

ANNUAL GENERAL MEETING 2021-2
MINUTES
0900 hours – Thursday, 24 November 2022
at Telford International Centre, International Way,
Telford TF3 4JH

Present

There were representatives from the following Member organisations present:

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| Anthony Collins Solicitors | Oldham Council |
| Billingham Town Council | Oxford City Council |
| Branding.coop | Peopletoo |
| Burntwood Town Council | POhWER |
| Cardiff Council | Newcastle-Under-Lyme Labour Group |
| Cheshire West and Chester Council | Royal Borough of Greenwich |
| Co-operative Care Colne Valley | SBI/E3M |
| Co-operative Futures | South Tyneside Council |
| Kidsgrove Town Council | Stevenage Borough Council |
| Hillingdon Labour Group | Sunderland City Council |
| Inverclyde Council | Telford & Wrekin Council |
| Innovation Coop | Value Match |
| Kirklees Council | |

Apologies were received from:

CLr Nick Kemp – Newcastle City Council
CLr Elizabeth Dennis-Harburg – North Herts District Council
CLr Barbara Brownridge – Oldham Council
CLr Paul Foster - South Ribble Borough Council
CLr Steve Darling – Torbay Council

1. Welcome

Nicola Huckerby welcomed members to the Annual General Meeting on behalf of the Chair, Baroness Taylor of Stevenage, Leader Stevenage Borough Council.

N Huckerby began by stating that the CCIN was probably the fastest-growing cross-party Network in local government and that the Conference was celebrating the Network's 10th Anniversary. There were currently 103 members of the network, including 36 Councils, 23 Associate members, 44 Affiliate members and 21 supporters. Two new members joined this week, an Affiliate and Shropshire Green Group. She thanked the Governance for their work and was grateful to those in the Network for the support given to her to promote and encourage new members. Thanks were also

offered to all attendees at the Conference, both friends old and new, and she looked forward to the day's conference.

2. Minutes of the Last AGM – online – 16 February

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

3. Review of the Year August 2021 – July 2022

N Huckerby presented the Annual Review from 1 August 2021 to 31 July 2022. The latest membership figures were slightly higher than those at the end of July. She highlighted some of the achievements, including growing the cross-party nature of the network.

It was reported that the Leaders and Cooperative Leads Group had articulated what 'being a Cooperative Council' meant, and she explained some of the actions that Councils could take to demonstrate their Cooperative Difference. Many councils received this approach well, and it has been beneficial when speaking to potential members. Some actions included: signing the 'Councils for Fair Tax Declaration', 'Paying and promoting the Real Living Wage', and signing the 'Modern Slavery' Charter.

A session had been held to look at the opportunities for regional cooperative banks earlier in the year, and delegates would hear more about the Co-operative Bank for Wales during the Conference. The new CCIN website has received increased traffic since its launch in February, and visitors have enjoyed the additional functionality and increased search engine capability. The website now includes 420 case studies together with lots of new resources.

Three Policy Lab Reports were launched during the period:

- understanding the digital divide led by Cheshire West and Chester Council
- cooperative approaches to reaching net zero led by Kirklees Council; and
- the cooperative difference in care co-ordinated by Peopletoo

All of these reports and previous Policy Lab Reports were included in a new CCIN printed publication distributed at events during the period.

NH paid tribute to Telford and Wrekin Council, who consistently promoted being a cooperative council to staff and councillors. She also thanked those councils who actively supported the network by sharing news on social media as well as those using the dynamic purchasing system.

The 2021 AGM had been held in February 2022 where Policy Lab funding bids were opened. She thanked Rochdale MB Council, North Hertfordshire District Council and Kirklees Council for submitting some excellent bids which had all been approved and delivery had begun. She specifically thanked Affiliate Members Power to Change who had match-funded the project being led by Kirklees Council. A fourth funded project had been the excellent Study Visit to Mondragon cooperative in Spain's Country which had taken place in October.

Members were reminded that the Network offered two free online training courses which all members were encouraged to attend, one was a general introduction to the Network and the second covered 'key themes for cooperative councils'. She also mentioned the CCIN's Dynamic Purchasing System (DPS) which several councils had used to deliver time-specific policy work.

N Huckerby drew members' attention to the Events Calendar for 2022 and thanked everyone for supporting the Anniversary Conference.

The report was approved.

4. Budget report 2020/21

Jonathan Downs representing the Accountable Body, Oldham Council, presented the Budget for 2021/2. 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 CCIN was growing and membership fees had increased steadily. A significant allocation of this was spent on Policy report funding with a £75k allocation per annum. In the last financial year the Network generated £189,972 in fees from its 100 Members. There was also a carry forward of £63,487, giving a total income of £253,454. Total expenditure in the past year was £206,234. Expenditure in the coming year was estimated to be in the region of £210k.

It was reported that it was the intention going forward to allocate external financial auditing in relation to the accounts to provide additional scrutiny on the network's finances.

The report was approved.

5. Report back from Values & Principles Board

Councillor J Fahy, Royal Borough of Greenwich & Vice-Chair of the V&P Board presented the annual report. He showed his appreciation to J McCarthy, for her work as on the V&P Board and bringing her knowledge and experience which had been enormously significant and to N Huckerby for all of the work she did for the CCIN.

M Stubbs had produced the new logo with the statements as a member of the V&P Board and thanks was expressed for his hard work. The icons were used to demonstrate how the principles could be put into practice and this work was taking place up and down the country.

The CCIN funding had been used to develop Policy Labs and prototypes with three new Policy Lab Reports being produced which included understanding the digital divide, cooperative approaches to reaching net zero and the cooperative difference in care.

Following the introduction of 420 case studies it was hoped that there would be new and exciting opportunities to progress this as more councils joined and offered their values into the work being done across the CCIN.

N Huckerby comments that the new logo worked well and that members had been supplied a new pin badge and she asked that members wear it with pride.

The report was approved.

6. Revised Constitution

N Huckerby reported that the new CCIN Constitution which had been approved in February 2022 did not have a reference to a quorum for annual general meetings. The Executive Oversight Committee had suggested that this be 20% of the membership. If members were content for the figure of 20% this would be revised. In anticipation of members' agreement, the link referring to the new quorum had been circulated with the papers.

The amendment to the Constitution was agreed.

7. Launch of the 2023 funding round

Councillor P Bradbury – Vice Chair of the CCIN and Cabinet Member for Tackling Poverty, Equality and Public Health – Cardiff Council presented the launch of the 2023 funding round.

Thanks was given to Telford & Wrekin for hosting the AGM and Conference.

The funding round for Policy Labs and Prototypes for 2023 was now open. It was a way to share policy ideas and to commission councils to deliver member-led, collaborative pieces of work, the learning from which, could then be accessed by all member councils and organisations.

The budget was £60k in total with maximum bids being £20k for delivery and any project had to be brought to completion within 24 months. Policy prototypes had a maximum funding of £15k in total with bids of £2k and a 9-month delivery for any successful projects.

The members were asked to put forward cooperative approaches and to share best practice and get involved. There were no limit to the amount of projects you could engage with but there was only opportunity to lead on one.

The meeting approved the timetable for submissions as follows:

- 24 November 2022 – launch
- 28 February - deadline for submission of project bids.
- w/b 6 March – Values & Principles Board to review bids and make recommendations
- w/b 13 March – Executive Oversight Committee to consider Bids and allocate funds
- 31 March – Contracts awarded

More information on the process is available on the CCIN website:

<https://www.councils.coop/funded-projects/application-process/>.

8. December 2022 – December 2024 Governance Elections

Jonathan Downs, Oldham Council, presented an update on the Governance Elections.

Elections were held every 2 years and nominations were now being sought for places on the Executive Oversight Committee for the period December 2022 to December 2024 including a new Chair and Vice Chair.

Any member organisation could put forward up to 1 representative to be elected to either the Executive Oversight Committee or to the Values & Principles Board in order to ensure a fair split. The EOC had oversight on the day-to-day running of the network and made decisions on policy lab funding, membership, budget and strategic direction.

Nominations were open for the following:

- A minimum of 6 and a maximum of 8 leaders/portfolio holders from Full Member Councils
- 1 representative from the accountable body
- 1 Associate Member
- 1 Affiliate Member

The new Chair must be a Leader from one of our Full Member Councils. They will be a champion for a growing Network and understand the role of impartiality when presenting to a cross-party audience. A confident communicator, the Chair will work with the CCIN team at the LGA Conference and relevant political conferences, actively supporting opportunities to grow the Network. And in their own Council, they will be a staunch advocate for driving their own cooperative agenda and #CooperativeDifference.

The deadline for nominations for all places on the Executive Oversight Committee was 12 noon on 23 November. Further information was available here: The nomination form can be found at: <https://bit.ly/CCINeoc>.

9. Any Other Business

Baroness Taylor of Stevenage, Leader of Stevenage Borough Council addressed the conference. As a Founder Member of the Network she had been involved with the CCIN for 10 years and she was incredibly proud of the Network and what had been achieved. The dedicated cooperative values of members and their determined nature and officer support had achieved some fantastic results.

As she had been nominated to the House of Lords, she had to step down as the Leader of the Council on 31 December 2022. Although she had to step down as Chair, she would not be stepping away from the CCIN as this was special and precious to her and she would be keeping a close eye on its future.

The Executive Oversight Committee had asked her to accept a role as an Honorary Vice President which she gladly accepted. She stated that it was fantastic to see the amazing project work being delivered across the council and knew that the CCIN would go from strength to strength.

She had particularly enjoyed the visit organised by Telford & Wrekin Council the previous afternoon where delegates had been at the very heart of the industrial revolution in Ironbridge, where so much of the modern world had been founded. She congratulated colleagues on all the work that had been undertaken to protect this heritage going forward.

She expressed that she hoped members enjoyed the rest of the conference and thanked them for their attendance.

Councillor P Bradbury – Vice Chair of the CCIN and Cabinet Member for Tackling Poverty, Equality and Public Health – Cardiff Council offered a formal vote of thanks from the AGM and the network for the work undertaken by Baroness Taylor. It was not a small role and she had given strong leadership and clear direction with support from Nicola Huckerby. She had always been available and put the Network first. He was delighted on her appointment to the House of Lords but sad that she would no longer be chairing the proceedings.

Members thanked Baroness Taylor for her service to the network and wished her well.

The meeting ended at 9.51 hours.

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