

Cabinet Member for City Services

18 September 2024

Name of Cabinet Member:

Cabinet Member for City Services – Councillor P Hetherton

Director Approving Submission of the report:

Director of City Services & Commercial

Ward(s) affected:

Bablake, Binley & Willenhall, Cheylesmore, Foleshill, Henley, Radford, Sherbourne, St Michael's, Upper Stoke, Wainbody, 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 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: edemocracy.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 November 2024.

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

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 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

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Service:

City Services & Commercial

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Enquiries should be directed to the above person.

Contributor/approver name	Title	Service Area	Date doc sent out	Date response received or approved
Contributors:				
John Seddon	Strategic Lead Policy and Innovation	City Services and Commercial	09/09/2024	09/09/2024
David Keaney	Head of Network Management	City Services and Commercial	06/09/2024	09/09/2024
Michelle Salmon / Caroline Taylor	Governance Services Officer	Law and Governance	06/09/2024	6.9.2024

This report is published on the council's website:

<https://www.coventry.gov.uk/council-meetings>

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
e56/23	Hastings Road - Residents Parking Permit	62	Cllr Kaur	Determination	For a residents' parking request to be considered, it must have the support of at least 60% of affected households. Unfortunately, at this time, this petition does not meet that criterion. As such it is proposed to contact the petition lead and direct them to the scheme criterion online here: https://www.coventry.gov.uk/parking-2/residents-parking-schemes/4 . If the petition organisers secure the support of at least 60% of households, a new petition may be submitted no sooner than 6 months after submission of this petition (January 2025). At this time the petition would be considered and if appropriate progressed.
04/24-25	Double yellow lines – Junction of Wingrave Close and Gardenia Drive	79	Cllr Jandu	Determination	The request has been reviewed and is considered reasonable. Consequently, double yellow lines (No Waiting At Any Time) will be advertised at the junction of Wingrave Close and Gardenia Drive as part of the next available waiting restriction review. Implementation will be subject to consideration of any objections received during the subsequent statutory consultation period.

02/ 24-25	Church Street - Residents Only Parking Permits	24	Cllr A S Khan	Determination	The request meets the criteria for a residents' parking scheme. Therefore, it will be advertised as part of the next available waiting restriction review. Implementation will be subject to consideration of any objections received during the subsequent statutory consultation period.
03/ 24-25	Request for Parking Permits for residents of the odd numbered dwellings on Mile Lane	24	Cllr Bailey	Determination	The request has the support of more than 60% of households. Therefore, a parking survey will be undertaken to determine whether the request meets the parking availability criterion (less than 40% of spaces available during the daytime). If it does, the request would then be taken forward as part of the next available waiting restriction review. Implementation will be subject to consideration of any objections received during the subsequent statutory consultation period.
e59/23	London Road - Speed Limit	80	N/A	Determination	The speed limit on London Road was reduced to 30mph to improve safety and reduce collisions. These aims have been achieved and there are no proposals to revert back to the previous speed limit at the current time. The speed limit is signed in line with current regulations and the change in speed limit has been communicated to satellite navigation companies. Whilst it is acknowledged that this can take time to feed through to some vehicles overall the current speed limit is considered to have merit and is in line with the Authority's wider ambitions to improve road safety across the city.

39/23	Coat of Arms Bridge Road - Road Safety Measure	53	Cllr Blundell	Determination	Coat of Arms Bridge Road is part of an area-wide 20mph Zone. The speed limit is signed at all entry points and includes traffic calming features at regular intervals throughout the zone. To aid driver compliance of the posted speed limit and further highlight the presence of a school, '20' roundels and school warning sign road markings will be installed on both approaches to the school entrance. Due to existing physical constraints it will not be practical to widen existing footways, however the footways on Coat of Arms Bridge Road will following receipt of the petition be inspected, and any vegetation that is reducing the usable width of the footway will be removed as part of the Council's maintenance programme. It is also noted that an alternative pedestrian route also exists through the adjacent Memorial Park. This offers a car free alternative only a short distance from the road and provides a convenient 3m wide path.
05/23	St. Paul's Road - Residents Parking Scheme	63	Cllr T Khan	Determination	The request meets the criteria for a residents' parking scheme. Therefore, it will be advertised as part of the next available waiting restriction review. Implementation will be subject to consideration of any objections received during the subsequent statutory consultation period.
08/23	Potters Green School - Pedestrian Crossing	594	Cllr Ruane	Determination	A crossing survey has shown that the location does not currently meet the criteria for a formal controlled pedestrian crossing. It is noted that the petition originated at a time when the service was seeking to recruit a new School Crossing Patrol to aid children crossing the road at this location. Subsequently, efforts to recruit to this post have been successful; the incumbent having now been

					in post since September 2023 and is popular with parents and children. To aid operation of the School Crossing Patrol, in the last 2 years bollards have been installed to prevent vehicles obstructing the dropped kerb at which the crossing operates, and the existing prohibition of waiting and school keep clear markings, in place at the beginning and end of the school day, have been refreshed to aid operation of the crossing patrol. At the current time the use of a School Crossing Patrol is considered to an appropriate provision to aid children to cross the road and therefore it is not proposed to progress a formal permanent facility at the current time. Should the School Crossing Patrol cease to operate at this location at some point in the future, the site could be reassessed at that time.
05/ 24-25	Hall Lane Hospital Traffic	102	Cllr Ruane	Holding	The matters raised in the petition have been noted and dialogue is currently ongoing with the Hospital regarding site access generally, including the use of the Hall Lane. Further site surveys and investigation will now be undertaken into the issues raised to aid understanding of the scope and extent of the use to determine an appropriate way forward before being reported back a future meeting of the City Services cabinet member decision session.
e04/ 24-25	Lawrence Saunders Road - Average Speed Camera Installation	5	N/A	Determination	The request and concerns have been noted. Whilst at present Lawrence Saunders Road is not on the programme for Average Speed Enforcement (ASE), the route has been identified in the 2024/25 Local Network Improvement Programme to carry out a review and prepare costed design options to aid traffic management

					and speed compliance. Any viable measures identified would then be put forward for consideration and funding as part of the 2025/26 programme. The points raised in the petition will be considered as part of the review. In addition to this, design options are currently being undertaken on proposed changes to layout at the junctions with Crampers Field and Poole Road, both of which are intended to slow the flow of traffic and aid operation at these critical junctions. Options to install a red-light camera at the junction with Radford Road to reinforce the prohibition of the right turn into and out of Lawrence Saunders Road is also being explored with the intention of trialling its introduction in 2025. Combined these options are intended to aid the operation and speed compliance on this road and we trust will be welcomed by the local community.
e01/ 24-25	Gloucester Street Permit Zone	13	N/A	Determination	Gloucester Street, due to its size would not be considered in isolation for a residents' parking scheme. As such, to be practical, it could only come forward as part of a larger proposal covering a wider area. It is proposed to contact the petition lead to advise them of this and recommend that they consider a revised petition covering a wider area. It should be noted that for a larger scheme to be considered, at least 60% of affected households would need to be in support and have signed up to the new petition.

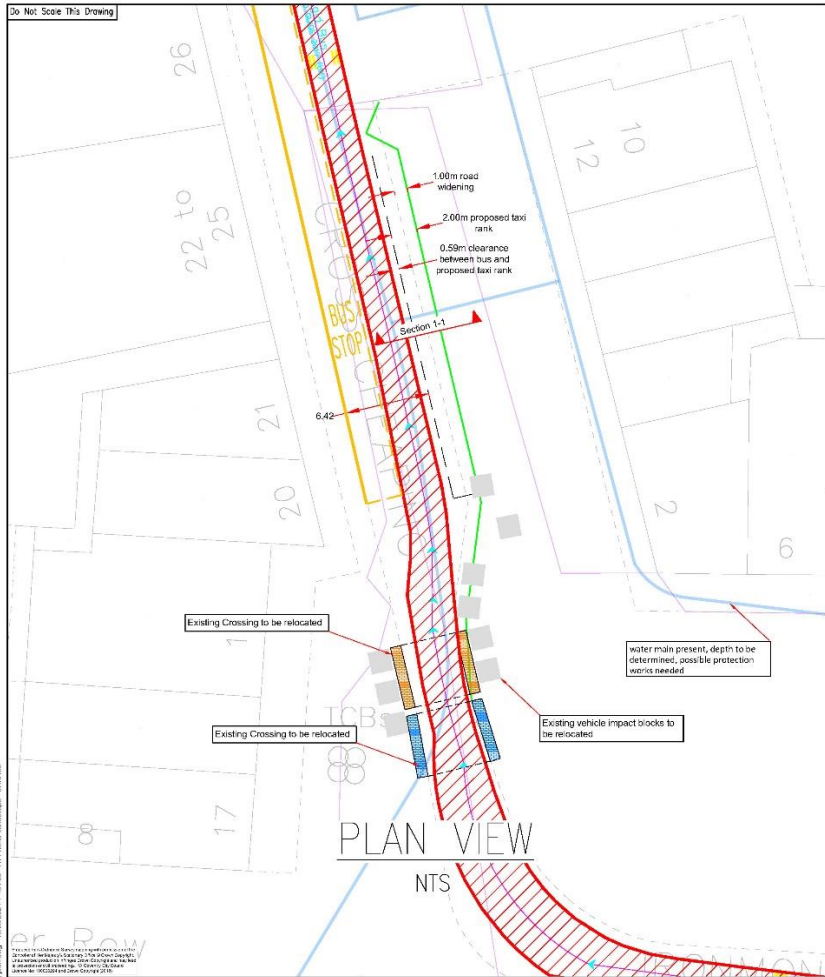
e06/ 24-25	Torrington Avenue - Resident's Only Parking Permits	61	Cllr Lewis	Determination	This request was the subject of a previous petition considered on 13 September 2023. A parking survey conducted in response to that petition showed that the section of Torrington Road highlighted did not meet the parking availability criterion (less than 40% of spaces available during the daytime). As there has been no significant change in circumstances since the survey was conducted, it is not proposed to repeat the survey at this time and the request is consequently declined.
08/ 24-25	Elizabeth Way - Residents Parking Permits	70	Cllr Ruane	Determination	The request meets the criteria for a residents' parking scheme. Therefore, it will be advertised as part of the next available waiting restriction review. Implementation will be subject to consideration of any objections received during the subsequent statutory consultation period.
34/23	The Top Rank (The Burges)	563	N/A	Determination	The request to create a new taxi rank fronting The Burges/Cross Cheaping as an alternative to the current arrangement on Palmer Lane at the junction of The Burges/Cross Cheaping is noted. Due to existing road widths, it would not be physically possible to install a rank within the current carriageway alignment due to the position of the existing adjacent bus stop clearway. Following submission of the petition, a site meeting took place in April 2024 with representatives of the Taxi Forum, at which the historic road layout was discussed, along with the risks and opportunities associated with the existing and requested location of the rank. Following this meeting a preliminary design for a revised rank on The Burges/Cross Cheaping was prepared and subsequently presented to the Taxi

					<p>Forum at their meeting in July 2024. The proposed design involved reducing the footway width outside of 2-12 The Burges/Cross Cheaping to create a new recessed taxi rank which had a length of approximately 26m and would provide ranking capacity for approximately 5 vehicles. The design is attached as Appendix 1 to this report. To facilitate this design, the pedestrian footway fronting the properties referenced above would be reduced, however existing trees would be retained. The pedestrian crossing to the southern end of the site would also need to be relocated. The preliminary design has been costed at circa £30,000. This does not include costs associated with utility asset diversion or reinforcement or changes to drainage that may be necessitated by this design. As such it is expected that the total scheme budget would be significantly more than the initial £30,000 cost estimated. Detailed utility and drainage surveys would be necessary to further refine this estimate.</p> <p>Currently the proposal is unfunded and as such not in a position to proceed. It is therefore proposed to retain the proposed design and to await funding opportunities which may enable it to come forward at a point in the future. It is also noted that works on the adjacent Palmer Lane regeneration scheme are nearing completion and that changes to parking restrictions on The Burges/Cross Cheaping are proposed as part of the ongoing City Centre Traffic Management Plan. These schemes have the potential to impact how traffic and pedestrians use this area</p>
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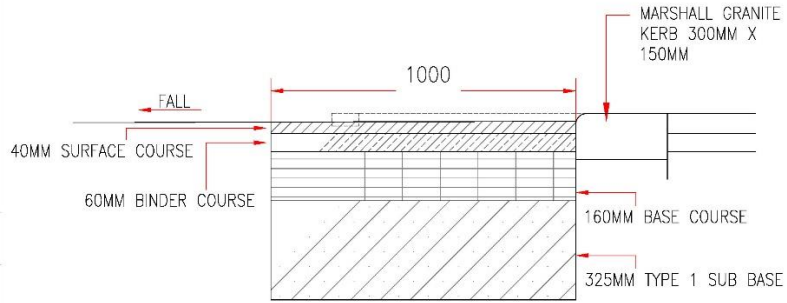
					<p>and there is clearly benefit in allowing these schemes to come into operation so that their impact can be fully understood before bringing forward further changes to this area. As such it is proposed that officers continue to engage and work positively with representatives of the Taxi Forum concerning their operations in this area, but that plans to bring forward a change in the taxi rank location are deferred until the current phase of works in this location have been completed and it can be demonstrated that both the need remains and that suitable funding is available and secured to enable delivery.</p>
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Appendix 1

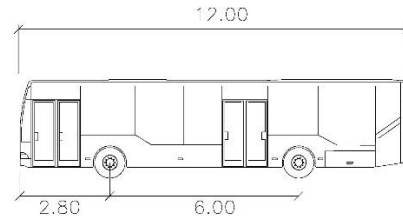
Do Not Scale This Drawing



PLAN VIEW
NTS



SECTION 1-1
NTS



Rigid Bus
meters

Width	: 2.55
Track	: 2.35
Lock to Lock Time	: 6.0
Steering Angle	: 50.6

KEY

- NEW KERB LINE
- EXISTING TACTILE PAVING
- PROPOSED TACTILE PAVING
- EXISTING VEHICLE IMPACT BLOCKS
- EXISTING STW WATER MAINS STAYS
- EXISTING CITY FIBRE STAYS

Rev.	Date	Description	Drawn	Checked	Approved

NOTES:
1. DO NOT SCALE FROM THIS DRAWING
2. All dimensions in millimetres unless stated otherwise

Project Title
Coventry City Council
Traffic Management

Drawn Title
Cross Cheaping
Proposed Taxi Rank

PLANNING, TRANSPORT AND INFRASTRUCTURE, TRAFFIC MANAGEMENT, FLOOR 10, ONE FRINGATE, COVENTRY, CV1 2JH TEL: 024 7663 4533 FAX: 024 7663 1524	
Scale of 1: 1:200	Status XXXXXXXXXX
Drawn XX/XX/XX	Checked XX/XX/XX
Drawn Number XXXX/0000	Approved XX/XX/XX