



Co-operative Councils

Innovation Network

EXECUTIVE OVERSIGHT COMMITTEE

MINUTES

1030 – 1230 Monday, 4th March 2019

Neale Room, Co-operative College, Manchester M4 4AH

Present:

Clr Sharon Taylor OBE
Clr Liam O'Rourke
Jonathan Bland
Clr Peter Bradbury
Clr Dave Jones
Clr Martin Judd
Clr Chris Penberthy
Clr Paul Stewart

Stevenage Borough Council (Chair)
Rochdale Borough Council (Vice Chair)
SBI/E3M (Affiliate Member representative)
Cardiff Council (Video Conference)
Staffordshire Labour Group (Associate Member representative)
Oldham Council
Plymouth City Council
Sunderland City Council

In attendance:

Jonathan Downs
Fiona Gibson
Nicola Huckerby
Phil Hunter
Anna Peachey

Oldham Council
Cardiff Council (Video Conference)
CCIN (minutes)
for Clr Habib Rahman Newcastle City Council (Video Conference)
Plymouth City Council

Apologies:

Simon Parkinson
Clr Tony Newman
Clr Habib Rahman

Co-operative College
Croydon Council
Newcastle City Council

1. Welcome and introductions

Councillor Taylor welcomed everyone to the meeting which was the first for the new Committee and thanked them for the excellent attendance. It was noted that Cardiff and Newcastle had joined by Video Conference.

Councillor Taylor reported that Simon Parkinson had been taken ill whilst working away and had submitted his apologies. Everyone wished Simon well for a speedy recovery, a card was circulated.

2. Minutes of last meeting and Matters arising

Councillor Paul Stewart's name was omitted from the list of apologies for the Strategy Session in Bristol. These would be amended and uploaded to the website. Action – NH.

The minutes were agreed as an accurate record.

3. Budget report

The latest Budget Report was presented by Jonathan Downs. It was noted that potentially there were 2 or 3 new members seeking to join which could lead to a £10-£15k of additional income.

It had been agreed to request a refund of the Green Party conference fees as dates in 2019 meant it was not going to be possible to attend their conferences this year.

Councillor Taylor thanked Jonathan Downs, and others involved, for the work that had been put in to develop a five-year Budget which was key to future event planning.

4. CCIN Strategy Action Plan 2019/20

Councillor Taylor presented the outcomes of the Member Strategy Session in Bristol. She asked that thanks be recorded to Shelagh Everett from Co-operatives UK who had pulled the process together.

It was noted that since the Bristol meeting, progress has already been made to take forward some of the ideas and opportunities identified:

- An EOC WhatsApp group has been set up
- The online Members Forum had been commissioned
- V & P Board elections were completed, and new Chair and Vice Chair are in place
- The membership application form was being digitised and process streamlined

It was agreed that although we'd not yet been able to encourage a Council to take the lead on a Social Care Policy Lab, we would keep this on the agenda. It was suggested that perhaps Members were waiting for the Social Care Green Paper (England only) which was due to be published before committing.

Members welcomed the 'focussed and manageable' Action Plan, and the fact that actions were realistic to deliver. Points to add to the Action Plan before the next meeting:

- Support for Associate Members (Groups not in Control) to develop Manifestos
- Timescales for delivery of each Action
- Action Plan leads – all offers to be submitted to Sharon Taylor/Nicola Huckerby. Action – All.

It was agreed that:

- a) Cllr Taylor and Nicola Huckerby to meet and develop the Engagement Plan
- b) A Column for EOC engagement in the Plan be considered. Action ST/NH
- c) Jonathan Bland share a paper on Social Care in Italy

5. Membership report

The membership report was presented by Nicola Huckerby. The latest membership figures for the Network are:

- Full Members – 24 members
- Associate Members – 11 members
- Affiliate Members – 18 members
- Supporters - 1

Since the last meeting three new applications had been received for Full Council Membership, these were approved:

- Bristol City Council
- Hull City Council

One new application had been received for Associate Membership, this was approved:

- North Warwickshire Labour Group

One new application had been received for Affiliate Membership, this was approved:

- SBI/E3M

There was also a general discussion about how we encourage more non-Labour Councils, Welsh & Scottish Councils, Town & Parish Councils, PCCs and Elected Mayors to join, and

It was agreed that:

- a) Cllr Taylor – follow-up with Brent, Newport and Stroud Councils

- b) Nicola Huckerby – follow up with Torfaen and Kirklees Council
- c) We should all continue to encourage membership from Police & Crime Commissioners and Elected Mayors – All
- d) Our Event Strategy included attendance at NALC, Lib Dem Annual Conference, WLGA. Action – NH.

6. Policy Labs 2019 – 2020

Jonathan Downs presented a proposed reporting Framework for Policy Labs. The Framework will ensure that each Policy Lab is managed and monitored consistently and is best supported to achieve its individual aims and objectives. Guidelines were agreed as:

- Lead Applicants will be required to submit their Work Programme to the V&P Board. This will outline delivery dates of each element of the project and the anticipated project end date. It is anticipated that all Work Programmes will be submitted before June 2019.
- Once agreed, the CCIN will pay 50% (£5k) to the Lead Council.
- The Values and Principles Board will monitor the delivery of the Policy Labs and will act as a critical friend to Lead Councils they will seek to provide advice on any other partners who might be engaged in the delivery of a project.
- The EOC will require updating on the progress of each Policy Lab. This will include, as a minimum, a short interim report after the Policy Lab has been running for six months, followed by a complete report/presentation upon completion of the project. (Policy Labs that run over 2 years will be expected to report after 12 months and upon completion of the project).
- It is anticipated that upon completion of each Policy Lab, the Lead Member will submit a report, detailing the outputs of the project. The report should be of a publishable standard, with accompanying images and other media as appropriate.
- The final 50% (£5k) will be paid to the Lead Council upon satisfactory completion of the project.

It was agreed that:

- a) Jonathan Downs contact Policy Lab Lead Applicants and inform them of the process and ask them to agree to the terms of funding which included submitting their Work Programmes to the V&P Board on 21 June.

7. Event Planning March – December 2019

Nicola Huckerby presented the Events Schedule for the remainder of 2019.

It was agreed that:

- a) The CCIN sponsor the **Co-operative Council of the Year Award** at Co-operative Congress on 21 and 22 June 2019 at a cost of £1500, in return for named benefits.
- b) The cost of Exhibiting/Speaking/Fringe for the following conferences be submitted to Oldham Council in order to confirm that there is budget available before requesting approval from the EOC to proceed
 - Co-operative Party Annual Conference in Glasgow 11 - 13 October
 - NALC Annual Conference in Milton Keynes on 28 – 29 October
 - Liberal Democrat Conference in Bournemouth 14-17 September
 - Welsh LGA Conference 2020

Action – NH

- c) The CCIN has a presence at the PSTA Annual Conference, London 23 May. Members agreed to support the production of their 2019 publication but are asked that they take Case Studies in the format in which we present them and re-format into their template. Action NH.
- d) We should not support the Ways Forward 7 Conference in Manchester 5 April. Action – NH
- e) Councillor Taylor asked that we give some thought to a joint event that would bring together the:
 - i. GMCA Cooperative Commission
 - ii. Community Wealth Building work being led by Preston and others

iii. Growing the Co-operative Economy work from Plymouth City Council
Action - NH

8. Consultancy Framework Tender Process

Jonathan Downs explained that the current tender contract for the [CCIN Consultancy Framework](#), which ran from 4th July 2016 — 30th June 2018 and had been extended for a year to June 2019, would shortly be coming to an end. The tender was managed by Oldham Council with support from Knowsley Council.

It was agreed that:

- a) Oldham Council would manage the re-tendering process
- b) the Specification for the Tender be shared with the EOC and V&P Board in advance of publication

9. Any Other Business

Cllr Chris Penberthy ran through the minutes of the Values & Principles Board held on 14th February in Manchester. It was agreed that

- a) the Values and Principles Board minutes be an item on future EOC agendas.
- b) The Executive Oversight Committee minutes be an item on future V&P agendas.
- c) Phil Hunter submit proposals on how Newcastle is to launch the Beyond Asset Transfer Policy Lab and share the learning from that.

Cllr Penberthy reported that Plymouth was looking at investing in a South West Regional Mutual Bank.

Cllr Martin Judd asked that Members had access on what it meant to be a Co-operative Council, which could be used when speaking to Prospective Members.

Cllr Paul Stewart explained that he was interested in putting together a pack of support for co-operative development.

Cllr Peter Bradbury reported that Cardiff was putting together a Cultural Music Strategy in response to a large Music Venue transforming into a co-operative. Cllr Taylor agreed to share Stevenage's Cultural Strategy: Reimagining Stevenage. Action – ST

Cllr Dave Jones reported that his Group was interested in looking at Pension Funds and how to invest more locally.

Jonathan Bland reported that he would be visiting Barcelona in April and meeting co-operators. He agreed to take pack of CCIN promotional information to share. Action - NH

Cllr Sharon Taylor reported on the work that Stevenage was doing with the University of Hertfordshire on Community Wealth Building around Health and Social inequalities. She agreed to prepare a blog on this for publication.

Stevenage had retendered for its Business and Technology Centre and was looking at how you encourage and support co-operatives, Mutuals and social enterprises.

Nicola Huckerby

a) Venue for CCIIN Annual Conference

Three EOIs had been received to host this year's Annual Conference on 2 or 3 October 2019 - Rochdale, Sandwell and Salford.

It was agreed:

- To ask Rochdale to host an Executive Oversight Committee on 2 October and the Annual Conference on 3 October. Action – NH
- To thank Sandwell and Salford Councils for offering to host the Annual Conference. Action - NH

b) Volunteer from the Officer Network for the 2019 LGA Conference

Two Councils had offered to provide staff to help on the CCIN Stand at the LGA Conference in Bournemouth. – Plymouth and Sunderland.

It was agreed:

- To accept the offer from Sunderland, as Plymouth City Council had supported in 2018. Action - NH
- To thank Plymouth City Council for offering to help. Action - NH

c) Fringe event/Social at the LGA Annual Conference for Members and Prospective Members

It was agreed to allocate £1500 towards the cost of organising a Fringe at this year's LGA Conference in Bournemouth. Action - NH

10. Schedule of future meetings

It was agreed future meetings be held as follows:

- a) Wednesday 26 June – 11am, Cardiff
- b) Wednesday 2 October – 2pm, Rochdale

The meeting closed at 1220 hours.

05.03.19/NH