

Respecting each Other

- iv. Coventry Community Forum members should value and promote equality and diversity. Members must show each other respect and treat each other fairly and with courtesy.

Media/Social Media

- v. Members should not speak directly to the media / communicate via social media any matters discussed within the Forum or the views of the Forum, without the prior agreement of the Co-Chair(s) of the Forum.

Disclosure of Interests

- vi. If you have an interest in a matter arising at a meeting of Coventry Community Forum or through its work you should always disclose it. Having declared an interest you may be asked by the Co-Chair(s) to withdraw from the meeting during discussion. It is open to you to declare an interest in any work of Coventry Community Forum. Consider whether the public would regard your interest as so closely connected with the matter in question that you could not be expected to put it out of your mind.
- vii. The opportunity to make a declaration of interest will be given at the start of each meeting, as you will be provided with an agenda in advance of the meeting. However, members can at any point during a meeting declare an interest when it becomes apparent they have one.
- viii. You should at all times avoid any occasion for suspicion and any appearance of improper conduct. You should not allow the impression to be created that you are, or may be, using your position to promote a private or personal interest, rather than forwarding the general community interest. You should ask yourself whether members of the public, knowing all facts of the situation, would reasonably think that you might be influenced by it.
- ix. Coventry Community Forum members should declare any interest, membership, or subscription to any political party, organisation or group that may have inappropriate views on religion, race, sexual orientation, gender or disability. This disclosure should be made to either Co-Chair or a member of West Midlands Police present at the meeting.
- x. Having made a declaration it will be open to the Co-Chair(s) to decide if the work of the Forum requires you to continue to take part in a meeting that is discussing a matter in which you have an interest. You may then be asked to discuss the disclosure with the Co-Chair(s) in private, in order to reach an understanding as to level of impact your disclosed interest, membership or subscription to any political party, organisation or group will be allowed to have in group discussions
- xi. If in doubt about the need to disclose an interest, disclose it anyway and take the advice of the Co-Chair(s) on whether you should continue to take part in the business under consideration.

All members of Coventry Community Forum will be required to agree that they will abide by the guiding principles outlined in this document by signing the Forum's **Declaration of Adherence to the Code of Conduct**



Coventry Community Forum

The Community & Policing working together for a safer Coventry

Aims & Objectives

The Community Forum is led and serviced by West Midlands Police (Coventry) in association with various diverse communities in Coventry.

AIMS: The Community Forum has the following aims:

- To provide a platform for diverse communities in Coventry to raise issues affecting them, building trust and confidence.
- To encourage communities to work together to share information and promote safety, security, harmony and cohesion, whilst also offering reassurance to the people of Coventry.
- To promote partnership working between agencies and community members.
- To ensure the Forum is proactive as well as reactive, focusing on relevant issues rather than being political or policy driven.
- To ensure the Forum is available and accessible to all groups within the City, whilst maintaining a manageable core group and ensuring the Forum links with other groups (via Forum members) to share information and feedback.
- To be a Forum of debate and discussion on ways to reduce crime, harassment and victimisation experienced by member groups.

OBJECTIVES: The Community Forum will achieve its aims through the following objectives:

- Meet once a month to discuss and agree actions on relevant matters. (The first Monday of every month, at 5.30pm, unless a requirement to change date due to bank holidays).
- For members to present to the rest of the Forum what their religion/community/group is about and the work they do.
- For members to support events of other groups and share resources, advise and support where appropriate.
- Provide placement opportunities for Police Officers at Forum member organisations.
- Actively support activities of member groups through, for example, contributions to newsletters or having stalls at events.
- To make observations and provide feedback to the police service regarding the role it plays in our communities
- When requested, to critically appraise organisational policies, practices and procedures

Code of Conduct

The Seven Nolan Principles of Public Life:

Selflessness

Members of Coventry Community Forum should act solely in the public interest. They should not act in order to gain financial or other benefits for themselves, their family or their friends.

Integrity

Members of Coventry Community Forum should not place themselves under any financial or other obligation to third party individuals or organisations that might seek to influence them in the performance of their official duties.

Objectivity

In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, members of Coventry Community Forum should make choices on merit.

Accountability

Members of Coventry Community Forum are accountable for their decisions and actions to the public and must submit themselves to scrutiny that is deemed appropriate to their office.

Openness

Members of Coventry Community Forum should be as open as possible about the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

Honesty

Members of Coventry Community Forum have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

Leadership

Members of Coventry Community Forum should promote and support these principles by leadership and example.

Confidentiality

- i. As a member of Coventry Community Forum, you will necessarily learn of and acquire confidential information that has not yet been made public. It will be regarded as a betrayal of trust to breach such confidences. You should never disclose or use confidential information arising from the work of the group for personal advantage for you, of anyone known to you or to the disadvantage or discredit of the Group, Police Service or anyone else.
- ii. Apart from the breach of trust there may be cause for prosecution under the Data Protection Act for the breach of confidential information.

Equal Opportunities

- iii. CCF members have a duty to ensure equality of opportunity and to prevent discrimination. CCF members should draw the attention of the Chair to suspected discriminatory acts, or cases of bullying and harassment. CCF aims to remove any barriers, bias or discrimination that prevents individuals from becoming members and contributing fully to CCF regardless of age, gender, ethnicity, religion or belief, sexuality or disability.