

**Time and Date**

3.00 pm on Monday, 17th June 2019

Place

Committee Room 3 - Council House

Public Business**1. Apologies****2. Declarations of Interests****3. Minutes** (Pages 3 - 6)

(a) To agree the minutes of the meeting held on 29th May 2019

(b) Matters Arising

4. Petition - Request for Changes to Existing Residents Parking Scheme on Michaelmas Road and Installation of 20 mph Speed Limit (Pages 7 - 14)

Report of the Deputy Chief Executive (Place)

To consider the above petition, bearing 63 signatures, which is being supported by Councillor Bailey, a Cheylesmore Ward Councillor, who has been invited to the meeting for consideration of this item along with the petition organiser.

5. Petitions Determined by Letter and Petitions Deferred Pending Further Investigations (Pages 15 - 22)

Report of the Deputy Chief Executive (Place)

6. Outstanding Issues

There are no outstanding issues

7. 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, Deputy Chief Executive (Place), Council House, Coventry
Friday, 7 June 2019

Note: The person to contact about the agenda and documents for this meeting is Liz Knight / Michelle Salmon, Governance Services Officers, Tel: 024 7697 2644 /2643, Email: liz.knight@coventry.gov.uk / michelle.salmon@coventry.gov.uk

Membership: Councillors P Hetherton (Cabinet Member) and G Lloyd (Deputy Cabinet Member)

By invitation: Councillor T Mayer (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.

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Coventry City Council
Minutes of the Meeting of Cabinet Member for City Services held at 10.30 am on
Wednesday, 29 May 2019

Present:

Members: Councillor P Hetherton (Cabinet Member)

Other Member: Councillor G Lloyd (Deputy Cabinet Member)

Employees (by Directorate):

C Archer, Place Directorate
H Bikim, Place Directorate
R Goodyer, Place Directorate
L Knight, Place Directorate
R Parkes, Place Directorate
K Seager, Place Directorate

Apologies: Councillor T Mayer (Shadow Cabinet Member)

Public Business

1. Declarations of Interests

There were no disclosable pecuniary interests.

2. Minutes

The minutes of the meeting held on 8th April, 2019 were agreed and signed as a true record. There were no matters arising.

3. Objection to Proposed Revocation of Experimental One Way on Eaton Road

The Cabinet Member considered a report of the Deputy Chief Executive (Place) concerning an objection that had been received to the proposed revocation of the experimental one way on Eaton Road which had been advertised on 28th March 2019. A copy of the objection was set out at an appendix to the report. The objector attended the meeting for the consideration of this issue and spoke in support of his objection. Detailed consideration was given to the individual issues raised in the objection.

The report indicated that, as part of the Station Masterplan works, the available off-street car parking at Westminster Road had temporarily been increased. When the changes were being proposed it was considered likely that the changes would result in more pedestrians travelling from the car park area to the railway station and that there would be an increase in the number of pedestrians crossing Eaton Road (the section south of its junction with Ringway St Patrick's clockwise off slip). Due to these anticipated changes it had been decided to implement a one way, only permitting traffic to travel in a northerly direction, to assist pedestrians crossing the road. To be able to monitor the impact of the change, the traffic regulation order (TRO) was implemented as an Experimental TRO.

Due to the impact on traffic flows around the station with the one way in operation, it was proposed that the Experimental TRO was revoked before the end of its 18 month duration. The revocation would result in the road becoming two way again, but with the addition of a zebra crossing installed to assist pedestrians.

The objector's concerns related to the traffic management around the station and he also raised concerns regarding the planning permission that had been granted. He considered that the planning permission should be revoked. It was the view of the Local Plan Authority that the planning process had been correctly followed and the decisions issued. This included listed building consent in August 2018 (LB/2018/1810) and full planning permission being approved at Planning Committee in November 2018 (FUL/208/1732). There were no proposals to revoke the permission and works had now commenced to introduce the Station Masterplan which would provide a second Station entrance on Warwick Road as well as a new multi storey car park to facilitate the growing needs of the Station.

A number of the concerns raised by the objector were due to temporary measures which, in time, would be addressed by the wider Friargate Development that was also taking place around the Station area. The objector made reference to other surface car parks, the shared "flash" crossing and taxi driver's interaction with pedestrians. The Cabinet Member informed that these matters were all either due to the current temporary arrangements or would be addressed as part of the masterplan works. In addition, the Transport Delivery Team were currently reviewing the cycle network around the station. The comments raised by the objector relating to cycle paths would be considered in due course.

The proposed revocation of the one way on Eaton Road, making the road two way, would assist to improve the efficiency of the movement of traffic from the Ringway St Patrick's clockwise off slip in to the station area. A zebra crossing would assist pedestrians to cross Eaton Road. This would be done in conjunction with other works on Manor Road and Park Road to improve the general flow of traffic during the Station Masterplan construction phase.

Councillor Hetherton, Cabinet Member, highlighted the continued consultation that was taking place between Councillors, officers, Virgin Trains and representatives from the taxi drivers. There was an acknowledgement of the issues that had arisen with all the development works that were taking place, however once completed the situation would be much improved. She clarified the importance placed on the Equality Act by the City Council along with the issue of air quality.

RESOLVED that, having considered the objection to the proposed revocation of the one way on Eaton Road, approval be given that the City of Coventry (Eaton Road) (Revocation) Order 2019 be made operational.

4. **Outstanding Issues**

There were no outstanding issues.

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

There were no other items of public business.

(Meeting closed at 11.10 am)

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Cabinet Member for City Services

17th June 2019

Name of Cabinet Member:

Cabinet Member for City Services – Councillor P Hetherton

Director Approving Submission of the report:

Deputy Chief Executive (Place)

Ward(s) affected:

Cheylesmore

Title: Petition – Request for Changes to Existing Residents' Parking Scheme on Michaelmas Road and Installation of 20mph Speed Limit

Is this a key decision?

No

Executive Summary:

A petition of 63 signatures has been received requesting changes to the existing residents' parking/ limited waiting restrictions on Michaelmas Road and the introduction of a 20mph speed limit.

In accordance with the City Council's procedure for dealing with petitions, those relating to parking and road safety are heard by the Cabinet Member for City Services. The Cabinet Member had considered the petition prior to this meeting and in response to the request made, 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 investigations undertaken and the approved action in response to the issues raised. On receipt of the determination letter the petitioner advised they did not wish the petition to be progressed by letter and wanted the issue to be considered at a Cabinet Member for City Services meeting.

The cost of introducing waiting restrictions and the cost of introducing road safety measures, is funded from the Highways Maintenance and Investment Capital Programme budget through the Local Transport Plan.

Recommendations:

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 paragraphs 1.6, 1.7 & 1.8 of the report) are undertaken.

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 – Request for Changes to Existing Residents’ Parking Scheme on Michaelmas Road and Installation of 20mph Speed Limit

1. Context (or background)

1.1 A petition of 63 signatures has been received requesting changes to the existing residents’ parking/ limited waiting restrictions on Michaelmas Road and the introduction of a 20mph speed limit.

1.2 The petition advises:

‘We, the undersigned, respectfully request that the Cheylesmore West Residents parking Scheme be adjusted so that only Michaelmas Road residents and their visitors can park on Michaelmas Road. This is to protect the street from increased traffic associated with the Friargate Development as well as the daily abuse as a free car park by residents of the wider neighbourhood, commuters from outside the local area, and taxis. We would also like the 30 minute waiting time adjusted to a 15 minute grace period on weekday afternoons to facilitate the collection of children from King Henry VIII School. Finally we request that the speed limit on Michaelmas Road be reduced to 20 miles per hour in the interest of pedestrian safety, particularly school children’.

1.3 Michaelmas Road is a straight road approximately 250 metres in length, connecting Warwick Road to Stoney Road. In 2011 a scheme was introduced which prevented right turns into and out of Michaelmas Road at its junction with Warwick Road, this reduces the volume of traffic using the road as a cut through and was installed as part of the mitigation measures proposed in the Section 106 Agreement relating to the Friargate development.

1.4 Michaelmas Road is also part of the Cheylesmore West Residents’ Parking scheme. The restrictions on Michaelmas Road being shared use parking bays, which are residents’ parking Monday to Saturday 8am-6pm (for CW permits) and limited waiting of 30 minutes, no return within 3 hours during the same Monday to Saturday period. The shared use bays were introduced due to the proximity of the nearby school (King Henry VIII) as this allows opportunity for people to park safely whilst collecting and dropping off children, but prevents all day parking. There is a controlled crossing nearby, allowing children to cross the Warwick Road. A location plan is shown in Appendix A to the report.

1.5 In accordance with the City Council’s procedure for dealing with petitions, those relating to road safety and parking issues 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 in Appendix B to the report) advised of the importance of targeting road safety measures in the city. Coventry is continuing to work towards becoming a safer speed city and to ensure the funding we have is utilised carefully, we use personal injury collisions reported to the Police. A review of Michaelmas Road showed no injury collisions had been recorded in the last three years. Safety schemes are prioritised in locations where there have been six or more recorded injury collisions in the previous three years.

1.7 As the petitioners raised concerns about speeding, they were advised of the Community Speed Watch initiative and provided with the relevant contact details. The Community Speed Watch initiative is a speed monitoring and awareness scheme that is co-

ordinated by the Police and run by a group of local volunteers who use speed detection devices to monitor traffic and identify speeding drivers on a specific road or small area.

- 1.8 The petitioners were also advised that there are no proposals to introduce a separate parking zone for Michaelmas Road residents or to reduce the 30 minute waiting time for non-residents during the time the restriction operates. Parking surveys have been undertaken, at different times during the day, which showed that there were spaces available. However, misuse of permits will be monitored and additional measures, including changes to the permit registration process coupled with the use of an ANPR enforcement car, will be introduced to help detect permit misuse and improve the effectiveness of enforcement.

2. Options considered and recommended proposal

- 2.1 The recommended proposals regarding the issues raised have already been approved and are detailed in the determination letter (Appendix B to the report) and paragraphs 1.6, 1.7 & 1.8.
- 2.2 An alternative option would be the use of a mobile vehicle activated sign (VAS) to advise of the speed limit for a short period of time.

3. Results of consultation undertaken

- 3.1 No consultation has been undertaken.

4. Timetable for implementing this decision

- 4.1 The actions described have already been undertaken.

5. Comments from Director of Finance and Corporate Services

- 5.1 Financial implications

There are no financial implications of the recommended proposal.

- 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)?**

N/A

- 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:

Caron Archer
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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:				
Colin Knight	Director (Transportation and Highways)	Place	06.06.2019	06.06.2019
Karen Seager	Head of Traffic and Network Management	Place	06.06.2019	06.06.2019
Rachel Goodyer	Traffic and Road Safety Manager	Place	06.06.2019	06.06.2019
Liz Knight	Governance Services Officer	Place	06.06.2019	06.06.2019
Paul Bowman	Parking Services Manager	Place	06.06.2019	06.06.2019
Names of approvers: (officers and members)				
Graham Clark	Lead Accountant	Place	06.06.2019	06.06.2019
Rob Parkes	Team Leader, Legal Services	Place	06.06.2019	06.06.2019
Councillor P Hetherton	Cabinet Member for City Services	Place	06.06.2019	06.06.2019

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Appendix A – Location Plan



Appendix B – Copy of text of determination letter

Re: petition submitted on 5 November 2018

Subject matter: Michaelmas Road - residents parking, 15-minute waiting time and 20 mph speed limit

I am writing with regard to the above petition and your request for a shared-use residents' parking scheme which allows a 15-minute waiting time for non-residents and 20 mph speed limit on Michaelmas Road.

The matter was discussed with Councillor Hetherington, 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, so that it can be dealt with more quickly.

The current shared-use parking bays on Michaelmas Road have a 30-minute waiting time which allows for parents waiting to pick up children, but prevents longer-term parking by non-residents. There are no proposals to introduce a separate permit parking zone for Michaelmas Road or reduce the waiting time for non-residents.

With regards to the request for a 20mph speed limit, it is important that we target road safety measures in the city. We do this using personal injury collision data to ensure the funding we have is utilised carefully. Locations where there have been six or more personal injury collisions reported to the Police in the previous three years are considered for inclusion in our safety scheme programme. The personal recorded injury collision history for Michaelmas Road has been reviewed. This shows that there were no personal injury collisions on Michaelmas Road in the last three years. Therefore, no reduction in the speed limit is proposed.

As you are concerned about speeding, you may wish to get involved in the Community Speed Watch initiative. This is a speed monitoring and awareness scheme that is co-ordinated by the Police and run by a group of local volunteers who use speed detection devices to monitor traffic and identify speeding drivers on a specific road or small area. For further information, please contact the Police by emailing: cvcswwest-midlands.pnn.police.uk.

I would be grateful if you could please confirm in writing, either by email or letter, that you agree that the petition be progressed by way of this letter. If you do not agree, a report responding to your petition will be prepared for consideration at a future Cabinet Member meeting. You will be invited to attend this meeting where you have the opportunity to speak on behalf of the petitioners.

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Cabinet Member for City Services

17 June 2019

Name of Cabinet Member:

Cabinet Member for City Services – Councillor P Hetherton

Director Approving Submission of the report:

Deputy Chief Executive (Place)

Ward(s) affected:

Cheylesmore, Foleshill, Longford, Lower Stoke, Radford, Westwood

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 to the report 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:-

- 1) 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 Meeting 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 to the 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 to the report.
- 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 2019.

5. Comments from the Director of Finance and Corporate Services

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)

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Directorate:

Place

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Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Contributors:				
Rachel Goodyer	Traffic and Road Safety Manager	Place	6/6/19	7/6/19
Caron Archer	Principle Officer - Traffic Management	Place	6/6/19	7/6/19

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

Petition Title	No. of signatures	Councillor Sponsor	Type of letter to be sent to petition organiser(s) and sponsor	Actions agreed	Target date for letter to be issued
72/18 - Request for double yellow lines junction of Leaf Lane & Black Prince Avenue up to Haddon End	16	Councillor Bailey	Determination	Double yellow lines to be proposed from Haddon End to the traffic lights on Leaf Lane including the junction with Haddon End.	July
74/18 - Residents Parking - St Osburg's Rd, St Ann's Rd and St Agatha's Rd 4/19 - Residents Parking for Brays Lane	96 & 29	Councillor McNicholas	Determination	Parking surveys show that roads meet the parking availability criterion. All residents to be consulted to establish if proportion of households in support meets required threshold of 60%.	July
81-18 - Traffic calming measures on Macaulay Road	41	Councillors Brown & McNicholas	Determination	Macaulay Road does not meet the Local Safety Scheme criteria (there has been one personal injury collision recorded in the last three years). Petitioner to be provided with details of Community Speed Watch scheme.	July
E17 - Implement Road Safety Initiatives on Cheveral Avenue	288	N/A	Determination	Local safety scheme under development. Scheme will be subject to consultation with ward councillors and local residents.	July
E172 - Parking for parents on Torrington Avenue at Leigh CofE School	14	N/A	Holding	Issues raised currently being investigated.	July
E173 - Make Bell Green Road safer	15	N/A	Holding	Issues raised currently being investigated.	July
30/18 - Springfield Road, Request for Residents Parking	14	N/A	Determination	Parking surveys show that Springfield Road meets the parking availability criterion. All residents to be consulted to establish if proportion of households in support meets required threshold of 60%. Reduction in length of double yellow lines at southern end of Springfield Road also to be considered.	July

53/18 - St Christians Croft to be Added to the Residents Parking Scheme for St Christian Road	8	Councillor Bailey	Determination	Parking survey showed that majority of vehicles parked on road were parked all day including in the evening, so they are unlikely to belong to non-residents. Therefore, no further action is proposed.	July
02/19 - Signage on Alderman's Green Road	13	Councillor Harvard	Determination	Signage on approach to Almond Tree Avenue will be improved to make lorry route clearer. Petitioner also to be provided with information and contacts for satellite navigation providers to raise concerns.	July
40-18 – Cornelius Street to be included on Local Residents Parking Scheme	59	Councillor Brown	Determination	Request meets residents' parking scheme criteria (proportion of households in support and availability of parking during weekday daytime). Scheme to be advertised as part of next review of waiting restrictions.	July
64-18 - Residents parking scheme for The Mount, Cheylesmore	74	Councillor Bailey	Determination	Request meets residents' parking scheme criteria (proportion of households in support and availability of parking during weekday daytime). Scheme to be advertised as part of next review of waiting restrictions.	July
69-18 - Residents Parking Scheme Purefoy Road, Cheylesmore	31	Councillor Bailey	Determination	Request meets residents' parking scheme criteria (proportion of households in support and availability of parking during weekday daytime). Scheme to be advertised as part of next review of waiting restrictions.	July

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