

Notes of Down Locality Planning Group

Meeting on – 6th September 2017 at 10.00am

Venue – Main Hall, Ballymote Community Centre, Downpatrick

Present: Lisa McCloy (YMCA), Ralston Perera (SE Trust), Mal O’Hare (SE Trust), Dorothy McMullan (Homestart Down), Danielle McCarry (CDRCN), Jenny Lavery (CDRCN), Anne Marie Mulholland (Early Years), Stephanie Thompson (HSCB/CYPSP), Orla Watt (Parent Action), Stephen Glass (Lecale Learning Community, Alannah Brown (Surestart Down), Kyle Duncan (Autism NI) and Avril Annett (Parent Action)

Apologies: Helen Brown (Bryson), Sheila Simons (SE Trust), Helen Leigh (SE Trust), Nicholas McCrickard (CDRCN), Pauline McMullan (YMCA), David Patterson (NMDDC), Aisling Rennick (NMDDC) and Katrina Hynds (NMDDC)

In attendance: Dr. Anne McKeever (SE Trust)

Agenda Item	Brief Description	Action
1. Welcome and Introductions	RP welcomed all to the meeting and advised that there would be presentation by Dr. A McKeever on the Talk Boost Programme.	
2. Apologies	Notes as above	
3. Notes of the 5 th July 2017 Meeting and any matters arising	Notes agreed, no matters arising	
4. Presentation by Dr. Anne McKeever on the Talk Boost Programme in Downpatrick	<p>RP introduced AMcK, who gave a presentation on the Talk Boost project being run in 4 primary schools in the area since 2012 with funding from the Dept. for Communities. She explained that the work involves training teachers and classroom assistants to use the programme resources to help those children that needed a little boost with language. The programme works with 3-4 children for 10 weeks and can help to improve reading/language by up to 18 months. AMcK advised that the resources required cost around £500 and once staff are trained (2 x ½ sessions), they are set to deliver and require minimal ongoing support.</p> <p>A number of questions were asked at the end of the talk.</p>	

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5. School Uniform Project – Feedback on Event	<p>RP advised that the project that took place over the summer was a success and there were some great outcomes and lots of learning including more use of social media to publicise, working closer with the schools to ensure message got out, using 1 venue only and having a plan for the leftover uniforms. DMcC/JL advised that undertaking the project had boosted the profile of CDRCN in the schools. AB advised that she had been able to donate all the unused shoes to a charity, which sends them to school children in Africa who are not allowed to attend school if they do not have any shoes.</p> <p>It was requested that the write be sent to the schools.</p>	Circulate report/write up to schools
6. Agreed Action Plan for 2017-2020 for information and noting	<p>RP advised that the Action Plan had been revised in respect of the comments and corrections made at the 5th July meeting. One area that was commented on was the lack of a Mission statement. OW very kindly offered to engage with parents and children and help to draft this.</p>	OW/Parent Action to assist with drafting of LPG mission statement
7. Reporting on Action Plan and Projects for 17/18	<p>RP raised this to let colleagues know that the Action Plan was an organic document that would adapt, refine and change over the course of the next three years. It was agreed that in reality, all the items listed would be difficult to achieve and that there would be a slimming down of the plan, as it was only feasible to achieve maybe 2-4 projects/pieces of work per year.</p>	
8. Self-Audit – LPG Standards and Principles	<p>A workshop session followed with the members looking at the LPG Standards and Principles undertaking a self-audit. Results to be shared at the next meeting.</p>	
9. AOB	<p>RP made the offer of free brief intervention training for smoking cessation,. With members to contact him if they or their organisations are interested.</p> <p>OW/AA raised the issue that had come up in</p>	

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	the audit of if there had been any mapping of services for the area. RP advised that something had been undertaken in 2014, but was very much from the statutory perspective. This would be shared with partners.	RP to circulate copy of service mapping document for Down
10. Dates and venues of future meetings	<p>Next meeting to take place 17th October 2017 at 10.00 Ballymote</p> <p><u>Future Meetings</u> 6th December 2017 at 10.00 Ballymote</p>	