

**Derry City and Strange District Peace IV Partnership Board – 8th Sept 2020**

**Minutes of Meeting:**

**Meeting Date:** Tuesday 8th Sept 2020

**Time:** 10.10am – 11.20am

**Venue:**  Zoom online

**1. Meeting Opening**

**1.1 Welcome & Apologies**:

**Attendees:**

|  |  |  |  |
| --- | --- | --- | --- |
| Sue Divin | DCSDC | Cllr Philip McKinney | ALL |
| Jennifer Coyle | DCSDC | Cllr Martin Reilly | SDLP |
| Fiona Lafferty | DCSDC | Maureen Hetherington | The Junction |
| MaryClaire Kerlin | DCSDC | Derek Moore | LBF |
| Kevin O’Connor | DCSDC | Wendy Gibbons | OWNRP |
| Ald Hilary McClintock | DUP | Catherine Cooke | FWIN |
| Cllr Sandra Duffy | Sinn Féin | Gerry Deeney | NIHE |
| Cllr Christopher Jackson | Sinn Féin | Alison Wallace | WNP |
| Cllr Ruairí McHugh | Sinn Féin |  |  |

**1.1 Apologies/ Welcomes:**

Kathleen McCaul NWRC, Paul Gallagher TU, Ald Gillian Moss NWRC, Willie Lamrock YMCA, Teresa Stewart Strabane A.Y.E, Stephen Quigley EA, Margaret McLaughlin Dennett, Chief Ins Rosie Thompson PSNI, Cllr Raymond Barr Independent, Cllr Aileen Mellon Sinn Féin, Cllr Steven Edwards SDLP, Agnieszka Luczak Polish Abroad, Anne Mc Taggart Youth Action, Bernie Melaugh western trust, Dairine McGarrigle DFC, Ald David Ramsey DUP, Cllr John Boyle SDLP.

**1.2 Declarations of Interest**

Standing conflicts of interest noted for all meetings as standard:

Agnieszka Luczak - Cohesive Neighbourhood tender.

Alison Wallace - Interface tender, Waterside shared village tender, shared space

Maureen Hetherington – Patriarchy

Anne McTaggart – Marginalised Young Adults

Margaret McLaughlin – Shared Space Rebid.

Derek Moore - Cross-cultural tender.

Shaun Harkin – St Columb’s Park Interface Investment (Tullyally/Currynierin)

Ruairi McHugh – Castlederg GAA

**1.3 Minutes**

The minutes of the 9th June 2020 previous Board Meeting were held to be an accurate record.

**Proposed**: Cllr Philip McKinney **Seconded**: Maureen Hetherington

**2. Update from PEACE IV Secretariat – Functionality through Covid19**

**2.1 PIV Team Summer Update:**

* **Overview:** Sue provided an update on that overall good progress has been made throughout the PEACE IV Programme despite Covid. Sue highlighted that the big picture is that many projects are progressing in delivery and/or progressing to successful closure. The detail is that there are still quite a number of projects with slowed or no progress since Covid. Sue explained that the team continue to work strategically on all of this noting more detail in theme/traffic lights. 35 projects have submitted and had ‘Covid Change Requests’ approved by SEUPB.
* **Communication with SEUPB**: Sue advised that there has been good contact with our SEUPB Case Officer, Garret McGinty and with Finance Officer, Catherine Murray. Sue confirmed that there has been no high level communications from SEUPB or related meetings. Sue made the board aware that the core work by teams has been on progressing Claims, Audits, FLC’s, LP reports and the opportunity to complete the modifications now required on C&YP and SS&S themes due to covid changes.
* **Key concern:** Sue highlighted that her concern is the non-replacement of council statistician continuing to have a significant impact and potential serious impact on monitoring and evaluation, project closures and PIV Manager’s time if solution not found. Sue explained that she has a number of different options for the Board to consider under the operational theme below.

**2.2 Finances Update:**

* Jennifer explained that we are anticipating a very low July-Sept Claim 18 total. Covid impact with claims over the summer months declining.
* SEUPB are slowly catching up on audits and payments. Progress as follows: Jennifer noted that the Samples for Audit for BPR and SSS has now been issued. CYP audit will come in when FLC for claim 16 has been approved.

|  |  |  |  |
| --- | --- | --- | --- |
| Claim | Money Owed | Submission date: | Audit update: |
| Claim 15 (Oct – Dec 19) | £566,031.62 | End Jan 2020. | CYP £102,715.65 FLC received. Payment received.  SSS £89,474.55 FLC received. Payment received.  BPR £373,841.44 FLC received. Payment received. |
| Claim 16 (Jan – Mar 20) | £522,185.54 | Mid-May 2020 | Report and Claim submitted mid-May.  CYP £ 184,494.20 FLC pending.  SSS £ 103,754.47 FLC received. Payment pending.  BPR £ 233,936.87 FLC received. Payment pending. |
| Sub-claims 14.2 15.2 | £5,000.00  £48,232.25 | Early Aug 2020  Early Aug 2020 | FLC received. Payment pending.  FLC received. Payment pending |
| Claim 17 | £306,712.35 | Early Aug 2020 | CYP £35,691.04 Waiting for audit sample to be issued  SSS £71,134.69 Waiting for audit sample to be issued  BPR £199,886.62 Waiting for audit sample to be issued |
| OWED: £882,130.14 - £390,923.59 of which we have FLC so should be paid soon leaving £491,206.55 | | | |

**Recommendation:** Board can review and comment if wished.

**3. Update on Operational Steering group Chair Cllr Martin Reilly**

**3.1 Workplan 1: Project Mobilisation/Management (Sue)**

**Start and End surveys:** Sue explained that the table below summarised the increase on the percentage of the baselines which is positive progress. Sue advised that we can now focus on end surveys. Sue made the group aware that cross-community balance can no longer be updated and only basic checks on duplicates are being done whilst statistician post remains vacant. Reports to groups on duplicate participants have ceased.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Theme** | **28 Aug 20 Start Participants** | **May 2020 Start Participants** | **28 Aug 20 End Participants** | **May 2020 End Participants** | **Overall Target** | **Cross-Comm Balance (not updated since May)**  **CNR/PUL/Other** |
| C&YP | 2607 (127%) | 2101 (102%) | 1042 (51%) | 694 (34%) | 2060 | 53%/28%/19% |
| SS&S | 1499 (118%) | 1433 (114%) | 850 (67%) | 710 (56%) | 1260 | 55%/26%/19% |
| BPR | 2036 (131%) | 1809 (116%) | 1203 (78%) | 952 (61%) | 1548 | 45%/30%/25% |
| TOTAL: | **6142 (126%)** | **5343 (110%)** | 3095 (63%) | 2356 (48%) | 4868 | 51%/28%/21%  \*CBU 57%/33%/10% |

**Traffic Lights:** Sue confirmed that the traffic lights have been fully updated in relation to payments, progress, and participant numbers. Sue highlighted that cross-community balance has not been updated since May 2020. Also included are project end dates. Sue advised the Board that completed projects are in grey and dates for closing of file. Sue added that statistical end reports can no longer be run.

**Communication across councils:** Sue advised that no further PEACE IV Manager’s Forum meetings have taken place since 14th May 2020.

**Independent Evaluation:** Sue explained that this could not progress until it became clear whether any solution to the statistics issue could be found. Sue highlighted that the Terms of Reference will be drafted and hopefully we will be in a position to procure this major piece of work during the Autumn 2020.

**Staffing:** Sue made the Board aware that Mary Claire will be remaining Full Time. Jennifer will be off 4-6 weeks from 14th Sept 2020. Sue added that a case for extension of 4 salaries to end September 2021 being developed. Team have identified £23,375 from BPR funds previously/historically disallowed by SEUPB audit which have been confirmed by SEUPB as potentially available for transfer request to salaries.

**Potential extension of programme:** Sue explained that it is likely the Board will need to consider issuing a request to SEUPB for a 3 month extension of the programme from June 2021 to September 2021. Sue advised that many projects are now actively in delivery until March 2021 it is unlikely that they will all achieve full closure by June 2021. Sue added that this may be a useful phase in to PEACE PLUS, timescale and detail of which is not yet clear.

**Recommendation:** Board can review and comment if wished.

**3.2 Critical Issue - Evaluation and Monitoring.**

Sue expressed that this remains functional only at a basic level. Ipads/Surveys can be completed by groups and updates to the mastersheets and updates to groups on participant numbers only are being sustained. Sue explained that this is critical as it islinked to payments. Sue made the Board aware that the basic monthly Section75 return on C&YP to SEUPB is also being maintained but with caveats on accuracy.

Key areas of functionality lost:

* No capacity to run comparative statistical reports to show impact at end of a project.
* No capacity to complete statistical side of programme evaluation (as whole or thematic)
* No updating wider Section 75 Equality Statistics (Programme and project level)
* No updating Cross-community balance
* No in-depth approach to duplicate participants
* No summary monthly report to update relevant projects

**Sue noted options explored to included the following:**

Sue talked through the 3 different options below. The Board agreed that options 3 was the best option as the other 2 option where not viable at this time.

A) DCSDC Recruit replacement – informal feedback is this will not happen for foreseeable future.

B) Approach NISRA to outsource – indirectly this has been ruled out. No extra capacity in NISRA.

C) Procurement process for freelance service – Budget for this would have to be found in the existing overheads 15% allowance for the PEACE IV Programme and access to relevant systems provided. This is complex but should be possible.

**Recommendation for decision: That Board agree that Option C should be progressed.**

**Proposed:** Alison Wallace **Seconded:** Cllr Christopher Jackson

**3.3 Future functioning of Board and Steering Groups**

Sue highlighted that as it is clear that the impact of Covid is now likely to be here for some time the board are asked to discuss and decide on 2 functional issues:

* **Steering Groups (Currently suspended) –** recommendation that streamlined reporting to board be maintained and steering groups dissolved. Possibility of inviting key officers to Board meetings?
* **October Board –** given 25% reduction in staffing during this month, does the board wish the next board meeting to be October or November 2020?

**Recommendation: That Board make clear decision on both points.**

**Decision:** That the PEACE IV Steering Groups remain suspended and that the Board move to a bi monthly meetings going forward.

**3.4 Workplan 2: Communications (Sue)**

**EU Delegation:** Sue explained thatPEACE IV are playing a key role in a high level EU visit to the council area on Fri 18th September 2020.

**TEO Request:** Sue advised that in early August TEO via SEUPB requested examples of ‘projects thriving in lockdown’. PIV Team submitted information on 5 projects – Churches Trust, Nerve Centre Creative Centenaries, Proud to Be, Riverine, Valued Voices.

**Networking:** Sue noted that we’re planning an online networking event with our projects for late September / early October 2020. Key will be to encourage, inspire and share peer learning.

**Videos:** Sue highlighted the issues with communication from the video provider in July/Aug 2020. Now resolved. Revised completion mid-Sept 2020 (vital for EU delegation).

**Communications with projects:** Sue added that we are continuing emails to projects promoting key messages. Currently promoting GR Week.

**Press:** Sue advised that there has been a significant drop in traditional press releases issued by projects and coverage. Riverine, Proud to Be, Valued Voices, Dividing Ireland exhibition (Creative Centenaries) achieved coverage.

**E-newsletter:** June and August e-newsletters issued.

**Magazine:** Sue explained that the hard copy print of Spring 2020 not issued dur to council Covid regulations. Autumn magazine gathering material has a Covid focus. The magazine will include BPR Creative Centenaries (Dividing Ireland), BPR Churches Trust (Celebrating Common Christian Heritage), BPR Proud to Be, SSS Riverine, possibly BPR Castlederg (pre-Covid event), BPR One Community. Need to source a C&YP event.

**Recommendation:** Board to consider the communications information and comment.

**4. Update from Children and Young People Steering Group Chair Margaret McLaughlin**

**4.1 Key issues:**

Sue advised that the change requests are now approved by SEUPB. Crucially, the extension of C&YP DCSDC Post to end March 2021 was approved and a modification request is underway on EMS. Monthly S75 statistics updates sent to SEUPB for July, August and September. There is good progress across this theme although still a long way to go with aspects of implementation on some projects.

Contract Change Requests (since June) requiring board approval:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Project | Delivery Agent | Contract Type | Key Changes | Approval by SEUPB |
| Youth Zone Steering Group - GDI | DCSDC | SLA(sub-tender) | Extension to 1st March 2021. Existing Group (Juniors) and New Group (Seniors)  July online training via zoom, social distancing events and devpt of Youth Zone video Aug/Sept, survey Oct, closing event end Feb. Residential study visit – hope to preserve this and shift to late Autumn/early 2021 if social distancing allows. | Yes |
| Youth Zone Feasibility – S3 Solutions | DCSDC | SLA (sub-tender) | Extension to 1st March 2021. Consultation with youth had to be postponed. This can be done at step 3-4 under social distancing in an outdoor space so hoping Aug/Sept 2020 is viable (8 DEA areas, total 120 people). Will then do online survey Oct, analysis complete by Dec 2020, Business case complete Jan 2021, present findings/closing event Feb 2021 | Yes |
| NW Ministry of Youth – Youth Voices | Cooperation Ireland and EA | SLA (sub-tender) | 1st cohort (existing) – digital/social distancing delivery. Residential study visit swapped to Youth manifesto App. 2nd cohort – delayed recruitment to Dec 2020 and will do condensed 4 month delivery | Yes (Update SEUPB on App) |
| Wellbeing – Love the Life You Live | HURT | DCSDC sub-tender | Minimal change – just offering participants option to meet digitally instead of via socially distanced if preferred. | Yes |

**Recommendation for decision: Board comment / approve changes to project delivery.**

**Decision:** Board approved CYP project requests.

**Proposed**: Alison Wallace **Seconded:** Philip McKinney

**4.2 Project Officer Update: (Mary Claire, Caitriona & Fiona):**

Project Officers MaryClaire, Caitrionia and Fiona all give comprehensive updates on their CYP projects. See traffic lights. Note key concern in this theme is probably lack of clear progress on Pilot Youth Zone.

**Recommendation:** Board to consider and give any comments.

**5. Update from Shared Spaces and Services Steering Group (Chair Cllr C.Jackson)**

**5.1 Key issues (Sue):**

9 Change requests now approved by SEUPB. Again, good progress across this theme although variation in which projects postponed versus which adapted delivery during lockdown. Capital works are now progressing in Castlederg. Walled Garden Phase 2 capital build – procurement still to be sent to SEUPB. Shared Space combined evaluation progressing well.

Contract Change Requests (since June) requiring board approval:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Project | Delivery Agent | Contract Type | Key Changes | Approval by SEUPB |
| Bonfires/Alternatives | DCSDC | SLA | Extend contract by 2 months to end Aug 2020. Instead of final conference, allocate remaining £2500 to bonfires/alternatives work similar to last year but on smaller scale. | Yes |
| Common Ground (Interface Investment) | St.CPH | Tender | Extended to end March 2021. Project will use social distancing and only revert to digital if necessary. Will recruit an admin officer to support delivery. | Yes |
| Shared Space Newtownstewart (5 Bridges) | Dennet | Tender | Extend deadline to Dec 2020. Delivery outdoor, socially distant and online activities (with cultural packs) during September and October. | Yes |
| St.Columb’s Park Walled Garden | St.Columb’s Pk House | DCSDC – sub tender | To adapt the delivery of programmes to be compliant with social distancing or online delivery. Project extension to 31st March 2021. (NB. One element doesn’t reach 26 hours cross-community contact). Some new participants, some groups already in place. | Yes (caveat changes to John Muir) |

**Recommendation for decision: Board comment / approve changes to project delivery.**

**Decision:** Board approval SSS change requests.

**Proposed:** Alison Wallace **Seconded:** Maureen Hetherington

**5.2 Project Officer Update: (Mary Claire & Fiona):**

Project Officers provided a comprehensive update on their projects. See traffic lights. Key projects needing work to closedown – Bonfires/Alternatives; Interface Investment (Bogside/Fountain); Shared Space Castlederg.

Key projects team are working to progress delivery – Walled Garden (Procurement to SEUPB), Peace Tourism (elements of claims back up), Waterside Shared Village (progress to next stage payment); Interface Investment (Irish St/TOTH) Baselines and general progress/communications.

**Recommendation:** Board to consider and give any comments.

**6. Update from Building Positive Steering Group Meeting**

**6.1 Key issues:**

12 Change requests now approved by SEUPB.

Again, good progress across this theme although variation in which projects postponed versus which adapted delivery during lockdown. Capital works are now progressing in Castlederg. Walled Garden Phase 2 capital build – procurement still to be sent to SEUPB. Shared Space combined evaluation progressing well.

Contract Change Requests (since June) requiring board approval:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Project | Delivery Agent | Contract Type | Key Changes | Approval by SEUPB |
| Celebrating Commonality, Celebrating Difference | Churches Trust | Small Grant | Extend by 3 months to end Sept 2020. Deliver some remaining talks online with existing participants. Relevant ‘packs’ to participants. Extend 2.5 hrs salary by 3 months. Final celebration event by social distancing. | Yes |
| Sports | DCSDC | SLA | Combination of digital and social distancing delivery of training modules. Delivery extended to end March 2021. | Yes |
| Minority Inclusion (Capacity Building) | Holywell Consultancy | Tender | Extend to end Nov 2020. Continue with existing group – July to Sept series of group exchanges/workshops on zoom. | Yes |
| People Always Ask Us | Liberty Consortium (Playtrail) | Small Grant | Extend to March 2021 (but this is precautionary). Existing group participants socially distanced work in Autumn to complete project evaluation and final showcase. | Yes |
| One Community - Foyleside | DCSDC (Rosemount) | SLA (sub-project) | Adapting delivery to social distancing and online delivery with existing group of participants. Includes packs, museums visit, GR workshop. Will end Aug 2020. | Yes |
| Sports For All | Steelstown GAC | Small Grant | Digital and social distanced delivery. Online sports drills supported by sports ‘pack’ to participants. 2 x Drive in movies (Sports/GR related eg. Invictus). 1 celebration outdoor pursuits event. | Yes |

**Recommendation for decision: Board comment / approve changes to project delivery.**

**Decision:** Board approved BPR change requests.

**Proposed:** Allison Wallace **Seconded:** Cllr Christopher Jackson

**6.2 Project Officer Update: (Mary Claire & PIV Team):**

Project Officers gave a comprehensive updates on their projects. See traffic lights.

Key projects needing work to close down – GSCA, REACH Across, Rainbow Child & Family Centre, An Gaelaras (Cross-cultural sustainability), Playhouse (Proud to Be), Clooney Residents.

Key projects team are working to progress delivery – RAPID is only remaining project with key worker still known to be on furlough. Gaslight/Epilogues (evaluations and 2nd cohort), Derg Valley (no known progress since Covid), Sports (DCSDC Staff member initially furloughed), Advising Diversity (Progress and communication), Riverine (claims/payments – implementation fine).

**Recommendation:** Board to consider and give any comments.

**7. Meeting Closing**

**7.1 Any Other Business**

**Executive Office response for PEACE Plus**.

Sue explained that the Executive Office got in contact last week asking PEACE IV Managers to give a basic response to outline information provided on PEACE PLUS.

The Board discussed the response which was sent to them in their papers. Maureen confirmed that she was happy with our response adding that it was a good response and highlighted that Covid has now identify an even larger gap in social injustice which PEACE Plus could focus on.

Derek advised that he would be keen to see more partnership work to be delivered around section 75. Derek expressed concerns on groups providing a letter of support when they than may not materialise into Partnership working. Sue confirmed that groups should only provide such letters if the group are comfortable.

Catherine added that as a minority group the PUL community should not be used as an add on at the end of the programme and noted they these groups should be engaged with at a development stage for PEACE Plus.

**Recommendation: for the Board to approve the PEACE Plus response.**

**Proposed:** Alison Wallace **Seconded:** Ald Hilary McClintock

**7.2 Review of Actions/Recommendations**

**Recommendation: That Board make clear decision on both points.**

**Decision:** That the PEACE IV Steering Groups remain suspended and that the Board move to a bi monthly meetings going forward.

**Recommendation for decision: Board comment / approve changes to project delivery.**

**Decision:** Board approved CYP Change requests.

**Proposed**: Alison Wallace **Seconded:** Philip McKinney

**Recommendation for decision: Board comment / approve changes to project delivery.**

**Decision:** Board approval SSS change requests.

**Proposed:** Alison Wallace **Seconded:** Maureen Hetherington

**Recommendation for decision: Board comment / approve changes to project delivery.**

**Decision:** Board approved BPR change requests.

**Proposed:** Allison Wallace **Seconded:** Cllr Christopher Jackson

**Recommendation: for the Board to approve the PEACE Plus response.**

**Proposed:** Alison Wallace **Seconded:** Ald Hilary McClintock

**7.3 Date of Next Meeting:** Tuesday 10th November 2020.