

VALUES & PRINCIPLES BOARD

MINUTES

1400 – 1600, 9 November 2020

Online – Zoom call

Present:

Cllr Chris Penberthy	Plymouth City Council (Chair)
Cllr Sue Woodward	Burntwood Town Council (Vice Chair)
Cllr Ken Dalton	Halewood Town Council
Michael Curnow	Peopletoo
Simon Parkinson	The WEA (Vice Chair)
Nick Matthews	Co-operatives UK
Rebecca Harvey	Co-operative News

In attendance:

Lucy Davies	Plymouth City Council (Officer Lead)
Nicola Huckerby	CCIN (Minutes)

Apologies:

Cllr Sean Donnelly	Knowsley Metropolitan Borough Council
Cllr Iain Malcolm	South Tyneside Council
Cllr Peter Curling	Hillingdon Labour & Co-operative Group
Cllr Stephen Stanners	Seaton Valley Community Council
Cllr Hayden Philips	North Warwickshire Labour Group
Jo White	Co-operative Futures
Emma Hoddinott	Co-operative Party
Dr Cilla Ross	Co-operative College

Absent:

Cllr John Fareham	Hull City Council
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1. Welcome, introductions and apologies

- 1.1. Councillor Chris Penberthy (CP) welcomed everyone to the meeting and acknowledged those that had sent apologies.

2. Minutes from meeting on 9 September

These were agreed as an accurate record.

3. Matters Arising from meeting on 9 September

- 3.1. Retail Society representation on V&P. **Action: CR, RH and NH to speak with individuals identified to take this forward.**
- 3.2. Member Benefit offer from the Co-operative Press and CCIN. **Action: RH to report back in 2021.**

4. Policy Prototypes 2020 - Health and Social Care – Work Programme updates

4.1. Enabling a dementia friendly Burntwood - Burntwood Town Council

Cllr Sue Woodward reported that they are still very keen to deliver this project.

4.2. Co-operative Engagement - Toolkit tests - Rochdale MB Council (Action Together)

The Toolkit is currently being tested with the Behaviour Change and Insight Group and the Inclusive Messaging Group on topics as diverse as Covid public behaviours, Alcohol Exposed Pregnancy and equality in services. Estimated delivery is January 2021.

Cllr Penberthy suggested that Rochdale be asked if they might consider coming up with a Co-operative Engagement Framework beyond health and social care and developing this into a Policy Lab bid. **Action: NH to speak to Rochdale.**

4.3. **Communities: Stevenage Community Transport Service - Stevenage Borough Council**

They are continuing to look at new ways of operating within the government guidance, this will all feed into our report. Stevenage is on track to complete the report in December 2020/January 2021.

4.4. **Kirklees Adult Social Care Vision – Social Marketing – Kirklees Council**

They will be inviting responses by individuals and their unpaid carers to a survey collecting their views on the ASC vision and inviting them to participate in co-design of communication materials promoting the vision.

4.5. **Catalysing Care Co-operatives through Community Engagement - Kirklees Council**

Kirklees and Preston Councils have agreed to put the project on hold and look to return to it when the external context is more supportive of work to engage local stakeholders in Preston. *Neither council will be claiming the policy prototype project funds.*

4.6. **Personalised Commissioning model comparison event: Beyond Time and Task - Kirklees Council**

The event has been reshaped as a series of three webinars held on 19 and 26 November and 3 December. The webinars will include presentations from Community Catalysts, Power to Change, Social Care Institute for Excellence, Cooperative Care Colne Valley as well as CCIN member Bristol City Council and other organisations pursuing innovative approaches to personalised social care.

4.7. **Health & Social Care Urgent Response Team - Telford & Wrekin Council**

Although the timeline has been pushed back significantly it is a timely project as we head into winter. The additional pressures that the acute services are likely to come under due to the normal winter pressures and additional Covid related pressures, community services are key to minimising this additional pressure and this video will help support this message across the system.

- September- identify the people to be videoed, develop the storyboard with the video communication lead.
- October – film videos, start editing and agree communications plan for video
- November – finish editing, get approval for video and start communications.
- December – continue communication and start evaluating difference made
- January – finish evaluation and submit report

Please note that this timeline is based on the premise that we do not see an increase in local lockdowns and Covid restrictions.

4.8. **Plymouth Complex Leads Alliance - workforce development programme - Plymouth City Council**

Having successfully bid for 'Next Steps for Accommodation' funding, The Alliance is able to put in place plans for new services to support previous rough sleepers, including health specialist staff and buying units of accommodation. This will enable us to move people to permanent accommodation more quickly, which was one of the original Alliance aims. The new suite of system wide performance measures is now in place and we can provide outcome focussed reporting and this can be shared with the CCIN as an example of systems learning by December.

4.9. **Plymouth Diabaters - Plymouth City Council**

The Diabeaters project film is progressing after a period of inaction due to the pandemic. The final two days of filming are booked for 5th and 6th November with the fully edited version completed by the end of November.

4.10. **Plymouth Health and Wellbeing Hubs - Plymouth City Council**

They have been sharing our learning from the COVID pandemic and working on areas that Hubs can take forward jointly, including responding to food poverty, increasing the number of volunteers involved in the Hubs and increasing support for people with mental health issues. They are in the process of developing funding bids to be submitted in November to pull all of this learning about the importance of the Wellbeing Hubs as community anchor organisations and their role during the pandemic and share it in a written report by December.

4.11. **Living Well at Home (LWAH) – Tameside Council**

Likely to be able to report in December 2020/January 2021 although it won't be the final findings they hoped to present, as the Covid-19 delay means the project still will not have been completed. We will however provide a summary of progress and learning to date at that point.

4.12. **Neighbourhood Conversations - co-operative approach to strengthening community resilience at a locality level - Southampton City Council**

Pre-Covid, the plan was to hold 3 neighbourhood events during the summer. These events have been postponed. The intention is to still hold these events but the format needs to be reviewed due to current COVID restrictions. Potential options will be discussed with community and voluntary sector representatives in mid-November. The project plan will be redesigned and re-submitted to reflect the outcomes of this discussion.

4.13. **Co-operative Care Summit – harnessing the strength of the local community, voluntary and social enterprise sector to deliver innovative approaches in delivering health and social care - Southampton City Council**

The project proposal was to hold a one day 'summit' to address four key themes in helping to strengthen the local capacity of the community/ social enterprise/ co-operative sector in Southampton to deliver effective social care solutions in prevention and care.

The implementation of the project has been postponed due to COVID restrictions. The intention is to still hold a 'summit' and potential options will be discussed with community and voluntary sector representatives in mid-November. The project plan will be redesigned and re-submitted to reflect the outcomes of this discussion.

4.14. **Digital Health and Wellbeing Hubs (SMART phones) – Plymouth City Council**

We are working with the Four Greens Wellbeing Hub to identify two people who would benefit from the provision of a SMART phone and we will be applying the lessons we learned during COVID when we supplied 8 phones to ensure that these phones can be effectively used to achieve the agreed outcomes. We will look at the lessons learned and calculate the potential savings from this project in terms of people who have been able to avoid escalation and the use of secondary care. We will explore and write case studies around the positive impact this project has had on people's lives. Lessons learned from the CCIN funded project will enable us to go to other potential funders to participate in this project.

5. **Policy Lab 2019/20 Work Programme**

5.1. **Brief for the 'Co-operative Difference in Care' report – DPS**

NH reported that we had received no applications from Suppliers on the DPS to deliver this project. EOC had agreed at its last meeting that we would convene a meeting of representatives from EOC and V&P before Christmas to help shape the scope and criteria for this project. Those involved in this group would be: Cllrs Sharon Taylor, Dave Jones, Barbara Brownridge, Chris Penberthy, Iain Malcolm, Sean Donnelly, Simon Parkinson, and Michael Curnow.

5.2. **Beyond Asset Transfer – Mutual Ventures**

A detailed update had been received outlining progress on this Policy Lab which identifies cooperative innovation the area of Asset Transfer. A sub-group meeting including: Cllr Sharon Taylor, Cllr Iain Malcolm, Cllr Chris Penberthy, Nick Matthews, Nicola Huckerby and Jamie McMahon, project lead from Mutual Ventures. The aim is to complete the report in January 2021, ready for promotion in early 2021.

5.3. **Co-operative Approaches to Sustainable Food – Oldham Council**

Oldham Council report that they are currently working through feedback from the Values and Principles Board, which includes re-engaging with local authorities identified in the original scoping exercise. This will help ensure that the Sustainable Food Policy Lab is action focused and reflects the work of co-operative councils across the country. They are planning to submit a revised report in the New Year.

5.4. **Co-operatives Unleashed Toolkit – Plymouth City Council**

The Toolkit is currently in development and a draft will be circulated to the Values and Principles Board for approval prior to being formally launched. **Action: NH to circulate**

5.5. **Co-operative Neighbourhoods – Stevenage Borough Council**

The Policy Lab was due to commission external support to develop the learning themes from each of the 4 council areas in March – North Herts, Sunderland, Staffordshire and Stevenage. At a meeting in May it was agreed that the Policy Lab should pause as a consequence of partners managing the immediate impact of Covid-19. The commissioning process was therefore put-on hold.

A further meeting of the Steering Group is scheduled for 17th November where it is envisaged partners will agree to re-commencing the commissioning process. It is therefore planned that an external partner will be commissioned in January with the Policy Lab to deliver its final report in July 2021.

5.6. **Promoting the Cities of Service Model of Social Action Toolkit**

With comments from members on the Toolkit having now been received, Plymouth is currently working through this feedback to finalise the report. Once finalised and formally signed off the report will then be sent for design. It is anticipated that the final report will be available for publication in December.

5.7. **Achieving Social Outcomes – Peopletoo**

Michael Curnow reported on progress, there were now six different councils actively engaged and sharing their views on social outcomes and what this means. The aim is to have the first stage report completed by mid-February which will include a project outline and a library of best practice.

It was suggested that, if useful, we might run an Open Workshop for any other councils that wanted to find out more and share their views. **Action: NH and MC – if required.**

5.8. **Induction Programme – Phase 2 – Co-operative College**

Nicola Huckerby reported that the 2nd Phase of the Induction Programme had been received and was being reviewed. It would be circulated for comment by V&P. **Action: NH to circulate.**

5.9. All the reports were welcomed and noted.

6. **Co-operative Council Leaders Fellowship Programme**

6.1. Cllr Chris Penberthy introduced this paper. A proposal had been submitted for the development of a Co-operative Council Leaders Fellowship Programme by Co-operatives UK (CUK) and Stir to Action (STA). The project was seeking £10,000 to develop the co-produced business case for a pilot Co-

operative Council Leaders Fellowship Programme in order that CUK and STA could secure the third-party funding to deliver the Programme. EOC supported the idea in principle but agreed that any development work should link into the Co-operative College and should be Accredited training. V&P had been asked to examine the proposal in detail before reporting back to EOC at its next meeting.

6.2. A number of reservations were noted:

- The absence of the Co-operative College to deliver the training was of grave concern.
- Several co-op organisations were currently offering co-operative development / policy training including the Cooperative Party and the Cooperative Group, but none were working collaboratively in order to streamline resources.
- More information was required on the ROI to the CCIN for the £10k investment.
- It was not clear who was delivering the training - whether CUK and STA were acting as a 'broker' and whether it would be more productive to work with the educators/economic development bodies/political trainers directly.
- It was not clear how much the programme would cost to fund, and who CUK and SPA would approach
- The Procurement process and level of detail in the report
- It was agreed that there is a need to develop leadership within the cooperative movement as a whole but that needed to be co-produced within the sector.
- If this is a proposal to develop a fellowship programme for leaders of CCIN members ie elected councillors, then it lacks any expertise on the role of elected members. There is still a lack of understanding about the role of councils and councillors.

6.3. It was agreed that:

- there was a hunger for knowledge amongst co-operative councils/councillors for the skills, tools and competencies to deliver services and act using the values & principles. What was needed now was the interface to deliver that education and training.
- there was an opportunity to create specialist development programme for Co-operative Council Leaders, but that this would probably be best delivered and promoted under the auspices of the LGA, the Welsh LGA, COSLA, LGIU and NALC which was connected to the cooperative movement via the Co-operative College.
- This approach would allow us to 'layer-in' cooperative approaches to leadership, economic regeneration etc and to mainstream the cooperative difference.
- Now that over 50 councils/opposition groups were members of the Network the time was right to work with the LGA, and others, to develop educational programmes for elected members.
- As councils 'belong' to the LGA, the Welsh LGA, COSLA, LGIU and NALC, if there was an ongoing cost to accessing training then it is easier for councils to access 'Member Development' budgets than it is for the CCIN to fund training long-term.

6.4. Next steps:

- To report back to EOC, and with their approval to:
 - ⇒ feedback comments to Co-operatives UK, as this is an opportunity to promote co-operative education to a much wider group which would benefit CUK in other ways.
 - ⇒ To speak to the LGA about how we would go about co-produced education and training resources for elected members perhaps using Masterclasses to begin with. **Action: NH.**

7. **New Member Relationships Update**

7.1. Engaging with Associate Members

Cllr Sue Woodward reported that there had been two 'getting to know you' sessions at the CCIN Annual Conference, one for Town, Parish & Community Councils and the other for Opposition Groups.

SW reported back on conversations with other Associate Members that it was really difficult for the smaller councils and opposition groups to identify and commit resources to delivering projects because they simply did not have the capacity.

It was acknowledged that the process we have put in place for Policy Lab funding this year should be more inclusive as Full Members, Associate and Affiliates have been encouraged to collaborate and cooperate to pull Bids together with a view to smaller organisations participating but not having to commit resources that they did not have.

One area that the group felt was worth investigating was where Opposition Members were on the cusp of taking control, they need to understand how you move from creating co-operative policy to implementing it.

Cllr Adam Farrell, North Warks, was assuming a role to support Opposition Councillors and SW was supporting Town, Parish & Community Councils.

7.2. Engaging with Affiliate Members

Michael Curnow and Simon Parkinson reported back on the Affiliate session held at the CCIN Annual Conference. The aim of the session was how to build a stronger relationship with member councils to both give and receive more value from membership.

SW reported that Affiliates had identified three areas and agreed to prepare a Venn Diagram to illustrate how Affiliate Members would like the relationship to work:

- Amplifying the voice of the movement/CCIN with different audiences
- Joint policy development
- Commissioned/partnership work

MC reported that many Affiliates had some capacity (pro bono) to work with councils and would welcome the opportunity to look at issues outside procured services.

There was also a desire to have more engagement with council officers:

- Senior council staff to discuss the challenges they face going forward and the support they need.
- To build relationships with the Officers Network.

Cllr Penberthy suggested that Affiliate Members pulled together some themes that they would like to discuss. **Action: MC and SP.**

Concerns had been raised about the low volume of work commissioned via the DPS. It was agreed to undertake a V&P review of the DPS at the next meeting. **Action: NH.**

7.3. Referencing Social Value into the description of Affiliate Members

Action: report back to next meeting – MC and SP.

8. **Any Other Business**

8.1. Nicola Huckerby reported on the Elections process for the V&P Board. Papers would go out today and self-nominations would close at 12 noon on 27th November.

9. **Date & venue of next meeting**

- 9.1. Monday 25 January 10am – 1pm – Joint meeting with the EOC to review the Policy Lab & Prototype applications (online)
- 9.2. Thursday, 18 March 11am – 1pm – probably online.

The meeting closed at 1610 hours.

27-11-20/NH