



**Information Governance Team**

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

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

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

Phone: 024 7697 5408

23 October 2025

Dear Sir/Madam

**Freedom of Information Act 2000 (FOIA)  
Request ID: FOI751693517**

Thank you for your request for information relating to Qualification Requirements for Statutory Officers.

You have requested the following information:

**1. When recruiting CEOs or monitoring officers (including deputies), what legal qualifications (if any) do you require?**

We can confirm the following:

Chief Executive

This role does not require a legal qualification to be obtained.

Director of Law and Governance (Monitoring Officer)

This role requires the following educational requirements:

- Qualified Lawyer; and
- Recognised post-graduate management-

Head of Legal and Procurement Services (Deputy Monitoring Officer)

This role requires the following educational requirements:

- Legal qualification as solicitor, barrister or equivalent; and
- Evidence of continuous personal training and development

## Head of Governance (Deputy Monitoring Officer)

We are advising you as per Section 1(1) of the Act that we do not hold this information. Unfortunately, we are unable to locate a copy of the Person Specification and accordingly, we are unable to provide any information.

### **2. Do you accept CILEX Fellow status as a legal qualification to be equivalent to solicitors and barristers in their area of specialism, for the purposes of recruitment?**

We accept CILEX Fellow status as a legal qualification equivalent to solicitor when recruiting into the following posts:

- Team Leaders;
- Deputy Team Leaders; and
- Lawyers

In addition, when recruiting into teams that undertake litigation, we also include as part of the educational requirement “preferably with rights of audience for Chartered Legal Executive.”

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

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

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

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

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

Yours faithfully

**Information Governance**