



EXECUTIVE OVERSIGHT COMMITTEE

Online Zoom call

1500 - 1700 hours on Tuesday 28 January 2025

MINUTES

Present:

Cllr Jim Robbins	Swindon Borough Council (Chair)
Cllr Ernest Gibson	South Tyneside Council (Vice Chair) – From item 8.1
Cllr Paul Cassidy	Inverclyde Council
Cllr Barbara Brownridge	Oldham Council (Accountable Body) – From item 4.2
Cllr Shanika Mahendran	Milton Keynes City Council
Cllr Mili Patel	Brent Council (Ex Officio - Chair of V&P)
Cllr John Fahy	Greenwich Coop Development Agency
Cllr Mike Stubbs	Newcastle-Under-Lyme Labour Group - From item 6*

In Attendance:

Jonathan Downs	Oldham Council (Accountable Body)
Nicola Huckerby	CCIN (Minutes)
Ben Greenwood	Rochdale MB Council
Simon Grove-White	Consultant – Item 7.2

Apologies:

Cllr Sandra Barr	Stevenage Borough Council
Cllr Peter Bradbury	Cardiff Council
Cllr Sue Smith	Rochdale Borough Council

Absent:

Cllr Kelly Middleton	Telford & Wrekin Council
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* Attended the meeting in the background so we were quorate.

1. Welcome, introductions and apologies – Chair

- 1.1.** The meeting began with four members present, which meant it was inquorate. Six were required. There had been several late apologies.
- 1.2.** The Chair explained that Cllr Sandra Barr was poorly in hospital. Everyone wished her a full and speedy recovery.
- 1.3.** Apologies were received from Cllrs Peter Bradbury, Mike Stubbs and Sue Smith.
- 1.4.** The Chair reminded all members that, for good governance, their position on the board will be reviewed if they miss more than two meetings during a year.

2. Minutes of the last meeting – online 25 November

These were agreed as a correct record.

3. Matters Arising from the meeting on 25 November

3.1. Officer session on using the DPS & DPS Renewal

Jonathan Downs reported that the Oldham procurement team had declared that we would likely be able to extend the DPS, which was due to expire at the end of March 2025. The maximum extension would be until March 2029.

JD reported that, regardless of the extension length, Oldham Council would review the effectiveness of the DPS.

Action: Jonathan Downs

Agreed: The session for Officers will be organised once the DPS extension is agreed upon.

Action: Jonathan Downs and Nicola Huckerby.

3.2. Legal Constitution options for the Network

Agreed: c/f to the next meeting as Cllr Mike Stubbs had sent apologies.

3.3. CCIN Federal Membership of Coop Press

NH reported that she had now chased the proposal from Coop Press several times and would do so again.

Action: Nicola Huckerby

3.4. The Mutuels and Cooperatives Council

The Chair reported that he had reached out to Jonathan Reynolds MP, the Secretary of State for Business and Trade regarding offering our support for the new Mutuels and Cooperatives Council. He had not heard back but was hoping to see him at a meeting he was arranging in Parliament in March.

Cllr Robbins would be meeting with the Nationwide Building Society, which was based in Swindon, and a member of the Mutuels and Cooperatives Council. He agreed to raise the offer of CCIN support with them.

4. Finance and Budget Update

4.1. Budget Update

JD gave an overview of the budget and reported that income had slightly increased due to new members joining since the last meeting.

Two Policy Prototypes led by Lewisham and Westminster Councils had been withdrawn so the funds had returned to the budget.

4.2. Invoicing Update

JD reported that the vast majority of councils had paid, and that there was ongoing dialogue with those that had not.

Affiliate and Associate members have been sent an email stating their membership fees and their invoices would be going out in the near future.

The Chair raised the issue that since Oldham Council had been advised to stop paying any funds into the Revolut Account that NH no longer has access to petty cash to pay for items such as Mailchimp, accommodation bookings, furniture, etc. At the last F&GP meeting, Cllr Sandra Barr had agreed to speak to her CEO about getting a credit card that could be used to pay for these items; however, now she was poorly, and that was no longer an option.

JD reported that having spoken to Oldham's Director of Finance he had outlined a process regarding obtaining a corporate credit card for CCIN use.

Action: Jonathan Downs agreed to follow this up as a matter of urgency with a view to resolving the issue in the next couple of weeks.

4.3. Shared Services Discount Policy

JD explained that this policy had been requested at the last meeting. It was designed to encourage more councils sharing resources to join the Network.

Agreed: the report was approved.

5. Feedback from V&P meetings on 5 December and 20 January

Cllr Mili Patel gave feedback on the V&P meetings that had taken place in December and January. This included:

- The review of the Policy Lab process, a big piece of work that had come out of the Strategy and Action Plan. This was being led by Morgan Jones from Cheshire West and Chester.
- Two Policy Labs had been considered and approved for consideration by EOC at this meeting.
- Greenwich officers' lack of understanding of the CCIN monitoring and approval process for its Policy Prototype was discussed in detail. It was agreed to follow this one carefully.

Cllr Mike Stubbs arrived.

6. Strategy, Objectives and Key Results 2024-28

6.1. The Chair introduced this item by reminding members that the Action from the last meeting was that 'All members were asked to identify which actions they would like to lead or take responsibility for'. Unfortunately, no one had come forward.

Agreed: The Chair & Cllr Shanika Mahendran agreed to review the report and identify which actions they would lead on.

Action: All Members were asked to identify which actions they would like to lead or take responsibility for.

The Strategy can be found here: <https://www.councils.coop/about-us/governance/strategy-2024-2026/>.

7. Policy Labs for approval for launch at the Annual Conference

7.1. Tackling the Barriers to Building a Cooperative Economy (Oldham – 2021)

JD introduced this report. He welcomed the feedback received from the V&P Board about the design and the Executive Summary.

Agreed: To approve the report and launch it at the Annual Conference in Woolwich.

Action: JD to ask Cliff Mills who will help launch the report to complete their Speaker Profile.

7.2. Social Value Toolkit for Councils (Oxford City Council – 2023)

Simon Grove-White joined the meeting. He introduced the report and outlined the process that had been followed. Two documents were circulated – the Toolkit and Companion report.

Cllr John Fahy suggested launching the report in the House of Commons.

Agreed: To delay the launch of the report to coincide with the publication of the new procurement act which was expected shortly.

Agreed: To preview the Toolkit at the Annual Conference with a Workshop.

Agreed: To launch the Toolkit at a separate event once all the elements have been approved and signed off by V&P and EOC.

8. Membership Update – Nicola Huckerby

8.1. Membership report

NH gave an update on the latest Membership numbers:

- Full Members – 47
- Associate Members – 25
- Affiliate Members – 51
- Supporters – 21

10.2 The 47 Full Council Members and 14 Town, Parish and Community Councils represent 11.8m citizens and control a £19.46 billion budget.

10.3 Since the last meeting, there have been one new Full Member Council, one Associate Member, three Affiliate Members and two supporters.

Agreed: to welcome High Peak District Council as a new Full Council

Agreed: to welcome Stockport Labour Group as new Associate Members

Agreed: to welcome 3ni, Turtle Creek Ltd and South East London Chamber of Commerce as new Affiliate Members

Agreed: Cllr Rowenna Davis and Collaborate CIC as Supporter Members

9. Events update

9.1. LGA Conference Friends and Family sponsorship package

NH reported that the LGA has agreed to offer the CCIN access to their Friends and Family sponsorship package as we are a Special Interest Group. This will reduce the cost of our Stand space at this year's conference by around 50%. We will continue to benefit from the prominent locations we have enjoyed previously.

Agreed: Members welcomed this news, and thank NH for following up on this.

9.2. Labour Local Government Conference – Breakout session and exhibition – 9 & 10 February

NH reported that the speakers for breakout session had been confirmed as Cllr Jim Robbins, Cllr Shanika Mahendran, Cllr John Cotton (Bham), Cllr Jacky Alty (South Ribble). The theme is 'How Cooperative Councils can support the Government's Missions'.

9.3. AGM – 13 February

NH ran through the agenda for the AGM. The speakers were Cllr Jim Robbins, Cllr Mili Patel, Jonathan Downs, Rose Marley (CEO of CUK) and Cllr Ernest Gibson.

Agreed: to invite Terry Galloway to speak on the Care Leaver Covenant.

Agreed: the proposed agenda was approved

Conference – 12 & 13 February

NH went over the arrangements for the Annual Conference. There will be a morning tour to the Old Royal Naval College, Cutty Sark, and a return to Woolwich on the Clipper. There will also be three plenary sessions and fourteen Workshops. NH went over each of these and asked everyone to register, and if they were speaking, they should complete the Speaker Profiles, which would then appear on the CCIN website.

The welcome reception would take place at the Old Royal Naval College.

Agreed: To welcome GLL as the main conference speaker.

Actions: If anyone has any ideas for MP speakers, please let NH know

Agreed: NH was thanked for the excellent programme.

10. Schedule of future meetings:

- Joint meeting with V&P - 1pm – 4pm Wednesday 19th March

- July and November 2025

11. Any Other Urgent Business

There was none.

NH-8-04-25