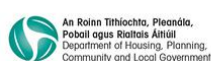




Future Proof Your Historic Border Town

An initiative by



Feedback Report December 2018

In partnership with



Contents

	Section	Page
	<i>EXECUTIVE SUMMARY</i>	<i>i</i>
1.	Background to Collaborative Town Centre Health Check Training Programme and Border Towns Workshop, Monaghan, 21st June 2018	1
2.	Feedback from Session 1: Project Ireland 2040 - The National Planning Framework (NPF) & National Development Plan (NDP) 2018-2027 – Funding Opportunities for Historic Border Towns?	5
3.	Feedback from Session 2: An Overview of Collaborative TCHC Activities in Monaghan, Letterkenny, Dundalk and Tralee	8
4.	Feedback from Group Exercise – Legislation and Policy, Investment and Incentives, Networks and Structures (National and International) and Research and Development (R&D) plus Evaluation of Workshop	13
5.	Border Towns and CTCHCs - Six Key Agreed Actions	17
6.	Next Steps for the Border Towns Network (BTN) and Further Information	17

Appendices:

Appendix A: List of Attendees, Speakers and Guests/Partners, June 2018

Appendix B: Monaghan CTCHC Workshop Programme, 21st June 2018

Appendix C: Agreed 15-Step CTCHC Methodology, issued to Partners in September 2016

Monaghan CTCHC Workshop Feedback Report written by Ali Harvey MIPI

Photographs by John Nutley, Monaghan.

EXECUTIVE SUMMARY

Section 1:

- *In late 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 (DHPLG), 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.*
- *The CTCHC training during 2016/2017 supported the creation of robust, collaborative Town Centre Health Checks (TCHCs) for seven Irish towns¹, which are formally linked to the statutory planning system, through the review of county development plans (CDPs) and Local Area Plans (LAPs).*
- *This feedback report summarises the Q&A/group discussions, group exercise and feedback from the group participants held in Monaghan Town in June 2018 and includes a summary of common themes and agreed actions that emerged during the first-ever Collaborative Town Centre Health Check Workshop for Border Towns in the Republic of Ireland.*

Section 2:

- *Representatives from three government departments in the Republic of Ireland gave presentations on the various opportunities for funding under the National Planning Framework (NPF) and National Development Plan (NDP) 2018-2027, collectively known as Project Ireland 2040². Topics covered in the three talks included strategic planning policy for Border Towns, the aims of the new NDP Regeneration Funds (Urban and Rural) and the need for plan-led regeneration and collaboration across all sectors and departments.*
- *The group discussion focused on the opportunity to create an equivalent AEC along the Border and to focus regional development on the Border Towns and their catchment areas. It was highlighted that collaboration and co-operation between the Border Towns would be welcomed and encouraged under the National Planning Framework (NPF) and National Development Plan 2018-2027.*

Section 3:

- *Collaborative TCHC activities were explored in four historic towns, namely Monaghan, Letterkenny, Dundalk and Tralee, which focused on assessing how each town centre was currently performing, i.e. creating a robust base-line using the 15-Step CTCHC process, and efforts to formulate collaborative, evidence-based plans to enable and facilitate regeneration.*
- *The need for new formal and informal local regeneration structures was explored including Business Improvement Districts (BIDs), e.g. Dundalk and Sligo BIDs. It was highlighted that collaboration was the key focus of the Bank of Ireland's Enterprising Towns Awards, e.g. Tralee won the national BOI Award in November 2017³.*

¹ The seven towns participating in the 'pilot' CTCHC Training Programme were: Ballina, Cashel, Dundalk, Ennis, Monaghan, Rush and Tralee. Unfortunately, Sligo and Tullamore had to defer. Sligo attended the workshop in Monaghan in June 2018.

² <https://www.gov.ie/en/campaigns/09022006-project-ireland-2040/>

³ Letterkenny won the BOI Most Enterprising Town Award in November 2018.

- There was also discussion on the options for the reuse of historic, civic buildings in town centres, e.g. Tholsels, market houses, etc., and the need for NDP funding to support the reuse of this important element of built heritage.

Section 4:

The afternoon groupwork and group discussions focused on four key issues:

Legislation and Policy: *The workshop attendees highlighted that a Town Centre First policy was needed, similar to Scotland, and that new legislation was needed for communities to acquire public-interest buildings. Also, CTCHCs should be a mandatory part of the planning system along with better design for town centre living.*

Investment and Incentives: *All agreed that more resources should be allocated to the CTCHC Training Programme and that Collaborative TCHCs should be rolled out as a full national programme with a national baseline for all town centres. Funding for Town Teams should be put in place along with funding for Town Team Partnerships.*

Networks and structures – National and International: *shared learning and exchange should be encouraged between all stakeholders at a national and international level and a Border Towns Network should be established asap, in light of Brexit. This network should be linked to third-level education organisations and provide a centralised hub for funding opportunities.*

Research and Development (R&D): *a central database/portal should be created along with research on economic incentives to tackle vacancy – case studies of what has worked elsewhere? Datasets of floorplates of towns are also required along with more research into urban economics and barriers to investment in town centres.*

Section 5:

Attendees working in six groups selected and agreed the following actions:

1. **Establish a Border Towns CTCHC Network asap and provide more resources for the CTCHC Training Programme for the Heritage Council via the National Development Plan 2018-2027;**
2. **Assess condition⁴ and ownership of vacant properties in town centres and introduce programme (with full cost-benefit) under the National Development Plan 2018-2027 to enable their reuse;**
3. **Provide more staff expertise/resources for regeneration under the National Development Plan 2018-2027 – e.g. for the Heritage Council, Local Authorities (LAs), etc;**
4. **Use Technology to survey e.g. land/building use and GIS, and share information and data on town centres – establish an On-line Shared Learning Network for Town Centres;**
5. **Collaborative TCHCs should be mandatory as part of strategic/forward planning – i.e. as part of county/city development plans and local area plans (LAPs); and**
6. **Chambers and Local Authorities need to work more closely together on regeneration matters with other partners – Local Authorities should be open to this.**

⁴ N.B. The Republic of Ireland's last housing condition survey was in 2001.

Section 6:

In pursuit of the agreed workshop actions, the Heritage Council (a prescribed body under planning legislation) and its Partners propose the next key steps will be undertaken during Q4 of 2018 and Q1 of 2019:

- 1. Heritage Council and Partners to set up a meeting with the Minister for Housing, Planning and Local Government to brief Minister Murphy T.D., on the Heritage Council & Partners' innovative statutory planning work in relation to historic town centres and urban regeneration – i.e. it was agreed at the outset with the Minister's Department in 2016 that Collaborative Town Centre Health Checks would be linked to statutory development plans – other Ministers to be briefed in due course;**
- 2. Heritage Council to advise the Irish Government to establish a five-year funding stream under the National Development Plan (NDP) for the Heritage Council re. Rural and Urban Regeneration Programme including Border Towns and Atlantic Economic Corridor (AEC) Towns;**
- 3. Heritage Council to advise the Irish Government to ensure that Collaborative Town Centre Health Checks (CTCHCs) are introduced as statutory planning policy as part of plan formulation in the country i.e. County/City Development Plans and Local Area Plans;**
- 4. All programme partners to support the establishment of a Border Towns Network (BTN) and the preparation and delivery of a costed Border Towns Action Plan 2019-2021 – include in budget proposals for 2019 – and link to above; and**
- 5. Heritage Council to undertake a 'pilot' Building Condition Survey in Monaghan Town Centre in partnership with Dundalk IT, Monaghan County Council, the National Housing Agency and various government departments e.g. Department of Culture, Heritage and the Gaeltacht, Department of Rural and Community Development, Department of Communications, Climate Action and Environment – link pilot to National Planning Framework and National Development Plan and roll out as a full national programme [once pilot project is externally evaluated and an ex-ante cost/benefit for a full programme is calculated].**

1. Background to Collaborative Town Centre Health Check Training Programme and Border Towns Workshop, Monaghan, 21st June 2018

In late 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 (DHPCLG), 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 Framework⁵ (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 seven Irish towns⁶, 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*⁷. Also, the Ballina, Cashel, Ennis, Naas, Monaghan and Tralee collaborative TCHC research and reports⁸ 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 2015⁹.

⁵ The Heritage Council is a member of the National Planning Framework Advisory Group.

⁶ The eight towns participating in the 'pilot' CTCHC Training Programme are: Ballina, Cashel, Dundalk, Ennis, Monaghan, Rush and Tralee. Unfortunately, Sligo and Tullamore had to defer.

⁷

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

⁸ https://www.heritagecouncil.ie/content/files/Tralee_Town_Centre_Health_Check.pdf

⁹ http://www.heritagecouncil.ie/fileadmin/user_upload/Publications/Towns_pubs/Policy_document_web.pdf

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). 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:

- *‘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 hugely-successful 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 late 2016); and**
- **Naas Town Hall, September 2016 – 70 no. attendees.**

This report summarises the Q&A/group discussions, group exercise and feedback from the group participants held in Monaghan Town in June 2018 and includes a summary of common themes and agreed actions that emerged during the first Collaborative Town Centre Health Check Workshop for Border Towns in the Republic of Ireland. A draft version of this report was circulated to all attendees from the participating towns – Cavan, Dundalk, Letterkenny, Monaghan and Sligo – to ensure that the report is an accurate record of the workshop’s proceedings. A list of workshop participants (approx. 50 no. people) is provided at *Appendix A* and the CTCHC Border Towns Workshop Programme (Westenra Hotel, 21st June) is provided at *Appendix B*. All the above documents are contained in the Border Towns CTCHC Workshop Pack, which was prepared and circulated by the Heritage Council (Lead Partner) to workshop participants prior to the event in Monaghan. The CTCHC Workshop Pack is available to download from the Heritage Council’s website.

Acronyms used in the CTCHC Feedback Report:

ACA =	Architectural Conservation Area
AEC=	Atlantic Economic Corridor
ATCM =	Association of Town and City Management
BIDS =	Business Improvement Districts
CDP =	County/City Development Plan
CHP =	County/City Heritage Plan
CTCHC=	Collaborative Town Centre Health Check
DCHG =	Department of Culture, Heritage and the Gaeltacht
DHPLG =	Department of Housing, Planning and Local Government
DRCD=	Department of Rural and Community Development
EIA =	Environmental Impact Assessment
EIAR =	Environmental Impact Assessment Report (previously known as an EIS)
HTI =	Historic Towns Initiative
LAP =	Local Area Plan
NDP =	National Development Plan 2018-2027 – Project 2040
NPF =	National Planning Framework – Project 2040
RGDATA=	Retail, Grocery, Dairy and Allied Trades Association
RSES =	Regional Spatial and Economic Strategy
SEA =	Strategic Environmental Assessment.

Other useful CTCHC Reports in this programme include:

https://www.heritagecouncil.ie/content/images/National_Planning_Framework_Submission_Nov17_2MB.pdf

https://www.heritagecouncil.ie/content/files/national_planning_framework_Heritage_council_submission_2mb_pdf.pdf

https://www.heritagecouncil.ie/content/files/seascapes_and_seascapes_assessment_Review_best_practice_1mb.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

Photograph 1: Monaghan County Council welcomes the Heritage Council and the ATCM¹⁰



¹⁰ <https://www.atcm.org/>

The first-ever Collaborative Town Centre Health Check Training Workshop for Border Towns was opened by Brian McKenna, Cathaoirleach, Monaghan Municipal District, Monaghan County Council, who highlighted the need for a co-ordinated approach to the management of Border Towns, particularly in light of Brexit in March 2019. The Cathaoirleach also welcomed everyone from the participating towns (Cavan, Dundalk, Letterkenny, Monaghan and Sligo), speakers and project partners to the historic county town of Monaghan.

Photograph 2: Brian McKenna, Monaghan County Council, welcomes participants to Monaghan



Ali Harvey (Heritage Council) provided an overview of the outputs and outcomes of the Collaborative Town Centre Health Check (CTCHC) Training Programme to date. She set out the workshop schedule along with the Key Aims of the Border Towns CTCHC Workshop, as follows - 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; and**
- 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.**

2. Feedback from Session 1: Project Ireland 2040 - The National Planning Framework (NPF) & National Development Plan (NDP) 2018-2027 – Funding Opportunities for Historic Border Towns?

Three representatives from government departments in the Republic of Ireland made presentations on the various opportunities for funding under the National Planning Framework and National Development Plan 2018-2027, collectively known as *Project Ireland 2040*¹¹:

- **Jacqui Donnelly – Department of Culture, Heritage and the Gaeltacht;**
- **Finola Moylette – Department of Rural and Community Development; and**
- **Paul Hogan – Department of Housing, Planning and Local Government.**

Topics covered in the three talks by the government departments involved in rural and urban regeneration of historic settlements, e.g. border towns, included:

- *Project 2040 – integrated and collaborative approach is required to regenerate Irish towns plus funding for historic towns and core areas - €285m for culture and heritage (2018-2027);*
- *Heritage and heritage assets can act as a key driver for socio-economic regeneration and environmental sustainability;*
- *Town centres are ideal locations for cultural industries and creative businesses;*
- *The new Historic Towns Initiative (HTI) is driving regeneration in historic cores – funded by the Dept of Culture and administered by the Heritage Council;*
- *Regeneration should be Plan-led – with a clear and agreed Vision;*
- *European Year of Cultural Heritage 2018 has helped to raise awareness of the contribution heritage makes to societies around the EU;*
- *DRCD supports and enables sustainable development of rural communities including towns and hinterlands - increase access to networks and employment, etc;*
- *Capital Funding Schemes include: LEADER, Local Improvement Scheme, CLAR, former REDZ¹² plus Towns and Village Renewal (TVR) since 2016 – CTCHCs can provide the basis and engine for overall regeneration plans for towns – also, a useful baseline for investment and measuring outputs, outcomes and value for money (VFM);*
- *Outdoor Recreation (OR) – new Boardwalk at Acres Lake, Drumshanbo, Leitrim – full-scale study is planned- what has the investment done for the area? Created footfall (100,000 visitors), 6 new activity companies (café in Drumshanbo, 7 days a week);*
- *NDP Rural Regeneration Fund - €1bn – in addition to other schemes of 10,000 and less - €315m over 2019-2022 – ensure funding is well-targeted – deadline for applications is 27th August;*
- *NPF sets up the national planning framework for the country – regional plans (RSEs) come from the NPF and then county/city plans follow, i.e. planning policy hierarchy;*
- *NDP Urban Regeneration Fund will be open in next few weeks – deadline for application will be 28th September (75%/25%);*
- *NPF population – growth fairly even everywhere outside Dublin (Dublin very strong) - Mid-Border shows anomaly – growth in population in Cavan and Monaghan;*
- *NPF is horizontal across government – long term – will take time to see results – new Circular to Local Authorities on the transition, legal status in the Planning Acts – 1 million extra people in the country over the next 20 years – 660,000 additional jobs, 550,000 extra homes?*
- *Office of Planning Regulator coming soon – by the end of 2018 plus Regeneration and Land Agency – initially focus on publicly owned sites and housing;*

¹¹ <https://www.gov.ie/en/campaigns/09022006-project-ireland-2040/>

¹² Former Rural Economic Development Zones, see CEDRA Report, https://www.teagasc.ie/media/website/rural-economy/CEDRA_Report.pdf

- *Local Infrastructure and Housing Fund (LIHF) - €2bn over 10 years, €550m over next 4 years – need transformative projects that make a difference;*
- *Emphasis is on innovation – evidence base – collaboration not competition; and*
- *Co-ordination between DHPLG and DRCD and others – monitoring and review critical - need evidence to measure things against, e.g. Collaborative Town Centre Health Checks.*

Photograph 3: Border Town Workshop participants listen to Session 1 presentations



Issues raised in the lively Q&A (Session 1) were as follows – **Questions from the floor in bold** – response from speaker in normal font:

- **How does the NPF align with Northern Ireland?** – Dept talked with counterparts in Belfast – moving with parallel investment plan e.g. A5 Dublin-Monaghan-Derry/Letterkenny – delay has been unfortunate. NPF plans for an ambitious all-island scenario – planning for a more open and productive relationship;
- **How do we link our town centres that doesn't require more road-building?** – need to strengthen our urban cores to make connection viable. Public transport is also important, in that, roads are not just for cars – need more urban development. Compact growth is difficult – 30% seems modest but is actually quite challenging;
- **Can there be an equivalent AEC along the Border – e.g. for Sligo which is quite challenged?** Need ideas for Border Towns – great NPF submission from Sligo – what do you need to release brownfield sites? Looking for imaginative, collaborative schemes to bring these forward – build consensus – seeking to reward collaboration – e.g. Collaborative Network of Towns – see Scotland Cities Alliance – looking for similar type of networking;
- **What about regional growth centres?** – Dept is actively seeking to reduce commuting and sprawl – vision for metropolitan areas is necessary. AEC – concept came from a number of chambers working together – idea grew and became an ambition for the western seaboard – why not for the Border counties and towns? Need to come together;
- **Regional Assemblies/strategy areas are quite different to our needs?** – regional assemblies have requirement to move NPF to next level – work on a plan for Letterkenny – funding is there now – depends on your ambition;

- **Monitoring and Evaluation?** – look at the impact of Leitrim investment – how to measure performance? Living Above the Shop – Departments are working on building regulations – what is causing blockage? Huge resource that is there. Measuring and evaluation needs to be built in right from the start, e.g. footfall. Difficult to retrofit the collection of data that makes the case that the project was worthwhile/VFM;
- **How do we deal with inertia of building owners in town centres – need broader support for compact growth including heritage – need to address how the system incentivises underuse and address the perceived constitutional protection of property rights without recognising the common good?** – Dept of Finance looking at taxation and incentives – CPO should be seen as end of line – looking at reasons of viability and costs – potentially unlock backland sites – how do we make our town centres places people want to live in?

Photograph 4: Representatives from the Department of Rural and Community Development; Department of Culture, Heritage and the Gaeltacht; and the Department of Housing, Planning and Local Government take part in the Q&A session



Photograph 5: Heritage Council facilitating the workshop



3. Feedback from Session 2: An Overview of Collaborative TCHC Activities in Monaghan, Letterkenny, Dundalk and Tralee¹³

Four presentations were given as part of Session 2. They were as follows:

- **Maire Cullinan – Monaghan County Council;**
- **Dr Neil Galway and MSc Planning and Development Students – Queen’s University Belfast (QUB);**
- **Anthony Abbott-King – Louth County Council; and**
- **Ken Tobin - Tralee Chamber Alliance.**

A summary of the topics covered in the four talks included:

Session 2: Talks 1 and 2:

- Results from the collaborative TCHC in Monaghan revealed vacancy in residential and retail landuses – both over 20%;
- Using available powers – Derelict Sites Act, Planning, Vacant Sites Levy; Funding – TVR, REDZ, heritage, municipal district. Cannot levy rates – vacant properties are not contributing to the town centre;
- Derelict Sites Act – 38 on register, 22 CPOs - €965k – plans for social housing and resale (5 removed from the register);
- Clones – only busy when there is a big GAA match on – REDZ – removed dereliction and provided car park;
- Regeneration Plan for Dublin Street, Monaghan – over 200 owners involved (changed from 200 to 20) – provide connectivity between town core and shopping centre – funded under TVR – landuse survey – widespread consultation – adopted as variation to development plan – IPI Award in 2018;
- Punch through front of Dublin Street to access parking area – movement and civic space – waiting for funding opportunities;
- Citizen engagement – URBACT Good Practice Award – all working together;
- Naas Town Hall CTCHC Workshop in 2016 - SWOT analysis of Monaghan – included Town Team - CTCHC measure of success, robust baseline of data – how to do consumer surveys – need business/marketing students, etc;
- Focus on town activity – events promotion – festivals, etc.
- Public Realm Plans are important – reduce impact of car, provide quality spaces and vistas;
- Private sector investment not happening in Border Towns – greater funding required for CPO for backlands – more skills – lack of architects in these areas re. conservation – changing role of town centres – zoning designations should be more for housing detail;
- Letterkenny is car-dominated – 53% of people surveyed did not want to live in the town centre; 58% noted the lack of green spaces; need to embrace the river and greenways plus mixed-use development- town needs quality high-density housing and amenity spaces;
- Main Street (independents) v retail parks (multiples and multi-nationals) – disconnect – not pedestrian-friendly links – all car-based – re-stitch Letterkenny – how do people rate these spaces?;
- Brexit – 87% of commercial operators and retailers surveyed noticed a decrease in cross-border trading since the announcement of Brexit;
- Market Square, Letterkenny – underused – surrounded by car parking – public realm can indicate the residents are valued.
- What potential is there to bring people into the town centre for residential – importance of stewardship for public space – understand need for better quality – attempt to rehumanise the main street/historic core.

¹³ The collaborative Tralee TCHC Report was launched by Minister English in August 2017. Tralee was conferred with the Bank of Ireland’s *Most Enterprising Town Award* in November 2017.

Session 2: Talks 3 and 4:

- EMRA Region – 4 designated centres including Dundalk and Drogheda as part of cross-border network with Newry;
- Clanbrassil Street, Dundalk – applied to EIF – allocation of €2m – added €2.6m for regeneration of the street – 17 key stakeholders involved – incorporated all views/voices;
- Westgate Vision for Drogheda – townscape recovery plan – Shaffreys worked on this – historic core and town walls – largest enclosed urban area in Ireland;
- Challenge – vacancy and underutilisation – Drogheda hinterland had grown – retail and housing on periphery of town – needed a vibrant town centre - 4 no. parts - Challenges, Response, Townscape Recovery Guide and Delivery (Quick wins – shop fronts, landscaping, fleadh);
- Focus on NDP Urban Regeneration Fund – objectives aligned with Project Ireland 2040 – focus on urban dentistry – opportunity site includes vacant sites – remake townscape;
- Tralee 8th largest town in Ireland – IT, hospital, tech cluster – 25,000 people – population x 10 during Rose of Tralee;
- Member of Atlantic Economic Corridor (AEC) – new strong focus on green initiatives – in response to EU funding;
- Creation of doughnut town – IT Tralee moving out of town – increasing vacancy issues, e.g. Denny Street (Georgian Street) – 70% vacancy on upper levels;
- Kerry College of Further Education – now in three of the vacant properties in the town centre – economics matter – need viable and practical ‘use’ – not always residential;
- CTCHC looked at vibrancy and viability of town centre – looked at economics – why local commercial/retailers struggling, how to engage with their customers – improve offering, digital presence – occupy public spaces – bring council along – incentivise businesses to use public space
- New brand for Tralee will be launched in July 2018 – economic driver for county – coming late for Tralee – when 2040 being developed, should have stronger presence to influence this – for towns that lost their town councils – these towns need stronger collaboration; and
- Public sector funding – strong Town Teams need support – clear action points – public and private sides need to work together – who is overseeing this?

Did You Know?

Research by QUB undertaken in Letterkenny Town Centre¹⁴ in 2018 revealed that:

87% of commercial operators and retailers surveyed noticed a decrease in cross-border trading since the announcement of Brexit.

Photograph 6: QUB (Lecturer and Students) present on Letterkenny Town Centre



¹⁴ https://www.heritagecouncil.ie/content/files/Letterkenny_Town_Centre_Health_Check.pdf

Photograph 7: Tralee Chamber Alliance and Queen's University Belfast take part in the Q&A session



Photograph 8: Representatives from Louth County Council and Monaghan County Council take part in the Q&A session



Issues raised in the engaging Q&A (Session 2) were as follows:

- **How did Tralee progress given it did not have a BIDS?** - Pilot CTCHC team was set up in Tralee by Heritage Council with Partners including IT Tralee, Chamber and the local authority i.e. Kerry County Council – same team came together to pitch for IPI Conference in the summer of 2017 (IPI Conference was held in Tralee in April 2018) and BOI Enterprise Town Awards. No formal working body like BIDS – collaboration was the key – ‘agile structure’ – monthly CTCHC team meetings in Tralee during 2016 and 2017 were important – plus the team went for lunch/dinner so the trust built up very quickly – collaborative relationships were formed very quickly and have continued;
- **Acquisition of Derelict Sites – investors won’t touch, why will Local Authority?** – majority were acquired for social housing – hope will clear costs of acquisition – get a private investor to redevelop the properties – will be sold under a licence with timeframe when property title handed over – element of risk – specifically targeted at properties that have been vacant for many years, etc;
- **BIDS model is not for everywhere – what suits the place?** Town Team/chamber/BIDS – whatever – call for people to come on board to tackle issues together – what structures work for each town? For example, LA in Tralee does not want a BID structure.

Collaborative approach in common – that is what will work – private sector fund themselves to do this – difficult to sustain – need to formalise arrangements under the National Development Plan 2018-2027?.....

- **What detail was provided in relation to Denny Street, Tralee?** Big project – looked at existing and potential uses – private ownership – only two residential properties left on the fine Georgian Street – former office buildings were 100% occupied by local authority/civil service. Landlords and tenants engaged with LA Heritage Officer and Conservation Officer as a result of the Tralee Collaborative TCHC started in late 2016. Trying to find alternative uses in collaboration – all privately owned – CPO not possible – trying to understand and overcome blockages to reuse – workshops to look at all the issues collectively as a ‘street entity/community’ – pursue the common good;
- **Larger historic buildings in town centres – market houses, courthouses, etc. – any examples of these being successfully reused or refurbished– do we need specific funding?** Old local government building in Dundalk – leased to Bank of Ireland – now tourist office – upper floor – 18th Century Chamber – yes, need funding for larger public buildings under NDP.
- **Fethard Tholsel¹⁵, Co. Tipperary** – huge collaboration started by the Heritage Council in 2007 – feasibility study undertaken by HC – other partners involved as it gathered momentum – LEADER, Coolmore Stud, former South Tipperary County Council, Failte Ireland, etc. Equine-themed exhibition opened by Andrew Lloyd-Webber in May 2017. See also Poynton in England – based on a shared-space scheme from Holland.

Photograph 9: Sligo BID’s CEO takes part in the Q&A session



¹⁵ <https://www.irishexaminer.com/ireland/tipperary-museum-attracts-double-expected-visitors-in-its-first-season-471432.html>

Photograph 10: Dundalk BID and Monaghan County Council take part in the Q&A session



Photograph 11: Cavan County Council takes part in the Q&A session



Photograph 12: Louth County Council takes part in the Q&A session



4. Feedback from Group Exercise – Legislation and Policy, Investment and Incentives, Networks and Structures (National and International) and Research and Development (R&D) plus Evaluation of Workshop

Participants worked in groups in the afternoon workshop session. Discussion was focused on four key issues:

- i. Legislation and Policy;
- ii. Investment and Incentives;
- iii. Networks and Structures – National and International; and
- iv. Research and Development (R&D).

Photograph 13: Representatives from Dundalk BID, Castleblaney Regeneration Committee, Queen's University Belfast, Letterkenny Cathedral Quarter and University College Dublin take part in the group exercise



Feedback from the group exercise is summarised in the table below.

LEGISLATION & POLICY	INVESTMENT & INCENTIVES
<ul style="list-style-type: none"> • Prepare 'Plain English' guides and guidance • Introduce composite legislation on Planning • "Town Centre First" policy needed similar to Scotland • Lead-in and education on how to apply and who to apply to for NDP and EU funding – How? • Simplify/reduce regulation: – cost/benefit analysis and amount of Regulations prevents new business opening in town centres and burdens existing businesses • Reform/address area of local government funding • Address lack of resources and people in local authorities • Realistic timescales for funding models, e.g. funding from government/LAs announced in Q3 to be spent in Q4 	<ul style="list-style-type: none"> • Provide more resources (funding and staff) to support the roll out of the Heritage Council, RGDATA and Partners' Collaborative Town Centre Health Check Training Programme • National investment in CTCHC to be rolled out nationally, as part of planning policy • Fiscal/tax policy to favour 'brownfield' development • Incentivise compact living and incentivise elderly to down-size to town centre • National comparative analysis of CTCHCs – establish baseline nationally and focus on investment • Fund Town Team Partnerships asap • Ownership of vacant properties and enforcement of vacant rate % • Funding and support for Town Teams and management oversight • Living City - expand terms of reference

<ul style="list-style-type: none"> • Guidance for CTCHC based on town's population – Best Practice per size of town • Legislation for communities to acquire public interest buildings – Legislation in UK • LA to have discretion on application of rates • Designated <i>Residential Quarters</i> in Towns • Tax incentives for choosing to buy Town Centre • Impact of on-line shopping needs to be addressed • CPO policy needed for commercial premises as well as residential • Tax restructuring needed to support traditional town centres • 'Living First' rather than 'Town First' • Make towns safer to live in • Planning policy that favours development in town centres • Mandatory TCHCs as part of planning process • Design that favours living in the town • Enable local community to support town regeneration • Macro level challenges with micro level funding? • Vacant site levy – improvements to procedures, better LA resources, improved legislation • Case Studies of How to Do up an Urban Building – templates? • Guidelines on Planning for Renovations • Response local authorities to community groups/local stakeholders – e.g. prompt responses needed 	<ul style="list-style-type: none"> • Funding needed to unlock backlands – access roads, CPO, etc. • 'Fit Out' Grant set off against rate for renting property • LAs to have regeneration staff resources • Public Realm Guidance needed • Fund needed to facilitate CTCHCs • Fund for derelict, heritage buildings in local authority ownership • Quick Wins! • Introduce Townscape Heritage Initiative – similar to HLF in NI • Public transport in between towns – plan for no cars • Government funding for Town Team Partnerships in the long term • Funding to be available for small-scale projects? • Rate derogation – rates break • Provision of digital hub for professional living in Dublin to move back to local towns • Small-scale grants for individual renovations • Local Authority capacity to apply for project funding and to implement • Key Performance Indicators (KPIs) for Towns – footfall counters needed asap • Support (financial) for voluntary networks from Government • Town Centre Managers – funded by Government
<p style="text-align: center;">NETWORKS & STRUCTURES NATIONAL/INTERNATIONAL</p>	<p style="text-align: center;">RESEARCH AND DEVELOPMENT (R&D)</p>
<ul style="list-style-type: none"> • Planners and stakeholders – improve how they communicate • Share Best Ideas and successes nationally = content pool – templates and shared learning • Buy-in and understanding needed from CEO and Executive level in Local Authorities – 'Peer to Peer' • Create strong lobby group • Create Border Towns Network – North and South • Examine appropriateness of current regional assemblies • Destination "Sales Book" • Reduce number of funding sources/organisations • Border Economic Corridor – move towards Cross-Border • Investigate Best Practice nationally and internationally, in light of Brexit • Greater information to property owners • Network to be linked to more 3rd level education • Central Hub for all funding opportunities • Create Border Towns Network asap • Development of Border Towns Network asap 	<ul style="list-style-type: none"> • Are Local Authorities sufficiently resourced on their own to achieve regeneration? • Examine urban economics and barriers to investment in town centre • Central data bank as per Enterprise Ireland/LEO for funding – linked to project type • Explore economic incentives for vacancy – business plan and economic incentives – what has worked? Rate breaks on their own don't work • Develop further ties with Third Level Institutes and organisations • Examine trends re. footfall and online shopping • Sharing information – reports and studies reduces costs, for voluntary agencies and Town Teams • Baseline needed – e.g. coach counters? • Examine structure of rates and incentives – e.g. for landmark heritage buildings – protected buildings – extra funding pot needed • Baseline data in absence of CTCHC – how to prioritise • Tell the Street Economic Story – Urban

<ul style="list-style-type: none"> • Funded position for town centre managers with administrative support – Networks needed • Strategic action needed – the space to plan useful projects • Local Authority liaison with groups dealing with urban initiatives – social and economic right focus? • Development of a Border Towns Network 	<ul style="list-style-type: none"> • Assess all unique conditions of individual property ownership • Baseline data – communication key • Common criteria for higher education – CTCHC • Map what is available for heritage-led regeneration (funds from many sources) • GIS mapping – of funding and non-funding areas • Data and data collection mechanisms, footfall, etc. • Paying attention to micro-enterprise growth and needs and dynamics • Not another postponed decision! Don't let research stop action which is badly needed • Data set for floorplates of towns • Upskilling local politicians via local institutes – e.g. Combi-Lift apprenticeships, formal structure
---	--

Photograph 14: Group work in the afternoon



Photograph 15: RGDATA, Tara Buckley, Programme Partner, takes part in the group exercise



Tara Buckley informed the workshop participants that RGDATA, as a CTCHC Programme Partner, was engaged in the CTCHC pilot because town centre regeneration and vibrant and vital town centres were hugely important to the independent community food retailers that her association represents. This is certainly not “all about shopping” she emphasised. Retail is an important component in a vibrant town. Having independent, community-based grocery/convenience stores is essential for a vibrant town. In addition, small local businesses need people living, working and visiting the town to make the town centre viable. That’s why RGDATA supports the CTCHC.

RGDATA sees collaborative Town Centre Health Checks as the first, essential step in ensuring a collaborative, community-led approach to town centre regeneration. Tara continued, *“We want to ensure that our towns are places that people want to live in, set up a business in, raise a family in and partake in community activities in”.*

Ali Harvey concluded the Monaghan Border Towns CTCHC Workshop by informing participants that all the workshop presentations and groupwork would be written up and circulated in a draft format for input and comment before a final report will be issued in November 2018.

Evaluation of Monaghan CTCHC Workshop, June 2018

At the close of the workshop, participants were asked to fill in an evaluation sheet. A sample of the comments is listed below:

- ***“Loved the case studies and ideas from other towns!”***
- ***“The workshop provided lots of ideas and suggestions to bring back to Town Teams.”***
- ***“I gained a better understanding of the strategic government framework for Ireland. Realisation of the importance of the Brexit negotiations and the potential impact on the Border Region and its Towns.”***
- ***“It was really useful to hear the opinions of other Border Towns and to learn about the experience of other towns.”***
- ***“The groupwork, networking and presentations were really useful and enjoyable!”***
- ***“Sharing of ideas and shared learning with other towns was so beneficial.”***
- ***“Know more now about the various funding streams and crossovers – didn’t know this before!”***
- ***“People for the future and rich, reaffirming conversations – great work – all so positive!”***
- ***“Thank you very much – very useful – congratulations to the Heritage Council and its Partners”***
- ***“Excellent workshop....”***

The returned workshop evaluation forms can be made available by the Heritage Council, if required.

5. Border Towns and CTCHCs - Six Key Agreed Actions

As a conclusion to the afternoon group exercise, participants were asked for their group's key [top] action. The six groups selected and agreed the following actions:

- 1. Establish a Border Towns CTCHC Network asap and provide more resources for the CTCHC Training Programme for the Heritage Council via the National Development Plan 2018-2027;**
- 2. Assess condition¹⁶ and ownership of vacant properties in town centres and introduce programme (with full cost-benefit) under the National Development Plan 2018-2027 to enable their reuse;**
- 3. Provide more staff expertise/resources for regeneration under the National Development Plan 2018-2027 – e.g. for the Heritage Council, Local Authorities (LAs), etc;**
- 4. Use Technology to survey e.g. land/building use and GIS, and share information and data on town centres – establish an On-line Shared Learning Network for Town Centres;**
- 5. Collaborative TCHCs should be mandatory as part of strategic/forward planning – i.e. as part of county/city development plans and local area plans (LAPs); and**
- 6. Chambers and Local Authorities need to work more closely together on regeneration matters with other partners – Local Authorities should be open to this.**

6. Next Steps for the Border Towns Network (BTN) and Further Information

The Heritage Council, RGDATA and all its Partners involved in the CTCHC Programme, including government departments, third level institutes (north and south), local chambers of commerce and local authorities envisage that this Feedback Report for the Monaghan CTCHC Workshop will be circulated to as many interested parties as possible, in order to garner support for the agreed actions set out above. It is also anticipated that a funding application(s) will be made to the relevant government department to establish a Border Towns Network (BTN) and for the preparation of a 3-Year Action Plan, which can be funded under the National Development Plan 2018-2027 and other funds as they become available, e.g. European Union.

In pursuit of the agreed workshop actions, the Heritage Council (a prescribed body under planning legislation) and its Partners propose the next key steps will be undertaken during Q4 of 2018 and Q1 of 2019:

- 1. Heritage Council and Partners to set up a meeting with the Minister for Housing, Planning and Local Government to brief Minister Murphy T.D., on the Heritage Council & Partners' innovative statutory planning work in relation to historic town centres and urban regeneration – i.e. it was agreed at the outset with the Minister's Department in 2016 that Collaborative Town Centre Health Checks would be linked to statutory development plans – other Ministers to be briefed in due course;**

¹⁶ N.B. The Republic of Ireland's last housing condition survey was undertaken in 2001.

2. Heritage Council to advise the Irish Government to establish a five-year funding stream under the National Development Plan (NDP) for the Heritage Council re. Rural and Urban Regeneration Programme including Border Towns and Atlantic Economic Corridor (AEC) Towns¹⁷;
3. Heritage Council to advise the Irish Government to ensure that Collaborative Town Centre Health Checks (CTCHCs) are introduced as statutory planning policy as part of plan formulation in the country i.e. County/City Development Plans and Local Area Plans;
4. All programme partners to support the establishment of a Border Towns Network (BTN) and the preparation and delivery of a costed *Border Towns Action Plan 2019-2021* – include in budget proposals for 2019 – and link to above; and
5. Heritage Council to undertake a ‘pilot’ Building Condition Survey in Monaghan Town Centre in partnership with Dundalk IT, Monaghan County Council, the National Housing Agency and various government departments e.g. Department of Culture, Heritage and the Gaeltacht, Department of Rural and Community Development, Department of Communications, Climate Action and Environment – link pilot to National Planning Framework and National Development Plan and roll out as a full national programme [once pilot project is externally evaluated and an *ex-ante* cost/benefit for a full programme is calculated].

Please note that all the presentations from the Monaghan Collaborative Town Centre Health Check Workshop, the workshop pack and this feedback report are all available to download [for free] from the Heritage Council’s website:

<https://www.heritagecouncil.ie/projects/town-centre-health-check-training-programme>

For further information on the first Border Towns Collaborative Town Centre Health Check Workshop or the ongoing Collaborative Town Centre Health Check Training Programme, please contact **Ali Harvey** at aharvey@heritagecouncil.ie - **M. 087 419 3458**.

¹⁷ The first Collaborative Town Centre Health Check Training Workshop for Historic Towns along the AEC was delivered in Ballina on the 22nd November 2018 – this workshop was fully booked (60 no. people/representatives from towns along the AEC). For more information on the Collaborative TCHC Training Programme, please contact Ali Harvey in the Heritage Council.

**Appendix A: List of Attendees, Speakers and Guests/Partners,
CTCHC Workshop for Border Towns – Monaghan, 21st June 2018**

List of Attendees:

Nos Cavan

- | | | |
|---|------------------|-----------------------------|
| 1 | Ann Marie Curley | <i>Cavan County Council</i> |
| 2 | Patricia Smith | <i>Cavan County Council</i> |
| 3 | Marice Galligan | <i>Cavan County Council</i> |

Dundalk/Louth

- | | | |
|---|---------------------|--|
| 4 | Anthony Abbott-King | <i>Louth County Council (Senior Planner)</i> |
| 5 | Mark Deary | <i>Councillor, LCC and Dundalk BIDS</i> |
| 6 | Martin McElligott | <i>Dundalk BIDS Manager</i> |
| 7 | Brendan McSherry | <i>Louth County Council</i> |
| 8 | Brian Walsh | <i>Louth County Museum and HC Board Member</i> |
| 9 | Eamon Mc Mahon | <i>DKIT</i> |

Letterkenny

- | | | |
|----|-----------------|---|
| 10 | Toni Forrester | <i>CEO, Letterkenny Chamber</i> |
| 11 | Donnan Harvey | <i>Letterkenny Cathedral Quarter</i> |
| 12 | Roisin Kelly | <i>Donegal County Council</i> |
| 13 | Dr Neil Galway | <i>Queen's University Belfast (QUB)</i> |
| 14 | Laurie McGee | <i>Letterkenny Cathedral Quarter</i> |
| 15 | Dani Sterling | <i>QUB MSc Student</i> |
| 16 | Jason Martin | <i>QUB MSc Student</i> |
| 17 | David McSwiggan | <i>QUB MSc Student</i> |
| 18 | Killian Whyte | <i>QUB MSc Student</i> |

Leitrim

- | | | |
|----|---------------|-------------------------------|
| 19 | Vivienne Egan | <i>Leitrim County Council</i> |
|----|---------------|-------------------------------|

Monaghan

- | | | |
|----|------------------|---|
| 20 | Adrian Hughes | <i>Monaghan County Council (Senior Planner)</i> |
| 22 | Maire Cullinan | <i>Monaghan County Council</i> |
| 23 | Trevor Connolly | <i>Monaghan Town Centre Co-ordinator</i> |
| 24 | Shirley Clerkin | <i>Monaghan County Council</i> |
| 25 | Dr Luke Kelleher | <i>University College Dublin (UCD)</i> |
| 26 | Paris Farren | <i>UCD MRUP Student</i> |
| 27 | Annmarie McHugh | <i>Castleblaney Regeneration Committee</i> |
| 28 | Peadar McMahon | <i>Emyvale Development Association</i> |

Sligo

- | | | |
|----|---------------|---------------------------|
| 29 | Gail McGibbon | <i>Sligo BIDS Manager</i> |
| 30 | Finbarr Filan | <i>Sligo Purple Flag</i> |

Tralee

31 Ken Tobin *CEO, Tralee Chamber Alliance*

Waterford (Guest)

32 Michelle Daly *Waterford City and County Council*

Other Partners:

33 Ali Harvey *CTCHC Programme, Heritage Council*

34 Tara Buckley *CEO RGDATA*

35 Anne Barcoe *Heritage Council*

36 Dr Philip Crowe *Co-Founder, SpaceEngagers (Workshop Recorder)*

37 Jacqui Donnelly *Department of Culture, Heritage and the Gaeltacht*

38 Julianne Elliott *Association of Town and City Management (ATCM) NI*

39 Miriam Fitzpatrick *Urban Designer and HC Board Member*

40 Paul Hogan *Department of Housing, Planning and Local Government*

41 Denis Kelly *North West Regional Assembly (NWRA)*

42 Laurence Lord *AP+E Architects (apologies Orla Murphy)*

43 Finola Moylette *Dept of Rural and Community Development*

44 Colm Murray *Heritage Council*

45 Ojay McDonald *CEO ATCM UK*

46 Elisha O'Brien *Chambers Ireland*

AV Services

47 Dave Kelly *StageTek*

Photographer

48 John Nutley *Photographer, Monaghan*

Appendix B: 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 <i>Border Towns Collaborative TCHC Network</i> - Ali Harvey, Heritage Council - Workshop Programme and Key Aims
Session 1:	<i>Project 2040 - The National Planning Framework (NPF) and the National Development Plan (NDP) 2018-2027: Funding Opportunities for Historic Border Towns</i>
10.30am	Jacqui Donnelly, Department of Culture, Heritage and the Gaeltacht - <i>Harnessing the cultural heritage potential of Ireland's Town Centres?</i>
10.50am	Finola Moylette, Principal Officer, Department of Rural and Community Development - <i>Funding Opportunities under the NDP?</i>
11.10am	Paul Hogan, Project Manager, National Planning Framework, Department of Housing, Planning and Local Government - <i>Funding Opportunities under the NDP?</i>
11.30am	<i>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.</i>
11.50am	Tea/Coffee Break - 10 mins
Session 2:	<i>A Snap Shot of Collaborative TCHC Activities in Monaghan, Letterkenny, Dundalk and Tralee</i>
12.00pm	Maire Cullinan, Monaghan County Council - <i>Innovative Urban Regeneration Initiatives in Monaghan</i>
12.15pm	Dr Neil Galway, Queen's University Belfast (QUB) - <i>Better Letterkenny: Key Findings from the Letterkenny collaborative TCHC in 2018?</i>
12.30pm	Anthony Abbott-King, Senior Planner, Louth County Council - <i>Innovative Urban Regeneration Initiatives in Louth</i>
12.45pm	Ken Tobin - CEO of Tralee Chamber Alliance - <i>Tralee 2040 and CTCHCs - Getting into Our Stride!</i>
1.00pm	<i>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.</i>

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/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/>

Appendix C: Agreed 15-Step Collaborative Town Centre Health Check (CTCHC) Methodology

Heritage Council Briefing Note for All Third-Level Institutes in Ireland – 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 Collaborative 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 economies. Identify patterns in land use clustering, etc. Assess links</p>	During October–November 2016

	<p>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	<p>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.</p>	November 2016
5	<p>Consumer Surveys – undertaken, data input and analysis – SPSS. Consider focus groups, particularly with young people – explore potential for parallel social media campaign.</p>	October–November 2016
6	<p>Rental Survey – establish various rent levels for units in town centre – identify key pitch and ‘anchors’ for town centre in various land uses.</p>	End of October 2016
7	<p>Ownership Map – to be added to GIS, where possible.</p>	End of October 2016
8	<p>Vehicle Count – boxes in the town centre – source from Local Authority engineers. Compare with footfall survey.</p>	End of October 2016
9	<p>Car parking – collect information re on and off street car parking. Include in GIS mapping – examine links from car parks to town centre.</p>	End of October 2016
10	<p>Accessibility Audit – to be added to land use survey/GIS layer. See PAVANU demonstration.</p>	End of October 2016
11	<p>Survey of natural ‘Desire Lines’ in main street – identify pedestrian crossings and map desire lines compared to crossings.</p>	November 2016
12	<p>Environmental Quality – noise and pollution readings/data for the town centre? Quality of rivers, canals, coasts, etc.?</p>	November 2016
13	<p>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?</p>	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	<p>TCHC Presentation of Findings, Exchange and Sharing :</p> <p>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</p>	January–February/March 2017

	plans using pilot result, plus the need for a national TCHC Programme and associated supporting structures and processes.	
--	--	--

(Source: A. Harvey, Heritage Council, 2016.)

Monitoring and Reporting: All of the above to be presented by the Third-level Institutes to the CTCHC Teams (four pillars). Local Authority Project Managers 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 other partners 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 CTCHC process in Ireland.