



Cabinet Member for Policy and Leadership

Time and Date

1.00 pm on Monday, 17 March, 2025

Place

Diamond Room 6 - Council House

Public Business

1. **Apologies**

2. **Declarations of Interest**

3. **Minutes** (Pages 3 - 4)

- a) To agree the minutes from the meeting held on 5 December, 2024
- b) Matters Arising

4. **Exclusion of Press and Public**

To consider whether to exclude the press and public for the item of private business for the reasons shown in the report.

5. **Nominations for the Coventry Award of Merit** (Pages 5 - 16)

Report of the Director of Law and Governance

6. **Outstanding Issues**

There are no outstanding issues.

7. **Any other items of public business which the Cabinet Member decides to take as matters of urgency because of the special circumstances involved.**

Private Business

8. **Nominations for the Coventry Award of Merit** (Pages 17 - 28)

Report of the Director of Law and Governance

(Listing Officer: A West: e mail Adrian.west@coventry.gov.uk)

9. **Any other items of private business which the Cabinet Member decides to take as matters of urgency because of the special circumstances involved.**

Julie Newman, Director of Law and Governance, Council House, Coventry

Friday, 7 March 2025

Note: The person to contact about the agenda and documents for this meeting is Suzanne Bennett Tel: 024 7697 2299 Email: suzanne.bennett@coventry.gov.uk

Membership: Councillor G Duggins (Cabinet Member)

By invitation Councillor G Ridley (Shadow Cabinet Member)

Public Access

Any member of the public who would like to attend the meeting in person is encouraged to contact the officer below in advance of the meeting regarding arrangements for public attendance. A guide to attending public meeting can be found here: <https://www.coventry.gov.uk/publicAttendanceMeetings>

Suzanne Bennett

Tel: 024 7697 2299 Email: suzanne.bennett@coventry.gov.uk

Coventry City Council
Minutes of the Meeting of Cabinet Member for Policy and Leadership held at 1.00 pm on Thursday, 5 December 2024

Members Present: Councillor G Duggins (Cabinet Member)
 Councillor G Ridley (Shadow Cabinet Member)

Employees (by Service Area):

Customer and Business K Kanebi, L LeCras
Services

Law and Governance M Salmon, A Veness

Public Business

1. Apologies

There were no apologies.

2. Declarations of Interest

There were no declarations of interest.

3. Minutes

The Minutes of the meeting held on 20 November 2023 were agreed and signed as a true record.

There were no matters arising.

4. Complaints to the Local Government and Social Care Ombudsman 2023/24

The Cabinet Member for Policy and Leadership considered a report of the Chief Executive, that would also be considered at the meeting of Ethics Committee on 9th January 2025 and the meeting of Audit and Procurement Committee on 29th January 2025, which set out the number, trends and outcomes of complaints to the LGSCO relating to Coventry City Council in 2023/24. It focused on upheld complaints, compliance with Ombudsman's recommendations, where the Council had provided a satisfactory remedy before the complaint reached the LGSCO, and how the Authority compared to previous years and other local authorities.

Local Government and Social Care Ombudsman (LGSCO) was the final stage for complaints about Councils, all adult social care providers (including care homes and home care agencies) and some other organisations providing local public services. It was a free service that investigated complaints in a fair and independent way and provided a means of redress to individuals for injustice caused by unfair treatment or service failure.

Coventry City Council's Complaints Policy sets out how individual members of the public could complain to the Council, as well as how the Council would handle

their compliments, comments and complaints. The Council also informed individuals of their rights to contact the LGSCO if they were not happy with the Council's decision once they had exhausted the Council's complaints process.

The LGSCO issued an annual letter to the Leader and Chief Executive of every Council, summarising the number and trends of complaints dealt with relating to that Council that year. The latest letter, issued 17 July 2024, covered complaints to the LGSCO relating to Coventry City Council between April 2023 and March 2024 (2023/24).

RESOLVED that the Cabinet Member for Policy and Leadership:

- 1. Notes the Council's performance in relation to complaints to the LGSCO.**
- 2. Notes the Council's complaints process and guidance.**
- 3. Requests that the Audit and Procurement Committee review and be assured that the Council takes appropriate action in response to complaints investigated and where the Council is found to be at fault.**

5. Outstanding Issues

There were no outstanding issues.

6. Any Other Items of Public Business

There were no items of urgent public business.

(Meeting closed at 11.15 am)



Public report
Cabinet Member

A separate report is submitted in the private part of the agenda in respect of this item as it contains details of individuals required to be kept private in accordance with Schedule 12A of the Local Government Act 1972. The grounds for privacy are that it contains information relating to individuals. The Recommendations to Council on 25 March, 2025 will be in public, detailing the nominees for the Award.

Cabinet Member for Policy and Leadership 17 March, 2025

Council 25 March, 2025

Name of Cabinet Member:

Cabinet Member for Policy and Leadership – Councillor G Duggins

Director approving submission of the report:

Director of Law and Governance

Ward(s) affected:

N/A

Title:

Nominations for the Coventry Award of Merit

Is this a key decision? No

Executive summary:

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 the Cabinet Member, who is advised by an Advisory Panel established for the purpose. Nominations can be received from any organisation or individual. A number of nominations have been received by the City Council for the Coventry Award of Merit from a variety of sources. The nominations will be considered by the Advisory Panel at its meeting on 13 March, 2025, the membership of which includes the Honorary Recorder and the Lord Mayor.

The Cabinet Member for Policy and Leadership is requested to consider the nominations in light of the advice of the Coventry Award of Merit Advisory Panel. The recommendations that are submitted to the Council Meeting will be in public detailing the nominees for the Award.

Recommendations:

The Cabinet Member for Policy and Leadership is recommended to:

Consider the advice from the meeting of the Coventry Award of Merit Advisory Panel held on 13 March, 2025 and make recommendations to Council accordingly.

Council is recommended to:

Approve the recommendations of the Cabinet Member for Policy and Leadership and grant the Coventry Award of Merit to the recipients recommended by the Cabinet Member.

List of Appendices included:

The following appendices are attached to the report:

Appendix 1 – Terms of Reference for the Coventry Award of Merit

Appendix 2 – List of Recipients of the Coventry Award of Merit

Background papers:

None

Other useful documents

None

Has it or will it be considered by Scrutiny?

No

Has it or will it be considered by any other Council Committee, Advisory Panel or other body?

No

Will this report go to Council?

Yes - 25 March, 2025

Report title: Nominations for the Coventry Award of Merit

1. Context (or background)

- 1.1 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.
- 1.2 Any person, company or other organisation shall be eligible for consideration for the Coventry 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.
- 1.3 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. Appendix 1 to the report details the Terms of Reference for the Award and Appendix 2 details the list of former recipients.
- 1.4 The Advisory Panel is made up of the following members:
 - Cabinet Member for Policy and Leadership, Councillor G Duggins (Chair)
 - Cabinet Member for Strategic Finance and Resources, Councillor R Brown
 - Shadow Cabinet Member for Policing and Equalities, Councillor J Lepoidevin
 - Chair of Scrutiny Co-ordination Committee, Councillor G Lloyd
 - The Lord Mayor, ex officio, Councillor M Mutton
 - The Council's Honorary Recorder, His Honour Judge A Lockhart KC
- 1.5 The Advisory Panel will meet on 13 March, 2025 to advise the Cabinet Member for Policy and Leadership on possible recipients of the Award.
- 1.6 The Cabinet Member for Policy and Leadership will consider the advice from the Advisory Panel and make recommendations to Council for approval at the Council meeting on 25 March, 2025.
- 1.7 Where the Cabinet Member is minded to accept the Advisory Panel's advice he will consult the proposed recipients of the Award prior to presenting proposals for approval to full Council on 25 March, 2025. It is recommended that pending such consultation, the nominations should remain confidential.

2. Options considered and recommended proposal

- 2.1 The Cabinet Member is recommended to consider the advice from the meeting of the Coventry Award of Merit Advisory Panel held on 13 March, 2025 and to make recommendations to Council accordingly.

3. Results of consultation undertaken

- 3.1 The Cabinet Member will consult the Advisory Panel on 13 March, 2025 and will consider its advice in making his recommendations to Council.

4. Timetable for implementing this decision

- 4.1 The Cabinet Member for Policy and Leadership will consider recommendations from the Coventry Award of Merit Advisory Panel and will then make recommendations regarding recipients to the City Council for approval at their meeting on 25 March, 2025.
- 4.2 Following the decision of Council on 25 March, 2025, suitable arrangements will be made for an Awards Ceremony should the Council approve recipients of the Awards

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

5.1. Financial Implications

As in previous years the costs associated with the Ceremony and the Awards will be met from within the existing budget of the Lord Mayor's Hospitality Budget.

5.2. Legal Implications

There are no legal implications associated with this decision

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>

This Award gives recognition to individuals or organisations that have rendered outstanding service to the City and promote civic pride.

6.2. How is risk being managed?

There are no risks identified

6.3. What is the impact on the organisation?

These Awards enhance and promote the reputation of the Council and the City of Coventry

6.4. Equalities / EIA?

There are no implications.

6.5. Implications for (or impact on) climate change and the environment?

There are no implications.

6.6. Implications for partner organisations?

There are no implications.

Report author(s): Name Suzanne Bennett

Title Governance Services Co-ordinator

Service Area: Law and Governance

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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:				
Adrian West	Head of Governance	Law and Governance	03/03/25	03/03/25
Names of approvers for submission: (officers and members)				
Finance: Richard Shirley	Lead Accountant	Finance	03/03/25	04/03/25
Director: Julie Newman	Director of Law and Governance	Law and Governance	03/03/25	04/03/25
Members: Councillor G Duggins	Cabinet Member for Policy and Leadership	-	03/03/25	03/03/25

This report is published on the council's website: www.coventry.gov.uk/meetings

The Coventry Award of Merit Advisory Panel

Terms of Reference

1. The object of the Coventry Award of Merit shall be to publicly acknowledge and honour behaviour reflecting the highest ideals of citizenship or outstanding performance in any worthy field of human endeavour which enhances the good name of the City of Coventry and affords inspiration to its citizens.
2. Any person, company or other organisation shall be eligible for consideration for the Coventry Award of Merit who has:-
 - 2.1 Rendered outstanding service to the City of Coventry in service to the local community.
 - 2.2 By outstanding personal effort in the field of sport, industry, government or the arts, brought particular renown to the City of Coventry.
 - 2.3 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.
 - 2.4 By personal example of courage or devotion to duty and service to others, demonstrated the highest ideals of citizenship.
3. The grant of the Award of Merit shall be made by the City Council on the recommendation of Cabinet Member for Policing and Equalities, who will be advised by an Advisory Panel established for the purpose.
4. The Cabinet Member and Advisory Panel shall endeavour to maintain consistently high standards in the submission of recommendations and accordingly shall be at liberty to make such further enquiry into a nomination as they think proper, and shall be under no obligation to submit any recommendation unless they are satisfied that in doing so such standards would be maintained.
5. Any individual or organisation (including any member of the panel of Assessors) may submit a nomination for the Award of Merit. Any such nomination shall be in writing and submitted to the Deputy Chief Executive (Place), with a detailed statement of the grounds on which it is made.
6. The Award of Merit shall take such form as the City Council may from time to time determine but shall include a Citation signed by the Lord Mayor for the time being stating the grounds on which the Award has been made. Awards shall be made by the Lord Mayor at a public ceremony.

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COVENTRY AWARD OF MERIT – PREVIOUS RECIPIENTS

1966

Mr Stanley Ashby, Godiva Harriers official and former Olympic runner

Sir Donald Gibson, first Coventry Architect and Planning Officer

Professor J W Linnett FRS, Professor of Physical Chemistry at Cambridge University

Miss M R Paton MBE, Superintendent, St Faith's Shelter, Coventry City Council

Air Commodore Sir Frank Whittle KBE, Inventor of the jet engine.

1970

Mr Derrick H Robins, former President, Coventry City Football Club

Sir Basil Spence OBE, architect and designer of Coventry Cathedral

Sir William Lyons, President, Jaguar Cars-British Leyland UK Ltd

Dr H Parry Williams, former Consultant Child Specialist, Coventry Hospital Group

Mrs A L Galpine JP, former Chairman of Coventry Magistrates' and Coventry Juvenile Court

1978

Rt Revd Cuthbert Bardlsey CBE, Bishop of Coventry from 1956 to 1976

Professor Joan Browne CBE, JP – Principal, Coventry College of Education 1948 to 1975

Mr Jack Jones MBE, General Secretary, Transport and General Workers' Union

Mr Phillip Larkin CBE, Poet and Librarian of the University of Hull

Mr Walter Chinn OBE, Director of Education for Coventry from 1947 to 1969

Sir Stanley Harley DL, industrialist, Managing Director, Coventry Gauge and ~Tool Ltd

2002

Sir John Egan, Chairman of Jaguar Cars Limited

Professor Sir Brian Follett FRS, Vice-Chancellor, University of Warwick

Reverend Canon Nerissa Jones MBE, Vicar of St Chad's Church, Wood End

Reverend Canon Dr Paul Oestreicher, peace and reconciliation, Coventry Cathedral

Right Honourable Sir Philip Otton, Lord Justice of Appeal

Councillor Tom White CBE, first Director of Social Services in the UK

2011

Gary Croshaw, West Midlands Police Special Constabulary

Joe Elliott, Coventry City Football Club, sports and charity

Professor Sudhesh Kumar, University of Warwick Medical School

David Moorcroft OBE, Olympic athlete

Councillor John Mutton, International Children's Games

Les Ratcliffe, Community Relations, Jaguar Land Rover

2013

The Right Honourable Bob Ainsworth MP

Professor Madeleine Atkins DL CBE, Vice Chancellor of Coventry University

Professor Lord Kumar Bhattacharyya KB CBE, Founder of Warwick Manufacturing Group

Coventry Rape and Sexual Abuse Centre

Mr Courtenay Griffiths QC

Councillor Tim Sawdon

Dr Abdullah Shehu FRCP

2015

David Burbidge OBE DL

Councillor Ann Lucas OBE

Ms Betty McGlinchey

Mr Ratan N Tata GBE & Jaguar Land Rover

Councillor Ken Taylor OBE

The Most Reverend and Rt Hon Justin Welby, Archbishop of Canterbury

2018

Mr Kerry Blakeman

Councillor George Duggins

Mrs Jane Frankish

Mr Roger Medwell MBE DL

Mr Richard Stanton MBE GM

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