

WEST OXFORDSHIRE DISTRICT COUNCIL
ECONOMIC AND SOCIAL OVERVIEW & SCRUTINY COMMITTEE
THURSDAY 28 MARCH 2019

REVIEW OF OUTSIDE BODIES
REPORT OF THE HEAD OF DEMOCRATIC SERVICES

(Contact: Keith Butler, Tel: (01993) 861521)

(The decisions on this matter will be recommendations to the Cabinet)

1. PURPOSE

To consider the recommendations of the Review of Outside Bodies Working Party.

2. RECOMMENDATION

That the Committee considers the recommendations of the Working Party and makes appropriate recommendations to the Cabinet.

3. BACKGROUND

3.1. At its meeting held on 23 May the Cabinet considered the appointment of representatives to serve on a variety of outside bodies.

3.2. At that meeting there was some discussion as to whether membership of certain organisations represented good value for money and it was suggested that a review of all outside bodies would be useful to establish what benefit membership brought to the Council, the residents of West Oxfordshire and the organisation in question.

3.3. The Cabinet agreed that this Committee be requested to include a review of outside bodies in its Work Programme.

3.4. The Council appoints representatives to almost 50 various groups and organisations which can be divided into three broad categories:-

Those such as charitable or educational trusts whose constitution specify that one or more trustees are appointees of the District Council.

Those established by various tiers of government where membership is comprised of representatives from the public sector and partnership organisations.

Organisations which have invited Council involvement or to which the Council has previously sought nomination rights.

3.5. At its meeting held on 24 May the Committee agreed that a Working Group comprised of Mrs Carter, Mr Cooper and Mrs Fenton be established to undertake a review having particular regard to the benefits arising from Membership and to any associated costs.

3.6. The Working Party met on Wednesday 6 March and a note of that meeting is attached as Appendix A. The Committee is invited to consider the recommendations of the Working Party and to make appropriate recommendations to the Cabinet.

4. ALTERNATIVES/OPTIONS

In accordance with the Constitution of the Council, Committee has the power to investigate any matters it considers relevant to its work area, and to make recommendations to the Council, the Executive or any other Committee or Sub-Committee of the Council as it sees fit.

5. FINANCIAL IMPLICATIONS

Travel and subsistence allowances will be payable in respect of the majority of appointments to outside bodies (unless precluded by statute or individual constitutions).

6. REASONS

The appointment of representatives to outside bodies offers the Council the opportunity for involvement in community organisations. The review accords with the Council's priority to provide efficient, value for money services.

Keith Butler
Head of Democratic Services

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Date: 7 March 2019

Background Papers

None

**Notes of the Meeting of the Review of Outside Bodies Working Party
Held on Wednesday 6 March 2018 at 1:00pm
In Room G22, Council Offices, Woodgreen, Witney**

PRESENT

Councillors: Julian Cooper and Hilary Fenton

Officers: Amy Barnes and Paul Cracknell

1. Apologies for Absence:

Apologies for absence were received from Councillor Laetisia Carter

2. Review of Outside Bodies

In accordance with the agreed terms of reference, the Working Party gave consideration to the attached schedule detailing the nominations made to outside bodies for the current municipal year.

Members noted that those which Officers identified as being charitable or educational trusts whose constitution specified that one or more trustees were appointees of the District Council were shown in red; those established by various tiers of government where membership was comprised of representatives from the public sector and partnership organisations in green and those which had invited Council involvement or to which the Council had previously sought nomination rights (and which were thought to warrant further consideration) were highlighted yellow.

Councillor Cooper questioned whether policy decisions taken by outside bodies were conveyed to the Council by its appointed representatives and considered in the Authority's own policy development. It was explained that those appointed to management roles in external organisations owed their principal duty towards that body. Whilst there may be a general awareness of particular proposals, there was no direct formal liaison as each was responsible for assessing the merits of specific initiatives individually through its own governance arrangements.

Having reviewed and accepted the categorisation, the Working Party went on to give consideration to those in the latter category. It was noted that the cost to the Council associated with membership of organisations within this category was minimal as the vast majority were based locally hence any travel and subsistence allowances would be limited.

It was noted that the Oxfordshire Design Partnership was now defunct and that the Council had not been represented at meetings of the Oxford Museums Council for some time as its subscription had lapsed.

The Council had first sought Membership of the Oxford Museums Council when it assumed responsibility for the Cogges Manor Farm Museum from the County Council. The Working Party noted that the annual subscription was some £600 and, as West Oxfordshire no longer had any responsibility for museum services, considered that no further appointments should be made to that body.

Members noted that the previous appointee to the River Thames Alliance had questioned the benefit of continued participation and that no appointment had been made for 2018/2019. Accordingly, the Working Party considered that no further appointments should be made to that body.

*It was noted that no appointment had been made to the Wychwood Project Board for 2018/2019. Given that the Council worked closely with the Wychwood Project, the Working Party considered that it should continue to make an appointment and that nominations be sought for the next municipal year.**

Members of the Working Party went on to express concern that some of the Council's nominees failed to attend meetings of those bodies to which they had been appointed and it was suggested that some of those who sought nomination were not fully aware of the nature and commitment required in those roles. Accordingly, it was suggested that, where possible, website details be included when nominations were invited to give Members the opportunity to familiarise themselves with the organisations in question.

The Working Party then **AGREED** that the Committee be requested to recommend to the Cabinet that:-

- (a) It be noted that the Oxfordshire Design Partnership was now defunct;
- (b) no further appointments be made to the Oxford Museums Council and the River Thames Alliance;
- (c) the Working Party's concern that some of the Council's nominees failed to attend meetings of those bodies to which they had been appointed be conveyed to all Members.
- (d) in order to enable potential nominees to familiarise themselves with the outside bodies to which appointments were made, website details be included when nominations are invited in the future.

**Post Meeting Note: Following the meeting it was established that the Wychwood Project had revised its governance arrangements and was now constituted as a charitable trust. In consequence, it was no longer necessary for the Council to make nominations. Further, enquiries were made with Age Concern Oxfordshire regarding the appointment of a representative to the Older Peoples Forum during which it became apparent that, whilst Age Concern wished to maintain a relationship with the Council through attendance at Partnership meetings and any other large events such as AGM's and conferences, a direct appointment to this particular forum was not required. It is suggested that this is a role best suited to the Council's Older Persons Champion.*

The meeting closed at 1:50pm

WEST OXFORDSHIRE DISTRICT COUNCIL

REPRESENTATIVES ON OUTSIDE BODIES 2018 - 2019

OUTSIDE BODY	NUMBER OF REPRESENTATIVES	REPRESENTATIVE(S) 2018/2019
1. Age UK– (Oxfordshire City & County) – Older Peoples Forum	1	Mrs M L Mead
2. The Burford School Foundation (4 year term of office as Trustee)	2	Mr A C Beaney (to 2020) Mr D A Cotterill (to 2022)
3. Charlbury Conservation Area Advisory Committee	2	Mr A M Graham Ms E P R Leffman
4. Chipping Norton Theatre – Council of Management	1	Mr A M Graham
5. Radcot Conservation Area Advisory Committee	1	Mr R D J McFarlane MBE
6. Cotswold AONB Conservation Board	1	Mr N G Colston
7. West Oxfordshire Local Advisory Board (GLL Better)	1	Mrs J C Baker

8. Oxford Airport Consultative Committee	2	Mr R J M Bishop Dr E M E Poskitt
9. Oxfordshire Association of Local Councils	1	Mr D A Cotterill
10. Oxfordshire Buildings Trust	1	Dr E M E Poskitt
11. Oxfordshire Community Foundation: Adviser to Grants Panel	1	Mrs J C Baker
12. Oxfordshire County Council Pension Fund Committee	2 District Council representatives appointed through Leaders Group	District Representatives appointed through Leaders Group
13. Oxfordshire Design Partnership	1	Mr A H K Postan
14. Oxfordshire Environment Partnership	1	Mr E J Fenton
15. Oxfordshire Joint Health Overview & Scrutiny Committee	1	Mr T N Owen Mrs E H N Fenton (Standing Deputy)
16. Oxford Museums Advisory Council	1	Mr A H K Postan
17. Wild Oxfordshire	1	Mr A S Coles and/or Mr H E T St John
18. Oxfordshire Partnership Board (Appointments by Office)	1	Mr J F Mills

19. Oxfordshire Play Association	Unrestricted	Mr T N Owen Dr E M E Poskitt
20. Oxfordshire Playing Fields Association	3	Mr A C Beaney Mrs E H N Fenton
21. Community First (Oxfordshire)	1	Mrs J C Baker
22. Oxfordshire Safer Communities Partnership	1	Mr N A MacRae MBE
23. River Thames Alliance	1	
24. School Organisation Stakeholder Group	1	Mr T N Owen Mrs M J Crossland (Substitute)
25. Thames Valley Police and Crime Panel	1	Mr N A MacRae MBE
26. Burford Traffic Advisory Committee	2	Mr D A Cotterill Mr T N Owen
27. Chipping Norton Traffic Advisory Committee	2	Mr G Wall
28. Eynsham Traffic Advisory Committee	2	Mr E H James Mr C M Rylett
29. Witney Traffic Advisory Committee	2	Mr A S Coles Mr A D Harvey

30. Woodstock Traffic Advisory Committee	2	Mr J C Cooper Dr E M E Poskitt
31. Traffic Penalty Tribunal Joint Committee	2	Mr S J Good Mr A D Harvey
32. Volunteer Link-Up	1	Mrs J C Baker
33. West Oxfordshire Community Safety Partnership	1	Mr N A MacRae MBE
34. West Oxfordshire Landlords Forum	5	Mr J C Cooper Mrs J M Doughty Mr A D Harvey Mr H E T St John
35. Witney CCTV Management Group	1	Mr T J Morris Mr N A MacRae MBE (Deputy/Observer) Mr E J Fenton (Substitute)
36. Witney Educational Foundation (4 year term of office as Trustee)	2	Mr J F Mills (to Dec 2019) Mr D S T Enright (to Dec 2020)
37. Citizens Advice West Oxfordshire Management Committee	1	Mrs E H N Fenton
38. World Heritage UK	1	Mr J C Cooper
39. LGA General Assembly (Appointment by Office)	1	Mr J F Mills Mr T J Morris (Deputy)
40. South East England Councils (SEEC)	1	Mr J F Mills Mr T J Morris (Deputy)

41. Oxfordshire Leaders Group (Appointment by Office)	1	Mr J F Mills Mr T J Morris (Deputy)
42. Wychwood Project Board	1	Vacancy
43. Oxfordshire Growth Board (Appointment by Office)	1	Mr J F Mills Mr T J Morris (Deputy)
44. Oxfordshire Growth Board Scrutiny Panel	2	Mr J C Cooper Mr D A Cotterill Mr A D Harvey
45. Oxfordshire Growth Board Housing Sub-Group	1 Plus 1 substitute	Mr J Haine Mr T J Morris (substitute)
46. Oxfordshire Growth Board Infrastructure Sub-Group	1 Plus 1 substitute	Mr J Haine Mr T J Morris (substitute)
47. Oxfordshire Growth Board Spatial Planning Sub-Group	1 Plus 1 substitute	Mr J Haine Mr T J Morris (substitute)