

Minutes of 17th October, 2016 Local Community and Development Committee meeting held at Littleton Community Centre, Thurles.

Present:

Public Sector: Cllr. John Carroll, Eileen Condon, Adrian Cunneen, Rita Guinan, Donal Mullane, Matt Shortt, Angela Joy

Private Sector: Charles Stanley-Smith (Chair), Michael Murray, Tim Cullinane, John O'Shaughnessy, Catherine Guest, Cora Horgan, Isabel Cambie, Sara Bourke, Clare Cashman, Carmel McCormack¹

Apologies: -

Public Sector: Cllr. Joe Hannigan, Cllr. Mary Hanna Hourigan,

In Attendance: Sinéad Carr, Chief Officer; Margo Hayes, Attracta Lyons, Michael Moroney, Breda O'Connor

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| 1. | <p>To Note Adherence to Meeting Procedure Requirements</p> <p>Margo Hayes confirmed that the quorum has been achieved for this meeting.</p> <p>No conflict of interest was advised by members.</p> <p>She confirmed that attendance allowed for decisions to comply with Operating Rules requirement re. decision-making as follows:</p> <ul style="list-style-type: none">• be voted on by at least 60% (rounded up to the nearest person) of LAG members – this applies to decisions validated by the LAG membership after all relevant conflict of interest issues have been addressed; and• at least 51% of those voting on a decision are non-public sector partners. |
| 2. | <p>Approval of Draft Agenda</p> <p>The Chairperson welcomed the members and in particular welcomed Matt Shortt who has replaced Joe Mac Grath, TCC, on the LCDC. Charles Stanley Smith gave the members an opportunity to introduce themselves to Matt Shortt and to outline who they were representing at this Committee. The Chairperson on behalf of the Members thanked Joe Mac Grath for his commitment and dedication to the LCDC and LDS process and declared the meeting open.</p> <p>Carmel Mc Cormack was not agreeable to adopt the meeting agenda on the basis that all the documentation relating to agenda items were not circulated within 7 days of the meeting as outlined in the LCDC Standing Orders.</p> |

¹ Sign-in Sheet was not signed by Ms. McCormack who was in attendance for items 1 and 2 of the agenda.

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| | <p>It was proposed by Carmel Mc Cormack and seconded by Catherine Guest that where documentation is issued less than 7 days prior to an LCDC meeting the content of this documentation be deferred to the following monthly LCDC meeting. The proposal was discussed in detail with it being noted that the LCDC had an operational as well as a strategic role; the preference and good practice was that the 7 days would be adhered to where this was practical but with the newness of the programme and the timelines required by structures outside of the control of the LCDC, this was not always possible. Following a vote the proposal was rejected.</p> <p>Following the vote Carmel Mc Cormack departed the meeting. It was noted that meeting procedure requirements were still met. Apologies were noted and the Members agreed the draft agenda.</p> |
| <p>3.</p> | <p>Confirmation of Minutes</p> <p>The minutes of the Tipperary LCDC meeting held on 19th September, 2016, were adopted on the proposal of Cllr. John Carroll and seconded by John O' O'Shaughnessy</p> <p>It was noted that there were no matters arising.</p> |
| <p>4.</p> | <p>LDS Update:-</p> <p><u>Department Decision on revised Administration & Animation Budget –</u></p> <p>Attracta Lyons advised the Members that further to approval of the revised LDS Administration & Animation Budget by members at the September LCDC meeting, the Department have now sanctioned the approval to the revised Administration & Animation Budget with effect from 1st October, 2016. She advised of the correspondence received on 3rd October 2016 from JP Mulherin, Department of Arts, Heritage, Regional, Rural and Gaeltacht Affairs as follows:</p> <p><i>....it was not anticipated that there would be amendments to the strategy at this early stage. Having said that, we do not have any difficulty with the changes you note below given that (i) they do not result in any change to the actions/objectives outlined in the strategy and (ii) they do not alter the overall budget for animation/administration.</i></p> <p>Ms. Lyons advised that changes referred to in above as were at outlined at the September LCDC meeting.</p> <p>The Implementing Partners have been advised of the Department decision.</p> <p><u>Update on National LAG/LEO Sectoral Agreement -</u></p> <p>It was noted by Attracta Lyons that the Department, in the absence of a national agreement, has recommended that local LAG/LEO Sectoral Agreement(s) will remain in place unless/until a national agreement is developed. As a result the local agreement between Tipperary LCDC and Tipperary LEO remains in situ.</p> |

Agree Proposal on the IECs

Attracta Lyons referred to the draft Independent Evaluation Committee (IEC) proposal which was issued to the Members by email on 14th October, 2016. Ms. Lyons presented this draft on behalf of the Sustainable Communities Sub Group. She confirmed that Tipperary LCDC is required to establish an Independent Evaluation Committee to assess and evaluate all project proposals for RDP funding. It was noted that it is the responsibility of the LCDC to ensure the integrity of the evaluation process.

Ms. Lyons outlined the various sections and recommendations of the draft proposal which was circulated which includes the role and the number of the IECs. In the case of Co. Tipperary it has already been agreed with Implementing Partners that two geographic based IECs will be established, one evaluating projects that emerge through the Rolling Call process in North Tipperary and similarly in South Tipperary. The IEC will be serviced in the North of the County by NTLP and by STDC in the South.

Ms. Lyons also referred to the nomination process and membership. She confirmed that the Sustainable Communities Sub-Group proposes that Tipperary LCDC will fill positions on the IEC by 'nomination' of officials from public sector/organisations and by 'open call' whereby expressions of interest will be sought from interested persons by means of an advertisement in local newspapers.

It was recommended that the Evaluation Committee for Targeted Calls be a county-wide one, made up of members from the North and South IECs. It was further recommended that each IEC should have twelve members with a cross section of skills and experience relative to the Tipperary LDS and each IEC will nominate a Chair. Ms. Lyons also referred to the IEC requirements and skill set to evaluate projects as defined in the Evaluation Scoring Sheet. Ms. Lyons referred to the draft IEC advertisement together with the Application Form and Guidelines which had been circulated.

Following discussion on the draft IEC the following are the comments from members on the proposed IEC(s):-

- It was agreed that the Social Inclusion Sub Group be given an opportunity after this LCDC meeting to have an appropriate input into the IEC proposal in terms of Social & Community nominations. This was agreed by the Members.
- M. Murray advised his board would like to see community involvement factored into the IEC nomination process. This was agreed.

Having considered and noted the comments on the draft IEC proposal and on the proposal of Cllr. John Carroll which was seconded by John O'Shaughnessy, the members agreed in principal, subject to consideration of the relevant Social Inclusion Sub Group comments, to formally sign off on the proposal. The advertisement will now be placed in next week's local papers.

The final proposal will be brought to the November meeting for noting. A list of nominees coming through the 'open call' process and the 'nomination' process will also be presented to the November meeting for ratification. The Implementing Partners/LDCs nominees will be available for ratification at the December LCDC meeting. It was noted that there may be an IEC meeting in December and that, if this is the case, this meeting would proceed without LDC nominees being in situ.

Charles Stanley Smith, Chair, advised if a query concerning the scoring sheet to be used by the Independent Evaluation Committees had been raised. The Chair would like to see the scoring sheeting contained in Tipperary Local Development Strategy used for project evaluations. In order to ensure compliance with the LEADER Operating Rules Department Attracta Lyons contacted the DAHRRGA re. same and was advised that the scoring sheet contained in the Co. Tipperary LDS did not comply with scoring sheet contained in the LEADER Operating Rules. The issue appeared to be the inclusion of additional criteria in the Co. Tipperary LDS scoring sheet - namely rural environment value and social inclusion value. There was a suggestion of considering these criteria under the criterion 'Compatibility with the Local Development Strategy'. It was agreed that Charles Stanley Smith and Attracta Lyons would engage further with the Dept. on the matter of the scoring sheet.

Programme Roll-Out

Isabel Cambie confirmed that the LEADER Promotional Plan is currently being rolled out by both Implementing Partners with a series of public meetings on LEADER being held in the Municipal Districts. Ms. Cambie confirmed that a list of EOIs will be presented to the members at the November meeting for their information.

Attracta Lyons informed the meeting that the IPs will outline the criteria for the first Targeted Call at the November LCDC meeting for consideration by members.

5. **SICAP – Update on Q3 Review**

Clare Cashman, Chair, Social Inclusion Sub-Group informed the Members that the Social Inclusion Sub group carried out a 3rd quarter review on 14th October, 2016. There were some issues pertaining and these are currently being addressed with the Programme Implementers. Margo Hayes advised the Members of the timelines for the 2017 Annual SICAP Plan. The draft 2017 SICAP Annual Plan will be presented by Clare Cashman, Chair Social Inclusion Sub Group to the Members at the November meeting for consideration and approval.

6. **Update on LECP**

Lead Agencies updated as relevant on LECP Community Action Plan 2016 progress as follows:

Tipperary ETB :

Eileen Condon, Director, of Further Education & Training gave a presentation to the Members on the role and functions of Tipperary ETB and also provided an update on LECP Lead Action: E4. The Members noted the progress provided on the ETB lead action and thanked

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| | <p>Ms. Condon for her presentation. It was agreed to issue a copy of Eileen Condon presentation to the members.</p> <p><u>HSE – Healthy Tipperary Presentation:</u></p> <p>The HSE are leading an action C&S 11.1 d - To implement the relevant local actions of the Healthy Ireland Framework in particular in relation to improving the health outcomes of people living in disadvantaged areas and from marginalised communities. Fiona Donovan, National Network Co-ordinator gave a presentation on the Healthy Ireland initiative. A broad discussion took place on how the LCDC can engage in this process.</p> |
| 7. | <p>Finance & Audit Sub Committee – Agreement of Terms of Reference</p> <p>Michael Moroney presented the draft terms of reference proposal on the Finance and Audit Sub Committee of the LCDC. Mr Moroney outlined the purpose and the functions of this Sub Committee:- to ensure the effective delivery of the LCDCs programmes and; to comply with the requirements of the funding Authorities and; to meet best audit practice. Mr. Moroney confirmed that Rita Guinan, John O'Shaugnessy, Carmel McCormack and Cllr. Mary Hanna Hourigan will sit on this Sub Group and the quorum shall be 3 Members. On the proposal of Michael Murray and seconded by Cllr. John Carroll the draft Terms of Reference for the Finance and Audit Sub Committee were agreed.</p> |
| 8. | <p>Call for REDZ 2016</p> <p>Rita Guinan confirmed that the Department of Housing Planning, Community & Local Government has announced a second call for REDZ funding and the closing date for applications to be submitted to the Department is the 4th November, 2016. Ms. Guinan outlined the criteria for this funding call and she advised the Members that she has contacted the various stakeholders, including the LDCs. She asked the Members if they have projects that fit the criteria to contact her.</p> <p>Sinead Carr, Chief Officer, informed the Members that the first call for the REDZ programme was a pilot, however, it is now envisaged that this programme will be rolled out over a 3 year period. On behalf of the LCDC Members she will arrange to have broader consultation and draw up a strategic proposal for this funding call. The Members welcomed the Strategy approach outlined by the Chief Officer.</p> |
| 9. | <p>Town and Village Renewal Update</p> <p>Michael Moroney circulated a report to Members prior to the meeting on the Town & Village Renewal Scheme. It was noted that five project applications were selected by the Council's Assessment Panel and submitted to the Department for consideration. It is expected that the Department will make a decision on the projects submitted over the next few weeks and an update will be available for the November meeting.</p> <p>Sinead Carr informed members that it is now envisaged that this programme will be rolled out</p> |

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| | <p>over a 3 year period. On behalf of the LCDC Members she will arrange to have broader consultation and draw up a strategic proposal for this funding call. The Members welcomed the approach outlined by the Chief Officer</p> |
| 10. | <p>Broadband – Strategic Community Access Hubs</p> <p>Margo Hayes informed the Members that Tipperary County Council under the Broadband Strategic Community access hubs were asked to select 20 community hubs in the County. The selection of these hubs were identified through the each Municipal Districts and in conjunction with the LECP objectives. Ms. Hayes confirmed that the Members will be advised of the outcome of this application.</p> |
| 11. | <p>Covenant of Mayors Sustainable Energy Action Plan</p> <p>The Members noted that the closing date for submissions to the Covenant of Mayor Sustainable Energy Action Plan was 31st October, 2016.</p> |
| 12. | <p>Correspondence</p> <p>It was noted that the LEADER Co-operation North & South Ireland event is taking place on the 8th & 9th November, 2016 and the Programme Implementers have been advised of this event.</p> <p>Margo Hayes informed the Members that the Framework Policy for Local and Community Development is now in place. A new date has been set for “Our Communities – A National Forum” meeting to take place on 2nd November at 9.00 a.m. in the Royal Hospital, Kilmainham, Dublin 8. The Members noted same.</p> |
| 13. | <p>AOB & Date of Next Meeting</p> <p>The Chair requested that the LCDC write to Joe Mac Grath, Chief Executive, to thank him for his input and commitment to the LCDC process over the last few years.</p> <p>The Chair advised the Members that he recently attended the 2nd meeting of the LCDC Chairs network. He raised with the Department the need to have sufficient time for applications to be considered by the various stakeholders and that the timelines for these funding calls are extremely tight.</p> <p>It was agreed that the next meeting will take place at 10.00 a.m. on Monday 21st November, 2016 in Littleton Community Centre, Thurles.</p> |

Signed/


 Charles Stanley Smith,
 Chair, TLCDC

Date/

21st November, 2016.