



**MUTUALS TASKFORCE MEETING**  
**Thursday 26<sup>th</sup> May, 2011**  
**22 Whitehall**  
**15.30 – 17.30**

**MINUTES**

**Attendees**

Chair: Julian Le Grand  
 Patrick Burns  
 Rachel Wolf

Nita Clarke

**Officials**

Head of Mutuals Programme  
 Director of Commercial  
 Officials from OCS

**Apologies**

Peter Marsh  
 Donna Fallows  
 Ed Mayo  
 Patrick Lewis

Peter Holbrook  
 Jo Pritchard

<b>Welcome and introductions</b>
<b>Minutes</b>
Chair gave apologies for the previous meeting
<b>Update</b>
Format of regular updates approved by group as it gives opportunity for tracking of progress against all work streams and a brief informal update.
Update slide pack to be brought to every taskforce meeting.
Taskforce members should suggest agenda items via the chair if issues are arising they want to be discussed.
General concern raised about a perceived loss of momentum on the mutuals agenda.

Communications strategy to be brought to future Taskforce meeting for discussion.

### **Cross cutting issues**

#### **i) Papers; review and signing off process**

Process approved. Taskforce members to self nominate to review particular papers and make suggestions for other expert reviewers.

Needs to be clear from those reviewing cross cutting issues papers the role they can play; e.g. applying technical expertise, testing for readability from a lay perspective.

Email inviting self nominations for first wave of papers to be sent out asap.

#### **ii) Assets**

Presentation welcomed for its clear exploration of issues

Complexity of issue was highlighted.

Discussion focused on:

- moves from contestable to competitive markets
- different circumstances operating in different service areas (e.g, possibility of diversifying income streams)

Request for these issues to be part of a wider discussion on asset locks before recommendations for ways forward can be made.

### **Away afternoon planning**

Suggested focus on:

- What has been achieved so far and lessons learnt
- What next

Including:

- Pathfinders and mentors experience
- Opportunity to look at the 'big picture'

Suggested agenda to be circulated to group for comment

### **Communications and engagement**

#### **i) Trade union engagement**

Taskforce agreed to keep formal engagement via the Public Services Forum (convened by Cabinet Office)

Individual members of Taskforce to keep group up to date on TUC thinking

Taskforce members to share intelligence of union engagement with the mutuals agenda at the local and national level

Trade Union engagement to be part of the conversations happening with Pathfinders.

**ii) Initial content for the website**

Taskforce agreed to provide initial biography, photo and links to relevant information to being building the 'mutuals' presence on the Cabinet Office website

Template for this will be circulated

Need stories of real people working in Mutuals on the site to inspire others

**iii) Case studies**

Where they already have them, Taskforce agreed to share case study examples of mutuals which can be used as part of the communications strategy

Email specifying what is needed to be sent to all Taskforce members