



**Information Governance Team**

Postal Address:  
Coventry City Council  
PO Box 7097  
Coventry  
CV6 9SL

[www.coventry.gov.uk](http://www.coventry.gov.uk)

E mail: [infogov@coventry.gov.uk](mailto:infogov@coventry.gov.uk)

Phone: 024 7697 5408

17 April 2025

Dear Sir/Madam

**Freedom of Information Act 2000 (FOIA)  
Request ID: FOI699929739**

Thank you for your request for information relating to Reporting serious defects in Thorough Examinations.

You have requested the following information:

**We are seeking information on the appropriate contact within your Local Authority for submitting Thorough Examination reports that identify serious defects in lifting equipment (forklifts, telehandlers, tractors, MEWPs etc.). In some cases, this responsibility falls under Environmental Health Officers, but we understand this may vary between authorities. Please could you confirm:**

**1. The department and/or role responsible for receiving reports of serious defects identified during Thorough Examinations of lifting equipment within your Local Authority.**

The Food and Safety Team and the Environmental Health Team.

**2. The preferred contact details (name, email address, phone number) for submitting such reports.**

Food and Safety Team  
Email: [ehcommercial@coventry.gov.uk](mailto:ehcommercial@coventry.gov.uk)  
Tel: 024 76 975503

**3. If responsibility is shared across multiple departments, a brief outline of how cases are handled.**

We confirm that this responsibility is not shared across multiple departments.

**4. A list of postcode districts covered by the responsible contact(s).**

Not applicable.

However, to advise and assist you, a list of areas which our service covers is available for you to access via the below link:

<https://www.coventry.gov.uk/facts-coventry/coventry-72/2>

The supply of information in response to a FOI request does not confer an automatic right to re-use the information. You can use any information supplied for the purposes of private study and non-commercial research without requiring further permission. Similarly, information supplied can also be re-used for the purposes of news reporting. An exception to this is photographs. Please contact us if you wish to use the information for any other purpose.

For information, we publish a variety of information such as: [FOI/EIR Disclosure Log](#), [Publication Scheme](#), [Facts about Coventry](#) and [Open Data](#) that you may find of useful if you are looking for information in the future.

If you are unhappy with the handling of your request, you can ask us to review our response. Requests for reviews should be submitted within 40 days of the date of receipt of our response to your original request – email: [infogov@coventry.gov.uk](mailto:infogov@coventry.gov.uk)

If you are unhappy with the outcome of our review, you can write to the Information Commissioner, who can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF or email [icocasework@ico.org.uk](mailto:icocasework@ico.org.uk).

Please remember to quote the reference number above in your response.

Yours faithfully

**Information Governance**