

*Local Community Development Committee (L.C.D.C)*

**2. Approved Minutes of the Meeting of  
Westmeath Local Community Development Committee, (LCDC)  
on Friday 5<sup>th</sup> September 2014 at 10.00am**

**Present:** Mr. Pat Gallagher, WCC – (Chairman)  
Cllr Tom Farrell, WCC  
Ms. Christine Charlton, WCC - LEO  
Mr. Des Henry, DSP  
Mr. Des Sheridan, PPN  
Mr. Bob Morrison, PPN  
Mr. Hugh McGuire, PPN  
Mr. Dave Raftis, PPN  
Mr. Joe Potter, WCDL  
Mr. Denis Rohan, Impact  
Ms. Angela Maher, Mullingar COC  
Mr. Joe Whelan, HSE

**Apologies:** Cllr Aengus O Rourke, WCC  
Cllr Avril Whitney, WCC  
Ms. Joyce Furlong, PPN  
Mr Paddy Donnelly, IFA  
Mr Christy Duffy, LWETB

**In Attendance:** Mr. Barry Kehoe, DoS, WCC.  
Mr. Hugh O'Reilly, Chief Officer, LCDC, WCC.  
Ms. Anne Galvin, A.O Community Development, WCC.  
Ms. Maria Kearney, C.O Community Development, WCC.

**1. Update on Membership of the LCDC**

Chairman, Pat Gallagher welcomed everyone to the meeting and introduced Angela Maher, Mullingar Chamber of Commerce replacing Pat Whelan on the committee. He also welcomed and introduced Joe Whelan HSE, replacing Joe Ruane. A number of apologies for the meeting were noted.

**2. Approval of Draft Minutes of LCDC Meeting of Friday 4<sup>th</sup> July 2014**

The Minutes of the previous LCDC meeting held on Friday 4<sup>th</sup> July 2014 at 10.00am were confirmed on the proposal of Hugh Maguire and seconded by Des Sheridan.

**3. Matters Arising**

In relation to the preparation of the Local Economic Community Plan, Hugh McGuire proposed Bob Morrison, Social Inclusion Pillar of the PPN, to be nominated to the Advisory Steering Group. This proposal was agreed by the committee.

4. **To consider report on Social Inclusion Activation Programme (SICAP)**

This item was deferred to later in the meeting.

5. **To note report on Local and Community Development Programme (LCDP)**

Hugh O'Reilly made reference to the report circulated on the LCDP programme currently being delivered by Westmeath Community Development Ltd. With effect from 1<sup>st</sup> July 2014 the LCDC have an oversight role of the delivery of this programme. The protocol for reporting to the LCDC had been agreed at national level between Pobal, DECLG and the Local Development Partnerships. Hugh O'Reilly advised that as per report from Pobal as circulated, there were no difficulties with implementation of this programme and it is currently running on schedule. In response to Des Sheridan, Hugh O'Reilly clarified that Pobal will issue quarterly reports to the LCDC in respect of the last 6 months of the LCDP in 2014.

6. **To consider report on Rural Development Programme/LEADER**

Hugh O'Reilly circulated a report in relation to this and advised that the current programme being delivered by Westmeath Community Development Ltd. (WCDL) is nearing completion. The new programme will commence in early 2015 and will cover the period 2014 to 2020 with the Department of the Environment, Community and Local Government (DECLG) as the Managing Authority. He advised that the DECLG will be seeking "Expressions of Interest" for the role of the Local Action Groups for the programme in the near future and the LCDC will be invited to apply. As outlined in report circulated, he recommended that the LCDC submit an Expression of Interest to fulfil the role of Local Action Group for the administrative area of County Westmeath in partnership with Westmeath Community Development Ltd. If for any reason, agreement is not reached with Westmeath Community Development Ltd. for the submission of a joint Expression of Interest, Westmeath LCDC will submit an Expression of Interest in its own right.

Joe Potter explained that negotiations are ongoing at national level as regards implementation of the new programme and WCDL are currently reserving its position pending clarification of partnership arrangements proposed.

On the proposal of Bob Morrison and seconded by Cllr Tom Farrell, the report recommendation on the Leader programme was agreed by the committee.

7. **Update on preparation of Local Economic and Community Plan (LECP) 2015 -2020**

Pat Gallagher thanked all the stakeholders that took part in the initial consultation process and encouraged groups to return any outstanding submissions. Anne Galvin gave an outline to members on the feedback received on the LECP public consultation process and given the time of year there was a great attendance at the two workshops held on the 7<sup>th</sup> and 23<sup>rd</sup> of July. For the 23<sup>rd</sup> July workshop, 35 people attended, representing 25 stakeholders organisations. As part of the workshops all stakeholders were asked to complete a questionnaire outlining the needs for the county under Economic and Community headings. Anne circulated the draft summary report of the submission received for the LECP consultation process. The output of this consultation process would provide guidance to the LECP Advisory Steering Group in identifying the high level needs and objectives of the plan. Priorities identified in the consultation process included:

- Broadband availability, Transport, Create Employment, Health & Wellbeing, Education, Matching skills to jobs, Networking, Poverty, Housing, Security, Mental Health, Flexible Childcare, etc

Anne also invited stakeholders to submit any outstanding questionnaires and advised it is important for every sector to input their requirements in this area. Hugh O'Reilly advised that in addition to the consultation, high level strategies would inform the objectives of the LECP.

In response to Hugh McGuire, Anne Galvin confirmed that objectives relating to disability will be included.

Pat Gallagher thanked the advisory group and all for their input into the report preparation and stated that it was a big task gathering data from the external bodies and he looks forward to a further report with the progress at the next meeting.

#### **8. Amendment to Section 7.5 of LCDC Constitution and Standing Order**

Hugh O'Reilly advised on a proposed amendment to the standing orders approved at the previous meeting. In the event of a decision by way of a vote and the statutory sector membership represented more than 49% of the total membership present, the public sector members must stand down from the vote to ensure appropriate balance of representation in the LCDC decision. It was clarified that the mechanism for achieving the required balance only applied to the statutory sector and it was anticipated that most of the decisions of the committee would be by consensus. On the proposal of Dave Raftis and seconded by Hugh McGuire, the committee agreed to adopt the amendment as circulated.

#### **9. Code of Conduct of LCDC Meetings**

Hugh O'Reilly made reference to the Code of Conduct documents circulated and all LCDC members are required to maintain proper standards of integrity, conduct, ethics, and concern for the public interest. The same guidelines were proposed as applied to elected members of the Council. As part of this code of conduct, an annual declaration form must be completed and returned to Community Development office by 30<sup>th</sup> September 2014. Pat Gallagher advised that similar protocols for conduct and ethics applied in other decision making bodies. On the recommendation of Des Sheridan, it was agreed to circulate forms again.

#### **4. To consider report on Social Inclusion and Community Activation Programme (SICAP) - (Previously Deferred)**

Joe Potter, CEO WCDL, advised the chairman that due to a potential conflict of interest, that he would withdraw from the remaining items on the agenda and left the meeting.

Hugh O'Reilly advised that the new SICAP programme will replace the existing Local Community Development Programme delivered by Westmeath Community Development Ltd. The new SICAP programme will be a 3 year programme running from 2015-2017 and which will be rolled out in January 2015. The current position is that Stage 1 procurement process for programme implementation has been completed. This stage was managed by Pobal and was advertised at EU and National level via the e-tenders website. It was proposed that tenders be sought for Westmeath, as a single "lot". He advised that commencement of stage 2 of the tendering process had been delayed slightly at national level due to resolution of tender "lots" but this process will commence in the coming weeks and will be managed by the LCDC.

Bob Morrison asked if the LCDC required outside legal advice for assessing tenders received and the short listing for the contract. In response Pat Gallagher confirmed that the stage 2

decision would be made by the LCDC however, he suggested that an evaluation team be established by the LCDC to assess the tenders and that this evaluation team prepare a recommendation to the LCDC. Pat Gallagher suggested that this evaluation team might consist of one statutory and two non statutory members nominated by the LCDC and it will be supported by the Chief Officer and technical staff from the Council with expertise in Community Development and Procurement. This proposal was agreed by the committee.

Des Henry agreed that the Department of Social Protection would nominate an evaluation team member and the PPN reps agreed to nominate the two non-statutory members of the evaluation team.

**10. Format/Content of LCDC Meetings**

Hugh O Reilly suggested that an information item would be added to the agenda at each meeting as it would benefit the exchange of information between groups. A discussion took place in relation to inviting various groups to come in and give presentations to share information from other bodies as the LCDC covers a wide remit. Hugh O'Reilly advised if any member wanted to approach him in this regard he would organise this for future meetings. Dave Raftis was in favour of this and mentioned it was a great idea for various groups to attend functions as it is a two way working progress.

Des Sheridan suggested that the documentation generated from the LCDC meetings be published on the Westmeath County Council website. In response Hugh O'Reilly advised that he would arrange for the LCDC section of the Councils website to be updated.

**11. Next Meeting Date:**

Hugh O Reilly advised that the next meeting was scheduled for Friday 7<sup>th</sup> November 2014 at the same venue as previously agreed at the last meeting unless further advised. There was a possibility that the timing of the SICAP tenders would necessitate rescheduling of the meeting but he would advise the members well in advance if such rescheduling proposed.

Apologies from Denis Rohan for this proposed meeting date was noted.

**12. Any Other Business**

Dave Raftis paid tribute to all the staff that contributed to the workshops in July and advised that it was a great success.

Pat Gallagher thanked the members for their attendance and contribution and called the meeting to a close.

Approved

  
Chairman