

Cherwell District Council

Executive

7 June 2021

Appointments to Outside Bodies and Member Champions 2021/2022

Report of Director of Law and Governance

This report is public

Purpose of report

To appoint representatives to Partnerships and Outside Bodies and Member Champions where these are executive functions, for the municipal year 2021/2022.

1.0 Recommendations

The meeting is recommended:

- 1.1 To make and cease appointments to partnerships, outside bodies and Member Champions for 2021/2022 as set out in Appendix 1 to this report (to follow).
- 1.2 To delegate authority to the Director of Law and Governance, in consultation with the Leader of the Council, to appoint Members to any outstanding vacancies and make changes to appointments as may be required for the 2021/2022 Municipal Year.
- 1.3 To request the Director of Law and Governance to undertake a review of the Member Champion terms of reference and areas appointed to.

2.0 Introduction

- 2.1 Appointments to outside bodies and partnerships and Member Champion appointments are made annually.
- 2.2 Paragraph 2.2 of section 2 of the Constitution, Committee Terms of Reference, states that appointing representatives to outside bodies is a Full Council function, “unless the appointment is an executive function” The appointments listed at Appendix 1 are Executive functions.
- 2.3 To enable appointments to be made in a timely manner, Executive is requested to consider and agree appointments for 2021/2022 and delegate authority to the Director of Law and Governance, in consultation with the Leader, to appoint to any vacancies and make changes as required during the municipal year.

3.0 Report Details

- 3.1 Appointments are required to be reviewed following local elections each year, following retirement of Councillors or Councillors not being re-elected and where there are changes to Executive portfolios.
- 3.2 Appendix 1 (to follow) gives details of the appointments made for the 2020/2021 Municipal Year. Following the 2021 elections, there are no vacancies as a result of retiring or non-retained members. The proposed appointments for 2021/2022 are set out on Appendix 1 (to follow) and are in accordance with nominations by the Leader.

Representatives on Outside Bodies and Partnerships

- 3.3 The business of local government includes considerable partnership working and work in the community. The Council's and a Councillors' representational role is enhanced and strengthened by participating in outside bodies.
- 3.4 Members are appointed annually to serve as representatives on outside bodies and partnerships.
- 3.5 Part 19 of the council's [Constitution](#), "An Advice Note for Councillors serving on Outside Organisations", was agreed by all Oxfordshire councils and adopted in August 2015. The note provides general advice for councillors about some issues which can and do arise when they are appointed to serve on partnerships and outside bodies. Support for Members appointed to outside bodies

Member Champions

- 3.6 The Terms of Reference for Member Champions include the following with regards to their role and appointment:
 - 1. Member Champions will only be appointed in support of agreed Council policies and objectives and shall be elected members of Cherwell District Council.
 - 2. Member Champions may be created by Council, the Executive or the Leader of the Council. Member Champions will remain in their role until the expiration of their term of office as a Councillor, when the relevance of the appointment will be reviewed. Notwithstanding Member champion appointments can be reviewed at any time.
 - 3. Member Champions shall have no Executive or decision making powers and may not instruct officers. Champions shall not duplicate the work of Committee Chairmen and Executive members and shall ensure they liaise with and advise Member Champions appropriately. Member Champions may not commit the Council to any course of action or any Council resources.
 - 4. Member Champions shall not attract a Special Responsibility Allowance, but shall be able to re-claim travelling and subsistence expenses in line with the agreed scheme and may attend appropriate events, seminars, training and conferences, subject to budget availability.

5. Each Member Champion will have a link officer assigned from within the relevant or most appropriate service area. Officers will bring issues, initiatives and areas of work to the attention of Member Champions.

3.7 Within their Terms of Reference, Member Champions may carry out the following functions with regard to the issue for which they have been appointed Member Champion:

- Ambassador - to raise the profile of an issue, provide a visible focus and raise the profile of an issue both internally and externally to the Council;
- Adviser to the Council in relation to the issue to provide a source expertise;
- Bringing issues to the Council's attention;
- Liaising with and providing a bridge between the Council and external groups, bodies and communities; and
- May be appointed by Council to outside bodies by virtue of office.

3.8 The current Member Champion appointments are detailed on Appendix 1 (to follow).

3.9 Whilst Member Champion roles and appointments have been amended since Executive resolved to adopt a scheme for Member Champions in May 2012, there has been no review of the overall function and Terms of Reference. It is important to review any function to ensure it remains fit for purpose. The Leader has therefore requested that the Director of Law and Governance undertake a review of the Member Champion Terms of Reference and roles appointed and report back to the September meeting of Executive.

4.0 Conclusion and Reasons for Recommendations

4.1 It is proposed that representatives are appointed to Partnerships, Outside Bodies and as Member Champions as set out at Appendix 1 to ensure that the Council is represented and maintains links with partnerships and outside bodies.

4.2 Delegation to the Director of Law and Governance in consultation with the Leader provides flexibility for the remainder of the Municipal Year to appoint to any outstanding vacancies, or if amendments are required to any appointments, and ensures they are made in a timely manner.

5.0 Consultation

Leader of the Council

6.0 Alternative Options and Reasons for Rejection

- 6.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: Not to appoint representatives to outside bodies, partnerships and as Member Champions. This is not recommended as the internal working groups would be ineffective and the Council would not be represented on these outside bodies and could miss valuable information and opportunities.

7.0 Implications

Financial and Resource Implications

- 7.1 There are no financial implications arising directly from this report and travel for members to attend meetings is included within agreed budgets.

Comments checked by:

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Legal Implications

- 7.2 There are no legal implications arising directly from this report

Comments checked by:

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Risk Implications

- 7.3 Through providing support for representatives and indemnity insurance the council has mitigated the risks posed through appointing members to partnerships and outside bodies.

Comments checked by:

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8.0 Decision Information

Key Decision - No

Financial Threshold Met: No

Community Impact Threshold Met: No

Wards Affected

Not applicable

Links to Corporate Plan and Policy Framework

All

Lead Councillor

Councillor Barry Wood, Leader of the Council

Document Information

Appendix number and title

- Appendix 1 – Appointments to Outside Bodies, Partnerships and Member Champions 2021/2022 (to follow)

Background papers

None

Report Author and contact details

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