



**Armagh City, Banbridge and Craigavon Borough
Community and Voluntary Sector Panel
Meeting Notes**

DATE: Wednesday 9th May 2018 **TIME:** 6 pm, **VENUE:** Lakeview 2, Craigavon Civic Centre

Attendees: - Brendan Curran – **Brownlow Ltd**, Brendan McCann – **TADA Rural Support Network**, Chris Leech – **Craigavon Area Foodbank**, Claire Patience – **LLTCA**, David McMullen – **County Armagh Community Development**, Donna Stewart – **Craigavon & Banbridge Volunteer Bureau**, Eamon Murphy – **Volunteer Now**, Eugene Mone – **Barnardo’s NI**, Gordon Blevins – **Brownstown Owners and Tenants Association (BOATA)**, Joe Garvey – **Richmount Rural Community Association**, John McGuinness – **ABC Community Network**, Ken Redpath – **City of Armagh Rugby Football Club**, Lenny Deans – **Warningstown Together**, Liam Burns – **Mencap**, Marion Jameson – **REACT (Reconcilitatoin, Education and Community Training)**, Mary McAlinden – **SLNRA (South Lough Neagh Regneration Association)**, Michael Harnett – **WDA (Waringstown Development Association)**, Peter Wilkinson – **Armagh Travellers Support Group**, Rachel Long – **NIACRO**, Sheila McCreesh – **Lislea Community Association**, Sheila Smyth – **The Right Key/Recovery Café CIC**, Siobhan O’Neill – **Supporting Communities**, Stephen Fields – **West Armagh Consortium**, Walter Ferris – **Donaghcloney Community Garden**

Statutory Partners: **Armagh City Banbridge and Craigavon Borough Council** –Councillor Julie Flaherty, Alison Beattie, Jennie Dunlop and Michelle Markey, **Southern Health and Social Care Trust** – Jacqueline Connolly, **Sport NI**- John News.

Apologies: Billy Stewart- **PSNI**, Geraldine Lawless – **P2000**, Jonathan Mercer – **Mourneview & Grey Estates Community Association**, Liam Devine – **Clanrye Group**, Stephen Lynch – **Powered by Sport**

1. Welcome

Jennie Dunlop, Armagh City, Banbridge and Craigavon Borough Council welcomed everyone to the first meeting of the Community and Voluntary Sector Panel. She introduced Anna Clarke, Prospects Awards who would be facilitating the meeting.

The evening commenced with a round of introductions were panel members were given the opportunity to say who they were are, what organisation they were from and a brief overview of the work they were involved in.

2. Overview of the evening and what to expect

Anna Clarke provided an overview of the evening and ran through the agenda. This was the first meeting of the community and voluntary sector panel and was a space for people to get to know each other, have conversations in an open and creative space. The objective of the first meeting was to develop a shared Terms of Reference and Code of Conduct and allow panel members to make nominations for each part of the governance structure.

3. Community Planning Update

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

- **Introduction to Community Planning**
Community Planning is about improving the wellbeing of the Borough and the quality of life for people through local services that are joined up, responsive and take an evidence based approach. The Community Plan for our borough is entitled “Connected” and sets out the long-term vision for the borough over a 13-year period up to 2030. Community Planning takes a partnership approach. There are thirteen statutory partners named in the legislation with specific duties around community planning but to achieve the aspirations in the plan statutory, private and community sectors need to work together.¹
- **Community Planning Governance Overview**
The formal governance structure is two tiered, with a Community Planning Strategic Partnership (CPSP), which has strategic oversight of the process, and six Thematic Action Planning (TAP) Teams reporting into the partnership. The TAP Teams will develop and deliver on agreed actions and will report into the CPSP through the Chairs from each Team. This group (the Community and Voluntary Sector Panel) has been established to involve the sector in community planning. Two reps from the panel will sit on each part of the governance structure.
- **Approach to Community Planning**
The approach to Community Planning in this area follows three overlapping principles around Partnership Working, Engaging Communities and Using Evidence.

4 About the Community and Voluntary Sector Panel

Anna provided the background of the establishment of the Community and Voluntary Sector Panel, the purpose of panel was developed through a number of public consultation events and focus group sessions with the community and voluntary sector in February.

- **Purpose**
 - Ensure the Community, Voluntary and Social Enterprise Sector is represented
 - Promote ongoing Community Engagement
 - Articulate the voice of the Community and Voluntary sector
 - Support the development of Cross-sectoral Relationships and improved Partnership working

¹ The Housing Executive, Invest NI, PSNI, Public Health Agency, Education Authority, NIFRS, Health and Social Care Board, Tourism NI, Southern Health and Social Care Trust, CCMS, Sport NI and Armagh City, Banbridge & Craigavon Borough Council. The Local Government (Community Planning Partners) Order (Northern Ireland) 2016

5 Terms of Reference

Anna then led a facilitative conversation on Terms of Reference and Code of Conduct. A draft code of conduct based on the Nolan Principles/Standards in Public Life was circulated to each of the groups to inform discussions.

Following table discussions on the code of conduct, below is the suggested Code of Conduct that panel members sign up to:

1. **Selflessness** –Actions and decisions should always be in the interests of the wider public and not for financial gain or other benefits for themselves, family or friends.
2. **Integrity** – Community and Voluntary Sector Panel members should not place themselves in any situation where other people or organisations might seek to influence them unduly for their own personal benefit or the group they represent.
3. **Objectivity** – In carrying out all Community and Voluntary Sector Panel business, members should make objective and non-judgemental choices based on evidenced need and/or merit.
4. **Openness and Accountability**– Community and Voluntary Sector Panel members should be as open as possible about all the collective decisions made and actions they take and ensure open and regular communication with others. Information should only be restricted when the wider public interest or the need for confidentiality clearly demands.
5. **Honesty** – members of the Community and Voluntary Sector Panel have a duty to declare any private interests relating to their role on the Community and Voluntary Sector Panel and to take steps to resolve any conflicts of interest arising in a way that protects the public interest.
6. **Leadership** – Community and Voluntary Sector Panel members should demonstrate leadership by showing respect for other members’ views and opinions. Members should also demonstrate support for and foster trust in other members and by applying all these principles in all they do.
7. **Participation and Partnership** - Community and Voluntary Sector Panel members should actively encourage public participation from all sections of the community and promote a culture of partnership, collaborative working and shared responsibility. Any members unable to maintain the required commitment should inform the Panel so that another member can step in.

6 Nominations

Jennie gave an explanation of the governance structure for Community Planning for the borough and the importance of the sector being involved. She explained that Action Planning for the Confident and Welcoming Community and the Healthy Community are due to begin week commencing 14th May with action planning teams made up of statutory agencies and community& voluntary sector organisations coming together to develop action

plans. She further explained that representatives of the panel could nominate themselves to sit on the thematic action planning teams based on their areas of interest.

Anna invited panel members to add their name to the following parts of the governance structure:

- Nominations for Thematic Action Planning Teams
- Nominations for Chair/Vice Chair of Community and Voluntary Sector Panel
- Nominations for Partnership Board
- Nominations for Engagement and Communications Working Group

Following discussion, it was agreed that the Community Planning Team would make a recommendation for the CPSP to approve the nomination of all interested panel members.

It was agreed that nominations for the Community Planning Strategic Partnership, the Chairperson and Vice-Chairperson would be revisited at the next meeting.

7 Next Steps

Jennie advised that the Community Planning Strategic Partnership were due to meet the following day Thursday 10th May 2018, and that the community planning team would bring forward the following recommendations based on the discussions.

- Recommendation that the chair of each Thematic Action Planning Team to consider the nominations from the CVS Panel.
- Recommendation for a second call for Expression of Interests for the CVS Panel to promote participation across the Borough and across Section 75 groups.

8 Close

Anna closed the meeting by thanking everyone for their support and active participation in the meeting and advised community planning team would be in touch regarding the decision from the Community Planning Strategic Partnership.

A doodle poll will be circulated to agree the date of the next meeting before the end of June.