

## SOUTH WEST COLLEGE GOVERNING BODY

Minutes of a meeting of the **Projects Oversight Committee**  
held on Wednesday 5 November 2025 at 3:00 pm  
in the Boardroom, Dungannon Campus

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<b>PRESENT:</b>	Mrs Maureen Brunt ( <i>from item 5.2</i> ) Dr Frances Campbell, Committee Chair Mrs Maria Hackett Mr Brian Ingram Ms Celine McCartan, Principal & Chief Executive ( <i>via MS Teams</i> )
<b>IN ATTENDANCE:</b>	Mrs Fiona McCauley, Secretary to the Governing Body Mr Ciaran McManus, Director of Development & Support
<b>APOLOGIES:</b>	Mrs Maria Hackett

### 1.0 **APOLOGIES**

Apologies were tendered on behalf of Mrs Hackett.

### 2.0 **CONFLICT OF INTEREST DECLARATIONS**

No declarations of interest were made.

### 3.0 **MINUTES AND MATTERS ARISING FROM PREVIOUS MEETING**

PREVIOUSLY ISSUED to all members:

- Paper 03 Minutes of 1 May 2025 Projects Oversight Committee Meeting.

There were no matters arising from the minutes.

### 4.0 **MANAGEMENT REPORT**

PREVIOUSLY ISSUED to all members:

- Paper 04 Management Report
- Paper 04.01 Youthscape+ Recruitment Cohort 1-4
- Paper 04.02 GRASP Course Schedule 2025-2026
- Paper 04.03 Notes of 2 October 2025 PEACEPLUS Project Board Meeting
- Paper 04.04 Youthscape+ Programme Risk Register
- Paper 04.05 STRIDE Programme Risk Register
- Paper 04.06 GRASP Programme Risk Register
- Paper 04.07 PRISM Programme Risk Register
- Paper 04.08 GRASP Engagement Strategy
- Paper 04.09 SPARC Application.

#### **4.1 Projects' Progress**

*Ref: Management Report Section 1.0*

In reporting on the progress of projects since the last committee meeting, Mr McManus informed members of the commencement of delivery in the GRASP (Green Accelerator Skills Programme) and STRIDE (Smart Rural Innovation Driven Empowerment) projects following a successful project and system establishment phase, of the recent launch of the PRISM (Powering Research & Innovation for Sustainable Manufacturing) project and of the maintenance of delivery in the Youthscape+ project whilst managing resourcing challenges.

He also apprised the meeting of the College's involvement in the TACTICS project with the Northern Ireland Fire & Rescue Service and the Irish Fire Service and of the development of an application to the Peace+ Change Maker Fund entitled Strengthening People & Rural Communities (SPARC).

***Mrs Brunt joined the meeting at this juncture.***

#### **4.2 Performance Against Targets**

*Ref: Management Report Section 2.0 and Papers 04.01 & 04.02*

Mr McManus provided recruitment statistics in relation to the first four cohorts of participants in the Youthscape+ project, reporting under performance to date, noting the impact of resourcing challenges on recruitment and highlighting the plans in place to address the shortfall in subsequent cohorts.

He reported on the extensive outreach activities undertaken under the GRASP project as well as on the delivery of two training programmes, with a further two due to commence in the forthcoming weeks.

In relation to the STRIDE project, he reported on the completion of two projects and on the significant volume of expressions of interest received in the delivery of Design Think workshops, noting the good indications of demand for the project from community groups.

#### **4.3 Financial Management**

*Ref: Management Report Section 3.0*

Mr McManus informed members of the development of a Power BI dashboard to provide real time performance and financial information for projects. Following a discussion on the benefits of this dashboard, it was agreed that a demonstration would be provided at the April 2026 meeting.

**ACTION: Demonstration of the Projects Power BI Dashboard to be provided at the April 2026 committee meeting.**

Mr McManus then apprised the meeting of an issue relating to the use of sectoral procurement frameworks raised by the external controllers responsible for the audit and validation of claims on behalf of the Special EU Programmes Body (SEUPB). In response to questions and comments from members, he advised of the steps being taken to address the issue and undertook to update the Committee on the outcome in due course.

**ACTION: Mr McManus to update the Committee on the outcome of the actions taken to address the procurement issue highlighted above at the appropriate time.**

#### **4.4 Risk Management**

*Ref: Management Report Section 4.0 and Papers 04.03 – 04.07*

Mr McManus referenced the project risk registers in papers 04.04, 04.05, 04.06 and 04.07 and provided assurance on the consideration of risk on an ongoing basis and at the quarterly meetings of the Projects Board.

#### **4.5 Programme Compliance**

*Ref: Management Report Section 5.0*

The updates provided in the Management Report on compliance with Letter of Offer conditions were noted by the Committee.

#### **4.6 Staffing**

*Ref: Management Report Section 6.0*

Mr McManus outlined the current staffing complement for each of the four projects and spoke of the transferrable skills developed by staff working on funded projects.

In response to questions and comments from members, he spoke of the support provided to new partners who are less experienced in project delivery, of the correlation between staff shortages and under-recruitment to programmes, of the awareness raising underway with industry advisory boards on the opportunities presented by the GRASP project, of the need for close monitoring of performance to mitigate the risk of funding clawback and of the key value of mentoring in positive participant outcomes.

#### **4.7 Partnerships**

*Ref: Management Report Section 7.0 and Papers 04.08*

Mr McManus referenced the details provided in the Management Report on the partners involved in each of the four projects and provided assurances on the regular project meetings held with partners.

#### **4.8 Impact**

*Ref: Management Report Section 8.0*

Mr McManus referenced the overview provided in the Management Report on the anticipated direct impact of each of the four projects, noting the limit of reporting in this area at this early stage.

With reference to the PRISM project, he spoke of the development of an application to the Mid South West Growth Deal for a Concrete Sustainability & Innovation Centre (CSIC) as a result of relationships forged with the Mineral Processing sector through the project.

#### **4.9 Exit Strategy**

*Ref: Management Report Section 9.0*

Mr McManus provided an overview of the TACTICS project and the proposed SPARC project.

#### **4.10 Project Evaluations**

*Ref: Management Report Section 10.0*

Notwithstanding the early stages of the projects, it was suggested that learning logs are maintained to facilitate project evaluations in due course and to inform the development of further programmes.

#### **4.11 Identification of Areas of Unmet Social and Economic Need**

*Ref: Management Report Section 11.0*

Mr McManus spoke of the potential to develop a sectoral pre-employment programme in partnership with industry.

#### **4.12 Funding Opportunities**

*Ref: Management Report Section 12.0 and Paper 04.09*

Members noted the application for funding for the SPARC project in paper 04.09.

### **5.0 PROGRAMME OF BUSINESS 2025/26**

PREVIOUSLY ISSUED to all members:

- Paper 05      Programme of Business 2025/26.

It was noted that the Programme of Business will be amended to include a demonstration of the Projects Power BI Dashboard at the April 2026 committee meeting.

**AGREED: acceptance of the proposed schedule of Projects Oversight Committee meetings for 2025/26 with the addition above.**

### **6.0 REVIEW OF OUTSTANDING ACTIONS**

PREVIOUSLY ISSUED to all members:

- Paper 06      List of Outstanding Actions.

It was noted that the action listed had been addressed.

A revised list of actions is appended in Appendix A.

### **7.0 ANY OTHER RELEVANT BUSINESS**

Mr McManus acknowledged the support of projects' staff and the Chief Executive in the progress made to date.

In response to a suggestion from a member, Mr McManus undertook to consider opportunities for committee members to engage with projects' participants and partners.

**ACTION: Mr McManus to consider opportunities for committee members to engage with projects' participants and partners.**

**8.0     REFLECTION OF EFFECTIVENESS OF THE MEETING**

Members commented on the effectiveness of the meeting.

**CONFIRMED AND ADOPTED BY THE GOVERNING BODY AT A MEETING HELD ON WEDNESDAY  
19 NOVEMBER 2025**

GB CHAIR      DATE 19/11/2025

## SUMMARY OF OUTSTANDING ACTIONS

	Meeting Date	Minute Ref	Action
1	05/11/2025	4.3	Demonstration of the Projects Power BI Dashboard to be provided at the April 2026 committee meeting.
2	05/11/2025	4.3	Mr McManus to update the Committee on the outcome of the actions taken to address the procurement issue highlighted above at the appropriate time.
3	05/11/2025	7.0	Mr McManus undertook to consider opportunities for committee members to engage with projects' participants and partners.
4	05/11/2025	7.0	Mr McManus to consider opportunities for committee members to engage with projects' participants and partners.