

To: Cabinet

Date: 9 July 2025

Report of: Director of Law, Governance and Strategy (Monitoring Officer)

Title of Report: Appointments to Outside Bodies 2025/2026

Summary and recommendations	
Decision being taken:	To agree appointments to Outside Bodies for the 2025/2026 Council Year
Key decision:	No
Cabinet Member:	Councillor Susan Brown, Leader, and Cabinet Member for Partnership Working and Inclusive Economic Growth
Corporate Priority:	Support Thriving Communities.
Policy Framework:	Council Strategy 2025-2029.

Recommendation(s): That Cabinet resolves to:	
1.	Approve appointments to charities, trusts, community associations and other organisations as set out in Appendices 1A – 1D; and note the appointments to partnerships as detailed in Appendix 1E;
2.	Note the guidance for appointees in Appendix 2; and
3.	Delegate authority to the Director of Law, Governance and Strategy, in consultation with the Leader of the Council, and where appropriate with other group leaders, to make any changes to appointments to Outside Bodies as required during the Council year 2025/2026.

Information Exempt From Publication	
N/A	N/A

Appendix No.	Appendix Title	Exempt from Publication
Appendix 1A	Community Associations 2025	No
Appendix 1B	Other Organisations 2025	No

Appendix 1C	Trusts 2025	No
Appendix 1D	Charities 2025	No
Appendix 1E	Strategic Partnership 2025	No
Appendix 2	Guidance for Members (Updated 2025)	No

Introduction and background

1. The Council currently has representatives on a total of 51 outside bodies (15 community associations, 17 other organisations, 8 trusts and 11 charities). These are detailed in Appendices 1A – 1D. Many Council representatives sit on the committee of the organisation to which they have been appointed, with many acting in a non-voting advisory role or simply being invited to attend meetings as an observer. Councillors who have been appointed to charities and trusts generally serve as Trustees on those bodies.
2. The Council also has representatives on 15 strategic partnerships (see Appendix 1E). These appointments are either made by the individual partnership or determined by virtue of a councillor's position as a portfolio holder on the Council's Cabinet.
3. Guidance for Council representatives on these organisations is provided upon appointment, to ensure that all appointees understand their role and responsibilities in representing the Council on the organisation. A copy of the guidance is attached at Appendix 2.
4. The list of outside bodies and the appointment of representatives to those organisations is determined by the Leader of the Council, who seeks Cabinet agreement on the nominations. This is reviewed annually in July.
5. Proposed changes to individual nominations or to the list of outside bodies will be reported to the Cabinet as required during the year. Since 2017, the authority to approve any in year change to the representation on an individual organisation has been delegated to the Director of Law, Governance and Strategy in consultation with the Leader of the Council, and where appropriate with other group leaders. This delegation is restated annually to ensure good governance and clear decision making.
6. In 2019, the Cabinet endorsed the Leader's preferred approach, based on custom and practice, that nominations for Council representatives to outside bodies should be drawn from the cohort of serving councillors; and that existing representatives who were no longer serving councillors should be permitted to serve out their terms of office should they wish to do so.

Categories for Appointments to Outside Bodies

7. The list of organisations to which the Council makes appointments has evolved over time. The justification for the inclusion of many of the organisations on the list is self-evident, but in some cases the reasons for the Council to continue to appoint to an organisation is less obvious.
8. To address this, the following categories are used to provide some rigour to the decision-making underpinning the Council appointments to outside bodies:

A.	Appointments to organisations that have a significant impact on the achievement of the Council's corporate policy objectives and service priorities and/or organisations which receive funding from the Council
B.	Appointments to organisations with established historical links to the local community, the city of Oxford or the City Council on which representation is desirable and should be maintained as a matter of local goodwill and for as long as nominations are forthcoming from members
C.	Appointments which will allow the Council to influence policy at a national or regional level
D.	Appointments which are a statutory requirement and/or to a partnership

Proposed Appointments and Changes to Representation in 2025/2026

9. Appendices 1A – 1D set out the proposed nominations to charities, trusts, community associations and other organisations for 2025/2026.
10. The Leader of the Council has proposed the following specific changes to the list of organisations for 2025/2026:

Outside Body	Decision
Appendix 1B <ul style="list-style-type: none"> • Citizen Advice Bureau 	Removed – now trading under Citizens Advice Oxfordshire covering all of Oxfordshire, no requirement for appointments to their Board
Appendix 1E <ul style="list-style-type: none"> • Future Oxfordshire Partnership Scrutiny Meeting • Infrastructure Advisory Sub-Group • Planning Advisory Sub-Group • Housing Advisory Sub-Group • Environment Advisory Sub-Group 	Removed – future meetings have been cancelled following the update to the Oxfordshire Joint Leaders Committee Terms of Reference (formally Future Oxfordshire Partnership)
Appendix 1E <ul style="list-style-type: none"> • The Oxfordshire Local Enterprise Partnership (OxLEP) 	Removed – Now trading as Enterprise Oxfordshire from April 2025
Appendix 1E <ul style="list-style-type: none"> • Ox-Cam Pan Regional Partnership 	Removed – organisation closed in May 2025

Financial Implications

11. The appointments proposed in this report have no direct financial implications for the Council.

Legal Issues

12. Representation on outside organisations presents legal implications for the Council if the roles and responsibilities of those involved are not clearly defined. Council representatives are provided with detailed written guidance on their roles and responsibilities (Appendix 2).

Level of Risk

13. Representation on outside organisations should benefit both the Council and the organisation concerned. There is a risk that such benefit may be lost to either or both parties if representation is withdrawn or inadequately resourced or briefed.

Equalities Impact

14. An Equalities Impact Assessment is not required. The Council seeks to appoint nominees that represent as far as possible the diverse nature of the outside bodies and the communities that they serve.

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Background Papers:	
1	Companies House - GOV.UK (www.gov.uk)
2	Being a company director - GOV.UK (www.gov.uk)
3	Directors' duties and responsibilities Factsheets IoD
4	7 duties of a company director – Companies House (blog.gov.uk)
5	The Charity Commission - GOV.UK (www.gov.uk)
6	The essential trustee: what you need to know, what you need to do - GOV.UK (www.gov.uk)
7	Charity trustee: what's involved (CC3a) - GOV.UK (www.gov.uk)
8	Charity types: how to choose a structure (CC22a) - GOV.UK (www.gov.uk)
9	Unincorporated associations - GOV.UK (www.gov.uk)