

**CYPSP Down Locality Planning Group**

**14 June 2018, Ballymote Community Centre, Downpatrick**

**Minutes**

**Present:** Karen Otley (SE Trust), Stephanie Thompson (HSCB/CYPSP), Helen Brown (Bryson), Stephen Glass (Lecale Learning Community), Orla Watt (Parent Action), Pauline McMullan (YMCA), Emma O'Neill (Action for Children), Megan McConaghy (Early Years), Tracy Brownlee (Extern), Sam Ballard (PSNI), Priscilla McAlinden (NMDDC), Jade Leckey (Parent Action), Colleen Morrison (NMDDC), Lynsey Lloyd (EA Youth Service), Louise Kearney (Action for Children)

**Apologies:** Noelle Hollywood SE Trust), Lisa McCloy (YMCA), Ralston Perera (SE Trust), Danielle McCarry (CDRCN), Jenny Laverty (CDRCN), Kyle Duncan (Autism NI), Catriona Cullen (Youth Justice Agency) and Neil McGivern (Education Authority), Mal O'Hare (SE Trust), Helen Leigh (SE Trust), Michaela Murray (Youth Justice Agency), Katrina Hynds (NMDDC), Maria Kelly (Down Sure Start)

<b>Agenda Item</b>	<b>Brief Description</b>	<b>Action</b>
<b>1. Welcome and Introductions</b>	Stephanie Thompson chaired in the meeting in Ralston Perera and Noelle Hollywood's absence. Members were welcomed to the meeting. Stephanie welcomed the new members who have recently joined the group.	
<b>2. Apologies</b>	Noted as above	
<b>3. Notes of the 22 Feb 2018 Meeting &amp; Matters Arising</b>	<p><b><u>Autism NI Family Fun Day</u></b></p> <p>Stephanie Thompson and Orla Watt fed back on the success of the family fun day that took place in April 2018 in Lisburn Leisureplex. Over 800 families attended the event along with 16 organisations who hosted information stands.</p> <p>Following a short evaluation Stephanie noted that the following areas of work were recommended by staff and families;</p> <ul style="list-style-type: none"> <li>• Autism awareness training for staff</li> <li>• Awareness of summer programmes for children with autism</li> <li>• Highlight the local support services for</li> </ul>	

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	<p>families across local areas Stephanie and Orla referred to the additional needs subgroup who are taking forward this work – see item 6 on the agenda.</p> <p><b><u>SE Partnerships Conference Feedback</u></b> Stephanie shared the South Eastern Partnerships Conference Report Card with members during the meeting. It was highlighted that over 90 people attended the conference representing over 7 sectors. Following the conference a number of actions are being taken forward by the SE Outcomes Group. Stephanie queried with members if there would be an appetite to host a resilience (ace) practitioner session locally in the Down Sector as this was one of the actions stemming from the conference. Members agreed it would be helpful for the 5 minute animation to be shared at the next meeting before agreeing to run a wider event but that it would be helpful for agencies around the table and working across the Down sector.</p> <p><b><u>Needs Analysis Work</u></b> It was noted that a tender was in preparation for this research project and a planning committee has been established but are yet to meet. Pauline McMullan queried the position of the research project and it was agreed that Stephanie would find out if the tender has been sent out. It is anticipated that the awarded body can be identified at the next meeting.</p> <p><b><u>Family Support Hubs</u></b> Karen Otley noted that there has been an increase in the referrals to the family support hub in the Down Sector. This is particularly for support for children aged 5-10years experiencing emotional behavioral difficulties and anxiety among older children and young people. Members asked if services were able to meet the capacity of the hubs and Karen agreed.</p>	<p><b>Noelle Hollywood</b> 5 minute ACE Resilience Film to be shared at the next LPG in September</p> <p><b>Stephanie Thompson</b> Ask SEHSCT for update and share at next meeting</p>
<p><b>4. Down Directory of Services Update</b></p>	<p>Stephanie reminded members that Noelle Hollywood is working on the Down Family</p>	<p><b>All members to send inputs to</b></p>

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	<p>Support Directory of Services. All members have been asked to submit their service inputs by the end of June 2018/ Noelle will be proceeding with this piece of work in August. This will be followed by a launch event in September/ October time.</p> <p>Pauline McMullan suggested that the Directory could be launched at the same time as the Down Sector Research report. Members agreed with this idea and will be pending the date of the research completion.</p>	<p><b>Noelle Hollywood</b></p> <p><b>Noelle Hollywood:</b> Draft Directory to be circulated to members to review and sign off before print</p>
<p><b>5. Back to School Uniform Project Update</b></p>	<p>The Back to School Uniform Project has been developed across Downpatrick, Castlewellan/Newcastle and Ballynahinch. Stephanie provided a brief overview of the ethos of the programme. Project updates were provided by leads in each of the three areas. All flyers have been developed and circulated in paper and electronically to schools, local community spaces and members of the locality group. Stephanie also noted that CYPSP have posted the flyers on twitter and facebook and tagged most of the schools across the three areas.</p> <p>The Castlewellan/Newcastle Back to School Fair will feature a pop up play session hosted by NMDDC for National Day of Play on 1 August. The Ballynahinch Back to School Fair will host a healthy eating stand and promote local services during the fair</p> <p>All members were asked if they had capacity to come down and support any of the back to school events either in the morning or afternoon sessions. Details were highlighted on the flyers during the meeting. Emma O'Neill offered the support of Action for Children and will discuss with Stephanie and Noelle who will be attending each event.</p> <p>NMDDC were thanked for their contribution of 75 swim passes per each of the three back to school fair. The Castlewellan/Newcastle was also able to offer 5 Tropicana swim passes for families. These will be placed randomly within uniform items at the event for families. There was a lengthy discussion about the</p>	<p><b>Emma O'Neill</b> to confirm staff to support the back to school fairs</p>

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	<p>best way they should be distributed during the fairs. Members agreed that we will hold 37 swim passes for each morning session and 37 swim passes for each afternoon sessions.</p> <p>The evaluation, swim passes and EA uniform allowance grant flyer will be given out at each of the three events.</p>	
<p><b>6. Additional Needs Subgroup Update</b></p>	<p><b><u>Action Plan</u></b>  Stephanie shared the additional needs action plan with the Down LPG members. A few areas of work were highlighted that are being taken forward by the subgroup. It was agreed that year 1 and 2 for this subgroup will focus on the mental health of children with Autism/ADHD and their families.  Orla Watt highlighted the role of Parent Action, Mencap and Autism NI as an advisory advocacy role to their parent support groups. These agencies will feed emerging needs from the parent support groups to the additional needs subgroup locally.  Stephanie referenced the Incredible Years Autism training that was circulated to members. Unfortunately no one was able to apply on this occasion but Stephanie will liaise with Mal O’Hare and Joanne Garrett in SEHSCT re those who complete the training in September/October 2018.</p> <p><b><u>Summer Programmes</u></b>  Following the Autism NI family fun day it was agreed that we would try to populate the activities and programmes taking place across the Down Sector for all children particularly for children with Autism. Stephanie noted that the subgroup is working on a summer programme guide for the area.  Orla Watt queried if there was capacity to include information on parent support groups also. This was agreed.  Members have been asked to send through any information about their programmes for children and parent support group details through to Stephanie and Noelle before the end of June 2018.</p>	<p><b>Members to send summer programme input to Stephanie and Noelle before 22 June 2018</b></p>

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	<p>There was a brief discussion about the Barnardos Play for All programme that was being run within councils for families. This programme was being led by Siobhan Slavin. Members suggested that this programme is no longer being run and was leaving a large gap in current provision.</p> <p>Stephanie has said she will speak to PHA where Siobhan Slavin is now based and Paul Millar from Barnardos re the status of this programme locally and share an update with members.</p>	<p><b>Stephanie Thompson to speak to PHA and Barnardos re Play for All programme in Down locality</b></p>
<p><b>7. Lecale Learning Community – School Needs Assessment</b></p>	<p>Stephanie Thompson and Stephen Glass reflected on their recent presentation to the Lecale Learning Community of Post Primary Schools. Stephen mentioned that this was an extension of the typical principal meetings and included the pastoral care staff and vice principals. During the session a schools needs assessment was completed with all 8 schools represented on the forum.</p> <p>Stephanie noted a fantastic response from all schools and that there are some topics of practical support that could be addressed through the LPG.</p> <p>Stephanie and Stephen will work through this information and present a plan for the way forward at the next meeting in September</p>	<p><b>Stephanie Thompson and Stephen Glass to present the schools needs assessment finding and options for moving forward in September</b></p>
<p><b>8. Chairing Arrangements</b></p>	<p>Deferred to the next meeting</p>	
<p><b>9. AOB</b></p>	<p><b><u>Action for Children Beating the Blues Programme</u></b></p> <p>Emma O’Neill, Action for Children mentioned during the meeting that they are delivering the Beating the Blues programme in 4 schools across the Down Sector for children with anxiety/low level depression. The programme is a group based support and children are required to complete an assessment before joining the programme to ensure those most in need of receiving the programme.</p> <p>An induction session is offered to young people eligible to join the programme. Emma</p>	<p><b>Emma O’Neill to meet with</b></p>

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	<p>has agreed to liaise with the DEA coordinators re linking the young people up with a drama production following the programme. There was a discussion about what is next for the young people at the end of the 8 week programme.</p> <p>Lynsey Lloyd from the EA Youth Service referenced the programmes they are currently running on social skills, relationships and friendships that could be promoted with the young people on the programme. Stephanie has suggested that AfC link up with the EA Youth Service and DEA coordinators to scope the onward signposting for this cohort of young people.</p> <p>A further two schools can potentially sign up for this programme. Emma suggested a community based pilot programme could be considered if all schools do not engage.</p> <p>Emma O'Neill thanked the chair for welcoming her to join the locality planning group and highlighted a number of issues stemming from her current school engagement through this programme including LGBT, young carers, self/harm and suicide and parental mental health illness. Stephanie noted this was very reflected of the recent school needs assessment that was completed with the 8 Lecale schools.</p> <p>Karen Otley queried if referrals of post primary school aged children from the locality could be supported through the Beating the Blues Programme. Emma will liaise with Karen re this.</p> <p><b><u>Parent Action Participatory Budgeting Project</u></b></p> <p>Orla Watt briefly mentioned that Parents Action were awarded a place on the Participatory Budgeting training and will work in partnership with NMDDC to deliver this. Stephanie has asked Orla to present on this project at the next Additional Needs Subgroup meeting and to consider the Down LPG and subgroup for support/panel representation.</p>	<p>Priscilla McAlinden to scope</p> <p><b>Emma O'Neill</b> to liaise with Lynsey Lloyd re social programmes for young people</p> <p><b>Orla Watt to present on the PB project at next additional needs subgroup meeting</b></p>

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	<p><b><u>Make the Call Service</u></b>  The Make the Call Service flyer was shared among members of the locality group. Members were asked to promote this service across their networks and with families they work with. Pauline McMullan reflected on the presentation shared at the South Eastern Outcomes Group. It was highlighted that whilst the service is open for referrals and calls from the community/voluntary sector the DfC are keen to link through social services in first instance.</p> <p><b><u>SIF Project Update</u></b>  Pauline McMullan provided a final update on the SIF programme. It is due to finish at the end of June 2018. Pauline noted agencies are scoping opportunities to continue programmes at a much lower capacity.</p> <ol style="list-style-type: none"> <li>1. <b>Incredible Years</b> – scoping opportunities for early years and homestart to take forward</li> <li>2. <b>MAP</b> – Lisburn YMCA are hoping to continue this programme a reduced capacity</li> <li>3. <b>PWP</b> – No longer accepting referrals. Training will be available in September / October time for agencies who have been delivering the programme or similar family support programmes through the FS hubs.</li> </ol>	
<p><b>11. Date and venue of next meetings</b></p>	<ul style="list-style-type: none"> <li>• <b>13 September 2018 from 10am</b></li> <li>• <b>29 November 2018 from 10am</b></li> </ul> <p>All meetings will take place in the Ballymote Centre, Downpatrick</p>	