

**ARMAGH CITY, BANBRIDGE AND CRAIGAVON BOROUGH COMMUNITY PLANNING PARTNERSHIP**

MINUTES OF THE COMMUNITY PLANNING STRATEGIC PARTNERSHIP (CPSP) MEETING HELD IN LAKEVIEW 2, CRAIGAVON CIVIC CENTRE, CRAIGAVON ON WEDNESDAY 8 NOVEMBER 2017 AT 10.00AM

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

OFFICIAL Aldermen

PARTNERS:

Junior McCrum

Councillors

Seamus Doyle

Kevin Savage

EANI

John Unsworth (Vice Chair)

Health Board

Louise McMahon

Invest NI

Ethna McNamee

Libraries NI

Sean Beattie

NIFRS

Lloyd Crawford

NIHE

Catherine McFarland

PHA

Colette Rogers

PSNI

Chief Inspector Bernard O'Connor

PSNI

Sergeant Billy Stewart

SHSCT

Paul Morgan

Tourism NI

Stephen Bill

GUEST SPEAKER: Aideen McGinley

APOLOGIES: Councillor

Julie Flaherty

CCMS

Gillian McGrath

Invest NI

Bill Scott

Libraries NI

Adrienne Adair

NIHE

Clark Bailie

PHA

Ed McClean

Sport NI

Willie Devlin

Tourism NI

Rosemarie McHugh

IN ATTENDANCE: Mike Reardon, Strategic Director (People)  
Olga Murtagh, Strategic Director (Position)  
Elaine Gillespie, Head of Department: Community Planning  
Jennie Dunlop, Community Planning Manager  
Michelle Markey, Community Planning Officer  
Lisa Soye, Clerical Officer  
Patricia McParland, Democratic Services Officer

ALSO IN ATTENDANCE: Nichola Creagh DfC

## **1. WELCOME AND APOLOGIES**

### **1.1 Apologies**

NOTED: apologies were received and accepted from Councillor Flaherty, Gillian McGrath CCMS, Bill Scott Invest NI, Adrienne Adair Libraries NI, Clark Bailie NIHE, Ed McClean PHA, Willie Devlin Sport NI and Rosemarie McHugh Tourism NI.

### **1.2 Welcome**

Roger Wilson welcomed everyone to the meeting and explained that whilst this was the first formal meeting of this partnership it was not the first time that the official partners had come together. He thanked all those present for their marathon work to date and explained that many partners had not just worked on one plan but on all eleven. He wished to put on record his appreciation for work done.

**NOTED.**

### **1.3 Icebreaker Exercise**

Elaine Gillespie asked all those present around the table to introduce the person next to them by stating their name, organisation, what they thought made a good partnership and one interesting fact about them.

The following is a summary of what members thought made a good partnership:

- Good communication
- Consensus
- Trust, respect and honesty
- Relationships
- Looking for efficiencies
- Long-term legacy/willing to make a difference

**NOTED.**

## **2. BACKGROUND TO COMMUNITY PLANNING**

### **2.1 Presentation on Background to Community Planning**

Elaine Gillespie went through the Powerpoint Presentation elaborating briefly on the following points:

- Community Plan launched in May 2017
- Our Outcomes Based Approach
- Our 2030 Vision
- Our Plan
- Governance Overview
- Delivering Our Plan

Roger Wilson remarked that whilst the community plan may have seemed a little daunting at this stage it was important to keep the process streamlined. He explained that the Council's initial Corporate Plan only covered the first two years of the new Council so was now due for review. It was important to link it with the Community Plan.

**NOTED.**

### **3. LEADERSHIP OF PLACE**

#### **3.1 Presentation on Leadership of Place**

Roger Wilson welcomed Guest Speaker Aideen McGinley to the meeting.

Aideen McGinley proceeded to speak at length outlining the importance of partnership working. She recalled many experiences from throughout her career which demonstrated this. She then referred to the Community Plan entitled “Connected” and highlighted that some other Community Planning Partnerships had not given their plans a name. She highlighted that there was currently a draft Programme for Government in place and she hoped that the Community Plan would help prioritise it further as it represented a link between local and central government.

She paid tribute to the hard work done by everyone around the table to date and stated that by the end of the two years a lot of knowledge would have been shared. It was about relationship building, not just in the Armagh Banbridge Craigavon area but across the whole of Northern Ireland.

**NOTED.**

*Aideen McGinley retired from the meeting at 11.16am.*

### **4. GOOD PRACTICE LINKS**

#### **4.1 Presentation from Jennie Dunlop Community Planning Manager**

Jennie Dunlop went through the presentation elaborating briefly on the following points:

- Learning from Scotland around outcomes based approach, community engagement and collaboration

**NOTED.**

#### **4.2 Presentation from Paul Morgan SHSCT**

Paul Morgan went through the Powerpoint Presentation elaborating briefly on the following points:

- Southern Area Outcomes Group
- Children and Young People’s Strategic Partnership – being joined up at the Point of Delivery
- Membership
- The Children’s Services Co-operation Act (Northern Ireland) 2015 – Factor contributing to wellbeing
- Key Themes for concern identified across stakeholder events and partner agencies
- Southern Area Outcomes Group Children and Young People’s Plan 2017 – 2018
- Southern Outcomes Group Long Term Outcome
- Draft 2 – 4 August 2017 Turn the Curve Report (Performance)
- Positive Mental Health and Emotional Wellbeing – All Children Are Safe, Confident and Enjoy Improved Emotional Wellbeing
- Benefits of Southern Outcomes
- Strategic Challenges
- Achievements and More Information

Some discussion ensued regarding the importance of ensuring that there was a connectedness but no duplication or replication coming to the table. It was also useful to hear from others, who had been through the experience before, about what worked and did not work.

**AGREED:** that Good Practice Links be included as an ongoing Agenda Item for future meetings.

## 5. GOVERNANCE

### 5.1 Presentation from Elaine Gillespie

Elaine Gillespie went through the Powerpoint Presentation and elaborated briefly on the following points:

- Proposed Revised Governance Structure
- Community Planning Strategic Partnership Terms of Reference
- Roles and Responsibilities
- Operation of Meetings
- Commitment to Community Planning

**NOTED.**

#### 5.1.1 Discussion on Terms of Reference

Elaine Gillespie advised there would then be some group discussion of the Terms of Reference.

*A breakout took place between 11.55am and 12.15pm.*

Some discussion ensued regarding the Terms of Reference during which the following suggestions were made:

- On Page 5 under Roles and Responsibilities of the partnership that Membership will be Chief Executive or their nominated senior director – be changed to Chief Executive or nominated officer. This needed to be someone who had the authority to make decisions, however some bodies did not have the resources or structure in place to allow a senior director to attend
- On Page 5 under Roles and Responsibilities that there be further clarification in relation to the point “To assume overall accountability for performance, monitoring and reporting”
- On Page 7 under Reporting Arrangements that there be more wording around this That future meetings had a clear differentiation between reports which were “For Approval” and those which were “For Information”
- On Page 8 under Venue – that a commitment to meeting in venues across the area and of different partners be included. This would help strengthen the partnership
- That a “Statement of Intent” be included which would allow other members to be brought onto the partnership for example from the community voluntary sector

It was also noted that the Community Planning Partnership should not be lobbied by individual organisations for funding and other resources.

**AGREED:** that the Terms of Reference be adopted, subject to the above changes.

*Stephen Bill retired from the meeting at 12.30pm.*

### 5.1.2 Formalise Chair and Vice Chair Positions

It was agreed that Roger Wilson would continue in the position of Chair. Councillor Doyle nominated John Unsworth to the position of Vice Chair.

**AGREED:** that Roger Wilson continue in position of Chair with John Unsworth to assume the position of Vice Chair.

### 5.2 Presentation on Governance Guide

Elaine Gillespie went through the Powerpoint Presentation elaborating briefly on the following points:

- Thematic Action Planning Teams
- Action Planning
- Community Panel
- Engagement and Communications Working Group

A brief discussion ensued and partners advised they were broadly happy with the guide.

**AGREED:** to approve the Governance Guide and the draft Terms of Reference for the Community Panel.

## 6. PROGRAMME OF WORK

### 6.1 Presentation on Programme of Work

Elaine Gillespie went through the Powerpoint Presentation elaborating briefly on the following points:

- Community Planning Cycle
- Programme of Work

**NOTED.**

## 7. FURTHER OPPORTUNITIES FOR COLLABORATIVE WORKING

### 7.1 Presentation on Further Opportunities for Collaborative Working

Jennie Dunlop went through the Powerpoint Presentation elaborating briefly on the following points:

- Intelligence Sharing
- Horizon Scanning
- Asset Mapping

**AGREED:** that Further Opportunities for Collaborative Working be added as an ongoing Agenda Item for future meetings.

**8. ANY OTHER BUSINESS**

Colette Rogers offered to share a paper for information which PHA had prepared for SOLACE around opportunities for collaboration under community planning and which she felt would be useful to this partnership.

Louise McMahon added that she found by working across different partnerships that everyone around the table would gain knowledge which could then be shared.

**NOTED.**

**9. DATE OF NEXT MEETING**

The following dates for future meetings were circulated:

8 February 2018  
10 May 2018  
13 September 2018  
13 December 2018

The business having been completed, the meeting concluded at 12.50pm.