

AN TEACH IRISH HOUSING ASSOCIATION

Please reply to: An Teach Irish Housing Association
Haringey Irish Centre, Pretoria Road, Tottenham N17 8DX Tel: 081 365 1751

12 May 1995

A Chara,

**RE: NOTICE OF MEETING OF RESEARCH STEERING GROUP MEETING- TUESDAY
16 MAY 1995**

The FIRST meeting of the An Teach Irish Youth Research Project Steering Group will take place on Tuesday 16th May 1995 at 6:30 PM at the An Teach offices, Haringey Irish Centre, Pretoria Road, Tottenham, London, N17 8DX. The nearest station is White Hart Lane BR. There is ample parking spaces. I enclose a map of the Area.

AGENDA

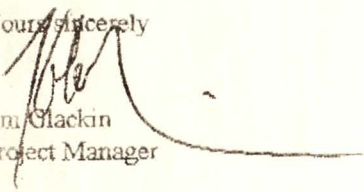
1. Welcome by the chair of An Teach, Brian McCarthy
2. Introductions
3. Apologies
4. Steering group Terms of Reference
5. Report from Ian Haywood Partnership
6. Research Project update from An Teach
7. AOB
8. Date of Next Meeting

The meeting will be followed by an informal get together. Light refreshments will be provided.

If you have any other items you wish to add to the Agenda or if you wish to discuss any item please contact Jim Glackin, Project Manager or Eileen Devenney Development Co-ordinator at the above number.

We look forward to seeing you on Wednesday.

Yours sincerely


Jim Glackin
Project Manager

CRISIS

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for
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IRISH YOUTH HOMELESSNESS RESEARCH PROJECT

TERMS OF REFERENCE OF THE STEERING GROUP

1.0 MEMBERSHIP

1.1 Membership of the steering group will be limited to the following persons/organisations:

- 1) Brian McCarthy, An Teach, Chair
- 2) Mary Connolly, An Teach Management Committee
- 3) Eileen Devenney, Development Co-ordinator, An Teach
- 4) Noel Clarke, Cara Irish Housing Association, Researcher
- 5) Kathleen Egan, Action Group for Irish Youth (AGIY), Information worker
- 6) Mary Hickman, University of North London, Irish Studies Centre.

2.0 ROLE OF THE STEERING GROUP

2.1 The steering group will act as an advisory body for An Teach Irish Housing Association in the propagation of the research project into Irish Youth Homelessness being produced by Ian Haywood Associates on behalf of An Teach Irish Housing Association. In overseeing the research project the steering group will have regard to the agreement between An Teach Irish Housing Association and Ian Haywood Associates detailed in the Research Proposal and the contract between the organisations.

2.2 The steering group will also act as a support body for the consultants, Ian Haywood Associates. As such they will facilitate the development of the core direction of the project and advise the committee of Management of An Teach Irish Housing Association accordingly. Minutes of the steering group to be considered by the An Teach Management Committee. The Steering group will also advise the researchers of any material they are aware of which will assist them.

2.3 The steering Group will meet at regular intervals to consider the progress and to give feedback on the research project. The dates for these meetings are set out below.

2.4 The steering Group will monitor the progress of the research to make sure that the objectives of the research are achieved including adherence to the timescale.

2.5 The Steering Group will consider the Production of the Research and make recommendations to An Teach's Management Committee regarding the final published document (eg Design, layout etc)

3.0 STEERING GROUP MEETINGS

3.1 The meetings will be facilitated by An Teach Irish Housing Association. An Agenda will be forwarded together with relevant papers at least one week prior to the meeting date. A report will be furnished by Ian Haywood associates for this meeting.

3.2 The meetings of the steering group will be approximately monthly as follows. Each of these meetings will focus on particular issues arising out of the stages of the project and feed back on completed stages together with matters arising from the previous meetings. The meeting dates are as follows:

1st Meeting; Tuesday 16 May 1995 at 6:30pm at the An Teach offices. The purpose of this meeting is to introduce the consultants to the steering group, to explain the project and to allow feed back from the group to the research proposal. The meeting will discuss the stages One to Three in the enclosed Work Programme, ie the questionnaire design for the agencies involved and a Questionnaire design for the target group. The meeting will also discuss the different hypothesis of the research project.

- **2nd meeting; Tuesday 20 June 1995 at 6:30pm at the An teach offices.** The purpose of this meeting will be to review the research project up to Stage Five ie. the Interim report. The meeting will also discuss the plans for the next stages.

- **3rd meeting; Tuesday 11th July 1995 at 6:30pm at the An Teach Offices.** The purpose of this meeting will be to review the research project to Stage Six ie. the interviews of the Target group. This meeting will also discuss the proposed layout of information to be presented in the final report. This meeting will hear from the consultants details of the findings from the agency questionnaires and how these relate to the Target group questionnaires. The meeting will discuss the linking of the hypothesis with the data from the questionnaires. As the research project will be looking at how to tackle Irish Youth Homelessness, the group will examine ways in which this can be done.

- 4th meeting; 22th August 1995 at 6:30pm at the An Teach Offices.** The purpose of this meeting will be to consider the final contents for the draft report and any other related matters arising from the research project. This meeting will consider it's advice to An Teach management Committee concerning the research and advise the Committee on how to maximise the use of the findings including ideas for the launch of the project.

- **5th meeting; Tuesday 12th September 1995 at An Teach Offices.** This will be the final meeting where the project will be considered by the research group prior to the final adoption of the report and it's publication. This meeting will approve the research and make any final recommendations to the management Committee of An teach Irish Housing Association. This last meeting will be followed by a social evening to thank the research committee.

Jim Glackin
March 1995