

<b>This report is public</b>	
<b>Appointments to Partnerships, Outside Bodies, Member Champions and Shareholder Committee 2024/25</b>	
<b>Committee</b>	Executive
<b>Date of Committee</b>	10 June 2024
<b>Portfolio Holder presenting the report</b>	Leader of the Council and Portfolio Holder for Policy and Strategy
<b>Date Portfolio Holder agreed report</b>	31 May 2024
<b>Report of</b>	Assistant Director Law and Governance, Shiraz Sheikh

## 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 2024/2025.

## 1. Recommendations

The Executive resolves:

- 1.1 To make appointments to partnerships, outside bodies, the Shareholder Committee, Member Champions and advisory groups for the 2024/2025 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 2024/2025 Municipal Year.
- 1.3 To remind appointed members to update their Register of Interests as may be required, to reflect these appointments.

## 2. Executive Summary

- 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 Part 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 in 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 2024/2025 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.

## Implications & Impact Assessments

Implications	Commentary			
<b>Finance</b>	There are no financial implications arising directly from this report. Travel for members to attend meetings is included within agreed budgets. Michael Furness, Assistant Director of Finance, 31 May 2024			
<b>Legal</b>	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. Members should update their register of interests and if advice is needed, this can be sought from the Monitoring Officer. Shahin Ismail, Interim Head of Legal Services, 24 May 2024			
<b>Risk Management</b>	Through providing support for representatives and indemnity insurance the council has mitigated the risks posed through appointing members to partnerships and outside bodies. Shona Ware, Assistant Director – Customer Focus, 31 May 2024			
Impact Assessments	Positive	Neutral	Negative	Commentary
<b>Equality Impact</b>				N/A
<b>A</b> Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?				N/A
<b>B</b> Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?				N/A
<b>Climate &amp; Environmental Impact</b>				N/A
<b>ICT &amp; Digital Impact</b>				N/A

<b>Data Impact</b>				N/A
<b>Procurement &amp; subsidy</b>				N/A
<b>Council Priorities</b>	N/A			
<b>Human Resources</b>	N/A			
<b>Property</b>	N/A			
<b>Consultation &amp; Engagement</b>	Members appointed to the outside bodies in the 2023/24 municipal year as well as lead officers for each body/partnership were consulted.			

## Supporting Information

### 3. Background

- 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.

### 4. Details

- 4.1 Appendix 1 gives details of the proposed appointments for 2024/2025 and are in accordance with nominations by the Leader.
- 4.2 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.
- 4.3 Members are appointed annually to serve as representatives on outside bodies and partnerships.
- 4.4 Part 17 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

- 4.5 The Shareholder Committee is a sub-committee of Executive, comprising five Executive Members. No substitutes are permitted.
- 4.6 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.

4.7 It is custom for the Shareholder Committee membership to include the Leader and Portfolio Holders with responsibility for finance and housing.

4.8 Executive is asked to confirm the membership of the Shareholder Committee for 2024/25.

### **Member Champions**

4.9 Following a review of Member Champions in December 2021, the Military Member Champion role was retained, to be appointed to annually.

4.10 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.

4.11 In June 2023, the Healthy Place Shaping Team at Oxfordshire County Council requested Cherwell District Council to consider reappointing a Cycling Member Champion. Following the request, the Portfolio Holder for Sport and Leisure was appointed Cycling Champion. The County, District/City Cycling Champions have an opportunity to feed into strategy before formal consultation and participate in learning events.

4.12 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**

4.13 There is currently one established Executive cross-party informal group: Local Plan Members' Advisory Group

4.14 The Group is chaired by the Portfolio Holder for Planning and Development. It operates in an advisory capacity only and has no decision making powers. It is administered by the relevant service area

4.15 The Assistant Director Law and Governance, Assistant Director Planning and Development with liaison with the Portfolio Holder for Planning and Development and

Group Leaders regarding the membership of the Local Plan Members' Advisory Group.

## 5. Alternative Options and Reasons for Rejection

5.1 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.

## 6 Conclusion and Reasons for Recommendations

6.1 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.

6.2 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.

## Decision Information

<b>Key Decision</b>	No
<b>Subject to Call in</b>	Yes
<b>If not, why not subject to call in</b>	N/A
<b>Ward(s) Affected</b>	All

## Document Information

<b>Appendices</b>	
<b>Appendix 1</b>	Outside Bodies List
<b>Background Papers</b>	None
<b>Reference Papers</b>	None
<b>Report Author</b>	Curtis Leung, NMT Graduate

<b>Report Author contact details</b>	<a href="mailto:curtis.leung@cherwell-dc.gov.uk">curtis.leung@cherwell-dc.gov.uk</a> 01295 221885
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