



Armagh City, Banbridge and Craigavon Borough
Healthy Community Thematic Action Planning Team
Meeting Notes

DATE: Thursday 31 May 2018 **TIME:** 1.30pm, **VENUE:** Lough Neagh Discovery Centre

Chair: Southern Health & Social Care Trust (SHSCT) – Gerard Rocks

Attendees: – HSCB – Alison Patterson, Northern Ireland Ambulance Service – Stephanie Leckey, Start360 – Ciara Dorris, LLTCA – Claire Patience, Public Health Agency – Ciara O’Hanlon, Fiona Teague, Volunteer Bureau – Donna Stewart, NIFRS – Eddie Carroll, Richmount Rural Community Association – Joe Garvey, West Armagh Consortium – Stephen Fields, Donaghcloney Community Garden – Walter Ferris, NIACRO Portadown – Ronan Garvey

Statutory Partners: – Armagh City Banbridge and Craigavon Borough Council – Alison Beattie, Carmel Taylor, Cathy Devlin, Catriona Regan, Claire Weir, Councillor Julie Flaherty, Eileen Campbell, Elaine Devlin, Elaine Gillespie, Frances Haughey, Gerard Houlahan, Gillian Dewart, Gillian Topping, Jennie Dunlop, Jennifer Doak, Lynn Esler, Michelle Markey, Libraries NI – Sean Beattie, Sport NI – Angharad Bunt, SHSCT – Carolyn Agnew, Lynne Smart

Apologies: – Armagh City Banbridge and Craigavon Borough Council – Alderman Kenneth Twyble, Northern Ireland Ambulance Service – Andrew Patterson, NIHE – Stephen Reynolds, Healthy Kidz – Paul Carvill, Women’s Aid – Eileen Murphy

	Activity
1.	Welcome, introductions, purpose of today’s workshop
	Chair welcomed attendees to workshop 2 and advised that the aim of today was to: <ol style="list-style-type: none"> 1. Identify the issues through the baseline 2. Agree engagement activities to further understand the causes of the issues 3. Continue to map current work and identify opportunities for collaboration
	Recap of workshop 1

	<p>Claire Dorris (NCB) reviewed the last workshop, including:</p> <ul style="list-style-type: none"> a. Summary of workshop activities, as well as key learning points from Family Support Hub presentation b. Agreeing a common purpose Discussion took place on the potential inclusion of a goal about ‘improving outcomes’ for individuals. Perhaps this could be worded as ‘empowering people to feel better’? <p>It was suggested that ‘supporting volunteers’ should be a cross-cutting theme as so much activity is predicated on volunteering. The title of this could also be changed to ‘building capacity (and/or resilience) for volunteering in communities’</p> <p>Joe was invited to submit some points in an email about funding. Whilst the contribution of the voluntary sector is recognised and valued in the process, it was also recognised that the development and implementation of the healthy community TAP will not involve significant amounts of additional spend/funding.</p> <p>With changes made, Common Purpose will be included in Terms of Reference.</p> <ul style="list-style-type: none"> c. Sign off TOR: The only potential additional point for inclusion in the terms of reference was a statement about recognising role of volunteers and organisations run by volunteers. With the addition of values/principles and final common purpose, the current content of the ToR was agreed. d. Recap of the planning process NCB reviewed the steps involved in Turning the Curve, along with the types of evidence to be used and when each plays a part. This prepared attendees for the group exercise to be undertaken later in the workshop.
2.	<p>Presentation: What do we know about the health of our population, and what’s already happening to address it?</p>
	<ul style="list-style-type: none"> a. Exploring the data Jennifer provided a detailed overview of the key indicator data, along with supporting data to begin to inform the ‘Story behind the baseline’. Attendees were given copies of the key statistics in order to inform their discussions. b. Reviewing what’s already happening in the area Claire reviewed mapping information received to date. Copies were supplied to each table to inform discussion. This is an ongoing exercise: to be completed before the next workshop.
	<p>BREAK: Attendees had the opportunity to take part in a Chi Me relaxation session during the break.</p>
3.	<p>Group exercise: Understanding the causes and factors behind the data</p>
	<p>Attendees were split into 4 groups, and each group considered one indicator. Group discussed the following:</p>

	<p>i. What are the factors at work?</p> <p>ii. Are there differences across the area (eg age, deprivation, gender, minority groups, vulnerable groups etc)</p> <p>iii. Is there any other data/breakdown of data that is required to help us understand the causes and influences at work?</p> <p>iv. How do we feel about the range of services already in the area? How aware of these services are you? How well do services interact with one another? How well do they meet the needs of the people in the area? Why?</p> <p>Each group fed back their discussion and comments were invited from the wider groups. From these notes, NCB have drafted initial Turning the Curve reports; these will be updated as work progresses.</p> <p>Action point: Additional data identified as being required is to be explored between this and next meeting by group members and brought to the discussions at workshop 3.</p>
4.	<p>Group exercise: agreeing engagement activities</p>
	<p>Groups were asked to identify any community partners which they need to engage with to improve the indicators. A draft engagement questionnaire was given out and groups discussed the questions asked to see if they were fit for purpose. Groups also completed a template to show what engagement activities they planned to undertake before the next workshop (see appendix 1).</p> <p>A number of suggestions were made in relation to the engagement questionnaire including:</p> <ul style="list-style-type: none"> • The purpose of the questionnaire needs to be clearly stated upfront – perhaps by including some background text as to why the survey is being carried out. Also there needs to be some reference made to the particular indicators they refer to. • Consistency is needed with other thematic action planning groups, considering audience may be the say. Opportunity for joint questionnaire to be explored. <p>Action point: Group members to undertake engagement activities between now and the next workshop. Any feedback to be send to NCB in advance to be incorporated in Turning the Curve reports.</p>
5.	<p>Next steps and close</p> <p>Attendees were thanked for their time, and asked to complete a quick evaluation of the workshop in groups (see appendix 2). In advance of the next workshop, the following actions must be completed:</p> <ul style="list-style-type: none"> • Completion of mapping activity. To be sent to Michelle/forwarded to Claire by 14 June. • Exploring identified gaps in data to better inform the story behind the baseline. Jennifer to source data for existing gap and bring to tables; Claire to be informed of additional data by 14 June. • Implementing engagement plans. Feedback on completion to be delivered by group members at beginning of next workshop. • Begin to explore the evidence on ‘what works’ to address the issues highlighted.

Appendix 1: engagement plan

Who do we need to consult?	How? What Methods should we use?	Who's going to do what?	When? What can we do before 21 June?	What about ongoing?
	Trust – email staff	Lynne & Gerard		
	CVS data			
	Engagement			
	Trust – Social media			
Community & Voluntary Panel	E-mail – due to time constraints	Jenny / CP. To – send questions to reps of panel and report back at panel meeting 18 th		
Those involved in disability programme	Claire Weir			
Sean	Talk to library groups			
Comm development	Questionnaires	Eileen Campbell		
Sports development		Gillian Dewart	Before next meeting	
IFH / HIW		Cathy / Elaine / Frances	Before next meeting	
Elected members	Questionnaires	Elaine Gillespie	Before next meeting	
Sure Start	Questionnaires	Elaine		
Darren Curtis – local services provider	Questionnaires	Frances H	Before next meeting	

Appendix 2: Workshop evaluation feedback

What went well?

- Engagement / sharing of information
- Opportunities to ask questions
- Networking
- Data available (perhaps too much in one session)
- Venue good including food
- Good presentation on health data which supported discussion
- Discussion very helpful
- Useful database held

What could we do better?

- Tables very close together – difficult to focus / hear
- What is going on at your own table
- Allocate more time to reduce activity in one session
- Reduce recap time
- Reduce break – too long
- A little bit more time to understand and digest statistical info
- Clarity about how data will interpreted and used to promote cross agency working