



**ZERO
CARBON
OXFORDSHIRE**

ZCOP STEERING GROUP CHAIR RECRUITMENT PACK



About Zero Carbon Oxfordshire Partnership

ZCOP are working together to enable the county to meet its net zero targets and prepare for climate change impacts.

Building on the success of [Zero Carbon Oxford Partnership](#), we are expanding to become a countywide body to drive collaborative climate action across Oxfordshire.

Since its formation in 2021, ZCOP has been a successful collaboration between Oxford, County Council and key partners. Its current membership includes both universities, both hospital trusts, Oxford City and County Councils, further education bodies and large businesses such as BMW Mini, Lucy Group, LandSec, SSEN and Unipart, as well as OxLEP and the Low Carbon Hub.

The Zero Carbon Oxfordshire Partnership will build on its record of enabling partners to collaborate to accelerate climate action, harnessing our collective skills, powers, expertise, and – increasingly – new sources of funding, to precipitate local net zero projects.

Councillor Dr Pete Sudbury, Deputy Leader of Oxfordshire County Council with Responsibility for Climate Change, Environment and Future Generations:

“The Zero Carbon Oxfordshire Partnership has paved the way for collaboration across sectors, industries and communities and provided a forum to tackle a range of issues and their intersection with the climate crisis. As the vital need for global action increases, expanding ZCOP to a countywide partnership is an urgent and necessary step up in Oxfordshire's climate response.”

Councillor Anna Railton, Deputy Leader and Cabinet Member for Zero Carbon Oxford:

“In order to tackle the climate emergency, we need to all work together. I am delighted that we will be expanding the success of the Zero Carbon Oxford Partnership to the whole County, building on the strong roadmap and action plan. We have found the Partnership immensely useful in steering our understanding of how we can reach net zero across different departments of the Council, and this is a crucial part of our journey to net zero as a city.”

The Partnership brings together organisations from across the county's public, private, and voluntary sectors that share the common goal of achieving the ambitious climate objectives and targets set by the partnership

24 partners

150 organisations represented

56,000 employees

14 sectors

26 events and workshops

2 networking events

100+ organisations involved in ZCOP initiatives



ZCOP enables organisations to take urgent action within the scope of their own activities and work collaboratively with others



All partners sign the ZCOP charter commit to:

- Working together to create a zero carbon and resilient Oxfordshire.
- Working on shared projects that deliver greater carbon emission reductions than we could achieve individually.
- Emphasising local, community and non-carbon benefits of climate action.

In the last year:

- **28** events and workshops
- **2** networking events
- **100+** organisations involved in ZCOP initiatives
- **~£25k** in energy use support provided

How do we achieve these aims?

Sprint (task and finish) groups: co-design and deliver projects to tackle climate challenges, and facilitate low carbon development at local-scale, reaching beyond organisational control and agency.

Access grant funding: leveraging collective expertise, skills and roles locally to secure funding opportunities.

Free training and peer-to-peer learning: helping partners to increase impact by working and learning together and showcasing best practice.

Quarterly meetings and networking events: connecting a broad range of academic, technical experts and leaders.

Progress reporting: monitoring progress against the targets and objectives.

Local & national advocacy: a collective approach amplifies the voice of Oxfordshire gaining greater attention than speaking alone.

This an exciting opportunity to help lead Oxfordshire towards becoming a zero-carbon, climate resilient county by 2050

The ZCOP Steering Group requires an ambitious chair to lead the Partnership over the next three years as we:

- Build a county-wide Partnership: attracting more public, private & third sector organisations to join us in driving positive collaboration.
- Accelerate action: to tackle new and complex issues by convening expert stakeholders around specific challenges.
- Inspire and engage: to showcase more of the positive actions being delivered to help build a movement that everyone who lives, works, or studies can feel part of, while continuing to learn from best practice in other UK and international areas. Further enable our partners to accelerate their emissions reductions by sharing practical experience and insights with each other.
- Shape our work plan: to ensure the next 5-year plan is inclusive, ambitious and practical, setting a clear path for both the partnership.



ZCOP Steering Group

- Provide strategic leadership to ZCOP implementation and delivery
- Foster constructive relationships and collaborative working among Partnership members
- Provide sector knowledge, experience, insights, to help to refine strategies and action plans
- Advise on ZCOP's value proposition
- Quarterly Steering Group meetings and networking with local leaders and decision makers

Person specification

- A track record of board leadership, achieving results and providing strategic vision to lead a high-profile organisation.
- Strong and visible passion and commitment to collaborative action on climate change.
- An exceptional ability to communicate and build relationships at all levels alongside strong interpersonal skills and to adopt an ambassadorial role.
- Expert ability to process and interpret complex information from diverse views, and the ability to provide intellectual leadership and demonstrate a creative and proactive approach to problem solving.
- Strong networking capabilities, and an existing network, preferably in Oxfordshire.
- Extensive experience and knowledge from driving strategic climate change actions at a local and regional scale.
- Achievement of consensus across a wide range of diverse interests.
- Being non-partisan while politically aware and diplomatic.

Other requirements

- **Term:** The Partnership Chair will serve a 3-year term starting in Q3 2025. SG can allow reappointment .
- **Time:** Typically, 2 days a month. This includes: four Partnership meetings per year (half day). The Chair is also expected to have regular meetings with the Partnership Manager, and to represent ZCOP at various events and meetings with key stakeholders. Some events will be outside of office hours, but typically evenings rather than weekends.
- **Remuneration:** The role of Partnership Chair is not accompanied by any financial remuneration, although expenses for travel may be claimed.
- **Resources:** The Partnership Chair has one or two vice-Chairs and is supported by the ZCOP Secretariat. The Chair will support the Secretariat to secure resourcing and in-kind contributions to its needs and delivery.
- **Location:** hybrid, with in person meetings and workshops across Oxfordshire.



Chair responsibilities

- Provide strategic leadership to the Partnership and the Partnership steering group (SG), ensuring delivery of an inclusive value proposition that is aligned to the Partnership's aims, objectives and implementation of action plans. As well as local strategic frameworks
- Be an ambassador for the Partnership its climate change ambitions, representing both at external functions, meetings, and events and promoting the inclusive, science-based, and transparent approach to tackling the climate emergency. This could include occasional presentations at conferences, media (TV and radio interviews, letters to newspapers, etc., as appropriate), using their influence in all spheres of their work/experience, encouraging membership and participation from new partners.
- Ensure effective governance of the Partnership, maintaining a diverse and skilled Board membership, managing risks and opportunities, resolving conflicts, supporting members to fulfil their duties, and helping to secure the necessary resources.
- Guide the Secretariat to work collaboratively with stakeholders to create new opportunities for local action, and to ensure effective support to the Partnership; foster constructive relationships among Partnership members to encourage deeper engagement in Partnership activities.
- Work with vice chair and secretariat to ensure development and delivery of the Partnership's programme of work.
- Identify fundraising opportunities for the work of the partnership or opportunities to leverage partner funds for wider benefit.
- Follow and uphold existing ZCOP procedures, ways of working, Terms of Reference and associated papers.

Find out more about ZCOP and our work here:



[Latest Annual report](#)



zerocarbonoxfordshire.org

Standards in public life

The appointee will must uphold the standards of conduct set out in the Committee on Standards in Public Life's Seven Principles of Public Life and is expected to adhere to the Code of Conduct for board members of public bodies:

- <https://www.gov.uk/government/publications/code-of-conduct-for-board-members-of-public-bodies>
- <https://www.gov.uk/government/publications/code-of-conduct-for-board-members-of-public-bodies/code-of-conduct-for-board-members-of-public-bodies-june-2019>

Applicants must be able to meet these standards and ensure they have no conflicts of interest that could compromise their ability to fulfil the role. Any potential conflicts should be disclosed as part of the application process. These will be discussed during the interview, along with how they could be managed. A potential conflict will not preclude a candidate from being shortlisted/appointed provided that appropriate arrangements are made.

How to apply

Submit your CV (2-page max.) and a cover letter (1-page max.) detailing your suitability and ambitions for the role.

Applications are to be received at the below email by 12am on **31st May 2025**. Please submit any questions to the same address: ZCOP@Oxford.gov.uk