

## Annual Activity Report - 2020

### Pobail le Chéile CDP, clg -

#### Section 1: About your organisation

##### Organisation Information

**Organisation Name:**

**Pobail Le Chéile C.D.P. Company Limited by Guarantee (PLC)**

**Title:**

**Annual Activity Report 2020**

**Reporting Period:**

**1st January 2020 to 31st December 2020.**

**Organisation Address (registered office) and contact details:**

**Ionad Naomh Fionnán  
Station Road, Falcarragh Co. Donegal F92 EV91**

**Company number (if applicable):**

**340522**

**Charity Registration Number (if applicable):**

**20205806**

**Charity number (CHY) (if applicable):**

**22600**

**Logo (if applicable):**



## Section 2: Our story

### Summary of the organisation's purpose and activities

#### Purpose

##### The Main Object of Pobail le Chéile CDP clg is:

- (i) To establish, promote and operate a community development programme, which will act as a focus and catalyst for community development for the communities in Falcarragh, Gortahork and Tory and surrounding areas in the county of Donegal with a view to promoting their social, and cultural welfare and general benefit and particularly to empower specific disadvantaged groups to effectively participate in a programme of personal and social development.

##### The Subsidiary Objects of Pobail le Chéile CDP clg are:

- (ii) To provide resource centres and programmes aimed at encouraging and promoting efforts, ideas, enterprises and creativity whether artistic or literary or otherwise and to further support the work of existing groups in the area and to enable voluntary administrative back up, additional expertise and networking facilities.
- (iii) To operate workshops and training schemes for the development of art, music, creative writing, culture, sport and drama and associated subjects and to provide opportunities for promoting local talent and skills.
- (iv) To encourage training in community development, leadership, organisational skills and social analysis for the benefit of the entire community and to enhance the development of proposed community resource centres and to establish and support groups responding to local needs and problems.
- (v) To collate and disseminate useful information to the community and to assist in the co-ordination of the information through the resource centre, community notice board, community development centre, community newspaper and local television and radio; to promote dialogue and collaboration between local groups and statutory agencies.

#### Activities.

As detailed later in this report – the arrival of the COVID -19 pandemic during week 11 saw a radical change to the work of the project.

At the time of the lockdown the following activities were underway

- Páistí le Chéile Parent & Toddler Group (Thursday mornings) [obj. (i) & (ii) ]
- Óige Le Chéile youth project – range of activities including 3 in-school programmes (Coder Dojo, Make-A-Book project and Staying Power project; 2 after-school projects (gaming workshop and Evening CoderDojo) [obj. (i) & (ii) (iii) ]
- Derryveagh Community Health Forum (local Health and Wellbeing Network of 12 local community partners) [obj. (i) & (ii) ]
- Siopa Pobail thrift shop and volunteer centre [obj. (i) & (ii) ]
- Good Morning Service weekly phone call service for older and isolated people [obj. (i) & (ii) ]
- The annual volunteer award scheme and the Manus McClafferty Memorial Schools Art Project. [obj. (i) (ii) & (iii) ]
- Delivery of the HSE Community Health Participation Project [obj. (v)]

### **Chairperson's Statement**

The past year has been one of the most challenging and demanding in the history of the Community Development Project. The necessity to both follow public health guidelines and to play a role in the wider dissemination of health information, volunteer coordination and protect our staff and volunteer team required a complete change in how we delivered Community Development work.

The volunteers and staff team were able to meet the demands of Community Response Coordination, make the workplaces and the community shop safe for use and use the change of operations to help renew and re-focus the project. We were able to successfully complete the process of becoming a registered charity from June 2020, and undertake all the policy renewal and good governance reforms necessary to meet the requirements of the Regulator. We were also able to renew our Voluntary Board of Directors with two directors standing down and four new directors joining through 2020.

We also were able to upgrade the technology base of the company so we were able to use communications technology to reach out to organisations and people and utilise applications like ZOOM and Webex as well as increase our use of social media to keep the community informed and safe. We are in a very good place for 2021 and I would like to thank the staff and all the volunteers for their commitment, hard work and flexibility in the past year.

### **Treasurer's Statement**

A major issue for the project has been that the core funding has been static since 2009 and that costs have increased but income has not kept pace. In addition in 2020, the second main source of income – the funds generated through Siopa Pobail, recycling and related sources were severely hit by the COVID pandemic with 44% less income the community shop than in the previous year. In 2020 the community shop was only open for 29 of the 52 weeks of the year.

This financial realities called for very prudent financial management. We were able to review all of our internal financial policies and procedures as well as endeavour to reduce costs.

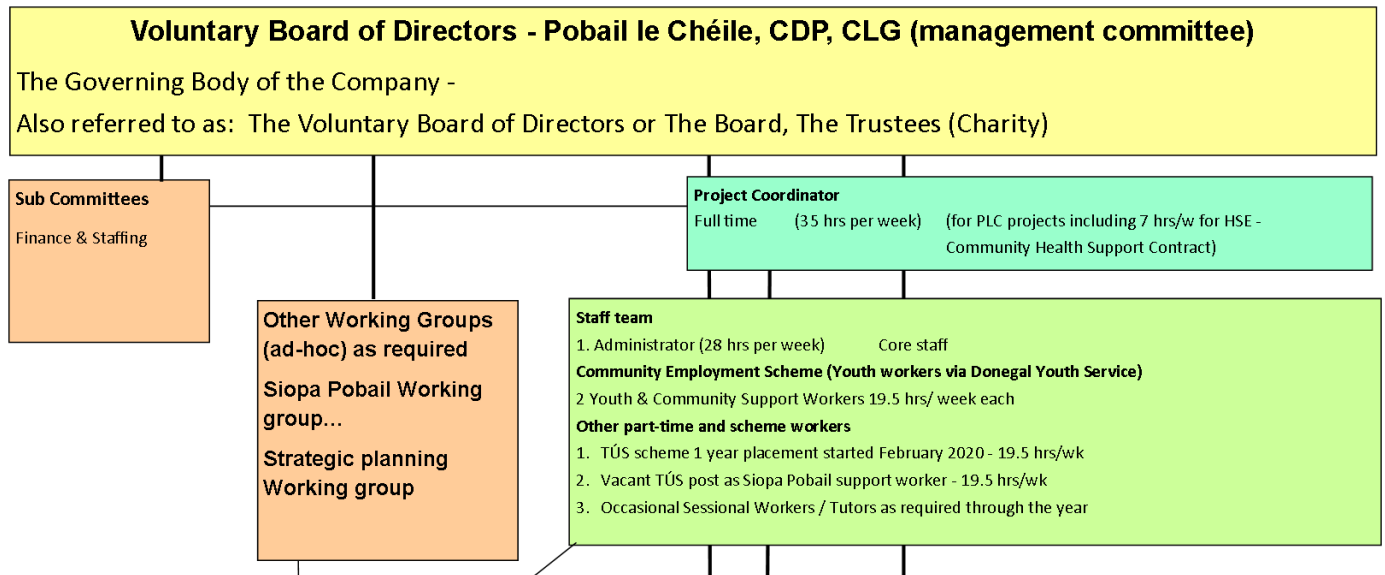
The challenge for the years ahead will be find sustainable ways to increase our core income and continued efforts to reduce and control our overheads.

Further details of finances are outlined in Section 5 of this report.

### Section 3: Structure, Governance and Management

Organisational Chart for Pobail le Chéile CDP, clg

#### Pobail Le Chéile, CDP, CLG. - Current Project Work



Pobail le Chéile operates both as a company registered with the Company Registration office and since mid-2020 as a Registered Charity.

The Voluntary Board of Management (VBoM) is made up of local volunteer directors who oversee the work of the company and maintain a thorough process of governance and policy compliance.

Through 2020 the VBoM undertook a thorough review and revision of its policy and planning documentation and also undertook a successful process of membership renewal and development of an induction process for new members which saw four new people join the board in late 2020 and 2 members stood down.

The board meets on a regular basis – at least monthly, and also operates a system of sub-groups and working groups. The former are established directly by the board and are longer-term in role and function and the latter are ad-hoc and for a specific purpose and may have a much shorter working duration.

## Organisation and governance

### Trustees, Board Directors/Committee members:

There were eleven meetings of the Board in 2020. Four new members were appointed to the Board during the year: Maureen Butler, Yvonne Li, Bríd McCurry and Paula McGarvey. Two members resigned during the year: Aoife Níc Con Iomaire and David O'Brien.

When the company became a Registered Charity all of the directors also became Trustees of the new Charity.

Number of meeting attended (number of meetings eligible to attend in brackets)

Director name	Attendance	No. of VBoM meetings
Phyl O'Connor <sup>1</sup>	11	(11)
Tom Feeney	9	(11)
Roberta Law	10	(11)
Marc Grady	7	(11)
Aoife Níc Con Iomaire <sup>2</sup>	2	(4)
David O'Brien <sup>3</sup>	1	(4)
Pól Penrose	6	(11)
Maureen Butler <sup>4</sup>	1	(1)
Yvonne Li <sup>5</sup>	1	(1)
Bríd McCurry <sup>6</sup>	1	(1)
Paula McGarvey <sup>7</sup>	1	(1)

### Notes

1. Re-appointed as Chairperson in May 2020
2. Resigned May 2020
3. Resigned May 2020
4. Appointed November 2020
5. Appointed November 2020
6. Appointed November 2020
7. Appointed November 2020

### Governance Standards

Charity trustees are responsible for the governance of their charity and therefore must ensure that the following governance principles are being applied.

1. advancing its charitable purpose
2. behaving with integrity
3. leading people
4. exercising control
5. working effectively
6. being accountable and transparent

### Staffing

The company has two full time core staff – the Project Coordinator and the Project Administrator. In addition the company hosts a number of work placement posts – 2 part time Youth Support Workers (via Donegal Youth Service) and 2 TÚS Scheme part time assistants. During 2020 we also had a young person placed with us (mainly in Siopa Pobail) under the Youth Employment Support Scheme (YESS).

### Contracted staff

In addition to the core workers, PLC employs three people who are funded through Grant Aid Agreements with Health Service Executive. These people are part-time workers - one is the Social Prescribing Coordinator and two are placed with the SOLAS Mental Health support programme.

## Section 4: Objectives, Achievements and Performance

### Commentary on the year

This report will reflect, at every stage, the radical and game-changing impact of the COVID – 19 Pandemic and the subsequent restrictions imposed on public gatherings, congregated activities and our capacity to fulfil our objectives.

At the end of the 11<sup>th</sup> week of 2020 the closure of schools was announced and the project coordinator in consultation with the Voluntary Board of directors decided to close the Community Thrift Shop – Siopa Pobail and to cease all project activities until such times as we could re-commence project work based on government health advice.

At the time of the lockdown in the 11<sup>th</sup> week of 2020 the following activities were in operation:

- Páistí le Chéile Parent & Toddler Group (Thursday mornings) [obj. (i) & (ii) ]
- Óige Le Chéile youth project – range of activities including 3 in-school programmes (Coder Dojo, Make-A-Book project and Staying Power project; 2 after-school projects (gaming workshop and Evening CoderDojo) [obj. (i) & (ii) (iii) ]
- Derryveagh Community Health Forum (local Health and Wellbeing Network of 12 local community partners) [obj. (i) & (ii) ]
- Siopa Pobail thrift shop and volunteer centre [obj. (i) & (ii) ]
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- The annual volunteer award scheme and the Manus McClafferty Memorial Schools Art Project. [obj. (i) (ii) & (iii) ]
- Delivery of the HSE Community Health Participation Project [obj. (v)]

### Pivot to online and coordination

Within 3 weeks of the pandemic, the local authority established a Community Response Forum, a network of community organisations, state agencies and the local authority itself. The Pobail le Chéile Coordinator was appointed to this Covid Response Forum which met frequently to share information, identify issues and challenges and collaborate to address these.

### **Local Coordination of voluntary action**

The Project Coordinator was selected to fulfil the role of local voluntary response coordinator for the Cloughaneely district and neighbouring areas. This work involved:

- Developing local printed and digital information postings and distributing these locally
- Accepting referrals from the **Community Call COVID helpline** established by the Community Response Forum and the County Council
- Contacting and liaising with local volunteer services and supports to address local needs and referrals
- Disseminating public health and related information through local social media, printed materials and liaising with local volunteer supports to share printed information via delivery and drop-offs.
- Maintaining the county Community Health Network website and posting of public health information, posters and videos
- Feeding back any local concerns to the Community Response Forum

This work, in new ways addressed objectives (iv) and (v)

### **Gradual re-opening**

As the year progressed and restrictions eased the Siopa Pobail community shop was able to go through a safety re-fit, and the shop volunteers and the PLC staff and director team undertook 'Safe Return to Work' training, and those who were safe and able to return (those under 70 and without long term health conditions).

Siopa Pobail re-opened on July 1<sup>st</sup> and remained open on a reduced timetable, with customer numbers limited to 5 at any one time and reduced opening hours. Many of the second hand and donated goods were welcome and necessary for low income families, with cheap clothes, toys and games and books the most valued items.

We had won a bid to deliver our second Cruinniú na nÓg Youth Arts project in June 2020 – and we were able to re-align the 'Breaking News' project into an on-line initiative that was very successful.

The re-introduction of restrictions on 28<sup>th</sup> September meant we had to switch to 'Click and Collect' services in the charity shop, and again toys, books, games and some housewares were the most needed items. The impact of these closures and restrictions saw a virtual halving of Siopa Pobail income for 2020.

### **Food Poverty**

One necessary response to the pandemic and the widespread loss of employment combined with strict limitations on travel was to establish a Food bank in collaboration with the local Mental Health Association the two SVP conferences and Pobail Le Chéile CDP. Initially this work involved collection and distribution of donations through the Letterkenny 'We Care' Foodbank, but later we established a Foodstuffs store in our Garradh Cholmcille centre (GCC), and then to Aras Begley (Parish Centre) when the local priest made more permanent space available. To date through Letterkenny and our local food bank stocks we have been able to assist over 34 local families and 22 families from nearby areas. [obj. (i) & (ii) ]

We were also able to respond to HSE Mental Health team requests by opening the Garradh

Cholmcille centre up for emergency clinics for Service Users who needed additional support and access to a psychiatrist during the pandemic. This saw the GCC centre open up to three days per week for the use of the community mental health and older persons mental health teams. [obj. (i) & (ii) ]

### **Investing in Information Technology for future engagement and community work**

Toward the end of 2020 we worked with the local Donegal Education and Training Board to access funding to fit out and equip the Garradh Cholmcille centre with upgraded IT equipment for both on-site use and for lending to adults who wanted to take up online training and adult education opportunities. This service will become operational by the end of the first quarter 2021. [obj. (iii) & (iv) ]

### **Making the most of a crisis**

During the very restricted working environment the Board and staff made use of the time to ensure the fullest possible compliance with the requirements of the Charities regulator – since we became a Registered Charity from July 2020) and to also update and review our policies and practices.

This process of renewal also saw us recruit four new directors and two members of the board stood down in 2020. We aim to continue this process through 2021 and will be making our first Annual Return to the Charity regulator's office in autumn 2021. [obj. (i) (ii) (iv)& (v) ]

### **Objectives for the year:**

The plans developed at the start of the year were made redundant by the COVID – 19 pandemic but at the activity report outlined above meant that the organisation was able to realign its work and staff team and continue to be both effective and responsive throughout the year.

By the end of 2020 we had managed to keep the project active, relevant and renewed with new directors in place a near-complete overhaul of policies and planning tools, which Registered Charity status in place and in operation. We had developed a new detailed work-plan for 2021 as we (hopefully) emerge from the severe restrictions necessitated by the pandemic and we were in better shape to meet the challenges of the new year.

### **Challenges at year end**

At the end of 2020 we had not emerged from the COVID crisis. This reality and the on-going restrictions on normal life coupled with the effects on people's long-term physical and emotional health will present a challenge to community development work in general and who we deliver our programmes and respond to community needs at local level.



### **Key Achievements and Outputs for the Reporting Period**

- Managed to maintain the project as viable and active in the face of an unprecedented public health pandemic
- We were able to adjust the focus and work of the project to address new community needs and the emerging changes brought about by lay-offs, lockdowns and restrictions
- Developed the technology base of the project to enable us to fulfil our objectives through new approaches and the use on Information and Communications Technology
- Developed new working relationships necessitated by the COVID crisis with agencies, the local authority, the Community response Forum and local organisations and volunteers
- We renewed the volunteer leadership of the project
- We recruited new volunteers to help deliver projects and develop our work
- We placed ourselves in a strong organisational and financial position to step into 2021 as a vibrant and effect community development organisation

### **Beneficiaries**

- Participants in the Youth initiatives delivered within the secondary school setting
- Participants in out Out-Of-School youth activities include the Gaming and CoderDojo projects
- Parents, Carers, children who participated in the Páistí le Chéile parent and toddler project
- Community groups and volunteers who participated in the community health and wellbeing work of the Community health Forum
- Other community groups and volunteers (Mental Health Association, Bothán na bhFear – Cloughaneely Men’s Shed, Coiste Glan agus Glás, Ionad Naomh Fionnán
- Families and individuals supported through he COVID volunteer support coordination work, the food bank and through our book delivery service and Siopa Pobail low cost goods and ‘Click and Collect’ service for local families

### **Challenges**

- Loss of Siopa Pobail income that is used to deliver community projects and actions
- The general pandemic organisational impacts
- The social and psychological covid impacts – not meeting, mixing, supporting each other
- Funding in general – staff under-paid and no payscales - no funding for programmes
- Continued disengagement of some young people, youth isolation, mental health, confidence
- Pressures on volunteer to carry onerous responsibility – governance, Siopa team etc

**Section 5: Finances – income received and monies spent**

<b>Summary of financial position</b>	<b>Current Financial Period (€)</b>	<b>Previous Financial Period (€)</b>
<b>Income</b>		
Údarás na Gaeltachta	70,000	70,000
Fundraising-Siopa Pobail	17,571	30,538
Donegal County Council-PEACE IV	15,823	14,699
Donegal County Council-Crunniú na nÓg	1,850	967
Donegal County Council-Comm. Enhance. Programme	-	1000
ETB	5,523	9767
HSE-Social Prescriber	13,000	16039
HSE-Community Participation Support	10,000	10000
HSE- SOLAS	40,004	14618
HSE-CHF Website maintenance	4,450	-
HSE-Tobar		510
HSE-CHF Management Admin Fee	500	600
TUSLA Directory	1,000	1125
Cumann Cairdeas	260	992
Room Hire	2,605	500
Seeds of Change	170	170
Other Income	1092	-
Fundraising-Textile Recycling	1007	3028
Age and Opportunity	250	260
Donegal Intercultural Platform		150
Páistí Le Chéile	708	-
Grant Aid for equipment		2750
Course Fees		1866
Church Gate Collection		310
Car boot Sale		123
	<b>185,813</b>	<b>180,012</b>
<b>Expenditure</b>		
Wages and salaries	111,216	99,256
Employers PRSI	1,1445	10,118
Employers Pension contributions	6,589	6,589
Equipment for SOLAS	6,728	-
SOLAS expenses	3,283	-
Siopa Pobail expenses	1,241	-
Rent Ionad Naomh Fionnán	7800	7,800
Rent Siopa Pobail	4000	5,200
Room Hire	-	1,375
Insurance		
Light and Heat	1,415	1,446
Cleaning/waste	1,973	1,859
	330	545

<b>Summary of financial position</b>	<b>Current Financial Period (€)</b>	<b>Previous Financial Period (€)</b>
Hospitality	586	3,243
Repairs and maintenance	170	608
Community Projects -Cumann Cairdeas	43	1,071
Printing, postage and stationery	993	5,479
Telephone	2,493	4,016
Equipment-grant aided	-	2,861
Lease of equipment	2,529	-
PEACE Project	4,286	-
Travel Expenses	1,440	8930
Community Projects-Volunteers	293	-
HSE-CHF website maintenance	4,000	723
Cruinniú na nóg	1,500	-
Community Education-Digital Hub	5,157	-
Community Projects-Youthwork	762	-
Legal and Professional	-	390
Accountancy	1,599	738
Audit Fee	1,845	1,845
Bank charges	824	901
Tutor fees	-	9,078
Personal Protective Equipment	1,025	-
TUSLA Directory	1241	-
General Expenditure	1,786	4,209
Memberships	257	565
Community Projects-Garden	244	-
Depreciation	1,038	1,390
Charitable donations	-	793
	<b>190,131</b>	<b>181,028</b>
<b>(1) Net position – Surplus or Deficit funds at year end</b>	<b>(4,318)</b>	<b>(1,016)</b>

## Section 6: Future plans – Outline work plan 2021

Objective	Actions
1.1 Environment, recycling and sustainability	1.1.1 Develop working links with Coiste Glan & Glas on outdoor environmental projects including schools
	1.1.2 Explore possibility of new green scheme with PCC students and JCSP library (Tree planting, Make-a-book, Climate Ambassadors etc.)
	1.1.3 Develop Siopa Pobail as outlet for local community crafts and artisan sales / promotions (with tourism aspects)
	1.1.4 Through Siopa Pobail promote World Environment Day event (June)
	1.1.5 Promote recycling, re-use and repair through services and special events in Siopa Pobail (inc. Green Friday each November.)
1.2 Collaboration with cultural organisations	1.2.1 We will liaise and where possible collaborate with local, county and regional cultural / Irish language resources and organisations to enhance our cultural work and contribute to cultural provision in Cloughaneely
1.3 Work with local library service and Volunteer Centre to develop grass-roots Local Heritage initiatives	1.3.1 Facilitate local workshops to organise heritage ideas for local groups (Colmcille 1500 etc.)

Objective	Actions
2.1 Local cooperation, sharing and coordination	2.1.1 Work to enhance cooperation, communication and where possible coordination of local community initiatives & programmes between PLC & local groups including themes of education, health, addiction, homelessness, domestic violence, isolation, loneliness, exclusion
2.2. Re-establish Parent & Toddler project	2.2.1 Re-launch the Páistí le Chéile group at INF (recruit, fundraise and expand project – explore parent/carer needs, ideas, additions)
	2.2.2 Use Siopa Pobail to promote childhood reading and Children's Book Week each May (3-9 <sup>th</sup> May 2021)
	2.2.3 Children & Family Arts and Bereavement project
2.3. Youth & Children's Art events	2.3.1 Organise annual Children's Art/creative project on theme of stars/sky/science to Commemorate late volunteer Manus McC
	2.3.2 Organise annual child/youth arts project - Cruinniú na nÓg (June)
2.4. Provide family support through linking with TUSLA through NWCFN, the chairing of MEITHEALS	2.4.1 Participate in the North West Child & Family Network to develop / support joint initiatives
	2.4.2 Promote the use of, and participation in the MEITHEAL family support model in wider community.
	2.4.3 Host / support meetings of parents of young people with special needs to explore self-directed supports like activity groups (Down Syndrome group, Autism Awareness NW etc)
2.5. With the support of Donegal Youth service and in collaboration with PCC develop range of youth work actions for 12- 25 year old young people	2.5.1 Maintain and develop the CoderDojo youth coding project
	2.5.2 Develop the gaming and Tech Time workshops in video making, stop-motion animation and editing, targeting at risk of Early School leaving, and students with additional needs
	2.5.3 Explore Staying Power project model with PCC - young people
	2.5.4 Develop youth drop-in facility in GCC – afterschool
	2.5.5 Liaise with PCC and Donegal Youth Service to promote LGBTQi work, Stand Up Week in school & community (Nov.)
2.6. Derryveagh Community	2.6.1 Support the work and growth of the Derryveagh Community Health

Health Forum (HSE funded)		Forum with quarterly health awareness and information events and workshops
	2.6.2	Help recruit new members to the Forum and help them develop their workplan for 2021
2.7. Community Participation contract (HSE funded)	2.7.1	Replicate this Community health development work with the Forums in the Dungloe & Gaoth Dobhair Primary Care team Areas
2.8. Support the Work of local Wellbeing Initiatives	2.8.1	Attend and participate in local MHA meetings and events
	2.8.2	Assume coordinating (chair) role with MHA for 2 years to help them complete set up and develop a strategic plan, objectives and governance methods
	2.8.3	Work with MHA, SOLAS and other local groups to mark World Mental Health Week/Day (Oct.)
	2.8.4	Work with parkrun Falcarragh to expand their service, facilities & expand community participation across all ages.
	2.8.5	Support the work and development of Bothán na bhFear, Cloughaneely Men's Shed
	2.8.6	Continue to provide local level supports & coordination linked to Community Support Forum (COVID County Council initiative)
	2.8.7	Support community garden at GCC & other local gardens
2.9. Ethnicity and social inclusion – local actions	2.9.1	Address ignorance & extremist exploitation of people's fears, fake news etc. by... hosting 2 community actions on the themes of 'One World – One Humanity' to address issues of racism, misogyny, discrimination and prejudice through guest speaker events, film, displays in the Siopa Pobail, Ethnic Food events etc., and mark UN days like Anti-Racism Day March 21 <sup>st</sup> , International Women's Day 8 <sup>th</sup> March, World Human Rights day 10 <sup>th</sup> Dec, International Day of Persons with Disabilities 3 <sup>rd</sup> Dec. in recognition of the changing face and priorities of Cloughaneely
2.10. Continue to host and support the Good Morning Service in North West (ALONE)	2.10.1	Host the Good morning service and liaise with ALONE to recruit new callers, explore the community befriending scheme and recruit new call receivers.
2.11. Develop local strategy for positive aging in Cloughaneely in consultation with local groups/people	2.11.1	Link with the Older People's Council (and County Council's AgeFriendly initiative) to host facilitated workshops to identify needs/ideas/initiatives to support positive ageing and active retirement (E.g. Women's Shed, Craft Club, History Projects etc.)
	2.11.2	Draft shared Positive Ageing Plan for Cloughaneely and engage in first action before year-end (2021)
2.12. Social Inclusion Week (Information & Promotion)	2.12.1	Engage with Donegal County Council's plans and actions for Social inclusion Week (Oct.)
	2.12.2	Organise one local action highlighting Social Inclusion work at local level as part of Social Inclusion Week.

Objective	Actions	
3.1. Engage with range of work skills initiatives (TÚS, Community Employment, YESS, YouthReach, An Gaisce, JCSP work placements etc.) to offer on-the-job practical work skills for people who are unemployed or re-training / up-skilling	3.1.1	Offer work experience and learning placements for people on the TÚS scheme, the Youth Employment Social Scheme (YESS) and Community Employment in Siopa Pobail and the wider project
	3.1.2	Initiate a 'Recognition of Prior Learning' (RPL) project along with ETB for voluntary community workers to enhance employment/learning options & accreditation
3.2. Recognition & Promotion of Community Volunteering	3.2.1	Organise an annual award recognising and promoting community volunteering and liaise with Donegal Volunteer Centre.
	3.2.2	Organise volunteer recognition events/actions at Easter, Annual

	Siopa Day in August and end of year recognition events for community volunteers in all sectors of project work
3.3. Collaborate with funders to create community and health projects and employment opportunities in funded projects	3.3.1 Manage funding to employ community health workers in local wellbeing projects, and oversee the work if these employees in liaison with placement managers
3.4. Provide access to information and support on welfare rights and entitlements	3.4.1 Continue to provide community information on services, rights and entitlements, through notice boards, articles in Glór, leaflets, through various media, referral to information providers, one-to-one advice & support to individuals / families

Objective	Actions
4.1. Work with local groups to assist them with education course planning & promotion	4.1.1 Work with Men's Shed, Mental Health Association, Glan & Glas & others to develop learning programmes, access funding, provide training rooms/facilities/technology/ courses & skills development.
4.2. Develop the learning hub at Garradh Cholmcille for on-site and streamed classes and courses with ETB support	4.2.1 Equip and develop the GCC centre as a learning hub for adult community education classes and as a point-of-access for remote learning/study
	4.2.2 Establish a study support hub at GCC to people engaged in remote learning with broadband, printing & meeting facilities at low cost
	4.2.3 Offer a lending scheme for participants on Community education and Learning For Living courses for short-term laptop lending
4.3. Develop an annual programme of classes, course and workshops on agreed themes for local adults	4.3.1 Develop an annual programme of classes, course and workshops on agreed themes for local adults

Objective	Actions
5.1. Review & update PLC Irish language Policy	5.1.1 Develop and implement new Irish Language policy and regularly review implementation
5.2. Develop an agreed set of language development actions each year with Committee, Language Officer and local Coiste Pleanail Teanga (CPT – CCF)	5.2.1 Work with CPT – CCF to establish the Irish language Parent & Toddler project at Ionad Naomh Fionnán
	5.2.2 Identify Irish classes & in-the-job training for staff, volunteers
	5.2.3 Identify series of Irish Language actions (at least 1 per quarter) to promote the use of Irish in community settings
	5.2.4 Organise Seachtain na Gaeilge actions where possible in Siopa, P&T group, Youth Work and Older Age projects.
	5.2.5 Develop the Irish Language stock, materials and signage in the Siopa Pobail retail, recycling and information centre

Objective	Actions
6.1. Put in place effective governance approaches and regularly monitor and report on positive outcomes and any challenges	6.1.1 Revise and adopt all necessary policies and guides for effective management of a community organisation and a registered charity.
6.1. Put in place effective governance approaches and regularly monitor and report on positive outcomes and any challenges 6.2 Develop a Strategic Plan for the company for the period 2021 2024 in consultation with staff, volunteers, participants and wider community.	6.1.2 Review work plans at key date through the year on at least 6 - monthly basis
	6.1.3 Provide induction, training and continuous professional development opportunities for committee members (and core staff where necessary) to ensure they are enabled to oversee and act as governors and trustees on the company and manage resources and relationships
	6.2.1 Explore opportunities to increase PLC funding base.

<p>6.2 Develop a Strategic Plan for the company for the period 2021-2024 in consultation with staff, volunteers, participants and wider community.</p> <p>6.3 maintain and manage effective Information Technology systems for both the management and delivery of the project actions and activities as well as for the administration and reporting of all matters relating to the finances, health and safety and policy development and review of the company.</p>	6.2.2	Set up a Strategic Review Process to develop a new plan for the coming three years. This to be completed by end of April 2021 (Covid permitting)
	6.2.3	Engage with stakeholders, local groups and communities about the strategic direction of Pobail le Chéile for next 3 years
	6.3.1	Manage all IT systems for the use of the staff for administration, reporting, communications and community programmes of the company.
<p>6.3 maintain and manage effective Information Technology systems for both the management and delivery of the project actions and activities as well as for the administration and reporting of all matters relating to the finances, health and safety and policy development and review of the company.</p> <p>6.4. External relations and affiliation</p>	6.3.2	Utilise IT systems to effectively and efficiently communicate the work of the project through social media, its website and publications like Glór Don Phobal and the local broadcast and print media.
	6.3.3	Develop the production and distribution of the Glór Newsletter in 'e-zine' format for ease of access over social media
	6.4.1	The company will continue its membership and engagement with the civil society structures within the Local Authority (Public Participation Network – PPN, Social Inclusion Measures Group and other bodies and maintain affiliation to significant national bodies like Community Work Ireland, The Wheel etc.
6.4. External relations and affiliation	6.4.2	Participate in structures, events and networks established or supported by Údarás na Gaeltachta to improve community development practice and outcomes.