



Executive Oversight Committee

28.01.2025

Item 4.3

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Shared Services Discount for CCIN Membership Policy

This policy outlines the approach to offering a discounted membership fee for councils with shared services, encouraging wider participation in the Cooperative Councils' Innovation Network (CCIN) while recognising the unique circumstances of shared staffing and resources.

The Cooperative Councils' Innovation Network values collaboration and seeks to promote membership growth by supporting councils with shared service arrangements. To encourage joint membership, the CCIN offers a discounted membership fee for councils that share services and commit to joining the network together.

Eligibility:

1. Shared Services Arrangement:

The discount applies to councils that:

- Formally share services or staff through an agreement or partnership, such as shared officer roles or joint service delivery.
- Provide evidence of the shared service arrangement, such as a Memorandum of Understanding or shared governance documentation.

Discount Details:

1. Discount Rate:

- A **25% discount** on the annual membership fee is offered to both councils.

2. Exclusions:

- This discount **cannot be combined** with any other offers, including:
 - Combined authority membership discounts.
 - New member discounts.

3. Duration of Discount:

- The discount remains valid for as long as the shared service arrangement is in place and both councils maintain active membership.

Monitoring and Review:

1. Annual Verification:

Councils must confirm the continuation of their shared service arrangement annually as part of membership renewal.

2. Policy Review:

This policy will be reviewed every three years to ensure alignment with CCIN objectives and membership needs.

Effective Date

This policy is effective from **01/01/2025** and applies to all new and existing memberships meeting the eligibility criteria.

For further information or to apply for the Shared Services Discount, please contact comms@councils.coop.