

EXECUTIVE OVERSIGHT COMMITTEE

Online MS Teams Meeting
1330 - 1530 hours on Thursday 1st July 2026

MINUTES

Present:

Cllr Paul Cassidy
Cllr Jacky Alty
Cllr John Fahy

Inverclyde Council (Acting Chair)
South Ribble Council
Greenwich Coop Development Agency

In Attendance:

Jonathan Downs
Ben Greenwood
Pete Vallance

Oldham Council (Accountable Body)
Rochdale Borough Council (Part of meeting)
CCIN (Minutes)

Apologies:

Cllr Peter Bradbury
Cllr Sue Smith
Cllr Shanika Mahendran
Cllr Barbara Brownridge
Cllr Alistair Willoughby

Cardiff Council - Council Commitments
Rochdale Borough Council - Personal commitments
Milton Keynes City Council – Personal commitments
Oldham Council (Accountable Body) - Procedural matters
North Hertfordshire District Council (Chair of V&P) –

Note: The meeting was inquorate. Members therefore discussed the matters on this agenda, identified those items requiring formal ratification, and agreed that any urgent progression would be followed up with absent members outside the meeting through a polled vote.

1. Introductions, welcome and apologies

The Chair welcomed colleagues to the meeting and paid tribute to Cllr Jim Robbins for his contribution as Chair of the Executive Oversight Committee, and to Mili Patel our former Values & Principles Board chair for their service to the Network. Members noted that, as the meeting was inquorate, any decisions would need to be ratified by absent members.

2. Minutes of the last meetings

2.1. EOC – 26 May 2026

Members noted the attendance position and the decision log from the previous meeting. Those present indicated that the minutes were a correct record, subject to post-meeting ratification due to the meeting being inquorate.

3. Matters Arising from the meeting on 26 May 2026

3.1. Decision

Log

Noted.

It was reported that the Associate member nominations process had been extended to 10 July 2026 following a slow response, with further direct contact being made with possible candidates. Also noted that full member vacancies remained a concern and that the promotion of these posts at the LGA Conference would be important.

4. Governance

4.1. Electoral Timeline 2026/27

Members discussed the interim and full election timetable.

i Interim Elections 2026

Action 1: The interim election process for associate member vacancies on both EOC and V&P would continue, with nominations extended to 10 July 2026 and further engagement activity undertaken to encourage applications.

ii Full Elections 2027-2029

Action 2. The full member election process on both EOC and V&P would continue on the agreed timetable, with the intention of aligning transition to the 2027 AGM cycle planned for March 2027.

4.2 EOC & V&P Attendance Report

Members considered the attendance report for both EOC and V&P, noting that vacancies and periods of non-attendance were continuing to affect quorum and speed of decision-making capacity at which business could be progressed. This created operational pressure across both boards, and that the issue of attendance and member commitment would need to remain under close review.

5. CCIN Annual General Meeting & Conference 2027 – Early March 2027

Members agreed that the 2027 AGM and Conference should be held in early March 2027 and that this should be a hybrid AGM with an in-person conference element.

Action 3. It was agreed that the Network should actively encourage Full Member Councils to come forward to host activities that would benefit from strong transport and travel connections in places that have not hosted in recent PV to work with the Chair on creating Expression of Interest process.

6. CCIN Policy Projects

6.1 Applications Process 2026

Members noted the update provided for both Policy Lab application led by Camden and GMCA including the need for Values & Principles Board to seek confirmation that partners remained in place and that the procurement arrangements were in hand before contracts can be issued.

It was noted that all Policy Prototype applications had been notified of their successful bids, and that the next Project update will be made in September 2026.

6.2 Existing Policy Projects - Current Status sheet

The Values & Principles Board plays an important role in assuring the quality of outputs before they are brought forward. The Westminster discussion highlighted the need for reports to be robust enough to withstand a change in administration, while the Rochdale discussion underlined the need for V&P to be satisfied that partners remain in place, the work plan remains current and the intended outputs remain deliverable. If this evidence is not provided by the July meeting, clawback of funds will be initiated with the project invited to reapply in 2027.

6.3 Fairer Help – Policy Prototype Final Report Approval

Members noted the final report and were content to approve it.

The report was seen as a good example of the quality assurance role played by the Values & Principles Board in refining and validating outputs before publication.

Action 4 – Members not in attendance to approve Final Draft of the report.

6.4 Policy Labs/Prototypes 2027

Members discussed the next round of Policy Labs/Prototypes and agreed that it should be brought forward so planning could start earlier. It was noted that earlier engagement would give the Network a better chance of identifying strong proposals, working them up in good time and keeping the next round aligned with the wider AGM and Conference timetable.

Action 5 – Central support function to create a Workplan identifying sequencing of activity and highlighting any pinch points.

7. Membership Update

7.1 Approval of New Members

N/A

7.2 Current Membership List

The current membership list was noted.

CCIN has been notified that due to a change in administration at Halewood Town Council, the Council would be withdrawing from CCIN with immediate effect. Members accepted this update with regret.

Members were informed that the Members Pack 2026/27 is in print and will be ready for LGA Conference and Exhibition 26.

Members supported the approach of contacting new and re-elected council leaders, as well as any councils where leadership had changed, to encourage continued or renewed engagement with the Network.

Members also agreed that the membership message should be strengthened after the summer period in the run up to Conference 2026 season, with targeted outreach to help sustain momentum and boost CCIN Membership.

Action 6 - PV & Chair to work on Communication to Leaders.

Action 7 – Communications Contract to create some concepts for Membership Marketing.

8. CCIN Presence at External Events 2026

Members noted the planned external engagement activity and the range of conferences and political events already secured, including LGA, Welsh LGA, the Labour and Liberal Democrat conferences, the Green Conference and COSLA. It was agreed that the Network should use these opportunities to promote its work through case studies, membership packs and targeted messaging, with support from members and officers where appropriate.

- ***16/17 September 2026 – Welsh LGA Conference***
- ***19-22 September 2026 – Liberal Democrat Conference***
- ***27-30 September 2026 - Labour Party Conference***

- **2-4 October 2026 – Green Party Conference**
- **19-20 November 2026 – COSLA (Scotland) Annual Conference**

9. Finance & Budget Update

9.1 Finance and Budget

Jonathan Downs reported that he was still working through revised budget projections, reflecting recent fluctuations in staffing and support. He noted that the financial year would close at the end of July 2026, and that the aim was to bring a clear and accurate financial position back to the EOC before the next meeting.

Action 8 – JD to share 2026 Year End financial position with EOC.

Members were advised that the Network remained in a sound financial position this year, helped by all members paying outstanding fees and the earlier work completed to secure those payments.

9.2 2026/27 Invoicing

Jonathan Downs advised that invoices for full membership fees would be issued from 1 August 2026, alongside active promotion of the agreed multi-year discount option. He noted that encouraging councils to take up the multi-year membership offer could provide additional financial stability for the Network.

Members agreed that early invoicing and firm payment deadlines would help provide a clearer financial outlook before Christmas and support planning for future budgets, including policy labs and prototypes.

Action 9 – JD & VBS to connect with regards to any membership marketing needed for invoicing pack.

10. Case Study Pack

10.1 2026 Case Studies Pack

The Board noted the [2026 case studies pack](#) and agreed that it should be shared more widely with members through a separate communication Newsletter. Pete confirmed that the pack was already available online for download and that the printed stock would be used to support engagement at the LGA conference.

Action 10: PV to generate 2026 Case Study email newsletter.

10.2 2027 Case Studies Pack

Discussion focused on the need to encourage the submission of case studies at an earlier stage, so that material could be gathered and promoted on a more consistent basis across the year. Members were reminded that case studies could be circulated throughout the year, rather than being held back for a single annual pack. As an example, Glastonbury Town Council had shared its celebration event marking its membership of the Co-operative Councils' Innovation Network, and LGC award winners were also being approached and invited to convert their award entries into case study format.

11. Schedule of future EOC meetings:

Next meeting scheduled for September 2026 needs to be moved due to clash of dates with Wales LGA Conference.

It was noted that due to availability during conference season dates would be challenging the following 2 dates were proposed to go out to EOC member poll.

- 9th September 2pm – 4pm
- 14 September 2pm – 4pm

Action 11 – Date to be agreed by Poll

It was hoped that newly elected members to EOC would be able attend the September 2026 meeting.

12. Any Other Urgent Business

Nothing further at the meeting.

Members were saddened to learn, the day after the meeting, of the sudden passing of Councillor Shanika Mahendran, a Milton Keynes Councillor and Executive Oversight Committee member. CCIN and its members send their sincere condolences and warm thoughts to her family at this difficult time.

Attendance

Inverclyde Council	CLlr Paul Cassidy	Vice Convenor Environment and Regeneration
Cardiff Council	CLlr Peter Bradbury	Cabinet Member for Tackling Poverty, Equalities & Public Health (Tackling Poverty & Supporting Young People)
Rochdale MBC	CLlr Sue Smith	Cabinet Member for Communities and Cooperation
Full Council Member	Vacant	
South Ribble Council	CLlr Jacky Alty	Cabinet Member for Economic Wealth and Social Justice
Full Council Member	Vacant	
Full Council Member	Vacant	
Oldham Council (Accountable Body)	CLlr Barbara Brownridge	Cabinet Member for Health and Adult Social Care
Associate Member	Vacant	
Greenwich Coop Development Agency	CLlr John Fahy	Chair
North Herts Council	CLlr Alistair Willoughby	Ex Officio – V&P Chair (Interim)