

Report of_[x1]: **Head of Legal and Democratic Services**

To_[x2]: **City Executive Board**

Date_[x3]: **11th June 2008**

Item No_[EM4]:

Title of Report _[x5]: **APPOINTMENTS TO OUTSIDE AND OTHER BODIES**



Summary and Recommendations



Purpose of report_[x6]:

To agree appointments to outside and other bodies for the 2008/09 Council Year and nominations to Charitable Trusts



Key decision_[x7]:

No

Report Approved by: _[EM8]



Board Member: Councillor Price
Legal Services: Jeremy Thomas
Financial Services: Andy Collett



Policy Framework_[x9]: None

Recommendation(s)_[x10]: **The Board is recommended to:-**



1. appoint representatives to the bodies listed in Appendix I to this report; and in so doing take consideration of the observations set out in paragraph 1.4 below;
2. consider appointing either the Board Member for Safer Communities or the Board Member for Social Inclusion and Young People to the Oxford Family Support Project Management Committee;
3. consider appointing the Board Member for Social Inclusion and Young People to the Health and Well-Being Partnership;

- 4. to appoint a member of the City Executive Board to the Oxfordshire Waste Partnership Joint Committee (for which the Council is host authority for a two year period) and a Deputy;**
- 5. agree that in future the Head of Legal and Democratic Services should, at the end of each Council Year, provide all representatives to outside and other bodies with a short report form for completion to enable them to report back on the organisation(s) to which they are appointed;**
- 6. consider, in the light of there being no Council elections in 2009, whether the appointments should be only for the 2008/09 Council Year or also for 2009/10;**
- 7. appoint to the following Charitable Trusts:-**

2 appointments to the St. Aldate's Parochial Charities from May 2008

1 appointment to the Non-Ecclesiastical Charities of St. Mary Magdalen from the end of September 2008

4 appointments to the City of Oxford Charities – 1 from the end of September, 2008 and 3 from the end of December 2008

1. Bodies to which the Board Appoints Representatives

- 1.1 Appendix I to this report details the outside and other bodies to which the Board is invited to appoint representatives on behalf of the Council. It also shows who was appointed as the Council's representative(s) in 2007/2008.
- 1.2 Councillors serve on outside bodies in one of two capacities, namely as a non-voting observer or a voting member. Appendix I indicates the capacity in which last year's representative(s) served on the body referred to.
- 1.3 The Members' Services Officer holds information setting out the aims of each organisation and the frequency of its meetings for the majority of the bodies to which the Board makes appointments. If Councillors require further information about an organisation they should contact the Members' Services Officer direct.
- 1.4 The Board is asked to note:-
 - 1.4.1 The recent establishment of the Oxford Family Support Project. A request has been made that the Board formally nominate the former Safer City Portfolio Holder and the Chair of the Community Scrutiny Committee to its

Management Committee. In the light of the restructuring of Scrutiny Committees the Board may feel that the Board Member for Safer Communities or the Board Member for Social Inclusion and Young People would be a suitable representative.

The object of the Project is to strategically monitor and oversee the delivery of a service to those families at greatest risk of perpetrating anti-social behaviour, such that they put themselves at risk of eviction. Referrals to the scheme are made by Oxford City Council's Crime and Nuisance Action Team (CANAcT) and by Registered Social Landlords.

The Management Committee is formed of agencies which have a concern or interest in the delivery of the Project, and which wish to contribute to the improvement of the quality of life for families referred to it. The Committee meets 4 times a year.

1.4.2 That the City Council is asked to nominate a representative to the Health and Well-Being Partnership. The aims of the partnership are to enable key commissioners and users of adult health, care and well-being service to:-

- Agree priority outcomes for health and well-being in Oxfordshire
- Promote action across partner agencies in planning and commissioning services for health and social care improvement
- Monitor delivery of these actions, assess effectiveness and review priorities as part of the commissioning cycle

The Board Member for Social Inclusion and Young People would be the appropriate person to represent the council.

1.4.3 That the Oxford Sports Council has contacted the Members' Services Officer to say that one of the current representatives on this body has never attended a meeting nor given their apologies. The Sports Council has asked that representatives appointed be available to attend meetings.

1.4.4 That previously the Cherwell Housing Trust has requested that the Council's nominee serve for at least 2 years to ensure continuity and to maximise their knowledge and value to the Trust. For the past two years Councillor Tanner has been the nominee to this Trust. Should the Board be minded to nominate another Councillor it is asked to bear the Trust's request in mind when agreeing this appointment.

1.4.5 That the Council's appointment to the Oxfordshire Waste Partnership Joint Committee (for which the Council is host authority for a two year period) should, by the partnership Agreement, be a member of the Executive. A Deputy must also be appointed and must also be a member of the Executive.

1.4.6 Previously the Standing Deputy to the Leader on the Association of Councils of the Thames Valley Region (ACTVaR) has been the Deputy Leader. However during 2007/08 this was changed to Councillor Fooks. The Board is asked to consider whether the Standing Deputy on this organisation should revert back to the Deputy Leader of the Council or a nominated Councillor.

2. Liability and Interests

2.1 Councillors are reminded that when serving as a voting member there is a possibility they could incur some personal liability. If, for example, the body became insolvent and owed money to a third party, or took action which caused harm to a third party and was sued, the liability incurred by the body might fall upon the voting member. If this happened the Council could indemnify the councillor, but as a result would incur some financial cost. Councillors are advised to check the terms of any insurance carried by the outside body.

2.2 Councillors are also reminded that serving on an outside body in this way may lead to personal and prejudicial interests which need to be declared when carrying out business of Oxford City Council.

3. Period of Appointment and Reporting Back

3.1 As City Council elections are now held bi-annually the Board is asked to consider whether the appointments agreed should be only for the 2008/09 Council Year or also for 2009/10.

3.2 Currently there is no procedure in place to enable representatives to outside bodies to report back at the end of a Council Year on the organisation(s) to which they are appointed. The Committee is requested to consider asking the Head of Legal and Democratic Services to produce a short report form for representatives to complete and return at the end of each Council Year. This will not only help monitor the work undertaken by the organisation but also the commitment required from the representative(s).

4 Charitable Trusts

4.1 Vacancies will occur during the 2008/09 Council Year on the following Charitable Trusts:-

- the St. Aldate's Parochial Charities when County Councillors Gail Bones and Deborah Glass's appointments expire at the end of May, 2008;
- the Non-Ecclesiastical Charities of St. Mary Magdalen when Ms Susan Brown's appointment expires at the end of September, 2008;
- the City of Oxford Charities when Councillor Fooks' appointment expires at the end of September, 2008 and Councillors Armitage and Pressel and Mrs. Diana Pope's appointments expire at the end of December, 2008

4.2 Charitable trust appointments are for a four year period.

5. **Recommendations**

The Board is RECOMMENDED to:-

- 5.1 appoint representatives to the bodies listed in Appendix I to this report; and in so doing take consideration of the observations set out in paragraph 1.4 above;
- 5.2 consider appointing the Board Member for Safer Communities or the Board Member for Social Inclusion and Young People to the Oxford Family Support Project Management Committee;
- 5.3 consider appointing the Board Member for Young People to the Health and Well-Being Partnership
- 5.4 to appoint a member of the City Executive Board to the Oxfordshire Waste Partnership Joint Committee (for which the Council is host authority for a two year period) and a Deputy
- 5.3 agree that in future the Head of Legal and Democratic Services should, at the end of each Council Year, provide all representatives to outside and other bodies with a short report form for completion to enable them to report back on the organisation(s) to which they are appointed
- 5.4 consider, in the light of there being no Council elections in 2009, whether the appointments should be only for the 2008/09 Council Year or also for 2009/10;
- 5.5 make appointments to the following Charitable Trusts:-

- 2 appointments to the St. Aldate's Parochial Charities from May 2008
- 1 appointment to the Non-Ecclesiastical Charities of St. Mary Magdalen from the end of September 2008
- 4 appointments to the City of Oxford Charities – 1 from the end of September, 2008 and 3 from the end of December 2008

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Background papers^[x12]: None

