

Public Minutes for Coordinating Group Meeting

7th June 2024 - Coventry

- **Coordinating Group Members Present:** Beni Stewart, Col Gordon (online), Ronja Schlumberger, Dionysios 'Dennis' Toulaitos, Roz Corbett (online), Becca Stevenson, Steve Smith, Ruth Hancock, Charlotte Steel (online)
- **Coordinating Group Member Apologies:** Dee Woods, Gerald Miles, Susanna Waters
- **Operations Team members present:** Alyce Biddle, Elli Folkesson
- **Membership Secretary Present taking Minutes:** Lauren Simpson
- **Other Staff members present for relevant sections:** Natalia Szarek, Clem Sandison

Agenda	Key Discussion Points	Actions, Next Steps & Outcomes
1. Standing Items		
Operations quarterly report, presentation and proposals		
Presentation of overview of operational work in last 3 months	Staff Leavers Ariana Chamberlain is leaving end of June to relocate. Role has been filled. New Starters: Local Food Action Plan Project Coordinator - 3 days - Bella Thompson Wales Membership Engagement Coordinator- 2 days - Lisa Mundle	Recruitment and induction for new starters

	<p>Recruitment: Mobilisations Role - 2.5 days/week - not yet launched</p> <p>THE AGROECOLOGY LEARNING COLLECTIVE (TALC) PROJECT WORKER - 2 days per week. Deadline 19th June</p> <p>Current FTE staff: 19.66</p> <p><u>HR policy audit:</u> People's Coop UK are in process of doing a complete audit, including refresh and creation of our suite of HR policies.</p> <p><u>Staff Wellbeing Survey:</u> Survey results analysed and used as basis for understanding staff needs to organisation restructure and ways of working</p>	
<p>Finance and fundraising quarterly report, presentation and proposals</p>		

<p>Presentation of overview financial situation, fundraising focuses and next steps</p>	<p>The quarterly finance report is delayed due to staff compassionate leave.</p> <p>Fundraising: Farming the Future funding secured to support member organising in REAL, FLAME and OOTL groups.</p>	<p>The 2024-2025 budget is in progress.</p> <p>Financial training will be offered to relevant members of staff to help with budget/cost tracking</p> <p>Anaëlle is working on submitting the 2022/2023 accounts, now in latter stages with accountants.</p> <p>Training identified for CG members to participate in during 2024 includes:</p> <ul style="list-style-type: none"> - Financial training - Employment Law - HR overview - Essential Coops director - Coop Risks <p>The Finance & Fundraising working group to work on an ethical fundraising guide, and the details of a reserves policy.</p>
<p>Working group and staff team reports and updates</p>		
<p>Democracy and Governance Processes Working Group</p>	<p>The Democracy and Governance Working Group inducted new members from CG and a member organiser into the group.</p> <p>Two main workstreams:</p> <ul style="list-style-type: none"> • General Assembly workstream: we have worked on a list of questions that are outstanding around how the general 	<p>The working group will continue to develop the General Assembly model alongside the rewriting of the next organisational strategy document and the membership will be consulted over the next 2 years.</p>

<p>The HR working group report</p> <p>Comms Working Group</p> <p>Staff team reports</p>	<p>assembly organisational structure will work and will use these for our work plan over summer 2024.</p> <ul style="list-style-type: none"> Organisational strategy workstream: we have explored whether our current Theory of Change is appropriate to inform our new strategy, and prepared for a discussion at CG level around this. The membership team have also started developing a member engagement workshop to be rolled out in autumn 2024 and winter 2025 that will help inform the content of the strategy. <p>External support from People Support Coop secured for full policy review with work due to complete end of July.</p> <p>Ongoing pastoral support to staff team</p> <p>Inducted new member of CG into working group</p> <p>A new comms working group between staff and CG has been established for matters arising related to comms</p>	<p>Ongoing work to define 'bare bones'/'core' roles/functions of LWA to inform a reserves policy and strategy for a scenario with decreased funding.</p>
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	<p>The CG received pre-recorded/written updates from each staff team with the LWA.</p> <p>Work on staff structure and ways of working is being pursued through sociocracy.</p>	
<p>2. Ongoing actions progress and updates: (any not included elsewhere in this document)</p>		
Land Skills Fair	<p>A feasibility study has been commissioned to thoroughly assess the workings of the Land Skills Fair with a view of making a decision at the September CG meeting on what it can look like in 2025 and a longer term plan for 2026 and beyond.</p>	<p>Once the feasibility study is complete, a business plan would be developed alongside a fundraising strategy.</p>
<p>3. Matters arising</p>		
Proposal for paid Member Organiser work	<p>The CG formally acknowledged a commitment to having dedicated staff time for member-led groups as a strategic priority - to support the development and eventual decentralisation of member organising.</p>	<p>Membership staff team are working on developing the systems that could facilitate member organising teams being able to allocate funds (self raised) to member organisers to take on bits of organising work as paid work.</p>

Sociocracy	The CG reviewed and agreed a proposal that came out of the staff away days in April to move to using Sociocracy as a way of working and revised staff structure.	Finer details of the exact structure and elements of sociocracy that the LWA will adopt are being worked on by a dedicated working group.
MoU with UAWC in Palestine	The CG discussed a proposal coming from the Internationalism working group (members and staff) to form a partnership with the LVC member in Palestine (UAWC) with the aim of setting up a farm twinning project and other acts of solidarity and support. There was full support across the CG for this solidarity work	The MoU is being worked on and will come back to the CG for final sign off
4. Focus area		
Future Financial & Fundraising Strategy	As the funding landscape changes and a few key funder's multi year grants are ending in the next 1-2 years, work is in progress of assessing the core/bare bones functioning of the LWA - whether through specific roles or tasks/functions. This work is about responsible planning for the future, to ensure the organisation's longevity, rather than	This piece of work is an iterative process now with the ops team looking again at this to further assess the key functions of the LWA mapped with funding timelines and security of funding on different roles/tasks

	<p>being reflective of the current situation at the LWA.</p> <p>The CG had a broad discussion responded to the start of a proposal around this</p>	
Theory of Change	<p>With the process underway for the membership engagement related to the new General Assembly model and the rewriting of a new strategy document - the CG discussed whether the existing Theory of Change is sufficiently detailed to guide the strategy process as it can be hard to prioritise different ways/tactic of creating change from the Theory of Change alone.</p>	<p>It was agreed that part of the strategy rewriting process a clear articulation of how the theory of change is informing our strategy, including some indication of how we are prioritising different strands of the theory of change is embedded in any strategic plan for LWA. Also identified was a need to continually contextualise the reality we live in to adapt our strategy to work towards change e.g different political climate.</p>
6. AOB		
n/a	n/a	n/a