

**PEACE IV PARTNERSHIP MEETING
TUESDAY 13 FEBRUARY 2018
SPINNING ROOM, MOSSLEY MILL
6.30PM – 7.30PM**

Present: Connor O'Dornan (ANBC PIV), Carly Long (ANBC PIV), Louise Moore (ANBC PIV), Andrew Irwin (ANBC PIV), Cllr David Hollis, Cllr Neil Kelly, Cllr Michael Maguire, Cllr Stephen Ross, Cllr Audrey Ball, Cllr Linda Clarke, Cllr Michael Goodman, SI Emma Bond, Francis Loughlin (EA), Ken Nelson, Mark Glover, Valerie Adams

Apologies: Cllr Noreen McClelland, Cllr David Arthurs, Cllr Jim Bingham, Kathy Wolff, Michelle Harris,

Non-Attending: John Read (NIHE), Alyson Dunn (NIHSCT), Cllr Nigel Kells, David Crooks

Item	Minutes	Action
	Arrival (tea/coffee)	
1	<p>Welcome and apologies Cllr David Hollis (Elected Member) in the Chair.</p> <p>Apologies received noted as per above. Members advised to sign the attendance sheet being circulated. Chair welcomed everyone and thanked them for attending.</p>	
2	<p>Communications/Council update COD provided members with an update on recent communications with SEUPB and provided an update on progress to date.</p>	
3	<p>Minutes from previous Partnership meeting (12 December 2017) Comments invited from the Chair on Partnership Meeting Minutes. No additional comments offered.</p> <p>Proposed by Cllr L Clarke Seconded by M Glover</p>	
4	<p>Matters Arising</p> <ul style="list-style-type: none"> - Declaration of Interest from C O'Dornan on items 5.8, 5.9 and 5.11 - Declaration of Interest communicated from K Wolff highlighted re item 5.9. However K Wolff not in attendance 	
5	<p>Report on Business to be considered: 5.1 Phase II Tendered Programmes</p> <p>Members were reminded that a phased procurement schedule for</p>	

tendered programmes was agreed by the Partnership at the Partnership AGM on 17th October 2017. Phase II tender opportunities were published on the eSourcingNI tender portal on 17th November 2017 and signposting articles posted on eTenders.co.uk and eTenders.ie as per SEUPB requirements.

The deadline for submission of tender responses for Phase II programmes was 20th December 2017. For those programmes which received submissions, tenders were pre-scored by the Officer panels and recommendations were presented to PEACE IV Partnership Panels. Recommendations for appointments (including tender reports) have been included in items 5.8 – 5.12 and should be considered in confidence.

3 programmes did not receive any submissions by the deadline and will therefore be included in Phase III Procurement Exercise.

It was recommended that this report be noted

Proposed by Cllr N Kelly

Seconded by Cllr S Ross

5.2 Conflict of Interest Management Process

Partnership members were reminded that all current Partnership Members have signed the PEACE IV Partnership Conflict of Interest Policy, which includes a register detailing all conflicts or perceived conflicts of interests. If a member's circumstances change, they must update their conflict of interest register.

It was recommended that this report be noted

Proposed by Cllr L Clarke

Seconded by V Adams

5.3 Re-bid Update and Re-submissions

Members were reminded that following reductions in the final letter of offer from SEUPB, a number of re-bids and re-allocations were required.

Members were advised that during the delays experienced in the mobilisation of the Moving Forward Together Schools Based Programme, the re-bids were put on hold until this issue was concluded. As all three re-bids were submitted in one overall modification request, each of the three requests are currently on hold.

At an update meeting with SEUPB on 15th January 2018, SEUPB provided feedback and Officers were advised to amend and re-submit each of the modification requests above by 16th February

<p>2018. In addition, any further modification requests should also be submitted by this date.</p> <p>S Ross suggested visit within BPR Leadership for Peace Programme should be to somewhere with similar conflict as experienced in NI.</p> <p>COD proposed to submit the re-bid and create flexibility for the exact location of the visit for bidders when the programme goes to tender.</p> <p>RECOMMENDATION It was recommended that re-bids be re-submitted by 16th February 2018.</p> <p>Proposed by Cllr L Clarke Seconded by Cllr N Kelly</p> <p>5.4 Antrim Grammar School and Parkhall Integrated College Update</p> <p>Members were reminded that the Outline Business Case for the Antrim Grammar School and Parkhall Integrated College New Shared Space project under the Shared Spaces and Services theme was submitted to SEUPB for approval on 31 October 2017. This Outline Business Case was approved in principle on 22nd November 2017 by SEUPB and the Council was advised to proceed to procurement of a design consultant to begin the design phase for the project. Council officers continue to work with an appointed representative from the Central Procurement Department to advise on the procurement process.</p> <p>As per the Outline Business Case and Economic Appraisal presented to the November 2017 Partnership meeting, members were advised that the overall scheme at Antrim Grammar School and Parkhall Integrated College included a full size 3G pitch with fencing and floodlighting at the rear of Antrim Grammar School, and floodlighting on an existing synthetic hockey pitch adjacent to Parkhall Integrated College. The total cost of this scheme is expected to be in the region of £1,610,000.</p> <p>Following the Outline Business Case being approved by Antrim and Newtownabbey Borough Council and in principle by SEUPB, additional funding became available for Parkhall Integrated College through the Education Authority (secured from Department for Communities). Parkhall Integrated College was offered the opportunity to remove the hockey pitch floodlighting from the Council/PEACE IV scheme in order to secure Department</p>	<p>COD ACTION</p>
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<p>for Communities investment and have the hockey pitch floodlighting completed by March 2018.</p> <p>As a result, Council officers propose to explore the possibility of utilising the budget included within the overall scheme for hockey pitch floodlights to cover the cost of additional ancillary elements to ensure that the full £1,610,000 project spend is realised. This is subject to Council and SEUPB approval.</p> <p>RECOMMENDATION It was recommended that officers explore the possibility of utilising the underspend and submit to a modification request to SEUPB.</p> <p>Proposed by Cllr N Kelly Seconded by Cllr L Clarke</p> <p>5.5 Moving Forward Together Programme</p> <p>Members were reminded of the delay in the Schools Based Moving Forward Together Programme (Children and Young People Programme 2). Initially the programme had been designed to utilise school partnerships to develop a positive, consistent good relations message through extra-curricular peace and reconciliation building activities. Members were reminded that a condition within the SEUPB letter of offer stated that, subject to release of the Education Authority's Collaboration Through Sharing in Education (CASE) Programme, Local Authority PEACE IV Partnerships were required to ensure that any schools based programmes included in Local Action Plans are delivered on a wholly extra-curricular basis and would take place solely outside of normal school hours.</p> <p>Unfortunately, the proposed design and activities of the CYP Programme 2 Moving Forward Together Schools programme did not meet this criteria fully. Following agreement by the PEACE IV Partnership on 12 December, Officers have been liaising with SEUPB and with the partner schools who designed the CYP Programme 2 – Moving Together Schools Based Programme to gain feedback on suggested changes.</p> <p>The feedback received was tabled for member's perusal.</p> <p>COD proposed the Partnership bring in a consultant to redesign the programme with schools and stated 5 schools from Antrim/Randalstown had engaged (steering group of MFT representing 18 schools) and 1 school from Newtownabbey had</p>	<p>COD ACTION</p>
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<p>engaged and were aware the money would be lost if the programme was not redesigned.</p> <p>Cllr S Ross enquired as to which schools engaged in the consultation feedback event and suggested Councillors encourage engagement from schools.</p> <p>COD informed it was Glengormley Integrated Primary School.</p> <p>Cllr M Maguire declared an interest in Glengormley Integrated Primary School at this point.</p>	
<p>RECOMMENDATION It was recommended that members consider the feedback and as a result bring in a consultant to redesign the MFT Programme with schools Proposed by Cllr N Kelly Seconded by E Bond</p>	<p>COD ACTION</p>
<p>5.6 Partnership Development Day</p> <p>Members were reminded that it was agreed at the Partnership meeting on 14th November 2017 to hold a second Partnership Development Day in early 2018. The first Partnership Development Day was held in December 2016 and it was agreed that another full day would allow Partnership members to analyse the progress of the Local Action Plan to date and identify key actions and roles going forward.</p> <p>Officers were tasked with identifying a suitable location and date for the Partnership Development Day and proposed a visit to Portadown People's Park or Girdwood Community Hub, Belfast.</p> <p>Two dates are currently available for the Partnership Development Day. Members were asked to indicate their availability and preferred site visit:</p> <ul style="list-style-type: none"> - Friday 20th April 2018 - Friday 27th April 2018 <p>L Moore gave an overview of Portadown People's Park and asked members for their preference. Members agreed site visit to Portadown People's Park.</p> <p>Members were unable to agree a date and it was therefore agreed that staff would circulate 5 proposed dates by email for the Partnership to reply indicating their preference.</p>	
<p>RECOMMENDATION It was recommended that staff circulate 5 proposed dates by email</p>	<p>CL ACTION</p>

<p>for the Partnership to reply indicating their preference. Proposed by Cllr S Ross Seconded by Cllr A Ball</p> <p>5.7 Social Partner Recruitment</p> <p>Members were reminded that the PEACE IV Partnership in Antrim and Newtownabbey agreed to have a balanced representation of eleven elected members (elected via D'hondt +1), four statutory representatives (nominated by agreed statutory partners) and six social partners (appointed via open, public recruitment process).</p> <p>Members were reminded that a public call for social partners was issued on 26th July 2016 and closed on 10th August 2016. Six social partners were appointed to the Partnership following approval by the Community Planning and Regeneration Committee on 14th November 2016. Six applicants were shortlisted and therefore there was no reserve list following the recruitment and selection process.</p> <p>Members were advised that social partner Michelle Harris has tendered her resignation from the PEACE IV Partnership effective from March 2018. To ensure a full complement and retain the Partnership balance, a recruitment exercise will be required. If members were in agreement, as per the initial recruitment process officers would begin the process of open public recruitment to fill the social partner seat and would recommend that a reserve list be established.</p> <p>RECOMMENDATION It was recommended that a recruitment process be initiated. Agreed with no objections.</p> <p>5.8 CYP Prog 3 – Out of School Life Skills Programme IN CONFIDENCE</p> <p>COD left the room due to a perceived conflict of interest.</p> <p>Tenders for the Children and Young People Programme 3 – Out of Schools Life Skills Programme were invited on 20th October via e-SourcingNI and sign-posted on e-Tenders.IE and e-TendersNI. No submissions were received by 20th November and the tender deadline was extended to 20th December 2017.</p> <p>One tender submission was received by 20th December for this programme. Members were advised that panel considered the submission in two stages:</p>	<p>COD ACTION</p>
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Stage 1 – Selection Stage:

The tender was evaluated using criteria such as tenderers' professional conduct, economic and financial standing, management systems and practices, previous relevant experience, Technical Capacity and Capability of the Team, Technical Capacity and Capability of the Team Leader, and declarations and form of tender. The tender met all the requirements of Stage 1 of the assessment and therefore proceeded to Stage 2.

Stage 2 – Award Criteria – Quality/ Cost Assessment:

The tender submission met the requirements and therefore was evaluated on the basis of: Understanding the brief (10%), Methodology and Implementation Plan (40%), Delivery Timetable (10%), Quality Management (10%), Cost (30%) as follows:

██████████ scored 2 in the Methodology and Implementation Plan question and failed to meet the quality threshold in the tender scoring matrix. Therefore the tender was eliminated from the competition.

Tenderer	Total Cost (£) (excl. VAT)	Total Score %	Rank
██████████	████	██████	████

RECOMMENDATION

It was recommended that no appointment be made and that the tender be re-issued as part of Phase III Procurement Exercise

**Proposed by M Glover
Seconded by Cllr L Clarke**

5.9 BPR – Programme 4b – Cultural Expressions Key Institutions Programme – IN CONFIDENCE

COD remained outside the room due to a perceived conflict of interest.

Cllr M Goodman left the meeting.

Tenders for the Building Positive Relations Programme 4b – Cultural Expressions Key Institutions Programme were invited on 17th November via e-SourcingNI and sign-posted on e-Tenders.IE and e-TendersNI. The closing date was 20th December 2017.

Four tender submissions were received by 20th December for this programme. Members were advised that the panel considered the submissions in two stages:

Stage 1 – Selection Stage:

The tenders were evaluated using criteria such as tenderers' professional conduct, economic and financial standing, management systems and practices, previous relevant experience, Technical Capacity and Capability of the Team, Technical Capacity and Capability of the Team Leader, and declarations and form of tender. Three tenders met all the requirements of Stage 1 of the assessment and therefore proceeded to Stage 2.

Stage 2 – Award Criteria – Quality/ Cost Assessment:

Three tender submissions met the requirements and therefore were evaluated on the basis of: Understanding the brief (10%), Methodology and Implementation Plan (40%), Delivery Timetable (10%), Quality Management (10%), Cost (30%) as follows:

Tenderer	Total Cost (£) (excl. VAT)	Total Score %	Rank
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

[REDACTED] scored 2 in the Delivery Timetable question and failed to meet the quality threshold as detailed above. Therefore the tender was eliminated from the competition.

[REDACTED] scored 2 in the Methodology and Implementation Plan, the Delivery Timetable and Quality Management questions and failed to meet the quality threshold as detailed above. Therefore the tender was eliminated from the competition.

[REDACTED] scored 2 in both the Delivery Timetable and Quality Management questions and failed to meet the quality threshold as detailed above. Therefore the tender was eliminated from the competition.

[REDACTED] named one of the PEACE IV Partnership members as a delivery partner. The partner named had not declared an interest in the programme and therefore the submission was eliminated at the qualification stage.

It was recommended that no appointment be made to deliver

Building Positive Relations programme 4b – Cultural Expressions Key Institutions Programme.

RECOMMENDATION

It was recommended that no appointment be made and that the tender be re-issued as part of Phase III Procurement Exercise

Proposed by V Adams

Seconded by E Bond

5.10 BPR Programme 6 – Growing Understanding Programme – IN CONFIDENCE

COD re-entered room.

Tenders for the Building Positive Relations Programme 6 – Growing Understanding Programme were invited on 17th November via e-SourcingNI and sign-posted on e-Tenders.IE and e-TendersNI. The closing date was 20th December 2017.

Two tender submissions were received by 20th December for this programme. Members were advised that panel considered the submissions in two stages:

Stage 1 – Selection Stage:

The tenders were evaluated using criteria such as tenderers' professional conduct, economic and financial standing, management systems and practices, previous relevant experience, Technical Capacity and Capability of the Team, Technical Capacity and Capability of the Team Leader, and declarations and form of tender. Both tenders met all the requirements of Stage 1 of the assessment and therefore proceeded to Stage 2.

Stage 2 – Award Criteria – Quality/ Cost Assessment:

Both tender submissions met the requirements and therefore were evaluated on the basis of: Understanding the brief (10%), Methodology and Implementation Plan (40%), Delivery Timetable (10%), Quality Management (10%), Cost (30%) as follows:

Tenderer	Total Cost (£) (excl. VAT)	Total Score %	Rank
Institut for Conflict Research	£65,750	74%	1
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

[REDACTED] scored 2 in the Methodology and

Implementation Plan and Quality Management questions and failed to meet the quality threshold and therefore the tender was eliminated from the competition.

It was recommended that Institute for Conflict Research be appointed at a cost of £65,750 (excl VAT) to deliver the Building Positive Relations Programme 6 – Growing Understanding programme, subject to Council and SEUPB approval.

Cllr S Ross wished it to be recorded that he did not personally recommend Institute for Conflict Research to be appointed.

RECOMMENDATION

It was recommended that Institute for Conflict Research be appointed to deliver the BPR Programme 6 – Growing Understanding Programme at a cost of £65,750 (excl VAT) subject to Council and SEUPB approval.

**Proposed by Cllr N Kelly
Seconded by V Adams**

5.11 BPR Programme 8a – Sports Engagement Programme – IN CONFIDENCE

Cllr S Ross left the room due to a conflict of interest
COD left the room due to a perceived conflict of interest

Tenders for the Building Positive Relations Programme 8a – Sports Engagement Programme were invited on 17th November via e-SourcingNI and sign-posted on e-Tenders.IE and e-TendersNI. The closing date was 20th December 2017.

Three tender submissions were received by 20th December for this programme. Members were advised that the panel considered the submissions in two stages:

Stage 1 – Selection Stage:

The tenders were evaluated using criteria such as tenderers' professional conduct, economic and financial standing, management systems and practices, previous relevant experience, Technical Capacity and Capability of the Team, Technical Capacity and Capability of the Team Leader, and declarations and form of tender. Two tenders met all the requirements of Stage 1 of the assessment and therefore proceeded to Stage 2.

Stage 2 – Award Criteria – Quality/ Cost Assessment:

Both tender submissions met the requirements and therefore were evaluated on the basis of: Understanding the brief (10%),

Methodology and Implementation Plan (40%), Delivery Timetable (10%), Quality Management (10%), Cost (30%) as follows:

Tenderer	Total Cost (£) (excl. VAT)	Total Score %	Rank
Blu Zebra Ltd (in association Sport Changes Life)	£161,135.00	74%	1
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

The tender from [REDACTED] exceeded the maximum available budget of £161,200 (excl VAT) with a bid of [REDACTED]. Tender bids exceeding the budget are deemed non-compliant and therefore this bid was not considered.

[REDACTED] scored 1 in the Methodology and Implementation Plan question, and 2 in both Delivery Timetable and Quality Management questions, and failed to meet the quality threshold in the tender scoring matrix. Therefore the tender was eliminated from the competition.

It was recommended that Blu Zebra Ltd (in association with Sport Changes Life) be appointed at a cost of £161,135 (excl VAT) to deliver the Building Positive Relations Programme 8a – Sports Engagement Programme, subject to Council and SEUPB approval.

RECOMMENDATION

It was recommended that Blu Zebra Ltd (in association with Sport Changes Life) be appointed to deliver the BPR Programme 8a – Sports Engagement Programme at a cost of £161,135 (excl VAT) subject to Council and SEUPB approval.

**Proposed by Cllr N Kelly
Seconded by V Adams**

5.12 BPR Programme 8b – Arts Engagement Programme – IN CONFIDENCE

Tenders for the Building Positive Relations Programme 8b – Arts Engagement Programme were invited on 17th November via e-SourcingNI and sign-posted on e-Tenders.IE and e-TendersNI. The closing date was 20th December 2017.

Two tender submissions were received by 20th December for this programme. Members were advised that the panel considered the

submissions in two stages:

Stage 1 – Selection Stage:

The tenders were evaluated using criteria such as tenderers' professional conduct, economic and financial standing, management systems and practices, previous relevant experience, Technical Capacity and Capability of the Team, Technical Capacity and Capability of the Team Leader, and declarations and form of tender. Both tenders met all the requirements of Stage 1 of the assessment and therefore proceeded to Stage 2.

Stage 2 – Award Criteria – Quality/ Cost Assessment:

Both tender submissions met the requirements and therefore were evaluated on the basis of: Understanding the brief (10%), Methodology and Implementation Plan (40%), Delivery Timetable (10%), Quality Management (10%), Cost (30%) as follows:

Tenderer	Total Cost (£) (excl. VAT)	Total Score %	Rank
Artsekta	£84,051.60	72%	1
██████████	████	██████████	████

██████████ scored 2 in the Methodology and Implementation Plan question and failed to meet the quality threshold in the tender scoring matrix. Therefore the tender was eliminated from the competition.

It was recommended that Artsekta be appointed at a cost of £84,051.60 (excl VAT) to deliver the Building Positive Relations Programme 8b – Sports Engagement Programme, subject to Council and SEUPB approval.

RECOMMENDATION

It was recommended that Artsekta be appointed to deliver the BPR Programme 8b – Arts Engagement Programme at a cost of £84,051.60 (excl VAT) subject to Council and SEUPB approval.

**Proposed by Cllr M Maguire
Seconded by M Glover**

5.13 Phase III Tenders

Members were advised that, following a number of tenders in Phase II resulting in either no submissions or no appointments, officers have explored the possibility of grouping similar tenders. This has been discussed internally with the Council's Procurement Department and with SEUPB at a recent update meeting. Following unsuccessful tender exercises for a number of

programmes which are similar in nature and scope, it is recommended that similar programmes be grouped within one tender exercise and a public information session be held to inform potential delivery agents of the objectives and key aims of each programme.

A pre-market information event will be scheduled for March/April 2018. A longer timeframe will be applied to provide an adequate time for consortia bids if applicable.

Members were advised that the following Phase III tender opportunities are also currently being finalised and are due for release in early March 2018. Submissions for Phase III tenders will have a closing date in April 2018 (exact date to be confirmed):

Officer and Partnership assessment panels will be established to assess Phase III tender documentation in April 2018 and the approvals process will mirror that of the Phase I and II tenders.

The programmes which would naturally be grouped into one procurement exercise are as follows:

- BPR Programme 3a – Key Institutions Cross-border Programme (£24,400)
- BPR Programme 4a – Cultural Expressions Williamite Programme (£21,900)
- BPR Programme 4b – Cultural Expressions Key Institutions Programme (£260,850)

A pre-market information event will be scheduled for March/April 2018. A longer timeframe will be applied to provide an adequate time for consortia bids if applicable.

Members are advised that the following Phase III tender opportunities are also currently being finalised and are due for release in early March 2018. Submissions for Phase III tenders will have a closing date in April 2018 (exact date to be confirmed):

- SSS Prog 4 – Virtual Shared Space Project
- BPR Prog 5 – Capacity for Dialogue with Church/Faith Groups
- BPR Prog 8c – Recreation Engagement Project (re-issue)

RECOMMENDATION

It was recommended that Phase III tender opportunities be grouped and issued in late February 2018.

**Proposed by E Bond
Seconded by Cllr N Kelly**

6	Any Other Business <ul style="list-style-type: none">- Cllr M Maguire expressed his thanks to Officers who have worked to pre-score and assess tender applications prior to Partnership assessment.- Chairperson (Cllr D Hollis) and witness (C O'Dornan) signed the Partnership Agreement Addendum 2 as recommended by the Partnership at 12 December 2017 meeting.- Chairperson congratulated Social Partner Ken Nelson on receiving an MBE.	
7	Meeting Close <p>Next Partnership Meeting on Tuesday 13th March 2018 in Spinning Room, Mossley Mill at 6.30pm. Meeting Close 7.25pm</p>	