

150 (City of Oxford) Squadron Air Cadets

Aims

The Air Training Corps was set up to promote and foster youth in adventure, to encourage citizenship, leadership and responsibility and a special interest in subjects relating to the air.

Contact : Flight Lieutenant M. J. Levett,
Officer Commanding,
150 (City of Oxford) Squadron Air Cadets
20 Princess Gardens,
Grove,
Wantage, OX12 0QN

Tel: 01235 771916

Councillor Commitment

Councillors are appointed in an advisory role to the City of Oxford Committee which meets at the Squadron's Headquarters in Marston Road every 2 months

Council Representative : One representative appointed annually by the City Executive Board.

Updated – April 2011

Association For Public Service Excellence
(Formerly Association of Direct Labour Organisations)

Aims

The Association is an unincorporated association consisting of over 250 local authorities and other public bodies. It aims to assist its membership in delivering high quality local services in a Best Value environment.

Values

- (a) Best Value will ensure that public services will reflect the needs of local communities and deliver quality cost effective services. The Association aims to be a catalyst in continuously improving public services and promoting best practices.
- (b) The Association recognises the role that direct services provide in the Social, Economic and Environmental well-being of an area and consider that when all options are weighed up through proper cost benefit analysis then direct services are the Best Value Option for delivering services. Public services should be ultimately democratically accountable via the ballot box.
- (c) Highly motivated staff deliver the highest quality services. Only a high level of commitment to involve employees in setting those standards will ensure they are delivered.
- (d) The best services require the best level of investment and training in high quality employees.
- (e) The best councils are those who deliver the best services. High quality and the best practices can only be achieved by a real partnership between the local council, its employees and the community they serve.

The Association has traditionally represented the following local authority services: Building and Construction, Highways/Road Maintenance and Management, Waste Management, Refuse Collection, Street Cleaning, Vehicle Maintenance, Catering, Building Cleaning, Grounds Maintenance, Parks Managements, Sports and Leisure and Housing Management. Following Best Value the Association has seen a much wider demand for its services from all areas of local government. This has brought about an expansion including additional advisory groups on Best Value and Procurement, Employee Relations, Business Processes, Community Safety and Security and the development of a forum exclusively for Elected Members.

The Association's services now include local government's largest benchmarking club, Performance Networks, the Best Value Consultancy and a training wing Lifelong Learning and Development. As a non-profit making organisation, owned by its local authority members to provide both services for them and the support they require, the Association heavily subsidises services for members. Along with a full range of seminars, the Association provides e-mail briefings and information sharing, networking, publications and hosts a website.

Contact : Paul O'Brien, Chief Executive,
Association for Public Service Excellence,
2nd floor, Washbrook House,
Lancastrian Office Centre,
32 Talbot Road,
Old Trafford,
Manchester, M32 0FP
Tel: 0161 772 1810
Fax: 0161 772 1811

Councillor Commitment

The Association for Public Service Excellence holds quarterly meetings plus an annual seminar. The Council's representatives attend meetings of the South West Region of the Association, which also take place quarterly. Members may also be appointed to the National Council of the Association which meets approximately four times per year. The Association has launched an elected members' forum to allow Councillors from all over the U.K. to meet quarterly and discuss issues relevant to them.

Council Representatives : One representatives appointed annually by the City Executive Board

Updated - April 2006

Barton Community Association

Aims

1. To promote the benefit of the inhabitants of Barton and neighbourhood without distinction of sex, political, religious or other opinion by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the inhabitants; and
2. To maintain and manage the Neighbourhood Centre on behalf of the residents of Barton and to co-operate with any local statutory authority in the maintenance and management of the centre for activities promoted by the Association and its constituent bodies.

Contact : Mrs. Sue Holden,
Secretary,
Barton Community Association,
c/o Barton Neighbourhood Centre,
Underhill Circus,
Barton Estate,
Headington,
Oxford. OX3 9LS

Tel: 01865 761987 / 07866 460446

Councillor Commitment

Councillors are appointed to the Management Committee which meets monthly on the first Thursday in the month at 6.45 p.m.

Council Representatives : Due to changes in the Community Association's Articles of Association – statutory authorities may elect one person to sit on the board of Directors in a non-voting capacity. Other invited parties may be co-opted onto the Board.

Representative to be appointed by the North East Area Committee

Updated – April 2011

Blackbird Leys Adventure Playground Management Committee

Aims

Blackbird Leys Adventure Playground is a group which was set up in 1976 to run a full-time adventure playground on the Blackbird Leys Estate.

Contact : Mrs Penny Wood
Blackbird Leys Adventure Playground,
c/o The Leys Linx Centre,
Blackbird Leys Road,
Oxford OX4 6HW

Councillor Commitment

The Council's representative is appointed to the organisation's Management Committee, which meets at least monthly.

Council Representatives : One appointed annually by the South East Area Committee.

Updated- Letter returned marked "addressee gone away".

Updated – April 2011

Blackbird Leys Neighbourhood Support Scheme Limited

Aims

The Blackbird Leys Neighbourhood Support Scheme is a registered charity which provides free and impartial welfare benefits and money advice, advocacy and representation and provides other general advice and sign posting as appropriate to residents of Blackbird Leys and surrounding areas.

Contact: Christine Stanley,
Chair of Directors,
Blackbird Leys Neighbourhood Support Scheme Limited,
Agnes Smith Advice Centre,
96 Blackbird Leys Road,
Oxford, OX4 6HS

Councillor Commitment

The Council's representative attends meetings of the Scheme's Management Committee, which are held monthly.

Council Representative: One representative appointed annually by South East Area Committee.

Updated – April, 2010

Bullington Community Association

Aims

1. To promote the benefit of the inhabitants of the Wood Farm electoral ward and neighbourhood without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the inhabitants; and
2. To establish or secure the establishment of a community centre and to maintain and manage or co-operate with any local statutory authority in the maintenance and management of a centre for activities promoted by the Association and its constituent bodies.

Contact : Richard Bryant,
Secretary,
41 Bulan Road,
Headington,
Oxford. OX3 7HU

Tel: 769263

Councillor Commitment

Council representatives are appointed to the management committee which meets every first Tuesday in the month during the evening.

Council Representatives : Two representatives appointed annually by the Cowley Area Committee.

Expectations of Councillor Representatives.

1. Owing to clashes of meeting dates, Councillors are unable to attend meetings on a regular basis. However, the Association has excellent email communication with Councillor Timbs [representative 2011].
2. We expect Councillors to alert us to issues which will impact on the Community centre and to support initiatives that the Centre is taking to improve the work of the Centre, and the welfare of the local community. The support we have received has been very positive.

Updated – March 2011

Citizens' Advice Bureau

Overall Aims of the Service

Through the work of Oxford CAB:-

Oxford residents in need of advice will be able to access the advice they require for the problems they face. Policies and practices that affect the lives of Oxford residents will be improved.

How the service works

Oxford CAB helps people in many different ways. Individual problems are dealt with through face to face advice, on the telephone, and by email. We also publicise the CAB national website (www.adviceguide.org.uk). We campaign locally and nationally for improvements to services and the law. By using the evidence we collect from the experiences of clients we help, we can make a difference for people who may never come to a CAB. A visit to Oxford CAB by one person could lead to change in policy or law that will positively affect the lives of many more. The main offices are in Oxford City Centre at

95 St Aldate's
Oxford
OX1 1DA

Advice line number – 08444 111 444 – staffed 10am to 4pm Monday to Friday.

Contact: Jeremy Irwin Singer (Chair) or Gill Tishler (Director)

Tel: 304103 (Ex-Directory private line – help not available on this number)

Face to face advice

Face to face advice and information is available via a drop in service Monday to Friday 10am-pm, and Thursday 10am - 4.30pm

Appointments for existing clients are available each day 10am to 4pm, and Wednesday evening 5pm-7pm.

Outreach via the Children's Centres at Elms Road, the Slade and Florence Park, plus sessions at the Asian Cultural centre, Manzil Way

Specialist project "Benefits in Practice" offers a service to GP practices across the city serving areas of greatest deprivation.

There are 2 full time welfare benefits caseworkers at the Churchill Hospital funded by the Macmillan Cancer Support, specifically to support patients with cancer, their families and carers.

Oxford City Council's Homelessness team funds the CAB to provide debt advice in order to help prevent homelessness

Oxfordshire County Council funds the CAB to deliver its “Fairer Charging” contract to the City and South Oxon.

Councillor Commitment

The Council appoints representatives on the Citizens' Advice Bureau Management Committee which meets at least four times each year. There is an Annual General Meeting in the summer. Members of the Management Committee are encouraged to visit the bureau and become familiar with its work.

Expectation of Councillor Representatives

City Councillors provide a very valuable link with the City Council as a key stakeholder and funder, they keep the CAB in touch with the Council's priorities, aid discussion with members and officers, and help ensure they are in touch with and responding to changing needs across the City.

Council Representatives: Two members appointed annually by the City Executive Board.

Updated – May 2011

Council of Ruskin College

Objects

To advance education by establishing or maintaining at or near Oxford a house or residence or houses or residences in which adult students, whether men or women, may reside and study and to provide for the instruction of adult students in such fields of study as may be approved by the Council provided that the objects of the College shall be of charitable nature only.

Contact : Rebecca Cox,
Clerk to the Governors,
Ruskin College,
Walton Street,
Oxford, OX1 2HE

Tel: 01865 517827

Councillor Commitment

The Council's representative will attend meetings of the Council of Ruskin College which meet twice a year, usually at the end of November/beginning of December for its AGM and again in late June.

Council Representatives: 3 representatives appointed annually by the City Executive Board.

Updated – February 2010

Cotteslowe and District Community Association

Aims

1. To promote the benefits of the inhabitants of Cotteslowe and district neighbourhood without distinction of sex or political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the inhabitants; and
2. To establish or secure the establishment of a community centre and to maintain and manage or co-operate with any local statutory authority in the maintenance and management of such a centre for activities promoted by the Association and its constituent bodies.

Contact : Sue Smith
Trustee
Cotteslowe and District Community Association,
56 Templar Road,
Oxford, OX2 8LU

Tel: 559433

Councillor Commitment

Council representatives are appointed to the Management Committee which meets monthly (mornings and evenings alternately)

Council Representatives : Two representatives appointed annually by North Area Committee

Updated – April 2011

Donnington Community Association Management Committee

Aims

1. To promote the benefits of the inhabitants of Donnington and neighbourhood without distinction of sex or political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in common effort to advance education and to provide facilities in the interest of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the inhabitants; and
2. To establish or secure the establishment of a community centre and to maintain and manage or co-operate with any local statutory authority in the maintenance and management of such a centre for activities promoted by the Association and its constituent bodies.

Contact : Secretary,
Donnington Community Centre,
309 Meadow Lane
Oxford, OX4 4BJ

Tel: 202199

Councillor Commitment

Councillors are appointed to the Management Committee which meets monthly.

Council Representatives : Two appointed annually by the East Area Parliament.

Updated – March, 2010

Donnington Doorstep Management Committee

Aims

The main aims of Donnington Doorstep are:-

1. To provide facilities for families of the City of Oxford to help relieve need, hardship and distress.
2. To provide education opportunities for the children of the area of benefit and their carers.
3. To provide facilities for recreation and other leisure time occupation.

Contact : Anna Thorne,
Manager,
Donnington Doorstep Family Centre,
Townsend Square,
Oxford. OX4 4BB

Tel: 727721

Councillor Commitment

Council representatives are appointed to the Management Committee which meets approximately four times a year with an AGM in September.

Council Representative : Two representatives appointed annually by the East Area Parliament.

Updated – April, 2006

East Oxford Community Association

Aims

1. To promote the benefit of the inhabitants of St. Clement's and East Wards and the neighbourhood without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life of the inhabitants;
2. To establish or to secure the establishment of a Community Centre and to maintain and manage, or co-operate with any local statutory authority in the maintenance and management of such a Centre for activities promoted by the Association and its constituent bodies.

Contact : Claire Ford,
Centre Co-ordinator,
East Oxford Community Centre,
Princes Street,
Cowley Road,
Oxford. OX4 1HU

Tel: 792168

E-mail: east_oxford_cc@yahoo.co.uk

Councillor Commitment

Councillors are appointed to the Management Committee which meets every second Tuesday in the month at varying times (usually daytime).

Council Representatives : Two representatives appointed annually by the East Area Parliament.

Expectation of Councillor representatives

1. Attend the EOCA monthly trustee meetings, held usually the first Monday in the month in the evening)
2. Use the centre for some Councillor surgeries;
3. Support any applications on behalf of the centre.

Updated – April 2011

English Heritage South East Region – Heritage Champion

Aims

The key objective for the Heritage Champion is to ensure that the historic environment plays a central role in the development of all the authority's policies, plans, targets and strategies. Champions work to persuade colleagues in both the local authority and the wider community that the historic environment offers many opportunities to improve the quality of life for everyone.

Heritage Champions can make sure that the historic environment helps to achieve a local authority's wider corporate objective – which include

- Attracting regeneration opportunities and economic investment;
- Creating opportunities for local employment;
- Creating a focus for community cohesion, strength and capacity;
- Offering local education resources;
- Fulfilling social and economic goals for sustainable communities;
- Enhancing an area's sense of place, identity and local character; and
- Creating local pride and satisfaction

Contact : Lyndsay Hughes,
Regional Policy Officer,
English Heritage South East Region,
Eastgate Court,
195-205 High Street,
Guildford,
Surrey, GU1 3EH

Councillor Commitment

Heritage Champions develop their own set of responsibilities which may include

- Ensuring that the historic environment positively contributes to the development of all relevant Council policies and forward strategies;
- Making sure that their conservation advisory service is suitably resourced and supported; and
- Sharing good practice relating to the historic environment with other local authorities

Council Representative: One Councillor (City Development Board Member)
appointed annually by the City Executive Board

Updated – March 2010

Environmental Protection UK

Aims

Environmental Protection UK brings together individuals and organisations across the public, private and charitable sectors to discuss and promote ideas, knowledge and solutions to achieve our shared vision of a cleaner, quieter and healthier world. We are active and influential in the fields of air quality and climate change, noise and land quality.

Contact : Membership Officer,
Environmental Protection UK,
44 Grand Parade,
Brighton,
BN2 9QA

Tel: 01273 878770
Fax: 01273 606626

Councillor Commitment

The Society Organises an AGM, workshops and training seminars on specific issues. The Council is a member of the South East Division of the Society which holds separate meetings and training events on an occasional basis, usually 3 or 4 per year.

Council Representatives : Cleaner, Greener Oxford Board Member plus the Environment Development Service Head appointed annually by the City Executive Board

Updated – March 2010

Florence Park Community Association

Aims

1. To promote the benefit of the inhabitants of "Florence Park Estate" and the neighbourhood without distinction of sex, sexual orientation, race or of political, religious or other opinions and inhabitants in a common effort to advance education and provide facilities in the interests of social welfare for the recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.
2. To establish or to secure the establishment of a Community Centre and to maintain and manage, or to co-operate with any local statutory authority in the maintenance and management of such a Centre for the activities promoted by the Association and its constituent bodies in the furtherance of the above objects.

Contact : P. Cross (Chairman) or
Ken Soames (Vice-Chairman) or
M. Treadwell (Secretary),
Florence Park Community Association,
Cornwallis Road,
Oxford. OX4 3PW

Councillor Commitment

Council representatives are appointed to the Management Committee which meets every second Monday in the month during the evening at 8.00 p.m.

Council Representatives : Two representatives appointed annually by the Cowley Area Committee.

Updated – April, 2010

Fusion – Oxford' Community Arts Agency

Aims

Fusion

- Delivers high quality, participatory arts in partnership with the communities it serves
- Initiates inspiring and innovative arts projects that support social inclusion
- Provides access to a wide range of expertise, facilities and resources
- Acts as advocates for creative excellence

It prioritises those who otherwise would not access the arts, including

- Vulnerable young people
- People from culturally diverse backgrounds
- The homeless and those vulnerably housed
- Asylum seekers and refugees
- The economically disadvantaged
- Those with physical, learning or mental health difficulties
- The elderly

It also supports artists furthering their community arts skills.

Fusion believes the arts

- Enable communities to explore issues, communicate ideas and celebrate their identity
- Offer opportunities for self expression and skills development
- Contribute to personal, social and economic growth

Based in East Oxford, Fusion primarily serves the people of Oxford while also contributing strategically to the region's cultural life.

Contact : Pinelopi Mitsi,
Company Administrator,
Fusion – Oxford's Community Arts Agency,
East Oxford Community Centre,
Princes Street,
Oxford
OX4 1HU
Tel: 245735
e-mail: info@fusion-arts.org
www.fusion-arts.org

Councillor Commitment

The Management Committee generally meets once every three months usually at approximately 6.00 pm. There is also an Annual General Meeting.

Council Representatives : One representative appointed annually by the City Executive Board.

Updated – April 2006

Gatehouse

Aims

The Gatehouse aims to welcome the homeless and lonely and provide a place where companionship, dignity and refreshment can be found in a warm and safe environment.

Contact: Andrew Smith
The Gatehouse,
Northgate Hall
18 St. Michael's Street,
Oxford, OX1 2DU

Councillor Commitment

Councillors are appointed to the Management Committee which meets at 4.15 p.m. on the fourth Wednesday of each month at St. Giles Church Hall, Woodstock Road, Oxford.

Councillor Representatives: One appointed annually by the City Executive Board.

Updated – March, 2010

Headington Community Association

Aims

1. To promote the benefit of the inhabitants of Headington without distinction of sex, political, religious or other opinion by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the inhabitants; and
2. To maintain the establishment of a community centre and to maintain and manage or co-operate with any local statutory authority in the maintenance and management of the centre for activities promoted by the Association and its constituent bodies.

Contact : Tanya Field (Secretary)
51 Mark Road,
Headington,
Oxford.
OX3 8PB

Tel : 765557
e-mail:tanyafield@supanet.com

Councillor Commitment

Councillors are appointed to the Management Committee which meets as and when necessary, usually ever 1-2 months.

Council Representatives : Two appointed annually by the North East Area Committee.

Updated – May, 2004

Jericho St. Barnabas Community Association

Aims

1. To promote the benefit of the inhabitants of Jericho and the parish of St. Barnabas without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life of the said inhabitants;
2. To establish or to secure the establishment of a Community Centre and to maintain and manage, or to co-operate with any local statutory authority in the maintenance and management of such a Centre for activities promoted by the Association and its constituent bodies.

Contact : Susan Pead, Administrator, Jericho St. Barnabas Centre, 33A Canal Street, Jericho, Oxford

during office hours 10.00 am - 12.00 noon Monday to Friday

Tel: 557902

Councillor Commitment

Councillors are appointed to the Management Committee which meets every month on the second Monday at 8.00 p.m.

Council Representatives : Two representatives appointed annually by the Central, South and West Area Committee.

Updated – March 2010

Littlemore Community Association

Aims

1. To promote the benefit of the inhabitants of Littlemore and neighbourhood without distinction of sex, political, religious or other opinion by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the inhabitants; and
2. To maintain and manage the Neighbourhood Centre on behalf of the residents of Littlemore and to co-operate with any local statutory authority in the maintenance and management of the centre for activities promoted by the Association and its constituent bodies.

Contact : Dorian Hancock,
Secretary,
Littlemore Community Association,
8 Eastern House,
Eastern Avenue
Oxford, OX4 4QT

Tel: 01865
Email: DorHankOxfd@aol.com

Councillor Commitment

The Council's representative is appointed to the Management Committee which meets quarterly usually on a Wednesday evening at 7.00 p.m.

Council Representatives : One representative appointed annually by the South East Area Committee.

Updated – March 2011

Local Government Association General Assembly

Aims

The Local Government Association (LGA) aims to:-

- enable all local authorities to speak with one voice
- provide national democratic leadership for local government
- increase the role and influence of local government
- establish better and more effective relationships with government and the European Community
- seek more control of local government over its own affairs

All authorities are entitled to a minimum of one representative and one vote at the General Assembly. All district councils have one representative and one vote. For unitary authorities (metropolitan districts, London Boroughs and unitary authorities in shire areas) and for single service authorities in corporate membership, votes are allocated on the basis of population bands. County councils have votes equal to the number of districts in their area. Where an Authority is entitled to more than one vote, the Authority is entitled at its discretion to appoint further representatives up to a total equal to its number of votes, or four, whichever is the lesser.

Contact: Cathy Bayle
Member Services Manager
Local Government Association
Local Government House
Smith Square
London SW1P 3HZ

Councillor Commitment

The General Assembly holds an Annual Meeting in June/July each year to agree the budget of the Association and to set its subscriptions.

Council Representatives: Leader or Deputy Leader of the Council appointed annually be the City Executive Board.

Updated – May 2011

Local Government Association Urban Commission

Terms of Reference

The Urban Commission shall provide a forum within the Local Government Association (LGA) for member authorities whose areas are wholly or partly urban. The Urban Commission will act in a way that complements the principals of the LGA as a whole.

The purpose of the Commission shall be to:

- i provide the forum in which urban authorities can discuss matters of common concern and exchange good practice and experience;
- ii assist the LGA take into account the needs, priorities and aspirations of urban authorities in formulating and promoting its policies;
- iii help the LGA to promote the role and interests of urban authorities and the ability of those authorities to meet the needs of the communities they serve.

The Commission will achieve these objectives by:

- i bringing together representatives of urban authorities twice a year and arranging other meetings, conferences and seminars as appropriate;
- ii making statements on behalf of the LGA on urban affairs'
- iii establishing a Steering Committee to act as its decision making body.

Contact Marion Stribling
Member Services
Local Government Association
Local Government House
Smith Square
London SW1P 3HZ

Tel: 020 7664 3040
Fax: 020 7664 3030
e-mail: memberservices@lga.gov.uk

Councillor Commitment

Meeting dates for 2011/12 are:-

5th October 2011 and 22nd February 2012.

Both meetings to be held at Local Government House, London.

Council Representative:- One representative appointed annually by the City Executive Board

Updated – April 2011

Local Government Information Unit (LGIU)

Aims

The aims and objectives of the LGIU are to make the case for local government; to assist local government to provide responsive, good quality services for all; to shift the local government agenda from negative to positive; to provide a forum for politicians, officers, trade unions and the voluntary sector; to promote equality in provision of services, and to be responsive to the needs of service users and the workforce.

<u>Contact</u> :	Debra Stanislas, Administrator, Local Government Information Unit, 22 Upper Woburn Place, London. WC1H 0TB	Andy Sawford, Chief Executive, Local Government Information Unit, 22 Upper Woburn Place, London. WC1H 0TB
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Councillor Commitment

The Council's representative would be expected to attend three management committee meetings per year held in London.

Council Representatives : One representative appointed annually by the City Executive Board

Updated – March 2010

Modern Art Oxford

Objective

Modern Art Oxford was established in 1965 as the Museum of Modern Art to present exhibitions of modern and contemporary visual art including paintings, drawings, prints, sculptures, design, photographs, video, film and works of art of any other media, and to advance the education of the general public in the visual arts.

Mission

Modern Art Oxford aims to widen the understanding, appreciation and enjoyment of modern and contemporary visual art and culture, and to build new audiences.

Contact : Michael Stanley,
Director,
Modern Art Oxford,
30 Pembroke Street,
Oxford. OX1 1BP

Tel: 01865 722733

Fax: 01865 722573

www.modernartoxford.org.uk

Councillor Commitment

The Council's representative is invited to attend in an advisory role four "Council of Management" (i.e. Board) meetings a year and the AGM

Council Representatives : Two representatives appointed annually by the City Executive Board.

Updated – February, 2010

Mortimer Hall Management Committee

The Management Committee is responsible for the upkeep of Mortimer Hall. The property is held on trust for the purposes of a Village Hall for the use of the inhabitants of Marston and the neighbourhood. This is done without distinction of sex and of political, religious or other opinions and in particular for use for meetings, lectures and classes and for other forms of recreation and leisure-time occupation, with the objective of improving the conditions of life for the inhabitants of Marston.

Contact Janet Crane
 Treasurer
 Marston Village Hall (Mortimer Hall) Management Committee,
 2 Raymund Road
 Old Marston,
 Oxford. OX3

Councillor Commitment

Councillors are appointed to the Management Committee which meets on at least 5 occasions a year (April (AGM), June, September, December and March) on Tuesdays at 8.00 pm.

Councillor Representatives : Two appointed annually by the North East Area Committee.

Expectations of Councillor Representatives

1. To attend Committee meetings, be a link with Oxford City Council, and keep the outside body informed of any initiatives that would assist the hall and committee
2. Additional help that might be given by the Councillor is local knowledge and information

Updated – March, 2011

National Association of British Market Authorities

Aims

1. To provide a means of communication between members of the Association and others and between the Association and Government departments/other public bodies on matters of common interest relating to the administration of markets, fairs, abattoirs or cold stores.
2. To take action in the public interest to promote or oppose new legislation, to amend existing legislation or in the administration of legislation concerning markets, fairs, abattoirs and cold stores.
3. To protect the rights and interests of members.
4. To promote and encourage a high standard of administration of markets.
5. To obtain and circulate to members information conducive to the Association's objectives.

Contact: Graham Wilson – Chief Executive,
National Association of British Market Authorities,
The Guildhall,
Oswestry,
Shropshire, SY11 1PZ

Tel: 01691 680713

Fax: 01691 671080

e-mail: nabma@nabma.com

Councillor Commitment

Councillors could be invited to attend approximately five meetings per year in an advisory capacity in different parts of the country.

Council Representative: One member appointed annually by the City Executive Board.

Expectations of Councillor Representatives

1. To attend NABMA meetings, events etc, and share market experiences with other Authorities;
2. Places are available on the Management Board if the Authority is nominated and attendance is welcomed at retail Forum meetings, training events and conferences

Further information: NABMA expressed disappointment that Oxford had not been represented at the meetings during 2010, and hoped that someone would attend in future.

Updated – March 2011

North Oxford Association Council

Aims

1. To promote the benefit of the inhabitants of Oxford City in the area north of the Martyrs' Memorial without distinction of race, sex or political, religious or other opinions, by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving conditions of life for the said inhabitants; and
2. To establish premises for the benefit of the community and to manage or co-operate with the local authority in the maintenance and management of a centre for the activities promoted by the association.

Contact : Mr. C. Nichols,
Hon. Secretary,
North Oxford Association,
The Community Centre,
Diamond Place,
Summertown,
Oxford

Tel: 552295

Councillor Commitment

Meetings of the Council are held not less than three times each year. Council representatives are invited to attend these meetings and, if they are interested, to become more deeply involved in the work of the Association.

Council Representatives : Two representatives appointed annually by the North Area Committee.

Updated – May, 2005

Northway Community Association

Aims

1. To promote the benefit of the inhabitants of Northway and the neighbourhood without distinction of sex or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the inhabitants.
2. To establish or secure the establishment of a Community Centre and to maintain and manage, or co-operate with any local statutory authority in the maintenance and management of such a centre for activities promoted by the Association and its constituent bodies in furtherance of the above objects.

Contact : Mr. Nigel Walford, Secretary,
Northway Community Association,
Northway Community Centre,
Maltfield Road,
Headington,
Oxford. OX3 9RF

Tel: 764273 (Club)
437511 (Mr. Walford)

Councillor Commitment

Council representatives are appointed to the management committee which meets on the first Tuesday of the month.

Council Representatives : Two representatives appointed annually by the North East Area Committee.

Updated – April, 2006

Oxford and District Sports and Recreation Association for the Disabled

Aims

The Association was set up to:-

1. provide and assist in the provision in the interests of social welfare of facilities for sport and recreation for people with physical, sensory and mental disabilities;
2. encourage disabled people to take part in sport and recreation for pleasure, physical, emotional, psychological and social benefit, as an aid to rehabilitation, education, recreation and leisure;
3. promote through participation in sport and recreation opportunities for integration of disabled and non-disabled people;
4. promote the development of physical recreation and sports for disabled people;
5. publicise the opportunities and benefits to be gained by disabled people through participation in sport and recreation;
6. seek to ensure the provision and improvement of facilities for physical recreation and sports for disabled people by national and local government and local sports organisations;
7. promote, co-ordinate and otherwise ensure the provision and improvement of opportunities for coaching and training in sport by, of and for disabled people;
8. encourage the enforcement of all statutory Acts, regulations and guidance concerning disabled people;
9. provide a forum for free discussion of all matters concerning sport and recreation for disabled people to identify their needs and make plans to meet them;
10. liaise with other organisations to meet the Association's aims.

Contact : Mr. T. Cann, Chairman,
OXSRAD,
Sports and Leisure Centre,
Court Place Farm,
Marsh Lane,
Marston,
Oxford, OX3 ONQ

Tel: 741336

Councillor Commitment

Councillors attend the Association's Management Committee as non-voting advisors, which meets about six times a year.

Council representatives : One representative appointed annually by the City Executive Board.

Expectations of Councillor Representatives

- (1) Attendance, whenever possible, at Management meetings with apologies if unable to attend. Help and support with regards to funding for which the group may be eligible, and to be given correct (not misleading) information.
- (2) A voice on the Council supporting the group.

Updated – May 2011

Oxford Airport Consultative Committee

Objectives

Airport Consultative Committees are required to be appointed by the Civil Aviation Act 1982 in order to provide adequate facilities for consultation with users of airports, local authorities and local organisations on any matter concerning the management or administration of airports which affects their interest.

The consultation arrangements are seen as a means of permitting the efficient operation of an airfield while moderating its impact on local communities, keeping people informed of issues affecting them and providing an opportunity to reconcile any difficulties which arise.

Contact: M. Sparrow,
Airport Manager,
Oxford Aviation Services Ltd.,
Oxford Airport,
Kidlington,
Oxford.
OX5 1RA

Tel: 01865 290685

Councillor Commitment

Oxford Airport Consultative Committee generally meets three times a year at Oxford Airport on a week day, beginning at 6.30 pm.

Council Representatives: One representative appointed annually by the City Executive Board.

Updated: March, 2010

Oxford Asian Cultural Association

Aims

- (a) To promote the benefit of the inhabitants of the City of Oxford particularly the Asian Community without distinction of sex or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and promote cultural and social understanding and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving the conditions of the inhabitants.

- (b) To establish or to secure the establishment of the Oxford Asian Cultural Centre and to maintain and manage, or to co-operate with any local statutory authority in the maintenance and management of the Centre for activities promoted by the Association and its constituent bodies in furtherance of the above objects.

Contact : Secretary,
Oxford Asian Cultural Association,
Asian Cultural Centre,
Manzil Way,
Oxford. OX4 1GH

Councillor Commitment

Councillors are appointed to the Management Committee which meets quarterly during the evening at the Centre in Manzil Way.

Council Representatives : Three representatives appointed annually by the City Executive Board.

Updated – May, 2004

Oxford City Local Policing Board

Terms of Reference

Aim

To ensure an effective neighbourhood policing

Responsibilities

- To ensure that local policing is effective in its development of local priorities to meet community concerns and meeting targets to address them.
- To monitor performance against those targets and priorities.
- To ensure effective local engagement and consultation by the local police and other key partners at the local level to deliver a clear understanding of issues and concerns and effective actions to deal with them.
- To ensure the development of feedback to communities in levels of service which can be expected on performance at the local level.
- To develop effective working relationships with the Crime and Disorder Partnership and to ensure that there is both cross representation between the Board and CDRP.

Membership

To include one or more Authority member(s), representatives of the appropriate District or Unitary Authorities and the local Area Commander together with representatives of the local community with an optimum membership of 8 and a maximum of 15, dependant on local area circumstances.

Contact : Mr G Lawson,
Business Manager, Thames Valley Police Authority,
Police Headquarters,
Oxford Road, Kidlington,
Oxford. OX5 2NX

Tel: 01865 846780

Councillor Commitment

Meetings of the Board are held at the Town Hall, Oxford, on a date and time determined by The Board. The Board meets four times a year.

Council Representatives : One representative appointed by each of the six Area Committees

Updated – March 2011

Oxford Homeless Pathways

Aims

Oxford Homeless Pathways (OxHoP) exists to help homeless people by providing accommodation and support towards independence.

OxHoP has three projects:

O'Hanlon House – direct access, emergency accommodation for homeless men and women aged 25 and over. 56 bedspaces each night, plus day facilities for all those staying at night and any other rough sleepers. Resettlement support, training, education and activities provided.

Julian Housing – 81 units of accommodation in 14 houses, mainly in East Oxford. Providing move-on for formerly homeless men and women aged 25 and over, supported by a housing team.

Oxford Homeless Medical Fund – charitable assistance and support for Luther Street Medical Centre, including a volunteer project to assist patients to attend medical appointments elsewhere. (Luther Street Medical Centre is an NHS primary care facility for homeless people.)

Contact: Lesley Dewhurst
Chief Executive
Oxford Homeless Pathways
P O Box 177
Oxford OX1 1SF

Tel: 01865 304616 (Direct line)
www.oxhop.org.uk
LesleyDewhurst@oxhop.org.uk

Council Representatives : Three representatives appointed annually by the City Executive Board

Expectations of Councillor Representatives

- 1 We welcome the elected representatives to attend any of our Trustee meetings. They are all sent papers and agenda as a matter of course. They are also welcome to come and have an initial chat and look around, to familiarise themselves with our work.
- 2 In the past, elected representatives have been helpful to us in helping us to address specific issues – for instance, concerns we might have about Council policy regarding housing, or other matters that the City council deals with, such as recycling or planning issues.

Updated – March, 2011

Oxford Playhouse Trust

Aims

Oxford Playhouse aims to create an excellent experience of live performance for everyone by:-

- presenting and producing a programme of work that makes a major contribution to local, national and international cultural life;
- setting high performance standards within a programme appealing to a wide cross-section of the people of Oxford, the county and the region;
- maintaining financial stability and making a positive contribution as a business to the local economy;
- a commitment to developing the broadest possible audience;
- being a welcoming theatre for performers and patrons of all ages and abilities;
- encouraging new talent in professional and amateur theatre on the main stage and in the Burton Taylor Studio;
- developing an education and community programme that encourages active involvement in, and understand of, the arts;
- achieving high professional standards from their staff and maximising opportunities for their development;
- maintaining the fabric and equipment of The Playhouse at a high standard

Contact : Michelle Dickson,
Oxford Playhouse,
Beaumont Street,
Oxford.
OX1 2LW

Tel: 305300 (Direct Line 305318)

Additional contact: Jane Hornsby (Admin Assistant) - 10am to 1pm Monday to Friday (jane.hornsby@oxfordplayhouse.com)

Councillor Commitment

Councillors are appointed as directors of Oxford Playhouse Trust (with associated responsibilities under company and charity law). Meetings of the Board are held on Saturday 5 mornings times per year at the Playhouse.

Council Representatives : One representative appointed annually by the City Executive Board.

Updated – March 2011

Oxford Preservation Trust

Aims

The Oxford Preservation Trust was set up to:-

1. preserve and enhance for the benefit of the public the amenities of the City of Oxford and its surroundings;
2. promote and encourage public interest in and knowledge of the history of the City of Oxford and its surroundings.

The Trust is particularly concerned to preserve views of and from Oxford, to protect sites and buildings in and around Oxford from dilapidation, disfigurement, pollution and destruction and to preserve footpaths, commons and rights of way in the vicinity of the City. The Trust has an active education and outreach programme, and organises Oxford Open Doors.

Contact : Mrs. Deborah Dance,
Director,
10 Turn Again Lane,
St. Ebbe's,
Oxford,
OX1 1QL

Tel: 242918

Fax: 246706

e-mail: info@oxfordpreservation.org.uk

Councillor Commitment

All Trustees must be members of the Trust, and will be invited to join on being appointed a City Council nominated Trustee

There are four ordinary meetings of the Trustees each year, plus an Annual General Meeting. Meetings usually take place at the Key Learning Centre, Oxford Castle starting at 5.00 pm

Council Representative : Three representatives are appointed by the City Executive Board. All appointments end in April, 2012.

Updated – March 2010

Oxford Sports Council - Executive Committee

Aims

The Oxford Sports Council is the local arm of the Sports Council whose objects are:

1. To assess the sporting needs of Oxford, to draw the attention of the public authorities, the public generally and those using or providing sporting facilities, to those needs and to advise and help with catering for their fulfilment.
2. To maintain communication with the local authority by monitoring plans and strategies affecting local sport and advising generally on the collective opinion of local sports' interests for future planning of sports facilities.
3. To gather and disseminate to local interested parties, any information on plans or changes in circumstances which may affect or otherwise involve those parties.
4. To represent the local sports' interests in any issues which may arise.
5. To be aware of the main national sporting strategies and any opportunities provided by such initiatives etc. (eg. by attending appropriate seminars or conferences).
6. To seek out and invite persons from the area who are prepared to play an active role in promoting the objects of the Council.
7. To receive and consider reports and recommendations from any organisation on all matters concerning sport, and to take any action as the Council might deem necessary. In particular to assist Sport England South in the support and processing of clubs' applications for grant aid etc.
8. To actively encourage the development of and participation in sport and recreation through appropriate publicity, demonstrations, displays etc.
9. To ensure that the activities of the Council conform with and promote any relevant recognised sport's governing body's plans for development and delivery of its sport in the area.
10. To invite, inform and involve Sport England in whatever projects may benefit.

Contact : Doreen Rose,
Oxford Sports Council,
c/o OXSRAD Sports and Leisure Centre,
Marsh Lane,
Marston,
Oxford. OX3 1NQ

Tel: 741336

Councillor Commitment

In addition to an AGM the Council shall meet at other times as the Chairman may consider necessary.

Council Representative : Two representatives appointed annually by the City Executive Board.

Expectations of Councillor Representatives

- (1) Good attendance. Apologies if unable to attend. To inform the group of any changes that might affect it.
- (2) To act as a link between the group and the Council. To give advice as required concerning whom to approach with questions and queries.

Updated – May 2011

Oxfordshire Buildings Trust Limited

Aims

The Oxfordshire Buildings Trust buys and restores buildings of historical or architectural interest, and then seeks to sell them at a price to cover their costs. The Trust not only applies for grant aid to organisations such as English Heritage but also provides grants for works of repair and maintenance to historic structures. The Trust also supports causes where the heritage of the county might be at risk.

Contact : Mr. John Griffin,
"Haycot",
Church Close,
Farmoor,
Oxford, OX2 9NP

Tel: 862148

Councillor Commitment

A Council representative is appointed to the Board of Management of the Trust which meets three or four times a year.

Council Representative : One representative appointed annually by the City Executive Board

Expectations of Councillor Representatives

- (1) The Trust expects the representative to attend the meetings if possible (about 4 or 5 a year), and to give their views on items on the agenda.
- (2) The representative may also wish to be involved with supporting any events that the Trust may organise, for example, a historical walk.

Updated – April 2011

Oxfordshire Community and Voluntary Action

Aims

Oxfordshire Community and Voluntary Action exists for the promotion of any charitable purpose for the benefit of the community in Oxfordshire and, in particular, the advancement of education, furtherance of health and relief of poverty, distress and sickness. Its mission is to enable a diverse voluntary and community sector to flourish in Oxfordshire.

Contact : Alison Baxter, Chief Executive,
O.C.V.A.,
Old Court House,
Floyds Row,
St. Aldate's,
Oxford,
OX1 1SS

Tel: 251946

alison.baxter@ocva.org.uk

Councillor Commitment

A Council representative is co-opted onto the Executive Committee as an observer. The Committee usually meets at least six times per year at 5.30 p.m. in the Old Court House.

Council Representatives : One appointed annually by the City Executive Board.

Expectations of Councillor Representatives.

- (1) The organisation would expect the appointed person to attend at least half the meetings -they are aware that there can be diary clashes. They would expect the appointee to be kept informed of council policy as it would affect the organisation, and take feedback from the Board to the Council where appropriate. They also expect to benefit from their perspective as an elected member who was in touch with residents of their ward. They may therefore have a useful contribution to make to discussions about community needs and aspirations.
- (2) In terms of additional assistance, the elected representative may from time to time be able to unblock an apparent barrier, or mediate if an issue arose between the organisation and the Council. They may be able to make a connection for the organisation with another relevant organisation or individual.

Updated – April 2011

Oxfordshire Ethnic Minorities Enterprise Development Limited (OEMED)

Aims

OEMED aims to improve the economic situation of ethnic minority communities in Oxfordshire by the start-up, development and diversification of businesses owned by people from those communities. The Ethnic Minority Business Services (EMBS), an initiative of OEMED, offers business advice that is free and confidential to members of all ethnic minority groups in Oxfordshire. Training courses in business start-up skills and computing are also available.

Contact : Dr. Shaila Srinivasan,
Oxfordshire Ethnic Minorities Enterprise
Development Limited,
134 Cowley Road,
Oxford,
OX4 1JE

susu@embs.org.uk

Tel: 794431

Fax: 794006

Councillor Commitment

The Council representative is appointed to the Board of Directors and is expected to attend monthly meetings.

They are keen to have a representative from the City Council.

Council Representative : One representative appointed annually by the City Executive Board

Updated – May 2011

Oxfordshire Members' Affordable Housing Group

NOW CALLED "SPATIAL PLANNING AND INFRASTRUCTURE PARTNERSHIP"

Aim and Objectives

- To provide a liaison forum on spatial planning, economic development, housing, transport, and general infrastructure issues arising at regional and sub regional level.
- To lead and co ordinate the Homes and Communities Agency (HCA) "single conversation" process on regeneration and housing issues and contribute to any related interaction with Government agencies
- To be accountable for the delivery of LAA targets owned by the partnership
- To advise partners on matters of collective interest in the fields of activity listed above.
- To seek agreement on local priorities and targets in the fields of activity listed above.
- To seek agreement on alignment between national and regional and local funding streams in the fields of activity listed above.
- To ensure that regional policy development, the Local Transport Plan and joint working through the Oxfordshire Partnership and District Local Strategic Partnerships on service planning and community development is appropriately linked to the decision making role of the Local Planning Authorities on Local Development Frameworks and related infrastructure planning.
- To assist in the establishment of detailed arrangements for integration between spatial, infrastructure and public service planning activity in appropriately defined localities.

Purpose

Specifically the Partnership will:

- share information and analysis on spatial planning, economic development, housing, transport, and general infrastructure issues at regional and sub regional level;
- share information and analysis on cross administrative boundary spatial planning, economic development, housing, transport, and general infrastructure issues, including in areas adjoining the Regional boundary;
- monitor, consider and advise on partner progress and delivery against any Local Area agreements or similar arrangements with Government – including relevant national and local targets;
- develop and communicate consensus views that seek to inform, assist and influence Government, Government agency and Regional institutions / bodies in their policy formulation and decision making roles;
- develop and communicate consensus views that seek to inform, assist and influence sub regional and local agencies that operate across local authority administrative boundaries;
- advise economic development, housing, transport, general infrastructure funding and providing partners on how to ensure appropriate research, policy and resource input to the statutory Local Development Framework process;

- make links with the work of the Oxfordshire Housing Partnership (Housing Authority led) and commission delivery work that assists partnership working on housing;
- make links with the work of the Oxfordshire Economic Partnership (business led) and commission economic assessment strategy and delivery work that assists partnership working on economic development .

Accountability and Working Methods

The Spatial Planning and Infrastructure Partnership operates by Member consensus. Through that consensus it is accountable to the Oxfordshire Partnership and Public Service Board and to constituent District Local Strategic Partnerships and all the organisations that are members of those partnerships.

The Partnership will report to the Public Services Board on its progress in delivery of any agreed objectives.

The Partnership will be assisted in achieving agreed objectives by the following delivery bodies/agents:

- Economic Development

Oxfordshire Economic Partnership (OEP), through its Board of Directors and their core development group

The partnership will work closely with OEP and co-operate on delivery priorities and funding and other issues of mutual interest.

The local authority representatives on the OEP Board / core development group (1 County / 2 District) are charged with maintaining co-ordination and co-operation on delivery tasks and reporting back through the Partnership on OEP plans / progress.

- Housing

Oxfordshire Housing Partnership (OHP), through its Officer Steering Group (led by District Council Housing Authority function rotating in alphabetical order).

Following the creation of Strategic Planning and Infrastructure Partnership, OHP will operate primarily at local authority officer and agency official level. Local authority Member involvement will be through Oxfordshire Housing Partnership “Forum” meetings held approximately 6 monthly and these will be designed to engage a wide range of private, voluntary and RSL sector partners in the housing field.

- Transport/Access to Services

Oxfordshire County Council through its officer level joint working arrangements on transport.

The Partnership will receive reports on and provide input to the Oxfordshire Local Transport Plan. There will be a strong reporting and delivery link to

transport planning studies and projects developed for specific localities to feed into District led, (Local Planning Authority), work on LDFs.

- Spatial and Infrastructure Planning

District Councils and District LSPs working through LDFs, supported by the Oxfordshire Chief Planning Officers Group to pick up common and cross boundary issues.

Partnership Principles

The Partnership is constituted as a “thematic partnership” under the *Oxfordshire Partnership Governance Arrangements*. It is committed to working to the general principles and procedures established by Oxfordshire Partnership (summarised below with specific reference to the role of this Partnership and detailed at Annex 1):

- Visible commitment and ‘ownership’ by the various member organisations and individual representatives
- Mutual trust and respect
- Openness and transparency
- Effective communication and accountability
- Removal of barriers to equality of access and opportunity
- Effective decision making

The Partnership is a forum for liaison and information sharing and the development of consensus views on matters of mutual interest.

Consensus views will be used to advise and influence the relevant decision making bodies including:

- Government and its agents (including Government Office for the SE)
- National agencies particularly Homes and Communities Agency and Highways Agency
- Regional Planning Body and other regional level bodies / agencies (through the region wide local authority co ordination systems as established for preparation of the Integrated Regional Strategy)
- The District Councils as Local Planning Authorities
- The District Councils as Housing Authorities
- The County Council as Highway Authority
- The County and district councils as general service providers
- The District LSPs (as the primary locality based co-ordinating partnership)
- The Oxfordshire Economic Partnership (business led)
- Other infrastructure and service providing bodies and partnerships that are affected by, and can influence, local economic development, housing, transport, general infrastructure and spatial planning activity

The Partnership will work closely with other Oxfordshire based partnerships where there are cross over issues. It will work with District LSPs and other locality based partnerships where it is appropriate that a more detailed level of partnership working is undertaken on areas covered by the terms of reference.

Membership/ Chairman and Deputy Chairman

Partnership Lead and Chairman

Local authorities will take the roles of Chairman and Vice Chairman on an annual rotation as follows.

Year	Chairman	Vice chairman
2009/10	Cherwell District Council	Oxfordshire County Council
2010/11	Oxfordshire County Council	Oxford City Council
2011/12	Oxford City Council	South Oxfordshire District Council
2012/13	South Oxfordshire District Council	Vale of White Horse District Council
2013/14	Vale of White Horse District Council	West Oxfordshire District Council
2014/15	West Oxfordshire District Council	Cherwell District Council

Core Members

- **Leader or other Cabinet / Executive Member from each council** (with named substitute giving potential to substitute in the Cabinet Member with most appropriate portfolio for items under discussion at any particular time). There is full discretion to member councils in terms of review or length of membership of their representative.

Government Office SE (GOSE); Locality Manager
South East England Development Agency (SEEDA)
Homes and Communities Agency (HCA)
Member Representative Oxfordshire Housing Partnership (nominated by OHP lead Council)

Invitees:

Chairman Oxfordshire Economic Partnership
Chairman Environment and Waste Partnership
Regional Planning Body representative
Highways Agency (HA)
Environment Agency (EA)
Natural England (NE)
Oxfordshire Primary Care Trust (OPCT)
Thames Valley Police (TVP): Area Commander for Oxfordshire

Supporting officers:

- OCC – 1 nominated senior officer
- District Councils – 1 nominated senior officer

Project Officer and support staff (see Secretariat below)

Specialist officers as required by business on agenda

Roles and Responsibilities of Partnership members

Roles and responsibilities are indicated below:

Core Members will be responsible for sharing information from and the views of the body they represent and for reaching and acting on any consensus agreements or decisions.

Invitees are asked to assist the core members in their deliberations by invitation, offer advice to them and communicate the views of the Partnership back to their organisations.

Senior Officers will prepare and present appropriate reports and offer direct advice to core Members.

Project Officer and Support Staff are responsible for meeting administration including preparation / co ordination of some reports (especially target and project monitoring).

Specialist Officers will only be required to assist with specific items on the agenda where additional depth of support is required in the meeting

Meetings

The Partnership will meet four times a year at times to best suit the Forward Plan. Additional meetings may be called if workload justifies.

Meetings will be notified in advance and open to the public.

Partnership information will be published on the Oxfordshire Partnership web site. This will include:

- Information about the Partnership including its terms of reference and any agreed plans, programmes, projects and targets
- Links and contacts
- Meeting agendas and papers

The Council responsible for leadership of the Partnership will provide information for the website. Maintenance of the website and publication of information on the site is the responsibility of Oxfordshire County Council.

Equalities and Inclusion

The Partnership gives high priority to equalities issues. It will rely on the equalities impact work and publications of its constituent bodies to provide awareness and analysis of relevant issues. Senior officer participants in meetings are responsible for flagging any specific issues that arise and that require detailed consideration by the Partnership itself.

Secretariat

Secretariat support will be the responsibility of the lead council. A Jointly resourced Partnership Project Officer is managed by the lead Council.

The Partnership is also be supported informally by established local authority officer and partner liaison arrangements (primarily the Oxfordshire Economic Partnership Development and Special Interest Groups, Oxfordshire Housing Partnership working groups, Oxfordshire Chief Planning Officers and Planning Policy Officers Groups). Those involved will ensure the linkages are made between inter-related policy initiatives and the activities of relevant bodies and partnerships. They will undertake a co-ordinating role in responding to matters raised by the Partnership.

Determination of and Termination of Partnership Involvement

Membership of the partnership and representation at meetings is as listed above, or is by additional special invitation from the Chairman as needs dictate.

Membership can be terminated by notice to the Chairman and Secretariat.

Contact:

Ian Wright
Spatial Planning Manager
Environment and Economy
Oxfordshire County Council
Speedwell House
Speedwell Street
Oxford
OX1 1NE

01865 815588

ian.walker@oxfordshire.gov.uk

Oxfordshire Museums Council

Aims

The Oxfordshire Museums Council was formed in 1983 in order to enhance public education through the development and promotion of museums in Oxfordshire. The Council is a registered charity (no. 296734) formed of representatives from the County and District Councils, University Museums and the governing bodies of independent museums in the County.

The Council performs the following functions:-

1. Providing advice and information to member museums and to outside bodies representing museums nationally about museums in Oxfordshire.
2. Publishing a brochure listing museums in the area and forthcoming events.
3. Working closely with the South East Museums, Libraries and Archives Council and the South East Hub BOB Region (Berkshire, Oxfordshire and Buckinghamshire) Museums Development Service to promote a programme of museum development and co-ordinated regional training, marketing, exhibition, collection care and conservation initiatives. OMC elects members to the Thames Valley Museums Group, which is the regional management body for the Museums Development Service on behalf of SEMLAC and the Hub.
4. Co-ordinating county-wide schemes and a training programme which attract grant aid, usually for the care and conservation of collections, and the development of museum services and standards.
- 5.. Supporting the individual museums in linking with national annual initiatives such as The Big Draw, National Archaeology Week, Science Week etc.

Contact : Francesca Jones,
Hon Secretary,
Oxford Museums Council,
44 Newnham Green,
Crowmarsh Gifford,
Wallingford,
Oxon., OX10 8EP

e-mail: francescahj@yahoo.com

Councillor Commitment

The Council meets three times a year.

Council Representative : One representative appointed annually by the City Executive Board.

Updated – June 2004

Oxfordshire Theatre Company

Aims

Oxfordshire Theatre Company was set up in 1979 to serve the wide range of urban and rural communities in Oxfordshire with a quality programme of touring theatre which strives “to enrich the culture of those communities and empower groups and individuals within them in their own creativity, particularly those with limited access to mainstream theatre”.

Recent tours have included Alice in Wonderland for family audiences, Dancing in my Dreams for young people and adults and Vertigo for adults.

Contact : Louise Wiggins,
Administrative Director,
The Annexe,
SS Mary & John School,
Meadow Lane,
Oxford, OX4 1TJ

Tel: 249444

Councillor Commitment

Councillors are appointed to act as observers to the Company’s Board of Directors which meets four times a year. Meetings are held at SS Mary and John School, at the above address, at 6.30pm.

Council Representatives : One representative appointed annually by the City Executive Board.

Expectations of Councillor Representatives:

1. Being kept informed of any City council meetings that it might be appropriate for this body to attend and giving advice about Council departments, other than arts and leisure, that the body could work with on projects;
2. This organisation wants someone with enthusiasm for the wider role of the arts within the community.

Updated – April 2011

Pegasus Theatre Trust Limited (Including Oxford Youth Theatre)

Aims

1. Pegasus Theatre and its core, the Oxford Youth Theatre, aim to make and present performances and related arts work, especially with 14-25 year olds living locally. To meet this aim the organisation:-
 - (a) encourages participation by young people in a variety of cultural projects;
 - (b) books work from local, national and international artists and ensures that young and older people get opportunities to work with visiting artists of different kinds;
 - (c) involves 14-25 year olds in all aspects of the theatre;
 - (d) provides for different needs and interests in order that nobody is discouraged from attendance or participation by reason of disability, gender, sexuality, race, available time or lack of confidence;
 - (e) offers training in a wide range of arts-related skills.
2. Pegasus Theatre is also a performance and workshop venue offering exciting and accessible shows and events for the people of Oxford.
3. Pegasus Theatre works with emerging artists.

Contact : John Wilkes
Business Director,,
Pegasus Theatre Trust Limited,
Magdalen Road,
Oxford,
OX4 1RE

Tel: 01865 812150 (Box Office)
01865 812160 (Admin)
e-mail: john.wilkes@pegasustheatre.org.uk

Council Representative : One representative appointed annually by the City Executive Board.

Note: The organisation has charitable status (1055305) and is a registered company (3038190)

Expectations of Councillor Representatives

- (1) To support and promote the work of Pegasus;
- (2) To facilitate Pegasus working with other organisations for mutual benefit, particularly in times of cuts to public funding.

Updated – April 2011

Pension Fund Committee

Terms of Reference

1. The functions relating to local government pensions etc specified in Paragraph 1 in Section H of Schedule 1 to the Functions Regulations, together with functions under Section 21 of the Oxfordshire Act 1985 (division of county superannuation fund).
2. The functions under the Fireman's Pension Scheme specified in Paragraph 2 in Section H of Schedule 1 to the Functions Regulations.

Contact : Head of Legal and Democratic Services
Chief Executive's Office,
Oxfordshire County Council,
County Hall,
Oxford,
OX1 1ND
F.A.O. Geoff Malcolm

Councillor Commitment

At present the Committee usually meets in Oxford four times a year in May, August, November, February.

Council Representatives : There are two places on the Committee for representatives of the district councils in Oxfordshire, to be appointed by the County Council on the nomination of the 5 district councils jointly (via the County Leaders' Group) – currently Councillor Richard Langridge (WODC) and Bob Price (Oxford City Council).

Updated – April, 2008

Radiolink Steering Group

Aims

Oxford City Radio Link is a community based retail and pub communication system which is the result of partnership work between Oxford City Council, Southdown Radio and Thames Valley Police. The scheme covers both the City Centre and Cowley Road. The scheme was initiated in 1996 and now has 107 retail stores and many night time economy users on the scheme.

The overall aim of the scheme is to provide a communication system amongst the retailers and night time economy users to reduce and detect crime, and the aim of the Partnership is to provide a co-ordinated management structure for the scheme.

Radiolink Officer is PC Isaac van der Eshof, based at St Aldate's.

Contact: Miss Tracey Broome,
CCTV Monitoring Room
St. Aldate's Police Station,
St. Aldate's,
Oxford

Tel: 266245

Fax: 266161

Email: Tracy.Broome@thamesvalley.pnn.police.uk

Councillor Commitment

The Steering Group meets approximately four times a year, but occasionally meetings might be brought forwards if there are any issues.

Council Representative : One representatives appointed annually by the Central, South and West Area. However, currently there are 2 representatives as requested by the City Council

However the organisation reports that only one representative had attended the meeting.

Updated – March 2011

Regal Area Community Association

Aims

1. To promote the benefits of the inhabitants of the Regal area of Oxford and the neighbourhood without distinction of sex or political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the inhabitants; and
2. To establish or secure the establishment of a community centre and to maintain and manage or co-operate with any local statutory authority in the maintenance and management of such a centre for activities promoted by the Association and its constituent bodies.

Contact : Mr. Ali Akkas,
Chairman,
Regal Community Association,
Ridgefield Road,
Cowley,
Oxford, OX4 3BY

Councillor Commitment

Council representatives are appointed to the Management Committee which meets every first Wednesday evening in the month.

Council Representatives : Two representatives appointed annually by the Cowley Area Committee

Updated – May 2005

Risinghurst Community Association

Aims

1. To promote the benefit of the inhabitants of Risinghurst and the neighbourhood without distinction of sex or political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the inhabitants; and
2. To establish or secure the establishment of a community centre and to maintain and manage or co-operate with any local statutory authority in the maintenance and management of such a centre for activities promoted by the Association and its constituent bodies.

Contact : Liz Taylor,
22 Downside Road,
Headington,
Oxford, OX3 8HP

Tel: 751261

Councillor Commitment

Council representatives are appointed to the Management Committee which meets on the last Thursday of the month at 6.45 p.m.

Council Representatives : Two representatives appointed annually by the North East Area Committee.

Updated – April, 2006

Rose Hill and Donnington Advice Centre

Aims

To provide advice where appropriate on the following issues:-

- Community care
- Consumer & general contract issues
- Debt
- Housing (benefit related)
- Mental health (benefit related)
- Welfare benefits and tax credits

To make referrals to appropriate agencies in relation to the following issues

- Crime and Community Safety
- Education
- Employment
- Family and Relationship Issues
- Health Care Issues
- Housing (general)
- Immigration and Nationality
- Mental Health (general)

Contact : Mrs. S. Tanner,
Secretary to the Board of Trustees,
Rose Hill & Donnington Advice Centre,
32 Sunningwell Road,
Oxford, OX1 1SX

Councillor Commitment

Council representatives are appointed to attend meetings of the Board of Trustees

Council Representatives : Two representatives appointed annually one by the South East Area Committee and the other by the East Area Parliament.

Expectations of Councillor Representatives

1. The organisation thinks it is reasonable that the City Council, as its major funder, should have representatives attending their board meetings. Councillor John Sanders has been an invaluable supporter and source of information and advice. The organisation hopes that the City Councillor representative would keep it informed of issues relating to the Council which they need to know, to give information to Committees (such as Area Committees) about how the Advice Centre operates, to act as a critical friend where necessary, and also to give the Council confidence that the Advice Centre operates responsibly.
2. The organisation was disappointed that the representative from east Area Parliament had been largely absent, and that it is well over 2 years since they had anyone attending from this Area Committee.

Update: March 2011

Rose Hill Community Association Management Committee

Aims

1. To promote the benefit of the inhabitants of Rose Hill and Sandford neighbourhood without distinction of sex or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the inhabitants; and
2. To establish or secure the establishment of a community centre and to maintain and manage or co-operate with any local statutory authority in the maintenance and management of a centre for activities promoted by the Association and its constituent bodies.

Contact : Mr. W. W. Buckingham, J.P.,
Secretary,
Rose Hill Community Association,
The Oval,
Rose Hill,
Oxford

Tel: 777542

Councillor Commitment

Council representatives are appointed to the Management Committee which meets four times a each year.

Council Representatives : Two representatives appointed annually by the South East Area Committee.

Updated – July, 2002

South East Employers' Organisation

This organisation is an employers' organisation for local authorities in the South East covering the geographical boundaries of Berkshire, Buckinghamshire, East Sussex, Hampshire, the Isle of Wight, Kent, Oxfordshire, Surrey and West Sussex. The boundary is co-terminus with the Government Office of the South East

Aims and Objectives

1. To be an active and influential Employers' Organisation for Local Government in the South/South East of England.
2. To represent our Member Councils' collective interests at a regional and national level.
3. To provide expert and local knowledge and advice on employee relations, organisational development, workforce planning, equality and diversity, recruitment and assessment, pay, grading and allowances, mediation and conflict resolution, performance management and appraisal systems.
4. To provide seminars, development opportunities and events for Councillors, Managers, Human Resources and Health and Safety Professionals, Democratic Services Officers, Scrutiny Officers, Local Strategic Partnership Managers and Practitioners.
5. To represent the South East Region Employers' side on the SE Regional Joint Committee with local authority trade unions.
6. To support Councils in achieving the SE Charter for Elected Member development
7. To respond to consultation documents of relevant issues;
8. To obtain, collate and disseminate information to members regarding both employment in local government and general conditions of service and employment, including a survey on members' allowances.

Contact : Pam Barber,
PA to the Regional Director,
South East Employers
Newfrith House
21 Hyde Street,
Winchester,
Hants. SO23 7DR

Tel: 01962 840664
e-mail: pamb@seemp.co.uk

Councillor Commitment

Members contribute by attending meetings, taking part in debates, networking with other councillors, using the web site and providing feedback on services. Members

approve the estimates each year and the business plan. Members are expected to provide feedback from meetings to the authorities on key issues and to bring their council's view to the discussion groups.

Council Representatives : One representative plus a standing deputy appointed annually by the City Executive Board as a voting member.

The Council appointee will have representative status and may be nominated to sit on the Executive Management Committee. They will be invited to meetings and receive all papers, be entitled to speak and, where necessary, to vote. The Standing Deputy can attend in their place if they are unable to do so.

The Standing Deputy may also attend any full meeting and/or seminar as well as the main appointee, but will not have voting rights.

Additional Information supplied March 2011

THE ROLE AND PROFILE OF A COUNCILLOR REPRESENTATIVE SERVING ON SOUTH EAST EMPLOYERS

There are 111 full representative appointees who have voting rights and the period of office is for one year (renewable on a yearly basis as required by the council).

1. Key Role

- _ To be the democratic representative for your council acting as the link between South East Employers and the member council.
- _ Provide the strategic direction for the development, implementation and evaluation of the SEE Business Plan.

2. Key Accountabilities

- _ To act as the representative and ambassador for SEE within your council, across the south east region and nationally with local government central bodies.
- _ To ensure the interests of your council are represented at the formal meetings of SEE.
- _ Provide the strategic lead for SEE around employment, governance and local government improvement initiatives and the delivery of the business plan objectives.
- _ Provide strategic direction for policy development and promotion of new products, initiatives and programmes that support local government improvement, improvement within their council, and enhance the reputation of SEE.
- _ Collectively or individually lobbying on behalf of SEE around employment and improvement initiatives and themes that support the collective interests of member councils.
- _ To provide effective scrutiny and accountability of the development, implementation and delivery of the SEE business plan objectives.

3. Key Skills

_ Communication

- Communicate the interests of their councils to SEE
- Communicate the interests of SEE to their councils

_ Scrutiny and Challenge

- Consider and investigate broad policy issues as members of SEE
- Challenge processes, people and decisions in an objective and constructive manner

_ Provide Vision

- Demonstrate openness to new ideas
- Broaden perspective and enhance effectiveness by learning from others and sharing learning and good practice

_ Manage Performance

- Develop knowledge of the role of SEE as a regional employers' organisation, and input individual council views and expectations at SEE meetings
- Encourage and support the scrutiny process and respond positively to feedback, challenge and ideas

_ Political Understanding

- Represent your groups' views and values through decisions and actions
- Understand and adhere to the rules and procedures of SEE

_ Working in Partnership

- Assist in the implementation of processes to identify and tackle, in partnership with SEE, issues of council and other organisations that affect the community.
- Represent the interests of SEE as the appointed representative and provide two-way communication between SEE and the council.
- Develop a knowledge of SEE rules and procedures and develop a good working relationship with the staff of SEE.

_ Leadership

- Act as the public face and ambassador of SEE
- Encourage co-operation and communication across political, council, regional and national boundaries

4. Meetings

Meetings are usually held at venues in London and last from 10.30am to 3.00pm. They

have a formal agenda followed by speakers on matters of current interest.

All representatives are invited to attend:

- _ 3 full meetings including the Annual Meeting
- _ 3 South East Regional Councils including 2 run as seminars and the Annual Meeting

In addition, those appointed from the full body will attend:

- _ 3 Executive Committee meetings
- _ 3 Management Committee meetings
- _ Regional Joint Committee meetings (only convened if required)

Updated – March 2011

South East Reserve Forces' and Cadets' Association
(formerly Territorial Auxiliary and Volunteer Reserve Association for Eastern Wessex)

Aims

- (a) To promote the efficiency and well being of the Reserve Forces and Service Cadet Organisations in the South East, through the provision of support and advice on recruitment matters for members of the Reserve Forces; support to employers of Reservists; support for cadets and youth, and provision and maintenance of the real estate for the Reserve and Cadet Forces.
- (b) In Oxfordshire these aims are achieved through the RFCA's County Committee of which the Lord Lieutenant for Oxfordshire is President. Day to day management is carried out by RFCA Association executive staff.

Contact

Lieutenant Colonel (retired) C.C.S. Booth
Deputy Chief Executive (West),
Seely House,
Shoe Lane,
Aldershot,
Hants. GU11 2HJ

Tel: 01252 357605
Fax: 01252 357620
Email: chris.booth@serfca.org

Councillor Commitment

Council representatives attend two County General Purpose Meetings per year in June and November and are asked to give advice and support to the Committee on Council and Community matters in furtherance of the aims of the association.

Council Representative : One representative appointed annually by the City Executive Board as a Representative Member of the SE RFCA Committee with full voting rights.

Additional information supplied by the organisation in March 2011

The linkages between the community (represented by the various Council representatives) and the Reserve Forces and Cadets are a fundamental part of the Association's core role. The Councillor Representatives fulfil a constituent part in the two-way communication that cements this relationship. This role has strengthened since the advent of the Afghanistan campaign, with concomitant number of severely wounded serviceman requiring special care and attention within the community. We see an important part to be played by SERFCA County Committees in the co-ordination of this care and support, in conjunction with Headquarters 145 (South) Brigade, the Personnel Recovery Unit, and Local Authorities.

Updated – March 2011

South Oxford Community Association

Aims

1. To promote the benefit of the inhabitants of the South Oxford and the neighbourhood without distinction of sex, political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants; and
2. Maintain and manage or co-operate with any local statutory authority in the maintenance and management of the centre for the activities promoted by the Association and its constituent bodies.
3. South Oxford Community Association is a member of the Oxford Federation of Community Associations, and is a registered charity (No. 304351).

Contact : The Secretary,
South Oxford Community Association,
Lake Street,
Oxford.
OX1 4RP

Tel: 242666 (Answerphone)
Website: www.southoxford.org
Email: enquiries@southoxford.org

The office is open on week-days between 9.00 a.m. - 11.30 a.m.
An answerphone is in operation outside office hours.

Councillor Commitment

Council representatives are appointed to the management committee which currently meets on the first Wednesday of the month at 7.30 p.m.

Council Representatives : Two representatives appointed annually by the Central, South and West Area Committee.

Updated – March 2008

The Porch Steppin' Stone Centre

Aims

The Steppin' Stone Centre targets its services at those who are experiencing, or have experienced, rough sleeping or hostel accommodation or who are vulnerably housed. For a variety of reasons and often as result of their experience of homelessness, members' lives have been damaged and hence the target client group require support in the resettlement process by virtue of

- Isolation and lack of social engagement
- A lack of the basic life skills necessary to sustain housing and/or fulfil their personal aspirations
- Basic literacy and numeracy needs
- Primary health or mental health needs
- Needs in relation to treatment of and recovery from substance misuse

Aspirations and Goals

- To increase dedicated professional resources to the delivery of enhanced individual development
- To continue to develop the range of activities as an aid to engaging new and existing members in support-plan based individual development programmes
- To provide nutritious meals, promoting healthy eating
- To promote an enhanced induction assessment and support-plan led approach relating to the hopes and aspirations of each member
- To recognise and celebrate the achievements of members

Contact: Ian Callaghan,
Director,
The Porch,
All Saints Convent,
St. Mary's Road,
Oxford OX4 1RU

Tel: 01865 728545

Councillor Commitment

The Council's representative is appointed to the Management Committee as an observer which meets 4 times a year.

Council Representative: One representative appointed annually by the City Executive Board.

Expectation of Councillor Representatives

- (1) To support the group at any appropriate Council meetings, and to provide help and advice when needed in our partnership and our working relationship with the City Council. To be appraised of the strategic aspects and of the important operational issues in the running of the Steppin' Stone Centre and The Porch Charity.

(2) Fully satisfied with the level of support currently offered.

Updated – April 2011

Tourism South East

Aims

Tourism South East, which covers the counties of Oxfordshire, Berkshire, East and West Sussex, Kent, Surrey, Buckinghamshire, Dorset, Hampshire and the Isle of Wight and South Wiltshire, is an independent company limited by guarantee, based on a partnership between local government, the commercial sector, SEEDA and, through it, Central Government. It is a membership organisation which exists to increase the economic and social benefits from tourism in the region whilst safeguarding the urban and rural environments on which much of it is based.

The objectives for which the Board is established are:-

1. in co-operation with local authorities, commerce and other bodies, to develop and maintain a co-ordinated strategy for tourism in the region;
2. to maintain close liaison with planning authorities on policies affecting tourism and to have regard to the pressures imposed by tourism upon the environment;
3. in association with local authorities and commerce, to stimulate the development of tourist facilities and amenities, in accordance with strategic planning objectives;
4. to represent the interests of tourism throughout the region;
5. to secure the provision of reception and information services for tourists to the region in association with local authorities and commercial interests where appropriate, including co-ordination of regional tourist information centres as part of the national network and to collect and disseminate tourist information relative to the region;
6. to advise SEEDA, Visit Britain and other government departments on major policy issues arising in the region.
7. to implement agreed schemes on behalf of Visit Britain;
8. to ensure the proper promotion of the region as an area for holidays, business travel and conventions, in co-operation with local authorities, other Regional Tourist Boards, Visit Britain and British Tourist Authority;
9. to carry out a continuous domestic public relations campaign with authorities, the travel trade and the public within the region with a view to ensuring that issues are understood and the regional and national objectives known. To create awareness of the need for tourism to be managed for the benefit of the community as a whole as well as tourists;
10. to enhance the status of tourism as a career through the provision and promotion of education and training programmes;

11. to encourage higher standards within the tourism industry and quality assurance for customers.

Contact: Malcolm Lane,
Company Secretary,
Tourism South East,
40 Chamberlayne Road,
Eastleigh,
Hants SO50 5JH.

Tel: 023 8062 5400
Email: enquiries@tourismse.com

Additional Contact: Val Goodfield, Executive Support Manager:
vgoodfield@tourismse.com

Councillor Commitment

The Council's representative is appointed to the Board's Tourism Council, which meets twice a year, within the region between 11.00 a.m. and 1.00 p.m.

Council Representative: One representative appointed annually by the City Executive Board to the Tourism Council to represent their Council's interests.

Expectations of Councillors attending

1. Invited to attend 1 or 2 meetings per year.
2. Could provide additional assistance in the form of support for local tourism campaigns, events and initiatives.

Updated March 2011

West Oxford Community Association

Aims

To promote the benefit of the inhabitants of the parishes of St. Frideswide, St. Thomas and Binsey and neighbourhood without distinction of sex, race or political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare, for recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants; and

Contact : Mr Keith Birnie
Administrator
West Oxford Community Centre
West Oxford Community Association,
Botley Road,
Oxford. OX2 0BT

Tel: 245761

Councillor Commitment

Council representatives are appointed to the management committee which meets regularly every month to suit members.

Updated, April 2011 – the organisation advises that technically, the two appointees are simply in attendance at the meetings and are not Committee members.

Council Representatives : Two representatives appointed annually by the Central, South and West Area Committee.

Updated – April 2011

Wood Farm Community Association

Aims

1. To promote the benefit of the inhabitants of Wood Farm and the neighbourhood without distinction of sex or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the inhabitants.
2. To establish or secure the establishment of a Community Centre and to maintain and manage, or co-operate with any local statutory authority in the maintenance and management of such a centre for activities promoted by the Association and its constituent bodies.

Contact : Mrs. P. Clare,
Secretary,
15 Nuffield Road,
Wood Farm,
Oxford,
OX3 8RQ

Tel: 433035

Councillor Commitment

Council representatives are appointed to the management committee.

Council Representatives : Two representatives appointed annually by the North East Area Committee.

Updated – June, 2008

CHARITIES SHEETS

Alice Smith Trust and Sarah Nowell Educational Foundation

Aims

The Charities were set up to provide assistance for the poor in Cowley, Iffley, Blackbird Leys and Littlemore and has an income of approximately £6,500 per annum for each charity to use in pursuance of its aims.

Contact : Dr. Susan Morrison,
Clerk to the Trustees,
Alice Smith Trust and Sarah Nowell Educational Foundation
22 Abberbury Road,
Iffley,
Oxford, OX4 4ES

Tel: 01865 774810

Councillor Commitment

The trustees generally meet twice a year. The Annual General Meeting takes place in the Summer and the other meeting is usually held in early February, The meetings are generally held on a Monday afternoon.

Council Representatives : The South East Area Committee appoints two trustees and the Cowley Area Committee appoints one trustee each for a four year period. The current representatives are:-

Councillor Val Smith until the end of November, 2012

John Neville until the end of 31st July, 2013

Mr. Bryan Keen until the end of August, 2010

Expectations of Councillor Representatives

1. To attend meetings at least once a year. To take part in discussion about disbursements to the 4 parishes, both regarding the amounts to be given to each parish and the purpose for which the money is used.
2. The accounts will be presented at the AGM for discussion and approval.

Updated – March 2011

City of Oxford Charity

Aims

1. To supervise and maintain the almshouses in St. Clement's where there is a manager and twenty three residents.
2. To apply the Charities' surplus income for the relief in need or sickness of poor persons resident in Oxford city.
3. To make educational grants for the education and training of persons resident in Oxford City who are under the age of twenty five years.

Contact : Mr. D. Wright,
Clerk to the Trustees,
City of Oxford Charity,
11 Davenant Road,
Oxford.
OX2 8BT

Tel: 553043

Councillor Commitment

Councillors are appointed as trustees. The trustees meet quarterly on a Friday morning in the Town Hall. Most of the trustees are asked to sit on a Sub-Committee which normally meets a fortnight before the quarterly meeting, also on a Friday morning. In addition, the Charities now have a Grants Committee, meeting every 6 weeks, on which currently some Council representatives sit.

Council Representatives : The Council appoints six trustees who are nominated by the City Executive Board and serve for a four year period. The current representatives are:-

Mr. Van Coulter – until September 2012
Mrs D. Pope until December, 2012
Councillor Price until December, 2012
Councillor Sanders until December 2012
Councillor Armitage - until December 2013
Councillor Jean Fooks - until March, 2014

Expectations of Councillor Representatives

- (1) To fulfil the role and responsibility of trustees and attend quarterly meetings, and, if appointed to a Committee, that they will attend that committee.
- (2) Use knowledge of the people of Oxford to help the trustees in assessing the needs of those who apply for assistance

Updated – February 2010

Elder Stubbs Charity

Aims

The Elder Stubbs Charity is an amalgamation of two smaller charities, the Elder Stubbs Allotment for Inhabitant Householders, and the Allotment for the Labouring Poor. It owns two pieces of land in the Cowley area and applies the income from that land and other investments for the relief, either generally or individually, of people resident in Oxford City (and especially Hockmore Street, Cowley, Church Cowley, Temple Cowley and the Parish of Cowley St. John) who are in conditions of need, hardship or distress by making grants or paying for items, services and facilities which are calculated to reduce the need, hardship or distress.

Contact : Mr. Ian Honeyman,
Charity Manager,
Elder Stubbs Charity,
5 Winston Close,
Kidlington,
Oxford, OX5 1BP

01865 374298

Councillor Commitment

When appointed as trustees, Councillors have to sign a declaration of acceptance and willingness to act under the terms of the charity's operational scheme. Trustees will be asked to attend up to six meetings each year.

Council Representatives : The Council appoints six trustees who are nominated as set out below:-

East Area Parliament

Ms Nicola Chambers – until the end of November 2010 –
To be replaced by Councillor Nuala Young from end Nov 2010

County Councillor Chip Sherwood – until the end of November, 2013

Cowley Area Committee

Councillor Bryan Keen – until the end of April 2011

Ms Judith Harley – until the end of October 2011

Councillor Abbasi – until the end of October 2012

Ms Susan Heeks – until the end of September 2013

Updated – 9th May 2011

Headington Parish Charity

Aims

This Charity was formed from smaller Charities which were amalgamated with the concurrence of the Charity Commission and given the current name.

The Charity's aim is to relieve the poor in the ancient parish of Headington and, without prejudice to its generality, to have special regard to the needs of poor widows. In 2009/10 the Charity distributed £735 (to 21 recipients), being income gained from its investments, in pursuance of its objectives.

<u>Contact :</u>	Neil Bird, Secretary to the Trustees, Tall Trees, 195 Headley Way, Headington, Oxford OX3 7SU	Revd. Michael Brewin, Chair of the Trustees, The Vicarage, 33 St. Andrew's Road, Old Headington, Oxford. OX3 9DL
	Tel. Oxford 764149	Tel: Oxford 761094

Councillor Commitment

Meetings are normally held once a year to verify the accounts of the preceding year and decide upon the distribution of the Charity's income. Meetings are held in the home of one of the Trustees, by prior arrangement.

Council Representatives : The Council appoints three representative trustees who are nominated by the North East Area Committee. The trustees serve for a four year period. Currently the representatives are Councillor Clarkson until 28th February 2011, Councillor Rundle until 31st July, 2013 and Councillor Wilkinson until 24th September, 2010

Updated – April 2010

Katherine Rawson Trust, Wolvercote

Aims

The original Charity was set up under a bequest of Katherine Rawson, made in her will of 1706, for the purchase of some nine acres of meadow land in Wolvercote, known as Poor's Plot, income from which was to be used for the benefit of the poor of the parish of Wolvercote. In 1815 the objects of the Charity were extended to include the education of the poor of the parish. Later bequests were made with similar objects, namely by Adam Knapp in 1829 and Mrs Mary Judge in 1862, and these were administered jointly with Katherine Rawson's Charity. In 1931 another bequest was made under the wills of Henry and Martha Middleton for the provision of coals and clothing for the poor of Wolvercote, which was likewise administered with Katherine Rawson's Charity. Residents of the parish were then enabled and encouraged to deposit savings with the Charity, which were returned with bonuses in the form of clothing vouchers or deductions against gas or electricity bills.

In 2005, with increased state provision of education, social services, benefits and allowances, the Trustees decided to concentrate their resources on financial support for school and educational activities for the children of Wolvercote families in particular need at Wolvercote Primary School. Also in 2005, in order to reduce and simplify the administration of the several charities, the Charity Commission approved their merger into a single charity to be known as the Katherine Rawson Trust.

Contact : Clive Williams,
Secretary,
10 Sunderland Avenue,
Oxford,
OX2 8DX

Tel: 436866

mcb.williams@ntlworld.com

Councillor Commitment

Councillors are appointed as trustees and, following the re-organisation outlined above, attend meetings in the normal course once a year to approve the accounts and the disbursement of funds.

Council Representatives : The Council appoints three trustees, nominated by the North Area Committee to serve for a four year period. The current representatives are Councillor John Goddard until 31st October, 2011, Councillor Mike Gotch until 31st October 2012 and Margaret Broadbent until 31st July, 2013

Expectations of Councillor Representatives

1. The Trustees expect the support and guidance of the Council's representatives in any matters pertaining to the business of the Trust, particularly matters locally in Wolvercote.
2. The Trustees are happy with the level of support currently provided by the representative.

Updated – March 2011.

Old Marston Charities Trust

Aims

The aim of the charity is to relieve either generally or individually persons resident in the area of the Ancient Parish of Marston who are in conditions of need, hardship or distress. This is done by making grants by way of vouchers for goods or money or providing or paying for items which will relieve the need.

Contact : Mrs. Kate Stratford,
Clerk to Old Marston Parish Council,
13 Fane Road, Marston,
Oxford, OX3 0RZ

Tel: 07717 476765
e-mail: clerk@oldmarston-pc.co.uk

Councillor Commitment

Councillors are appointed as trustees and are asked to attend one meeting per year, usually on a Tuesday in the middle of November, to distribute approximately 100 gift vouchers.

Council Representatives : The Council appoints two trustees, nominated by the North East Area Committee, to serve for a four year period. The current representatives are Councillor Hazell until 31st July, 2012 and Councillor Altaf-Khan until 31st October, 2013

Updated – January 2010

Non-Ecclesiastical Charities of St. Mary Magdalen
(Registration Numbers 203247, 810205)

Aims

The Charity consists of two funds which are used to:-

- (a) give relief either generally or individually to people in conditions of need, hardship or distress;
- (b) give assistance for people aged under 25 undertaking educational training (for example by making grants for books, equipment, course fees or travelling expenses).

Originally the beneficiaries of the charity had to be resident in the Parish of St. Mary Magdalen and preference is still given to such residents but the area of benefit has now been extended to cover the City of Oxford.

Contact : Dr. Harvey Chalmers,
Hampden Cottage,
Ramsden,
Oxon, OX7 3AU

Councillor Commitment

The Charity holds two regular meetings a year; in addition special meetings may be required to consider applications for grants. The parish trustees are active in managing the business, but papers for meetings are circulated to all trustees, and the responsibility for approving the accounts and making grants lies with the whole body of trustees.

Council Representatives : The Council appoints two trustees who are nominated by the City Executive Board and serve for a period of four years. The current representatives are Susan Brown until September, 2012 and Councillor Susanna Pressel until 27th February, 2014.

Update: April 2011 – Charity indicated that it does not wish to have a second appointee. One has failed to attend meetings and has therefore the appointment has been terminated, and they see no need to appoint a replacement

Updated – April 2011

Oxford Leon Trust

Aims

The Oxford León Trust aims to give aid to the people of the León Region in Nicaragua in the context of strengthening friendly relations between the people of Oxford and those of our twin city, León. "Aid" is limited to those activities which would be defined as "charitable" in British charity law.

The Trust is the body by which funds raised in Oxford, mainly by the Oxford-León Association, are passed for charitable purposes to people in León.

Contact : Marigold Best,
19 Buckingham Street,
Oxford, OX1 4LH
e-mail: marigold.best0@googlemail.com

Councillor Commitment

Councillors are appointed as representative Trustees for a period of four years. Meetings are held three or four times a year in the Town Hall.

Council Representatives : The Council appoints three trustees who are nominated by the City Executive Board. Trustees serve for a period of four years. Currently the Trustees are Councillors Tanner and Williams until the end of August 2011 and Councillor Van Nooijen until the end of July 2014

March 2011 – Ms Best notified that she is no longer involved and has stood down as a Trustee. Did not give me another contact. Need to chase.

Updated – March 2011

Parochial Charities of St. Clement

Aims

The Parochial Charities of St. Clement were originally funded to provide:-

- (a) fuel, clothing, food and allowances for the poor;
- (b) assistance for occupational training; and
- (c) assistance for alms houses and hostels for the elderly or infirm.

The Trustees now issue grants at Christmas to those aged 60 or over living in St. Clements' Parish who apply to the Clerk of the Charity.

Contact : Mrs. Rachel Edwards (Clerk)
c/o The Parish Office
St Clements Family Centre,
Cross Street
Oxford.
OX4 1DA

Tel: 246674

Email@ parish.office@stclements.org.uk

Councillor Commitment

Meetings are normally held on Monday at 5.30 p.m. in St. Clement's Family Centre. The meetings usually take place two or three times a year and last for approximately one hour.

Council Representatives : The Council appoints two out of the six trustees. The Council's representatives should be Councillors for the St. Clement's or St. Mary's Ward and they are appointed by the East Area Parliament. Each of the Council's representatives holds office until the ordinary day of his or her retirement as a Councillor after their appointment. Currently the Council's representatives are Councillors Councillor Young until May 2012 and Councillor Jones until May 2014.

Expectations of Councillor Representatives

1. That the Councillor attends the meetings. The meeting in September agrees the sum for distribution and receives the accounts from the previous year. The meeting in November approves the individual distribution of funds based on the number of applications, the age of the applicants, and whether they live alone or not. The Clerk is responsible for writing cheques and distributing these to applicants.
2. Other assistance: Approval may be sought in the cases of unusual or late requests, or for changes to banking such as new signatories. If the meetings have already been held, this can generally be done by email.

Updated – March 2011.

St. Aldate's Parochial Charity

Charitable Objectives

Application of the income of the Church Branch

- (1) the Church Branch share of the income of the Charity shall be applied for the following purposes and in the following order of priority:-
 - (i) in the payment of any charges properly incurred by them in the maintenance and repair of the fabric of the said Parish Church;
 - (ii) in or towards defraying the cost of alterations and additions to the said fabric;
 - (iii) for the maintenance of the services in the said Parish Church; and
 - (iv) for furthering the religious and other charitable work of the Church of England in the said ecclesiastical parish; and
- (2) the application of the Church Branch share of the income of the Charity in accordance with the foregoing provisions may be delegated by the Trustees to the Parochial Church Council of St. Aldates, Oxford. The Trustees must exercise reasonable supervision over the operation of any such delegated authority and the said Council must account to the Trustees each year for the application of the said share of income.

Application of the income of the Poor's Branch

- (1) the Trustees shall apply the Poor's Branch share of the income of the Charity in relieving either generally or individually beneficiaries who are in conditions of need, hardship or distress by making grants of money or providing or paying for items, services or facilities calculated to reduce the need, hardship or distress of such persons;
- (2) the Trustees may pay for such items, services or facilities by way of donations or subscriptions to institutions or organisations which provide or which undertake in return to provide such items, services or facilities for such persons;
- (3) in exceptional cases the Trustees may grant relief to persons otherwise eligible therefore who are resident immediately outside the City of Oxford but in the opinion of the Trustees ought nevertheless for sufficient reason to be treated as if resident therein or who are located for the time being within the City of Oxford.

In this scheme the expression "Beneficiaries" shall mean residents of the City of Oxford with a preference for residents in the area of the Ancient Parish of St. Aldates and subject thereto with a preference for residents in other parts of the said City who formerly resided in the said Ancient Parish.

Contact : Malcolm Taylor
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Councillor Commitment

Trustees normally meet three times each year unless any special needs arise.

Council Representatives : The Council appoints two trustees who are nominated by the City Executive Board. The trustees serve for a period of four years and the current representatives are Councillors Hazell and Tanner until the end of June 2012

Updated – May 2011

Susan Kidd Charity Trust

(Formerly the Non-Ecclesiastical Charity of Handy and Others in the Ancient Parish of St. Giles)

Aims

The Charity's aims are to:-

1. make donations to hospitals for the provision of nurses;
2. support provident clubs and societies;
3. assist the education and occupational training of youth;
4. provide fuel, clothing, food etc. for the poor in the ancient parish of St. Giles;
5. support other similar charitable activities within the ancient parish of St. Giles.

Contact : Mrs. H. Hiorns,
Secretary,
524 Banbury Road,
Oxford.
OX2 8LG

Tel: 552639

Councillor Commitment

The Charity has a minimal income to distribute and its business is usually done by correspondence. The next meeting of the Charity has been arranged for Wednesday 16th November 2011

Council Representatives : The North Area Committee appoints two trustees who serve for a four year period. The current representatives are Councillor Armitage (until 31st October, 2011) and Mrs. C. Hilliard (until 27th February, 2014).

Updated – April 2011

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