

Time and Date

11.00 am on Thursday, 25 September, 2025

Place

Diamond Rooms 1 and 2 - Council House

1. **Apologies**
2. **Declarations of Interest**
3. **Minutes** (Pages 3 - 8)
 - a) To agree the Minutes of the previous meeting held on 26 June, 2025.
 - b) Any matters arising
4. **Local Code of Corporate Governance 2025-26** (Pages 9 - 34)

Report of the Director of Law and Governance.
5. **Local Government Association (LGA) Ending Abuse in Public Life - Council Self-Assessment Tool Kit - Progress September 2025** (Pages 35 - 44)

Report of the Director of Law and Governance
6. **Six Monthly Review of Members' Gifts and Hospitality** (Pages 45 - 54)

Report of the Director of Law and Governance
7. **Six Monthly Review of Officers' Gifts and Hospitality** (Pages 55 - 66)

Report of the Director of Law and Governance
8. **Code of Conduct Update** (Pages 67 - 76)

Report of the Director of Law and Governance
9. **Ethics Committee Work Programme 2025-2026** (Pages 77 - 82)

Report of the Director of Law and Governance
10. **Any other items of public business which the Chair decides to take as matters of urgency because of the special circumstances involved**

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

Wednesday, 17 September 2025

Note: The person to contact about the agenda and documents for this meeting is Suzanne Bennett, Governance Services Email: suzanne.bennett@coventry.gov.uk

Membership: Councillors N Akhtar, L Bigham, J Gardiner, P Hetheron, S Nazir (Chair), E M Reeves (1 vacancy)

Independent Persons: S Atkinson, R Wills and P Wiseman

Substitute Member: S Gray, M Lapsa, G Lloyd, M Mutton,

Public Access

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Suzanne Bennett, Governance Services

Email: suzanne.bennett@coventry.gov.uk

Coventry City Council
Minutes of the Meeting of Ethics Committee held at 11.00 am on Thursday, 26
June 2025

Present:

Members: Councillor S Nazir (Chair)
Councillor L Bigham
Councillor J Gardiner
Councillor P Hetherton
Councillor M Mutton (Substitute for Councillor N Akhtar)
Councillor E M Reeves

Independent Members: S Atkinson
R Wills
P Wiseman

Employees (by Directorate):

Law and Governance: J Newman (Director of Law and Governance), S Bennett, G Holmes. S Manhertz

Apologies: Councillor N Ahktar

Public Business

1. Declarations of Interest

There were no disclosable pecuniary interests.

2. Minutes

The Minutes of the meeting held on 20 March, 2025 were agreed and signed as a true record subject to the following amendment to the last sentence of Minute 28/24 which states "(Minute 27 below refers)", so it now reads (Minute 27 above refers)

Further to Minute 25/24, the Committee were informed that, as requested, the Chair of the Ethics Committee had written to appropriate Members outlining the Committee's view of the importance of Members undertaking appropriate training, especially in relation to safeguarding and Members' role as Corporate Parents. In addition two training sessions had been set up for Members on safeguarding and the Committee noted that there would be further sessions provided on this if required to ensure that all Members are able to attend. (Minute 4 below also refers).

3. **Annual Report of Ethics Committee 2024-25**

The Committee considered a report of the Director of Law and Governance which set out the work of the Committee over the last Municipal Year. In particular, the report detailed:-

- The Local Code of Corporate Governance
- Code of Conduct Complaints
- Ending Abuse in Public Life - Council's Self Assessment and Toolkit
- Local Government and Social Care Ombudsman Report

The report also detailed other regular work of the Committee over the last year including receiving regular reports on ethical standards cases across the country; maintaining a watching brief on work being undertaken by the Committee on Standards in Public Life; and locally on supporting Members in dealing with challenges associated with public service, particularly in relation to intimidation and abuse.

The Committee had also received an update on Members training during 2024/25 and supported the continuing delivery of the Members Training and Development Strategy, including actions for 2025/26.

Details of the Work Programme for 2025/26 were also highlighted in the report and included:-

- Local Government and Social Care Ombudsman Annual Report
- Maintaining a watching brief on any legislative changes arising from the Committee on Standards in Public Life's report and recommendations of January 2019.

The Ethics Committee approved the Annual Report, subject to the addition of the following information prior to its submission to Council:-

- The inclusion of the names of the Independent Persons on the Committee
- Information regarding the outcomes of Code of Conduct complaints

RESOLVED that the City Council be recommended to:

1. **Note the Annual Report of the Ethics Committee for 2024/25**
2. **Consider whether there is any work within the Committee's terms of reference that Council would wish the Committee to undertake**

4. **Members Training and Development Annual Review 2024-25 - Full Year Update**

The Committee considered a report of the Director of Law and Governance which provided information about the Members Training and Development Programme for 2024-25.

The report indicated that the Council agreed the Elected Members Training and Development Strategy in March 2022. The Strategy provides a framework for Members to access a programme of training that meets their needs, as well as the needs of the organisation to deliver the ambition set out in the One Coventry Plan.

The Strategy helps to support the development of a training culture for Members. As part of this Strategy, it was agreed that there would be a core offer of training for all Members to complete during their term of office, as well as training specific to appointments to Planning and Licensing and Regulatory Committees.

The delivery of the Strategy and Action Plan is overseen by a cross-party Members Training and Development Strategy Cabinet Member Advisory Panel, which advises and makes recommendations to the Cabinet Member for Policing and Equalities, who has responsibility for Members training.

The report indicated that the Ethics Committee considered a progress report for the municipal year 2024 – 2025 at their meeting on 20 March 2025 (Minute 25/24 refers). At that meeting the Committee had requested that a letter be sent to appropriate Members outlining the Committee's view of the importance of Members undertaking appropriate training, especially in relation to safeguarding and Members' role as Corporate Parents. Dates for this training have now been set up and appropriate Members have been invited to attend.

An Appendix to the report provided more detail on delivery of the Strategy for 2025-26 as well as a full years' worth of training data from May 2024 – April 2025.

In response to questions raised at the meeting, the Committee noted that:-

- Training sessions are provided on a variety of dates and time slots to increase Members' participation in training and development and to address barriers experienced in accessing the programme.
- Work is being undertaken to provide a video for Members to make accessing the Members' website pages easier.
- Consideration will be given to the information and signposting provided by the Returning Officer to candidates for next year's election, particularly in relation to the Code of Conduct. It was noted that it would be useful to use the Members Training and Development Strategy Cabinet Member Advisory Panel for the consideration of this information and that any outcomes of that work would be reported to the Committee.

RESOLVED that the Ethics Committee:-

- 1) Notes and endorses the attached updated report covering the Members Training and Development Programme for 2024-25, including plans for 2025-26 (Appendix 1)**
- 2) Welcomes the work undertaken to increase Members' participation in training and development and to address barriers experienced in accessing the programme.**

3) Supports the continued delivery of the Members Training and Development Strategy, including actions for 2025-26

5. Code of Conduct Update

The Ethics Committee considered a report of the Director of Law and Governance which provided an update on national issues in relation to the ethical behaviour of Elected Members and the local position in Coventry regarding the Code of Conduct.

In relation to national issues and a number of recent cases following this year's local elections, the Committee reiterated their comments in relation to the importance of work to be undertaken to review the information and signposting provided by the Returning Officer to candidates for next year's election (see Minute 4 above).

The Committee also noted the position in relation to the local parish Councils and their Code of Conduct.

RESOLVED that the Ethics Committee:-

- 1. Notes the position with regard to matter concerning local authorities nationally; and**
- 2. Notes the local position relating to the operation of the Council's Code of Conduct and to delegate any actions arising from these to the Director of Law and Governance, following consultation with the Chair of Ethics Committee.**

6. Work Programme for the Ethics Committee 2025/26

The Committee considered their Work Programme for the Municipal year 2025/26.

RESOLVED that the following issues be included in the Work Programme for 2025/26:-

- 1) Local Government Association (LGA) Ending Abuse in Public Life – Council Self-Assessment Tool Kit – Progress – September, 2025**
- 2) Members Training and Development Review 2025-26 – Update – March, 2026**

7. Any Other Items of Public Business - Membership of the Committee

The Ethics Committee again raised their concerns regarding the decision of the Conservative Group not to appoint a representative to their seat on the Committee. The Committee discussed the importance of ensuring cross party representation on the Ethics Committee, which has a non-political duty to uphold the Nolan principles and the standards and ethics of the Council.

The Committee noted the historic reasons for the Conservative Group's decision and previous attempts by the Chair and Independent Persons on the Committee to encourage their participation. Notwithstanding this, the Committee felt that it was too important a matter not to once again engage with the Conservative Group on this issue. The Independent Persons on the Committee again offered their services to assist in this regard.

RESOLVED that, given the importance of the Committee's view that all political groups should be represented on the Ethics Committee, the Chair and Independent Persons be requested to again engage with the Conservative Group to achieve this aim.

NOTE: This item of business was taken as urgent public business as the Chair decided that the matter was sufficiently important so as to not wait until the next meeting on the Committee to be held on 25 September, 2025.

(Meeting closed at 11.35am)

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Public report Committee Report

Audit and Procurement Committee
Ethics Committee

22 September 2025
25 September 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:

Local Code of Corporate Governance 2025/26

Is this a key decision?

No

Executive summary:

The Local Code of Corporate Governance sets out Coventry City Council's arrangements for meeting the seven principles of good governance as defined in the CIPFA/Solace Framework 'Delivering Good Governance in Local Government'. The Framework recommends that Local Authorities develop and maintain a Local Code of governance as it provides a structure to help individual authorities with their approach to governance.

The Council adopted a Local Code of Corporate Governance in 2017. The Code has been reviewed in the light of best practice and updated to reflect the current governance arrangements in place within the Council. An up to date and robust Local Code provides clarity over an authority's governance and supports the legal requirement to undertake an annual review of effectiveness of the Council's governance arrangements and produce an Annual Governance Statement.

Recommendations:

Audit and Procurement Committee is recommended to:

- 1) Consider the Local Code of Corporate Governance 2025/26 and confirm its satisfaction that the Code accurately represents the Council's governance arrangements.

Ethics Committee is recommended to:

- 1) Consider the Local Code of Corporate Governance 2025/26.

List of Appendices included:

The following appendix is attached to the report:

Appendix - Local Code of Corporate Governance

Background papers:

None

Other useful documents:

Code of Corporate Governance Report – Audit and Procurement Committee - 3rd April 2017

Delivering Good Governance in Local Government: Framework (2016 edition)

Delivering Good Governance in Local Government: Guidance for English Local Authorities (2016 edition)

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?

No

1. Context (or background)

- 1.1. The CIPFA / Solace Framework defines governance as “the arrangements put in place to ensure that the intended outcomes for stakeholders are defined and achieved.” Coventry City Council has a range of measures in place to ensure that governance in the organisation is managed effectively and works hard to ensure that these arrangements are robust and meet best practice. This is achieved through a range of policies, plans, procedures such as the Constitution (including codes of conduct for Members and employees), the One Coventry Plan, the Medium-Term Financial Strategy and policies on whistle blowing, tackling fraud and corruption, and managing risk.
- 1.2. The attached Local Code of Corporate Governance (Appendix 1 to the report) is a refresh of the previous code with work undertaken with internal stakeholders to ensure it reflects the current position of the organisation and our One Coventry approach. The Local Code sets out the Council’s specific arrangements for putting the principles of good governance into practice. It draws on examples provided in the Framework but also reflects systems and processes which are specific to the Council.

2. Options considered and recommended proposal

- 2.1. The “Delivering Good Governance in Local Government Framework” published by CIPFA / Solace sets the standard for local authority governance. The Framework is designed to help local authorities develop an informed approach to governance, aimed at achieving the highest standards in a measured and proportionate way. The Framework recommends that Council’s adopt a Local Code of governance. By setting out specifically how the Council puts the principles of good governance into practice, there is a greater degree of clarity and transparency over the arrangements in place, which in turns supports the annual review of effectiveness and development of the Annual Governance Statement.
- 2.2. The principles of good governance as detailed in the Framework are as follows:
 - Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law
 - Ensuring openness and comprehensive stakeholder engagement
 - Defining outcomes in terms of sustainable economic, social, and environmental benefits
 - Determining the interventions necessary to optimise the achievement of the intended outcomes
 - Developing the entities capacity, including the capability of its leadership and the individuals within it
 - Managing risks and performance through robust internal control and strong public financial management
 - Implementing good practices in transparency, reporting and audit, to deliver effective accountability
- 2.3. The Council adopted a Local Code of Corporate Governance in 2017. In 2023 the Code was reviewed in the light of best practice and has this year been updated again to reflect the current governance arrangements in place within the Council and has been reviewed by the Council’s Corporate Governance Group. Consideration of the Code by the Audit and Procurement Committee supports comprehensive understanding of governance across the organisation and will assist the Committee in discharging its role in relation to the Annual Governance Statement.

3. Results of consultation undertaken

- 3.1. No consultation has been undertaken.

4. Timetable for implementing this decision

- 4.1 The Local Code of Governance reflects the Council's governance arrangements which are in place for the financial year 2025/26. The Council is required to undertake an annual review of the effectiveness of these arrangements and publish an Annual Governance Statement.

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

5.1. Financial Implications

There are no specific financial implications associated with this report. Internal control / governance has clear and direct effects on finance within the Council. Since these vary widely, it is not useful to attempt to summarise them here, beyond noting that all systems and controls are designed to help improve value for money obtained, the probity and propriety of financial administration, and / or the management of operational risks.

5.2. Legal Implications

There is no legal requirement to adopt a Local Code. However, having an up to date and robust Local Code reflects best practice and helps to demonstrate the Council's commitment to good governance. It also supports the legal requirement to undertake an annual review of the effectiveness of the Council's governance arrangements and produce an Annual Governance Statement.

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 governance framework comprises the systems and processes (i.e. the internal control environment) and culture and values, by which the authority is directed and controlled, and its activities through which it accounts to, engages with, and leads the community. It enables the authority to monitor the achievement of its strategic objectives and to consider whether those objectives have led to the delivery of appropriate, cost-effective services.

6.2. How is risk being managed?

The key risk is that the governance arrangements set out in the Local Code are not effective and / or are not complied with. This risk is managed through the requirement to undertake an annual review and produce an Annual Governance Statement. Where areas for improvement are identified, these are included in the Annual Governance Statement action plan.

6.3. What is the impact on the organisation?

None

6.4. Equalities / EIA?

None

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

None

6.6. Implications for partner organisations?

None

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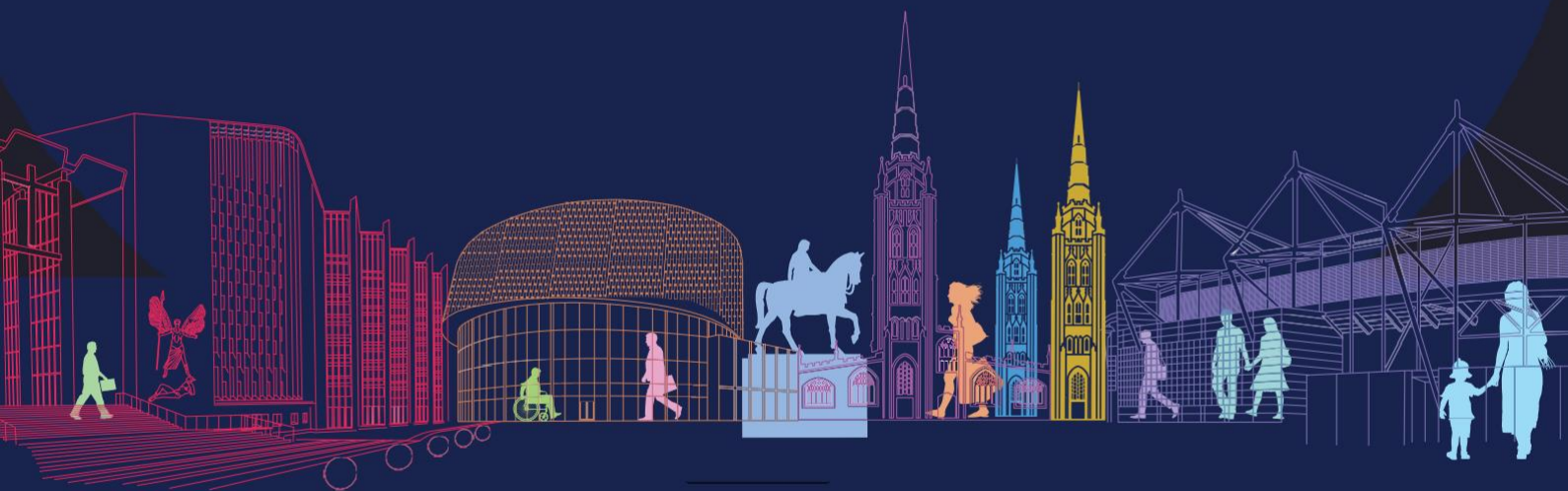
Enquiries should be directed to the above person

Contributor/approver name	Title	Service Area	Date doc sent out	Date response received or approved
Contributors:				
Suzanne Bennett	Governance Services Officer	Law and Governance		28/08/2025
Michelle Salmon	Governance Services Officer	Law and Governance		29/08/2025
Karen Tyler	Chief Internal Auditor	Finance and Resources		01/09/2025
Names of approvers for submission: (officers and members)				
Finance: Richard Shirley	Lead Accountant – Financial Management	Finance and Resources		03/09/2025
Director: Julie Newman	Director of Law and Governance	Law and Governance		28/08/2025
Councillor G Duggins	Cabinet Member for Policy and Leadership	-		05/09/2025

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

Local Code of Corporate Governance

2025/26

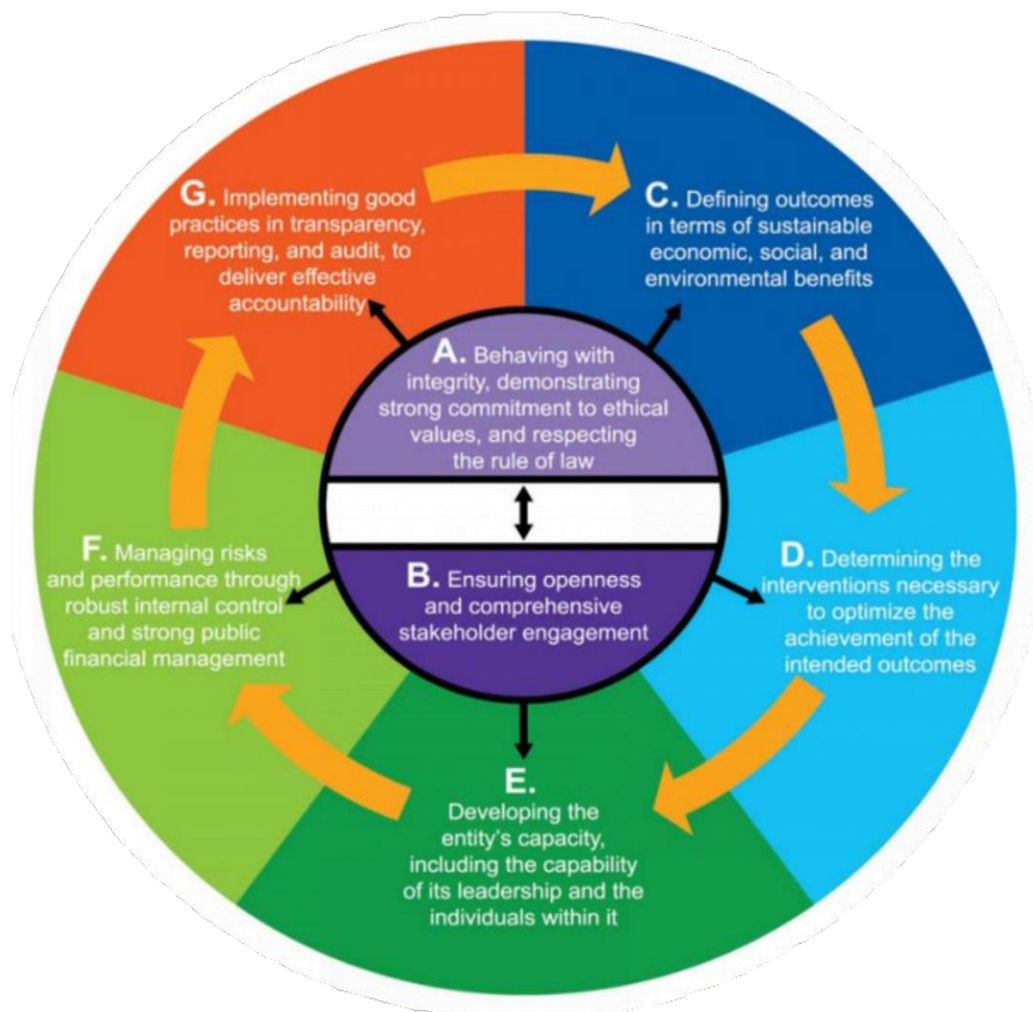


Introduction

Governance in the public sector can be described as the arrangements put in place to ensure that the intended outcomes for stakeholders are achieved while acting in the public interest at all times. In simple terms it is about:

How the Council operates to ensure it is doing the right things in the right way

Our governance arrangements are based on a series of principles*, as shown in the diagram below:



Source: CIPFA / SOLACE framework – Delivering Good Governance in Local Government (2016)

To explain this further:

Achieving the intended outcomes (doing the right thing) requires arrangements for:

- Being clear about what the Council wants to achieve for people, the environment and the economy

- Being clear about the actions needed to achieve the Council's aims
- Making sure the Council has the skills, ability and money to achieve its aims
- Making sure the Council manages risks, budgets and performance
- Making sure that the Council operates in an open, accountable and transparent way

All of the above means the Council needs to have in place ways to ensure the Council is acting in the public interest (doing it the right way). This means the Council needs to:

- Behave with integrity and demonstrate a strong commitment to ethical values and respect the rule of law
- Ensure the Council is open and engaged with our communities and stakeholders

As an example:

The Council's One Coventry Plan is how we define the outcomes we are planning to achieve (Principle C).



Our Local Code of Corporate Governance sets out our arrangements for meeting the principles, helping us to ensure that we deliver our intended outcomes and are accountable to those who live, work and visit Coventry. The law requires us to undertake an annual review to reflect on how well our governance arrangements have been operating in practice during the year and provide an opinion on this.

This is published in our Annual Governance Statement. The Statement also includes a plan of any actions we are taking to improve governance. The Council is committed to continuous improvement and we recognise that good governance is dynamic - as things change, the way in which we work needs to change as well to ensure that we can continue to do the right things in the right way.

The full Local Code of Governance for Coventry City Council is outlined in this document. The Code is reviewed every year and approved by the Audit and Procurement Committee to ensure it is up-to-date and accurately reflects how the Council operates.

Principle A:

Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law

1. Behaving with integrity

The Council has a Code of Conduct for Elected Members. The aim of the Code of Conduct is to create and maintain public confidence in the role of Elected Members, Co-opted Members and local government. It sets out general principles of behaviour expected of all Elected Members and Co-opted Members. It provides a guide to modelling the behaviour that is expected and covers standards including respect, bullying, harassment and discrimination; confidentiality and use of position as well as arrangements for declaring interests. Members receive training on the Code of Conduct.

There is a Code of Conduct in place for Employees which forms part of their terms and conditions of employment and is based on the Seven Principles of Public Life.

Our 'One Coventry Values' have been co-created with the support and input of all employees across the Council, so they are reflective of how we want to be represented both as colleagues and to our wider

communities. The One Coventry Values are "Open and Fair", "Nurture and Develop", "Engage and Empower", "Create and Innovate", "Own and Be Accountable" and "Value and Respect". Our People Plan sets out our HR ambitions for our workforce over the next three years and has our One Coventry Values at its centre.

2. Demonstrating strong commitment to ethical values

The Council has an Ethics Committee who promote and maintain high standards of conduct by Members and co-opted members. The Ethics Committee monitor the operation of the Code of Conduct for Elected and Co-opted Members, consider complaints made against Elected and Co-opted Members, and monitor the operation of the Code of Conduct for employees.

There is a register of Interests for Members which can be viewed on the website. Officers are expected to declare financial and non-financial interests to their line manager and the Council undertakes an annual declarations of interest exercise in relation to all officers Grade 9 and above.

Gifts and hospitality are declared. The Ethics Committee review Members' and Officers' declarations of gifts and hospitality every 6 months. These are published as part of the Ethics Committee papers.

A Member Officer Protocol offers guidance on some of the issues which are commonly experienced between Members and Officers when working together. Officers and Members both serve the public, but they have different roles. Officers are employees of the Council and are politically neutral.

Their role is to advise Members and implement the policies of the Council to the best of their abilities. Members are office holders and will often belong to a political party. They are obliged to exercise their own judgement in respect of matters before them, but may also legitimately pursue party political objectives. Employees are answerable to the Chief Executive, not to individual Members (whatever office they hold), but there should be good communication between senior officers and Members with special responsibility for their area of work.

3. Respecting the Rule of Law

The Council's Constitution sets out how the Council operates, how decisions are made and the procedures which are followed to ensure that these are efficient, transparent and accountable to local people. The Council has three statutory posts who are responsible for ensuring the rule of law, as set out in the Constitution is applied – The Chief Executive, Section 151 Officer and the Monitoring Officer. There is a Monitoring Officer Protocol in place.

The Council has a Whistleblowing Policy. This enables employees to report concerns about wrongdoing which are in the public interest. This policy is important as it protects the individual who raised the concerns from suffering any detriment. There is also information on the staff intranet which advises employees how they can raise concerns about work (including Whistleblowing), entitled "I have a concern".

A Group Governance Agreement is in place, which sets out the legal framework for the operation and management of Coventry Municipal Holdings Ltd and its subsidiaries. Coventry Municipal Holdings Ltd and the Council's Joint Venture companies are accountable to the Coventry Shareholder Committee, which represents the interests of the Council as shareholder.

Principle B:

Ensuring openness and comprehensive stakeholder engagement

1. Openness

Formal meetings are open to the public and information is displayed on our website. A weekly public notice is published and displayed at the Council House. Papers are published on the website five working days before a meeting and wherever possible, items are discussed in public. If items are discussed in private, a reason is given for this.

Key Decisions (those which involve financial implications of over £1m or impact substantially on two or more Wards) are published.

Decisions taken by Cabinet and Member Committees are available on the website.

2. Engaging with citizens and stakeholders

The Council is aware that better outcomes and solutions are achieved through strong engagement between organisations, residents and communities. We aim to use different ways of connecting and working with residents to collectively identify priorities and co-produce actions so that better decisions are made.

The Council recognises the importance of partnership working, creating opportunities to solve problems and the importance of inclusive community engagement.

The Council engages with residents and stakeholders in a variety of ways both digitally and non-digitally. We publish a magazine, *Your Coventry*, which is delivered to every house in the city and includes news, views and features about the work of the Council and life in Coventry. The magazine includes information about how you can get in touch with your local councillors and reports on the many events taking place in the city.

The Let's Talk Coventry website is an online engagement platform designed for residents to engage with the Council. You can use it to take part in consultations, share ideas and join in with discussions. We also use the site to keep residents and stakeholders up to date with how your feedback has led to action from the council. All consultations and engagement opportunities are available in hard copies at our libraries. Posters are also displayed giving people a phone number to call to request information in different languages or different formats. Opportunities are also promoted through the many newsletters that are sent out from the Council as well as partner newsletters.

In the case of large-scale projects, leaflets/ “Street News” are produced and delivered to business and residential properties within a geographical location of proposed new developments/transport schemes. One-off public meetings/drop-in sessions are also held.

Peer engagement is recommended working alongside Community Leaders in geographical or special interest groups to encourage involvement. The Council has a network of Community Messengers who share information with community and resident groups, as well as a Faith Compact. This is a joint commitment between faith communities and Coventry City Council to a set of principles that guide engagement, aiming to improve collaborative partnerships, and to promote open, practical working at all levels.

In addition, the Council engages with businesses within the City of Coventry to understand the barriers to entry in tendering for contract opportunities and how these barriers can be addressed through the Council’s Contract Procedure Rules.

Principle C:

Defining outcomes in terms of sustainable economic, social and environmental benefits

1. Defining outcomes

The Council defines its outcomes in the One Coventry Plan – this is our strategic, corporate plan. The One Coventry Plan is focused on the needs and aspirations of our communities. It also contains the One Coventry Performance Framework, which contains the targets we will be working to deliver. Members and senior officers regularly monitor how well the Council is delivering work towards meeting the targets. The Cabinet receives a report reviewing progress biannually toward targets, and an annual performance report reporting progress against performance indicators is published and discussed publicly.

2. Sustainable economic, social and environmental benefits

The One Coventry Plan focuses on economic, social and environmental benefits. The Plan is underpinned by a number of strategies which help us to deliver the plan. This includes the Medium Term Financial Strategy, which helps us to plan our spending over a three-year period, the Climate Change and Sustainability Strategy and the Health and Wellbeing Strategy.

Every decision-making report contains information on how the decision will impact people and the environment. For significant policy changes, full Equality Impact Assessments are undertaken.

The Council has a Social Value and Sustainability Policy. This means that we look at maximising the wider benefit for our city through meeting our needs when we purchase goods, services or works in a way that achieves value for money for the life of the contract. This means that whilst the cost of the contract is important, we also look at what else can be gained, for example, apprenticeship opportunities or environmentally friendly working practices.

The Council has a Supplier Code of Conduct which aims to build trusting and open relationships between the Council and Suppliers to drive improved performance throughout the Council's supply chains. The Code sets out the behaviours that the Council and its Suppliers would expect of each other.

Principle D:

Determining the interventions necessary to optimize the achievement of the intended outcomes

1. Identifying the right course of action

Decision-making reports contain information on the options considered, which includes outlining the impact of doing nothing. Financial and legal implications are explained, and the reports contain information on how the work contributes to the One Coventry Plan as well as how risks are managed. The report also includes information on the impact on equalities, including the identification of any groups that the decision may have an impact on (including a positive impact) and how any potential adverse impacts on groups will be mitigated. The implications of decisions on climate change, the environment and partners are also outlined in decision-making reports.

The Joint Strategic Needs Assessment (JSNA) brings together evidence about the health and well-being of Coventry residents to help inform the right course of action. This information is used by the Council and health partners to enable us to work together to improve the health and well-being of Coventry residents.

There are Procurement Boards and Panels that use the information provided to make informed decisions when we purchase goods and services. This includes considering the Social Value and Sustainability Policy when procuring goods, services or works.

2. Planning action

The Council has a One Coventry Plan Performance Management Framework, which helps us ensure we achieve what we aim to do. It does so by setting out how we plan and organise our resources to achieve the things we want to do – our vision and priorities, as set out in the One Coventry Plan. By aligning our resources, actions and activities to the Council's vision, priorities and desired outcomes, it helps us measure how public money is turned into results. The One Coventry performance monitoring tool identifies areas of focus to ensure resource is appropriately targeted against need.

3. Maximising outcomes

The Medium-Term Financial Strategy (MTFS) sets out how we plan to manage our finances for the next three years and how we can closely align resources to the priorities set in the One

Coventry Plan. This Strategy is refreshed annually and considered by Scrutiny, Cabinet and Council.

Principle E:

Developing the Council's capacity including the capability of its leadership and the individuals within it

1. Developing capacity

Our People Plan outlines what we as a Council and a responsible employer are going to do to deliver the workforce vision and objectives, particularly around organisational design, development and leadership. The People Plan details how we intend to improve capacity, capability and processes to deliver the Council's priorities.

The Council recognises the importance of partnerships in developing capacity in our city. The One Coventry Partnership aims to facilitate and grow cross-organisational working with partner organisations such as the Universities, West Midlands Police and voluntary and community sector partners. The Partnership is chaired by the Director of Care, Health and Housing to improve outcomes through more joined-up and relevant local services.

We are also part of the Coventry and Warwickshire Anchor Alliance, working collaboratively with other organisations to make the biggest positive impact on the lives of local people. Anchor institutions are large organisations based in the city that have a significant stake in the area – this includes NHS Organisations, universities and large employers.

2. Developing strong leaders

The Council has a Members Training and Development Strategy which is designed to ensure our Members are properly supported to help them meet the demands of the role. Members need the skills and knowledge to be able to deliver Coventry's ambitions. A well-trained and informed cohort of Members is key to the success of the One Coventry Plan.

The strategy provides the framework for Members to access a programme of training that meets their needs, as well as the needs of the organisation to deliver the ambition set out in the One Coventry Plan. The strategy will help to continue to support the development of a training culture for Members. Delivery of the strategy is overseen by a Cabinet Member Advisory Panel, which has cross-party representation and makes recommendations to the Cabinet Member responsible for Member training.

The Council has a Corporate Learning and Development offer in place which is centered around embedding diversity, equity and

inclusion and also includes a strand on leadership and management development. Strengthening the leadership and management capability of our workforce will enable us to address some of the challenges we face as an organisation and will put us in a better position to deliver our 'One Coventry' priorities through our One Coventry Plan.

Principle F:

Managing risks and performance through robust internal control and strong public financial management

1. Managing risk

The Risk Management Policy sets out the mechanisms for the identification and management of risks in the Council. This includes requirements for both service and directorate registers to be maintained and when a risk should be reported to the Leadership Team, so that they can consider if it should be included in the Corporate Risk Register. The Corporate Risk Register contains those risks which threaten the achievement of One Coventry priorities, and it is kept under review by the Leadership Team and the Audit and Procurement Committee. In addition, risk registers are maintained for significant projects the Council is working on, and all decision-making reports must explain how risks will be managed.

2. Managing performance

Performance against the One Coventry Performance Management Framework is reported to Scrutiny, Cabinet and Council.

The Council has six scrutiny boards which are responsible for keeping a check on decisions and how they are made. They help to provide transparency and enable decisions and policy to be challenged. Scrutiny plays a part in developing Council policy, reviewing Council Services, and making sure the Council is acting effectively and efficiently. Scrutiny meetings are open to the public and welcome suggestions and comments from the public on items to scrutinise.

Performance management takes place across the organisation. There are a number of Officer groups at which performance is discussed in different levels of details. This includes the Leadership Board.

There is an effective appraisal framework in place for our employees who have an appraisal which considers their performance, targets and development needs every year. As part of the appraisal process, all senior leaders are set a diversity and inclusion objective which is monitored and reviewed on an annual basis.

Performance management of the Council's subsidiaries is undertaken by Coventry Municipal Holdings Ltd who are accountable to a Shareholder Committee.

3. Robust internal control

Officers are responsible for implementing appropriate systems of internal control to manage risks within their services. The Council's Internal Audit Service is responsible for providing independent assurance that internal control processes are operating effectively and advising on actions to improve systems and processes where necessary.

The Internal Audit Charter defines the purpose, authority, responsibility and position of Internal Audit within the Council.

The Council has a Fraud and Corruption Strategy which sets out the Council's arrangements for responding to the risk of fraud and corruption.

The Council has an Audit and Procurement Committee who ensure there is sufficient assurance over governance, risk and internal control and oversees the work of Internal Audit.

4. Managing data

The Council's information governance framework ensures that personal information is held and processed confidentially and securely while ensuring compliance with the relevant statutory and regulatory requirements. Key roles have been identified to ensure appropriate oversight and accountability.

A corporate information risk register has been developed for regular review by the Information Management Strategy Group, which is chaired by the Senior Information Risk Officer.

Guidelines and training are in place to support the safe collection, storage and use of data and a reporting system is in place to identify data incidents, which are investigated and used to identify lessons learned. Information about incidents and near misses are reported annually to the Audit and Procurement Committee.

5. Strong financial management

The Council's Medium Term Financial Strategy sets out the financial planning foundations that support the setting of the Council's revenue and capital budgets and the Constitution sets out the budget and policy framework procedure rules, financial procedure rules, and rules for contracts.

Budgetary control arrangements are in place including defined responsibilities of budget holders and budget managers.

Quarterly financial monitoring reports are presented to Cabinet and Audit and Procurement Committee, along with out-turn reports.

An annual assessment is undertaken of both the Council's compliance with the CIPFA Financial Management Code, which provides guidance for effective and sustainable financial management in local authorities and the role of the S151 Officer (Director of Finance and Resources) against the CIPFA Statement of the Role of the Chief Financial Officer in Local Government.

Principle G: Implementing good practices in transparency, reporting, and audit to deliver effective accountability

1. Implementing good practice in transparency

The Council is working towards compliance with the Local Government Transparency Code, which sets out which information we should be publishing and the timeframe for doing so.

Our report templates are standardised and designed to make sure that it is clear why a decision has been taken and that the appropriate information is provided to explain the decision. The reports and minutes of meetings are published and meetings are open to the public.

2.

2. Implementing good practices in reporting

We report on our performance annually through the One Coventry Performance Report and review every six months with stakeholders to provide assurance of collective progress against targets and identify areas requiring focus. This is available on our website.

We compile our Statement of Accounts on an annual basis. The Statement of Accounts gives residents and other interested parties clear information about the Council's finances and operational and financial performance.

The statement summarises the cost of services provided by us in the year, how services were paid for and our assets and liabilities at the year end. The Statement of Accounts is available on our website. The Council's External Auditors assess the Council's arrangements for providing value for money as part of their audit on the Statement of Accounts.

The Coventry Municipal Holdings Ltd Board provides the Shareholder Committee and Scrutiny Co-ordination Committee with a summary of the activities and financial performance of Coventry Municipal Holdings Ltd Group over the preceding year.

3. Assurance and effective accountability

The Council is subject to a number of external reviews and inspections including OFSTED and CQC, as well as external audit. The outcomes of these inspections and reviews are published. Governance and oversight of these reviews and inspections are undertaken through the local authority.

Services participate in peer reviews which are designed to support the council's performance by identifying its areas of strength and areas for development. Learning from a Local Government Association (LGA) Peer Challenge carried out in January 2024 has been used to develop an action plan for the organisation in response to recommendations for continued improvement. The LGA peer challenge team also revisited the Council in November 2024 to look at progress made against these action plans and to seek assurance that improvements continue to be made.

Improvement plans are developed and monitored to implement recommendations from reviews and inspections, and this is overseen by Cabinet Members in their regular briefings with Directors and by the Leadership Board.

The Council has an Audit and Procurement Committee that ensures that there is sufficient assurance over governance, risk and control within the Council. They also monitor the implementation of internal audit and external audit recommendations.

The Council produces an Annual Governance Statement, which provides accountability to stakeholders on how well it has delivered on governance over the course of the previous year.

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Public report Ethics Committee

Ethics Committee
2025

25 September

Name of Cabinet Member:
N/A - Ethics Committee

Director Approving Submission of the report:
Director of Law and Governance

Ward(s) affected:
None

Title: Local Government Association (LGA) Ending Abuse in Public Life – Council Self-Assessment Tool Kit – Progress September 2025

Is this a key decision?
No

Executive Summary:

The Ethics Committee has been monitoring the work of the Local Government Association (LGA) programme around Civility in Public Life and Digital Citizenship. This work is in response to the increasing concern about intimidation and toxicity of debate and the impact this has been having on democratic processes. Reports were previously considered by the Committee on 30 March 2023 and 28 September 2023.

In May 2024, the LGA designed a self-assessment tool kit designed to aid local Councils in tackling and mitigating the impact and risks of abuse and intimidation that Members (Councillors) may encounter as part of their role, supporting them to be safe. The initial self-assessment was considered by Ethics Committee at their meeting on 26th September 2024 and a further progress report on 20th March 2025.

This work remains part of the Committee's Work Programme, and this report provides an update on the self-assessment and action plan.

Recommendations:

The Ethics Committee are recommended to:

- 1) Note the work undertaken by the Local Government Association (LGA) on their Debate Not Hate campaign, including the self-assessment tool.
- 2) Note the progress on the Action Plan at Appendix 1.
- 3) Request that the Finance and Corporate Services Scrutiny Board establish a task and finish group to provide a Member-led approach to developing the Council's approach to dealing with abuse and intimidation experienced by Elected Members.
- 4) Support the continued work to improve the support offered to Members to mitigate the impact and risk of abuse and intimidation.

List of Appendices included:

Appendix 1 - LGA Self-Assessment Action Plan

Other useful background papers can be found at the following web addresses:

- Local Government Association's publication: Debate Not Hate: Ending abuse in public life for councillors, 3 July 2023:
<https://www.local.gov.uk/publications/debate-not-hate-ending-abuse-public-life-councillors>
- Local Government Association's publication Ending abuse in public life council self-assessment toolkit, 30 May 2024:
[Ending abuse in public life council self-assessment toolkit | Local Government Association](#)

Has it been or will it be considered by Scrutiny?

No – however, the Finance and Corporate Services Scrutiny Board at their meeting on 10th September, 2025 agreed in principal to establish the task and finish group.

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: Local Government Association (LGA) Ending Abuse in Public Life – Council Self-Assessment Tool Kit – progress

1 Context (or background)

- 1.1 The Ethics Committee has requested that Civility in Public Life and Digital Citizenship remains part of the Committee's work programme.

2 Work of the LGA

- 2.1 In July 2023 the LGA issued a publication called "Debate Not Hate: Ending abuse in public life for councillors" which outlines how Councils can better support their Members to prevent and handle abuse. [Debate Not Hate: Ending abuse in public life for councillors | Local Government Association](#) External consultants worked with Councils and relevant partners to inform the report, which includes principles for Councils to consider, top tips and good practice case studies. The key findings of this report were reported to Ethics Committee on 28th September 2023.

3 Ending Abuse in Public Life Council Self-Assessment Tool Kit

- 3.1 Further to the Debate Not Hate report, a self-assessment toolkit has been developed by the LGA to support the work within Councils to address abuse of Members. The toolkit acknowledges the distinct roles and responsibilities held by Members, Councils and police in addressing instances of abuse and intimidation. It is crucial to acknowledge and understand the diverse spheres of influence within which each entity operates and that there are limitations in their ability to address certain issues alone. By understanding their unique sphere of influence and collaborating with other stakeholders, Councils can work towards meaningful solutions for many of these challenges. As such, this toolkit is designed to be realistic and flexible in its implementation.
- 3.2 The toolkit was developed by a specialist abuse and harm reduction consultancy organisation who worked closely with the LGA, a sounding group of Council officers and consulted with several national police colleagues.
- 3.3 The toolkit is structured around the five principles outlined in the "Debate Not Hate: Ending abuse in public life for councillors" report, offering a practical approach to implementing these principles.
- 3.4 The five principles are as follows:
 1. Creating supportive and informed spaces
 2. Creating a risk-led approach
 3. Creating an infrastructure
 4. Creating new connections
 5. Creating a culture of safety and respect
- 3.5 An initial assessment of the tool kit has been completed and a summary of which, and subsequent forward plan for Coventry was reported to Ethic Committee in September 2024. An Action Plan with progress can be found at Appendix 1.

4 Progress Since March 2025

- 4.1 Progress on this work to date has included information provided on the Members intranet webpages in a section called “Well-being and your safety”, which signposts Members to where advice and support can be found. These webpages provide links to all of the LGA materials from the Debate Not Hate campaign, as well as support offered through the Council’s Occupational Health Service.
- 4.2 These webpages also provide a link to the “Personal safety guidance for elected Members” document, as well as how to deal with online abuse and how to report harassment and intimidation.
- 4.3 Other actions already in progress are linking with the police on Operation Ford to identify a single point of contact, and a programme of personal safety workshops which have been delivered by the police for Members.
- 4.4 Work is in progress to identify a baseline for Members risk-assessments when undertaking surgeries or home visits.
- 4.5 In addition to this a number of personal safety and awareness raising training sessions have been arranged for Members this municipal year, including one specifically on safety whilst election campaigning, and sessions delivered by the LGA on online abuse and harassment. Thirty-one Members have accessed these safety training sessions.
- 4.6 To further progress this work, the next step should be to provide a member-led approach to delivering the actions and outcomes identified in the self-assessment. One way to do this is to establish a scrutiny task and finish group. The Finance and Corporate Services Scrutiny Board (1) have agreed in principle to establish a task and finish group.
- 4.7 The Constitution allows for sub-groups groups, (known as task and finish groups) under Part 2D – Functions of Scrutiny, paragraph 10.

“Sub-Groups

10.1 Scrutiny Boards may choose to create a Sub-Group to investigate or review a particular topic. Those sub-groups need not reflect the political composition of the Council. Any Councillor, except a member of the Cabinet, may be invited by Scrutiny Board to be a member of a Sub-Group appointed by that Scrutiny Board, whether or not she/he is a member of that Scrutiny Board. In addition, a Sub-Group may appoint non-voting co-optees.”

- 4.8 Although Cabinet Members are not able to be part of a task and finish group, they are able to provide evidence as a witness, if appropriate.

5 Options considered and recommended proposal

- 5.1 Option 1: Do nothing
- 5.2 If the Council did not undertake the self-assessment process, there would be no understanding of the effectiveness of the work being done under the Debate Not Hate campaign and potentially put Members at risk from the effects of abuse and intimidation in public life. This is not recommended.
- 5.3 Option 2: Use the opportunity offered by the Ending Abuse in Public Life Council Self-assessment Tool to identify ways the Council can tackle and mitigate the

impact and risks of abuse and intimidation Members may encounter as part of their role and support them to be safe. The next step is to garner information from Members on their experiences of abuse in public life, as well as thoughts on the current offer of support. This is the recommended option.

5.4 The Ethics Committee are recommended to:

- 1) Note the work undertaken by the Local Government Association (LGA) on their Debate Not Hate campaign, including the self-assessment tool.
- 2) Note the progress on the Action Plan at Appendix 1.
- 3) Request that the Finance and Corporate Services Scrutiny Board established a task and finish group to provide a Member-led approach to developing the Council's approach to dealing with abuse and intimidation experienced by Elected Members.
- 4) Support the continued work to improve the support offered to Members to mitigate the impact and risk of abuse and intimidation.

6 Results of consultation undertaken

- 6.1 There has been no consultation however the proposals will require consultation with Members.

7 Timetable for implementing this decision

- 7.1 Any actions arising from this report will be implemented as soon as possible.

8 Comments from Director of Finance and Resources and Director of Law and Governance

8.1 Financial implications

There are no specific financial implications arising from the recommendations within this report.

8.2 Legal implications

There are no specific legal implications arising from this report. The issues referred to in this report will assist the Council in complying with its obligations under section 27 of the Localism Act 2011.

9 Other implications

None

9.1 How will this contribute to the Council Plan? (www.coventry.gov.uk/councilplan)

Not applicable.

9.2 How is risk being managed?

There is no direct risk to the organisation as a result of the contents of this report.

9.3 What is the impact on the organisation?

No direct impact at this stage.

9.4 Equalities / EIA

There are no public sector equality duties which are of relevance at this stage. Equalities data will be collected as part of the questionnaire to identify any differential impact for those with protected characteristics.

9.5 Implications for (or impact on) climate change and the environment

None

9.6 Implications for partner organisations?

None at this stage.

Report author: Gennie Holmes

Name and job title:

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Enquiries should be directed to the above person.

Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
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Suzanne Bennett	Governance Services Officer	Law and Governance	27/8/25	28/8/25
Susanna Chilton	Director of People Services	People Services	8/9/25	9/9/25
Names of approvers for submission: (officers and members)				
Julie Newman	Director of Law	Law and Governance	8/9/25	12/9/25
Richard Shirley	Lead Accountant	Finance	8/9/25	8/9/25
Councillor S Nazir	Chair of Ethics Committee		9/9/25	10/9/25

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Action Plan September 2025

Action	Timescale	Progress/Timescales	Lead	Status
1) Potential 1-1 opportunities and safe spaces for Members, including the stress risk assessment	Review in 2026-27 municipal year	Discussion has taken place regarding other “safe spaces” being provided for staff. Early in the pilot phases – consider the outcome of the pilot before progressing further.	GH	Early progress – deferred
2) Promote rather than signpost to services such as Occupational Health or the Employee Assistance Programme	To be available for all Members elected in May 2026	This will be the last part of the process, once all information and support is appropriate and available to Members.	GH	
3) Provide training to support staff to identify signs (Mental Health 1st Aid)	May 2026	Identify volunteers to complete the training	GH/AW/JW	Early progress
4) Use the self-assessment as a benchmarking and evaluation tool and support ways for Members to feedback	May 2025	On going monitoring of progress by Ethics committee	Ethics	On going
		Creation of questionnaire for Members on personal safety issues – establishing a baseline on what is currently offered.	GH	In progress
5) Develop a risk assessment tool for Members	May 2026	Assessment of existing risk assessment tools and appropriateness to adapt for Members	GH	In progress
		Assess current risk assessment processes for Members – assess responses	GH	In progress
		Liaise with Health and Safety colleagues for information and advice	GH	In progress
6) Access to PVP		The PVP process is being reviewed. Members will be included as part of the reviewed process.	JN	In progress
7) Involvement of partners and colleagues in the existing process	May 2026	Close work with the Police named officers though Operation Ford – delivery of three personal safety sessions for Members (19 attendees)	GH/JN	Complete
		Additional mop-up sessions offered (1 attendee)	GH	Complete
		Sessions for Candidates May 26	LR/GH	
		Information about Operation Ford and weblinks for further information included	GH	Complete

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8) Establish a protocol with the link police officer for Operation Ford for reporting issues related to abuse	May 2025	Regional liaison with Operation Ford named officers and Monitoring Officers re: Single Point of Contact	JN	In progress
9) Identify a methodology for evaluation of the action plan	2026-27 municipal year		GH	



Public Report Ethics Committee

Ethics Committee

25 September 2025

Name of Cabinet Member:

N/A - Ethics Committee

Director Approving Submission of the report:

Director of Law and Governance

Ward(s) affected:

None

Title: Six Monthly Review of Members' Gifts and Hospitality

Is this a key decision?

No

Executive Summary

This report sets out details of declarations of gifts and hospitality made by Members for the period 1 January to 30 June 2025. The Committee reviewed the gifts and hospitality register entries received from 1 July 2024 to 31 December 2024 at its meeting on 20 March 2025. The Committee is asked to consider the most recent declarations.

Recommendations: -

The Ethics Committee is recommended to consider the gifts and hospitality register entries received from 1 January to 30 June 2025 and to make any recommendations that it considers appropriate.

List of Appendices included:

Appendix 1: General Declarations of gifts and hospitality received between 1 January to 30 June 2025

Other useful background papers:

None

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: Six Monthly Review of Members' Gifts and Hospitality

1. Context (or background)

- 1.1 The Ethics Committee has, as part of its Work Programme, decided to review on a regular basis the declarations of gifts and hospitality made by Members. Appendix 1 contains copies of all declarations received from Members from 1 January 2025 to 30 June 2025.

2. Options considered and recommended proposal

- 2.1 The declarations received between 1 January 2025 to 30 June 2025 are at Appendix 1 of this report. There was 1 form received from 1 elected Member.
- 2.2 There have been no requests by members of the public to view the register during this time
- 2.3 The Committee is recommended to consider the declarations made in the first six months of 2025 and to make any recommendations that it considers appropriate.

3. Results of consultation undertaken

- 3.1 None.

4. Timetable for implementing this decision

Any recommendations of the Committee will be implemented within an appropriate time frame.

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

5.1 Financial implications

There are no specific financial implications arising from the recommendations within this report.

5.2 Legal implications

Members are required to declare Gifts and Hospitality under section 4 of the Code Conduct for Elected Members at Part 4 of the Council's Constitution. Whilst there is currently no statutory requirement for members to declare in this way, maintaining a process and register aids transparency and assists the Council in promoting and maintaining a process and register aids transparency and assists the Council in promoting and maintaining high standards of ethical behaviour as is required under section 27 of the Localism Act 2011.

6. Other implications

None

6.1 How will this contribute to achievement of the One Coventry Plan?

Not applicable

6.2 How is risk being managed?

There is no direct risk to the organisation as a result of the contents of this report, but a failure to implement and maintain a system of Declarations of Gifts and Hospitality can impact on the organisation's ethical behaviour and transparency.

6.3 What is the impact on the organisation?

The routine declaration of gifts and hospitality received should assist in protecting Elected Members from unfounded allegations of bias and facilitate good and clear transparent decision making.

6.4 Equalities / EIA

There are no public sector equality duties which are of relevance at this stage.

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

None

6.6 Implications for partner organisations?

None at this stage

Report author(s):**Name and job title:** Shanita Manhertz, Trainee Solicitor**Directorate:** Law and Governance**Tel and email contact:** 024 7697 2350; Shanita.Manhertz@coventry.gov.uk

Enquiries should be directed to the above person.

Contributor/approver name	Title	Service Area	Date doc sent out	Date response received or approved
Contributors:				
Suzanne Bennett	Governance Services Officer	Law and Governance	02/09/2025	02/09/2025
Names of approvers for submission: (officers and members)				
Finance: Richard Shirley	Lead Accountant	Finance	02/09/2025	02/09/2025
Legal: Julie Newman	Director of Law and Governance	Law and Governance	02/09/2025	15/09/2025
Councillor S Nazir	Chair of Ethics Committee		08/09/2025	16/09/25

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Declaration of Gifts and Hospitality under Members' Code of Conduct

Name of Elected Member	Cllr Gary Ridley
Position held e.g. cabinet member, shadow cabinet member, elected member etc.	Leader of the Conservative Group (Leader of the Opposition).
Date on which gift or hospitality was offered and received or accepted	02.05.25
Person or organisation offering or providing the gift or hospitality and link to the Council if appropriate	Coventry City Football Club
Full details of what was received	1 x ticket to Coventry vs Middlesborough Football Match on Saturday 3 rd May 2025
Actual cost or estimated cost e.g. face value of tickets, price of set menu at venue etc.	Attendance in the VIP Lounge is invitation only, but cost is estimated in excess of £250.00
Justification for accepting the gift or hospitality	To represent the city at a key local sporting event and build links with other key regional stakeholders.

Declaration of Gifts and Hospitality under Members' Code of Conduct

<p>Please outline the benefit to the City or City Council in acceptance of the gift or hospitality</p>	<p>To represent the city at a key local sporting event and build links with other key regional stakeholders.</p>
<p>Signature of member:</p> <p>Date:</p>	<div data-bbox="671 808 1058 902" style="background-color: black; width: 242px; height: 42px;"></div> <p>07.05.25</p>

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Public Report Ethics Committee

Ethics Committee

25 September 2025

Name of Cabinet Member:

N/A - Ethics Committee

Director Approving Submission of the report:

Director of Law and Governance

Ward(s) affected:

None

Title: Six Monthly Review of Officers' Gifts and Hospitality

Is this a key decision?

No

Executive Summary

In its Work Programme, the Committee has decided to review entries in the Registers of Officers' Gifts and Hospitality every six months.

Recommendations: -

The Ethics Committee is recommended to consider the entries of gifts and hospitality received by Officers from 1 January 2025 to 30 June 2025 and to make any recommendations that it considers appropriate.

List of Appendices included:

- Appendix 1: Table of Gifts and Hospitality received by Officers 1 January to 30 June 2025

Other useful background papers:

None

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: Six Monthly Review of Officers' Gifts and Hospitality

1. Context (or background)

1.1 The Committee's Work Programme includes an item for this meeting to review entries on the registers of officers' gifts and hospitality every six months.

1.2 The Code of Conduct for Employees sets out the requirements for employees when being offered or accepting gifts and hospitality, The basic rules are:

(a) Gifts

- Personal gifts should never be accepted unless they are modest and are of token value (less than £50). The manager's permission must be obtained.
- Items such as coffee mugs, diaries, calendars, pens or other promotional materials can be retained if they are in use in the office and can be considered to form part of the general mailings of a company.
- Where small gifts, such as chocolates, are given as thanks for a service provided, these can be accepted if they are shared within the Team or raffled for charity.
- Gifts worth more than £50 should be refused. If this is not possible, the manager should dispose of them to charity and record the fact in the register.

(b) Hospitality

- Hospitality consisting of light refreshments, working lunch or other meals which are part of a visit, conference, meeting or promotional exercise is acceptable.
- Invitations to social events offered as part of normal working life, or where the Council should be seen to be represented, may be accepted if authorised in advance by the appropriate Assistant Director.
- Invitations to other types of hospitality which are not directly linked to the City Council's functions should not be accepted.

The rules relating to gifts and hospitality were amended by the Committee in June 2016 and those changes were accepted by full Council in September 2016.

2. Options considered and recommended proposal

2.1 The Directorates have been asked to provide details of gifts and hospitality received during the first six months of 2025. The position for each Directorate is set out in the Table in Appendix to this report.

3. Results of consultation undertaken

Each Directorate was asked to provide details of their registers

4. Timetable for implementing this decision

Not applicable

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

5.1 Financial implications

There are no specific financial implications arising from the recommendations within this report.

5.2 Legal implications

There are no specific legal implications arising from this report. However, reviewing the gifts and hospitality offered to employees on a regular basis will help to demonstrate that the Council continues to monitor and review ethical standards within the Council.

6. Other implications

None

6.1 How will this contribute to achievement of the One Coventry Plan?

Not applicable

6.2 How is risk being managed?

Not applicable

6.3 What is the impact on the organisation?

Keeping matters such as this under review help to promote high standards amongst elected members and employees in accordance with the Localism Act

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 at this stage

Report author(s):**Name and job title:** Shanita Manhertz, Trainee Solicitor**Directorate:** Law and Governance**Tel and email contact:** 024 7697 2350; Shanita.Manhertz@coventry.gov.uk

Enquiries should be directed to the above person.

Contributor/approver name	Title	Service Area	Date doc sent out	Date response received or approved
Contributors:				
Suzanne Bennett	Governance Services Officer	Law and Governance	02/09/2025	02/09/2025
Names of approvers for submission: (officers and members)				
Finance: Richard Shirley	Lead Accountant	Finance	02/09/2025	02/09/2025
Legal: Julie Newman	Director of Law and Governance	Law and Governance	02/09/2025	15/09/2025
Councillor S Nazir	Chair of Ethics Committee		08/09/2025	16/09/25

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Appendix 1: Register of Officer Gifts and Hospitality 1 January 2025 to 30 June 2025

Officer	Date offered	Description	G or H?	£	Provided by	Justification	Any conflict or future tender?	Approved by	Approval date
Chief Executive	23/01/2025	University of Warwick Chancellors Celebration Dinner	H	£50	University of Warwick	Representing the Council as Chief Executive to celebrate the installation of the new Chancellor of University of Warwick.	No	N/A	
Principal Project Officer	07/02/2025	Acorns Hospice Charity Event on 28/02/2025	H	£150	PMP Consultants Ltd	Professional networking giving the opportunity of promoting the Council's values whilst supporting a worthy charity.	No	Head of Project Delivery	
Chief Executive	13/02/2025	CBI Midlands Dinner, Edgbaston Stadium	H	£75	Rigby Group PLC	Representing the Council as Chief Executive celebrating 60 years of CBI (Confederation of British Industry) and supporting the charity MIND.	No	N/A	
Chief Executive	25/02/2025	Falling Forward, Solving UK's Productivity Problem Dinner	H	£50	Multiverse	Representing the Council as Chief Executive to talk about AI, transformation and improved adoption of technology in the public sector.	No	N/A	
Chief Executive	05/03/2025	UKREiiF Warm-up Partners Dinner	H	£50	UKREiiF/ West Midlands Growth Company	Private dinner where senior members of the West Midlands delegation will be able to meet and	No	N/A	

Appendix 1: Register of Officer Gifts and Hospitality 1 January 2025 to 30 June 2025

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						network with private sector developers, investors, and the top tier partners of the West Midlands pavilion.			
Chief Executive	10/03/2025	West Midlands Welcome Dinner at MIPIM	H	£80	West Midlands Growth Company	Private dinner for delegates associated with the West Midlands delegation at MIPIM to discuss broad themes and priorities for the week.	No	N/A	
Chief Executive	11/03/2025	Downtown in Business Lunch at MIPIM	H	£50	Downtown in Business/Bruntwood	Private lunch hosted by Downtown in Business, a key business networking organisation with activities across the West Midlands and the UK focused on regeneration and investment opportunities in the region.	No	N/A	
Chief Executive	11/03/2025	Universities as Drivers for Growth – Evening Reception	H	£30	UK Gov	Networking session hosted by UK Gov around Universities driving growth, focused on key regeneration projects.	No	N/A	
Chief Executive	11/03/2025	UK Cities Dinner at MIPIM	H	£80	Avison Young UK	Regeneration and investment focused dinner facilitated by British Property Federation and UK Gov in partnership with UK cities and regions.	No	N/A	

Appendix 1: Register of Officer Gifts and Hospitality 1 January 2025 to 30 June 2025

Chief Executive	12/03/2025	UK Investor Breakfast at MIPIM	H	£20	British Property Federation	Breakfast event aimed at investors, property companies and senior government officials focused around investments priorities.	No	N/A	
Chief Executive	12/03/2025	Invest in UK Innovation Lunch at MIPIM	H	£30	West Midlands Growth Company	Lunch bringing together Universities who are part of Midlands Innovation & Midlands Enterprise Universities' Invest in UK R&D campaign, Partners of the West Midlands at MIPIM 2025, and key public sector stakeholders from the East and West Midlands, together with the European investment proposition for the region and to highlight specific projects that are seeking market interest.	No	N/A	
Chief Executive	12/03/2025	Turley Dinner at MIPIM	H	£80	Turley	Private dinner hosted by Turley, independent advisors involved in sustainable regeneration and active across the West Midlands.	No	N/A	
Chief Executive	15/03/2025	Coventry City FC v Sunderland FC Match	H	£150	Coventry City Football Club	Representing the Council by supporting the City's football team and developing the Council's	No	N/A	

Appendix 1: Register of Officer Gifts and Hospitality 1 January 2025 to 30 June 2025

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						relationship with a key partner.			
Director of Planning and Performance	15/03/25	Coventry City FC v Sunderland FC Match	H	£150	Coventry City Football Club	Introduction and networking with stakeholders which was offered to Director of Planning and Performance before their CCC start date.	No	Yes, Chief Executive	13/03/2025
Director of Finance and Resources	27/03/2025 – 28/03/2025	SMT Presidential Conference at Coombe Abbey, dinner, bed and breakfast and lunch	H	£250	Society of Municipal Treasurers	Required to attend as President of SMT for the year 2024-25. To provide a financial update and discuss forward plan membership, vacancies and to network with other members.	No	Yes, Chief Executive	26/08/2025
Director of Planning and Performance	04/04/2025	Celebration of Culture and Communities 2025 event	H	£90	Business 2 Business Ltd	Networking event with stakeholders which was offered to Director of Planning and Performance before their CCC start date.	No	Yes, Chief Executive	13/05/2025
Chief Executive	09/05/2025	Championship Play Off First Leg Match Coventry City FC v Sunderland	H	£150	Coventry City Football Club	Representing the Council by supporting the City's football team and developing the Council's relationship with a key partner.	No	N/A	

Appendix 1: Register of Officer Gifts and Hospitality 1 January 2025 to 30 June 2025

Chief Executive	29/05/2025	Dinner with Rainer Developments	H	£50	Rainer Developments	Representing the Council as Chief Executive, developing a relationship with a key stakeholder.	No	N/A	
Chief Executive	11/06/2025	Parliamentary Dinner: How to unlock growth in the UK housebuilding sector to deliver 1.1 million new homes	H	£80	Hill Group	Representing the Council as Chief Executive to engage with senior figures in the housebuilding sector and discuss how to address the barriers to housing delivery in the UK.	No	N/A	

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Public Report Ethics Committee

Ethics Committee

25 September 2025

Name of Cabinet Member:

N/A - Ethics Committee

Director Approving Submission of the report:

Director of Law and Governance

Ward(s) affected:

None

Title: Code of Conduct Update

Is this a key decision?

No

Executive Summary

The report updates the Ethics Committee on any national issues in relation to the ethical behaviour of elected Members and the local position in Coventry with regard to Code of Conduct issues.

Recommendations:-

The Ethics Committee is recommended to:

1. Note the position with regard to matter concerning local authorities nationally; and
2. Note the local position relating to the operation of the Council's Code of Conduct and to delegate any actions arising from these to the Director of Law and Governance, following consultation with the Chair of Ethics Committee.

List of Appendices included

None

Other useful background papers

None

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: Code of Conduct Update

1. Context (or background)

- 1.1 The Council's Ethics Committee has agreed that the Director of Law and Governance will provide a regular update on cases relating to the Members' Code of Conduct on a national basis. This is to facilitate the Ethics Committee's role in assisting the Council with its duties under Section 27 of the Localism Act 2011 to promote and maintain high standards of Members' conduct.

1.2 The National Picture

1.2.1 Ethics and Integrity Commission

The Committee on Standards in Public Life (CSPL) is set to be replaced by the Ethics and Integrity Commission in what has been described as the "strengthening and reforming" of the CSPL, with the view to increasing the ethical standards.

The Government made the announcement on 21 July 2025 following correspondence from the Minister for the Cabinet Office to the CSPL Chair which highlighted the Government's intentions for the Ethics and Integrity Commission (EIC) which includes existing duties such as promoting the Nolan Principles.

The Government in its press release confirmed that as part of the Committee's scope, it will be "convening and coordinating ethics bodies, formalising cooperation and the sharing of best practice".

One function of the EIC which is still in the development stages will be to engage with public sector bodies, ensuring they have appropriate codes of conduct in place.

The EIC will report to the Prime Minister annually and the Government has pledged to provide a response to any recommendations within a reasonable period.

While the formation of the new commission will lead to an increase in powers and responsibilities than that held by the CSPL, the EIC does not have the remit to undertake investigations into the individuals or impropriety, which was the case for the former. The new commission is set to come into force on 13 October 2025 with the current chair of the CSPL to be Chair of the EIC.

1.2.2 Councillor G; London Borough of Hounslow Council

Councillor G, of London Borough of Hounslow Council, was allowed to vote as part of the Council's Licensing Panel despite not yet being appointed, causing the decisions made at the meeting to be invalid.

The mistake arose due to officers believing the Councillor had already been appointed therefore, when arranging the meeting the Councillor was included due to the mistaken belief that the Councillor was already a member of the panel.

The Director of Law Governance received complaints from the opposition and ultimately concluded that the meeting was not properly convened and as a result the decisions made in the meeting were "null and void". Councillor G has since been formally appointed as a Member of the Committee.

1.2.3 Ministerial Envoys Report at the London Borough of Tower Hamlets

In their first report since being appointed in January 2025, the Ministerial Envoys at London Borough of Tower Hamlets have commended the Council for the improvements made whilst highlighting some areas of concern.

The implementation of Ministerial Envoys is a new method of statutory intervention being trialled. Rather than commissioners, this sees the appointment of envoys, who act as advisers and overseers of the process while the local authority retains its decision-making powers.

One aspect welcomed in the report is the creation of a Transformation and Assurance Board, consisting of independent members, set up to support the works being undertaken.

The report did highlight the need for the implementation of "wholesale political and staff buy-in and involvement in the improvement journey".

The report referred to political toxicity, with envoys having observed that "poor behaviour in the chamber sometimes goes beyond the usual political theatre, distracts the council from doing its business and limits scrutiny and debate." The envoys also emphasised the importance of there being an environment where there is an ability to challenge at all levels of the organisation.

In response to the report, the Local Government Minister in a written statement echoed the concerns raised in the report, reiterated his commitment to supporting the Council in achieving the Best Value Duty, whilst emphasising that escalation remains an option for the Tower Hamlets should it be required.

1.2.4 Councillor B; Wolverhampton City Council

Councillor B was found to have breached Wolverhampton City Council's code after the Ethics and Governance Sub-Committee concluded that the Councillor, in a speech had claimed they were a Royal Marine which was determined to be false. The Councillor's comments came during a speech while the Councillor was Mayor. In that speech Councillor B said they had "served as a Royal Marine" at an event in 2021. The Councillor was also accused of giving the impression that they had served as a Royal Marine while chairing an Armed Forces Covenant Board for the Council. These statements led to complaints of "stolen valour".

During the Sub-Committee Councillor B explained that they had undergone the training process for the Royal Marine for 30 weeks but due to personal circumstances was required to withdraw before completing the training. The Councillor told the Sub-Committee that the statements were true and apologised.

The Sub-Committee decided that because Councillor B had not completed the Royal Marine training process and had therefore not "passed out" they could not refer to themselves as a Royal Marine. Furthermore, having been a recruit only for Councillor B to refer themselves as a Royal Marine would be misleading.

It was determined by the Sub-Committee that Councillor B should make a public apology to the Armed Forces Community in addition to the Complainant and stipulated that they should make it clear that they were a Royal Marine recruit, not a Royal Marine in the future.

In light of the fact Wolverhampton City Council recognises "Armed Forces" as a protected characteristic, the Committee also recommended the removal of Councillor B from the City Council's Resources and Equality Scrutiny Panel.

1.2.5 Councillor I; Enfield London Borough Council

The former Mayor of Enfield Council has been found to be in breach of their code resulting in sanctions for the Councillor. A complaint suggested the Councillor "may have unintentionally brought his office into disrepute" in supporting the visa applications of family and friends by using the office of the Mayor for reasons unrelated to the Council, and against officers' advice.

The Committee also heard how Enfield Council had previously been contacted by the Home Office concerning the legitimacy of a letter received by the department in support of a visa application. The Committee determined that Councillor I should desist from wearing a badge which indicates that they used to be mayor, not use their position as a Councillor in support of visa applications and should make a written apology.

1.2.6 **Councillor C; Bristol City Council**

Following an internal audit, it was determined that Bristol City Council had not complied with procurement rules when it contracted a company to deliver a diversity programme.

An external audit was previously conducted which revealed that the Council had contracted 3 companies and spent £637,596 but had failed to follow its own procurement rules in doing so in respect of a company. Further, the director of another of the companies was the then deputy mayor, Councillor C. The Councillor was first appointed in 2020 but did not declare their interest until 2021.

The deputy mayor had used one name as a Councillor and another as the company director which auditors recognised to not be uncommon but highlighted how this can impact public perception in respect of openness and transparency for a local authority.

The internal audit findings are said to be in keeping with the those of the external audit and led to some recommendations for the Council regarding monitoring officer referrals in respect of potential conflicts of interest, compliance with internal procurement rules, and formalising contract management arrangements.

The review found that no criminal activity had taken place.

1.2.7 **Former Councillor G; Cornwall Council**

Cornwall Council has taken the decision to refer itself to the police following a Councillor's breach of their code of conduct. Former Councillor G was appointed the Head of Air and Space at Cornwall Airport but failed to properly register this disclosable pecuniary interest. The Councillor had also failed to declare non-registrable interests at an Economic Prosperity Board meeting, in which a project owned and run by Cornwall Airport was on the agenda. The Councillor is said to have accepted the role the day before the meeting in question was held in February 2025 but did not commence the employment until March 2025.

Councillor G, who a portfolio holder for the economy, did enquire to whom they should update however, the assurance officer was informed that since that initial enquiry Councillor G did not make further contact on updating their register.

In respect of their employment, Councillor G in their submissions said they decided not to declare the interest as they had not yet started their employment and had not received a contract.

Regarding the endorsement of the programme, the Councillor indicated that they believed they were endorsing a programme a Cornwall Council project as it was a longstanding programme.

Legal advice was not sought by the Councillor as they were wary due to wanting to honour an agreement made between themselves and their employer and due to not trusting their Councillors or officers "to not leak news of my employment to the media or elsewhere". The decision notice concluded that this response "gives the impression to the reader that he was dismissive of any professional advice and his fellow Cabinet members who he had worked with for the last few years."

The Local Authority's assurance officer determined that Councillor G was in breach of the code of conduct and that the Councillor had no "reasonable excuse for not registering [their] interests." Whilst there were other breaches found, it is the breach of this requirement to declare a disclosure pecuniary interest which Cornwall has referred to the police for them to consider whether an offence has arisen under the Localism Act s34.

The report highlighted that as Councillor G is no longer a Councillor, no further action would be taken in respect of this case, but censure would ordinarily be recommended for such a breach.

1.3 The Local Picture

Complaints under the Code of Conduct

- 1.3.1 The Ethics Committee has requested that the Director of Law and Governance reports regularly on any complaints received relating to Members of Coventry City Council.
- 1.3.2 At the time this report was written, the Director of Law and Governance has received 1 complaint since those last reported. No further action was taken in respect of this complaint as it was determined that the Councillor was not acting in their capacity of a Councillor when the circumstances which gave rise to a complaint arose.
- 1.3.3 The Director of Law and Governance will update the Committee on any further complaints received before the meeting and progress on those already received.
- 1.3.4 All complaints are handled in accordance with the agreed Complaints Protocol. No findings have been made by the Local Government Ombudsman in relation to Members of Coventry City Council.

2. Options considered and recommended proposal

The Ethics Committee are recommended to:

1. Note the position with regard to matters concerning local authorities nationally; and
2. Note the local position relating to the operation of Council's Code of Conduct and to delegate any actions arising from these to the Director of Law and Governance, in consultation with the Chair of the Ethics Committee.

3. Results of consultation undertaken

Not applicable

4. Timetable for implementing this decision

Not applicable

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

5.1 Financial Implications

There are no specific financial implications arising from the recommendations within this report

5.2 Legal Implications

There are no specific legal implications arising from this report. The issues referred to in this report will assist the Council in complying with its obligations under Section 27 of the Localism Act 2011.

6. Other implications

None.

6.1 How will this contribute to the One Coventry Plan

Not applicable.

6.2 How is risk being managed?

There is no direct risk to the organisation as a result of the contents of this report.

6.3 What is the impact on the organisation?

No direct impact at this stage.

6.4 Equalities/ EIA

There are no public sector equality duties which are of relevance at this stage.

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

None

6.6 Implications for partner organisations?

None at this stage.

Report author(s):**Name and job title:** Shanita Manhertz, Trainee Solicitor**Directorate:** Law and Governance**Contact details:** 024 7697 2350; Shanita.Manhertz@coventry.gov.uk

Enquiries should be directed to the above person.

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Names of approvers for submission: (officers and members)				
Finance: Richard Shirley	Lead Accountant	Finance	02/09/2025	02/09/2025
Legal: Julie Newman	Director of Law and Governance	Law and Governance	02/09/2025	15/09/2025
Councillor S Nazir	Chair of Ethics Committee		08/09/2025	16/09/25

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Public report Ethics Committee

Ethics Committee

25 September, 2025

Name of Cabinet Member:

N/A- Ethics Committee

Director Approving Submission of the report:

Director of Law and Governance

Ward(s) affected:

Not applicable

Title:

Work Programme for the Ethics Committee 2025/26

Is this a key decision?

No

Executive Summary:

This report details the Work Programme for Ethics Committee for the Municipal Year 2025/26. The Committee is asked to consider the Work Programme and make any suggestions for additional or alternative reports.

Recommendations:

The Ethics Committee is recommended to review the Work Programme for 2025/26 attached as Appendix 1 and make any changes or amendments the Committee considers appropriate.

List of Appendices included:

Appendix 1 - Work Programme

Other useful background papers:

None

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: Work Programme for the Ethics Committee 2025/26

1. Context (or background)

- 1.1 The Committee's Terms of Reference are set out in the Council's Constitution and include the consideration of matters which are relevant to the ethical governance of the Council, its Members or employees. This report details a programme of work for the Committee for the Municipal Year 2025/26, designed to assist the Committee to meet its objectives set out in the Terms of Reference, and to ensure that the Council complies with its obligations under section 27 of the Localism Act 2011 to promote and maintain high standards of conduct amongst elected and co-opted Members.
- 1.2 The Committee's Work Programme takes account of the need to promote standards and addresses this in a number of ways. The Work Programme is flexible in terms of suggestions from members of the Ethics Committee as to additional or substitute areas which they would want to consider and receive reports on.

2. Options considered and recommended proposal

- 2.1 The Work Programme includes regular items on:
 - Code of Conduct/ Monitoring Officer Update
 - Declarations of gifts and hospitality by Members and Officers
 - Annual report to full Council
 - Local Government and Social Care Ombudsman's Annual Report
- 2.2 In addition, the Ethics Committee factor into the Work Programme a number of matters where work is being, or about to be, undertaken across the Council. This includes continuing work on Civility in Public Life and the provision of training for Members.
- 2.3 The Committee is asked to consider whether there are any other matters that they would want to consider during the year.

2.4 Recommendation

The Ethics Committee is recommended to review the Work Programme attached as Appendix 1 and make any changes or amendments the Committee considers appropriate.

3. Results of consultation undertaken

None

4. Timetable for implementing this decision

- 4.1 Not applicable

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

5.1 Financial implications

There are no specific financial implications arising from the recommendations within this report.

5.2 Legal implications

There are no specific legal implications arising from this report, as there is no statutory obligation on the Committee to adopt a Work Programme. However, the Council must comply with its obligations under section 27 of the Localism Act 2011 and the continuation of a clear programme of work would assist in compliance for the Council as a whole, in its duty to promote high standards of ethical conduct.

6. Other implications

None

6.1 How will this contribute to achievement of the One Coventry Plan?

Not applicable.

6.2 How is risk being managed?

There is no direct risk to the organisation as a result of the contents of this report.

6.3 What is the impact on the organisation?

If implemented, the Work Programme will facilitate the promotion of high standards amongst elected Members in accordance with the Localism Act.

6.4 Equalities / EIA

There are no public sector equality duties which are of relevance at this stage.

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

None

6.6 Implications for partner organisations?

None at this stage

Report author(s):

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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
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Shanita Manhertz	Trainee Solicitor	Law and Governance	05/08/25	
Names of approvers for submission: (officers and Members)				
Director : Julie Newman	Director of Law and Governance	Law and Governance	05/08/25	12/08/25
Finance: Richard Shirley	Lead Accountant	Finance	05/08/25	05/08/25
Cllr S Nazir	Chair: Ethics Committee		08/09/25	10/09/25

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Appendix 1

Work Programme for the Ethics Committee - Municipal Year 2025/26

Ethics Committee Meeting and date	Topics
2024/5	
1. 26 June, 2025	
	Monitoring Officer/Code of Conduct/ Members Complaints Update
	Annual Report of the Committee
	Work Programme 2025/26
	Update on Members Training
2. 25 September 2025	
	Monitoring Officer/Code of Conduct/ Members Complaints Update
	Officers Gifts and Hospitality - Inspection of Registers for first 6 months of 2025
	Members Gifts and Hospitality -Declarations for first 6 months of 2025
	Local Code of Corporate Governance
	Local Government Association (LGA) Ending Abuse in Public Life – Council Self-Assessment Tool Kit – Progress
	Work Programme 2025/26
3. 8 January, 2026	
	Monitoring Officer/Code of Conduct/ Members Complaints Update
	Local Government and Social Care Ombudsman Annual Report
	Work Programme 2025/26
4. 19 March 2026	
	Monitoring Officer/Code of Conduct/ Members Complaints Update.
	Members Gifts and Hospitality - Declarations for last 6 months of 2025
	Officers Gifts and Hospitality - Inspection of Registers for last 6 months of 2025
	Members Training and Development Review 2025-26 – Update
	Work Programme 2026/27