

**MINUTES OF THE NORTH BELFAST LOCALITY PLANNING GROUP
MEETING HELD ON 18 NOVEMBER 2013 AT 10AM IN THE
MCSWEENEY CENTRE, HENRY PLACE**

Present:

Maelisa Kennedy	VOYPIC
Maria McCafferty	Star Neighbourhood
Caroline Rutherford	Extern/AEP Forum
Jim Girvan	Blackie River Community Group (today's meeting chair)
Craig Carlisle	Belfast Boys Model
Harry Bradley	Youth Justice Agency
Alison Templeton	New Life Counselling
Marguerite McConvey	HYPE Team BHSCT
Carolyn Stewart	Mencap
Jenny Carson	Belfast City Council
Karen Burns	BHSCT
Katrina Newell	Ashton Community Trust
Paul Roberts	Inner North NRP
Christine McKeown	Aston Community Trust
Catherine Magennis	Family Nurse Partnership
Gabi Mornhinweg	BHSCT
Manus Maguire	CCRF and Crumlin/Ardoyne NRP
Una Casey	CYPSP
Anne Hardy	CYPSP
Gerry Largey	BHSCT

Apologies:

Justine Brown	North Belfast Area Partnership
John McCrory	North Belfast Area Partnership
Caroline Milligan	Glenbrook Surestart
Jonny Lamberton	First Step Centre
Roisin McGrann	Early Years Organisation

1: Welcome, Introductions and Apologies:

Jim Girvan welcomed everyone to the meeting and explained that he would be chairing the meeting today until a chair was appointed. A round of introductions took place. Apologies noted as above.

Una tabled hand-outs of the presentations given at the two previous information events (see attached) Jim gave an overview of the Belfast Outcomes Group and its purpose. He talked about the 6 high level outcomes and the structures of the CYPSP. Jim explained that there were 4 places on the Belfast Outcomes Group for the community sector which are going to be reviewed in January and advised that if any community representatives were interesting in applying to be on the outcomes group representing North Belfast he will get further details. Jim also explained that the Belfast Outcomes Group is also carrying out that integrated planning and commissioning. The Outcomes Group is also reviewing their action plan. Anne highlighted that this was good timing for the North Belfast LPG to start action planning and to raise any issues to be included in the Belfast Outcomes Group action plan.

Jim also explained some of the achievements to date which includes the commissioning of family support funding for the three priorities identified through their action plan

A discussion took place about the CYPSP monitoring reports and the use of statistics in the planning process. It was agreed that it would be useful for the LPG to examine the statistics available for the area and look at trends in the data with the help of Valerie Maxwell the Information Manager for CYPSP. The information is available on the CYPSP website as an interactive map.

2. Review of the Notes from Previous Information Meetings

Jim reviewed the notes from the information meeting which was held on 2nd May 2013 (see attached). A discussion took place about the connections with Neighbourhood Renewal Partnerships.

3. Terms of Reference.

Una tabled a copy of the terms of reference for Locality Planning Groups these can be found in the CYPSP Children and Young People's Plan 2011-2014. The terms of reference include points about the development, locality planning process, role, purpose, continuity, framework, monitoring, and representation. Anne highlighted that the CYPSP will be carrying out a review of all terms of reference within the structure.

4. Roles and Responsibilities of Locality Planning Group Members

A paper laying out the roles and responsibilities of a Locality Planning Group member was tabled (See attached). This highlighted what members can expect as a member, the responsibilities and a set of working principles.

5. Roles and responsibilities of a Locality Planning Group Chair and process for the selection of a chair for the North Belfast LGP

A paper explaining the role of a Locality Planning Group Chair was also tabled (see attached). Una highlighted that her role as interim Locality Development Officer for Belfast was to support and assist the locality group chairs in their role.

A discussion took place about the best way to select a chair. It was agreed that an interim chair would be selected to chair for 3 to 4 months until the group becomes more familiar with each other and the work of the group. Katrina Newell will be the interim chair.

Action: Katrina to meet with Una and Jim

6. Family Support Database

Anne explained some of the uses of the family support database www.familysupportni.gov.uk. Anne encouraged members to have a look on the website and if their services weren't already on the website it would be beneficial to get their information added to it.

7. Date of Future Meetings

Tuesday 14 January at 10am in McSweeney Centre

Tuesday 11 February at 10am McSweeney Centre

Tuesday 11 March at 10am McSweeney Centre