

Cherwell District Council

Leader of the Council and Portfolio Holder for Policy and Strategy

5 June 2023

Appointments to Partnerships, Outside Bodies, Member Champions and Shareholder Committee 2023/2024

Report of Assistant Director Law and Governance

This report is public

Purpose of report

To appoint representatives to Partnerships, Outside Bodies, where these are executive functions, Member Champions and the Shareholder Committee for the municipal year 2023/2024.

1.0 Recommendations

The Leader is recommended:

- 1.1 To make and cease appointments to partnerships, outside bodies, the Shareholder Committee, Member Champions and advisory groups for the 2023/2024 municipal year as set out in Appendix 1 to this report.
- 1.2 To delegate authority to the Assistant Director Law and Governance, in consultation with the Leader of the Council, to appoint Members to any outstanding vacancies and make changes to appointments, including new appointments, as may be required for the 2023/2024 Municipal Year.

2.0 Introduction

- 2.1 Appointments to outside bodies and partnerships, Member Champion appointments and appointments to the Shareholder Committee are made annually. Appointments will be effective until the following Annual Council meeting, unless the appointee ceases to be an elected Member or the appointment is changed via the agreed delegations.
- 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 2023/2024 and delegate authority to the

Assistant Director 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 gives details of the proposed appointments for 2023/2024 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.

Shareholder Committee

- 3.6 The Shareholder Committee is a sub-committee of Executive, comprising five Executive Members. No substitutes are permitted.
- 3.7 The role of the Committee is not operational, it is the means by which the Council shall:
- Be the body for approving council nominated non-executive directors, and approving best practice policies in relation to such appointments, considering any reserved shareholder matters within the company articles;
 - Be responsible for agreeing and approving the framework within which the council interfaces with Council owned/influenced companies;
 - Exercise strategic functions flowing from the council's ownership of shares.
- 3.8 It is custom for the Shareholder Committee membership to include the Leader and Portfolio Holders with responsibility for finance and housing.
- 3.9 Executive is asked to confirm the membership of the Shareholder Committee for 2023/24.

Member Champions

- 3.10 Following a review of Member Champions in December 2021, the Military Member Champion role was retained, to be appointed to annually.
- 3.11 Following adoption of the “Motion to declare a Food Poverty Emergency” at the 18 July 2022 Council meeting, a Food Member Champion was established. The Portfolio Holder for Healthy Communities was appointed Food Champion.
- 3.12 In June 2019, Cherwell District Council appointed a Cycling Champion to coincide with coincide with Oxfordshire hosting a stage of the Women’s Tour. A Cycling Champion was appointed in 2020 but has not been appointed since.
- 3.13 The Healthy Place Shaping Team at Oxfordshire County Council has requested that Cherwell District Council give consideration to reappointing a Cycling Member Champion. The County, District/City Cycling Champions have an opportunity to feed into strategy before formal consultation and participate in learning events.
- 3.14 Within their Terms of Reference, a Member Champion 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.

Informal Advisory Groups

- 3.14 There is current one established Executive cross-party informal group: Local Plan Review Group.
- 3.15 The Group is chaired by the Portfolio Holder for Planning. It operates in an advisory capacity only and has no decision making powers. It is administered by the relevant service area.

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 Assistant Director 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

Outside bodies, as required, and Leadership Team

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. Travel for members to attend meetings is included within agreed budgets.

Comments checked by:

Michael Furness, Assistant Director of Finance. 01295 221845

Michael.Furness@cherwell-dc.gov.uk

Legal Implications

- 7.2 There are no legal implications arising directly from this report. Appointments to the roles listed are within the remit of the Executive, as explained in paragraph 2.2 above.

Comments checked by:

Shiraz Sheikh, Assistant Director Law and Governance,

shiraz.sheikh@cherwell-dc.gov.uk

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:

Shona Ware, Assistant Director – Customer Focus,

Shona.ware@cherwell-dc.gov.uk

Equalities and Inclusion Implications

7.4 There are no equalities and inclusion implications arising directly from this report.

Comments checked by:

Shona Ware, Assistant Director – Customer Focus,

Shona.ware@cherwell-dc.gov.uk

Sustainability Implications

7.5 There are no sustainability implications arising directly from this report.

Comments checked by:

Jo Miskin, Climate Action Manager,

jo.miskin@cherwell-dc.gov.uk

8.0 Decision Information

Key Decision

Financial Threshold Met: No

Community Impact Threshold Met: No

Wards Affected

Not applicable

Links to Corporate Plan and Policy Framework

All

Lead Councillor

Leader of the Council

Document Information

Appendix number and title

- Appendix 1 – Appointments to Outside Bodies, Partnerships and Member Champions 2023/2024

Background papers

None

Report Authors and contact details

Natasha Clark, Governance and Elections Manager

Emma Faulkner, Principal Officer Scrutiny and Democratic

01295 221534, democracy@cherwell-dc.gov.uk