

**Coventry City Council**  
**Minutes of the Meeting of Cabinet Member for Policing and Equalities held at 3.30**  
**pm on Monday, 8 October 2018**

Present:

Members: Councillor A S Khan

Employees (by Directorate):

Place: S Bennett, J Newman

Apology: Councillor P Akhtar (Deputy Cabinet Member)

### **Public Business**

#### **13. Declarations of Interest**

There were no disclosable pecuniary interests.

#### **14. Minutes**

The Minutes of the meetings held on 26 July and 13 August, 2018 were agreed and signed as a true record.

Further to Minute 6/18 relating to “Report of the Cabinet Member for Policing and Equalities – Disability Equality Advisory Panel (DEAP)”, the Cabinet Member for Policing and Equalities noted that following consultation with himself and Councillor Thomas, Chair of the DEAP Advisory Panel, the title of the Advisory Panel had been changed to Disability Equality Action Partnership - Advisory Panel.

#### **15. Exclusion of Press and Public**

**RESOLVED** that approval be given to exclude the press and public under Section 100(A) 4 of the Local Government Act 1972 for the consideration of the private matter referred to in Minute 19 below relating to “The Coventry Award of Merit” on the grounds that that item involves the likely disclosure of exempt information, as defined in Paragraph 1 of Schedule 12 A of that Act as it contains information relating to individuals.

**(NOTE: The Cabinet Member for Policing and Equalities noted that the Recommendations in relation to this report would be considered in public at the Council Meeting on 16 October, 2018)**

#### **16. Monitoring Officer Protocol**

The Cabinet Member for Policing and Equalities considered a report of the Director of Finance and Corporate Services which indicated that, at its meeting on 26 July, 2018, the Ethics Committee approved a draft Monitoring Officer’s

Protocol, a copy of which was appended to the report. The Members of the Constitutional Advisory Panel had also been consulted on the contents of the Protocol.

The decision to draft a Monitoring Officer Protocol had arisen from the Ethics Committee's consideration of public interest reports issued in connection with two other Councils. The report indicated that a Monitoring Officer Protocol is beneficial as it sets out for both members and officers the roles and responsibilities of the Monitoring Officer, what resources should be available to the Monitoring Officer and how they will discharge those duties. It also sets out what is expected of Members and other officers in terms of keeping the Monitoring Officer informed to ensure the effective and efficient discharge of their roles and responsibilities. Such Protocols are considered to be good practice.

The draft Protocol had been drafted both to reflect current practices within the Council and best practice in other local authorities and sets out the statutory responsibilities of the Monitoring Officer and how those will be discharged. It is partly a statement of current practice and convention. In some respects, however, it seeks to promote greater clarity and certainty. In particular, it makes it clear that the Monitoring Officer can only fulfil their statutory functions with the assistance and co-operation of Members and Officers.

The Protocol outlines working arrangements including:-

- Access to resources
- Access to information
- The relationship between the Monitoring Officer, other statutory officers, leading members and external bodies
- Standards matters
- The Constitution

The monitoring and review of the Protocol is the responsibility of the Monitoring Officer.

**RESOLVED that the Cabinet Member for Policing and Equalities recommends that the City Council approves the draft Monitoring Officer Protocol as attached to the report submitted and agrees to its inclusion in the Constitution.**

## 17. **The Coventry Award of Merit**

The Cabinet Member for Policing and Equalities considered a public and private report of the Deputy Chief Executive (Place) which indicated that the Coventry Award of Merit was established by the City Council in the 1960s as a means of acknowledging and honouring personal behaviour reflecting the highest ideals of citizenship or outstanding performance in any field of human endeavour which enhances the good name of Coventry and affords inspiration to its citizens. The grant of the Award of Merit is made by full Council on the recommendation of Cabinet Member for Policing and Equalities, who is advised by an Advisory Panel established for the purpose. Nominations can be received from any organisation or individual and any person, company or organisation are eligible for consideration for the Award of Merit who has:-

- Rendered outstanding service to the City of Coventry in service to the local community.
- By outstanding personal effort in the field of sport, industry, government or the arts, brought particular renown to the City of Coventry.
- Made an outstanding contribution to the national life or in international affairs in any field of human activity in a manner which has brought credit upon the City of Coventry.
- By personal example of courage or devotion to duty and service to others, demonstrated the highest ideals of citizenship.

The Award has previously taken the form of a citation under the common seal together with a presentation of a gold medallion pendant from a ribbon in the City's colours. The motif on the medallion is the phoenix, symbolising the resurgence of Coventry from the flames of the Blitz.

A number of nominations have been received by the City Council for the Coventry Award of Merit from a variety of sources. The nominations were considered by the all-party Advisory Panel at its meeting on 25 September, 2018, the membership of which includes the Honorary Recorder and the Lord Mayor.

The corresponding private report detailed the advice of the Advisory Panel in relation to the proposed recipients of the Award. The Advisory Panel had also recommended that, where the Cabinet Member was minded to accept its advice that he would have to consult the proposed recipients prior to presenting proposals for approval to Council on 16 October, 2018 and therefore pending such consultation the nominations should remain confidential.

**RESOLVED that, having considered the advice from the Coventry Award of Merit Advisory Panel and having consulted with the proposed recipients, the Cabinet Member for Policing and Equalities recommends that the City Council grants the Coventry Award of Merit to:-**

**(1) Jane Frankish, Headteacher, Broad Heath Community Primary School**

**(2) Kerry Blakeman, former Chief Inspector of Police**

**(3) Roger Medwell DL, former Chairman and CEO of NP Aerospace, former Chair and current Vice Chair of Coventry Godiva Harriers and Chair of Culture Coventry**

**(4) Councillor George Duggins, Leader, Coventry City Council**

**18. Any Other Business of Urgent Public Business**

There were no other items of urgent private business.

**19. The Coventry Award of Merit**

Further to Minute 17 above, the Cabinet Member for Policing and Equalities noted a report of the Deputy Chief Executive (Place) regarding the above.

20. **Any Other Items of Urgent Public Business**

There were no other items of urgent private business

(Meeting closed at 3.45 pm)