



Co-operative Councils

Innovation Network

Exceptional Financial Issues Policy

Last reviewed: June 2023

Background to the Policy

The Co-operative Councils' Innovation (CCIN) is committed to supporting our members, championing co-operation, and helping them embed co-operative values and principles across their organisations.

Unfortunately, there will times when some of our members face significant financial challenges. As a Network, we are committed to supporting our members during these difficult times, providing peer support, and helping them continue their co-operative journey. This Exceptional Financial Issues Policy outlines the support available to Full Council Members, including the procedures to follow to access this support.

The Financial Issues Policy does not provide a comprehensive list of financial issues that may face our Full Council Members, but it does provide guidance on responding to these issues. The CCIN's Executive Oversight Committee (EOC) hold delegated authority to approve or reject the financial support outlined below.

Guidance on the financial support available

In the event that a member contact's the EOC or the CCIN's Operations Lead, requesting financial support, the following guidance should be followed:

- **Asking to withdraw from the Network:** if a Full Council Member wishes to withdraw from the CCIN due to financial issues, the CCIN's Operations Lead has the delegated authority to automatically offer a 25% membership fee discount.
- **Asking to withdraw from the Network following the offer of a 25% discount:** if a Full Council Member still wishes to withdraw from the CCIN following the offer of a 25% membership fee discount, the Operations Lead should escalate the issue to the EOC. The EOC will have the authority to offer a further 25% membership fee discount, taking the total discount to 50%. This option should only be used when the Full Council Member is facing clear financial challenges.
- **Asking to withdraw from the Network due to being placed in *special measures*:** if a Full Council Member is placed in special measures, the EOC have the authority to wave the membership fees for as long as the Full Council Member remains in special measures. This reflects the fact that any unnecessary spending, including membership fees, is not allowed if a Full Council Member finds itself in special measures.

Please note, as stated above, any decision taken to provide support to a Full Council Member is discretionary. As a membership organisation, the CCIN must act in the best interest of all its members, including managing membership fees appropriately. If the CCIN cannot offer financial support for any reason, a written response will be provided to the Full Council Member outlining the grounds for this decision.

Contact details

In the event of requiring financial support for your organisation, please contact:
Nicola Huckerby, Operations Lead @ comms@councils.coop