



**VALUES & PRINCIPLES BOARD
MINUTES
1030 hours – Thursday, 14th February 2019
Mutuality Room, Holyoake House, Manchester M4 4AH**

Present:

CLlr Chris Penberthy	Plymouth City Council (Chair)
Simon Parkinson	Co-operative College (Vice Chair)
CLlr Peter Curling	Hillingdon Labour & Co-operative Group
CLlr Ken Dalton	Halewood Town Council
Matt Dykes	TUC
Rebecca Harvey	Co-operative News
Nick Matthews	Co-operatives UK

Present via Zoom

Michael Curnow	Peopletoo
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In attendance:

Phil Hunter	Newcastle City Council – Item 4
Anna Peachey	Plymouth City Council
Nicola Huckerby	CCIN (minutes)

Apologies:

CLlr Adam Farrell	North Warwickshire Labour Group
Emma Hoddinott	Co-operative Party

1. Welcome and introductions

Councillor Penberthy welcomed everyone to the meeting. Those present introduced themselves.

2. Minutes of last meeting and Matters arising

These were agreed as an accurate record.

3. 2019 – 20 Strategic Action Plan

A copy of the draft Action Plan had been circulated for comment, prior to submission to the next Executive Oversight Committee. It was agreed that the Plan needed reformatting to bring out some of the common themes. These were agreed as:

- Induction
- Member Engagement
- Public Relations
- Communications
- New Work Programmes

There was a general discussion regarding where the V&P Board might want input in the Action Plan.

It was agreed that:

- a) NH redraft the Action Plan to take on board the Board's comments. CLlr Penberthy & Simon Parkinson agreed to review the document which would be submitted to the Executive Oversight Committee on 4th March for adoption.

- b) V&P explore potential re universities as economic anchors and related issues and report to EOC during 2019
- c) V&P scope a co-operative approach to LEPs and Industrial Strategies and how to take this forward during 2019
- d) V&P scope a potential CCIN approach to an examination of co-operative approaches to health and social care (next meeting).

4. Beyond Asset Transfer – presentation on Policy Lab (Round 1)

Phil Hunter gave a detailed presentation on the Policy Lab undertaken by Newcastle City Council and the findings. Members welcomed the report and asked for some further work be carried out. Some of the ideas discussed included:

- steps to create a “Save the Asset” advice service where lawyers and accountants could advise (co-operative) groups that go into Administration
- There was also an opportunity to issue a National Policy Statement from this work in order to advise others
- The report should clearly outline the ‘Co-operative Innovation’ found and needed to differ from a ‘Locality’ report.

It was agreed that:

- a) PH agreed to redraft the presentation following comments – by 28 February, to include details of where the report might be launched.
- b) Links to some detailed Case Studies were required, for Network Members to access the lessons and learnings (ie to include positive and negative examples when transferring assets to communities)
- c) The revised presentation/report and original brief would be circulated to all Board Members for comment

5. Policy Lab 2019-20 reporting process

A Joint meeting of the Network’s Executive Oversight Committee and Values & Principles Board had been held in Bristol on 9 January. It had been agreed to fund four Policy Labs in 2019-20 and to support a Policy Lab funded by Affiliate Members Peopletoo. It was noted that Rochdale, Bristol, Hull, South Tyneside and the TUC were all interested in getting involved in this Project. Plymouth was keen to submit evidence to it.

It was agreed that the Five Policy Labs would all be monitored in the same way. The V&P role is to ensure that the CCIN’s Values and Principles are embedded in the Policy Labs that it has agreed to fund. The Board agreed that the following requirements be included in the offer letters to the Project Leaders:

- a) Lead Applicants will be asked to submit their Work Programme to the V&P Board. This will outline delivery dates of each element of the project and anticipated end date. *We understand that the Stevenage-Led Policy Lab is a two-year project and that all of the others are one-year.*
- b) When considering the Work Programme, the V&P Board will decide when they would like to receive a formal report back
- c) The V&P Board will monitor the delivery of the Policy Labs and will act as a critical friend to Lead Councils, they will provide advice and suggest any other Partners who might be engaged in the delivery of a project
- d) Once the Work Programmes are signed-off by the V&P Board, the CCIN will pay 50% (£5k) to the Lead Council.
- e) The final 50% (£5k) will be paid to the Lead Council on satisfactory completion of the project.

There is no deadline on when the Work Programmes are to be submitted, and they will be reviewed by V&P offline. It is anticipated that all Work Programmes, and 50% payments, will have been paid

before the next meeting which will be held in Manchester during Co-operative Congress on 21st June.
Action: Jonathan Downs

6. Work Programme

The following areas of Work Programme was agreed for the V&P Board 2019-20:

- a) To encourage more Network Members to get involved in the V&P Board. There were currently 4 x Full Council vacancies | 2 x Associate Member vacancies | 4 x Affiliate Member vacancies. Action: Nicola Huckerby
- b) Updating the Terms of Reference for Values and Principles Board which can be found here: [V&P Board ToR](#).
- c) Define the role of the V&P Board in approving Membership
- d) Determine the Complaints Process vis a vis Points 9 & 10 in the [V&P Board ToR](#).
- e) Monitoring the delivery of Policy Labs to ensure that the CCIN's Values and Principles are embedded
- f) Draft a Policy Lab in a specific area of Health and Social Care which responds to Members' needs with a view to this piece of work being delivered by the Network.

7. Any Other Business

Simon Parkinson gave a verbal update on the work of the Greater Manchester Co-operative Commission, on which he sat as a Commissioner. The Commission will focus on four identified opportunities to develop the co-operative model across Greater Manchester. These opportunities are:

- Community Led Housing
- Digital
- Transport
- Co-operative Business Development

Simon had suggested to the Commission that Cllr Tony Newman, Leader of Croydon Council be invited to their next meeting so that he could report on the findings of the CCIN's Commission on Community-Led Housing. The Commission would be looking for evidence from Network Members and a call for evidence would go out in the next Newsletter.

8. Schedule of future meetings

It was noted that future meetings would be held ahead of Executive Oversight Committee meetings. The next V&P Board would be held at the Mercure Hotel, Manchester during Co-operative Congress on 21st June. Action: NH to confirm timing and venue.