

Coventry City Council
Minutes of the Meeting of Cabinet Member for City Services held at 3.00 pm on
Monday, 6 November 2017

Present:

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

Other Members: Councillor G Williams

Employees (by Directorate):

Place C Archer, R Parkes, M Salmon, K Seager, C Whitehouse

Apologies: There were no apologies

Public Business

24. Declarations of Interests

There were no disclosable pecuniary interests made.

25. Minutes

The minutes of the meeting held on 18th September 2017 were agreed and signed as a true record.

Further to minute 18/17, the Cabinet Member was informed that a community speed watch exercise, to involve Councillor Innes, Councillor Williams, local residents and the Police, had been arranged for Kelmscote Road on 21st November 2017.

26. Pre-Application Advice Scheme - Highways and Drainage

The Cabinet Member considered a report of the Deputy Chief Executive (Place) that proposed the introduction of a pre-application charging scheme for both the Highway Authority and Lead Local Flood Authority and the review of the planning pre-application charging schedules on an annual basis.

Despite the pressures that the Highway Authority and Lead Local Flood Authority had both been experiencing, over recent years officers had continued to offer a free pre-application advice service in connection with planning applications to be determined by the Authority. However, the service provided had been limited and dependent upon resources and capacity.

The increasing pressure on local authorities to be self-financing by 2020, the drive to be more commercially minded, and the recognition that paid for pre-application advice was now widespread, was generally accepted by developers. This had led to the proposal to introduce a pre-application charging scheme for both the Highway Authority and Lead Local Flood Authority.

The planning pre-application charging schedules would be reviewed on an annual basis and adjustments made to fees where appropriate, to reflect the quality of the service and resources provided.

RESOLVED that the Cabinet Member approves the introduction of Pre-Application Charging Schemes for both the Highway Authority and the Lead Local Flood Authority.

27. **Petitions Determined by Letter and Petitions Deferred Pending Further Investigations**

The Cabinet Member considered a report of the Deputy Chief Executive (Place) that 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 were informed 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.

28. **Outstanding Issues**

There were no outstanding issues.

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

There were no other items of public business.

(Meeting closed at 3.30 pm)