

EXECUTIVE OVERSIGHT COMMITTEE

Online Zoom call

1230 for 1300 - 1500 hours on Wednesday, 13 January 2021

MINUTES

Present:

CLlr Sharon Taylor OBE	Stevenage Borough Council (Chair)
CLlr Barbara Brownridge	Oldham Council
CLlr Peter Bradbury	Cardiff Council (Vice Chair) – until item 7
CLlr Paul Stewart	Sunderland City Council
CLlr Allen Brett	Rochdale Council
CLlr Steve Darling	Torbay Council
CLlr Leanne Feeley	Tameside Council – until item 8
CLlr Shabir Pandor	Kirklees Council
CLlr Clare Gamble	Billingham Town Council (Associate Rep)
Jonathan Bland	SBI/E3M (Affiliate rep)
Dr Cilla Ross	Coop College (Advisor)

In Attendance:

Jonathan Downs	Oldham Council (Accountable Body)
Nicola Huckerby	CCIN (minutes)
Fiona Gibson	Cardiff Council
Rob Gregory	Stevenage Borough Council
Helen Peverley	Sunderland City Council
Caroline Wolfenden	Rochdale Council

1. Welcome, introductions and apologies

- 1.1. Councillor Taylor welcomed everyone to the meeting, at what was such a critically busy time for local government. This was the first meeting of the Committee at the start of a two-year term 2021-2.
- 1.2. No apologies were received.

2. Minutes of the last meeting – online 8 October 2020

- 2.1. These were agreed as a correct record.
 - 2.2. Item 8.3 – encouraging members to use the Induction Programme was c/f to next meeting.
- Action: NH.

3. Matters Arising from meeting on 8 October 2020

3.1. Overcoming the barriers to developing the cooperative economy

N Huckerby explained background to this initiative and that a sub-group of interested members had met on 18 November. The Next Steps identified in the report were agreed:

- Set up a Sub Network of Leaders / Cabinet Leads to take this forward
- Special Edition of the CCIN Newsletter to outline some of the areas we want to look at

- To organise a Webinar to share best practice across the Network

Action: NH.

3.2. Co-operative Council Leaders Fellowship Programme

Cllr Taylor explained that at October's EOC meeting V&P were asked to examine a proposal that had been submitted by Co-operatives UK and Stir to Action to consider the development of this piece of work. EOC had approved the idea in principle but agreed that any development work should link to Accredited Training through the Co-operative College. The Next Steps identified by the V&P Board were agreed:

- Feedback comments to Co-operatives UK, as this is an opportunity to promote co-operative education to a much wider group which would benefit CUK in other ways.
- To speak to the LGA about how we would go about co-produced education and training resources for elected members perhaps using Masterclasses to begin with.

Action: NH.

3.3. Co-operative Difference in Care – Review of the Brief

Cllr Taylor introduced this item which was central to our thinking of co-operative solutions to the adult social care crisis.

J Downs explained that as agreed at EOC's October meeting a workshop had been held on 11 January to review the Brief and identify a way forward. It was agreed at the workshop that whichever route we choose we should increase the budget from £10k to between £15k - £20k, and that any option selected should be practically based, not just an academic exercise. It should be capable of feeding into the National Social Care Green Paper, as well as being an approach that could be rolled out across the Network. Three options were put forward:

- Go back out to the DPS again with a new budget and a revised, simplified brief. We would anticipate partnering with an academic provider who could bring rigour and resource to the work.
- To procure outside the DPS enabling the network to appoint a health and social care specialist with knowledge and expertise of the co-operative sector, both from a UK and international perspective. (Other organisations mentioned included the JRF, who it was suggested could also potentially bring additional resources to support the Policy Lab).
- Go back to our membership to see if a member council would like to lead the project, working with affiliate members and an academic provider in the same way as any other Policy Lab.

It was agreed that:

- Engaging an academic provider would add value to the project and credibility.
- To increase the Budget to £15k - £20k. Action JD
- That the working group would revise the Brief which would be re-circulated to EOC for consideration. Action JD
- A new set of timescales for completion of Policy Prototypes would be sent to project leads.

Action NH

4. Budget Report and Project Planning 2021-4

J Downs introduced this item. Our finances are very healthy as the Network continues to grow, although a couple of large members have reviewed their membership since the last meeting – Croydon and Sandwell.

As requested in October we have increased the budget available for the website in order to make it more interactive. At the last meeting we agreed to allocate £95k to Policy Labs and Prototypes this year. Actual spend would depend on the outcome of the Evaluation meeting on 25 January.

4.1. The report was approved.

It was agreed that:

- We should reach out to Croydon and try and keep them engaged in the Network in some way. **Action: Cllr Taylor**
- We add £10k to the budget line for the Co-operative Difference in Care report this year. **Action: JD**
- We increase the funding allocated to Policy Labs and Prototypes in future years from £40k to recognise the increased budget. **Action: JD**

5. 2021-2 Election results

5.1. Executive Oversight Committee

Cllr Taylor thanked everyone for putting themselves forward for the EOC and welcomed all the new Members. Cllr Taylor also thanked members for electing her as Chair, work that she feels passionately about and really enjoys. N Huckerby ran through the names of the new Committee. Dr Cilla Ross joins us at the new EOC Advisor.

5.2. Values & Principles Board

Cllr Taylor reported that we now had a new Values & Principles Board. Work was currently underway to appoint a Chair for the Board and that we would report back once that had been done. We were continuing to recruit to the Trade Union vacancy. N Huckerby ran through the names of the new members. Other vacancies under recruitment included a third Affiliate Member and a representative from a Retail Co-operative. Cllr Taylor welcomed all new members of V&P.

5.3. Relationship with the Co-operative Party

Cllr Taylor reported that she and NH had had a very useful meeting with Joe Fortune and Emma Hoddinott in relation to our working relationship with the Co-operative Party to ensure that it was positive and productive.

6. CCIN Strategic Action Plan 2021-3

6.1. J Downs introduced this item. He explained that every couple of years Network Members met to plan out the Strategic Action Plan which sets out our direction of travel, what themes/projects we would focus on and who will support delivery of those themes and projects. These meetings have been supported by a facilitator to help shape a dynamic action plan. This is significant piece of work for the network.

6.2. At the last meeting EOC agreed to work with the Co-operative College to facilitate this session as a Virtual Event. The College have now quoted for three different levels of interactivity at a cost of: Bronze: £1600, Silver: £1900 and Gold: £2400.

It was agreed that:

- We would contract with the College to deliver the Gold Package
- We move the date from 29 January to the beginning of March 2021
- That EOC and V&P Board members be invited to participate to ensure we maximised our collective experience
- That the views of all Members were canvassed in the pre-session activity and not just our Governance
- That the final Action Plan and Strategy are dynamic and capable of updating by those members who are tasked with leading on delivery

Action: NH

7. Membership report

7.1. The membership report was presented by Nicola Huckerby. We currently have 94 Members and Supporters; 32 Member Councils represent 9m citizens and control a budget of £14bn.

7.2. NH explained the engagement and approval process for Affiliate Members and Supporters and thanked colleagues for their help in introducing prospective Members. It was noted that conversations were continuing with Sandwell, Croydon and Lambeth regarding their membership.

7.3. The latest membership figures for the Network are:

Full Members – 32

Associate Members – 18

Affiliate Members – 31

Supporters – 13

7.4. One new application had been received for Full Council Membership; this was approved:

- Wigan Council

7.5. One new application had been received for Associate Membership; this was approved:

- Silverdale Parish Council

7.6. Four new applications had been received for Affiliate Membership; these were approved:

- The Active Wellbeing Society
- Co-operative Care Colne Valley
- Co-operative Futures
- ICS.AI Ltd

7.7. Two new Supporter applications had been received; these were approved:

- Stephanie Baxter
- Michael Bell

7.8. Honorary Vice Presidents

Cllr Taylor suggested that we create some 'Honorary Vice Presidents' to reflect the great support we have from individuals who are Ambassadors and National Advocates for the Network, in a similar way to how the LGA offer such roles.

It was agreed that Cllr Taylor present a proposal to the next meeting.

8. Building Relationships Out of Co-operation: Hopes for a 'new normal' post Covid-19

8.1. Rob Gregory introduced this item. He explained that in July 2020 he had taken a report to EOC to develop an Action Learning Set about the work that was taking place across the Network in response to Covid-19.

8.2. What came out of the Action Learning pack was that there was an energy within the Network around this being a real opportunity to embed co-operative values into the way we work going forward. He was now coming to the end of his MBA and looking for a final project. Rob had indicated a desire to undertake research through the CCIN to further explore the potential for a modern co-operative operating model for local councils, drawing on the need to work as part of a larger wider local ecosystem and developing a more relational approach to service delivery.

It was agreed:

- to support R Gregory in completing his final MBA Project and to encourage officers to participate in the interviews
- that R Gregory present his final report EOC in due course
- Sunderland and Oldham agreed to participate in the research.

9. Policy Lab Updates 2019-21

9.1. CCIN Induction Programme – Phase 2

Cllr Taylor thanked Cilla Ross and the College team for producing Phase 2 of our Induction Programme. Several Councils including Sunderland, Torbay and Stevenage have already expressed an interest in using this as part of their council training offer.

Phase 2 of the CCIN Induction Programme was approved and it was agreed that it was ready to launch. Action: NH

9.2. Beyond Asset Transfer

N Huckerby introduced this item and gave some background to the project for the benefit of new Members. Following the October EOC meeting a sub-group of EOC and V&P had met with Mutual Ventures who had been appointed to complete the report, and which had now been done. Cllrs

Stewart, Darling and Pandor felt that the document was very helpful and informative and something that would be of value across the Network.

The report was agreed with the following actions:

- That the recommendations are moved from the end to the beginning, so they were front and central
- That NH would liaise with Newcastle City Council for their sign-off
- To Launch the report through a webinar

Action: NH

9.3. Promoting the Cities of Service Model of Social Action

Cllr Taylor thanked Plymouth City Council for preparing the report and South Tyneside who had reviewed the draft. Cllr Darling welcomed the report as a very useful tool for Torbay.

The report was agreed with the following actions:

- That the graphics were explained so that those with a visual impairment knew what they were
- The report be launched to the Network

10. Policy Lab Updates 2019-21 (attached) – updates for noting

10.1. Co-operative Approaches to Sustainable Food – Oldham Council

Due to Covid-19 Oldham hasn't had the opportunity to implement the actions recommended by the V&P. A final report will come back to the EOC in March.

10.2. Co-operatives Unleashed – Plymouth City Council

The Co-operatives Unleashed toolkit is currently in development and a draft will be ready for circulation to the EOC in January for approval prior to being formally launched.

10.3. Co-operative Neighbourhoods – Stevenage Borough Council

They have used the DPS to commission an external provider to work with the Steering Group and prepare the final report. They are working towards a July completion, and will come back to EOC for approval.

10.4. Achieving Social Outcomes – Peopletoo

Six councils are actively engaged and sharing their views on social outcomes and what this means. The aim is to have the first stage report completed by mid-February which will include a project outline and a library of best practice. Peopletoo have offered to run an Open Workshop for any other councils that wanted to find out more and share their views.

It was agreed:

- To Note all of the updates and thank councils who were working on these projects in such difficult circumstances
- To support Peopletoo in organising a Workshop on 'Achieving Social Outcomes'

Action: NH

11. Policy Prototype 2020 (attached) – updates for noting / sign-off.

N Huckerby introduced the paper. Covid has had a massive impact on completion of these reports. The deadline for submission was originally September, which was moved to November and then to January 2021. We are now funding 13 Projects all of which will be pulled together for the Co-operative Difference in Care report. Having agreed to review how we deliver the report,

It was agreed to:

- push back the deadline for completion of final Policy Prototype reports until the Spring.
- Sign-off and launch the Plymouth Diabaters – video: <https://vimeo.com/478518083>

Action: NH

12. Any other urgent business

12.1. Review of Constitution

Cllr Taylor explained that the Network's Constitution was first written when the CCIN was established in 2012. The Terms of Reference had last been reviewed in 2016 and the Network

was now a very different organisation with a growing membership of Full Councils, Associates and Affiliates.

It was agreed:

- To establish a Working Group to review the CCIN Constitution to reflect the needs of a growing organisation.
- That the Working Group would comprise members of EOC and V&P and include Cllrs Taylor, Pandor and Stewart. Cllr Taylor would identify other members and speak to Cllr Bradbury.
- Cllr Taylor offered 'Constitutional support' from the team at Stevenage.
- That the Working Group would report back to a future meeting of EOC and that the revised Constitution be considered at the AGM later in the year.

Action: Cllr Taylor, NH

12.2. Centenary Commission on Adult Education & University of Nottingham - 'Strengthening Local Authority Adult Lifelong Education'

Cilla Ross introduced the paper. In 2019, the Centenary Commission on Adult Education issued its report, 'A Permanent National Necessity': Adult Education and Lifelong Learning for 21st Century Britain. That report recommended local authorities should receive significantly enhanced funding to support their key role in adult and community education.

CCIN Members are now invited to contribute to the next phase of the Centenary Commission's work. This involves research, and wider discussion with you of policy options and good practice, conducted in association with the University of Nottingham.

It was agreed:

- To support the research and seek volunteers from Member Councils to participate
- Stevenage and Sunderland agreed to participate in the research

Action: CR/NH

12.3. Green Paper on the Future of Public Procurement

Jonathan Bland asked whether the CCIN would be submitting a formal response to the recent Cabinet Green Paper on the Future of Public Procurement as we leave the EU. The deadline for the consultation is 11 March. JB felt that there was an opportunity to establish much more 'relational commissioning', E3M would be preparing a response and offered to share that with the Network.

It was noted that the CCIN did not currently have a specific workstream on this, but it could be included in the work on the 'Developing the Cooperative Economy' group, and we would raise it with that group.

Action: NH

12.4. Events

Nicola Huckerby explained that we had been offered a couple of additional opportunities to participate in events this year:

- Labour Local Government, 1 – 6 February. We've been offered a Free Fringe. It was agreed to use this to promote our Action Learning Set on Covid-19. **Action NH.**
- Co-op Council of the Year Awards which is run as part of the Co-op of Year Awards by Co-operatives UK. If we are allowed to run an in-person 'Awards Dinner' it will be held on Friday 25 June – otherwise it will be done remotely - either with a virtual awards ceremony or filming awards being handed over via zoom and shared on social media. It was agreed to sponsor the Co-op Council of the Year Awards 2021. **Action NH.**

Other events in the Calendar, and agreed at the meeting are:

- January – Launch webinar Phase 2 of the CCIN Induction programme
- January – Launch webinar the Plymouth Diabaters Policy Prototype
- February – Launch webinar of the Cities of Service Toolkit
- February – Webinar on Achieving Social Outcomes with Peopletoo
- March – Launch webinar of the Beyond Asset Transfer report
- 5 March – Strategy Session for EOC and V&P (webinar)
- March – Overcoming Barriers to developing the Co-operative Economy Workshop (webinar)
- 6 – 8 July, LGA Annual Conference and Exhibition, Liverpool (online)
- 25 – 29 September, Labour Party Annual Conference, Brighton
- 6 – 7 October, CCIN National Conference, Telford

CLlr Taylor reported that the LGA have already decided to move their conference online this year, and that there is pressure from SOLACE to move the elections from May to October.

13. Schedule of future meetings:

- 2pm Tuesday, 16th March 2021
- 2pm Monday, 12 July 2021
- Annual Conference 6th and 7th October 2021 in Telford – time of EOC to be confirmed

17.01.21/NH