



MINUTES OF THE COMMUNITY PLANNING STRATEGIC PARTNERSHIP (CPSP) MEETING  
HELD IN NORTHERN IRELAND HOUSING EXECUTIVE, MARLBOROUGH HOUSE, CRAIGAVON  
ON WEDNESDAY 18 SEPTEMBER 2019 AT 10.00 AM

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PRESENT: Roger Wilson, Armagh City, Banbridge and Craigavon Borough  
Council (Chair)

Councillors  
Garath Keating  
Julie Flaherty  
Peter Lavery  
Thomas Larkham

OFFICIAL PARTNERS:	BPA	Adrian Farrell
	CVSP	Gilbert Lee
	DfC	Ciaran Mee
	HSCB	Louise McMahon
	Invest NI	Ethna McNamee
	Libraries NI	Sean Beattie
	NIHE	Catherine McFarland
	NIHE	Ailbhe Hickey
	NIFRS	Lloyd Crawford
	PHA	Danielle Sinclair
	PSNI	Barbara McNally
	SHSCT	Paul Morgan
	SRC	Fiona Bradley

APOLOGIES:	CCMS	Gillian McGrath
	CVSP	John McGuinness
	EA	Ruth Bell (Vice Chair)
	NIFRS	Eddie Carroll
	PHA	Colette Rogers
	PSNI	Chief Inspector Bernard O'Connor
	Sport NI	Willie Devlin
	Tourism NI	Rosemarie McHugh

Armagh City, Banbridge and Craigavon Borough Council

Councillor Paul Greenfield  
Olga Murtagh, Strategic Director (Place)

IN ATTENDANCE: Sharon McNicholl, Strategic Director (Performance)  
Sharon O’Gorman, Strategic Director (Position)  
Mark Parkinson, Strategic Director (People)  
Elaine Gillespie, Head of Department: Community Planning  
Jennie Dunlop, Community and Strategic Planning Manager  
Michelle Markey, Community Planning Officer

ALSO IN

ATTENDANCE: Eleanor Gill, ERGA Strategies

## **1. WELCOME AND APOLOGIES**

### **1.1 Welcome**

The Chair (Roger Wilson) welcomed everyone to the eighth meeting of the partnership and thanked Catherine McFarland from Northern Ireland Housing Executive for hosting.

He extended a particular welcome to new members and a round of introductions were made.

The Chair welcomed Eleanor Gill, ERGA Strategies who would be facilitating the conversation on the draft Statement of Progress.

**NOTED.**

### **1.2 Apologies**

NOTED: apologies were received and accepted from John McGuinness CVSP, Nichola Creagh DfC, Adrienne Adair Libraries NI, Eddie Carroll NIFRS, Colette Rogers PHA, Chief Inspector Bernard O'Connor PSNI, Willie Devlin Sport NI, Keith Kilpatrick SRC, Rosemarie McHugh Tourism NI, Councillor Paul Greenfield, Olga Murtagh Strategic Director (Place), Armagh City, Banbridge and Craigavon Borough Council.

## **2. MINUTES FROM PREVIOUS MEETING**

### **2.1 Approve Minutes from Previous Meeting and Conversation with Eleanor Gill**

Minutes of the Community Planning Strategic Partnership (CPSP) meeting on 20 March 2019.

**AGREED:** that the Minutes of the Community Planning Strategic Partnership (CPSP) meeting on 19 June 2019 having been previously circulated be confirmed and signed off as a correct record.

### **2.2 Matters arising from minutes**

Catherine McFarland, advised partners that she was currently Chair of the Chartered Institute of Public Sector Finance & Accountancy (CIPFA). She advised that they are in the process of organising their Northern Ireland Conference which takes place 17th October in Stormont Hotel, Belfast.

Sue Gray Permanent Secretary, Department of Finance is opening the conference and the organisers have agreed to include a workshop on Participatory Budgeting. Dr. Louise O'Kane from Community Places will facilitate this session along with colleagues. As there will be a captive audience of accountants and auditors, it was felt it would be a good opportunity to further the profile of PB, highlight some of the successes to date and the plans underway for the current year. Catherine advised that it had been promoted through the normal CIPFA channels but it would be beneficial if this could be passed to SOLACE, Roger advised that David Jackson was the Chair of SOLACE and it could be directed via him.

Louise McMahon remarked that there may be a number of finance personnel within the Health and Social Care Board that were non CIPFA members who may not be aware of the conference and she would disseminate through the board. She commented further that it would be helpful if this was promoted directly via the Permanent Secretary office.

Ciaran Mee advised partners that DfC had commissioned a video on community planning and PB. The primary audience was aimed at departments and arms lengths bodies to raise the profile of community planning and PB, he advised that some PB projects were included in the video.

**AGREED:** that the invitation to the CIPFA Northern Ireland Conference be passed to Community Planning Team for onward circulation to the Community Planning Strategic Partnership for consideration and sharing within own organisations.

**AGREED:** that the promotional video commissioned by DfC would be circulated to Community Planning Team for onward circulation to the Community Planning Strategic Partnership once this was finalised.

## **NOTED**

### **3. STATEMENT OF PROGRESS**

Roger provided partners with the context and structure of the meeting following agreement at the June meeting that less time would be spent on reports and the time would be used to look at progress of the Community Plan.

He began by highlighting the good work which had been done to date in producing the Community Plan, after two years there was a lot of learning and the statement of progress provided an opportunity to assess the current position and consider the partnerships future priorities. He advised partners that Eleanor Gill, would facilitate part of the meeting as a workshop on the emerging priorities highlighted in the Draft Statement of Progress.

#### **3.1 Facilitated Conversation around statement of progress and partnership priorities**

Eleanor Gill began by thanking Roger and partners for the warm welcome.

She went through the Powerpoint Presentation elaborating briefly on the workshop objectives and intended outcomes:

- Time together for the CPSP to consider “where next and how?”
  - Where you have got to so far
  - Strategic priorities for CPSP to support the delivery of strong outcomes over the next few years
  - What that means from CPSP: what you will do, and how you will work together over the next few years

Jennie Dunlop, Community and Strategic Planning Manager continued the Powerpoint Presentation elaborating briefly on the following points:

- Statement of Progress laid out in 3 parts
- Answers 3 questions
  - What is community planning? (Part 1 – Background)
  - What progress have we made in the last 2 years? (Part 2 – Progress Towards the Outcomes)
  - How strong is our partnership? (Part 3 – Developing our Partnership)
- Part 1: Background: Community Planning in Armagh City, Banbridge and Craigavon Borough
  - Wellbeing Framework
  - What you can expect as a result

- Community Planning Partnership
- How it works – influencing
- How it works – actions
- Part 2: Progress towards outcomes
  - How do we know if the plan is working?
  - Action plan team chapters
  - Are we on track?

Elaine Gillespie, Head of Department: Community Planning, continued the Powerpoint Presentation elaborating briefly on the following points:

- Part 3: Developing our Partnership
  - How much did we do?
  - How well did we do it?
  - Is anyone better off? Impact?
  - Regional feedback
  - Community Planning Balance Sheet

Eleanor Gill went through the Powerpoint Presentation elaborating briefly on the following points:

- Delivering Outcomes: Making Transitions
- Over to you CPSP Priorities
- Looking to the future – Priorities for the Partnership
  - Milestones
  - Delivery of Outcomes
  - Partnership working
  - Community engagement
  - Using evidence
  - Learning from others
  - Connecting to broader context

*A group discussion on the following questions took place between 12.21 pm and 12.47 pm with partners split into three separate groups:*

1. Do you agree that these are CPSP's "big ticket" priorities to drive forward the delivery of better outcomes? Any others?
2. What practical steps are you going to take to deliver on these priorities? How going to take forward? e.g. sub-committee to take forward initiatives, commission work and/or research, streamline action plans, develop/implement and/or review plans, explore good practice, invite and/or meet people and groups
3. How will you know that CPSP has been successful in its strategic leadership role 2 years from now?

Feedback was given by partners and a plenary discussion took place. (Appendix one)

*The facilitated session having been completed, the meeting returned to normal business.*

Chair advised that the reports having been previously circulated would not be presented and that Elaine would remind partners of the decision items from each of the reports.

**AGREED:** that partners approve first draft of the Community Planning Partnership Statement of Progress subject to any further amendments discussed at the meeting today. Partners will be given two weeks to review and send further comments, a final draft will be issued for each partner on to agree via email. If we don't hear from partners by the agreed deadline we will proceed to finalise the draft and submit statement to Department for Communities before 30 November 2019.

**AGREED:** that partners will send any outstanding data required for report cards by Monday 7 October 2019.

**AGREED:** that 5/6 reps from Partnership take part in co-designing Shared Leadership programme for the 3 CPPs involved in the Carnegie UK Trust NI Programme

**AGREED:** that Council's Community Planning budgets for community engagement and partnership development are used to add value to the Embedding Wellbeing in NI project

**AGREED:** that partners host some of Shared Leadership Training Sessions for our own community planning partnership

Chair asked if all was in agreement to the decisions presented.

**NOTED.**

#### **4. GOOD PRACTICE LINKS – Support from Carnegie UK Trust**

##### **4.1 Community Planning Partnership Development Programme**

Jennie Dunlop advised that Community Places having been appointed by Carnegie UK Trust to support the successful community planning partnerships with Coproduction were launching their Coproduction Support Project with a Learning Symposium the first of which to take place Friday 20<sup>th</sup> September, we have secured 8 places for our partnership to attend. Dr Claire Bynner who partners may recall ran a training session with the CPSP on Leadership and Engagement for Community Planning is back in the borough speaking at the event along with Susan Paxman from Scottish Coproduction Network. Jennie advised partners that one space had since become available.

**AGREED:** that the invitation for the last remaining space would be sent to Partners this afternoon [Wednesday 12<sup>th</sup> September], those interested to get in touch with community planning team.

**NOTED.**

#### **5 AOB**

Item for information – Verbal Update

##### **Support Hub**

Partners will recall action 1.1 in Confident and Welcoming Community Action Plan Support Hub, an invitation will be sent to relevant partners to attend a meeting in near future and we ask partners to support this by attending or by sending appropriate officer.

##### **Dates for Future Meetings**

The Chair reminded partners of the dates of futures CPSP meetings:

- Thursday 12 December 2019 at 10.00 am – Old Town Hall, Banbridge

*The business having been completed, the meeting concluded at 1.00 pm.*

**NOTED.**