

Appendix 2

		Type of appointment	Is having a member of the Borough Council involved in your organisation a legal and/or constitutional requirement?	Do you believe that having a Council representative adds values to your organisation?	When appointing a member to your organisation are there any particular skills that you would like us to look for?	Any other comments or observations you would like to make regarding member representation at your organisation?
With constitutional/legal requirement						
1	Brizen Young People's Centre	Member of Management Committee	Our constitution requires a member of Leckhampton with Warden Hill Parish Council to sit as a trustee, but not a Borough Councillor	A Council representative definitely adds value to us as a charity, particularly the current representative who is not only very supportive of the work that we do but looks for additional opportunities which we can support such as the summer project for young people	Enthusiasm for the work that we do and a genuine interest in improving the lives of local residents	A Council representative is particularly helpful for us as the building is owned by CBC and leased to the Parish Council. We have had an ongoing issue in terms of receiving utility bills and having a CBC councillor is a vital link between the various organisations to help us get to the bottom of things
2	Cotswold National Landscape	Board Member (1 of 15 LA members)	Yes, as part of the Conservation Board's Parliamentary Establishment Order (2005) and the Board's Constitution.	Yes, it is important that all local authorities have a say in our work.	Our remit is very broad, therefore we are looking for a broad range of skills and experience across our membership. Clearly, we are expecting Board Members to have a significant interest in the Cotswolds as a protected landscape.	None.
3	Sandford Parks Lido	Not specified	It's not a legal or constitutional requirement, but our lease with CBC states we must ensure the Council can place a representative on our Board.	I think it ensures an open and transparent relationship is maintained between our organisations.	We are fairly well covered at the moment, but maybe accessibility.	None.
4	St Margaret's Hall User Group	Not specified (but must be councillor living in area to have voting rights)	Yes	Yes	Knowledge of local community, general committee skills, ideally lives locally	Existing representative believed to be ready, willing and able to continue.

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5	Twinning Association Executive Committee	Executive Members (Chair or Vice-Chair)	It states in our constitution that the Chair or Vice Chair should be a member of the council.	Yes as they are the link back to the council, keeping cabinet / twinning portfolio holder informed, and speaking for international links at council meetings	A genuine interest in international and European matters and cultures, with possibly some linguistic skills (French, German, Mandarin) but not essential.	No
6	Victory Trust	Representative Member	The Trust was set up by the Mayor of Cheltenham in 1947, and someone from the council has been involved ever since.	Yes, it's very useful to have someone not involved in the day-to-day running of the Trust who looks at issues from a different angle	Someone with an interest who brings a different perspective	No
No constitutional/legal requirement						
7	Cheltenham Arts Council	Executive Member	This is not a requirement of the constitution adopted in 2018 but previous constitutions have specified that up to three Borough Council representatives are entitled to sit on the executive committee .	The Borough Council allocates a grant to CAC for distribution to our various member societies. A Council representative on the committee acts as a safeguard that grants are made appropriately. Their knowledge of the Borough Council can be invaluable in assisting the Trustees and the executive committee when making decisions.	CAC would look for a representative to have an interest in the arts and knowledge of the art and culture of Cheltenham.	The representatives who have chosen (or been chosen) to sit on the committee have been valuable additions. Their comments on issues and desire to help have been marked.
8	Cheltenham Playhouse	Can attend committee responsible for admin and events	No, this is not a requirement of our constitution.	A Council representative could be helpful depending on what they can offer. To date not currently aware of any significant difference that has been made in say last 12 months...	Ideally, we are looking for someone with a similar skillset as to what we are currently seeking from new trustees which includes ideally having knowledge/skills in one or more areas - legal matters, negotiations, PR and listed buildings repair/maintenance.	It would be nice to have some more clarification as to their duties to us and expectations both ways etc.

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					General business skills would be useful too, as well as general council support/liaison to help us achieve our charitable objectives.	
9	Cheltenham West End Partnership	Observer	No	Yes	No	No
10	Everyman Theatre	Observer on Board	No	Yes	Not specifically	We are very happy with our representative, he is very supportive and has an appropriate level of involvement.
11	Friends of Leckhampton Hill & Charlton Kings Common	Executive Committee Member (no formal rights on Board)	No, we have no constitutional requirement to have a CBC member on our Executive Committee.	It is useful to have a Council perspective / input to our discussions. It is largely useful to align our objectives to those of the Council and to understand Council resources and limitations.	We prefer people who are local to Leckhampton / Charlton Kings and use the Hill. Countryside knowledge and / or ecological experience would be most helpful but is often in short supply.	We are in the process of compiling a paper outlining the financial requirements of managing the hill and impressing on the Council the statutory and other more practical requirements of doing this. We are hopeful that the Councillors on our committee will be well prepared to take these representations directly to the appropriate Council Officers / committees.
12	Gloucestershire Airport Consultative Committee	Committee member	I am not aware of a legal or constitutional requirement for Cheltenham Borough Council membership of the Gloucestershire Airport Consultative Committee.	As Cheltenham Borough Council jointly own Gloucestershire Airport with Gloucester City Council with a 50% stakeholding, it is important that the owners views are represented via a Committee position	Ability to make appropriate contribution to discussion at the quarterly meeting	Ability to attend the quarterly meetings held at Gloucestershire Airport in February, May, August and November, generally the third Thursday of these months starting at 6pm lasting approx. one hour

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13	Gloucestershire Resources and Waste Partnership	n/a	Not from the point of view of waste management services within the current partnership structure.	Yes. Please see attached GRWP's Terms of Reference for further information on objectives and benefits.	We do not appoint members from other authorities. These are appointed to the partnership by each respective authority, generally the most relevant portfolio holder according to your governance process. Ideally we would want members who are open minded about cross party working and understand the benefits of working together to deliver continual improvement within a 2-tier service model.	No, other than to say that the GRWP is not 'our organisation'. It is a mutually beneficial partnership equally represented by each authority (see attached ToR's for further context).
14	St Mark's and Hesters Way Community Association	Executive Committee Member	No	Yes	No	[no response]
15	West Cheltenham Partnership	Board Member	No	Yes	Law, Charity, Governance, Financial are useful but a general interest in and understanding of our community are key	By our constitution we have a 19% limit on numbers of council representatives on the board.

Trustee/Partner appointments		
1	Cheltenham Borough Homes	Board Member
2	Cheltenham Trust	Trustee
3	Cleeve Common Trust	Trustee
4	Gloucestershire Airport Ltd	Non-executive Director
5	Higgs & Cooper (and Relief in Need)	Trustee
6	Pates Grammar School	Trustee
7	Prestbury United Charities	Trustee
8	Publica	Non-executive Board Member
9	Ubico	Member Observer to Board of Directors

Cabinet Portfolio appointments		
1	Cheltenham BID Board	Board Member [Leader]
2	Communities Partnership	CBC-hosted. Member of advisory board [Cabinet Member for Safety and Communities]
3	District Councils' Network	Regular member (non-executive)[Leader]
4	Leadership Gloucestershire	[Leader]
5	LGA General Assembly	[Leader]
6	PATROLAJC	Required by Memorandum of Participation 2008 [Cabinet Member for Finance and Assets]
7	Place Governance Group	Board member
8	South West Councils	[Leader]
9	South West Councils' Employers Panel	[Leader]
10	Strategic Housing Partnership	not specified
11	Local Visitor Economy Partnership	Board Member [Cabinet Member for Economic Development, Culture, Tourism and Wellbeing]