

**PEACE IV PARTNERSHIP MEETING  
TUESDAY 02 MAY 2017  
SPINNING ROOM, MOSSLEY MILL  
6.30PM – 7.45PM**

**Present:** Connor O'Dornan (ANBC PIV), Cllr Noreen McClelland, Cllr Linda Clarke, Cllr Michael Goodman, Cllr Michael Maguire, Cllr Nigel Kells, Cllr Jim Bingham, Cllr Stephen Ross, SI Emma Bond (PSNI), Kathy Wolff (SP), Valerie Adams (SP) John Read (NIHE), Ken Nelson (SP)

**Apologies:** Cllr John Scott, Cllr David Hollis, Cllr Neil Kelly, Cllr Audrey Ball, Alyson Dunn (NHSCT), Francis Loughlin (EA), David Crooks (SP), Michelle Harris (SP), Mark Glover (SP)

**Non Attending:** None

Item	Minutes	Action
	Arrival (tea/coffee)	
1	<p><b>Welcome</b> Cllr Noreen McClelland in the Chair.</p> <p>Apologies received noted as per above.</p> <p>Members advised to sign the attendance sheet being circulated and noted that spare copies of Report on Business and associated documentation was available.</p>	
2	<p><b>Communications/Council Update</b> COD was invited to give an update of Communications Received and Council actions since the last Partnership meeting. Update as follows:</p> <p>For members unable to attend the most recent Partnership meeting on 11<sup>th</sup> April, Chair and Vice Chair were elected as follows:</p> <ul style="list-style-type: none"> <li>- Cllr Noreen McClelland - Chair</li> <li>- Valerie Adams – Vice Chair</li> </ul> <p>Pre-implementation information submitted to SEUPB on 21 April 2017. Currently being reviewed and feedback will be provided in due course.</p> <p>Several queries were submitted to SEUPB and a response has been provided which required additional communication from officers. This process is ongoing and solutions or final decisions will be communicated to the Partnership as they are completed.</p>	

	<p>Electronic Management System (eMs) has now been established by SEUPB and Council has access.</p> <p>PEACE IV core staff recruitment internal trawl closed on 30<sup>th</sup> April and the following applications were received:</p> <ul style="list-style-type: none"> <li>- Project Development Officer – 0 applications</li> <li>- Finance and Admin Officer – 2 applications</li> </ul> <p>PEACE IV core staff and associated Council officers have been invited (and have subsequently registered) to the following SEUPB training events:</p> <ul style="list-style-type: none"> <li>- Eligibility of Expenditure and Procurement Training – 11<sup>th</sup> May x 2 officers</li> <li>- Communication Networking Event – 18<sup>th</sup> May x 1 officer</li> <li>-</li> </ul> <p>Any other actions should be covered within the main body of the report on business under Point 7.</p>	
3	<p><b>Minutes from Partnership Meeting (11 April 17)</b> Comments invited from the Chair on Partnership Meeting Minutes. No additional comments offered. <b>Proposed by K Wolff</b> <b>Seconded by V Adams</b> <b>Minutes approved.</b></p>	
4	<p><b>Minutes from Previous Working Groups (25 Jan 17)</b> Comments invited from the Chair on Working Group Meeting Minutes. No additional comments offered. <b>Proposed by Cllr L Clarke</b> <b>Seconded by E Bond</b> <b>Minutes approved.</b></p>	
5	<p><b>Conflict of Interest Policy and Register</b> COD noted that members who have not yet completed the Conflict of Interest Policy and Register should do so.</p>	
6	<p><b>Partnership Agreement Signatures</b> COD noted that members who have not yet signed the Partnership Agreement should do so.</p> <p>COD agreed to circulate an email reminder to those members who have not yet signed the Partnership Agreement.</p>	<b>COD Action</b>
7	<p><b>Report on business to be considered</b> <b>7.1 Draft Monitoring Plan</b> Members were reminded that it was agreed at the last Partnership meeting that the PEACE IV Monitoring Plan would be drafted and submitted to SEUPB as a draft document subject to Partnership ratification.</p>	

Members were informed a more specific monitoring plan for each project will be devised in collaboration with appointed delivery agents to ensure that the monitoring of each project is specific, relevant and appropriate.

**Recommended that the Monitoring Plan be approved.**

**Proposed by Cllr J Bingham**

**Seconded by Cllr L Clarke**

### **7.2 Procurement Plan Amendments**

Members were advised that the Procurement Plan which was agreed at the 11<sup>th</sup> April Partnership meeting has been submitted to SEUPB and is currently under review. However, following further consideration by Council's Procurement Department, the option to amend the plan to include a "Framework for Provision of PEACE IV Programmes" has been presented. This framework would provide an opportunity for delivery agents to apply and if successful, become part of a qualified list of suppliers under each of the three PEACE IV Local Action Plan themes. This process would assess the general quality and cost of applicants at the outset, and then tender opportunities under each theme would be opened up only to those suppliers who are appointed to the qualified list.

Members were asked to provide feedback on the proposed amendment to the Procurement Plan with the view to presenting the option to SEUPB if approved and;

**Consensus reached that the Partnership recommendation is the Framework Approach not be adopted at this time and the original Procurement Plan be adhered to.**

### **7.3 Meeting Schedule**

Members were reminded that at the 11<sup>th</sup> April Partnership meeting, it was proposed that the meeting schedule for Full Partnership meetings be amended to reflect a 6.30pm start. This has been amended and calendar invites for meetings from 23<sup>rd</sup> May 2017 onwards will be issued in the next week.

**Recommended that the new Meeting Schedule be approved.**

**Proposed by Cllr L Clarke**

**Seconded by K Wolff**

### **7.4 Working Groups Terms of Reference**

Members are advised that the Working Groups met on



<p><i>Building</i></p> <p><b>Recommendation that the Partnership submit an application to revise the project and reduce participants from 80 to 20 to achieve the outputs and outcomes per person identified within the Local Action Plan.</b></p> <p><b>Proposed by Cllr N Kells</b></p> <p><b>Secoded by V Adams</b></p> <p><i>Shared Spaces and Services Programmes 5 &amp; 6 Partnership Development Programme</i></p> <p><i>No recommendation required as a rationale for moving the £50,000 into SSS Prog 3 New Shared Spaces has already been approved at 31 January 2017 Partnership Meeting.</i></p> <p><b>7.6 Terms of Reference Drafts</b></p> <p>Members were advised that due to the fact no terms of reference under the Building Positive Relations theme were considered at the Working Group meetings on 25<sup>th</sup> April 2017, it was agreed that if drafts were ready under this theme, they would be considered by the Full Partnership to keep the procurement process moving forward.</p> <p>The Programmes to be tabled for discussion were noted as follows:</p> <p><i>Building Positive Relations</i></p> <ul style="list-style-type: none"> <li>- Programme 1 – Dialogue Programme - £100,000</li> <li>- Programme 2 – Capacity Building and Engagement Programme - £140,000</li> </ul> <p>The following members declared an interest in one or more of the programmes to be discussed and proposed to leave the meeting at this point:</p> <ul style="list-style-type: none"> <li>- K Nelson</li> <li>- K Wolff</li> <li>- J Read</li> </ul> <p>Before the Members who declared a conflict left the room, Chair NMC moved to item 8 below on the agenda and asked for AOB from the floor (one item was raised and is noted below). The three members above then exited the discussions.</p> <p><b>Draft terms of reference for Programme 1 – Dialogue Programme - £100,000 was tabled at this stage.</b></p> <p><b>Draft terms of reference for Programme 2 – Capacity</b></p>	<p><b>COD Action</b></p>
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	<p><b>Building and Engagement Programme - £140,000 was tabled at this stage.</b></p> <p><b>Consensus reached and agreed that both draft terms of reference would be amended and presented back to 23<sup>rd</sup> May Working Groups for approval.</b></p>	<b>COD Action</b>
8	<p><b>Any Other Business</b> COD noted that he would not be at the next Working Group meetings on 23<sup>rd</sup> May and would be replaced by Acting Head of Service for Community Planning Maria Curran.</p>	
9	<p><b>Meeting Close</b> Chair NMC noted that: Next Partnership Meeting on Tuesday 13<sup>th</sup> June 2017. Next Working Group Meetings on Tuesday 23<sup>rd</sup> May 2017. Meeting closed at 7.45pm</p>	