

Cabinet Member for City Services

15 April 2026

Name of Cabinet Member:

Cabinet Member for City Services – Councillor P Hetherton

Director Approving Submission of the report:

Interim Director of Economic Growth

Wards affected:

Westwood, Whoberley, Woodlands

Title:

Petitions Determined by Letter and Petitions Deferred Pending Further Investigations

Is this a key decision?

No

Executive Summary:

In accordance with the 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: 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 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 and 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 April 2026.

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

5.1 Financial implications

The estimated cost of the proposed waiting restrictions and associated lining and signing detailed in Appendix A is £8,000. This will be funded from the 2026-27 Local Network Improvement Programme, which forms part of the City Region Sustainable Transport Settlement (CRSTS).

5.2 Legal implications

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

In line with the Council's procedure for dealing and responding to petitions bearing 5 or more signatories the Council is required to inform the public on how it plans to deal with the petition.

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>

The proposed waiting restrictions set out in Appendix A will enhance pedestrian safety and accessibility at the locations concerned, thereby contributing to the following One Coventry Plan delivery outcomes:

- Improving outcomes and tackling inequalities within our communities
- Improving the economic prosperity of the city and regions

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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Contributor/ approver name	Title	Service Area	Date doc sent out	Date response received or approved
Contributors:				
David Keaney	Head of Network Management	Economic Growth	23/03/2026	25/03/2026
Vivian Robert	Traffic and Road Safety Manager	Economic Growth	23/03/2026	25/03/2026
Richard Ellis	Engineer	Economic Growth	23/03/2026	25/03/2026
Asher Veness	Governance Services Officer	Law, Governance and Safer Communities	23/03/2026	25/03/2026
Names of approvers for submission:				
John Seddon	Strategic Lead – Policy and Innovation	Economic Growth	25/03/2026	25/03/2026
Sunny Heer	Lead Accountant	Finance and Resources	25/03/2026	25/03/2026
Julie Sprayson	Deputy Team Leader, Legal Services	Law, Governance and Safer Communities	25/03/2026	26/03/2026
Steve Weir	Interim Director of Economic Growth	-	26/03/2026	27/03/2026
Councillor P Hetherton	Cabinet Member for City Services	-	27/03/2026	27/03/2026

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
e30/ 25-26	Abercorn Road - Urgent Action on Parking and Speeding Issues	145	Councillor Innes	Determination	The issues highlighted have been investigated and speed surveys have been undertaken. These showed that average speeds were less than 20mph. There have been no recorded personal injury collisions on Abercorn Road in the last three years. In response to the parking issues raised, School Keep Clear markings will be advertised as part of the next waiting restriction Order in April. The Police can take action against dangerous and inconsiderate parking. They can be contacted on the non-emergency number 101. To report vehicles blocking dropped kerbs, please call the Council's Parking Enforcement Team on 024 7683 4367.
e34/ 25-26	New Zebra Crossing on Nod Rise Next to Bridge over the Brook	134	N/A	Determination	The limited visibility referred to in the petition would preclude the provision of a zebra crossing at this location. However, it will be reviewed to assess whether any other measures can be implemented to highlight the presence of the crossing point.
e31/ 25-26	Average Speed Camera Installation Criteria Change	43	N/A	Determination	The Council acknowledges petitioners' concerns regarding the roads highlighted, and the Council acknowledges that average speed enforcement has been successful at achieving safety improvements where it has been introduced within the city. However, the criteria for average

					speed enforcement are designed to ensure that it is targeted at those roads where speeding is identified as a significant causation factor in casualty collisions. Furthermore, as the criteria and best practice are set nationally and regionally and must be supported by the Police, who ultimately enforce the restrictions. This means that the Council is unable to make or support the changes requested to the criteria, but it will continue to keep potential locations for ASE introduction under review and will bring forward sites that meet the criteria in partnership with the Police.
e32-25/26	Yellow lines for Kendal Rise	34	Councillor P Akhtar	Determination	The location highlighted has been assessed and a proposal consisting of an 11m extension of the existing double yellow lines will be advertised as part of the next waiting restrictions variation order that is due to be advertised in August. Beyond the proposed double yellow lines, a marked unrestricted parking is proposed to encourage drivers to park wholly on the carriageway. The extension to the double yellow lines will be subject to the statutory legal process. This includes a 21-day period during which interested parties may object. Any objections received are then considered by the Council's Cabinet Member for City Services.