



MINUTES OF THE COMMUNITY PLANNING STRATEGIC PARTNERSHIP (CPSP) MEETING  
HELD ONLINE VIA ZOOM ON TUESDAY 30 JUNE 2020 AT 2.05 PM

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PRESENT: Roger Wilson, Armagh City, Banbridge and Craigavon Borough Council (Chair)

Councillors  
Julie Flaherty  
Thomas Larkham  
Tim McClelland

|                    |              |                        |
|--------------------|--------------|------------------------|
| OFFICIAL PARTNERS: | BPA          | Adrian Farrell         |
|                    | CVSP         | Geraldine Lawless      |
|                    | CVSP         | Gilbert Lee            |
|                    | CCMS         | Majella Corrigan       |
|                    | DfC          | Nichola Creagh         |
|                    | EA           | Ruth Bell (Vice-Chair) |
|                    | HSCB         | Louise McMahon         |
|                    | Invest NI    | Ethna McNamee          |
|                    | Libraries NI | Adrienne Adair         |
|                    | NIHE         | Catherine McFarland    |
|                    | NIFRS        | Dermot Rooney          |
|                    | PHA          | Colette Rogers         |
|                    | SHSCT        | Paul Morgan            |
|                    | Sport NI     | Willie Devlin          |
|                    | SRC          | Catriona Regan         |

|            |            |                                  |
|------------|------------|----------------------------------|
| APOLOGIES: | CCMS       | Gillian McGrath                  |
|            | PSNI       | Chief Inspector Clare McClelland |
|            | SRC        | Keith Kilpatrick                 |
|            | Tourism NI | Martin Graham                    |

Armagh City, Banbridge and Craigavon Borough Council

Councillor Peter Lavery  
Councillor Garath Keating

Mark Parkinson, Strategic Director (People)  
Sharon O’Gorman, Strategic Director (Position)

IN ATTENDANCE: Olga Murtagh, Strategic Director (Place)  
Sharon McNicholl, Strategic Director (Performance)  
Elaine Gillespie, Head of Department: Community Planning  
Jennie Dunlop, Community and Strategic Planning Manager  
Michelle Markey, Community Planning Officer  
Patricia McParland, Democratic Services Officer

## **1. WELCOME AND APOLOGIES**

### **1.1 Welcome**

The Chair (Roger Wilson) welcomed everyone to the tenth meeting of the partnership and he thanked attendees for accommodating the date change and the move to Zoom forum due to the ongoing impact of Covid-19.

He advised attendees of the Zoom etiquette and welcomed a number of new members to the partnership including Councillor Tim McClelland who had replaced Councillor Paul Greenfield, Dermot Rooney from NIFRS who had replaced Eddie Carroll following his recent retirement and Geraldine Lawless who had replaced John McGuinness as the acting Chair of the Community and Voluntary Sector Panel following his recent retirement. He further welcomed Catriona Regan SRC and Majella Corrigan CCMS to their first CPSP meeting.

**NOTED.**

### **1.2 Apologies**

**NOTED:** apologies were received and accepted from Gillian McGrath CCMS, Chief Inspector Clare McClelland PSNI, Keith Kilpatrick SRC, Martin Graham Tourism NI, Councillor Garath Keating, Councillor Peter Lavery, Mark Parkinson Strategic Director (People) and Sharon O’Gorman Strategic Director (Position), Armagh City, Banbridge and Craigavon Borough Council.

## **2. MINUTES FROM PREVIOUS MEETING**

### **2.1 Approve Minutes from Previous Meeting on 14 January 2020**

Minutes of the Community Planning Strategic Partnership (CPSP) meeting on 14 January 2020.

**AGREED:** that the Minutes of the Community Planning Strategic Partnership (CPSP) meeting on 14 January 2020 having been previously circulated be confirmed and signed off as a correct record.

## **3. COVID RESPONSE CHECK IN**

The Chair (Roger Wilson) explained that each partner had a two-minute slot to share their experience of Covid and plans for recovery.

### **Roger Wilson – Council Response**

The Chair (Roger Wilson) explained that Council’s key priority during the response stage was to keep staff safe whilst continuing to deliver core services. This involved stripping back to ensure that essential services like refuse collection, registration of deaths and cemetery services continued. He explained that a huge amount of cross-departmental and cross-Council work had taken place in dealing with the initial response and he thanked everyone involved for all their hard work. He gave the example of the food parcel scheme where Council had worked with partners in Health, DfC and other agencies which demonstrated people stepping up to the mark very quickly and making a huge impact at a local level. As Council moved into the recovery stage, this was likely to be even more challenging partly due to the fast pace of changes announced by central government, sometimes with a short lead in time. He added that the pandemic had led to a shortfall of approximately £10 million in the

Council budget for the current financial year and whilst support had been provided by DfC and the Department of Finance of approximately £2 million, there remained a substantial gap.

**NOTED.**

### **Colette Rogers – PHA**

Colette Rogers began by explaining that the PHA was extremely busy since the end of March as the Emergency Operating Centre (EOC) was set up through the PHA. A large number of Health Improvement staff had been redeployed to support with initial contact tracing, this was now being provided centrally by PHA so Health Improvement staff were returning to their roles. She continued that the Health Improvement division of PHA commissioned a large amount of services across the region and they had carried out a piece of work in relation to capacity and demand with all their contract providers including Councils, Community Voluntary Sector and Trusts. There were over 500 contracts and PHA had agreed to work with contract holders as they were aware that parts of the services could not be delivered because of the restrictions of Covid-19. They were working with partners to see if they could repurpose some of the work so that it was more in line with supporting the efforts of local hubs, Councils and Trusts. It was hoped that the impact of this had been felt at a local level. As PHA moved to the recovery phase the main priorities were around emotional wellbeing, mental health, addiction services, social isolation and health inequalities. There were emerging inequalities as a result of the pandemic and a lot of work would have to be concentrated in these areas. She concluded that two key members of staff had recently been recruited, Interim Chief Executive Olive Macleod and Director of Public Health Hugo Van Woerden. A lot of collaborative working would be required going forward.

**NOTED.**

### **Louise McMahon – HSCB**

Louise McMahon advised that HSCB and PHA were the Silver Command, with Gold being the Department of Health and Bronze being the Trust. All staff had been sent home with the exception of the Senior Management Team which worked closely with the EOC and Trusts. She explained that everything changed overnight with Trusts having to completely reorganise everything that they did, redeploying staff into different roles. Whilst issues were anticipated as far as possible, there were many emerging matters which had to be dealt with quickly for example testing, PPE etc. She acknowledged the vital role carried out by Councils and partnerships in sustaining people at home, especially those who were shielding, with food deliveries. She also highlighted the Community and Voluntary Sector which worked with integrated care colleagues in helping with delivery of medicines. These were essential services and going forward it was important that they were maintained. The next phase involved trying to reset and recover all the services which could not be delivered during the pandemic for example surgeries, screening etc. The Department of Health had established a new structure which included rapid decision making to retain the agility in changing health services whilst keeping everyone working together moving forward. It was anticipated that things would look very different in the future as infection control and social distancing measures needed to be retained, for example with more people working from home, more health services being delivered virtually. She explained that GPs had moved to conducting approximately 80% of consultations by telephone, stating that consideration needed to be given to whether this could continue as the virus had not gone away. She highlighted that she had also worked with SOLACE when specific issues had been discussed including the setting up of the contract tracing service which needed to happen on an ongoing basis and which involved Environmental Health Officers from various Councils. She concluded that a lot of learning about partnership working had taken place and it was important that this was highlighted and retained for the future.

**NOTED.**

### **Paul Morgan – SHSCT**

Paul Morgan explained that the Trust had undergone substantial restructuring in terms of the delivery of services due to the need for social distancing and use of PPE which involved some being delivered virtually. The Trust had completed a three-month plan which had been submitted to the Department and which focussed on restarting of services, rebuilding, learning from Covid and looking at how things could have been done differently going forward. He highlighted the collaborative working across the Community Voluntary Sector and statutory agencies, specifically work that the Trust had done with Councils through Gerard Rocks' department and young people in the Staying Connected service which had been set up. He felt that elements of this needed to be retained as we moved through Covid over the next 18 months to 2 years. He referred to the challenges moving forward and pointed out that the pandemic situation had compounded the inequalities in society particularly in relation to welfare reform and poverty. There needed to be a collective response in trying to support families affected. He was also concerned about the most vulnerable groups including BAME, Older People, Disabled and Carers.

The Chair (Roger Wilson) thanked all three Health Partners for their updates and for the work which had been done during the last number of months. He referred to the three-month plan outlined by Paul Morgan and asked if this was publicly available and could be shared. Paul Morgan explained that it had gone to the Department to be scrutinised, following which a public facing document would be produced.

**NOTED.**

### **Nichola Creagh DfC**

Nichola Creagh explained that the majority of the Department's work had been in conjunction with colleagues from Health and Councils. The key elements were in relation to food and the access to food scheme, volunteering, community, voluntary and charity support. It was hoped that moving forward the key learning point would be the importance of partnership working and the need to retain some elements that had been learnt during the last three months. The focus now was on what could be done in the future and she agreed with Paul Morgan that the food scheme had highlighted inequalities in society. She pointed out that 76% of the people who received food parcels were in economic need and did not primarily have any health issues. Therefore, the Department's focus needed to be on how it dealt with that issue going forward through working together on forums like this. Particular focus was being given to the next 9 to 12 months.

**NOTED.**

### **Geraldine Lawless – CVSP**

Geraldine Lawless highlighted that the partnership had worked closely during the last few months with many meetings having been held. She had been involved in buying and delivering food for those in need as well as linking in with foodbanks. Surveys had also been carried out and she would provide information in relation to the results of these later in the meeting. She agreed with previous speakers that partnership working was needed moving forward and she commended the work that had already been done.

**NOTED.**

### **Adrienne Adair – Libraries NI**

Adrienne Adair began by explaining that Libraries had closed on 20 March 2020 and since then had been offering access to E-services, magazines, books and worldwide newspapers. They had welcomed over 9000 new members, many of whom may never have been a member of the physical library. They had also been able to provide some of the services online which they would normally offer in libraries through E-programming. It was hoped that with government permission libraries would reopen in mid-July 2020, initially on a pilot basis with bigger facilities opening first to test social distancing measures. She highlighted that books had to be quarantined for 72 hours following use though this was changing in other countries so may be subject to review. It was hoped that all library buildings would reopen by the end of the summer. In addition, they were offering a book box to vulnerable people and those who were shielding, where books were delivered to their home. Another service was click and collect where people could collect books from their local libraries without going in. When libraries reopened, people would be able to browse but would not be permitted to sit in for any participative events.

**NOTED.**

### **Ruth Bell – Education Authority**

Ruth Bell explained that similar to previous speakers, everything changed for the Education Authority and the Department of Education on 20 March 2020 when emergency structures were employed and schools were closed. She highlighted that during this time schools had continued to work remotely with children, young people and families at very short notice. Then following a number of announcements by the Minister in relation to the placement of children of key workers and vulnerable children there was a requirement for collaborative working with the PHA in relation to guidance and use of PPE for schools. More recently they had moved to the Education Restart Programme and guidance was now available for mainstream and special schools with an anticipated return to school on 24 August 2020 for the majority of children. During the intervening period there had been issues relating to free school meals and payments to families and she explained that Youth Service had been very busy working through these. The Eat Well Live Well programme had also continued and Youth Service was also preparing for potential unrest during the summer period which often occurred. The Education Authority had worked with Health in relation to the placement of vulnerable children across all special schools and Trusts. She concluded that some good relationships had been forged and they wanted this to continue going forward.

**NOTED.**

### **Majella Corrigan – CCMS**

Majella Corrigan began by explaining that CCMS had faced similar challenges to those of the Education Authority with the sudden closure of the school system and a move to remote learning. There had been a varying approach across schools depending on technology and capacity but all had stepped up to the challenge. There had been partnership working across the education sector with cross-sectoral teams set up to support schools with each having a link officer which had proven very effective. As had been stated previously the majority of children were due to return to school on 24 August 2020 with the remainder following in September 2020. This would depend on capacity and there was quite a variance between schools. She added that guidance was being released constantly and whilst strategic guidance was available, operational guidance was still being worked on. It was hoped that by the time school leaders returned on 17 August 2020 there would be more guidance in place to support them. She added that there were challenges ahead in relation to the impact on young people's learning and their mental health and also issues around child protection.

Those who were disadvantaged were now even more disadvantaged and work needed to take place to address this.

**NOTED.**

### **Catriona Regan – SRC**

Catriona Regan advised that similar to previous speakers the SRC closed facilities on 20 March 2020 and moved to remote learning as far as possible. In relation to vocational learning there were a lot of young people who were unable to continue their studies. Moving forward, work had to be done in relation to predicted grades which was an incredibly complex process and involved waiting for guidance to be issued, then putting quality control systems in place to ensure fair grades. There were some schools for which it was not possible to give predicted grades and a restart process was planned for a small number of students in vocational skills which would enable completion of elements of their courses. Plans were being made for the new academic year with a model including a combination of higher level students who would attend the college part-time and use remote learning part-time. The younger students would be in attendance on a more permanent basis. The introduction of social distancing measures had created many challenges throughout the buildings and the college was in the process of purchasing 500 laptops which would allow increased online learning. There would be learning hubs within the college for young people who did not have access to laptops or internet connection at home. Focus was also being given to those who were about to become unemployed and work was ongoing with partners, funders and Council to develop a programme to reskill those people.

**NOTED.**

### **Willie Devlin – Sport NI**

Willie Devlin explained that whilst Sport NI was working across the whole sector, its first priority was to ensure the viability of governing bodies. This meant it was possible to bring forward some lottery monies which ensured that organisations were able to operate. Then there was a hardship fund which provided approximately £2000 to a number of sports clubs which helped them to continue operating, particularly those which were responsible for their own facilities. This work was continuing and almost £1 million had been paid out, to date. It was hoped to launch Phase 3 of the recovery programme during the summer which included a range of funding measures. He added that because so many issues were still unknown it was difficult to say what a recovery package would look like. He felt that capital infrastructure would not be a significant issue in the short term but maybe at a later stage. There was still a lot of work to do in assisting governing bodies to ensure that participants came back into a safe environment. Work would be needed around capacity and resilience building with governing bodies. He concluded that work was also beginning with Council Safety Officers and Sports Ground Safety Authority to look at the return of competitive sport potentially with spectators at a later stage.

**NOTED.**

### **Catherine McFarland – NIHE**

Catherine McFarland explained that the biggest issue that NIHE had to deal with was homelessness and ensuring that no one was sleeping on the streets. Also extremely important was ensuring that services continued to be delivered whilst staff and tenants were kept safe. There were approximately 20,000 vulnerable people in Northern Ireland and it was important that they were supported and kept safe during the pandemic. This involved ensuring that all providers received funding and making sure that IT was in place which guaranteed that Housing Benefit continued to be paid. There were 2200 members of staff who had been provided with equipment to work from home providing services. Another issue was the large number of contracts throughout Northern Ireland and consideration needed to be given to Procurement Guidance Notes (PGNs) in relation to ensuring suppliers were paid. Proper governance arrangements needed to be in place and they had to be effective. She added that NIHE was used to working in partnership with a number of agencies, particularly Health and Justice but she felt that Covid had highlighted the benefits of Community Planning and she hoped that this would be built upon. She remarked on the benefits of cross collaboration which had ensured that there were no homeless people sleeping on the streets.

**NOTED.**

### **Adrian Farrell – BPA**

Adrian Farrell began by explaining that it had been a very challenging time for him personally as his employer had continued to operate throughout the pandemic. Focus was now moving to future months as the economic effects began to be felt. However, he felt that the Business Partnership Alliance had done excellent work during this time he commended his colleagues in Armagh, Banbridge and Lurgan for everything they had done. He explained that a survey had been compiled and released with issues raised being followed up. He highlighted that more people in this area had completed the survey than in places like Belfast, Derry/Londonderry and Newry which was very pleasing. Issues raised included cash flow, finance, retaining customer confidence, health and safety of customers and staff, supply chains, dealing with loss of customers to online alternatives, compliance with social distancing guidelines. An action plan was being developed and he paid tribute to Council's Town Centre Management team for their assistance. He continued that going forward, focus would be given to the Shop Local campaign as businesses were keen to see promotion of this. He would like to see Council owned car parks continue to offer free parking for the remainder of the summer. Another issue which was highlighted in the surveys was having clean town centres and promotion of civic pride. He then referred to the challenges of reopening businesses and stated that work was ongoing with the hospitality industry ahead of its planned return on 6 July 2020. He concluded that lessons had been learnt during the 2008 economic downturn which were now being implemented. He added that it had been a difficult time for everyone but the importance of partnership working had been brought to the fore.

The Chair (Roger Wilson) remarked that Elected Members had also highlighted many of the issues raised and further discussion would take place in relation to these later in the meeting.

**NOTED.**

## **Ethna McNamee – Invest NI**

Ethna McNamee began by thanking all partners for their support during the last few months. She explained it had been a difficult time for Invest NI as the health crisis had become an economic crisis. Initially there had been a large number of universal government supports and through the Business Support team and Information Platform approximately 5000 calls had been handled during the first month compared with the usual 100 – 200 calls per week. Visits were made to businesses to see what the priorities were and what support was needed. She pointed out that Invest NI had been notified of approximately 3000 people in this borough who had been furloughed and there had been 530 redundancies reported. She added that across Northern Ireland there were 320,000 fewer people working than at the beginning of February 2020. Going forward it was expected that by Autumn, unemployment would have increased from 3% to 12% and young people were particularly badly effected as there were significantly fewer opportunities meaning that up to 20% of them may not have employment. Work was ongoing with companies which were considering their options in relation to skills, productivity, building resilience, leadership. There had been difficulties in relation to supply chains and transport logistics as well as HR and Invest NI had provided assistance in these areas.

**NOTED.**

## **Dermot Rooney – NIFRS**

Dermot Rooney explained that similar to other organisations NIFRS was now in the recovery phase and that initially the service had been stripped back to basics in terms of response with routine inspections and training suspended. Services were now beginning to return and he was pleased to say that the maximum number of staff who were off during the pandemic was 150. This had now reduced to approximately 95 people, some of whom were in the shielding category. A phased recovery was now under way and the silver structure had been stood down but would be kept in shadow form. Some opportunities which had been availed of related to the distribution of food parcels as NIFRS were able to identify people who were at risk which was a positive experience. The Prevention and Protection staff were carrying out home fire safety checks by telephone and engagement with businesses in relation to social distancing measures was also taking place. There remained a large number of staff working from home but overall the pandemic had not had a serious effect on the service and had provided an opportunity for learning for example in relation to video conferencing.

**NOTED.**

Geraldine Lawless pointed out that as a local trader and a member of the Chamber of Commerce she had been made aware of the issue of car parking charges as many people had to wait in their vehicles for extended periods of time for hair and beauty appointments. She asked if any assistance could be given in relation to free parking.

The Chair (Roger Wilson) explained that Council was responsible for Off-Street car parking only and had not reintroduced charges. Elected Members had been very clear that efforts needed to be made to help businesses as much as possible. He added that this was not the position in some other areas.

Councillor Flaherty thanked everyone for their updates and welcomed Catriona Regan to her first meeting of the partnership. As a member of the Chamber of Commerce, she was also concerned in relation to car parking charges as had been discussed at other meetings. She referred to a point raised by Adrian Farrell in relation to Council's Town Centre staff and commended the work done and she looked forward to welcoming BOB (Boost Our Borough) to Portadown soon. She highlighted that Members and Council Officers were proud of the town centres and she did not underestimate the work done in the last few months.

She remarked that the reopening of businesses was much more difficult than closing them down. She continued that she had been approached by a number of carers who were in a difficult position and she asked if anything could be done to help and perhaps get them involved in this forum. She specifically referred to those unpaid carers who looked after children with special educational needs. She suggested that she would speak to Officers following the meeting in relation to this.

Councillor McClelland highlighted that he was happy to be involved in this forum. He referred to Nichola Creagh's update, specifically the point in relation to 76% of people who received food parcels did so for economic rather than health reasons. He asked if this came as a surprise and going forward, if figures were correct, what the position would be for families during the Autumn months and moving into next year.

Nichola Creagh explained that like most information at the moment, statistics had been collected in an environment which was not ideal but generally speaking she was relatively confident in relation to the figure quoted. As stated they had shown that 76% of people receiving help were economically vulnerable and in fact the figure could be more than that as some people who were shielding may also be economically vulnerable. She continued that the figure was not surprising as they were aware of the level of problems that people had and these had been exacerbated by staff being furloughed and losing their jobs. She pointed out that for some people the reduction to 80% of their salary was substantial enough to put them into a crisis situation. Attention was now being given to how these issues could be met and as many were multifaceted it was not just about providing food. Moving forward, DfC had provided funding through FareShare which would help with foodbanks and Council had also been involved in this. Whilst this was an immediate response, a long term solution would be required going forward and she was keen to see what action the partnership could take moving forward.

The Chair (Roger Wilson) highlighted the good work done by Council's Head of Department: Community Development in dealing the issues mentioned.

Gilbert Lee remarked on a recent BBC World News story in relation to a new strain of 'flu which had been identified in China and had the potential to infect humans so he felt that it was likely that further pandemic situations could occur in future therefore he highlighted the importance of dealing effectively with the current issues.

Elaine Gillespie suggested some practical actions that could be carried out of discussions as we moved from a health to an economic crisis. She pointed out that Adrienne Adair and Jennie Dunlop would provide suggestions on how Community and Economic TAP teams could be brought together to look at how they could refocus work to look at supporting local communities and businesses. She encouraged members of the TAP teams to bring the conversation forward. She remarked on points raised in relation to town centres specifically regarding on-street car parking and whilst the partnership did not have responsibility for this she suggested that a letter could be sent on its behalf to the relevant Department to express concerns.

The Chair (Roger Wilson) highlighted that through discussions he had noted a number of themes including the importance of partnerships that had been formed and strengthened throughout the crisis. He highlighted the significance of ensuring that this continued going forward and pointed out that he had never before had access to so many senior officials across a range of organisations. He felt that many people were not aware of how much work was going on in the background and pointed out that it demonstrated Community Planning in action with organisations coming together and working across boundaries. These were pieces of work that needed to be captured and maintained. Going forward it was clear that there were massive challenges ahead both socially and economically and the partnership had an important role to play. He thanked everyone who had played their part in the immediate response and remarked that the virus had not gone away as was evident in parts

of England the Republic of Ireland in recent days. The next 18 to 24 months would be a difficult time for everyone.

**AGREED:** CPT write on behalf of the Partnership to Department for Infrastructure which had responsibilities for On–Street Car Parking to raise concerns expressed by traders.

#### **4. VERBAL REPORT FROM SUBCOMMITTEES**

##### **4.1 Leadership and Engagement**

Catherine McFarland explained that the Leadership and Engagement Sub-Committee was very engaged with good participation and attendance at meetings. She felt that Covid had highlighted the opportunities that Community Planning brought and these should continue. She thanked Jennie Dunlop for her support and explained that the Sub-Committee's key areas were Leadership and Community Engagement. The first priority was to develop the Shared Leadership Programme which may have to be delivered differently from initially planned but would provide the same benefits. It was important to continue the good work which had started with the Carnegie Trust. In relation to Engagement, it was planned to reconvene the Participatory Budgeting Working Group as the benefits of this were outstanding and provided significant awards for the community. She added that going forward it would be important to build on the work already done.

Louise McMahon endorsed the work done by the Sub-Committee members including Catherine McFarland, Jennie Dunlop and Gilbert Lee. She agreed that it was a very engaged group with a lot of work to do.

Paul Morgan recalled that he had brought a report to a previous meeting on Welfare Reform and Poverty and it had been agreed that he would set up a group to look at these issues. He had written to Council and Education Authority and he had approached Operational Directors in the Trust. He asked if Participatory Budgeting could be explored when the group was up and running.

In response, Catherine McFarland explained that Participatory Budgeting was about addressing issues in the community. She agreed that Welfare Reform had resulted in many issues so if there were projects which would benefit from Participatory Budgeting it would be worth looking at. It was important to get the positive message of Participatory Budgeting out into the community.

Paul Morgan added that it would be useful to have partners around the table and they could contribute to Participatory Budgeting which could then be given over to the community for use.

Catherine McFarland agreed, pointing out that Participatory Budgeting did not rely on large amounts of money but rather small amounts and she highlighted the importance of encouraging bodies to make a contribution. It was also important to ensure the benefits were well known and well publicised.

Gilbert Lee highlighted that he had been involved in the CVSP for two years and there had been many comments that there were too many meetings and not enough action. However, he felt that Participatory Budgeting had been the first project where CVSP could come in as equal partners and become fully involved. It was about the community telling what they would like to be done and was an excellent project with little or no cost. The last 12 weeks had demonstrated that communities had risen to the challenge of Covid and he felt they would also rise to the challenge of Participatory Budgeting.

The Chair (Roger Wilson) highlighted that there had been an interesting Presentation in relation to Participatory Budgeting at the meeting in January 2020 which demonstrated the power and benefits which it brought.

Catherine McFarland added that she had chaired a conference last year where the Participatory Budgeting element had been oversubscribed. She commended Louise O’Kane from Community Places on running an excellent session. She felt it was important to let people understand how the process worked.

The Chair (Roger Wilson) suggested that Paul Morgan and Catherine McFarland have a conversation outside of the meeting in relation to Participatory Budgeting to explore opportunities.

Elaine Gillespie reminded partners of the recommendations for approval. All were happy to approve these.

#### **AGREED:**

- to approve Leadership and Engagement Sub-Committee Terms of Reference.
- to approve the recommendations on ***Carnegie UK Trust Programme- Shared Leadership*** and ***Participatory Budgeting Project*** made by Leadership and Engagement Subcommittee as follows:

- **Carnegie UK Trust Programme - Shared Leadership**

- Shared leadership programmes for ABC community planning partnership to be redesigned for online delivery.
- CVSP to start with two or three online sessions on Covid response open to all panel members. Will re-engage panel members and inform design of shared leadership programme.
- Programmes for Statutory Leads and Action Coordinators – promotion end July/start August, programmes to start with co-design at the end of August and run Jan/Feb 2021.

It is unclear whether the Shared Leadership Event will be feasible. It is recommended that the CPT will work with subcommittee to choose the best option.

- **Participatory Budgeting Project.**

- PB Working Group to reconvene to redesign project in light of Coronavirus and subject to the availability of financial contributions from partners for the funding pool.
- Partners to be encouraged to make a financial contribution to the project, where possible. Examples of PB projects that have helped communities to come out of crisis have been circulated.

## **4.2 Better Outcomes**

Adrienne Adair explained that the Sub-Committee had held its first meeting at the beginning of June 2020 via Zoom which had been attended by Nichola Creagh, Geraldine Lawless, Jennie Dunlop, Elaine Gillespie, Sharon O’Gorman and herself. It had been a very positive meeting but it would be useful to bring some more members onto the Sub-Committee. They had agreed a quorum of three people and had amended terms of reference to reflect this and the need for more members and were asking for approval of these changes.

She reiterated previous comments in relation to the importance of Community Planning which brought everyone together, especially the most relevant partners. There had been a lot of discussion in relation to the Thematic Action Plans which had been tweaked to become more responsive to what was required. It had also become clear that community and economic recovery were interdependent and needed to be considered together. There had been a lot

of discussion around community and the out workings of Covid in relation to loneliness etc. and communities helping to rebuild the economy. She referred to discussions in relation to the reopening of libraries and the importance of getting people back into the high streets. The Sub-Committee felt strongly that the group which had been working together very closely during the Covid crisis should continue with a meeting in July 2020 to agree short term collaborative actions to aid recovery. There was the immediate response which got people up and running again, then there was the longer term, where emphasis needed to be given to the social and economic impacts of Covid and how everyone could recover building on the strengths that had been shown throughout the crisis. It was also felt that the Place Action Planning Grouping should be convened in August 2020 to agree the longer term approaches to recovery and renewal. Another action related to getting Community Plans embedded into the Corporate Plans of different organisations and having listened to discussions today she felt that was happening but it was important that it continued so that everyone was working together. She then referred to Communications explaining that a video had been produced which showed the impact of the first two years of the Community Plan. It was very well put together, however, there were some elements which needed to be edited out as they were not relevant at this time. The Community Planning team were going to finish and publish the video but for reference purposes only alongside the Statement of Progress from 2017 – 2019. There would be no communication plan in relation to the video. She asked for approval of the points raised and of the terms of reference.

Gilbert Lee noted that reference had been made to partners coming together with plans which he supported, however he asked if any consideration had been given to bringing together physical assets of the partners for example empty buildings.

Adrienne Adair explained that she also sat on the North Down and Ards CPSP and there was a group there which looked at buildings and capital developments.

The Chair (Roger Wilson) added that during the early days of the CPSP a team involving representatives from the estates departments of the various organisations had been looking at this and there was a proposal for a mixed development in Banbridge involving a number of organisations.

Elaine Gillespie highlighted that estates representatives came together previously as part of the Place TAP team and she would make sure that this matter was raised again at the next meeting in August 2020.

The Chair (Roger Wilson) outlined the challenges faced by the public sector in relation to the procedures around how the estate was handled. However, there was a willingness to find a repurposing for the properties in the future.

Elaine Gillespie reminded partners of the recommendations for approval. All were happy to approve these.

Adrienne Adair added that the Lurgan Library project would be completed by 10 July 2020 with reopening planned at the end of summer and she encouraged people from that area to visit.

**AGREED:**

- to approve Better Outcomes Sub-Committee Terms of Reference.
- to approve the recommendations on **Thematic Action Plans** and **Communications** made by by Better Outcomes Subcommittee.
- **Thematic Action Plans**
  - Community and economy recovery are interdependent and need to be considered together. Community Planning Team to convene a Community and Economy action planning grouping in July to agree short-term collaborative actions to aid recovery.

- A Place action planning grouping to be convened in August to agree a longer-term approaches to recovery and renewal.
- Community Planning Team to work with Thematic Action Planning (TAP) Team chairs, Community, Voluntary Sector & Social Enterprise Panel (CVSP) and Business Partnership Alliance to develop a structure to allow for a CVS and/or business chair for TAP Team groupings. CPSP to consider the proposal at the next meeting in November.
- Community planning partners use the opportunity that any review of business/corporate planning presents to align with community plan.
- **Communications**
  - A video summarising the changes of population indicators over the first two years of the community plan was almost finished when lockdown occurred. The Community Planning Team to finish and publish the video for reference alongside the Statement of Progress 2017-2019 on Council's website. There will be no communication plan around the video as it was made before the pandemic

## **5. INITIAL FINDINGS OF COVID IMPACT AND LEARNING**

### **5.1 Presentation from Jennie Dunlop, Armagh City, Banbridge and Craigavon Borough Council**

Jennie Dunlop went through the Powerpoint Presentation elaborating briefly on the following points:

- Impact on the Borough: Covid-19 Research and Data
- Baseline – ABC Community Plan Statement of Progress 2017 – 2019
- ABC Covid-19 Surveys
- Impact of Covid-19 on the borough
- Covid-19 Research: Next steps

**NOTED.**

### **5.2 Presentation from Geraldine Lawless, Acting Chair Community and Voluntary Sector Panel**

Geraldine Lawless continued the Powerpoint Presentation elaborating briefly on the following points:

- CVSP Food Initiatives Survey

The Chair (Roger Wilson) asked if the Presentation could be shared with partners.

Councillor Flaherty thanked Jennie Dunlop and Geraldine Lawless for the Presentation which she had found very useful. She highlighted that she and some other Elected Members had been involved in the food initiative and had seen at first hand the work that had gone into it. She commended Council Officers including the Head of Department: Community Development, his team and the Communications team for their work. She was slightly concerned in relation to the distribution of food parcels and referred to how other Councils had implemented this, giving the example of Lisburn and Castlereagh City Council which had allocated co-ordinators in each District Electoral Area (DEA). She highlighted that when she had visited homes she had heard some difficult and unexpected stories. She felt that things could be learnt going forward as she feared that a similar situation could arise in future. She referred to the current situation in town centres and expressed her concern in relation to what

the future held, highlighting the large number of job losses in her local area. She stressed the importance of using the statistics effectively to prepare for what lay ahead. She thanked groups that she had worked with through the partnership for allowing her the opportunity to get involved.

The Chair (Roger Wilson) added that one of the challenges which faced Council related to the governance around the process.

Elaine Gillespie asked if partners were content for the Community Planning team to continue the research in relation to the impact of Covid and expand it to include other partners to gather some information that they had as this would be useful for action planning teams and for the review of the Community Plan later this year. All were happy to approve these.

Gilbert Lee commended the great work done by groups but pointed out that much work was done by individuals for example those who had visited neighbours and this would not be collated. He highlighted the volunteerism in Monmouthshire in Wales which he had visited during a study tour. He felt that there were many people who would be willing to become involved in activities like planting flower beds in town centres.

The Chair (Roger Wilson) highlighted that DfC were doing work with Volunteer Now which related to this.

**AGREED:**

- that Presentation from Geraldine Lawless, Chair of Community and Voluntary Sector Panel would be shared with partners
- Community Planning team to collate the information collected to date and send to partners
- Community Planning team to continue with research into Covid impact over the summer to inform actions and review of the Community Plan
- Community Planning Partners to make available any relevant research and information to Community Planning team to assist with research and information gathering exercise.

**6. PROGRAMME OF WORK**

Elaine Gillespie went through the Powerpoint Presentation elaborating briefly on the following points:

- Programme of Work
- Communications
- Leadership and Engagement Carnegie
- Action Plan Team
- Covid-19
- Partnership Meeting

**NOTED.**

**7. AOB**

**Draft Get Moving Framework**

Jennie Dunlop explained that she had circulated the draft Get Moving Framework which was a project that had been brought forward by the Health Community Action Planning team and the target was to become the most physically active borough in Northern Ireland. A partnership had been formed to develop the framework. She outlined the benefits of getting everyone active across the borough using the WHO framework on getting places moving

under the four themes, Get Communities Moving, Get Places Moving, Get People Moving, Get Systems Moving.

Endorsement of the framework would involve partnership working around combined messaging on physical activity and engagement, pooling resources, working with communities and considering infrastructure and active travel.

**AGREED:** to endorse the Draft Get Moving Framework.

### **Brexit**

Gilbert Lee recalled that at the previous meeting in January 2020 the Stormont Assembly had just been re-established and the issues around Brexit were still unclear. He felt that the impact that it would have on this borough needed to remain on the agenda.

The Chair (Roger Wilson) added noted that discussion in relation to Brexit had begun to reappear at a number of meetings he had attended in recent days.

Elaine Gillespie advised that the next meeting would take place in early November 2020 and Brexit would be included on the agenda. Consultation with partners would also take place before then and information would be collated.

**NOTED.**

### **8. CLOSE**

The Chair (Roger Wilson) thanked everyone for their attendance, highlighting that he was greatly encouraged by the partnership working that had taken place and he wished everyone well.

The business having been completed, the meeting concluded at 3.57 pm.