

The Co-operative Council Commission

Business Meeting

Wednesday 5th July 2010, 2.30pm-3.30pm

Lambeth Town Hall, Room 101

This is a Public Document

Minutes

PRESENT:

Commissioners: Cllr. Steve Reed (Chair)
Cllr. Jackie Meldrum
Cllr. Paul McGlone

Officers supporting Commission:

Sophia Looney, Divisional Director, Policy, Equality and Performance

Mike Wiltshire, Policy Manager

Rebecca Eligon, Head of Research and Consultation,

Ofori Nabokei, Policy Officer

APOLOGIES: Erica Ballmann, Head of Leader's Office,

1. Progress Update

Council officers provided Commissioners with an update on the planning and programme management of the Co-operative Council work. This update built on information presented to the Commissions at their 11 June meeting. Commissioners were informed that since their June meeting the following progress has been made:

Commission Meetings and Management

- Commission meetings have been organised for July, September and October
- Seven external Commissioners, including four residents, have now agreed to sit on the Commission. This information will be communicated via a press release
- The first full meeting of the Commission, including non-council Commissioners will take place on 23 July
- To date the council has confirmed that 57 national and local organisations would be giving evidence to the Commission. This evidence is being submitted either through attendance at a Commission meeting or by written submission. The number of organisations taking part in the Commission's work is though increasing on a daily basis.

Commission Programme Management

- Programme management procedures have been put in place to ensure the work of the Commission is taken forward in a robust manner. This includes; establishment of a Co-operative Council Working Group to oversee the day-

to-day tasks such as project planning/risk management, organisation of Commission meetings, communication and stakeholder management, the Co-operative Council Community Engagement programme, equalities process and internal council engagement

Other activities

- Additional information about the Commission's work is being made available with Frequently Asked Questions (FAQs) now available on the Council's website
- Co-operative Council Executive Summary paper and public leaflet have been produced.
- An Easy-read version of the White Paper is in development for young people and vulnerable people
- To support the work of the Commission the council has commenced a research programme to gather best practice case studies, data and intelligence which will feed into the Commission's deliberations
- Initial work has been undertaken by the council to develop proposals as to where co-operative work can be piloted. This information will be fed back to the Commission when it is more developed, for their consideration

2. Community Engagement Update

Officers provided Commissioners with an update on the public consultation and community engagement programme that is being implemented. This includes:

- A public Commission meeting, which will allow members of the public to provide their views and ideas on the proposals
- Co-operative Council road show
- Attendance at Lambeth Expo's and the Country Show
- Focus Groups
- Two large scale deliberative events
- Ethnographic research

To date there has been engagement at the Streatham Expo and the council has held two focus groups. Officers had also attended the Lambeth Community Advocate Network Forum, organised by Lambeth Voluntary Action Council. The dominant question/issue that has arisen to date focuses on capacity. Whilst people see the proposals as a good idea there is a concern about the levels of support that will be put in place for citizens who want to set up co-operatives to deliver services differently. Overall though early feedback from the Focus Groups and Community Advocates was positive.

The Commission was informed that more work will be undertaken to raise the profile of the Co-operative Council both internally and externally. The Commissioners felt that councillor attendance at road shows should be promoted by the Leaders' Office.

The timing of the two Deliberative Events was also discussed by the Commission. It was suggested that in order to obtain the maximum benefit out of the process it would be better to have the two deliberative events after the Commission's report is published in December. This would enable the public to be consulted specifically on

the recommendations of the report in the new-year – in addition to the ongoing consultation and community engagement programme which is taking place at the moment. Effectively this would enable two phases of public consultation, the current phase running from July – October and a second phase running from January – March 2011. This would give more time for the public to shape the ideas of the Commission and respond to feedback from a number of third sector organisations and community groups. Other events will also take place in the January – March consultation period to ensure as many people as possible can provide their views on the Co-operative Council report. The Commissioners agreed that this would be the most logical course to take.

Agreed: RE to organise deliberative events to take place after the commission has submitted its report to Cabinet in December. These events will now form part of the second phase of consultation taking place.

Agreed: Councillor attendance at road shows and other events should be taken up by the Leader's office.

3. Co-operative Council Pilots Update

The Commission heard that the council has begun to identify services which could potentially be put forward as "pilots", to trial new co-operative ways of working. In addition the council is also identifying organisations where the council could learn how to implement/deliver public services in different ways. This work is in its earliest stages and an update would be presented at the next Commission meeting when proposals are more fully developed.

The Commission was also informed that one of the key issues raised by community advocates at the recent LVAC meeting (discussed above) was the need to ensure that any changes in services delivery methods, using co-operative approaches, was supported with robust capacity building and behavioural change programmes. Officers reported that this issue will be looked at through the planned research programme. The results of this will be fed back into Commission deliberations.

SL to circulate more detailed proposals on Co-operative Pilots to the Commission prior to their next meeting.

4. Co-operative Council Citizen's Commission Reference Group

The purpose of the Co-operative Council Citizen's Reference Group was explained to the Commissioners. Essentially the Group will act as a 'critical friend' and will aid the Commission in the development of its final report. The reference group will meet after each formal Commission meeting and will seek to look at the technical detail of ideas developed by the Commission. The Reference Group will also propose ways in which Commission ideas could be taken forward. The minutes of the Commission meetings will be referred to the Reference Group to aid their work. The chair of the reference group will be Derrick Anderson, Chief Executive of Lambeth Council.

5. Commission Meeting Management - Quorate Rules and Processes

The format and structure of the formal Commission meetings, where external organisations would present their views on the Co-operative Council White Paper, was discussed and agreed. It was felt that the most optimal format would be to allow

each delegate, who had been invited to attend, to provide a 10 - 15 minute "initial statement" on their views followed by a brief question and answer session. The views of all delegates would then be summarised and used as the basis for a seminar-style open discussion for the remainder of the meeting.

It was also agreed that for the meeting to be quorate it would require two Commissioners from the council and three non-council Commissioners to be present.

6. Co-operative Council Citizens Commission Terms of Reference

The Commissioners were asked to review the Co-operative Council's Citizen's Terms of Reference which had had some minor amendments made to it in order to more fully reflect the role and scope of the Commission. The Commissioners approved the Terms of Reference.

Approved: The Co-operative Council Citizen's Commission Terms of Reference

7. Any Other Business

Commissioners asked that future meetings have a standing item on communication and stakeholder management.

The meeting ended at 3.30pm