

Community Facilities Forum Meeting

Minutes of the Meeting held on – 21st February 2008

Present:

Mary Higgins	Chair
Emma Freeman	BCON
Dermot King	BCON
Máirín Ó Cuireáin	Ballymun Partnership
Colma Nic Lughadha	Ballymun Partnership
Declan Dunne	Ballymun Partnership
Eamon Farrelly	BRL
Róisín Burke	BRL
Mary Taylor	DCC
Bernie Roe	DCC

In attendance: Margaret Doyle - DCC

Apologies: None

1. Minutes

The minutes of the previous meeting were approved. No Matters Arising.

2. Revised Terms of Reference

The question arose regarding the quorum for the meeting because there was no representative from BNC present. The Terms of Reference states that '*The quorum for the meeting will be 4 with a minimum of one member from each organisation*' it was agreed to change this to '*a representative from 4 organisations*' should be present.

With this change, the Forum agreed the final version of the Terms of Reference.

3. Draft Work Plan

The draft work plan was considered and Objectives 1,2,3,4 and 7 were discussed. Objectives 5 and 6 will be discussed at a later date.

Objective 1- 'Complete inventory of existing and planned community facilities in Ballymun'

There was some discussion on this objective and it was agreed that the first action on agreeing a working definition should be a stand alone objective. Some work has been done on this already and this will be the starting base. The following members agreed to form the Working Group for Objective 1, they will report back to the next meeting clarifying what groups and facilities are in the area:

- Bernie Roe – DCC
- Róisín Burke – BRL
- Emma Freeman – BCON

Objective 2 – ‘Agree a protocol for the relocation of groups accommodated in flats’

This is a very important issue for DCC and BRL and for the community groups affected. DCC and BRL will prepare a statement of what current procedures are and present to the next meeting. These will be considered together with the protocol developed by BCON as a basis to the development of agreed protocols.

Objective 3 – ‘ Complete a database of existing voluntary and community groups in Ballymun’

It was agreed that it would be important to learn from previous experience in developing databases of voluntary and community groups in terms of what was and was not successful and to explore models of good practice in the development of such databases. As a starting point it was agreed that scope of the database be agreed in terms of its purpose, application, users and format (i.e. electronic, paper) and potential content.

The following members agreed to form the Working Group for Objective 3, they will report back to the next meeting about what Databases are already available and have a brief work plan for moving forward:

- Mary Taylor - DCC
- Máirín Ó Cuireáin – Ballymun Partnership
- Brian Mongey, DCC, will be asked to join the group because he was involved in the NWA Community Directory.
- Manus Bree from Ballymun Partnership will be asked to assist this Working Group.

Objective 4 – ‘Agree most appropriate model for effective management of community facilities’

The following members agreed to form the Working Group for Objective 4, they will report back to the next meeting with proposals regarding the organisation of a seminar for community groups:

- Emma Freeman – BCON
- Bernie Roe - DCC

Máirín Ó Cuireáin informed the Forum about a Call for Proposals by Pobal under the Community Services Programme, which could be used to fund feasibility studies or to fund security to allow schools to open after hours. It was agreed to bear this in mind in the course of the Forum’s work but not to be led by funding.

Objective 7 – ‘ Agree and implement arrangements for communicating with stakeholders and groups in Ballymun on the work of the Forum’

The issue of how the Community Facilities Forum communicates about the Forum was discussed and it was agreed to:

- Make the minutes of the meetings available to the public through posting on three websites: BRL, Ballymun Partnership and CAP

- Prepare a “press release” to be placed on these websites about the Forum and the work plan. A draft to be produced by Mary Higgins and Dermot King for consideration at the next meeting.

4. Working definition of Community Group

There was discussion on the definition, including whether facilities such as schools, church halls and open spaces should be included. It was agreed that it was better to put in as much as possible at this stage and to remove facilities as we go along. On this basis the following definition was agreed:

“facilities used by community groups”

5. A.O.B

Formal Commitment

A written Formal Commitment will be available for the members to sign at the next meeting.

6. Next Meeting

The next meeting of the **Community Facilities Forum** is scheduled to take place on **Thursday 13th March 2008** at **10.00am** in the **Architect’s Room** on the **3rd Floor** in the **Ballymun Civic Centre**.

The Agenda will be centred on reports of the working groups.