

SOUTH WEST COLLEGE GOVERNING BODY

Minutes of the inaugural meeting of the **Projects Oversight Committee**
held on Thursday 1 May 2025 at 3:00 pm
in the Boardroom, Dungannon Campus

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

1.0 ELECTION OF COMMITTEE CHAIR

Nominations for the position of Committee Chair were invited by the Secretary to the Governing Body.

AGREED: on the proposal of Mr Ingram, seconded by Mrs Brunt, that Dr Campbell be elected to the position of Chair of the Projects Oversight Committee for the remainder of the 2024/25 academic year as well as the 2025/26 and 2026/27 years.

2.0 APOLOGIES

It was noted that all members were present.

3.0 CONFLICT OF INTEREST DECLARATIONS

No declarations of interest were made.

4.0 PROJECTS OVERSIGHT COMMITTEE TERMS OF REFERENCE

PREVIOUSLY ISSUED to all members:

- Paper 04.01 Proposed Projects Oversight Committee Terms of Reference.

It was suggested that the proposed Terms of Reference are reviewed to include the Committee's role in reviewing projects' risk management and to define the Chief Executive's position as a member of the Committee.

AGREED: that the Projects Oversight Committee Terms of Reference are recommended to the Governing Body for approval, subject to the above amendments.

5.0 MANAGEMENT REPORT

PREVIOUSLY ISSUED to all members:

- Paper 05 Management Report
- Paper 05.01 SWC PeacePlus Funded Projects
- Paper 05.02 Youthscape+ Letter of Offer
- Paper 05.03 STRIDE Letter of Offer

- Paper 05.04 GRASP Letter of Offer
- Paper 05.05 STRIDE Promotional Video
- Paper 05.06 Youthscape+ Celebration of Success Article
- Paper 05.07 Participant Testimonial.

5.1 Introduction

Ref: Management Report Section 1.0 and Paper 05.01

Mr McManus began by thanking the Chief Executive and the Governing Body for their support in the development and establishment of externally funded projects.

With the aid of the PowerPoint presentation in paper 05.01, he then highlighted the College's central role in leading and delivering on skills and social development projects in collaboration with a range of partners, commenting on the key role of effective partnerships in the success of projects and noting the benefits of these projects to the College and its students.

He went on to provide an overview of the Youthscape+, GRASP (Green Accelerator Skills Project), STRIDE (Smart Rural Innovation Driven Empowerment) and PRISM (Powering Research & Innovation for Sustainable Manufacturing) projects funded by the PeacePlus Programme, outlining the challenge, anticipated change and delivery model in each case.

He also detailed the financial value of the projects, the contribution made to overhead, the employment and development opportunities afforded and the governance framework in place.

5.2 Performance Against Targets

Ref: Management Report Section 2.0

Mr McManus presented participant recruitment statistics for the first two cohorts of the Youthscape+ programme. He commented on the staff recruitment challenges encountered and the additional support required by new partners impacting on participant recruitment and advised that reprofiling has taken place to ensure that overall targets are met.

It was noted that updates on progress of the GRASP, STRIDE and PRISM projects are limited at this time in light of their early stage of implementation.

5.3 Financial Management

Ref: Management Report Section 3.0

Mr McManus explained that a cash advance has recently been received from the Special EU Programmes Body (SEUPB) to support the Youthscape+ project, and commented on the close monitoring of cash flow as well as the need to maximise drawdown of eligible funding in a timely manner.

5.4 Programme Compliance

Ref: Management Report Section 4.0

Mr McManus confirmed the satisfactory outcomes of audits taken place to date and spoke of the excellent compliance processes in place in the College due to its extensive experience with funded projects.

5.5 Staffing

Ref: Management Report Section 5.0

Mr McManus detailed the staff resourcing requirement for each of the four projects and provided an update on the progress in filling all positions.

5.6 Partnerships

Ref: Management Report Section 6.0

Mr McManus referenced the details provided in the Management Report of the partners involved in each of the four projects and commented on the importance of trust in these partnerships.

5.7 Impact

Ref: Management Report Section 7.0

Mr McManus referenced the details provided in the Management Report of the anticipated direct impact of each of the four projects. He also commented on the indirect impacts in relation to opportunities for students, engagement with the Community and Voluntary sector, staff development and benefits for participating businesses.

5.8 Exit Strategy

Ref: Management Report Section 8.0

Mr McManus commented on the potential for a further round of Peace funding as well as the importance of achieving projects' targets to maintain the College's good reputation with funders.

In response to questions from members, Mr McManus acknowledged the value of beneficiary testimonials in recruiting participants, detailed the criteria to be fulfilled and the staff recruitment to be undertaken in advance of the finalisation of the Letter of Offer for the PRISM Project, advised of the successful outcome in relation to the continuation of service of staff employed in previous externally funded projects and undertook to circulate risk registers for the projects when available.

Ms McCartan commended Mr McManus for his leadership in securing the projects discussed and establishing the related partnerships and teams over the prior two year period.

ACTION: project risk registers to be circulated to the Committee when available.

6.0 SCHEDULE OF MEETINGS 2025/26

PREVIOUSLY ISSUED to all members:

- Paper 06 Schedule of Meetings 2025/26.

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

7.0 ANY OTHER RELEVANT BUSINESS

No further business was raised.

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
18 JUNE 2025**

PRESIDING CHAIR Brian Ingram **DATE** 18/06/2025

SUMMARY OF OUTSTANDING ACTIONS

	Meeting Date	Minute Ref	Action
1	01/05/2025	5.8	Project risk registers to be circulated to the Committee when available.