

Notes of Ards and North Down Locality Planning Group

Meeting on – 7th December 2016 at 10.00am

Venue – YMCA Bangor, 10-12 High Street, Bangor

Present: Julie Bickerstaff (Barnardo’s), Stuart Buchanan (YMCA), Linda McConnell (SE Trust), Kelvin Doherty (Youth Justice Agency), Lisa McClay (YMCA), Kathie Corrigan (Barnardo’s), Stephanie Thompson (HSCB), Cathy Polley (Ards Community Network), Ralston Perera (SE Trust), Jim Dunbar (Education Authority), Kirsty Menagh (Peninsula Healthy Living), Stephen Archibald (Ards and North Down BC), Desy Clayton (Kilcooley Community Forum), Dee Stitt (Kilcooley Community Forum/Charter NI), Jacqui Adair (Bangor Surestart) and Joyce Ross (Homestart Ards, Peninsula and Comber).

Apologies: Hugo Kelly (PSNI), Frances McCormick (CDRN), Julie Kilpatrick (SE Trust), Claire Marie Dickson (DHSSPS/EITP), Pete Wray (Alternatives), Joanne Neil (Bryson Care), Sheila Bailie (Peninsula Healthy Living), Debbie McKinney (Ards and Nth Down BC), Joanne Garrett (SE Trust,), Louise Wallace (Homestart North Down, Dawn Thompson (Bryson Care), Louise Little (Nth Down Comm Network),

Agenda Item	Brief Description	Action
1. Welcome and Introductions	Cathy Polley opened the meeting. She commented on the rationalisation of organisational attendance, where now we have more or less single person representation from partner organisations. A change was noted to the agenda, which should have included “Down” in the Ards and North Down title.	
2. Apologies	Noted as above	
3. Notes of the 7 th Dec meeting and nay matters arising	The notes of the 25 th were accepted as accurate. Any matters arising to be covered as part of the substantive agenda.	
4. Revised Terms of Reference	The revised document was tabled. This had been expanded to include more detail on how partners will work together and conduct themselves as part of this group. CP welcomed the inclusion of the Principles of Conduct in Public Office. Jim Dunbar asked that the Education Authority be shown instead of Education and Library Board. It was agreed	RP to amend ToR to include Education Authority

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	by all that they would be reviewed in a year, to ensure they were still fit for purpose.	
5. Chairing Arrangements and roles and responsibilities of the chair	<p>RP advised as there were no nominations to chair the group received following the last meeting in Oct and CP would continue to chair the group. This would be reviewed next year. CP asked for volunteers for the position of vice chair. Jacqui Adair (JA) provisionally suggested Bryson, but would have to check with Dawn to make sure she had capacity to undertake this.</p> <p>RP referred to the document setting out the roles and responsibilities of the chair of a locality planning group, which was asked to be prepared at the last meeting.</p>	
6. Feedback on Kilcooley Action Plans	<p>Joanne Garret was due to feedback on these, but unfortunately had to offer apologies, so this was deferred to the next meeting. Fortuitously, Desy Clayton (DC) and Dee Stitt (DS), who both sit on the Kilcooley Education and Neighbourhood Renewal Groups, provided a brief overview of activity and progress. This included updates on the Couch to 5K initiative, Young People's Health Project, The Allotments Project and the Men's over 50's health project. There was really good feedback on the 'Unblocking Potential' project that supports local young people access 3rd level education and is currently supporting its second cohort of participants.</p>	JG to feedback on Kilcooley Action Plans
7. Next Steps	<p>CP opened the discussion on what were the next steps for the group. After some debate it was agreed that more detailed feedback on the Kilcooley Action Plans was required and this would be provided at the next meeting.</p> <p>The problem of understanding what the issues for the locality were was raised. It was agreed that a brief analysis and overview of the data on the CYPSP website of the area would be carried out at the next meeting. This would then lend itself to aid the identification of priorities for the group to take forward. This</p>	<p>Action under item 6</p> <p>ST to provide data and lead the group</p>

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	<p>may well lead to further in-depth training on the use of the CYPSP website and support from CYPSP/HSCB to go through the Outcomes Based Accountability process to identify priorities. Stephanie Thompson (ST) undertook to provide some comparative data on the area v SE Trust and walk through this. ST also advised that there was information that could be provided on LPG best practice. It was also requested that we have some input from other LPG's to help frame where we are and the journey we still need to make.</p> <p>There was a discussion on the development of a profile of the area and it was requested that that a mapping of services be undertaken to ascertain what is on offer. Julie Bickerstaff (JB) advised that this was being commenced and either Mable Scullion (MS) or she would update at the next meeting. Linked to this ,RP mentioned that he would draw together a draft specification for commissioning an external agency to conduct an needs assessment for the area, to be brought to the next meeting for review and discussion.</p> <p>The final discussion concerned how the priorities that are ultimately identified for the area link to the higher level priorities for the SE Outcomes Board. ST and Lisa McClay (LMcC) advised that the Outcomes Board for SE will be having a planning day on the 27th Jan to firm up priorities. Just need clarity on if we link in with this and seek to deliver what they identify or some alternative arrangement.</p>	<p>through this</p> <p>ST to gather LPG best practice info and disseminate</p> <p>ST to invite chair of another LPG to input at our meeting</p> <p>Mapping of service update to be delivered by JB or MS at next meeting</p> <p>RP to prepare draft spec for commissioning a needs assessment for the area.</p>
8. Networking/Partner Updates	There followed a brief run though by all partners of the organisations they worked for and the current things they were involved within the in the area.	
9. AOB	LMcC advised re the consultation on Ards and North Down Community Plan and to watch out for the opportunity to input into this.	
10. Dates and venues for future meetings	It was agreed that the next meeting of the group will be on 23rd Jan 2017 @ 10.00am	

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	<p><u>in Ards Comm Network</u></p> <p>Dates of meetings for 2017 are,</p> <p>2nd Mar 2017 @ 10.00am – HUB Bangor 26th Apr 2017 @ 10.00am - Ards CN 8th June 2017 @ 10.00am – YMCA Bangor 7th Sept 2017 @ 10.00am – Ards CN 25th Oct 2017 @ 10.00am – YMCA Bangor 7th Dec 2017 @ 10.00am – Ards CN</p>	