
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

Is this a key decision?

No

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.

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

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Enquiries should be directed to the above person.

Contributor/approver name	Title	Directorate	Date doc sent out	Date response received or approved
Contributors:				
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
Names of approvers for submission:				
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

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
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>

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.

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.

Noting that the timescale for the delivery of these routes is currently undefined, it is noted that a public right of way (M226 & 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.

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

					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.