

ARMAGH CITY, BANBRIDGE AND CRAIGAVON BOROUGH COMMUNITY PLANNING PARTNERSHIP

MINUTES OF THE COMMUNITY PLANNING STRATEGIC PARTNERSHIP (CPSP) MEETING HELD IN COMMITTEE ROOM, BANBRIDGE CIVIC BUILDING, BANBRIDGE CIVIC BUILDING, BANBRIDGE ON THURSDAY 13 SEPTEMBER 2018 AT 10.00AM

PRESENT: Councillor Garath Keating, Armagh City, Banbridge Craigavon Borough Council (Chair)

OFFICIAL PARTNERS: Councillors

Terence McWilliams

CVSP	Brendan McCann
CVSP	John McGuinness
Invest NI	Ethna McNamee
Libraries NI	Sean Beattie
NIFRS	Lloyd Crawford
PHA	Colette Rogers
PSNI	Sergeant Barbara McNally
SHSCT	Gerard Rocks

APOLOGIES:

CVSP	Gilbert Lee
EANI	Ruth Bell
HSCB	Louise McMahan
Libraries NI	Adrienne Adair
NIHE	Catherine McFarland
PSNI	Chief Inspector Bernard O'Connor
SHSCT	Paul Morgan
Sport NI	William Devlin

Armagh City, Banbridge and Craigavon Borough Council

Alderman Arnold Hatch
Councillor Seamus Doyle

Roger Wilson, Chief Executive
Olga Murtagh, Strategic Director (Place)

IN ATTENDANCE: Sharon O'Gorman, Strategic Director (Position)
Sharon McNicholl, Strategic Director (Performance)
Mark Parkinson, Interim Strategic Director (People)
Catriona Regan, Head of Department: Health and Recreation
Seamus McCrory, Head of Department: Community Development
Gillian Topping, Head of Department: Environmental Health
Elaine Gillespie, Head of Department: Community Planning
Helen Stoops, Principal Planning Officer
Jennie Dunlop, Community and Strategic Planning Manager
Michelle Markey, Community Planning 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 Gilbert Lee CVSP, Ruth Bell EANI, Louise McMahon HSCB, Adrienne Adair Libraries NI, Catherine McFarland NIHE, Chief Inspector Bernard O'Connor PSNI, Paul Morgan SHSCT, William Devlin Sport NI and Alderman Arnold Hatch, Councillor Seamus Doyle, Roger Wilson, Olga Murtagh Armagh City, Banbridge and Craigavon Borough Council.

1.2 Welcome

The Chair (Councillor Keating) welcomed everyone to the meeting and noted that there had been some changes to membership of the partnership. He welcomed Sergeant Barbara McNally who had taken over from Billy Stewart as representative from PSNI.

Elaine Gillespie stressed the importance of attendance at meetings. She highlighted that due to a number of apologies this was the first meeting which was just quorate. If one more partner had been unable to attend the meeting would not have been able to take place.

John McGuinness asked what the quorum was as he felt that there was quite a good attendance. Elaine Gillespie stated that it was half the number of statutory partners which was six.

The Chair then asked those present to introduce themselves.

Councillor McWilliams joined the meeting at 10.19 am.

The Chair commended those present on the vast array of talent around the table.

NOTED.

2. MINUTES FROM PREVIOUS MEETING

2.1 Approve Minutes from Previous Meeting

Minutes of the Community Planning Strategic Partnership (CPSP) meeting on 8 May 2018.

AGREED: that the Minutes of the Community Planning Strategic Partnership (CPSP) meeting on 10 May 2018 having been previously circulated be confirmed and signed as a correct record.

2.2 Feedback from facilitated conversation

By way of update, Elaine Gillespie advised that she would provide feedback from the facilitated conversation later in the meeting. There would also be an update in relation to the Away Day.

NOTED.

3. LOCAL DEVELOPMENT PLAN UPDATE

3.1 Verbal update on Local Development Plan

Helen Stoops went through the Powerpoint Presentation elaborating briefly on the following points:

- Current Planning Framework
 - Existing Area Plans
 - Regional Policy and Advice
 - Challenges
- Key Stages in the Local Development Plan Process
 - Stage 1 Initial Plan Preparation
 - Stage 2 Plan Strategy
 - Stage 3 Local Policies Plan
 - Stage 4 Monitoring and Review
- Update on Progress
 - Stage 1 Initial Plan Prep – Complete
 - Preferred Options Plan
- Local Development Plan links with Community Plan
- Two Plans One Approach
Examples within the Preferred Options which support the Community Plan Outcomes
 - Confident Communities
 - Healthy Communities
 - Enterprising Economy
 - Tourism Economy
 - Enhanced Place
 - Revitalised Place
- Next Steps

The Chair remarked on the considerable amount of work required in relation to the Local Development Plan. He asked if statutory partners felt they had been able to shape the Plan or whether there was a better way in which Council could have consulted with them.

Ethna McNamee stated that Invest NI worked closely with Council and were confident that they had been involved.

Gerard Rocks felt that SHSCT had been given plenty of opportunity to give feedback.

Elaine Gillespie asked if any of the statutory partners were aware of how other Councils had linked the Community Plan and Local Development Plan. It was important to ensure that Officers were present at Thematic Action Plan teams meetings. She asked if any of the Chairs of the Thematic Action Plan could think of links to the Local Development Plan. This was the opportunity to get it right.

Colette Rogers highlighted the importance of the word “opportunity” in relation to the link between the Community Plan and Local Development Plan. She referred to a recent announcement by DfI of a substantial investment into Greenway designs. There had been a total of eight Greenways selected and quite a few were located in this area. It was important that they were in the right place and designed in the correct way. She would speak to Helen

Stoops later about this but in the meantime she asked if Council was aware of this opportunity.

Catriona Regan confirmed that it was.

Nichola Creagh explained that when DfI was carrying out the examination and test for soundness, DfC would be asked if the Local Development Plan had taken account of the Community Plan. This was one of the key issues which would be looked at and she welcomed this input into the meetings to show this link.

NOTED.

4. PERFORMANCE MANAGEMENT – SKILLED AND ENTERPRISING ECONOMY PROGRESS REPORT

4.1 Report for decision Agenda Item 4 Report

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

- Outcomes Based Approach
- Performance Measures
- Reporting
- Reporting to Community Planning Strategic Partnership
- To Department for Communities (DfC)
- To The Public
- Issues and Learning so far

NOTED.

4.2 Skilled and Enterprising Progress Report

Ethna McNamee went through Appendix 1 Thematic Action Planning Team Chair Progress Report and Appendix 2 SEE Action Plan with RAG status and Performance Measures.

Catriona Regan retired temporarily from the meeting at 11.00 am.

The Chair stated that this was a very comprehensive piece of work. He highlighted that the framework for connectivity was in place but it was now necessary to get people to think in a more logical way. He asked if Partners were happy with this mechanism.

Nichola Creagh stated that it was extremely heartening to see and she commended the work done. In relation to the statement which was due in November 2019, she felt it was important to clarify that the statement to the public was neither bureaucratic nor artificial. It was not a separate issue so needed to be joined up and effective. She felt that the report was laid out in an excellent manner and if all the indicators for the Programme for Government were done in this way it would be a good way to bring it forward. She highlighted that Council had played a big role in the plan but that in order for it to develop, work had to be shared as Council could not be expected to deliver on so many actions.

Elaine Gillespie added that this was something that could be discussed further at the Away Day.

Helen Stoops retired from the meeting at 11.17 am.

Elaine Gillespie continued that there were some early concerns in relation to the volume of data which was being accumulated. This matter would be put on the agenda for the next meeting.

Colette Rogers referred to the scorecards mechanism which she felt was a very effective way to communicate with communities. She highlighted that there were ten other Councils which were doing the same thing and felt that there may be an opportunity to reuse some methods.

Catriona Regan returned to the meeting at 11.19 am.

Nichola Creagh stated that she had had extensive conversations in relation to the Programme for Government and agreed that the challenge was to use one item for multiple purposes where possible. The Executive Office was about to publish its mid-year report and consideration needed to be given to how this would join up. In relation to statutory partners, she understood that the difficulty was in relation to scope. She acknowledged the huge amount of data which would be generated and would speak to the Community Planning team about this.

The Chair asked if Members were happy to agree the recommendation. All confirmed that they were.

AGREED: approval for the Community Planning Team to continue the current approach with the Community Action Plans with further review by the partnership in December.

5. COMMUNITY ACTION PLANS

5.1 Presentation from Barbara McNally Confident and Welcoming Community Thematic Action Plan

Barbara McNally went through the Powerpoint Presentation elaborating briefly on the following points:

- Confident Community
- Welcoming Community
- Developing CWTAPs Action Plan
- Reviewing the Evidence
- Confident and Welcoming Community Action Plan
- Next Steps

The Chair commended the work done.

NOTED.

5.2 Presentation from Gerard Rocks Healthy Community Thematic Action Plan

Gerard Rocks went through the Powerpoint Presentation elaborating briefly on the following points:

- Healthy Community Action Plan Process – key milestones at each workshop
- Healthy Community
- Reviewing the Evidence
- Healthy Community Action Plan
 - Building Active Communities
 - Building Resilient Communities

- Building Healthier Communities
- Next Steps

He added that there was a high degree of similarity between what was going on in this and other action plans.

The Chair commended the work done.

On behalf of the Healthy Community Thematic Action Plan, Gerard Rocks thanked the Community Planning team for their help and support.

Catriona Regan highlighted that Mark Parkinson, recently appointed Interim Strategic Director (People), had experience in the delivery of similar Plans in previous roles and would be able to provide insight as the Plan progressed.

NOTED.

5.3 Group Discussion in Two Groups and Feedback to Whole Meeting

Elaine Gillespie commended the Community Planning team and Heads of Department for work done to date. She highlighted the benefits of engaging the services of an external facilitator. She then pointed out that at the back of Action Plans there was a list of issues which it had been hoped to discuss today but which time would not allow. These would be discussed at the next meeting.

A group discussion on the Community Action Plans took place between 11.57 am and 12.41 pm with Gerard Rocks and Barbara McNally leading conversation in two separate groups which changed over half way through.

Councillor McWilliams and Lloyd Crawford retired from the meeting at this juncture.

The Chair stated that due to time constraints it would not be possible to provide feedback at the meeting but that Gerard Rocks and Barbara McNally would proceed on the basis of information collected.

AGREED:

- To approve Confident and Welcoming Community Action Plan
- To approve Healthy Community Action Plan

6. COMMUNITY AND VOLUNTARY SECTOR PANEL

6.1 Report for decision Agenda Item 6 Report

Update from Agenda Item Report – Jennie Dunlop

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

- Purpose of Panel
- Jennie Dunlop pointed out that there was an error in the Terms of Reference in relation to membership of panel. The correct wording should read that members are willing and able to attend meetings of the community and voluntary sector panel and where appropriate/applicable attend thematic team and partnership meetings in order to ensure there is community representation across the levels of decision making within the community planning process.

John McGuinness pointed out that panel members received all the information submitted. He stated that it was the forum where specific issues could be raised.

Brendan McCann explained that the panel reported to member groups and received feedback on the action plans which has been fed back to the Community Planning Team. Jennie Dunlop continued with the Powerpoint Presentation elaborating briefly on the following point:

- CVSP Officer Bearers

John McGuinness stated that he was very pleased that approval had been given for him to join the Community Planning Strategic Partnership. In relation to the panel sessions, he explained that all members spoke very positively and paid tribute to the great support received from Jennie Dunlop and Anna Clarke. Panel members had also met with the Carnegie Trust which had been very helpful. He had chaired the first meeting of the panel which was very successful and he understood that the minutes from that meeting would come through this forum. The meeting had highlighted some issues around capacity building, support for sector and the venues for meetings. It was hoped to hold meetings across a number of different locations within the borough, however that meant that some members had to travel a distance. Another issue which was pointed was the volume of paper which was being generated. He also highlighted the importance of communication, specifically in getting the message out regarding what Community Planning was about. He stated that some quarters were unaware that there was a even new Council. In relation to communication and engagement, he stressed the importance of the use of plain English. Discussions were also under way in relation to Thematic Action Plan groups and everyone was looking forward to working together in the future.

The Chair asked if a list of groups could be circulated. Jennie Dunlop advised that it was planned to publish this on the website and it would also be distributed to partners.

AGREED: Approval of the Community and Voluntary Sector Panel Terms of Reference and Code of Conduct subject to the changes to eligibility as detailed above.

7. ENGAGEMENT AND COMMUNICATIONS WORKING GROUP

7.1 Report for decision Agenda Item 7 Report Update from Agenda Item Report – Jennie Dunlop

Jennie Dunlop went through the Report.

Members were happy to agree the recommendation.

AGREED: Approval of the Terms of Reference for Action Planning teams to be updated to reflect the roles of Chairs and Action Coordinators in communications around the Community Plan.

8. GOOD PRACTICE LINKS

8.1 Presentation on Carnegie Update

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

- Carnegie UK Trust

NOTED.

9. PROGRAMME OF WORK

9.1 Presentation on Programme of Work

Elaine Gillespie circulated the Programme of Work highlighting the main points.

NOTED.

10. FURTHER OPPORTUNITIES FOR COLLABORATIVE WORKING

10.1 Asset Mapping Workshop

Elaine Gillespie explained that a number of Asset Managers had met to discuss assets across the district. This had been a positive meeting and more work would be done in future.

NOTED.

10.2 Input into Away Day – Proposed Agenda

Elaine Gillespie elaborated briefly on the proposed agenda for the Away Day.

NOTED.

10.3 Embedding Lawfulness – Seamus McCrory

Seamus McCrory remarked that it was good to see the Community Planning Strategic Partnership at this point. However, he acknowledged that all agencies were working to their own Action Plans and Business Plans and it is a challenge for the Community Plan to cut across all of these.

Catriona Regan retired from the meeting at 1.10 pm.

He referred to the Fresh Start Agreement specifically in relation to tackling paramilitarism. Consideration needed to be given to how to move forward to the next stage and a mechanism needed to be put in place to ensure that there was a link between plans. The fundamental fact was that these plans affected people and communities. He was concerned that there was an overlap between the plans and some thought needed to be given to how they worked in practical terms.

Nichola Creagh highlighted there was specific reference to Community Planning in the Fresh Start Agreement and this presented an opportunity to join up plans. Issues which were included in the Action Plan were also in the Community Plan and affected communities in their daily lives. She continued that in general, people did not say they had an issue with lawfulness but the role of Community Planning needed to be looked at in terms of how to draw all elements together.

Colette Rogers explained that similar conversations had taken place in Health as there were 20 different strategies which had to be followed. She felt that a workshop across the Thematic Action Plans needed to look at the issues pragmatically.

NOTED.

11. ANY OTHER BUSINESS

11.1 Retirement of Mary Black Assistant Director PHA

Colette Rogers informed members that Mary Black, Assistant Director at PHA was due to retire this month and a reception would be held at 3.00 pm on Friday 28 September 2018 in Belfast. She extended an invitation to anyone who had worked with Mary throughout her career to attend.

NOTED.

11.2 Dates for future meetings

The next meeting would take place on 13 December 2018, The Chamber, Civic Building, Banbridge.

The business having been completed, the meeting concluded at 1.20 pm.

NOTED.