

**To: City Executive Board**

**Date: 9<sup>th</sup> June 2010**

**Item No: 6**

**Report of: Head of Law and Governance**

**Title of Report: NOMINATIONS TO OUTSIDE BODIES**

### **Summary and Recommendations**

**Purpose of report:** To agree nominations to outside and other bodies for the 2010/2011 Council Year and a nomination to the Oxford Leon Trust from the end of July 2010.

**Key decision?** No

**Executive lead member:** Councillor Price

**Report approved by:**

**Finance:** Emma Burson

**Legal:** William Reed

**Policy Framework:** None

**Recommendation(s):** The Board is recommended to:-

- 1. nominate representatives to the bodies listed in Appendix I to this report; and in so doing take consideration of the observations set out in paragraphs 1.5.1 - 1.5.3;**
- 2. confirm the appointments in Appendix 1A to this report and in so doing decide whether the Leader or Deputy Leader should be appointed to the Local Government General Assembly and the South East England Councils (SEEC);**
- 3. consider, in the light of there being no Council elections in 2011, whether the appointments to each individual body should for one year or continue until the end of the 2011/12 Council Year;**

4. **agree a nomination to the Oxford Leon Trust from the end of July, 2010; and**
5. **note and, where considered necessary, comment on the feed back forms circulated as Appendix II.**

## **1. Bodies to which the Board Nominates Representatives**

- 1.1 Appendix I to this report details the outside bodies to which the Board is invited to nominate representatives on behalf of the Council. It also shows who was appointed as the Council's representative(s) in 2009/2010.
- 1.2 Appendix 1A to this report details the outside bodies to which a Board Member is automatically appointed as the body relates to their area of responsibility. In some instances, the Local Government General Assembly and the South East England Councils, the Board has to decide whether the Leader or the Deputy Leader should represent the Council.
- 1.3 Historically Oxford City Council has nominated the majority of its representatives to outside bodies as non-voting observers as it was difficult to obtain adequate evidence of the indemnities and insurance for elected members serving on those outside bodies. This approach has proved to be problematic and confusing and so all nominations made should be as full members of the outside body concerned. It will then be for the body to decide, in what capacity the representative should serve to best meet the aims and objectives of the organisation, and to inform the Council accordingly. The Head of Law and Governance has previously issued a guidance note to all elected members which covers the points that need to be considered whenever an elected member is appointed to an outside body. A copy of the guidance note has also been placed in the Members' Room and is available to view on the Council's intranet pages.
- 1.4 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 nominations. If Councillors require further information about an organisation they should contact the Members' Services Officer direct.

1.5 The Board is asked to note that:-

1.5.1 The Head of Law and Governance has been advised that the following organisations have ceased to exist or no longer require representation and have therefore been deleted from the list at Appendix I

Cherwell Housing Trust  
Community Legal Partnership for Oxford City  
Oxford Community Local Strategic Partnership Steering Group  
Street Warden Management Group  
Thames Valley Waste Forum  
The Bridge Project

1.5.2 The Head of Law and Governance has received a letter from the National Association of British Market Authorities expressing disappointment that Oxford has not been represented at its meetings during the last year.

1.5.3 The Head of Law and Governance has also been advised that representation on the CCTV Inspection Team requires the nominated councillors to complete and return confidentiality forms in order to become Inspectors. This is an essential requirement of this body.

**2. Feedback From Representatives**

Councillors are also reminded that towards the end of each Council Year they are provided with a short feed-back form to complete and return relating to their outside body appointments. This not only helps monitor the work undertaken by the organisation but also the commitment required from the representative(s). Completed forms relating to appointments agreed by the Board are attached as Appendix II for consideration and comment

**3. Charitable Trusts**

3.1 A vacancy will occur during the 2010/2011 Council Year on the Oxford Leon Trust when Councillor Van Nooijen's appointment expires at the end of July, 2010. Charitable trust appointments are for a four year period.

**4. Level of Risk**

A risk assessment has been undertaken and the risk register is attached at Appendix III. All risks have been mitigated to an acceptable level.

**5. Recommendations**

The Board is RECOMMENDED to:-

- 5.1 nominate representatives to the bodies listed in Appendix I to this report; and in so doing take consideration of the observations set out in paragraphs 1.5.1 - 1.5.3 above;
- 5.2 agree the appointments in Appendix 1A to this report and in so doing decide whether the Leader or Deputy Leader should be appointed to the Local Government General Assembly and the South East England Councils (SEEC);
- 5.3 consider, in the light of there being no Council elections in 2011, whether the appointments to each individual body should be for one year or continue until the end of the 2011/12 Council Year;
- 5.4 note and, where considered necessary, comment on the feed back forms circulated as Appendix II; and
- 5.5 agree a nomination to the Oxford Leon Trust from the end of July, 2010.

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**Members' Services**  
**Officer**

**List of background papers:** None  
**Version number:**