


URGENT BUSINESS AND SUPPLEMENTARY INFORMATION
Executive
10 June 2024

Agenda Item Number	Page	Title	Officer Responsible	Reason Not Included with Original Agenda
9.	(Pages 3 - 20)	Appointments to Partnerships, Outside Bodies, Member Champions and Shareholder Committee 2024/2025 Appendix 1 – update to included proposed appointments for 2024/25	Governance and Elections Manager, NMT Graduate	Proposed appointments being reviewed at time of agenda publication

If you need any further information about the meeting please contact Natasha Clark, Democratic and Elections democracy@cherwell-dc.gov.uk, 01295 221534

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Appendix 1

Outside Body / Partnership and Brief Description	Legal Status of Organisation	Representative 2023/24	Proposed Councillor Representative for 2024/25	Role and Allowances/ Stipends for Outside Body / Partnership*	Commitment to Outside Body / Partnership	Legal or Constitutional Basis of Appointment	Purpose of Appointment
<p>Active Oxfordshire (formerly Oxfordshire Sports Partnership) Active Oxfordshire is one of the 43 Active Partnerships in the UK. It helps people in the most need across Oxfordshire by working with partners to increase physical activity and mental wellbeing.</p>	Charitable Incorporated Organisation (CIO)	Relevant Portfolio Holder	Rob Pattenden	Consultee, no allowance	One meeting every two months.	None	<p>Needs councillor representation as Active Oxfordshire is a county-wide sports partnership. It has a significant role to play in the delivery of the Cherwell District Council's strategy. It is also useful to have oversight on national policy as Active Oxfordshire sits at county level.</p> <p>There is also some funding from Active Oxfordshire for projects.</p>
<p>Age UK Oxfordshire an independent local charity in promoting the well-being of older people throughout Oxfordshire and helping to make life a fulfilling and enjoyable experience. Now includes Banbury Age Concern.</p>	Local Independent Charity	Appointment Based on General Interest / Expertise	Chris Pruden	Consultee, no allowance.	One or two meetings per year, including the Annual General Meeting.	Cherwell District Council have a service level agreement with Age UK Oxfordshire but there is no legal or constitutional requirement for a member to be appointed.	Age UK Oxfordshire do a significant amount of work in promoting the wellbeing of older people across the county. It is important for the Council to be able to oversee and support this at a county level for the district.
<p>Banbury Business Improvement District (BID) Board</p>	Private Company Limited by	Relevant Portfolio Holder	Lesley McLean	Observer to the board.	One board meeting every two months.	None. Council has the right to appoint one	To participate in the board meetings, supporting mutual

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Banbury BID is set up as a Limited Company. It is led, on behalf of its levy payers, by a Board made up of volunteer Directors of the Banbury BID company.	Guarantee Without Share Capital					non-voting observer to the board.	objectives to enhance the vitality of central Banbury.
Banbury Charities Banbury Charities are a group of eight registered charities (registration number 201418) with the aim of benefiting inhabitants of the former Borough of Banbury and within a five-mile radius of Banbury Cross.	Registered Charity	Relevant Portfolio Holder Banbury Councillor (appointment linked to ward)	Rob Pattenden	Appointed to Board and, at present, also appointed as Trustee. Four-year term. No allowance.	One formal meeting once a quarter but informal meetings every other week.	There are potential conflicts of interest for councillors. This is being explored with Banbury Charities.	Banbury Charities is a key, local grant-giving organisation that combats deprivation in Banbury. Councillor input on this is important as the organisation has decision-making powers and officers have little engagement with the organisation.
Banbury Museum Trust The Banbury Museum Trust is a registered charity. Banbury Museum is a purpose-built museum, which displays historic collections relating to North Oxfordshire and beyond, and temporary exhibitions. The Museum engages a broad audience through an	Registered Charity	Relevant Portfolio Holder	Rob Pattenden	Appointed to board of trustees. Allowance to be confirmed. No allowance.	One meeting every quarter.	A Cherwell District Council member is appointed as a trustee according to the Museum Trust's Incorporation Document. There are potential conflicts of	Cherwell District Council is a significant funder for the Banbury Museum. Alongside this, the Museum is a key cultural organisation in the district so having input and oversight of it is important.

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extensive programme of educational activities and also engages in historical research of both activities and collections. It offers professional museum advice to other museums and heritage projects						interest for councillors. This is being explored with the Museum Trust.	
Banbury Traffic Advisory Committee To review traffic issues in Banbury. Local members have a chance to discuss local traffic issues with members and officers from all three levels of local authority. Members able to bring residents' traffic concerns and issues to the table.	Oxfordshire County Council Committee Chaired by Banbury Town Council	Banbury Councillors (2) (appointments linked to ward)	TBC 2 x Banbury & vicinity area members	Representative for Cherwell District Council. No allowance.	Former appointed councillors never attended meetings for this.	None.	To review local traffic issues in Banbury. Officer attends this currently.
Bicester Traffic Advisory Committee To review traffic issues in Bicester. Local members have a chance to discuss local traffic issues with members and officers from all three levels of local authority. Members able to bring residents'	Oxfordshire County Council Committee Chaired by Bicester Town Council	Bicester Councillors (3) (appointments linked to ward)	Chris Pruden. Plus, TBC 2 x Bicester & vicinity area members	Representative for Cherwell District Council. No allowance.	One meeting every two months.	None.	The Bicester Traffic Advisory Committee is a key body for stakeholders to discuss and influence traffic and transport projects and priorities around Bicester. It is in CDC's interests to be represented on this

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traffic concerns and issues to the table.							committee/body so that the views of the Council can be fully considered and taken into account when developing transport/traffic priorities.
<p>Bicester Vision Bicester Vision is an independent public/private partnership bringing together all stakeholders to create a vibrant, ambitious town and community with a sustainable economy that benefits all. Through partnership, all three tiers of local government work with business representatives to overcome challenges and to maximise opportunities, engaging with the people of Bicester to ensure that the town becomes an even better place in which to live, work and play.</p>	Independent Public/Private Partnership	Bicester Councillor (appointment linked to ward)	Lesley McLean	<p>Vice Chairman of Bicester Vision must be a local authority representative.</p> <p>Allowance to be confirmed.</p>	Full partnership meeting (including businesses) meets four times a year. Executive committee meets eight times a year.	<p>Bicester Vision Constitution, 4.iii.b: “Representatives of Oxfordshire County Council, Cherwell District Council and Bicester Town Council will be represented by one senior officer and one member, nominated by their own specific body.”.</p> <p>The Constitution also states that the Vice Chairman must be a local</p>	The Council has a stake in the organisation as it provides funding. Although this is now set to end, there is still an imperative that the Council, through its members, engages with the business community and demonstrates leadership to ensure that business interests are fully understood and that there is a representative voice for business that is being heard by the Council.

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						authority representative.	
Cherwell Local Strategic Partnership The Local Strategic Partnership (LSP) meets regularly to bring together public, private and voluntary organisations within Cherwell.	Working Partnership	Leader of the Council	David Hingley	Chaired by the Leader of Cherwell District Council as a representative on this partnership Allowance to be confirmed.	One meeting every quarter.	The LSP is no longer a statutory body. However, the Council were keen to maintain one and so have led on this Partnership. There is no legal or constitutional necessity for the body.	The LSP delivers the objectives and priorities detailed in the Cherwell Sustainable Community Strategy 'Our District, Our Future'.
Cherwell Safer Communities Partnership Delivery of community safety agenda.	Statutory Partnership (Reports to Safer Oxfordshire Partnership)	Relevant Portfolio Holder	Rob Parkinson	Chaired by Portfolio Holder for Healthy and Safe Communities at Cherwell District Council. Allowance to be confirmed.	One meeting every quarter.	There is a constitutional requirement for this Partnership to be chaired by a member from Cherwell District Council. Under Section 6 of the Crime and Disorder Act 1998.	It is important for Cherwell District Council to have member representation on this to aid deliver the Council's community safety agenda.
Children's Trust Board The Children's Trust Board brings together	Partnership	Relevant Portfolio Holder	Chris Pruden	Representative for Cherwell	Meetings currently on hold as Terms	There is no legal/constitutional requirement	Cherwell District Council have a place on this as per county's request (by

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the public, private and voluntary sectors to improve outcomes for all children and young people who live in Oxfordshire.				District Council on the board. No allowance.	of Reference are being reviewed.	for a Cherwell District Council member to be appointed.	county social services). Need representation and voice at county level for children in district.
<p>Cotswold National Landscape Conservation Board</p> <p>Previously called Cotswold AONB. Conservation Board</p> <p>The Board encourage all those who work, play, and develop, to not only to respect the AONB, but also to enhance it.</p>	Independent Statutory Body	Relevant Portfolio Holder	Chris Brant	<p>Cherwell District Council has a seat as a board member. Former appointed councillor was also a part of Executive Committee.</p> <p>Members are appointed as individuals rather than representatives.</p> <p>There is an allowance. Amount to be confirmed.</p>	One meeting every quarter.	There is a constitutional requirement to appoint a councillor to the Board. 2.02 of the Board's Constitution states: "The Board comprises 37 members: 15 appointed by local authorities."	Part of the district is within the AONB and a member is needed to represent the interests of the district.

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<p>Digital Infrastructure Programme (DIP) Board</p> <p>The Oxfordshire Digital Infrastructure Programme helps facilitate digital infrastructure delivery and improve access to broadband, mobile and public access to Wi-Fi services across Oxfordshire. It is made up of local authorities, businesses and commercial suppliers.</p>	Working Partnership	Appointment Based on General Interest / Expertise	Lesley McLean	<p>Cherwell District Council has a representative on the board.</p> <p>No allowance.</p>	<p>One meeting every quarter.</p> <p>Officer attends in support.</p>	<p>No legal/constitutional requirement for member appointment. Programme driven by Oxfordshire County Council to encourage more joined-up working with city and districts relating to digital infrastructure.</p>	<p>To ensure the coordination of enhanced digital infrastructure throughout the county. Including, notably, Cherwell.</p> <p>The DIP received external funding and commissioned and supplemented additional work in the county.</p> <p>Enable delivery of digital infrastructure projects.</p>
<p>District Councils' Network (DCN)</p> <p>The District Councils' Network (DCN) is a cross-party member led network of 191 district councils. It is a Special Interest Group of the Local Government Association (LGA) and provides a single voice for all district councils within the Local Government Association.</p>	Special Interest Group of the LGA	Leader of the Council	David Hingley	<p>Representative for Cherwell District Council.</p> <p>Allowance to be confirmed.</p>		<p>The DCN Constitution includes the following clause: "5.1 The Assembly shall comprise the Leaders of the Member Authorities or Executive Mayor or equivalent in the case of Member</p>	<p>In terms of Councillor representative. It is for each Member Authority without a Leader to define an elected member holding an equivalent position.</p>

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						Authorities that do not have a Leader”.	
<p>East-West Rail Mainline Partnership The East-West Rail Mainline Partnership consists of local authorities sharing the ambition for a strategic railway connecting East Anglia with central, southern and western England into southern Wales.</p>	Working Partnership	N/A	David Hingley	No councillor formerly appointed. Allowance to be confirmed.		Cherwell District Council is a full member of the Partnership. Section 2.9 of the Partnership’s Terms of Reference state that: “The interests of a local authority that is a member of the Partnership shall be represented by an elected member of that authority.”.	As a partnership, it is necessary for Cherwell District Council to have input in the discussions and understand any implications of the Partnership's decisions on the district.
<p>Kidlington Traffic Advisory Committee Provide advice, local knowledge, concerns of local residents and acts as a facilitator on some matters.</p>	Oxfordshire County Council Committee Chaired by Kidlington Parish Council	Kidlington Councillor (appointment linked to ward)	Lesley McLean	Representative for Cherwell District Council. No allowance.	Former appointed councillor never attended a meeting for this.	None.	For awareness and discussion of local traffic issues.

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<p>Local Government Association (LGA) General Assembly The General Assembly - the 'Parliament of Local Government' - meets once a year and is the only LGA decision-making forum which all authorities in membership are eligible to attend and to vote. The General Assembly elects the political leadership of the LGA, receives the annual report and accounts and may debate motions on issues of national significance to local government. It is a key element of the LGA's governance arrangements.</p>	National Membership Body for Local Authorities	Leader of the Council	David Hingley	Member appointed. This has typically been the Council Leader. Allowance to be confirmed.		Per the LGA's Constitution, section 6.1: "Each local authority in full or corporate or voting associate membership of the Association shall be entitled to appoint one democratically elected local representative to the General Assembly".	Member authorities appoint representatives to serve on the LGA General Assembly for the period of one year. The number of Members an authority can nominate is the same as the number of votes the authority is allocated - Cherwell District Council has one vote.
<p>London-Oxford Airport Consultative Committee Forum for local communities to express their concerns and gain updates and feedback</p>	Forum	N/A	Lesley McLean	Observer and forum participant. Former appointed councillor was not	Approximately two meetings a year.	None.	Member oversight may be useful but the Committee has no decision-making power. As such, it is possible for an officer to attend and report back on the

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from the airport on its evolution and any development plans, be they immediate or longer term				called on to attend meetings. No allowance.			meeting (as has been the case most recently).
North Oxfordshire School Sports Partnership North Oxfordshire School Sport Partnership is a non-profit making organisation that now works in partnership with 60 schools from across North Oxfordshire. Their aim is to engage more 4-to-19-year-olds in high quality Physical Education, School and Community Sport, thereby promoting excellence and lifelong participation in health-promoting activity	Working Partnership	Relevant Portfolio Holder	Rob Pattenden	Representative for Cherwell District Council. No allowance.	No meetings attended.	None.	No need for councillor participation.
Oxford to Cambridge Pan-Regional Partnership A group of leaders from local government, Local Enterprise Partnerships,	Pan-Regional Partnership	Leader of the Council	David Hingley	Former Leader was previously the chair of the Pan Regional	No meetings currently due to alteration in governance structure.	According to the Pan-Regional Partnership's Constitution, section 7: "All members, or	From a Cherwell perspective, it is important to remain close to this, it's a vehicle for funding and strategic conversations with

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the Arc Universities Group and England's Economic Heartland are forming a new partnership for the Oxford to Cambridge area.				Partnership's Leaders' Group (due to their experience). Allowance to be confirmed.		partners, will be represented by their elected Leader, Chair or equivalent on the Oxford to Cambridge Partnership Plenary".	government on infrastructure investment (roads, energy, water, environmental mitigation) and a nationally significant group.
<p>Oxfordshire Association of Local Councils (OALC) Part of a national network and has been representing Town and Parish Councils, and Parish Meetings for over seventy years. OALC provides advice and information for member Town and Parish Council and Parish Meetings, and training for councillors and clerks. OALC represents local council interests through partnerships with other local and regional agencies in the public,</p>	Local Branch of NALC (National Association of Local Councils)	Leader of the Council (appointment based on general interest/expertise)	David Hingley	Representative to OALC appointed by the Council. No allowance.	Meetings not compulsory – former Leader chose to attend once a quarter.	None.	The new Parish Charter, which we will be a signatory to, is big on principal authorities keeping open lines of communication with parishes, so it is important for us to continue to have a member representative.

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private and voluntary sectors.							
Oxfordshire Blue Plaques Board The Oxfordshire Blue Plaques scheme promotes recognition and awareness of people, places and events that have been of lasting significance in the life of Oxfordshire or more widely. The scheme is administered by the Oxford Civic Society.	Voluntary Body	Appointment Based on General Interest/Expertise	Rob Parkinson	Former appointed councillor was a historic appointment. Allowance to be confirmed.	One meeting every month.	None.	Officers have had very little involvement with the Blue Plaques.
Oxfordshire Combatting Drugs Partnership The partnership aims to assist residents in accessing the help they need as well as to reduce the crime which drug use is often linked with. The CDP is committed to making a long-term positive impact by creating and delivering on a local action plan which	Working Partnership	Relevant Portfolio Holder	Rob Parkinson	Representative for Cherwell District Council.	One meeting a quarter.	None.	It is recommended by the Combating Drugs Partnership Guidance (2022) that elected members at primary authorities of all tiers are represented at combating drugs partnerships. It is important for Cherwell District Council to have input and oversight on the work done by the CDP and,

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addresses the targets in the national strategy.							given that it works at county level, it helps keep the Council aware of national policy.
<p>Oxfordshire Inclusive Economy Partnership (OIEP) Steering Group The OIEP is working together to create a more equal and sustainable region that creates opportunities and benefits for all people within the county. The OIEP's work supports the delivery of Oxfordshire's Strategic Vision for Long-Term Sustainable Development, which all of Oxfordshire's six councils have adopted.</p>	Partnership Arrangement under Future Oxfordshire Partnership (FOP)	Relevant Portfolio Holder	Lesley McLean	Representative for Cherwell District Council through Portfolio duties. Allowance to be confirmed.	One meeting every quarter.	In June 2023, Cherwell District Council signed the OIEP's charter. Per the resolution at the June 2023 Executive meeting: "That engagement with and membership of the OIEP Steering Group and Working Groups on behalf of the Council be delegated to the Corporate Director – Communities, in conjunction with the Portfolio Holder for Regeneration.".	The OIEP was committed to as part of the Future Oxfordshire Partnership economy work. It is an arms-length partnership reporting back to the Future Oxfordshire Partnership. To reflect the Council's commitment to engaging all in the economy. Pledges have been made to contribute to OIEP's delivery plan.

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Oxfordshire Local Nature Partnership The Local Nature Partnership is a county wide partnership with public/private/third sector involvement and reports back into FOP via the environment advisory group.	Working Partnership	Relevant Portfolio Holder	Tom Beckett	Representative for Cherwell District Council. Allowance to be confirmed.	One ad hoc meeting per year.	None.	The Local Nature Partnership were established as a key commitment of a Natural Environment white paper in 2011 and have been strengthened by the Environment Act and the requirements for biodiversity. There are 47 partnerships across England and they are a key grouping for Oxfordshire.
Oxfordshire Resources and Waste Partnership Oxfordshire Resources and Waste Partnership (ORWP) is a collaborative Partnership for the management of household waste, made up of all six Oxfordshire local authorities	Working Partnership	Relevant Portfolio Holder	Ian Middleton	Representative for Cherwell District Council. Allowance to be confirmed.	One meeting every quarter.	Memorandum of Understanding, 7: "Each Partner will appoint an elected member and a substitute elected member to serve on the Partnership Board (called "Partnership Members")". Cherwell District Council is a partner.	Member-led board that coordinates Oxfordshire waste management. Has budget and Partnership Manager.

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<p>Safer Oxfordshire Partnership The Safer Oxfordshire Partnership provides strategic oversight and direction for preventing crime and anti-social behaviour across Oxfordshire.</p>	Working Partnership	Relevant Portfolio Holder	Rob Parkinson	Representative for Cherwell District Council. Allowance to be confirmed.	No meetings.	None.	The partnership supports collaboration on shared community safety priorities across the four district-led Community Safety Partnerships. It acts as the single point of contact for the office of the Police and Crime Commissioner.
<p>The Mill Arts Centre Trust The Mill is a multi-function arts centre which provides a range of education/arts services to community in particular those vulnerable to society.</p>	Registered Charity	Relevant Portfolio Holder	Rob Pattenden	Representative for Cherwell District Council on board as trustee. Allowance to be confirmed.	One meeting every quarter.	A Cherwell District Council member is appointed as a trustee according to the Arts Centre Trust's Incorporation Document. There are potential conflicts of interest for councillors, this is being explored.	The Mill Arts Centre is the only arts centre in the district, making it important for the Council to have input and oversight of it, especially because the Council is a principal funder.

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Appendix 1

Partnerships or Outside Bodies no Longer Needing Councillor Appointments:

- Banbury Bluecoat Foundation
Cherwell District Council no longer does any work with the Banbury Bluecoat Foundation.
- Banbury Town Centre Partnership
The Banbury Town Centre Partnership no longer exists, formerly run by Banbury Town Council.
- Bicester and District Chamber of Commerce
No appointment needed as the Bicester and District Chamber of Commerce has now been absorbed and is part of Bicester Vision.
- Cherwell Community and Voluntary Service
No appointment needed as Cherwell District Council no longer does work with the Cherwell Community and Voluntary Service and the former appointed councillor had no interaction with them.
- Citizens Advice North Oxon and South Northants
No formal Cherwell District Council representative but Citizens Advice do attend wider partnership meetings and Portfolio Holder for Healthy and Safe Communities determined subsidy for them.
- Community First Oxfordshire
No formal Cherwell District Council representative but Community First Oxfordshire do attend wider partnership meetings and Portfolio Holder for Healthy and Safe Communities determined subsidy for them.
- Kidlington and District Information Centre
No appointment needed as Cherwell District Council no longer does any work with them.
- Oxfordshire Community and Voluntary Association (OCVA)
No formal Cherwell District Council representative but OCVA do attend wider partnership meetings.
- Oxfordshire Community Foundation
No formal Cherwell District Council representative but Oxfordshire Community Foundation do attend wider partnership meetings.
- Oxfordshire Stronger Communities Alliance
No formal Cherwell District Council representative but Oxfordshire Stronger Communities Alliance do attend wider partnership meetings.
- Parking and Traffic Regulations Outside London (PATROL) Adjudication Joint Committee
Cherwell District Council is not a direct member of this body. Oxfordshire County Council represent Cherwell District Council on the Committee.
- Sanctuary Group
No appointment needed as the Group's monitoring arrangement is no longer.

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Appendix 1

Member Champions

Cherwell District Council Member Champion appointments are made annually.

Member Champion for...	Councillor Representative for 2023/24	Proposed Councillor Representative for 2024/25	Reason for Appointment
Cycling	Relevant Portfolio Holder	Tom Beckett	Personal interest
Food	Relevant Portfolio Holder	Ian Middleton	Aligns to portfolio
Military	Appointment Based on General Interest/Expertise	Rob Pattenden	Personal interest

Shareholder Committee

The Shareholder Committee is a subcommittee of Executive. No substitutes are permitted.

Shareholder Committee 2024/25: Councillors David Hingley, Lesley McLean, Chris Pruden, Rob Pattenden and Tom Beckett.

Informal Advisory Groups (Executive Advisory Groups)

Local Plan Members' Advisory Group 2024/25: To be filled by groups

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