

Agenda

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Delegated Decisions of the Board Member, Corporate Governance and Strategic Partnerships

Date: **Monday 30 July 2012**

Time: **12.00 pm**

Place: **Oxford Town Hall, St Aldate's**

For any further information please contact:

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Delegated Decisions of the Board Member, Corporate Governance and Strategic Partnerships

Board Member

Portfolio

Councillor Bob Price

Corporate Governance and
Strategic Partnerships

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AGENDA

PART ONE PUBLIC BUSINESS

Pages

1 **DECLARATIONS OF INTEREST**

Guidance on personal and personal prejudicial interests is attached to these agenda pages.

2 **PUBLIC ADDRESSES**

Members of the public may, if the Board Member agrees, ask a question of the Board Member on any item for decision on this agenda (other than on the minutes). The full text of any question must be notified to the Head of Law and Governance by no later than 9.30 am two clear working days before the meeting. Questions by the public will be taken as read and, at the Board Member's discretion, responded to either orally or in writing at the meeting. No supplementary question or questioning will be permitted.

The total time permitted for this item will be 15 minutes.

3 **COUNCILLOR ADDRESSES**

City Councillors may, at the Board Member's discretion, ask a question or address the Board Member on an item for decision on the agenda (other than on the minutes). The full text of any question and the nature of any address must be notified to the Head of Law and Governance by no later than 9.30 am two clear working days before the meeting. Questions by councillors will be taken as read and, at the Board Member's discretion, responded to either orally or in writing at the meeting. No supplementary question or questioning will be permitted. If an address is made, the Board member will either respond or have regard to the points raised in reaching her or his decision. If the address is by the Chair of a Scrutiny Committee or her or his nominee then the Board member will be required to say as part of their decision whether they accept the Scrutiny recommendations made.

4 **APPOINTMENTS TO OUTSIDE BODIES**

1 - 52

Report of the Head of Law and Governance attached.

5 **MATTERS EXEMPT FROM PUBLICATION**

If the Board member wishes to exclude the press and the public from the meeting during consideration of any of the items on the exempt from publication part of the agenda, it will be necessary for the Board member to pass a resolution in accordance with the provisions of Paragraph 21(1)(b) of

the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 on the grounds that their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Schedule 12A of the Local Government Act 1972.

The Board member may maintain the exemption if and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

DECLARING INTERESTS

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licences for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest.

If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members' Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member "must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself" and that "you must not place yourself in situations where your honesty and integrity may be questioned". What this means is that the matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

†Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those of the member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners..

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To: City Executive Board Member for Corporate Governance and Strategic Partnerships

Date:

Item No:

Report of: Head of Law and Governance

Title of Report: APPOINTMENTS TO OUTSIDE BODIES

Summary and Recommendations

Purpose of report: To agree nominations to outside and other bodies for the 2011/2012 Council year.

Key decision? No

Policy Framework: None

Approved by: Legal - Jeremy Thomas, Head of Law and Governance.
Finance – Nigel Kennedy, Head of Finance

Recommendation(s): The Board Member is recommended to:

- (1) Make appointments to outside bodies as shown in Appendix 4;
- (2) Delete the following appointments on the grounds that the groups are inactive:-
 - (a) CCTV monitoring;
 - (b) CCTV inspections;
 - (c) Radiolink Steering Groups.
- (2) Appoint for 1 year, to the following groups; to be reviewed and deleted at the end of the year if there is no development, contact or demonstrable value to the Council within 12 months:-
 - (a) Alice Smith Trust and Sarah Nowell Educational Trust;
 - (b) Oxfordshire Ethnic Minorities Enterprise Unit;
 - (c) Florence Park Community Association;
 - (d) Oxford Asian Cultural Association;
 - (e) National Association of British Market Authorities;

(3) Delete member involvement from the following body, on the grounds that the Council's interests are better served by officer involvement:-

(a) Oxfordshire Supporting People Commissioning Body.

(4) Make the amendments requested by the following outside bodies:-

(a) Oxford Homeless Pathways – reduce member representatives from 3 to 2;

(b) St Margaret's Institute Community Centre – cease the appointment of Council representative with immediate effect.

1 Background

The City Council currently nominates members to serve on 56 outside bodies and 11 charities. These range from local community associations and Policing boards to national organisations such as the Local Government Association General Assembly and the National Association of British Market Authorities.

The number of Councillor representatives appointed to each body and their roles vary. The majority sit on the committee of the body to which they have been appointed, with one or two acting in an advisory role or simply being invited to attend a meeting. All the Charity representatives are Trustees of the Charity.

The City Council has this year grant aided 15 of the outside bodies / charities to which we appoint. This totalled £716,532 and a breakdown is attached as **Appendix 1**

2 Councillor Involvement

2.1 Members who had been appointed to a body for 2011/12 were sent a feedback form and asked to complete it, detailing:

- If they had been given notice of meetings by the organisation;
- If they had been involved in any special projects;
- Number of meetings to which they had been invited;
- Number of meetings they had managed to attend
- Any comments on the value of the group and its contribution towards the local community and the Council's corporate objectives.

2.2 Not every member returned his or her feedback form, but most did. A summary of their comments is attached as **Appendix 2**.

3 Contact from the Outside Bodies.

3.1 Every outside body or charity to which the City Council appoints was sent a copy of the information that we hold on it, with a request that they update, confirm or correct this information as appropriate.

3.2 As a result of the feedback exercise, both with Councillors and with the outside bodies, there are questions about the existence of a number of outside bodies and the City Council's involvement with them.. These are as follows:-

- Alice Smith Trust and Sarah Nowell Educational Trust

The Councillor representative has questioned the value of continuing to appoint to this group. Although invited to meetings, she feels that the Council's influence is minimal. In view of this, does the Council wish to continue to appoint to the Trust?

- CCTV Monitoring Group/CCTV Inspections

Enquiries have revealed that there are no formal meetings or inspections of CCTV facilities. Instead, Members are very welcome to go and visit the CCTV HQ on a voluntary basis.

The Councillors concerned have reported back that the Management Committee is valuable, but that no inspections were made and that the CCTV Monitoring Group ceased in 2009. Therefore there seems little point in appointing to a non existent group and consideration should be given to deleting all except the CCTV Management Committee.

- Oxfordshire Ethnic Minorities Enterprise Unit

Unfortunately, the Councillor has not been contacted by this group. They do still exist however, and they returned their feedback form. The lack of contact may have been caused by the sad death of the former contact for the group and her subsequent replacement. This may resolve now that the new person is in post. It would be worthwhile trying to establish more active contact for 1 year.

- Florence Park Community Association

Councillor reports no contact since the previous Secretary left. Again, this may resolve itself when a new person is in place. It would be worthwhile trying to establish more active contact for 1 year

- Oxford Asian Cultural Association

Both Councillors appointed express concern about this group. There is a feeling that it needs encouragement to involve more people, especially women, and that it needs observation for a few years. After years of seeming inactivity, it has now held an AGM. It would be worthwhile trying to establish more active contact for 1 year. If matters do not improve, the Council might wish to consider deleting this group.

- National Association of British Market Authorities

This body has once again expressed disappointment that Oxford had not been represented at meetings during the past year. It hopes that someone would attend in the future. This has been a comment from it for the past few years. As a result, it is hard to judge whether or not the Council gains from its involvement.

- Oxfordshire Supporting People Commissioning Body

The Councillor appointed suggests that this is deleted from the list for member involvement and that the Council should continue to be involved via officers. The convention has been to send the Head of Housing to the meetings, and this has worked well.

- Radiolink Steering Group

The Councillor reports that he was contacted concerning a future meeting, but that a date was not set. This group has been fairly inactive for the past two years. If meetings are not set, then consideration should be given to deleting this group.

4 Outside Bodies requesting variations.

4.1 Oxford Homeless Pathways have requested that 2 appointments are made rather than the current 3. They would very much like to retain Councillor Val Smith as one of the representatives. Representatives can attend their meetings as an observer, or can apply to become a Trustee. If they do become a Trustee, the group would like them to remain for 3 years.

4.2 St Margaret's Institute Community Centre has requested that a Council appointment is no longer made. They state that the City Council appointed a member to their Management Committee between 2004 and 2008 when the City Council underwrote loan repayments for the Community Centre when it purchased the lease on its building. They have had the benefit of this appointment since then. The Management Team members are very grateful for the Council's support and help, but they want to recruit some hands on, active community volunteers to take on a variety of roles, and to do this, they wish to free up a number of places on the Management Committee. They point out that they do not receive financial support from the City Council, and that the loan it underwrote has been repaid in full.

On this basis, it is suggested that no further Council appointment is made to the St Margaret's Institute Management Committee, subject to your approval.

5 Appointments needing to be made.

5.1 **Appendix 3** shows the Charity appointments that expire in 2012.

5.2 **Appendix 4** shows the current nominations to outside bodies from the Labour and Liberal Democrat Groups. Nominations were sought from the Green group but (at the time of writing) no response has been received.

6 Recommendations:-

6.1 **The Board Member is recommended to:-**

(3) Make appointments to outside bodies as shown in Appendix 4;

(4) Delete the following appointments on the grounds that the groups are inactive:-

- (a) CCTV Monitoring;**
- (b) CCTV inspections**
- (c) Radiolink Steering Group.**

(5) Appoint, for 1 year, to the following groups; to be reviewed and deleted at the end of the year if there is no development, contact or demonstrable value to the Council within 12 month;

- (a) Alice Smith Trust and Sarah Nowell Educational Trust;**
- (b) Oxfordshire Ethnic Minorities Enterprise Unit;**
- (c) Florence Park Community Association;**
- (d) Oxford Asian Cultural Association;**
- (e) National Association of British Market Authorities**

(6) Delete member involvement from the following body, on the grounds that the Council's interests are better served by officer involvement:-

- (a) Oxfordshire Supporting People Commissioning Body**

(7) Make the amendments requested by the following outside bodies:-

- (a) Oxford Homeless Pathways – reduce member representatives from 3 to 2;**
- (b) St Margaret's Institute Community Centre – cease the appointment of Council representative with immediate effect.**

7 Level of Risk

7.1 A risk assessment has been undertaken and the risk register is attached at **Appendix 5**. All risks have been mitigated to an acceptable level.

Name and contact details of author:-

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Democratic Services Officer
Law and Governance
Tel: 01865 252275, e-mail: lstock@oxford.gov.uk

List of background papers: None
Version number: 1

Outside Bodies in receipt of grants from the City Council during 2012 Council Year

Name of Body	Amount of Grant
Blackbird Leys Neighbourhood Support Scheme	£85,290
CAB	£200,000
Cuttislowe and District Community Association	£1,500
Donnington Doorstep Management	10,000
East Oxford Community Association	£500
Fusion Community Arts	£36,923
Gatehouse	£9,507
Modern Art Oxford	£66,667
Oxford and District Sports and Recreation for the Disabled	£1,250
Oxford Homeless Pathways	£133,432
OCVA	£48,736
Oxfordshire Theatre Company	£2,500
Pegasus Theatre Trust	£26,459
Rose Hill and Donnington Advice Centre	£90,478
Elder Stubbs Charity	£3,290

Councillor
Attendance and
comments

APPENDIX 2

<u>Name of Organisation</u>	<u>Councillor</u>	<u>Notice of meetings?</u>	<u>Special projects?</u>	<u>Meetings invited</u>	<u>Meetings attended</u>	<u>Any comments?</u>
Alice Smith Trust and Sarah Nowell Educational Organisation	Smith	Yes	Yes	2	2	Member has some concerns and wonders if representation is worth continuing

APSE	Coulter	Yes	Yes	More than 6	More than 6	<p>Councillor focuses on APSE's work within the renewable energy sector, and co-operates with other members and council officers in gathering up to date information to assist with transition towards low carbon Oxford. This fits well with main policy objectives shared by all political groups within Oxford and our objective to reduce carbon dependency. APSE is valuable in providing advice and support for evolving business models in response to government reform of feed in tariffs, as an example. Councillor is an elected representative of APSE's national council, and assist with governance of the association in addition to contributing to policy debate</p>
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<p>Is an advisor to the Association, but cannot attend all meetings because of pressure of other commitments. BCA is fundamental to the running of the neighbourhood centre within the ward. It is an excellent organisation and manages the majority of community events within Barton, and represents the needs of a significant number of people lacking a voice.</p>					<p>Yes</p>	<p>No</p>	<p>10</p>	<p>4</p>
<p>Barton Community Assoc Management Cttees</p>	<p>Van Coulter</p>							
<p>Bullington Assoc</p>	<p>Loyd Shogbesar</p>				<p>Yes</p>	<p>No</p>	<p>2</p>	<p>1</p>
<p>Very professional body of people with a hard working Committee. Work well with community groups who use the hall and offices. "Orinoco" is part of the complex and provides swap shops for unused goods and are a major re-cycling charity in Oxford. Group has also assisted Bullington Boys FC with a pitch and training facilities.</p>						<p>No</p>	<p>12</p>	<p>4</p>
<p>Bullington Assoc</p>	<p>Timbs</p>				<p>Yes</p>	<p>No</p>	<p>12</p>	<p>4</p>

CCTV Monitoring Group	Campbell	N/a	N/a	N/a	N/a	N/a	N/a	Group ceased 2009
CCTV Monitoring Group	Malik	N/a	N/a	N/a	N/a	N/a	N/a	Group ceased 2009
CCTV Management Committee	Timbs	No	Yes	None	N/A	After visiting Night Safe and seeing the valuable work that it does, would highly recommend the CCTV surveillance we have, and would promote it at the highest level. It is now part of the community safety campaign and it does work on anti social behaviour		
CCTV Inspector	Malik	N/a	N/a	N/a	N/a	No inspections made		

					<p>Direct contact between the CAB and the Council has been extremely valuable in current difficult times, where demand for CAB services has increased substantially. The financial assistance provided by the Council can be more accurately determined, and the value of the service provided by CAB better understood. The change from three to two representatives, and the redefinition as representatives rather than trustees was also helpful. The Council representatives are asked to report at each trustee meeting.</p>
Citizens' Advice Bureau	Brundin	Yes	Yes	8 or 9	8
Citizen's Advice Bureau	Tanner	yes	Yes	6	5

City of Oxford Charity	Fooks	Yes	Yes	10	8	Very valuable charity - very useful for City Councillors to know the problems facing disadvantaged families and children in the City. Useful for Charity to have City Council representation, but questions whether 5 Council representatives are necessary
City of Oxford Charity	Sanders	Yes	No	Two groups, each quarterly	Majority	Worthwhile group providing a good deal of support to many individuals and groups (financial support)
City of Oxford Charity	Coulter	Yes	No	3	2	This charity provides for effective relief of some in need within Oxford, in terms of extra-statutory assistance for education and welfare needs. Whilst the range is limited by financial constraints, it provides for flexibility when needs cannot be met by national or local statutory organisations.

County Council School Organisation Stakeholder Group	Sinclair	Yes	No	4	4	4
						<p>Pressure on primary school places has led to some children being educated away from their local communities. An expansion of a school has often met with opposition, especially those on constrained sites. The need for more places will eventually roll out into secondary schools, and will need to be carefully managed and planned for. Academies and free schools have dominated the discussion this year. The Education department has had to make staffing provision to deal with applications, and there is concern that this will have a detrimental impact on other challenges ahead for education, especially in Oxford</p>
County Council School Organisation Stakeholder Group	Sinclair	Yes	No	4	4	3

Cuttleslowe Community Assoc Management Cttee	Fooks	Yes	Yes	10+	9+	Active community association that addresses the needs of a small deprived area. Activities for children, seniors and young people. Much effort to develop a community plan to identify the needs of the area and then address them. Building in need of improvement - constant search for funds to pay community workers and provide dance/art/activities.
Cuttleslowe Community Assoc	McCready	Yes	Yes	11	10	Provides invaluable support to the life of this part of Oxford through its participation in youth work, art classes, dance classes, Friday lunches, holiday activities for children and leadership of community led planning. Councillor was appointed by the Buildings and H&S sub committee to disassemble and recycle materials from an unusable piano.

Donnington Community Assoc	Williams	Yes	Yes	6	4	Councillor gave advice on a number of issues at their Committee meetings. Also helped with Lord Mayor's Charity submission to housing department for a grant.
Donnington Doorstep Management Committee	Williams	Yes	Yes	7	5	Attended numerous fund raising events. Gave views on various matters at meetings
Donnington Tenants and Residents	Williams	Yes	Yes	7	6	
Steeping Stones Family Centre, Donnington	Williams	Yes	Yes	7	5	

<p>East Oxford Community Archaeology Project</p>	<p>Jones</p>	<p>Yes</p>	<p>Yes</p>	<p>4 +6</p>	<p>4+6</p>	<p>Has attended 4 steering group meetings and six open to the public. Between 300 and 400 people have volunteered to take part in the project in some capacity. These activities have embraced local history (researching place names, for example) as well as archaeology per se. There has been a real sense of community ownership and a pride in the heritage of an often neglected part of this hugely historic city. The experience has been one of social inclusion and cohesions, fully in line with the Council's corporate objectives</p>
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East Oxford Community Association	Jones	Yes	No	6	3	<p>EOCA manages East Oxford Community centre. There is an encouraging range of activities and there seems no shortage of applicants for room hire. At first meeting, there was a strong feeling of dissatisfaction with the level of engagement with the Council as landlords. This reflected in part the disaffected character of some of the trustees/committee members. Councillor had meeting with Head of Communities and Neighbourhoods and set up a series of working meetings with Chair of EOCA, Mark Spriggs, to improve relationships. Relationships are now improving. Work has begun on alterations to the structure and fittings of the centre, and the splendid business plan produced by EOCA and C&N has begun to be implemented. Looks forward to further</p>
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Elder Stubbs Charity	Young	Yes	No	4	3	Group is well run with good notice of meetings being given. Good accounts. Decisions made carefully and conscientiously.
Elder Stubbs Charity	Abbasi	Yes	No	5	4	Established charity that provides the opportunity for garden lovers to have healthy exercise at a convenient location.
English Heritage SE - Heritage Champion	Cook	Yes	No	3	1	
Florence Park Community Assoc	Keen	No	No	0	0	No notices sent out since last Secretary resigned.
Florence Park Community assoc Cttee	Khan	Yes	Yes	7	4	
Forest of Oxford Steering Group	Fooks	No	No	0	0	Group seems "on hold" at present and needs reviewing.

Forest of Oxford Steering Group	Pressel	Yes	Yes	2	0	FoO does a very valuable job getting hundreds more trees planted in the City, including many in or just outside my ward. I keep in touch by email when I cannot attend. There have been a couple of specialist projects in my ward, which I have visited.
Fusion Arts	Campbell	Yes	Yes	6	5	Despite a difficult and challenging economic background, Fusion continues to provide and facilitate a number of excellent projects (I Cowley being particularly successful). While the main focus of its activities is along the Cowley road, it also delivers projects across the City.
Gatehouse	Sanders	Yes	No	Monthly	70%	Extremely valuable group that provides an immense amount of support to the most vulnerable members of our community. A very hard working and committed group of people.

Headington Community Assoc	Sinclair	Yes	No	6	5	The group provides a good quality venue and value for money for the local community. It has recognised that there is a lack of activities and provisions for young people, and has put forward an offer to a potential provider of free access to the centre and a contribution to start up costs. It also contributes to the wider community through participation in larger community events
Jericho Community Assoc	Pressel	Yes	Yes	10	9 or 10	Excellent community association which achieves a lot. Has helped with fundraising and visited the café.
Jericho St Barnabas Community Assoc Management Cttee	Cook	Yes	Yes	12	10	

Katherine Rawson Trust	Goddard	Yes	No	1	0	The KR Trust has a very small annual income of just under £500. No more than 1 meeting a year is necessary to determine how best to allocate its funds, that, for several years now have been allocated to Wolvercote Primary School for disadvantaged pupils
Katherine Rawson Trust	Gotch	Yes	No	1	0	Minor charitable trust, but important in that it gives £400 or £500 each year to Wolvercote Primary School for charitable purposes.
Littlemore Community Association	Tanner	Yes	No	7	5	
LGA General Assembly	Turner	Yes	No	1	1	Found annual conference useful
LGA Urban Commission	Darke	Yes	No	3	1	

Local Government Information Unit	Wilkinson	Yes	Yes	6+2	4+1	Provides a national forum for the interchange of views on policy and of good practice across local authorities. LGIU is a think tank which provides excellent summaries of latest government reports, consultation and legislation. Allows us to influence its actions when networkimg across Government departments
Modern Art Oxford	Pressel	Yes	Yes	4	2	
Modern Art Oxford	Gotch	Yes	No	4	2	Very important arts facility in Oxford. Good, intelligent, interesting and important board meetings. Director of Gallery and Chair of Board are first class. Oxford needs such a well-run gallery for modern art, nothing like it for miles.

Museums Joint Working Group	Pressel	Yes	Yes	4	4	This is a good group, which keeps us informed of developments which affect the Museum of Oxford and Oxford University
North Oxford Assoc	Campbell	Yes	Yes	4	3	NOA provides and hosts a large variety of activities which make a significant contribution to the whole city, particularly North Oxford. It has over 600 members, more than 20 volunteers (although not enough young ones), and is managed very professionally.
North Oxford Assoc	McCready	Yes	No	7	6	This Association maintains 2 very busy venues which are a first direction to turn for anyone needing to hire space for a meeting, yoga class or charitable sale. Work to help get isolated older people out to lunches and coffee mornings helps improve their quality of life, as does the publication of the informative NOA News.

Northway Community Association	Darke	Yes	Yes	15 to 20	15 to 20	This association lacked an established and effective group of trustees. In this context, Councillor Darke took on the role of Chairman. Has struggled to get the good governance agenda moving forwards purely because of a lack of experience in the community, and also because of staffing arrangements. There have been many obstacles over the year. Some progress is being made, but it is hard work. Councillor has benefitted by having help from the Communities and Neighbourhoods team.
Oxford Airport Consultative Ctee	Lloyd Shogbesa	Yes	No	1	1	
Oxford Asian Cultural Association	Pressel	Yes	No	3	2	After holding no AGMs for several years, one has now been held. So far this year it has contributed nothing to the community or our objectives, which is very disappointing. I hope things continue to improve.

Oxford Asian Cultural Assoc	Young	Yes	No	2	1	<p>Very little notice given of meetings initially. Would like to encourage more participation from women and the Bangladeshi community. . Group needs to be observed for a few years and encouraged to be more representative and open to new members.</p>
Oxford Homeless Pathways	Brown	Yes	Yes	5	5	<p>Group invaluable. Trustees (volunteers) do an excellent job. Councillor has been 1 of 3 observers. The future role is ambivalent and what can be achieved by 3 is open to debate. Councillor has initiated process with support of OHP and Jeremy Thomas to reduce this number. Cllr has allocated £500 of his Ward Spend to the group's welfare fund.</p>

Oxford Homeless Pathways (and Night Shelter)	Smith	Yes	No	3 or 4	2	Brilliant organisation, very well run, clear minutes, accounts and report back. Excellent response when contacted about individual casework.
Oxford HUB	Mills	Yes	No	3	3	A capable, professional organisation that fills a niche within Oxford's voluntary sector. In addition to its ongoing work encouraging student volunteering, the main development has been the opening of the Turl Street Kitchens, a social enterprise run by the Hub's national organisation which amongst other things now houses the Hub's offices.
Oxford In Bloom	Keen	Yes	No	6	6	
Oxford Leon Association (Leon Link)	Williams	No	No	0	0	No contact

Oxford Playhouse	Darke	Yes	No	12-Jan	11 to 12	<p>Board is very welcoming. Playhouse is professionally run and administered with a sparkling young team. Board is highly experienced, well versed in theatre and creative productions, with an excellent outreach programme. The growing partnership with "Shared Expenses" has rescued the latter from financial problems and set them towards success. Playhouse is enormously valuable and vibrant, a big player in Oxford and Oxfordshire culture. Contributions are essential and good value for money. Councillor has helped work up a green/sustainable policy for the theatre.</p>
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Oxford Policing Board	Timbs	Yes	Yes	4	3	Board is a major link between the Community and the Police. Many local issues are brought to the attention of the Police for action. We receive crime reports on a regular basis. Closure of this Board would be a great loss to the City.
Oxford Policing Board	Pressel	Yes	No	5	5	This provides a good channel for me to pass on concerns from the CSW area and influence the strategy of Oxford police.

Oxford Policing Board	Sinclair	Yes	No	4	3	<p>Despite significant funding reductions, there is commitment to Neighbourhood Policing, and staff numbers will remain constant. Improvements to NAG meetings will give more flexibility in staffing availability with fewer meetings but task and finish groups instead.</p> <p>Forthcoming PCC elections in November have sparked a debate around the impact on the City, where it will be crucial to have strong representation on the Police Crime Panel, whose role it will be the scrutinise the decisions of the Police Commissioner.</p>
Oxford Policing Board	Gotch	Yes	No	6	5	<p>Extremely useful to hear local police commanders objectives and thinking. Board can (and does) quiz the Commander about lack of attention (sometimes) to issues that are important locally or across the whole City.</p>

														Useful meeting between the Police and Councillors, keeping up to date on all local policing issues and a chance to talk over various issues and achance to talk over various ward problems. This board might either not continue - at least not in this form - a s result of changes to the Police force in the future.
Oxford Policing Board	Sanders	Yes	No	4	75%									
Oxford Poverty Action Trust	Tanner	Yes	Yes	12	6									The OPT is vigorous in its pursuit of what it sees as the best interests of Oxford's Architectural heritage. Their involvement in Open Doors is an indication of the Trust's desire to open to a wider community.
Oxford Preservation Trust	Goddard	Yes	No	4 or 5	3 or 4									

Oxford Safer Communities Partnership	Timbs	Yes	No	5	4	Holds a very important role within the City to discuss all aspects of crime and community safety. Having partners meet to discuss aspects of support for the wellbeing of residents is a bonus for the City.
Oxford Sports Council	Timbs	Yes	No	4	3	This body supports individual sports enthusiasts with grant applications that are very closely vetted by the Committee. There is an annual prize giving to individuals and groups who have shown sporting achievements during the year.

Oxford Sports Council	Armitage	Yes	No	6	2	Group continues to support local sports people and organisations with grants and prizes, and by organising an annual Town V Gown event. Its contributions are very much valued. Group does not receive a Council grant but received income as a result of its previous investment in squash courts at Ferry Leisure Centre
Oxford Strategic Partnership Steering Group	Price	Yes	Yes	16	14	
Oxfordshire Buildings Trust	Gotch	Yes	Yes	2	5	Turst plays a key role in grant aiding very important - historically - buildings in Oxfordshire - to maintain conditions and ensure availability for public access and enjoyment. Councillor has visited various of the Trust's properties.
Oxfordshire Ethnic Minorities Enterprise	Khan	No	No	0	0	Councillor is not sure if this body still exists - has had no contact from anyone.

Oxfordshire Leaders Group	Price	Yes	No	5	5	Generally a useful forum for District and County Councils to keep in touch on key policy issues
Oxfordshire Members Affordable Housing Group	McManners	No	No	0	0	
Oxfordshire Supporting People Commissioning Body	McManners	See comment	See Comment	See Comment	See Comment	Councillor comments that the convention has been to send the Head of Housing to these meetings and that this has worked well. Councillor thinks this should not be on the list for a member's attendance
Porch Steppin Stones	Smith	Yes	No	4	3	Excellent organisation - clear minutes and accounts, Friendly and professional
Radiolink Steering Group	Pressel	No	No	0	0	Councillor does not think that this group meets at present.

Radiolink Steering Group	Brett	No	No	0	0	No meetings set - Councillor had email contact indicating that he would be invited to a future meeting when a date was fixed, but then heard nothing further. Very disappointed.
Regal Community Centre	Abassi	Yes	Yes	4	3	The Committee is serving the community well. The centre needs some updating as the building is coming to the end of its life. But it is ideally located, with a play area recently refurbished. The population of the area has grown, and further recreational facilities are needed.

Risinghurst Community Centre	Sinclair	Yes	Yes	12	7	<p>Another busy year for the evolving committee, formulating a stronger structure . Attending training and working hard to provide a welcoming venue for the local community. The association has organised several events for local residents and has been working with the Community and Neighbourhoods team on community led planning. Refurbishment work has been carried out by the Council to help reduce heat loss from the building and improve its visual appearance. Further work awaits, subject to planning consent.</p>
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Rose Hill Community Assoc	Turner	Yes	No	12	2	Assoc made it clear that it did not expect attendance on a regular basis. The old General Committee which Councillors used to attend no longer exists. Councillor Turner has been welcome to attend executive meetings and has had a productive meeting with the group.
Rose Hill & Donnington Advice Centre	Williams	Yes	No	7	4	Gave opinions on numerous activities and helped with contacts eg Lord Mayor's Charity
Ruskin College	Brundin	Yes	Yes	4	4	Contact is helpful for the Council and invaluable for the College. My personal experience of higher education has also been helpful

Ruskin College	Pressel	Yes	Yes	3	3	Ruskin provides education for people not well served by mainstream education and so makes a significant contribution to Oxford and our objectives. I have provided a helpful link between the College and the Council.
Ruskin College	Van Coulter	Yes	No	2	0	Unable to attend all meetings because of competing commitments Reads all minutes and maintains strongties, regularly meeting students and staff. Ruskin is active in the promotion of education at further and higher level within the communities of Oxford, at national and international level. It helps people to be what they can be, through life-long learning and is inclusive of those commonly excluded from education
Parochial Charity of St Clements	Young	Yes	No	2	1	Charity well run with good advance notice of meetings, open discussion and competent accounting.

St Aldate's Charity	Tanner	Yes	No	6	5
St Margaret's Institute	Royce	Yes	No	4 or 5	Most
South Oxford Adventure Playground Executive Cttees	Van Nooijian	No	No	0	0

Very vibrant group, still fundraising. Now giving small grants. There are many skills within the group itself and it has access to many more via its networks. Satisfying and enjoyable to work with.

<p>As Chair, Councillor Price has participated in a range of special projects to improve playground facilities. An enthusiastic and large group of volunteers run the playground. Last year was a highly successful year involving the construction of magnificent new equipment and a new hut, funded from grant won in competition. Over 1000 children attended and several local groups are now using the playground as a venue for their activities.</p>		7					<p>South Oxford Adventure Playground Executive Cttees</p>
<p>This organisation is of limited value for members, although there may be some limited value for the People and Equalities team. Meetings are held in Londong and at times it is difficult to make during the working week. The printed information is well produced and helpful</p>		0	2	No	Yes	Price	<p>South East Employers</p>

South Oxford Community Assoc Management Cttees	Price	Yes	No	10	0	Councillor Van Nooijen attends this group on behalf of himself and Councillor Price. Councillor Price is in regular contact with the Chair on local matters, and receives the minutes, agenda and other papers.
South Oxford Community Assoc Management Cttee	Van Nooijan	Yes	No	10	6	
Tourism South East	Cook	Yes	No	3	2	
West Oxford Community Assoc	Pressel	Yes	Yes	12	12	A superb community association which does a huge amount for the local area. Councillor has attended events to promote sports and the new café, flood plan meetings, social events and performances
West Oxford Community Assoc Management Cttee	Cook	Yes	No	10	8	

Wood Farm Community Association	McManners	No	No	0	0	WFCA is undergoing a process of change and the Wood Farm Community Forum is replacing a lot of what it did.
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Charity Appointments due to expire

Name	Appointments due to expire in 2012
Alice Smith Trust	Councillor Smith (November)
City of Oxford Charity	Councillor Coulter (September)
	Councillor Curran (December)
	Mrs Pope (December)
	Councillor Sanders (December)
Elder Stubbs	Councillor Abassi (October)
Katherine Rawson Trust	Councillor Gotch (October)
Old Marston Charity	(Former) Councillor Hazell (July)
St Mary Magdalen	Mrs S Brown (September)
St Clements Parochial	(Former) Councillor Young (May)
St Aldates Parish	(Former) Councillor Hazell (June)
	Councillor Tanner (June)

APPENDIX 4

Nominations for outside bodies - 2012/13

<u>Name of body</u>	<u>No of reps</u>	<u>Labour nomination</u>	<u>Lib Dem nomination</u>	<u>Green nomination</u>	<u>Notes</u>	<u>Other information</u>
Air Cadets	1	Humberstone				
APSE	1	Coulter	Jones		Appoint Councillor Coulter	
Barton Community Assoc	1	Coulter				
Blackbird Leys Neighbourhood	1	Humberstone				
Bullingdon Community	2	Lloyd-Shogbesan and Kennedy				
CCTV Inspection	1	Sinclair				
CCTV management	1	Sinclair				
Citizen's Advice Bureau	2		Rundle			
Council of Ruskin College	3	Coulter and Curran	Altat Khan			

Cuttleslowe Community Assoc	2			McCready and Fooks to continue	Offered to 1 opposition	
District Councils network		Coulter				
Donnington Community	2					
Donnington Doorstep	2	Richard Tarver			Offered to 1 opposition	
East Oxford Community Centre	2	Clack		Jones to continue		
English Heritage	1	Cook			Portfolio	
Florence Park Community	2	O'Hara and Mr B Keen				
Forest of Oxford	2	Pressel		Fooks to continue		
Fusion Arts	1	Clack		Campbell to continue	Appoint Councillor Clack, but ask Fusion if Councillor Campbell can continue	
Gatehouse	1	Sanders				
Headington Community	2	Baxter and Sanders				

Headington Action	1	Sinclair	Rundle to continue		Ask if 2 places can be allocated for both Cllrs Sinclair and Rundle	
Health and Wellbeing Board	1	Smith				
Jericho Community	2	Cook and Pressel				
Littlemore Community	1	Tanner				
LGA Assembly	1	Turner			Portfolio	
LGA Urban Commission	1	Darke				
LG Information Unit	1	Darke				
Modern Art Oxford	2	Clack and Lygo				
Mortimer Hall	2	Clarkson and Louise (?)				
British Market Authority	1	Clarkson				
North Oxford Association	2		McCready and Campbell to continue			
Northway Community	2	Darke	Altaf Khan to continue			

OXRAD	1	Fry	Altaf Khan to continue	Appoint Councillor Fry	
Oxford Airport	1	Lloyd-Shogbesan			
Oxford Asian Cultural Centre	3	Darke and Clack	Jones		
Oxford Policing Board	6	Sanders, Pressel, Khan, Sinclair		Offered to 2 opposition	
				Group requests a reduction from 3 to 2 reps. Appoint Councillors Canning and Smith	
Oxford Homeless Pathways	2	Canning and Smith	Mills		
Oxford HUB	1	Mills		Appoint Councillor Mills	
Oxford in Bloom	1	Mr B Keen			
Oxford Playhouse	1	Curran			
Oxford Preservation Trust	3	Cook, Darke and Fry			
OXPAT		Rowley			
Oxford Sports Council	2	Coulter	Jones		

Oxfordshire Schools Organisation			Curran				Portfolio	
Oxford Buildings Trust	1						Offered to 1 opposition	
OCVA	1		Curran				Portfolio	
Oxford Ethnic Minorities Development	1		Lloyd-Shogbesan					
Oxfordshire Leader's Group			Price				Portfolio	
Oxfordshire Spatial Planning	1		Price				Portfolio	
Oxfordshire Museums Council	1		Pressel					
Oxford Safer Communities			Sinclair				Portfolio	
Oxfordshire Waste Partnership	1		Tanner				Portfolio	
Oxfordshire Theatre	1		Lygo					
Oxford Pathways			Seamons					
Oxford Pegasus Theatre	1		Lygo					
Radiolink	1		Sinclair					
Regal Community centre	2		O'Hara					
Risinghurst Community	2		Baxter and Sinclair					

St Margaret's Institute	1	Fry					
Rose Hill Advice Centre	2	County Councillor John Sanders				Offered to 1 opposition	
Rose Hill Community Centre	2	Turner and County Councillor John Sanders					
South East Employers	1	Price				Portfolio	
South Oxford Adventure Playground	2	Price and Van Nooijen					
South Oxford Community	2	Price and Van Nooijen					
Reserves and Cadets	1	Humberstone					
Porch Steppin Stones	1	Smith					
Tourism South East	1	Cook				Portfolio	
West Oxford Community	2	Cook and Pressel					
Wood Farm Community	2	Lygo and McManners					

Charities												
Alice Smith	2	Smith										Councillor suggests no further appointment
City of Oxford	6	Coulter, Curran and Sanders	Hilliard (at next vacancy)									4 needed
Elder Stubbs	6	Abassi										1 needed
Headington Parish	3	Wilkinson, Clarkson and Rundle							No change to present			None expiring in 2012
Katherine Rawson	3								Offered to 1 opposition			1 needed
Old Marston	2	Clarkson										1 needed
St Mary Magdalen	1								Offered to 1 opposition			1 needed
Leon Trust	3	Tanner to continue, Rowley to replace Van Nooijen										
St Clements	2	Clack to replace Young										1 needed
St Aldates	2	Kennedy to replace Hazell										2 needed
Susan Kidd	2	Armitage and Mrs Hilliard							No change to present			

APPENDIX 5

CEB REPORT RISK REGISTER

Nominations to Outside Organisations

Risk Score Impact Score: 1=insignificant; 2=Minor; 3=Moderate; 4=Major; 5=Catastrophic **Probability Score:** 1=Rare; 2=Unlikely; 3=Possible; 4=Likely; 5=Almost Certain

No.	Risk Description Link to Corporate Objectives	Gross Risk		Cause of Risk	Mitigation	Net Risk	Further Management of Risk: Transfer/Accept/Reduce/Avoid	Monitoring Effectiveness				Current Risk	
		I	P					Q1	Q2	Q3	Q4	I	P
1.	Decisions challenged – resulting negative publicity	3	P	Elected Members fail to identify/declare conflicts of interest	Mitigating Control: Advice note for elected councillors serving on outside organisations will be issued July 2011 Level of Effectiveness (HML) H	2	Action: Reduce Owner: Democratic Services Manager Mitigating Control: Action owner:	☺	☺	☺	☺	I	P
		3	1					☺	☺	☺	☺		
2.	Elected member held to be personally liable for actions or decisions taken by them	3	1	Poor judgment and lack of indemnity/insurance from outside body	Level of Effectiveness (HML) H Advice note for elected councillors serving on outside organisations will be issued July 2011	1	Reduce Owner: Democratic Services Manager Mitigating Control: Action	☺	☺	☺	☺	I	P
		1	1					☺	☺	☺	☺		

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