to provide four electric hybrid TX vehicles to replace existing diesel hackney carriage vehicles.

Recommendation:

The Cabinet Member for City Services is recommended to approve that a further two temporary hackney carriage vehicle plates/licences will be issued for a period of twelve months from the point of issue for the London Electric Vehicle Company (LEVC) (formerly London Taxi Company) ,

List of Appendices included:

None

Background papers:

None

Other documents:

None

Has it been or will it be considered by Scrutiny?

No

Has it been or will it be considered by any other Council Committee, Advisory Panel or other body?

No

Will this report go to Council?

No

Report title:

Temporary Hackney Carriage Vehicle Plate/Licence(s)

1. Context (or background)

- 1.1 On the 19 September 2011 the Cabinet Member introduced a limit/cap on the number of hackney carriage vehicles that could be licensed by Coventry City Council to 859. Coventry City Council currently license this number of vehicles therefore if Coventry City Council wishes to license new vehicle makes and model for a trial period a temporary licence/plate would need to be approved.
- 1.2 The problems associated with poor air quality and older diesel vehicles are well documented. The City Council are keen to support the taxi trade in a movement to cleaner vehicles.
- 1.3 To assist with this, Coventry has recently been successful in a bid for £1.2m from the Office for Low Emission Vehicles (OLEV) Taxi Scheme to deliver electric vehicle charging infrastructure to the city for electric taxis. This will deliver up to 39 rapid chargers at 50kw by the end of 2019. The Joint Air Quality Unit (JACU) are funding the leasing of the four trial LEVC electric hybrid TX vehicles along with licence fees, inspection costs and a contribution cost for insurance.
- 1.4 The London Electric Vehicle Company's (LEVC) TX is a hybrid. It uses an all-new Volvo three-cylinder petrol engine as a generator for a large battery pack and electric motors – allowing a pure-EV range of over 70 miles. It also features six passenger seats and is fully wheelchair compatible. As previous LEVC models the TX has disabled access and the 180 degree turning circle.
- 1.5 Once LEVC is in a position to commence the scheme the Taxi Licensing Office will contact willing licensed drivers to participate and pass their contact details to LEVC.

2. Recommended proposals**2.1 Proposal**

Approve that a further two temporary hackney carriage vehicle plates/licences will be issued for a period of twelve months from the point of issue for the London Electric Vehicle Company (LEVC) (formerly London Taxi Company).

3. Results of Consultation Undertaken

None

4. Timetable for implementing these decisions

Subject to approval of the recommendations this will commence immediately.

5. Comments from Director of Finance and Corporate Resources**5.1 Financial implications**

Taxi Licensing is a ring fenced budget within the Place Directorate. The cost will be paid by the licensed proprietor. Any on-going impact will be addressed in future fee reviews.

5.2 Legal implications

The Council is entitled to adopt and maintain policies in respect of taxi and private hire licensing. Such policies should inform and guide decision making and promote consistency. They should not be binding nor should they prevent the exercise of discretion in a particular circumstance where an exception may be appropriate.

6. Other implications

6.1 How will this contribute to achievement of the Council's key objectives / corporate priorities (corporate plan/scorecard) / organisational blueprint / Local Area Agreement (or Coventry Sustainable Community Strategy)?

It will help to facilitate improvements in the taxi services available to the people of Coventry, which will contribute towards ensuring that people in wheelchairs are correctly and safely secured in hackney carriages and the taxi drivers licence skills are proficient; making the city a safer place.

6.2 How is risk being managed?

Through established reporting and governance arrangements.

6.3 What is the impact on the organisation?

None

6.4 Equalities / EIA

Having Coventry City Council licensed drivers suitably assessed as to their driving capability and competence in using wheelchairs will have a beneficial effect on passengers and the general public in Coventry.

6.5 Implications for (or impact on) the environment

Licensing non-diesel vehicles will help promote; the reduction in carbon emissions from transport, a cleaner environment, and advocate improved air quality.

6.6 Implications for partner organisations?

Improvements in taxi services will benefit partner and other organisations, in terms of improving the safety, availability and value for money of taxis in Coventry.

Report author(s):**Name and job title:**

Mick Coggins, Senior Licensing and Enforcement Officer
 Andrew Walster, Director for Streetscene and Regulatory Services

Directorate:

Place

Tel and email contact:

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Enquiries should be directed to the above person.

Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Contributors:				
Andrew Walster	Director Streetscene and Regulatory Services	Place	24/05/2018	13/06/2018
Michelle Salmon	Governance Services Officer	Place	04/06/2018	04/06/2018
Names of approvers for submission: (Officers and Members)				
Cath Crosby	Finance Manager	Place	24/05/2018	14/06/2018
Fiona Samuda	Locum Solicitor (Regulatory) Legal Services	Place	24/05/2018	30/05/2018
Martin Yardley	Deputy Chief Executive	Place	14/06/2018	14/06/2018
Councillor J Innes	Cabinet Member for City Services	-	18/06/2018	18/06/2018

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Cabinet Member for City Services

2 July 2018

Name of Cabinet Member:

Cabinet Member for City Services – Councillor J Innes

Director Approving Submission of the report:

Executive Director of Place

Ward(s) affected:

Bablake, Woodlands

Title:

Petitions Determined by Letter and Petitions Deferred Pending Further Investigations

Is this a key decision?

No - This report is for monitoring purposes only

Executive Summary:

In accordance with the City Council's procedure for dealing with petitions, those relating to traffic management, road safety and highway maintenance issues are considered by the Cabinet Member for City Services.

In June 2015, amendments to the Petitions Scheme, which forms part of the Constitution, were approved in order to provide flexibility and streamline current practice. This change has reduced costs and bureaucracy and improved the service to the public.

These amendments allow for a petition to be dealt with or responded to by letter without being formally presented in a report to a Cabinet Member meeting.

In light of this, at the meeting of the Cabinet Member for Public Services on 15 March 2016, it was approved that a summary of those petitions received which were determined by letter, or where decisions are deferred pending further investigations, be reported to subsequent meetings of the Cabinet Member for Public Services (now amended to Cabinet Member for City Services), where appropriate, for monitoring and transparency purposes.

Appendix A sets out petitions received relating to the portfolio of the Cabinet Member for City Services and how officers propose to respond to them.

Recommendations:

Cabinet Member for City Services is recommended to endorse the actions being taken by officers as set out in Section 2 and Appendix A of the report, in response to the petitions received.

List of Appendices included:

Appendix A – Petitions Determined by Letter and Petitions Deferred Pending Further Investigations

Background Papers

None

Other useful documents:

Cabinet Member for Policing and Equalities 18 June 2015 - Report: Amendments to the Constitution – Proposed Amendments to the Petitions Scheme

A copy of the report is available at modern.gov@coventry.gov.uk

Has it been or will it be considered by Scrutiny?

No

Has it been or will it be considered by any other Council Committee, Advisory Panel or other body?

No

Will this report go to Council?

No

Report title: Petitions Determined by Letter and Petitions Deferred Pending Further Investigations

1. Context (or background)

- 1.1 In accordance with the City Council's procedure for dealing with petitions, those relating to traffic management, road safety and highway maintenance issues are considered by the Cabinet Member for City Services.
- 1.2 Amendments to the Petitions Scheme, which forms part of the Constitution, were approved by the Cabinet Member for Policing and Equalities on 18 June 2015 and Full Council on 23 June 2015 in order to provide flexibility and streamline current practice.
- 1.3 These amendments allow a petition to be dealt with or responded to by letter without being formally presented in a report to a Cabinet Member meeting. The advantages of this change are two-fold; firstly, it saves taxpayers money by streamlining the process and reducing bureaucracy. Secondly it means that petitions can be dealt with and responded to quicker, improving the responsiveness of the service given to the public.
- 1.4 Each petition is still dealt with on an individual basis. The Cabinet Member considers advice from officers on appropriate action to respond to the petitioners' request, which in some circumstances, may be for the petition to be dealt with or responded to without the need for formal consideration at a Cabinet Member meeting. In such circumstances and with the approval of the Cabinet Member, written agreement is then sought from the relevant Councillor/Petition Organiser to proceed in this manner.

2. Options considered and recommended proposal

- 2.1 Officers will respond to the petitions received by determination letter or holding letter as set out in Appendix A of this report.
- 2.2 Where a holding letter is to be sent, this is because further investigation work is required of the matters raised. Details of the actions agreed are also included in Appendix A.
- 2.3 Once the matters have been investigated, a determination letter will be sent to the petition organiser or, if appropriate, a report will be submitted to a future Cabinet Member meeting, detailing the results of the investigations and subsequent recommended action.

3. Results of consultation undertaken

- 3.1 In the case of a petition being determined by letter, written agreement is sought from the relevant Petition Organiser and Councillor Sponsor to proceed in this manner. If they do not agree, a report responding to the petition will be prepared for consideration at a future Cabinet Member meeting. The Petition Organiser and Councillor Sponsor will be invited to attend this meeting where they will have the opportunity to speak on behalf of the petitioners.

4. Timetable for implementing this decision

- 4.1 Letters referred to in Appendix A to the report will be sent out by the end of July 2018.

5. Comments from Director of Finance and Corporate Resources

5.1 Financial implications

There are no specific financial implications arising from the recommendations within this report.

5.2 Legal implications

There are no specific legal implications arising from this report.

6. Other implications

6.1 How will this contribute to achievement of the Council's key objectives / corporate priorities (corporate plan/scorecard) / organisational blueprint / Local Area Agreement (or Coventry Sustainable Community Strategy)?

Not applicable.

6.2 How is risk being managed?

Not applicable.

6.3 What is the impact on the organisation?

Determining petitions by letter enables petitioners' requests to be responded to more quickly and efficiently.

6.4 Equalities / EIA

There are no public sector equality duties which are of relevance.

6.5 Implications for (or impact on) the environment

None.

6.6 Implications for partner organisations?

None.

Report author(s)

Name and job title:

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Senior Officer - Traffic Management

Directorate:

Place

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Enquiries should be directed to the above person.

Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Contributors:				
Karen Seager	Head of Traffic and Network Management	Place	21/6/18	22/6/18
Caron Archer	Principle Officer - Traffic Management	Place	21/6/18	22/6/18

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Appendix A – Petitions Determined by Letter and Petitions Deferred Pending Further Investigations

Petition Title (date received / closed)	No. of signatures	Councillor Sponsor	Type of letter to be sent to petition organiser(s) and sponsor	Actions agreed	Target Date for Determination Letter / CM Report
45/17, E103 - Speeding Traffic Board Lane, Request for Pedestrian Crossing at Junction with Jardine Crescent and Safety Measures (20/3/18 and 10/4/18)	176	Councillor Lepoidevin	Determination	Review of recorded personal injury collisions show no clusters. No collisions at or near site of requested pedestrian crossing. Therefore, Broad Lane does not form part of this year's safety scheme programme. However, junction of Broad Lane / Jardine Crescent will be added to programme for deployment of mobile vehicle-activated sign. Broad Lane will continue to be monitored as part of annual review of injury collisions. Petitioners' concerns will be raised with Police. Petitioners to be referred to Community Speed Watch.	July
E120 - Traffic Calming Measures on Keresley Road (27/4/18)	7	N/A	Determination	Review of recorded personal injury collisions show clusters on roundabouts at each end of Keresley Road. To be assessed as part of this year's safety scheme investigations.	July



Cabinet Member for City Services

2nd July 2018

Name of Cabinet Member:

Cabinet Member for City Services – Councillor J Innes

Director Approving Submission of the report:

Deputy Chief Executive (Place)

Ward(s) affected:

None

Title:

Outstanding Issues

Is this a key decision?

No

Executive Summary:

In May 2004 the City Council adopted an Outstanding Minutes System linked to the Forward Plan, to ensure that follow up reports can be monitored and reported to Elected Members. The appendix attached to the report sets out a table detailing the issues on which further reports have been requested by the Cabinet Member for City Services, so that she is aware of them and can monitor progress.

Recommendations:

The Cabinet Member for City Services is requested to consider the list of outstanding issues and to ask the Member of the Strategic Management Board or appropriate officer to explain the current position on those which should have been discharged at this meeting or an earlier meeting.

List of Appendices included:

Table of Outstanding Issues

Background papers:

None

Other useful documents:

None

Has it or will it be considered by Scrutiny?

No

Has it, or will it be considered by any other Council Committee, Advisory Panel or other body?

No

Will this report go to Council?

No

Report author(s):

Name and job title:

Liz Knight / Michelle Salmon
Governance Services Officer

Directorate:

Place

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Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Contributors:				
Names of approvers: (Officers and Members)				

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	Subject	Date for Further Consideration	Responsible Officer	Proposed Amendment to Date for Consideration	Reason for Request to Delay Submission of Report
1	Petition – Improve the Road Markings Outside Parkhill Primary School Consideration of report deferred to allow for further consultation with the School and Ward Councillors (Minute 4/18 of Cabinet Member for City Services refers – 4 th June 2018)	To be determined	Deputy Chief Executive (Place) Caron Archer		
2	Petition - Request for Parking Permits for Momus Boulevard Consideration of report deferred to allow for further consultation with Councillor R Singh and local residents (Minute 6/18 of Cabinet Member for City Services refers – 4 th June 2018)	To be determined	Deputy Chief Executive (Place) Caron Archer		

* Identifies items where a report is on the agenda for your meeting

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