

# Public Document Pack



## Agenda

### Cabinet Member for City Services

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**Time and Date**

10.30 am on Wednesday, 28th January 2026

**Place**

Diamond Rooms 1 and 2 - Council House, Coventry, CV1 5RR

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

(a) To agree the minutes of the meeting held on 8<sup>th</sup> December 2025.

(b) Matters Arising

**4. Petition 7/25-26 - Bryn Road Separate Parking Zone (Pages 9 - 16)**

Report of the Director of Regeneration and Economy

To consider the above petition bearing 47 signatures. The petition is being sponsored by Councillor A S Khan, a Foleshill Ward Councillor, who has been invited to the meeting for the consideration of this item along with the Petition Organiser.

**5. Petitions Determined by Letter and Petitions Deferred Pending Further Investigations (Pages 17 - 28)**

Report of the Director of Regeneration and Economy

**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

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Julie Newman, Director of Law and Governance, Council House, Coventry

Tuesday, 20 January 2026

Note: The person to contact about the agenda and documents for this meeting is Caroline Taylor / Michelle Salmon, Governance Services Officers, Email: [caroline.taylor@coventry.gov.uk](mailto:caroline.taylor@coventry.gov.uk) / [michelle.salmon@coventry.gov.uk](mailto:michelle.salmon@coventry.gov.uk)

Membership: Councillors: M Heaven (Shadow Cabinet Member), P Hetherton (Cabinet Member), S Nazir (Deputy Cabinet Member) and T Sawdon (By Invitation)

By Invitation: Councillor M Heaven (Shadow Cabinet Member)

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**Caroline Taylor / Michelle Salmon**

**Governance Services Officers**

**Email:**

**[caroline.taylor@coventry.gov.uk](mailto:caroline.taylor@coventry.gov.uk) / [michelle.salmon@coventry.gov.uk](mailto:michelle.salmon@coventry.gov.uk)**

# Agenda Item 3

## Coventry City Council

### Minutes of the Meeting of Cabinet Member for City Services held at 2.30 pm on Monday, 8 December 2025

Present:

Members: Councillor P Hetherton (Cabinet Member)  
Councillor S Nazir (Deputy Cabinet Member)

Other Members: Councillor L Bigham (for the matter in Minute 41)  
Councillor A Jobbar (for the matter in Minute 42)  
Councillor G Ridley (for the matter in Minute 43)

Employees (by Directorate):

Regeneration and D Keaney, V Robert  
Economy

Law and Governance M Coggins, D Cahalin-Heath, M Salmon, C Taylor

Apologies: Councillor M Heaven (Shadow Cabinet Member)

## **Public Business**

### **38. Declarations of Interests**

There were no disclosable pecuniary interests.

### **39. Minutes**

The minutes of the meeting held on 5th November 2025, were agreed and signed as a true record. There were no matters arising.

### **40. Review of the Current Statement of Licensing Policy (Taxi & Private Hire) to include changes on Emissions, Age of Vehicles and Best Practice Guidance**

The Cabinet Member for City Services considered a report of the Director of Law and Governance the purpose of which was to update Members of the outcome of the 8 week consultation undertaken on the review of the current Statement of Licensing Policy (Taxi & Private Hire) to include changes on Emissions, Age of Vehicles and Best Practice Guidance and to recommend for approval, a revised policy. The revised draft Statement of Licensing Policy was attached as an Appendix to the report.

Under the terms of the Licensing Act 2003 the Council's Statement of Licensing Policy has to be renewed every five years. The current Statement of Licensing Policy came into effect on 16th March 2021, and a review was therefore required. There is a requirement in the Act for the Council to publish and advertise the

revised Statement of Licensing Policy at least 4 weeks before, by 16th February 2026.

The current Statement of Licensing Policy (Taxi & Private Hire) commenced on 14th September 2022. The policy was reviewed every 5 years unless a review was required due to legislative changes or emerging issues.

The purpose of the policy was to set out the terms and conditions that would apply to new applicants and those already licensed for the Hackney Carriage & Private Hire trade.

Coventry City Council had a duty under the Town Police Clauses Act 1847 and the Local Government (Miscellaneous Provisions) Act 1976 to carry out its functions as the Licensing Authority. Under these acts, the Council had a duty to carry out the following functions:

- Ensure that drivers are 'fit and proper'
- Ensure that all licensed vehicles are road worthy and fit for the carriage of fare paying passengers
- Protect public safety

At the meetings of Cabinet Member for City Services 25th July 2025 and Licensing and Regulatory Committee 5th August 2025, reports were considered on the draft revised Statement of Licensing Policy and approval was given for the Director of Law and Governance to consult on its contents.

**RESOLVED that, the Cabinet Member for City Services, having considered the results of the consultation, the proposed revised Statement of Licensing Policy (Taxi & Private Hire) and comments from the Licensing and Regulatory Committee, approves and adopts the revised Statement of Licensing Policy (Taxi & Private Hire) as attached at Appendix A to the report.**

41. **Petition 29/24-25 - Windmill Road, Longford - Prevent HGV Lorries from travelling along this road**

The Cabinet Member for City Services considered a report of the Director of Regeneration and Economy, that responded to a petition requesting that HGV lorries were prevented from travelling along Windmill Road, Longford. The Petition Organiser, Councillor L Bigham, a Longford Ward Councillor, attended the meeting on behalf of the petitioners.

The petition contained 14 signatures and in accordance with the City Council's procedure for dealing with petitions, those related to road safety were heard by the Cabinet Member for City Services. The Cabinet Member had considered the petition in advance of the meeting and requested that the petition be dealt with by Determination Letter rather than a formal report being submitted to a meeting of Cabinet Member for City Services. The Petition Organiser subsequently requested that a report be submitted to a meeting.

The Determination Letter advised that Windmill Road was on the designated lorry route between Aldermans Green Industrial Estate and the A444 and M6 North.

There were currently no plans to change this designation however, the road would continue to be monitored as part of the annual review of personal injury collisions.

Councillor Bigham spoke in support of the petition raising concerns regarding HGV's travelling along Windmill Road, particularly as there were a primary school and a nursery located on the road. She suggested the installation of AI Cameras, in particular at both ends of Windmill Road, which would provide details of the vehicle near misses that went unreported.

The Cabinet Member for City Services raised concerns regarding the speed of vehicles along Windmill Road and the vibration that resulted from the HGV's and asked if there were future plans for traffic calming measures.

Officers responded to Councillor Bigham and the Cabinet Member's concerns and queries advising the following:

- Additional monitoring would be carried out to identify any pinch points and speed data investigated
- The installation of AI cameras would be further investigated
- The Travel Planning Officer would be engaged to liaise with companies at Aldermans Green to ascertain whether vehicle routing could be improved.
- Officers would liaise with colleagues to measure the vibration issues from the HGV's
- Windmill Road may be included as part of the future 20mph policy review.

**RESOLVED that the Cabinet Member for City Services:**

- 1) **Notes the petitioners' concerns.**
- 2) **Endorses the actions which have been agreed and set out in the determination letter to the petition organiser as detailed in paragraph 2.6 of the report.**

42. **Petition E02-25-26 - Tile Hill - Traffic Speed Controls**

The Cabinet Member for City Services considered a report of the Director of Regeneration and Economy, that responded to a petition requesting the installation of Average Speed Enforcement (ASE) on Station Avenue, Tanners Lane and Duggins Lane and the installation of 20mph zones on Nailcote Avenue and Conway Avenue, Tile Hill. The Petition Sponsor, Councillor A Jobbar, a Westwood Ward Councillor, attended the meeting and spoke on behalf for the petitioners. The Petition Organiser was unable to attend.

The petition contained 76 signatures and in accordance with the City Council's procedure for dealing with petitions, those related to road safety were heard by the Cabinet Member for City Services. The Cabinet Member had considered the petition in advance of the meeting and requested that the petition be dealt with by Determination Letter rather than a formal report being submitted to a meeting of Cabinet Member for City Services. The Petition Organiser subsequently requested that a report be submitted to a meeting.

The Determination Letter was sent on 3rd October 2025, and explained how locations were assessed, and schemes prioritised, and that Station Avenue, Tanners Lane and Duggins lane were unsuitable for ASE. The letter also stated that there were no current plans to install 20mph zones on Nailcote Avenue and Conway Avenue. Locations considered for ASE were prioritised each year based on national criteria including the number of people killed or seriously injured (KSI) related to vehicular speed. Station Avenue, Tanners Lane and Duggins Lane did not satisfy the criteria for ASE, however, these locations would be monitored as part of the citywide annual review of personal injury collisions.

Councillor A Jobbar spoke in support of the petition, raising the following concerns:

- Road safety issues on Station Avenue, Tanners Lane, Duggins Lane, Nailcote Avenue and Conway Avenue, which were well used routes close to schools and homes.
- Regular reports of vehicles travelling at excessive speed.
- Concerns for children and the elderly walking on the routes.
- Community concerns that the criteria for average speed cameras, which was not met, did not capture their everyday lived experience of feeling unsafe on the roads.
- Residents were disappointed a 20mph zone had not been installed on Nailcote Avenue and Conway Avenue as those roads were frequently used by families.
- Early consideration of traffic calming measures could reduce the likelihood of future accidents.

Councillor A Jobbar referred to the National Highways' safety KPI framework, requesting officers be responsive to it should collision data change and asked that petitioners concerns were not dismissed because the data thresholds were not met. He urged the Cabinet Member for City Services to consider interim measures and work with residents to ensure their concerns were heard.

The Cabinet Member for City Services acknowledged residents' concerns and advised that a 20mph policy review was being undertaken which it was anticipated would be complete in March/April 2026 and the roads in Tile Hill would be considered once the review was complete.

**RESOLVED that the Cabinet Member for City Services:**

- 1) **Notes the petitioners' concerns.**
- 2) **Endorses the actions which have been agreed to be issued by determination letter to the petition organisers as detailed in paragraphs 1.5 – 1.8 of the report.**
- 3) **Notes the criteria for ASE implementation and 20mph zones, and the work currently being undertaken to develop a robust 20mph speed limit methodology.**

43. **Petition E09-25-26 - Eastern Green Traffic Calming**

The Cabinet Member for City Services considered a report of the Director of Regeneration and Economy, that responded to a petition requesting traffic calming

in the Eastern Green area comprising Upper Eastern Green Road, Lower Eastern Green Lane, Sutton Avenue, Farcroft Avenue and Broad Lane. Councillor G Ridley, a Woodlands Ward Councillor, attended the meeting for this item.

The petition contained 6 signatures and in accordance with the City Council's procedure for dealing with petitions, those related to road safety were heard by the Cabinet Member for City Services. The Cabinet Member had considered the petition in advance of the meeting and requested that the petition be dealt with by Determination Letter rather than a formal report being submitted to a meeting of Cabinet Member for City Services. The Petition Organiser subsequently requested that a report be submitted to a meeting.

The Determination Letter was sent on 3rd October 2025 and explained that measures were under development to mitigate the impact of nearby developments. While Broad Lane had been considered for inclusion into the Local Safety Scheme Programme, it had not been included to date as it did not fulfil the Council's prioritisation criteria. However, Broad Lane would continue to be monitored as part of the citywide annual review of personal injury collisions and would be considered for inclusion as part of the Average Speed Enforcement (ASE) Programme, subject to satisfying the criteria.

The report set out details regarding road safety engineering schemes proposed in the Eastern Green area, including Lower Eastern Green Lane. An overview of how Broad Lane would be considered for ASE and how locations were assessed for ASE was also detailed.

Councillor G Ridley spoke in support of the petition, advising there had been a number of petitions submitted over a number of years relating to road safety issues in the area. He referred to the effects these matters had on the local community, in particular, young families, the elderly, and those with mobility issues.

Officers advised that a number of locations for consideration for the installation of average speed cameras would be brought forward in the coming months.

Councillor G Ridley, on behalf of the Woodlands Ward Councillors, welcomed the proposed road safety engineering scheme in the Eastern Green area and the criteria for Broad Lane to be considered for ASE. Officers would arrange a briefing to work through the detail of the proposals.

**RESOLVED that the Cabinet Member for City Services:**

- 1) Notes the petitioners' concerns.**
- 2) Endorses the actions which have been agreed to be issued by determination letter to the petition organiser as detailed in Appendix B to the report.**
- 3) Notes the proposed road safety engineering scheme in the Eastern Green area and the criteria for Broad Lane to be considered for ASE.**

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

The Cabinet Member for City Services considered a report of the Director of Regeneration and Economy in respect of petitions received relating to the portfolio of the Cabinet Member.

In June 2015, amendments to the Petitions Scheme, which formed part of the Constitution, were approved in order to provide flexibility and streamline current practice. This change had reduced costs and bureaucracy and improved the service to the public. These amendments allowed 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 (formerly 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 were deferred pending further investigations, be reported to subsequent meetings of the Cabinet Member, where appropriate, for monitoring and transparency purposes.

Appendix A to the report set out petitions received and how officers proposed to respond to them.

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

**45. Outstanding Issues**

There were no outstanding issues.

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

There was no other public business.

(Meeting closed at 3.20 pm)

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Cabinet Member for City Services

28 January 2026

**Name of Cabinet Member:**

Cabinet Member for City Services – Councillor P Hetherton

**Director Approving Submission of the report:**

Director of Regeneration and Economy

**Ward affected:**

Foleshill

**Title:**

Petition E7/25-26 - Bryn Road Separate Parking Zone

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**Is this a key decision?**

No

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**Executive Summary:**

A petition with 47 signatures was received requesting that a Permit Parking Area be created for Bryn Road separate from Zone EW1.

In accordance with the City Council's procedure for dealing with petitions, those relating to road safety are heard by the Cabinet Member for City Services. The Cabinet Member had considered the petition prior to this meeting and 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. On receipt of the determination letter, the petition organiser requested that the issue be considered at a Cabinet Member for City Services meeting.

The determination letter advised that the Council takes a zonal approach to residents' parking schemes, incorporating adjoining roads in one zone. This helps to reduce the effects of displacement of parking onto adjacent streets and increases the overall amount of on-street parking available during the hours of operation.

**Recommendations:**

Cabinet Member for City Services is recommended to:

- 1) Note the petitioners' concerns.
- 2) Endorse the actions which were agreed and set out in the determination letter to the petition organiser as detailed in section 2 of this report.

**List of Appendices included:**

Appendix A – Location plan and extract from Traffic Regulation Order  
Appendix B – Text of 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 E7/25-26 - Bryn Road Separate Parking Zone

## 1. Context (or background)

1.1 A petition with 47 signatures was received requesting that a Permit Parking Area be created for Bryn Road separate from Zone EW1. The petition was sponsored by Councillor Abdul S Khan.

1.2 The petition reads as follows:

*"We, the undersigned residents of Bryn Road, Coventry, are writing to express our deep concern and frustration regarding the recent changes to the parking enforcement zones in our area. For the past three years, Bryn Road has been part of the EW1 parking zone, which has allowed residents to park without significant issues. However, the inclusion of Crabmill Lane in the same EW1 zone has created ever parking difficulties for Bryn Road residents."*

*Issues Faced by Bryn Road Residents:*

1. *Limited Parking Availability: Bryn Road is a small road, and the addition of Crabmill Lane to the EW1 zone has drastically reduced the availability of parking spaces for Bryn Road residents.*
2. *Mobility Challenges: Residents with mobility problems are now unable to park near their homes, causing significant inconvenience and hardship.*
3. *Permit Misuse: There have been instances where Crabmill Lane residents have sold parking permits to individuals from Stoney Stanton Road and businesses, exacerbating the parking shortages.*

*Our request: We respectfully request the allocation of a new, separate parking zone exclusively for Bryn Road residents. This will ensure that we can park near our homes and address the unique challenges faced by our small road."*

1.3 Bryn Road is a residential road between Crabmill Lane and Stoney Stanton Road. The road is one-way and can be accessed by vehicle from Crabmill Lane only.

1.4 In response to a petition from residents of Bryn Road, a residents' parking scheme was created on Bryn Road. Following a subsequent petition from residents of the adjoining Crabmill Lane, the scheme was expanded to include Crabmill Lane.

## 2. Options considered and recommended proposal

2.1 The recommended actions in response to the issues raised are as set out in the agreed determination letter response attached in Appendix B.

2.2 The response stated that the Council takes a zonal approach to residents' parking schemes, incorporating adjoining roads in one zone. This helps to reduce the effects of displacement of parking onto adjacent streets and increases the overall amount of on-street parking available to residents during the hours of operation.

- 2.3 This zonal approach is particularly suited to locations where parking demand and generators is shared across multiple streets. The approach not only mitigates the risk of parking displacement to adjacent streets but also promotes operational efficiency and fairness. Incorporating roads into a zone facilitates a more consistent traffic flow and reduces congestion caused by vehicles moving between fragmented areas. This approach also simplifies enforcement and administration. Therefore, it is recommended that the current zone extents are retained in this instance.
- 2.4 With regards to the issue of permit misuse referred to in the petition, the response explained that the Council actively investigate any such reports it receives. If evidence is found of permit misuse, appropriate action is taken, including withdrawing permits from use and excluding the culprits from the scheme.
- 2.5 Residents with restricted mobility who are eligible for a Blue Badge can apply to have an advisory disabled parking bay installed in front of their property free-of-charge.

### **3. Results of consultation undertaken**

- 3.1 The agreed actions have been communicated to the petition organiser and sponsor in the Determination Letter.

### **4. Timetable for implementing this decision**

- 4.1 The Determination Letter was sent on 3 October 2025.

### **5. Comments from the Director of Finance and Resources and the Director of Law and Governance**

#### **5.1 Financial implications**

There are no financial implications arising from this report.

#### **5.2 Legal implications**

There are no legal implications arising from this report.

### **6. Other implications**

#### **6.1 How will this contribute to the One Coventry Plan?**

(<https://www.coventry.gov.uk/strategies-plans-policies/one-coventry-plan>)

N/A

#### **6.2 How is risk being managed?**

N/A

#### **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) climate change and the environment?**

None

#### **6.6 Implications for partner organisations?**

None

## Report author

**Name and job title:**

Martin Wilkinson  
Senior Officer - Traffic Management

**Directorate:**

Regeneration and Economy

**Tel and email contact:**

Tel: 024 7697 7139  
Email: martin.wilkinson@coventry.gov.uk

Enquiries should be directed to the above person.

Contributor/approver name	Title	Directorate	Date doc sent out	Date response received or approved
<b>Contributors:</b>				
David Keaney	Head of Network Management	Regeneration and Economy	16/12/2025	16/12/2025
Vivian Robert	Traffic & Road Safety Manager	Regeneration and Economy	16/12/2025	16/12/2025
Paul Bowman	Parking Services Manager	City Services	16/12/2025	16/12/2025
Richard Ellis	Engineer – Traffic Management	Regeneration and Economy	16/12/2025	16/12/2025
Michelle Salmon / Caroline Taylor	Governance Services Officers	Law and Governance	16/12/2025	16/12/2025
<b>Names of approvers:</b> (officers and members)				
John Seddon	Strategic Lead – Policy & Innovation	Regeneration and Economy	16/12/2025	16/12/2025
Xiao-Ming Hu	Lead Accountant	Finance and Resources	16/12/2025	17/12/2025
Rob Parkes	Team Leader, Legal Services	Law and Governance	16/12/2025	17/12/2025
Andy Williams	Director of Regeneration and Economy	Regeneration and Economy	18/12/2025	19/12/2025
Councillor P Hetherton	Cabinet Member for City Services	-	16/01/2026	19/01/2026

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## Appendix A – Location plan and extract from Traffic Regulation Order



## **Appendix B – Text of Determination Letter**

I am writing with regard to the above petition and your request for Bryn Road to be made a separate permit parking zone.

The matter was discussed with Councillor Hetherton, 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 Council takes a zonal approach to residents' parking schemes, incorporating adjoining roads in one zone. This helps to reduce the effects of displacement of parking onto adjacent streets and increases the overall amount of on-street parking available during the hours of operation.

With regards to the issue of permit misuse referred to in the petition, the Council will actively investigate any such reports. If evidence is found of permit misuse, appropriate action will be taken, including withdrawing permits from use and excluding the culprits from the scheme.

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 will have the opportunity to speak on behalf of the petitioners. If no response is received within four weeks of the date of this letter, we will record this as your acceptance of the determination letter and the petition will be closed.

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Cabinet Member for City Services

28 January 2026

**Name of Cabinet Member:**

Cabinet Member for City Services – Councillor P Hetherton

**Director Approving Submission of the report:**

Director of Regeneration and Economy

**Wards affected:**

All

**Title:**

Petitions Determined by Letter and Petitions Deferred Pending Further Investigations

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**Is this a key decision?**

No

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**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 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 to 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: [edmocracy.coventry.gov.uk](http://edmocracy.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 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 February 2026.

#### **5. Comments from the Director of Finance and Resources and the Director of Law and Governance**

##### **5.1 Financial implications**

There are no financial implications as a result of the contents of this report.

##### **5.2 Legal implications**

There are no legal implications as a result of the contents of this report.

#### **6. Other implications**

##### **6.1 How will this contribute to the One Coventry Plan?**

(<https://www.coventry.gov.uk/strategies-plans-policies/one-coventry-plan>)

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) climate change and the environment**

None

##### **6.6 Implications for partner organisations?**

None

## Report author

**Name and job title:**

Martin Wilkinson  
Senior Officer - Traffic Management

**Directorate:**

Regeneration and Economy

**Tel and email contact:**

Tel: 024 7697 7139  
Email: martin.wilkinson@coventry.gov.uk

Enquiries should be directed to the above person.

Contributor/approver name	Title	Directorate	Date doc sent out	Date response received or approved
<b>Contributors:</b>				
David Keaney	Head of Network Management	Regeneration and Economy	09/01/2026	12/01/2026
Mark O'Connell	Acting Strategic Lead – Highway Operations and Delivery	City Services	09/01/2026	12/01/2026
Vivian Robert	Traffic & Road Safety Manager	Regeneration and Economy	09/01/2026	12/01/2026
Rob Little	Highways Technical Team Manager	City Services	09/01/2026	13/01/2026
Michelle Salmon / Caroline Taylor	Governance Services Officer	Law and Governance	09/01/2026	09/01/2026
<b>Names of approvers for submission:</b>				
Sunny Heer	Lead Accountant	Finance and Resources	14/01/2026	14/01/2026
Rob Parkes	Team Leader, Legal Services	Law and Governance	14/01/2026	15/01/2026
Andy Williams	Director of Regeneration and Economy	-	16/01/2026	16/01/2026
Councillor Patricia Hetherton	Cabinet Member for City Services	-	16/01/2026	19/01/2026

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

Petition No.	Petition Title	No. of signatures	Councillor Sponsor	Type of letter to be sent to petition organiser(s) and sponsor	Actions agreed
E24-25/26	Restrictions on parking in advisory disabled bays	125	N/A	Determination	<p>We recognise the strength of feeling expressed in this petition and understand the frustration experienced by disabled residents when advisory disabled bays are used by drivers who do not hold a Blue Badge. We agree that these bays play an important role in supporting residents with mobility needs and we do not condone their misuse.</p> <p>Typically, when installing an on street residential disabled bay they are installed as an advisory marking. We do this as it allows the bay to be installed without the need for a formal Traffic Regulation Order (TRO). This allows the Council to introduce them much more quickly and at significantly lower cost than mandatory disabled bays introduced by order. As a result, we can respond faster to residents' needs, install a greater number of bays each year and assist many more disabled residents within existing budgets. If every disabled bay were introduced through a TRO, the cost of legal processes, consultation, advertising, and implementation would substantially reduce the number of bays the Council could provide, and many residents would face long delays or be unable to receive a bay at all.</p>

				<p>While advisory bays rely on public cooperation rather than enforcement, they are widely respected and effective in most locations. Introducing them quickly often provides immediate relief to residents who would otherwise wait many months or years for a formal bay.</p> <p>Introducing enforcement would require converting advisory bays into mandatory bays, which involves a full legal TRO process and additional signing and road markings. This adds to the time and cost of implementing each bay and in turn reduces our ability to provide disabled parking support at scale.</p> <p>Whilst we understand the desire for enforcement and recognise the difficulties caused by misuse, the current system of advisory disabled bays enables the Council to support far more disabled residents, more quickly and more affordably, than would be possible if all bays were introduced by order. This approach ensures limited resources are used to maximise benefit across the community.</p> <p>Recognising however the concerns raised within this petition the Council will continue to promote public awareness that advisory disabled bays are installed for residents with genuine mobility needs, review locations where misuse is persistent and consider whether a formal TRO may be appropriate in exceptional circumstances, working with residents to assess</p>
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					alternative or additional parking solutions where advisory bays are proving ineffective.
19-25/26	Petition - Adam Road Parking	7	Councillor A S Khan	Determination	A proposal for double yellow lines on the western half of Adam Road and a daytime waiting restriction (Mon-Fri 8am-5pm) on the northern side opposite the houses has recently been advertised as part of the latest batch of proposed waiting restrictions. It would not be feasible to introduce a standalone residents' parking scheme for the 7 properties in Adam Road; as such it would need to be part of the adjacent Zone EW that includes Crabmill Lane. This could lead to additional parking displacement into Adam Road. Noting that residents of Adam Road already benefit from driveways and that it is proposed to install double yellow lines, it is not currently proposed to introduce a residents' parking scheme in Adam Road, until the impact of the proposed new restriction is understood.
E23-25/26	Costco to stop weekend traffic spilling onto the A45	80	N/A	Determination	The impact of traffic congestion on residents, emergency access, air quality, and local businesses is acknowledged. The issues raised withing this petition have previously been raised by Ward Councillors and consequently several actions are already underway to address the issues raised. As part of this, the Council have met with Costco's management team to discuss congestion and parking issues. Costco have confirmed that they provided 70 off-site staff parking spaces during the Christmas period to free up customer spaces and reduce delays and Costco will continue to deploy staff when needed

					<p>to aid and manage traffic on their site during exceptional peak times.</p> <p>The Council has also prepared designs intended to rationalise and improve lane markings on the approach to the carpark in order to improve traffic flow. These proposals have been shared with Costco and will be implemented in 2026.</p> <p>Once implemented, we will monitor the effectiveness of the new arrangement and continue to work with Costco to address the concerns raised by the local community.</p> <p>With regards to the additional measures requested in the petition, unfortunately, pre-booked entry slots and penalties for non-compliance are not measures that the Council can enforce under current highways legislation. However, we will continue to work with Costco to manage traffic and keep queues off the A45 wherever possible, and we will share the petitions suggestions with Costco for their consideration.</p>
18-25/26	Brookvale Avenue Roundabout - One Way System	35	Councillor C E Thomas	Determination	The request will be added to the list of requests for consideration for inclusion in a future year's Local Network Improvement Plan, subject to prioritisation and funding availability.
E27-25/26	New footpath between Pickford Green and Eastern Green	97	N/A	Determination	<p>The concerns raised regarding pedestrian safety and the desire for a direct walking route to the junior and infant schools off Hockley Lane are noted. The Council has considered this issue previously and can confirm the following:</p> <p>There are no plans to install a continuous footpath along Pickford Green Lane beyond the</p>

				<p>section already constructed up to Wayland House. This is due to significant physical constraints, including existing hedgerows, drainage ditches, and the narrow road alignment, which make provision of a footway challenging without land acquisition and environmental impact.</p> <p>Whilst this is the case; dedicated pedestrian and cycle routes are planned as part of the Eastern Green Sustainable Urban Extension development. These routes will provide safe, segregated walking and cycling connections between new housing areas and local facilities, including schools. Details of these plans are available on the Council's planning portal under application reference Eastern Green Sustainable Urban Extension.</p> <p>Noting that the timescale for the delivery of these routes is currently undefined, it is noted that a public right of way (M226 &amp; M226a) is still open and provides a walking route between Pickford Green and Eastern Green. It is acknowledged that this does not provide an ideal route for all weather conditions, however it will remain as an alternative option until the planned infrastructure is delivered.</p> <p>The Council is reviewing potential Section 106 funding opportunities to accelerate delivery of improvements in this area. As part of this review, we will assess whether improvements can be made to the public rights of way referenced above or if additional measures, such as a</p>
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					reduction in speed limits and traffic control measures can be introduced to enhance the corridor along Pickford Green Lane.
E26-25/26	Resurface Broad Lane Between Banner Lane and Astoria Drive	37	N/A	Determination	We are currently assessing all of the network to determine what roads will be treated with the 2026/27 Capital Programme. However, it is unlikely that Broad Lane will be on the programme due to the current condition, which is still good.
E17 - 25/26	Repaint dangerously faded road markings in Coventry	14	N/A	Determination	The Council's road lining programme is scheduled to commence in Spring 2026, when weather conditions are suitable for this type of work. The programme will prioritise safety-critical markings and key arterial routes. In addition, the Council's team of Highway Inspectors routinely inspects all roads across the city, including line markings, and where necessary, they raise orders for works to refresh markings to maintain safety and visibility.

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