

Future Proof Your Historic Border Town

An initiative by



An Roinn Ealaíon, Oidhreachta,
Grúthaí Ríginacha, Tuairim agus Gaeltachta
Department of Arts, Heritage,
Regional, Rural and Gaeltacht Affairs



An Roinn Tithíochta, Pleanála,
Pobail agus Rialtais Áitiúil
Department of Housing, Planning,
Community and Local Government



Collaborative Town Centre Health Check Training Workshop

In partnership with



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1. Background to Collaborative Town Centre Health Check Training Programme and Border Towns Workshop (Monaghan, June 2018)

In mid-2016, the Heritage Council of Ireland (Lead Partner), RGDATA and the Retail Consultation Forum, in collaboration with the Department of Culture, Heritage and the Gaeltacht, the Department of Housing, Planning and Local Government (DoHPCLG), the Irish Planning Institute (IPI), the Irish Landscape Institute (ILI), the Royal Institute of the Architects of Ireland (RIAI) and Third-level Institutes (north and south), created a **'pilot' trans-disciplinary National Collaborative Town Centre Health Check (CTCHC) Training Programme** consisting of **two workshops**, which were held in September 2016 (Naas Town Hall) and February 2017 (Dublin Castle) **with town centre survey programme/mentoring period taking place during October–March 2017**. The findings from both workshops, and from the pilot projects in specific towns, were included in the Heritage Council's detailed submissions to the National Planning Framework¹ (December 2016, March 2017 and November 2017). Since then, the Department of Rural and Community Development and the Department of the Taoiseach have come on board as CTCHC Training Programme Partners.

The CTCHC training during 2016/2017 supported the creation of robust, collaborative Town Centre Health Checks (TCHCs) for 8 no. Irish towns², which are formally linked to the statutory planning system, through the review of county development plans (CDPs) and Local Area Plans (LAPs). For example, the Rush collaborative town centre health check is included in the *Rush Draft Urban Framework Plan, April 2018*³. Also, the Ballina, Cashel, Ennis, Naas, Monaghan and Tralee collaborative TCHC research and reports⁴ are currently being used to inform the review of Local Area Plans for the historic county towns.

Ireland's 'Pilot' Collaborative TCHC Training Programme aims to establish a collaborative approach to undertaking Town Centre Health Checks, in order to inform the design and implementation of a new collaborative TCHC National Investment Programme, which supports various government policies, plans and strategies, including the emerging **National Heritage Plan** and the:

1. **Action Plan for Rural Ireland, 2017 ('Pilot' TCHC Training Programme included on page 20);**
2. **Implementation of the *National Landscape Strategy 2015-2025 (NLS)*;**
3. **Implementation of *Planning Policy Statement 2015* i.e. evidence-based planning;**
4. **Implementation of the Section 28 (as amended) Retail Planning Guidelines, 2012; and**
5. **Implementation of Government Policy on Architecture 2009-2015.**

In addition, the 'pilot' TCHC training programme supports the delivery of the **Heritage Council's Policy Proposals for Ireland's Towns**, which was launched in late 2015⁵.

The CTCHC Training Programme strongly supports the implementation of the **National Planning Framework (NPF) and National Development Plan 2018-2027– Project 2040**, particularly in relation to the stated National Strategic Outcomes (NSOs), National Policy Objectives (NPOs) and Strategic Investment Priorities (SIPs).

¹ The Heritage Council is a member of the NPF Advisory Group.

² The eight towns participating in the 'pilot' CTCHC Training Programme are: Ballina, Cashel, Dundalk, Ennis, Monaghan, Naas, Rush and Tralee. Unfortunately, Sligo and Tullamore had to defer.

³

³ <https://consult.fingal.ie/en/system/files/materials/8780/Draft%20Rush%20Urban%20Framework%20Plan.pdf>

⁴ https://www.heritagecouncil.ie/content/files/Tralee_Town_Centre_Health_Check.pdf

⁵ http://www.heritagecouncil.ie/fileadmin/user_upload/Publications/Towns_pubs/Policy_document_web.pdf

Four key pillars are at the heart of the collaborative 'pilot' Town Centre Health Check training programme:

1. **Local Authorities;**
2. **Chambers of Commerce;**
3. **Local Civic Groups, e.g. Tidy Town Groups; and**
4. **Third Level Institutes – north and south, e.g. the Heritage Council has arranged for University College Dublin (UCD) to work in partnership with Monaghan County Council.**

European Commission (EC) Enquiry re. Best/Good Practice – March 2017

In addition, the programme partners wish to highlight that the European Commission's DG for Internal Market, Industry, Entrepreneurships and SMEs, requested all the 'Pilot' CTCHC documents that record and communicate the conception, design/setting up, delivery and journey from mid-2016 to date, in order to inform a European-wide study into good/best practice in town centre entrepreneurship and management. The following reports were forwarded to the EC in March 2017:

- *'Pilot' CTCHC Training Workshop No.2 Training Pack, March 2017;*
- *'Pilot' CTCHC Workshop No.1 Feedback Report, November 2016;*
- *'Pilot' CTCHC Training Programme - Briefing Note for Minister Humphreys T.D., October 2016;*
- *Pilot CTCHC Training Workshop No1. - Training Pack (including 15-Step TCHC Methodology), September 2016;*
- *'Pilot' CTCHC Fact Sheet No.1 - Web Resources for TCHCs, September 2016;*
- *'Pilot' CTCHC Factsheet No.2 - Example of Questionnaire for Shoppers, September 2016; and*
- *'Pilot' CTCHC Training Programme - Agreed Project Charter, July 2016.*

As noted above, the Monaghan CTCHC Training Workshop for Border Towns follows on from two CTCHC Training Workshops held in 2016 and 2017, as part of the pilot programme:

- **Dublin Castle, March 2017 – 130 no. attendees (i.e. approx. 90% increase in demand from 2016); and**
- **Naas Town Hall, September 2016 – 70 no. attendees.**

The Key aims of the June CTCHC Workshop in Monaghan (June 2018) are to:

1. **Raise awareness and understanding of the critical role that our historic Border Towns play and the wide-ranging impacts that their *vitality, vibrancy* and *viability* have on overall socio-economic, environmental and cultural growth and development, and on quality of life for citizens, investors and visitors alike;**
2. **Encourage collaboration, co-operation and co-ordination between Border Towns and the key partners and stakeholders involved in town centre management and regeneration;**
3. **Strengthen partnership, trust and understanding between all partners/agencies and various levels of government involved in the management and regeneration of our Border Towns;**
4. **Enable sharing and exchange between Border Towns and their catchment areas at a policy, programme and project level;**
5. **Liaise with border towns in other countries and continents to encourage international co-operation and understanding of the unique geo-political and cultural issues at play in border towns.**

The Monaghan TCHC Workshop programme is set out in the following section.

2. Monaghan CTCHC Workshop Programme, 21st June 2018

Border Towns Collaborative Town Centre Health Check (TCHC) Workshop Programme, Westenra Arms Hotel - Town Hall Suite

9.30am Registration and Tea/Coffee on arrival at Town Hall Suite

10.00am Welcome from Brian McKenna, Cathaoirleach, Monaghan Municipal District, Monaghan County Council

10.15am Introduction/outline to training day, packs and structure of training programme, i.e. setting up a *Border Towns Collaborative TCHC Network* - Ali Harvey, Heritage Council - Workshop Programme and Key Aims

Session 1: *Project 2040 - The National Planning Framework (NPF) and the National Development Plan (NDP) 2018-2027: Funding Opportunities for Historic Border Towns*

10.30am Jacqui Donnelly, Department of Culture, Heritage and the Gaeltacht - *Harnessing the cultural heritage potential of Ireland's Town Centres?*

10.50am Finola Moylette, Principal Officer, Department of Rural and Community Development - *Funding Opportunities under the NDP?*

11.10am Paul Hogan, Project Manager, National Planning Framework, Department of Housing, Planning and Local Government - *Funding Opportunities under the NDP?*

11.30am *Q&A and Group Discussion - 20mins from 11.30am (F 11.50am) - recorded for Workshop Feedback Report which will be submitted to the relevant government Departments and other key partners.*

11.50am Tea/Coffee Break - 10 mins

Session 2: *A Snap Shot of Collaborative TCHC Activities in Monaghan, Letterkenny, Dundalk and Tralee*

12.00pm Maire Cullinan, Monaghan County Council - *Innovative Urban Regeneration Initiatives in Monaghan*

12.15pm Dr Neil Galway, Queen's University Belfast (QUB) - *Better Letterkenny: Key Findings from the Letterkenny collaborative TCHC in 2018?*

12.30pm Anthony Abbott-King, Senior Planner, Louth County Council - *Innovative Urban Regeneration Initiatives in Louth*

12.45pm Ken Tobin - CEO of Tralee Chamber Alliance - *Tralee 2040 and CTCHCs - Getting into Our Stride!*

1.00pm **Q&A and Group Discussion - 30 mins from 1.00pm (F 1.30pm)** - recorded for Workshop Feedback Report which will be submitted to the relevant government Departments and other agencies.

1.30pm **Two course (plus tea/coffee) complimentary lunch in the function room of the Westenra Arms Hotel**

2.30pm **Border Towns Workshop Group and Team Photos in Town Square (weather permitting!)**

Session 3: **Border Towns and Project 2040 (NPF and NDP) - Group Exercise - Opportunities for Collaboration and Investment?**

2.45pm **Group Exercise (Mixed Groups 30mins)** - Border Towns and Project 2040 including Brexit? – Opportunities re. structures, policy and programmes - recorded for Workshop Feedback Report which will be submitted to the relevant government Departments and other agencies.

Facilitators: Ali Harvey, Tara Buckley and Ojay McDonald (ATCM)

Please bring a map of your town centre for Group Exercise, preferably A3

3.15pm **Group Feedback and Discussion in relation to Group Exercise (30 mins) – ALL**

3.45pm **Summary of Next Steps - Ali Harvey**

4.00pm **Workshop Evaluation Forms - 30 mins - Finish 4.30pm**

Depart Westenra Arms Hotel

Contact: Ali Harvey, Heritage Council - M 087 419 3458 or aharvey@heritagecouncil.ie

Notes:

A Full TCHC Training Pack will be circulated before the workshop (as with previous training workshops held in Dublin Castle and Naas Town Hall in 2016 and 2017, respectively):

[https://www.heritagecouncil.ie/content/files/Workshop_pack Town centre-health check March 2017.pdf](https://www.heritagecouncil.ie/content/files/Workshop_pack_Town_centre-health_check_March_2017.pdf)

https://www.heritagecouncil.ie/content/files/Feedback_report-on_naas_workshop.pdf

[https://www.heritagecouncil.ie/content/files/Workshop_pack town centre health check naas.pdf](https://www.heritagecouncil.ie/content/files/Workshop_pack_town_centre_health_check_naas.pdf)

Workshop Accommodation in Monaghan Town – CTCHC Workshop attendees are asked to note that a special rate of €60 (B&B) has been arranged with the Westenra Hotel in Monaghan for the evening of the 20th June:

<http://www.westenrahotel.com/>

Acronyms used in the CTCHC Workshop:




<i>ACA =</i>	<i>Architectural Conservation Area</i>
<i>ATCM =</i>	<i>Association of Town and City Management</i>
<i>CDP =</i>	<i>County/City Development Plan</i>
<i>CHP =</i>	<i>County/City Heritage Plan</i>
<i>DOCHG =</i>	<i>Department of Culture, Heritage and the Gaeltacht</i>
<i>DOHPLG =</i>	<i>Department of Housing, Planning and Local Government</i>
<i>DORCD=</i>	<i>Department of Rural and Community Development</i>
<i>EIA =</i>	<i>Environmental Impact Assessment</i>
<i>EIAR =</i>	<i>Environmental Impact Assessment Report (previously known as an EIS)</i>
<i>HTI =</i>	<i>Historic Towns Initiative</i>
<i>ILI =</i>	<i>Irish Landscape Institute</i>
<i>IPI =</i>	<i>Irish Planning Institute</i>
<i>LAP =</i>	<i>Local Area Plan</i>
<i>NDP =</i>	<i>National Development Plan 2018-2027 – Project 2040</i>
<i>NPF =</i>	<i>National Planning Framework – Project 2040</i>
<i>PPN =</i>	<i>Public Participation Network</i>
<i>RSES =</i>	<i>Regional Spatial and Economic Strategy</i>
<i>SDZ =</i>	<i>Strategic Development Zones</i>
<i>SEA =</i>	<i>Strategic Environmental Assessment</i>
<i>SHD =</i>	<i>Strategic Housing Zone.</i>



For a full list of Glossary and Useful Terms, please see *Appendix C* in the training pack from the Dublin Castle CTCHC Workshop.

3. Bios for CTCHC Workshop Monaghan, 21st June 2018 - Team (in running order)

	<p>Ali Harvey MIPI manages the Heritage Council's National Planning & Regeneration Programmes. A chartered planner and qualified project manager with a background in economics, she has 20 years' experience of setting up and running collaborative planning and regeneration programmes and projects. Ali set up the all-island <i>Irish Walled Towns Network (IWTN)</i> in 2005, after moving from the private sector (9yrs) to the Heritage Council, and wrote the first <i>IWTN Action Plan 2006–2008</i>. She initiated/co-ordinated the <i>Landscape Character Assessment CPD Training Course</i>⁶ with 10 no. professional institutes and the Landscape Observatory of Catalonia, Spain. She is author of the award-winning <i>Community-led Urban/Rural Village Design Toolkit</i> and is a member of EirGrid's National Advisory Group (NAG), EirGrid's Strategic Environmental Assessment (SEA) Advisory Group and the DoHPCLG's NPF Advisory Group.</p> <p>www.heritagecouncil.ie</p>
	<p>Tara Buckley is Director General of RGDATA, the Retail Grocery Dairy & Allied Trades Association. RGDATA represents the owners of 3,500 family-run shops, supermarkets, convenience stores and forecourt stores in towns and villages throughout Ireland. RGDATA is an active supporter of sustainable spatial planning, the S28 Retail Planning Guidelines, vibrant town centres, self-sufficient villages and shops people can walk to. RGDATA members are community business people who pay over €100 million annually in local municipal charges and invest €41 million annually in local groups and action-based initiatives. Tara is also a member of the National Oversight and Audit Commission (NOAC), the Retail Consultation Forum and the DoHPCLG's NPF Advisory Group.</p> <p>www.rgdata.ie</p>
	<p>Jacqui Donnelly is a Senior Architect in the Department of Culture, Heritage and the Gaeltacht. She is a graduate of the School of Architecture, University College Dublin and the Institute of Advanced Architectural Studies, University of York and worked as an architect in private practice in Ireland and England on several conservation and new-build projects before joining the public service in 2000. She was co-author of the statutory/Section 28 <i>Architectural Heritage Protection Guidelines for Planning Authorities</i> and is the co-ordinator and series editor of the Advice Series for owners of historic buildings in Ireland. Jacqui chaired the national steering group for the pilot Historic Towns Initiative (HTI) in 2013-14 undertaken in Youghal, Westport and Listowel. The HTI promotes a heritage-led approach to the regeneration of Irish towns and is a collaboration between the Department of Culture, the Heritage Council and Fáilte Ireland. The HTI is currently funding heritage-led regeneration projects in six towns in 2018.</p> <p>www.chg.gov.ie</p>

⁶ The Heritage Council and Partners' *LCA CPD Course* (two-day residential courses delivered twice per annum during 2009–2011, 200+ attendees from Ireland, UK and Australia), was conferred with the Irish Landscape Institute's President's Award in November 2009.

	<p>Finola Moylette is Principal Officer heading up the Rural Policy and Schemes Unit in the Department of Rural and Community Development. Finola has worked in various Government Departments during her career including the Department of Agriculture, Food and the Marine, based in Castlebar in Mayo up to 2006, at which point she joined the newly formed Department of Community, Rural and Gaeltacht Affairs heading up the unit running the CLÁR Programme and the Rural Social Scheme. During the period 2007 – 2009 Finola managed the EU funded LEADER Programme. More recently, and primarily due to the renewed focus on Rural Development and in particular the regeneration of small towns and villages and their hinterlands, Finola’s area of work is now focussing on the development of new and the redevelopment of existing schemes with the aim of rejuvenating small towns and villages and their hinterlands across the country. Finola is responsible for the development and management of several schemes including the newly re-launched CLÁR Programme, The Town and Village Renewal Scheme, the Local Improvement Scheme (programme to repair privately owned rural roads), the Outdoor Recreation Infrastructure Scheme, the Walks Scheme and the Tidy Towns Competition. Finola is currently in the process of developing a pilot scheme to encourage people to redevelop/adapt properties in town centres for residential purposes.</p> <p>www.drcd.gov.ie</p>
	<p>Paul Hogan MIPI has been a Senior Adviser at the Department of Housing, Planning and Local Government since 2015. He was the Project Manager for the National Planning Framework (NPF) and is currently working on implementation of the Framework, including the <i>Urban Regeneration and Development Fund</i>. Paul has more than 25 years planning experience including 18 years in local Government at South Dublin, Meath and Kildare County Councils and five years in the private sector in both Ireland and the UK, where he specialised on infrastructure and retail projects. As Senior Planner at South Dublin County Council for ten years, Paul led teams that delivered a range of significant planning (County Development Plan, Local Plans and SDZs), transport (Road, rail, walking and cycling projects), energy-related (EU funded initiatives) and school delivery projects, as well as development management. This included overall responsibility for, from initial project inception to delivery, the Adamstown SDZ, which won the Royal Town Planning Institute (UK and Ireland) principal Planning Award in 2007. Paul graduated from UCD with a Master of Regional and Urban Planning degree in 1992.</p> <p>www.housing.gov.ie</p>
	<p>Máire Cullinan MIPI holds a B.Sc. (Hons.) Geography from the University of Ulster, Coleraine, and a Masters in Town and Country Planning from Queen’s University, Belfast. She has also completed a Diploma in Environmental Impact Assessment (EIA) Management from University College Dublin. Máire has worked in various roles with Monaghan County Council since 2000, including development management, development plan (county development plans and local area plans), economic development and with the Local Enterprise Office. She is currently working on Urban Regeneration projects, including active land management and renewal plans to sustain the growth and development of the county’s towns.</p>

	<p>Máire has delivered various projects funded under the Rural Economic Development Zones (REDZs) and Town and Village Renewal Scheme programmes, and is the local coordinator for the Monaghan 'Pilot' TCHC. Máire guided the award-winning Dublin Street Regeneration Plan, a plan which offers both short and longer-term contingencies and objectives in a difficult urban context with a multiplicity of landowners -Design Award Winner at the Irish Planning Institute Awards 2017/2018. Maire recently completed a Professional Diploma in Official Statistics for Policy Evaluation with the Institute of Public Administration (IPA).</p> <p>www.monaghan.ie</p>
	<p>Dr Neil Galway RTPI is the Co-ordinator of the MSc Planning and Regeneration Programme at Queen's University Belfast in the School of the Natural and Built Environment. He previously worked as a chartered town planner for Belfast City Council and NI DOE Planning Service. His professional experience includes formulating regional planning policy and guidance, preparatory work for local development plans, development management and planning enforcement. Neil completed a PhD in Planning at Queen's University Belfast entitled <i>Who Controls the Past? An investigation into the role of heritage interventions in post-conflict nation narration</i> on a part-time basis whilst working in private practice. Neil's current research interests include: planning for inclusive places, critical heritage studies, and planning policy and practice.</p> <p>www.qub.ac.uk</p>
	<p>Anthony Abbott-King MIPI is the Senior Planner in Louth County Council. He leads and supports the Planning Team in their delivery of the statutory planning function in the areas of Forward Planning, Development Management, Conservation and Active Land Management & Compliance. Anthony has an academic background in Accounting & Finance, History, and Regional & Urban Planning. Anthony acquired a comprehensive understanding of the physical, economic and social interactions that contribute to good place-making in his planning roles in Dublin City Council (DCC) and the Dublin Docklands Development Authority (DDDA). In DCC he was the lead planner in the implementation in Dublin's north inner city of the 'O'Connell Street' and 'North-East Area' Integrated Area Plans. In his role as Senior Planner in the DDDA, he managed the DDDA Planning Team in the delivery of the master plan and the urban design planning schemes through the fast-track Section 25 planning process. Anthony established, under the Chairmanship of Professor Niamh Brennan, the independence of the planning function as a quasi-judicial process distinct from the development function of the urban regeneration agency. In his current and previous roles as a member of the Management Team of the Adoption Authority of Ireland (AAI) and the DDDA, Anthony has developed expertise in spatial and urban planning with a specialisation in urban regeneration, public administration & governance, people & process change management, stakeholder engagement, finance and communication.</p> <p>www.louthcoco.ie</p>



Ken Tobin is a Tralee native and a key player in Tralee's fast-growing Entrepreneurial and ICT community. He is Co-Founder of HQTralee, a co-working and business campus for remote workers and SME companies. Ken is also the co-owner of award-winning Yummy Cafe with his wife, both businesses located in Tralee Town Centre. As well as being a successful Marketing Strategy Consultant, Ken has more recently been appointed as Managing Consultant for Tralee Chamber Alliance to improve and strengthen the organisation's overall structures and to focus on strategic inward investment and town improvements. Ken recently presented at the Irish Planning Institute's National Conference, which was held in Tralee in April 2018.

www.tralee.ie www.hqtralee.com



Ojay McDonald is the Chief Executive of the Association of Town & City Management (ATCM). Ojay works with Government Ministers, parliamentarians, economic development professionals, business leaders and place-makers across the UK and Ireland to support town and city centres. He works on a range of policy issues including tax reform, local government finance, the EU and UN Urban Agenda, devolution, the Northern Powerhouse, transport, housing, planning, retail and urban regeneration. Ojay has recently been leading on the ATCM's policy statement on border towns, which has been prepared jointly by ROI and NI Members of the ATCM. Ojay has sat on the retail policy group for the Federation of Small Businesses, the Top Issues Council of the International Downtown Association, has contributed to the outputs of both the Portas Review and the Future High Street Forum, was lead author of the non-judicial UK parliamentary inquiry 'High Street Britain 2015', coordinates the secretariat for the All-Party Parliamentary Group for Town Centres, lectured at the Manchester Metropolitan University, is a former Director of the Institute of Place Management and has a Masters Degree in Politics.

www.atcm.org








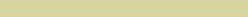





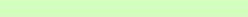






Anne Barcoe is PA to the Heritage Council's Chief Executive and has worked for the council for almost 17 years. Prior to being based in Kilkenny, Anne spent over 12 years in New York working for a global management consultancy. During her time in the US, she gained valuable experience working with one of the company's partners. Since joining the Heritage Council, Anne has worked closely with Ali Harvey in setting up the Irish Walled Towns Network (IWTN) and she also worked with Ali on the IWTN's first All-Island Management Committee. Anne organised the Heritage Council's very successful TOWNS Conference in late 2015, along with the 25th Anniversary Celebrations for the Heritage Council in 2015, which involved President Michael D. Higgins. Anne is the registered first-aider for the Border Towns CTCHC Training Workshop.

www.heritagecouncil.ie

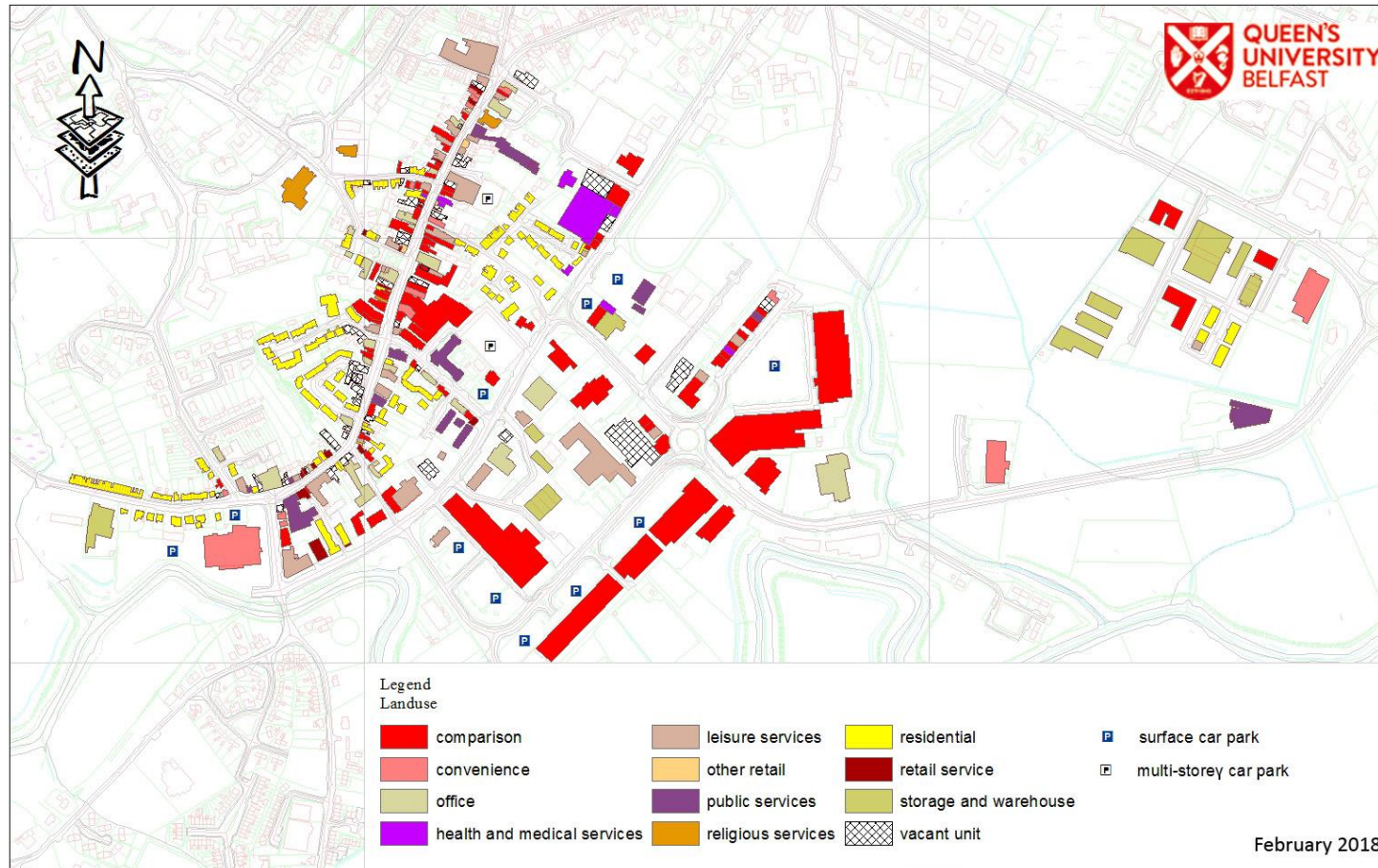
4. Pilot' Collaborative Town Centre Health Checks – Town Centre Land Use Maps - A Sample of Outputs:

GIS TCHC Colour Coding for Landuse Maps, Source: Heritage Council and Partners, February 2017

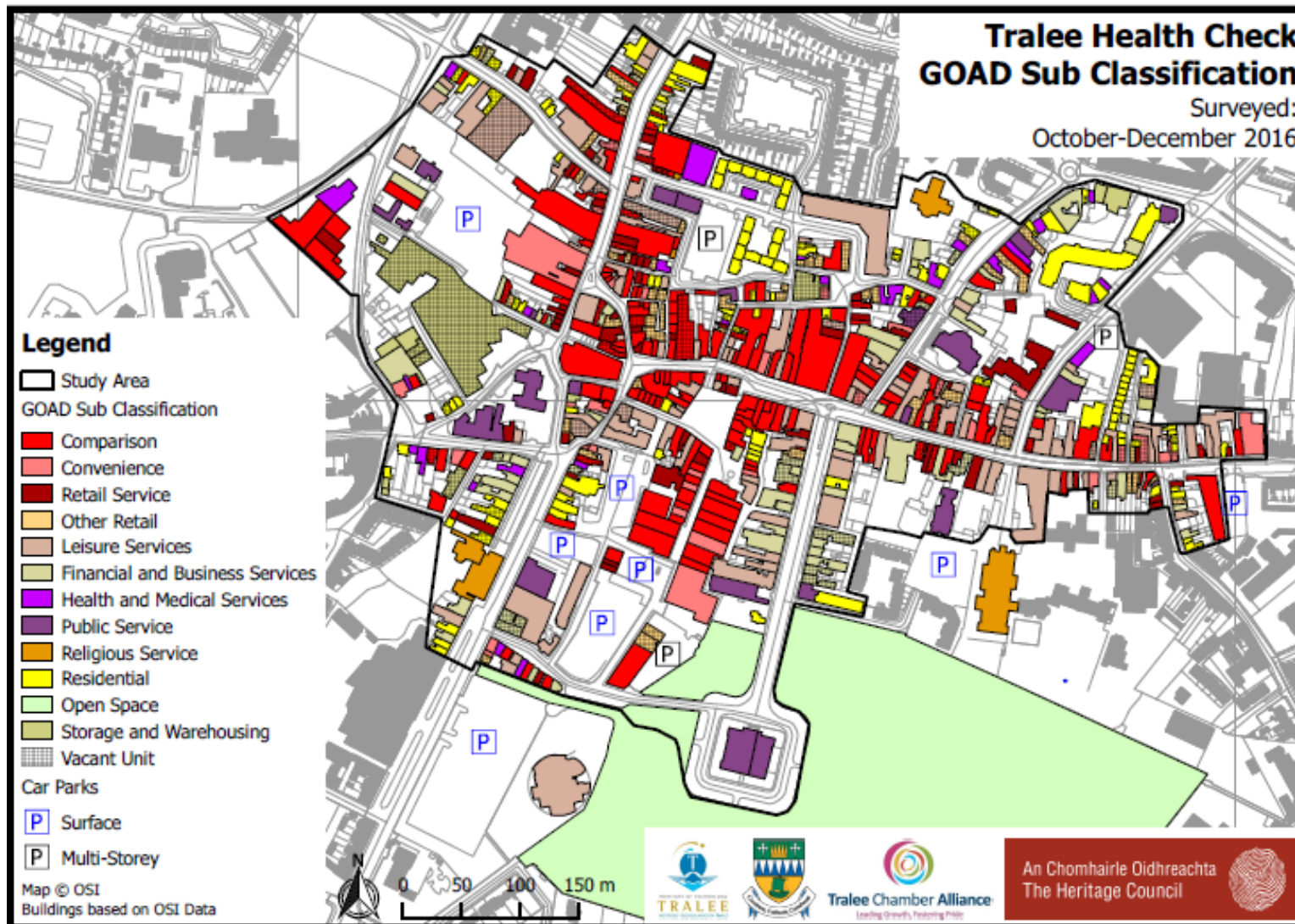
	A	B	C	D	E
1	Pilot' TCHC Training Programme 2016 - General Town Centre Health Check Land/Building use Classification				
2					
3	Town Centre Boundary - TCHC Study Area	3 pts	Solid black line		Preferably should match the boundary set out in the Local Area Plan (LAP) or County Development Plan (CDP), as per pilot TCHC methodology -please state source
4					
5	Primary Retail Area (PRA) - optional	3 pts	Solid Red line		Sourced from LA Retail Strategy or other adopted documents and stratgies - optional - please state
6	Pilot' TCHC Training Programme - GIS Colour Coding for TCHC Landuse Maps				
7					
8	GOAD Classification:	Code	Fill RGB	Fill (on GIS land use map)	Description of use
9					
10	Comparison	RS1 - RS13	255-0-0		Non-food/non-perishable items where customers compare prices e.g. Clothes, jewellery, footwear, furniture, etc.
11	Convenience	CNV 1 - CNV 11	255-127-127		Food items (perishable) - grocers, deli, bakers, confectionary, tobacconist, newsagent
12	Retail Service	COM 1 - COM36	168-0-0		'Services' including hairdressers, post offices, dry cleaner, clothes hire shops, beauty salon, etc.
13	Other Retail	OR1	255-211-127		None of the above or listed - uses not listed in COM1-COM36, CNV 1- CNV11, RS1-RS13
14	Leisure Services	LS1-LS11	215-176-158		Bars, restaurants, cinemas, fast food takeaways, cafes, hotels and guest houses, concert halls, theatres, etc.
15	Financial & Business Services	FBS1-FBS10	215-215-158		Building society, banks, legal services, legal services, financial services, etc.
16	Health & Medical Services	HMS1-HMS9	197-0-255		Dental surgery, health centre, nursing home, doctors surgery, veterinary surgery, etc.
17	Public Service	PS1-PS11	135-68-137		Council offices, advice centre, library, tourist information, community centre, emergency services, education
18	Religious Service	REL1	230-152-0		Place of workshop, churches, church halls, religious meeting rooms, etc.
19	Vacant Unit	VAC1	255-0-0 GRID	Select Black Cross Hatch	Vacant premises - black hatch with previous or preceived use as an underlay, wherever possible
20	Storage & Warehousing	STW1	207-207-128		Storage / Warehouse (excluding retail warehouse - see COM 4, 11, 12, etc.)
21	Residential	RES1	255-255-0		Residential - for vacant residential please use black hatch as overlay
22	Open Space	OS1	211-255-190		Open space, park
23	Walk/cycleways		163-255-155		Walkway, cycleway, bridle path
24					
25	Other Buildings		152-152-152		For buildings generally outside the study area.
26					
27	Car Park - Surface		0-0-255	Parking Symbol 	Surface car park
28	Car Park - Multi-Storey		0-0-0	Parking Symbol 	Multi-Storey car park
29	Prepared by Heritage Council, UCD, Kerry County Council, Tipperary County Council and DoHPCLG, December 2016-February 2017.				
30					

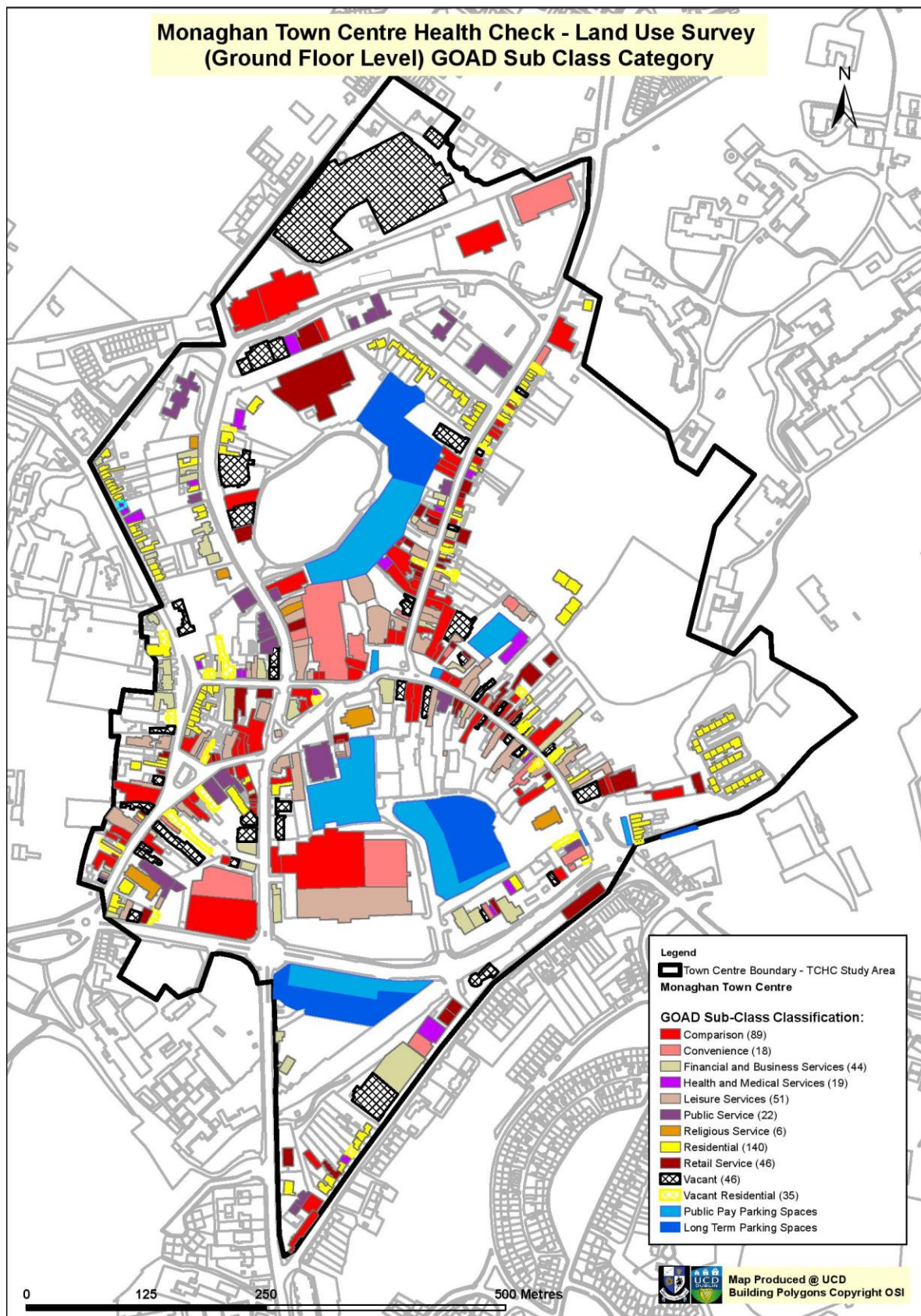
Letterkenny Town Centre Land Use Map, 2018 – Source Queen's University Belfast. Thanks to Dr Neil Galway, QUB.

Letterkenny Land Uses



Tralee Town Centre Land Use, 2017 Source IT Tralee/Kerry County Council. Thanks to Martha Farrell IT Tralee and Owen O'Shea, Kerry County Council.





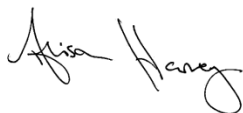
5. Border Towns CTCHC Training Workshop – Health and Safety Statement – June 2018



Health and Safety (H&S) Statement, June 2018

1. Emergency contact number of CTCHC Workshop Co-ordinator – Ali Harvey – to be given to all attendees in advance, in case of accident or break down – M. 087 419 3458;
2. Certified First Aider will be available during workshop hours – Anne Barcoe, Heritage Council – M. 086 346 4406;
3. Nearest Garda Station to be notified in advance – Workshop H&S Statement to be posted in the Heritage Council's offices along with contact no. for Ali Harvey (mobile no);
4. Health and Safety Statement to be included in CTCHC Workshop Pack and attendees to be made aware of statement at start of workshop;
5. If an accident occurs, an accident sheet to be filled in immediately and signed by all parties; and
6. Water to be available to attendees throughout the day – i.e. water on tables.

Signed:



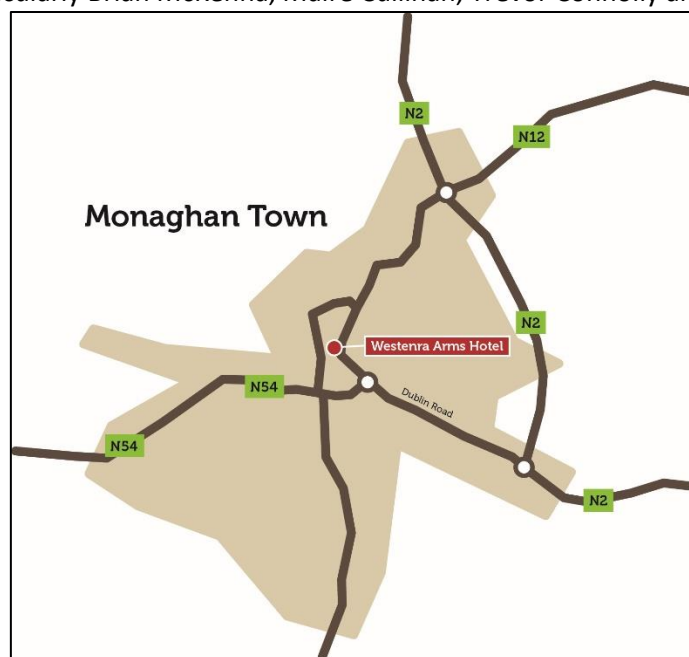
Alison Harvey

21th June 2018

Aharvey@heritagecouncil.ie

6. Acknowledgements, Workshop Location Map and Contact Details

The Heritage Council, RGDATA and all the Partners involved in the delivery of the Collaborative Town Centre Health Check (CTCHC) Training Programme and the Monaghan CTCHC Workshop would like to thank the Department of Culture, Heritage and the Gaeltacht; the Department of Rural and Community Development; and the Department of Housing, Planning and Local Government for their continued support. We would also like to thank all the third-level institutes and organisations involved in the programme. The Heritage Council, RGDATA and its partners would also like to thank Monaghan County Council, particularly Brian McKenna, Maire Cullinan, Trevor Connolly and Adrian Hughes.



Please note that there is parking available at the Westenra Hotel (to the left of the main entrance – in between the hotel and AIB - 54.2487° N, 6.9692° W, or for Sat Nav the postcode is H18 XA97) – attendees are advised to car pool, if possible.



Contact Details: If you would like further information in relation to the workshop or ongoing CTCHC Training programme, please contact Ali Harvey at aharvey@heritagecouncil.ie - M. 087 419 3458.

Appendix A: List of Attendees, Speakers and Guests

CTCHC Workshop for Border Towns – Monaghan, 21st June 2018

List of Attendees:

Nos Cavan

- | | | |
|---|------------------|-------------------------------------|
| 1 | John Foy | <i>Cootehill RGDATA and Chamber</i> |
| 2 | Ann Marie Curley | <i>Cavan County Council</i> |
| 3 | Patricia Smith | <i>Cavan County Council</i> |
| 4 | Marice Galligan | <i>Cavan County Council</i> |

Dundalk/Louth

- | | | |
|----|---------------------|--|
| 5 | Anthony Abbott-King | <i>Louth County Council (Senior Planner)</i> |
| 6 | Mark Deary | <i>Councillor, LCC and Dundalk BIDS</i> |
| 7 | Martin McElligott | <i>Dundalk BIDS Manager</i> |
| 8 | Brendan McSherry | <i>Louth County Council</i> |
| 9 | Brian Walsh | <i>Louth County Museum and HC Board Member</i> |
| 10 | Eamon Mc Mahon | <i>DKIT</i> |

Letterkenny

- | | | |
|----|-----------------|---|
| 11 | Toni Forrester | <i>CEO, Letterkenny Chamber</i> |
| 12 | Donnan Harvey | <i>Letterkenny Cathedral Quarter</i> |
| 13 | Alana Greene | <i>Donegal County Council</i> |
| 14 | Roisin Kelly | <i>Donegal County Council</i> |
| 15 | Dr Neil Galway | <i>Queen's University Belfast (QUB)</i> |
| 16 | Laurie McGee | <i>Letterkenny Cathedral Quarter</i> |
| 17 | Dani Sterling | <i>QUB MSc Student</i> |
| 18 | Jason Martin | <i>QUB MSc Student</i> |
| 19 | David McSwiggan | <i>QUB MSc Student</i> |
| 20 | Killian Whyte | <i>QUB MSc Student</i> |

Leitrim

- | | | |
|----|---------------|-------------------------------|
| 21 | Vivienne Egan | <i>Leitrim County Council</i> |
|----|---------------|-------------------------------|

Monaghan

- | | | |
|----|------------------|---|
| 22 | Adrian Hughes | <i>Monaghan County Council (Senior Planner)</i> |
| 23 | Maire Cullinan | <i>Monaghan County Council</i> |
| 24 | Trevor Connolly | <i>Monaghan Town Centre Co-ordinator</i> |
| 25 | Shirley Clerkin | <i>Monaghan County Council</i> |
| 26 | Dr Luke Kelleher | <i>University College Dublin (UCD)</i> |
| 27 | Paris Farren | <i>UCD MRUP Student</i> |
| 28 | Annmarie McHugh | <i>Castleblaney Regeneration Committee</i> |
| 29 | Peadar McMahon | <i>Emyvale Development Association</i> |

Sligo

- | | | |
|----|---------------|-----------------------------|
| 30 | Siobhan Ryan | <i>Sligo County Council</i> |
| 31 | Gail McGibbon | <i>Sligo BIDS Manager</i> |
| 32 | Finbarr Filan | <i>Sligo Purple Flag</i> |

Tralee

- | | | |
|----|-----------|-------------------------------------|
| 33 | Ken Tobin | <i>CEO, Tralee Chamber Alliance</i> |
|----|-----------|-------------------------------------|

Waterford

- | | | |
|----|---------------|--|
| 34 | Michelle Daly | <i>Waterford City and County Council</i> |
|----|---------------|--|

Other Partners:

- | | | |
|----|--------------------|---|
| 35 | Ali Harvey | <i>CTCHC Programme, Heritage Council</i> |
| 36 | Tara Buckley | <i>CEO RGDATA</i> |
| 37 | Anne Barcoe | <i>Heritage Council</i> |
| 38 | Dr Philip Crowe | <i>Co-Founder, SpaceEngagers</i> |
| 39 | Jacqui Donnelly | <i>Department of Culture, Heritage and the Gaeltacht</i> |
| 40 | Julienne Elliott | <i>Association of Town and City Management (ATCM) NI</i> |
| 41 | Miriam Fitzpatrick | <i>Urban Designer and HC Board Member</i> |
| | | <i>Department of Housing, Planning and Local Government</i> |
| 42 | Paul Hogan | |
| 43 | Denis Kelly | <i>North West Regional Assembly (NWRA)</i> |
| 44 | Laurence Lord | <i>AP+E Architects (apologies Orla Murphy)</i> |
| 45 | Finola Moylette | <i>Dept of Rural and Community Development</i> |
| 46 | Colm Murray | <i>Heritage Council</i> |
| 47 | Ojay McDonald | <i>CEO ATCM UK</i> |
| 48 | Elisha O'Brien | <i>Chambers Ireland</i> |

AV Services

- | | | |
|----|------------|-----------------|
| 49 | Dave Kelly | <i>StageTek</i> |
|----|------------|-----------------|

Photographer

- | | | |
|----|-------------|-------------------------------|
| 50 | John Nutley | <i>Photographer, Monaghan</i> |
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Appendix B: Extract from Heritage Council's NPF Submission – March 2017⁷

Reproduced below is Appendix B of the Heritage Council's Submission (March 2017) on the National Planning Framework – Ireland 2040. Source: Dublin Castle CTCHC Workshop, March 2017, Group Exercise: What is needed for our Town Centres? Responses/Ideas from Workshop Attendees

LEGISLATION & POLICY	INVESTMENT & INCENTIVES
<ul style="list-style-type: none"> • Recognise the important role of towns outside of the major cities in public policy • Greater and more effective Interdepartmental co-operation and co-ordination • Simplify planning policy and building regulations – humanise: make is easy, plain English information • Settlement strategies and approach to urban-generated growth to focus on need/ requirement for living in the town centre • Link SEA/Landuse to planning legislation and policy – use indicators that link to TCHCs • Town centres are more than 'retail' –need robust policy that utilises the opportunity for locally-tailored approaches • Regulatory Impact Assessment (RIA) – is the new law needed? Will it have negative impacts? • Greater community consultation for public (Part 8) proposals and interventions • Sequential test/approach needed for ALL development – strict enforcement of policy • Retail Planning Policy not sufficient to protect town centres – should be town centre policy promoting walkability and liveability, plus encourage stricter control of out-of-town development • Encourage People-friendly centres – no cars close by and walkable/pedestrian friendly centres - consideration of ageing population • Broaden the exemption and changes of use between use classes • Easier CPO processes to address vacancy and dereliction needed, particularly backland areas/sites • Parking policy needed to assist town centre regeneration • Involve secondary education sector in town centre policy formulation - e.g. transition students -as they are the future 	<ul style="list-style-type: none"> • Invest in a <i>National Collaborative Town Centre Health Check Programme</i> asap – CTCHCs to be funded and completed every two years – evidence-based data, etc. Link to SEA, etc. • Significant investment needed in public realm – national programme required – collective benefits to be monitored and measured (see below) – (currently seen as a cost not an investment) • Extend Living Cities initiative to Irish towns • More PPPs for infrastructure programmes/projects including public realm; • Try out area-based tax incentives to balance brown v greenfield development – need to dis-incentivise out of town car parking – level playing field? • Invest in Green Infrastructure (GI) and Blueway programmes in and between town centres • Increase investment in town and village renewal schemes – incentivise businesses to create great spaces – include large towns • Introduce incentives for community engagement and Place-making projects • Funding for LAs to invest in town centres needed – site assembly, vacancy, etc. • Repair and Lease – address reluctance to invest in building stock due to gains going to pay off bank debts • Initiate and encourage heritage-led regeneration • Make town centre development affordable • Introduce disincentives for vacant properties – best practice elsewhere? • Introduce incentives for missing services particularly reuse of vacant buildings for arts/social projects (tax breaks) • Introduce push and pull measures to reduce vacancy – incentivise and site value tax • Investment in communication on town centre issues needed– establish exchange and platform for sharing

LEGISLATION & POLICY cont'd	INVESTMENT & INCENTIVES cont'd
<ul style="list-style-type: none"> • Ensure that local taxes 'stay local' • Fairer subventions for large towns/counties • Promote cross-border co-operation and programmes following Brexit • Legislation needed to enforce removal of dog poop!! 	<ul style="list-style-type: none"> • Promote <i>Living over the Shop</i> or similar strategic incentives for living in towns • Consolidation of funding rather than Rural Economic Development Zones/T&VRS, etc. – too dispersed/little impact • Funding to allow for CPO – backland sites or for LA to co-operate with individual land owners • Investment to allow Local Authorities to fund LAPs with increased engagement and consultation with communities of place and communities of interest • More resources for Building Regs. and building control • Rates and development levy incentives for niche businesses and independent retailers • Invest in collaboration/dialogue between different professionals/practitioners –collaborative CPD for planning and management of town centres – celebrate diversity • Invest in urban design and urban designers within the planning system
NETWORKS & STUCTURES NATIONAL/INTERNATIONAL	RESEARCH AND DEVELOPMENT (R&D)
<ul style="list-style-type: none"> • All-Ireland approach needed - more co-ordination and integration between government departments, LAs and marketing groups, etc. • Introduce a National Town Centre Manager (TCM) Programme and establish National Town Centre Networks– support regular training/ workshops – encourage collaboration between towns/regions, e.g. 3 Sisters – need new structures at a regional and national level asap • Multi-disciplinary Town Teams needed along with innovative Community Structures as means of involving all sectors of the community – roads/transport, forward planning, economic development, enterprise, etc. • <i>One-Stop Shop</i> for town centre management an investment - remove systemic blockages asap – e.g. reduce burden of upper floor conversions • Create local networks with good connection to local authorities – (expenses paid where necessary) • Town Champions are needed – Mayor directly elected) – bring back Town Councils! • Local Authorities are more than rates collectors – we need to have a passion for 'Irish Towns' • Introduce collaborative planning processes with some authority to make decisions, e.g. vacancy • Formulate a spatial plan for the Dublin Region and towns within • Create a network of sustainable growth centres – e.g. Dublin-Belfast corridor 	<ul style="list-style-type: none"> • Create agreed national standards to compare for <i>Town Centre Health Checks</i> – update on a regular basis – e.g. what is the national average rate for vacancy? • Greater investment is needed into the role and function of Irish Towns • Need to work with 3rd education levels more – build on work of 'Pilot' TCHC Training Programme – mutual and collective benefits – enhances public awareness of the importance of our historic town centres • Undertake research or set up a 'pilot' programme on accessibility and walkability of Irish town centres and connectivity to their suburbs • Research needed for comparative analysis of town centre activity and performance • More innovation and interest from local government – research should address sustainability and climate change • In-depth research needed into the causes of vacancy in town centres – economic appraisals as to the 'costs' of vacancy – both private and social costs • Research needed into retail trends and the retail function of our town centres – what is a good mix – how to cater to millennials, etc. • Draw together facts/data re. town centres and depoliticise the message – promote the 'common good' and cultural heritage • Research needed on various coping mechanisms for Brexit re. Derry/Donegal strategy

<ul style="list-style-type: none"> • More continuity of departmental responsibilities following change of government • Engagement/communication – notify local community in advance of proposed policy for town centres –engage public in planning • ‘Bottom-Up’ approach should be advocated/facilitated in order to reduce social alienation • Who should prioritise which town of the many towns the Local Authority administer? This is difficult for LAs – needs an independent review panel – what is best practice elsewhere? 	<ul style="list-style-type: none"> • Forecast of business space needed and appropriate planning policy approaches • A suite of Best Practice Manuals need to be developed for town centres – <i>Plan- Act-Evaluate</i> • Proposals for town centres need to be measurable and assessed for effectiveness • Research into parking and traffic management in town centres needed and connections into town – develop more visuals and models to communicate concept and impact on commercial and cultural historic cores • Footfall counters need to be rolled out in all Irish towns – need to collect and manage data on a regular basis • Regular monitoring and assessment of Public Liability claims – trends and patterns?
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Thanks to all involved!!

For further information on the ‘Pilot’ National TCHC Training Programme, please contact Ali Harvey, aharvey@heritagecouncil.ie M. 087 419 3458

Appendix C: Agreed 15-Step CTCHC Methodology

Briefing Note for All Third-Level Institutes – Issued September 2016

<i>Proposed Work Programme for Third-Level Institutes during October–January/early February 2016</i>		
	<i>Action/Task</i>	<i>Deliverable and Deadline</i>
1	<p>Confirm Town Centre Health Check study area boundary with local authority (and Department of Housing, Planning and Local Government (DoHPLG), if required) – ideally area should be based on statutory development plan – proposed changes to the boundary should be discussed and agreed by all at the outset – reduce potential project risks.</p> <p>Briefing/Inception Meeting to be held with Third-level institute/organisation, Local Authority (LA), Chamber of Commerce, Civic sector reps and Heritage Council at outset of the process (i.e. after the workshop in Naas). Work programme to be discussed and agreed by all partners. Gaps to be identified and communicated to Heritage Council in order to communicate them to government as part of the pilot process – i.e. gaps in all towns.</p> <p>Undertake socio-economic assessment of contextual and regional arrangements – where is the town located in the regional hierarchy – ‘Street to Region Concept’. Map relationships with other towns – connections by road, rail, cycleway, etc. What is the function of the town? What is its historic role? Feed into overall approach. Undertake SWOT analysis using exercise from TCHC Workshop No.1.</p>	Early October 2016
2	<p>I. Landuse Survey (ground floor plus other floors, where possible) of Town Centre study area and production of GIS map using GOAD classification system – in order to establish the overall vacancy rate in the town centre (%) and the specific ‘retail’ vacancy rate (%) (e.g. vacant retail units/total vacant retail units) and residential vacancy rate (see below).</p> <p>Examine crowd sharing as tool for information/data gathering – see Reusing Dublin – http://www.reusingdublin.ie/. Explore potential links to social enterprises in the locality.</p> <p>Other vacancy rates can be established including public houses, residential, etc. Photographic record to be linked to GIS map, where possible. Designations to be included on map layers – Architectural Conservation Areas (ACAs), Special Areas of Conservation (SACs), Special Protection Areas (SPAs), etc. Protected Structures and records of monuments and places (RMP) to be included in mapping exercise. See relevant databases – www.myplan.ie – www.heritagemap.ie etc.</p> <p>Assessment of overall historic form and fabric. Identify areas experiencing <i>transition</i>.</p> <p>Land ownership to be explored and discussed with Local Authority – see below.</p> <p>Analysis – identify character areas and key ‘anchors’ – retail, leisure, civic/cultural, etc. Identify core locations for day-time and evening</p>	During October–November 2016

	<p>economies. Identify patterns in land use clustering, etc. Assess links and permeability between and within various core areas – walkability – time and ease.</p> <p>Examine landuse patterns between existing historic core and edge and out-of-town developments. Revisit SWOT analysis.</p> <p>Landuse Survey analysis to be checked by Local Authority and GIS maps to be produced as a baseline.</p>	
3	<p>Footfall/Pedestrian Survey – based on findings of the landuse survey and discussions with the LA, Pedestrian count to be undertaken in Town Centre on two days (preferably):</p> <ul style="list-style-type: none"> • Friday • Saturday <p>Team of six to eight field workers required, depending on resources – survey points to be recorded on GIS map. Handheld clickers to be supplied by the Heritage Council. Suggested 15 minute surveys on each side of the street on each day – use clipboards – suggested times, as follows:</p> <ul style="list-style-type: none"> • 1.15-1.30pm • 3.15-3.30pm • 5.15- 5.30pm 	October–November 2016
4	Business/Retailer Surveys (see below) – undertaken, data input and analysis – SPSS. Template provided – towns to amend and develop, as required. Consider focus groups with specific sectors – go beyond retail – leisure, civic in the surveys.	November 2016
5	Shoppers Surveys – undertaken, data input and analysis – SPSS. Consider focus groups, particularly with young people – explore potential for parallel social media campaign.	October–November 2016
6	Rental Survey – establish various rent levels for units in town centre – identify key pitch and ‘anchors’ for town centre in various land uses.	End of October 2016
7	Ownership Map – to be added to GIS, where possible.	End of October 2016
8	Vehicle Count – boxes in the town centre – source from Local Authority engineers. Compare with footfall survey.	End of October 2016
9	Car parking – collect information re on and off street car parking. Include in GIS mapping – examine links from car parks to town centre.	End of October 2016
10	Accessibility Audit – to be added to land use survey/GIS layer. See PAVANU demonstration.	End of October 2016
11	Survey of natural ‘Desire Lines’ in main street – identify pedestrian crossings and map desire lines compared to crossings.	November 2016
12	Environmental Quality – noise and pollution readings/data for the town centre? Quality of rivers, canals, coasts, etc.?	November 2016
13	Crime figures – number of break-ins or serious crimes taking place in the town centre? Map on GIS – analyse patterns, hot spots and impact of improved urban design measures?	November 2016
14	<p>II. Further analysis of land use survey using all the information and data collected above.</p> <p>Report Writing and presentation/mapping of TCHC Results (baseline) – to be overseen by each Local Authority TCHC Project Manager and input provided by Heritage Council’s TCHC Co-ordinator.</p> <p>Presentation to TCHC Partners.</p>	<p>December 2016 – for presentation in January 2017</p> <p>Reports to be finalised and printed, if possible.</p>

15	TCHC Presentation of Findings, Exchange and Sharing : Drafting of National TCHC Action Plan to inform National Planning Framework /NPF – TCHC Workshop No.2. TCHC Workshop No. 2 will look at how to use the TCHC baseline and how to formulate action plans using pilot result, plus the need for a national TCHC Programme and associated supporting structures and processes.	January–February/March 2017
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Monitoring and Reporting: All of the above to be presented by the Third-level Institutes to the TCHC Teams (four pillars) in January 2017. Local Authority PMs to provide short fortnightly progress reports to Heritage Council – to be circulated by email. Progress Reports to be in bullet point format, structured as follows:

1. **Tasks undertaken in last two weeks;**
2. **Problems encountered – blockages and delays;**
3. **Tasks to be undertaken in weeks ahead;**
4. **Potential risks/delays during this period.**

Heritage Council Co-ordinator to liaise with relevant government departments and RGDATA to ensure ‘pilot’ blockages are removed/mitigated. **Evaluation:** these collective progress reports will feed into the overall evaluation of the ‘pilot’ and inform policy-makers of where blockages and risks occur during the TCHC process in Ireland along with a *Lessons Learned Workshop for Third-level Education Partners* to be held in early 2017. Methodology prepared by Ali Harvey MIPI, for ‘Pilot’ TCHC Workshop No1. delivered on 29th September 2016 – reproduced for Workshop No.2 – Dublin Castle, March 2017.