



**Minutes of the Kilcooley Neighbourhood Partnership Meeting on
Thursday, 21 April 2016 in Kilcooley Community Centre at 10.30am**

PRESENT:

Dee Stitt- Chair (KCF)
Gail Malmo – Vice Chair (PHA)
Andrew Petrie (DSD)
Desy Clayton (KCF)
Esther Millar (EA)
James McKerrow (AGENDA)

ANDBC Officers in Attendance:

Debbie McKinney (Community Development Manager), Lisa Roulston (NRO)

APOLOGIES:

Pauline Brown (KPS)	Alan Black (BICCI)
Jan Nixey (ANDBC)	Richard Tanswell (NIHE)
Scott Wilson (ANDBC)	Marion Smith (ANDBC)
Lynda Vladeanu (SEH&SCT)	Jim Dunbar (EA)
Jim Rea (KCF)	

1.0 Welcome and Apologies

Dee Stitt (DS) welcomed members to the meeting. DS informed members of the apologies received and advised that as a result of low member attendance, the items on the agenda for ratification will be emailed to the full Partnership for approval prior to the next meeting.

No further apologies were noted.

2.0 Conflict of Interest

DS invited members to review the agenda and advise if any item could give rise to a potential conflict of interest. DS advised members to disclose their interest at the start of the meeting or before the agenda item is discussed.

No conflicts of interests were declared.

3.0 Membership

Kilcooley Women's Centre

The NRO advised members that a letter was sent on behalf of the Partnership to Alison Blayney (AB) formally inviting a representative from Kilcooley Women's Centre to become a member of the Kilcooley Neighbourhood Partnership. AB confirmed that she received the letter and included it on the agenda for the next board meeting in early May. AB will advise of the board's decision prior to the next Partnership meeting.

Ards and North Down Borough Council

The NRO informed members that Alderman Marion Smith and Councillor Scott Wilson have resigned from the Partnership. Through the committee structure two new representatives will be appointed to the Partnership at the AGM in early June and Members will be advised of the Council representation at the next Partnership meeting.

Northern Ireland Housing Executive

The NRO advised members that Richard Tanswell has moved onto a new role within the Housing Executive. Philip O'Flaherty is replacing Richard on a temporary basis as the representative from the Housing Executive on the Partnership.

4.0 Minutes of the Partnership meeting on 10 March 2016

DS advised members that the last meeting of the Partnership was not quorate and as a result the NRO emailed the items on the previous agenda for approval to members.

- The Minutes of the Partnership meeting on 4 February was proposed by Gail Malmo and seconded by Jim Dunbar.
- The Progress Reports for the STEP Project and the Council were proposed by Dee and seconded by James McKerrow.
- Minutes of the Education Working Group on 20 November 2015 were proposed by Pauline Brown and seconded by David Stitt.

All other items from the previous meeting will be addressed on today's agenda. DS requested for members comments. James McKerrow (JMK) advised that he was in attendance at the previous meeting. The NRO agreed to update the minutes to reflect the correct attendance. Members were content with the minutes. The NRO agreed to forward the items on the agenda that require approval to the full Partnership prior to the next meeting. To help address low attendance, members suggested mapping the structure of the groups attended by Partnership members for the next meeting.

Action	Person
<ul style="list-style-type: none">• Update attendance on Minutes of 10 March 2016• Email the Minutes of the meeting to Partnership Members for approval• Map structure of the groups attended by Members	<i>NRO</i>

5.0 Communication

5.1 Implementation Plan 2015-2016

The NRO advised that at the last meeting a draft version of the implementation plan was presented to members for review. Members suggested adding an additional column highlighting who was responsible for each action. At the last meeting it was agreed that the Implementation Plan would be completed in full and emailed to members for approval prior to this meeting. Due to the recent workload of the NRO, members were advised that it was not possible to forward the plan in advance. The NRO informed members that they would be updated on the progress achieved after each quarter and the live nature of the document would allow for specific actions to be included as and when required.

5.2 Communication Methods: Newsletter, Notice Boards, Website

The NRO advised members that the design of the newsletter has been booked in with the Council's Graphic design department and a meeting has been scheduled for Tuesday, 26 April 2016 to discuss the design and content. The NRO also advised members that the website content is currently being drafted and will be reviewed for upload by the Communication Department before the next Partnership meeting. The notice board located in Kilcooley Community Centre has been updated with current community programmes to promote the projects and programmes to those who attend the centre.

6.0 Project Progress Reports

DS referred members to the quarterly progress reports:

- 6.1 STEP Project, January-March 2016
- 6.2 Ards and North Down Borough Council – Technical Support, January-March 2016
- 6.3 Family Health and Well Being, January-March 2016
- 6.4 Bangor Alternatives, October-December 2015

Andrew Petrie (AP) informed members that progress reports will now be required from projects every six months. This is to help remove some of the administrative burden experienced in delivering the programme.

Members were happy with the content of the progress reports and acknowledged the work undertaken by the projects. DS requested that the reports are sent via email to members for ratification prior to the next Partnership meeting.

Action	Person
<ul style="list-style-type: none">• Email progress reports to members for approval prior to the next Partnership meeting.	<i>NRO</i>

7.0 Early Intervention Locality Planning Group

The NRO advised members that the Early Intervention Locality Planning Group met on Tuesday, 19 April 2016 to discuss the Turning the Curve workshop which took place in January 2016. At the workshop attendees agreed specific actions that had little or no cost to turn the curve on two of the five priority areas:

1. Young children reaching developmental milestones/school readiness and;
2. Children, young people and families engaging in social, leisure and non-formal educational activities.

The NRO informed members that the National Children's Bureau (NCB) will attend the next Education Working Group meeting to set the context and allow for a further Turning the Curve workshop to progress the educational elements of the early intervention priorities.

The NRO also advised members that Ralston Perera from the Trust has agreed to attend the Education Working Group meetings to establish stronger links between the Early Intervention Locality Planning Group and the Education Working Group.

8.0 Health Task Force

Desy Clayton (DC) updated members on the progress of the Ravara site and advised that the main focus is appointing the contractor to construct the 24 residential facility. DC also informed members that the Health Fair, organised by Kilcooley Women's Centre is taking place in Kilcooley Community Centre on Friday, 22 April 2016 from 10am-1pm.

9.0 Education Working Group

9.1 Education Fair

The NRO informed members that the Education Working Group are organising an education fair to take place in Kilcooley Community Centre in June 2016. The aim of the fair is to promote the variety of pathways to education including formal and non-formal elements within a non-intimidating setting. The fair will provide information on local community based

programmes, volunteering and apprenticeships. The NRO advised members that she will update them via email and forward on the promotional flyer for distribution.

DS referred members to Items:

- 9.2 Minutes of the Education Working Group on 4 February 2016
- 9.3 Minutes of the Education Working Group on 10 March 2016

Members were happy with the content of the minutes. Due to the low member representation DS requested that the minutes are sent to all Partnership members for approval prior to the next Partnership meeting.

Action	Person
<ul style="list-style-type: none">• Email Minutes of the Education Working Group to Partnership members for approval prior to the next Partnership meeting.	NRO

10.0 Social Investment Fund

10.1 Upgrade of Shop Fronts

DS advised that the upgrade is currently at the Economic Appraisal stage. Information has been requested by the Social Investment Fund to confirm the current usage of the facilities, letters of support have been obtained to progress the upgrade of the shop fronts to letter of offer stage.

10.2 3G Pitch

The NRO advised that Philip O'Flaherty will provide an update on the process for the transfer of land from the Northern Ireland Housing Executive once he has spoken to the Land and Property section. Philip advised that normally the transfer of land would only transfer at no cost to a local authority. The local authority would then be responsible for leasing the land to the community organisation.

10.3 Early Intervention

DS advised that the three Social Investment Fund Programmes (Incredible Years, Mentoring for Achievement and Partnership with Parents) are being successfully delivered in Ards and North Down. Kilcooley Primary School has experienced some challenges with engaging parents on the Incredible Years Programme. The school are working closely with the Trust to help promote the programme and encourage participation from local parents.

11.0 Multi-Functional Centre

DS advised members that the Church of Christ have decided not to transfer the land of the proposed site back to the Housing Executive at nil cost. The current land tenant is responsible for the land and as such the Housing Executive will no longer maintain the area. The NRO advised members that the Housing Executive is also consulting with their legal department with regards to a non-performance clause. A further update will be provided to members at the next meeting.

12.0 PEACE IV

12.1 Ards and North Down PEACE IV Summary

The NRO referred members to item 12.1 and reminded members that Ards and North Down Borough Council are applying to the Managing Authority, the Special EU Programmes Body (SEUPB) for an indicative allocation of approximately £3 million pounds. The NRO informed

members that the Council have been hosting public consultations and small focus groups sessions across the borough to help inform the development of the Peace and Reconciliation plan for the Ards and North Down Area. The final workshop will take place in Londonderry Park, Newtownards on Monday, 9 May 2016 from 7pm-9pm. The NRO encouraged all members to attend.

12.2 Ards and North Down PEACE IV Questionnaire

The NRO informed members that a questionnaire has also been developed to help capture the thoughts and opinions of those throughout the borough. The NRO encouraged members to complete the questionnaire and advised members that the questionnaire will also be forwarded to them via email for distribution.

Action	Person
• Email PEACE IV Questionnaire to members for completion and distribution.	<i>NRO</i>

13.0 Continuation Neighbourhood Renewal Projects

AP confirmed that all projects had now received their new Letters of Offer with funding continuing to 31 March 2017. AP also informed members that the Department for Social Development will transfer into the Department for Communities. The Minister responsible for the Department for Communities will decide the future of Neighbourhood Renewal funding.

14.0 AOB

DS acknowledged a recent media programme which focused on him personally and the work of Charter NI. DS addressed some of the media allegations highlighted in the programme, acknowledging the sensitive nature of the programme and the ongoing criminal investigation by the Police Service of Northern Ireland.

15.0 Date of Next Meeting

DS informed members that due to limited room availability the Education Fair is due to take place on the 9 June 2016. To allow membership attendance at the fair, DS requested that the Partnership meeting is rescheduled to Thursday, 16 June 2016.

END OF MEETING 12.30pm