

**ANNUAL GENERAL MEETING 2020-21**  
**MINUTES**  
**1400 hours – Wednesday, 16 February 2022**

**Online**

**Present**

There were representatives from the following Member organisations present:

Billingham Town Council  
Burntwood Town Council  
Cardiff Council  
Cheshire West and Chester Council  
Co-operative College  
Cooperatives West Midlands  
E3M/SBI  
Kidsgrove Town Council  
Newcastle City Council  
North Herts District Council

Oldham Council  
Rochdale Metropolitan Borough Council  
Royal Borough of Greenwich  
South Ribble Borough Council  
South Tyneside Council  
Stevenage Borough Council  
Sunderland City Council  
Torbay Council  
Winsford Town Council

Apologies were received from:

Cllr Peter Curling - Hillingdon Labour Group  
Cllr Shabir Pandor - Kirklees Council  
Cllr Leanne Feeley - Tameside Council  
Cllr Peter Bradbury - Cardiff Council  
Cllr Sue Smith - Rochdale Metropolitan Borough Council  
Jo White - Co-operative Futures

**1. Welcome**

Councillor Sharon Taylor OBE, Leader of Stevenage Borough Council, and Chair of the CCIN welcomed delegates to the delayed 2021 AGM. Councillor Taylor began by referring to an excellent two-day conference where delegates had heard about some exciting new policies and debated some of the key issues facing local government, where our cooperative values could make a real difference. She thanked everyone who had contributed to the two-day Conference: the speakers, panellists and everyone involved in preparing and organising the Annual Conference.

**2. Minutes of the Last AGM 8 October 2020**

The minutes of the previous meeting held online were agreed as a true and accurate record, and there were no matters arising.

### 3. Launch of new CCIN website

Cllr Taylor invited Nicola Huckerby to launch the new website and explain some of its key features. NH reported that this was a total rebuild of the old website to reflect the substantial increase in the size of the Network and the vast array of projects taking place to develop and grow the cooperative economy. The new website was easier to navigate, and its functionality reflected our Values and Principles using the new icons originated by Cllr Mike Stubbs. Highlights included:

- All content is now fully searchable
- About Us, including Governance and Member Listings
- Membership info
- Training Courses for CCIN members offered by the CCIN, the Cooperative College, Cooperatives UK and Affiliate Members
- Funded Projects, Published and Active, which can be searched by Member, Date and Principles supported
- Growing the Coop Economy, including reports and resources developed by Network Members and partners.
- Over 400 Case Studies and new functionality for members to upload their Case Studies
- Resources section, which includes Publications, Newsletters, News and Blogs
- Events are searchable for upcoming and past, and new functionality allows members to upload their events onto the site.

Cllr Taylor thanked NH and everyone involved in building the new website, which looked amazing.

### 4. Review of the Year 2020-21

Cllr Taylor introduced the Review of the Year document, which had been sent to members ahead of the Christmas Break. She began by commenting that despite the fact we'd been operating under Pandemic constraints, there were a lot of highlights, including:

- Positioned the CCIN as the fastest growing 'Cross Party' Network in local government
- Funded 13 Policy Labs & Prototypes delivered by our Members
- Shared over 375 Case Studies
- Launched five publications
  - CCIN Action Learning Set from Covid-19
  - Beyond Asset Transfer
  - Understanding the Digital Divide
  - Cooperative Approaches to Reaching Net Zero
  - Cooperative Difference in Care
- Launch of CCIN Induction online training programme
- Established a Leader's and Cooperative Leads Group sharing practical ways to build the cooperative economy
- Reviewed the CCIN Constitution

Cllr Taylor thanked all the members of the Governance who gave their time freely to support her and the organisation. The latest membership figures (as of 14 February 2022) were:

- 33 Full Members
- 22 Associate Members
- 39 Affiliate Members

Cllr Taylor reflected on the new 'Values and Principles Wheel' of icons and the five publications launched since the last AGM in October 2019.

Cllr Taylor concluded her presentation by saying that she couldn't do her role as Chair of the Network without considerable support and help from all its members who provided the inspiration and case studies to promote the Network. The Chair gave special thanks to Nicola Huckerby, who she described as a 'marvel and a wonder' managing and organising all Network operations. The Chair thanked Jonathan Downs from Oldham Council, the Accountable Body Lead, who carefully manages the Network's finances to ensure we can fund our Policy work and have good Governance. Finally, the Chair thanked Simon Banks from Stevenage Borough Council, who had provided insight and expertise in revising the CCIN Constitution. The report was approved.

#### **5. Budget report 2020/21**

Jonathan Downs representing the Accountable Body, Oldham Council, presented the Budget for 2020/1. Oldham Council manages the CCIN Budget and provides legal and procurement support. JD explained that Network finances are committed to providing adequate and practical support to the Membership, Network promotion through publications and events, and funding Policy Labs and Prototypes.

The CCIN's financial year runs from 1 August – 31 July, with membership fees collected between September and October. The Network now generates £198,555 in fees from its 88 Members. There was also a carry forward of £67,627, giving a total income of £262,042. Total expenditure in the past year was £198,555. Expenditure in the coming year was estimated to be in the region of £187k.

The report was approved.

#### **6. Report back from Values & Principles Board**

Cllr Joyce McCarty began her report back by thanking Nicola Huckerby for her organisational skills and the support she offers to everyone involved with the Network. She thanked Cllr Taylor for her commitment to the CCIN and how she had chaired this Conference.

Cllr McCarty had become Chair of the V&P Board in May. She reported on what had been a hectic few months and thanked all members of the Board who helped ensure that our Statement of Values and Principles had been implicit in the Policy work published this year. She also echoed the Chair's thoughts in thanking Cllr Mike Stubbs for his idea of visualising the Network's Principles and developing icons to explain them, enabling us to communicate our policy work in new and exciting ways.

The Chair thanked Cllr McCarty for her chairmanship of the Board.

The report was approved.

#### **7. Revised Constitution**

Cllr Taylor asked Jonathan Downs to give an overview of the new Constitution. JD explained that the EOC committed to reviewing the Constitution, which required updating to reflect the growing Network, the need for good Governance, and to ensure it was fit for its purpose. A small steering group met regularly to draft a revised constitution: Simon Banks from Stevenage BC, Cllr McCarty, JD and NH. The group benefited from input from members of the EOC and V&P Board and several Affiliate Members, notably the skills and expertise of Augustus Della Porta from Bates Wells.

JD reported that the Revised Constitution clearly outlines the roles and responsibilities of both parts of the Governance and different parts of the Membership. It provides clear guidance on

the election procedure and processes and links to the Complaints procedure.

The Chair confirmed that the Constitution will now be reviewed every two years.  
The new Constitution was approved.

#### **8. Launch of the 2022 funding round**

Cllr Louise Gittins, Leader of Cheshire West and Chester, launched the Call for Policy Labs and Policy Prototypes bids for the next funding round for 2022 projects. £75k has been allocated to fund this activity - £60k for Policy Labs and £15k for Policy Prototypes. The Budget for individual projects had been increased with up to £20k for Policy Labs and £2k for Policy Prototypes.

The Officer Group had put forward some project ideas which the Executive Oversight Committee had endorsed; these were:

- Covid-19 Recovery
- Sharing Data with 3<sup>rd</sup> Sector Organisations
- Tackling Inequality
- Engaging Communities in local democracy
- Cooperative Approaches to Levelling-up
- Any other ideas from Network Members

For Policy Prototypes, members can also submit ideas.

The meeting approved the timetable for submissions as follows:

- 16 February - Launch
- 1 April - Submission of Project Ideas
- 2 May - Confirm partners for Policy Labs
- 1 June - Closing date for submission of EOIs
- June - EOC consider EOIs/Bids and raise any questions
- 1 July - Contracts awarded

#### **9. Any Other Business**

Councillor Taylor thanked everyone involved in the projects launched during the Conference and Ed Bremner from the Co-operative College, who managed all of the technology, enabling us to have a successful two-day annual eConference.

Cllr Taylor gave thanks to the members of the Executive Oversight Committee and the Values and Principles Board, and those members involved in any Sub-Groups. Thanks to all members: Councils, Groups and Affiliates who helped support and promote our Cooperative Difference in a phenomenally successful year. The Chair concluded by reminding members that the policy work of the Network was powering the policy agenda in local government and that she hoped that post-Pandemic, we would continue to drive this agenda forward for the benefit of the communities the Network serves.

04-09-22/NH