

Minutes of Clare Local Community Development Committee meeting (LCDC) on Wednesday, 8th February 2017 at 11.00 a.m. in the Training Room, Áras Contae an Chláir, New Road, Ennis, Co. Clare.

In Attendance:

Cllr. Johnny Flynn
Cllr. Mike McKee
Ms. Aobhan Haverty
Mr. Jim Lynch
Ms. Esther Connellan
Mr. Padraic McElwee
Mr. Andrew Dundas
Ms. Margaret Slattery
Mr. Dermot Hayes
Ms. Dóirín Graham
Mr. Christy Leyden
Ms. Helen Downes
Ms. Mary O'Donoghue
Mr. Cillian Murphy

Organisation:

Elected Member
Elected Member
Education & Training Board
Department of Social Protection
HSE
Head of Enterprise
Agricultural Farmers Sector
Youth Sector
Social Inclusion
Clare Local Development Company
Community & Voluntary Interests
Employers/Business
Social Inclusion Interests
Community & Voluntary Interests

Chief Officer
Tourism & Community

Apologies

Cllr. Bill Chambers	Elected Member
Cllr. Richard Nagle	Elected Member
Mr. Pat Dowling	Chief Executive
Mr. Martin McKeown	Environment Interests

1. Minutes of LCDC meeting held on the 1st December 2016 and matters arising.

In the absence of Cllr. Bill Chambers (Chairperson), Helen Downes (Vice Chairperson) chaired the meeting.

The minutes of the LCDC meeting held on the 1st December 2016 were proposed by A. Haverty and seconded by J. Lynch.

Apologies noted.

2. Declarations re Conflict of Interest

D. Graham and D. Hayes declared an interest in respect of the items on the agenda that relate to the Social Inclusion and Community Activation Programme and departed the room for these items.

M. Slattery declared an interest in respect of items 5 and 6 on the agenda that relate to the Social Inclusion and Community Activation Programme and departed the room for these items.

H. Downes advised the members that 'Revised Guidelines for the Operation of Local Community Development Committees issued from the Department in December and copies were circulated. She invited all members to read the guidelines and if members had any queries to direct same to M. Meehan before the end of the month.

3. Annual Report 2016

M. Meehan referred to the Annual Report which was circulated in advance of the meeting. She confirmed that the preparation and adoption of an annual report by the LCDC is a requirement of the 2014 Local Government Reform Act and that the report once adopted by the LCDC must be submitted to Clare County Council. The report highlights the main work of the LCDC during 2016 which included the Local Economic and Community Plan, the Social Inclusion and Community Activation Programme and the Local Development Strategy.

The Annual Report was proposed by D. Graham and seconded by C. Murphy.

M. Meehan confirmed that the adopted report will now be submitted to the March meeting of Clare County Council for noting.

4. Social Inclusion and Community Activation Programme – End of Year Report 2016

M. Meehan informed the members that there is a requirement for the LCDC to approve the 2016 End of Year Review. She referred to the report on the End of Year Review which indicated that significant progress had been made in the delivery of the Programme during 2016. She referred to the achievement of the Headline Indicators and noted that a number of targets have been exceeded. She advised the meeting that the SICAP sub-committee met on a number of occasions and dealt with the issue which was raised in September regarding the adherence to Programme Requirements in respect of the financial thresholds and the targets. She acknowledged the support of Pobal in addressing the issue and complemented the sub-committee members on the important role they play in ensuring Programme delivery.

She advised the meeting that Pobal had undertaken a technical check as part of the End of Year Review process and that the SICAP sub-committee had considered the reports as submitted by the Programme Implementer.

M. O'Donoghue informed the meeting that good work is being done on the ground and that this is the only social inclusion programme available and that it is reaching the people who really need it.

M. Slattery referred to the positive feedback from Pobal and felt that the Programme in Clare is delivering and is one of the better programmes.

J. Lynch acknowledged the support of Pobal and the level of flexibility that there is in the Programme across the three goals. He referred to the next Programme which will cover the period 2018 – 2020 and stressed the importance of preparing for it at this stage. He felt that the LCDC should be considering the local needs and how they might be addressed through the next Programme and also felt that the Programme will need to focus on social inclusion rather than activation measures. As a member of the SICAP sub-committee he complimented the input of all of the members. A. Haverty concurred with these sentiments.

There was general agreement that good progress has been made. The End of Year review was approved on the proposal of A. Dundas and seconded by M. O'Donoghue.

5. Social Inclusion and Community Activation Programme – Approval of sub-contractors for the period April 2015 – December 2016

and

6. Social Inclusion and Community Activation Programme – Approval of sub-contractors for 2017

Items 5 and 6 were taken together.

In relation to item 5, M. Meehan referred to the audit of the Clare SICAP which was undertaken by Pobal during the summer at the offices of Clare Local Development Company.

She informed the meeting that D. Graham had advised her that an outcome from the audit has referred to a requirement to seek prior approval from the LCDC for sub-contractors used in the delivery of the Programme in 2015 and 2016. D. Graham indicated that they hadn't complied with this requirement due to an oversight and that retrospective approval is now sought from the LCDC.

In relation to item 6, approval for the 2017 (known list at this point) of sub-contractors was also requested.

A number of members requested clarity regarding procurement and felt that it was the process that needed to be approved rather than the lists of sub-contractors presented. They felt that by approving each sub-contractor on the list that this approval created a 'client relationship' between the LCDC and each sub-contractor, rather than a client relationship with the Programme Implementer.

M. Meehan confirmed that the Programme Implementer is subject to procurement rules under the Programme Requirements. She also confirmed that she would seek clarity from Pobal regarding the point raised above.

7. Rural Development Forum

M. Meehan referred to the letter from Mr. Pat Dowling, Chief Executive regarding the establishment of a Rural Development Forum in Clare and inviting a representative from the LCDC to sit on the Forum.

She advised the meeting that all organisations represented on the LCDC have been invited separately to participate on the Forum.

She also referred to the Action Plan for Rural Development 'Realising our Rural Potential' and outlined that the document contains almost 300 actions to be implemented by a range of organisations. The focus is on five main pillars, namely;

- Supporting sustainable communities
- Supporting enterprise and employment
- Maximising rural tourism and recreation potential
- Fostering culture and creativity
- Improving rural infrastructure and connectivity

She outlined that the Forum will oversee the preparation of a Rural Development Strategy for Clare which will mirror the five pillars in the national action plan.

D. Hayes raised the issue of housing and wondered if the Rural Development Strategy will reference housing need and the homeless.

M. O'Donoghue requested clarity regarding the proposed plan and other current county plans. She confirmed that the four Family Resource Centres have been invited to nominate one representative.

Cllr J. Flynn advised the meeting that the Council's CEDRA Working Group has played an important role to date in terms of REDZ and CLAR funding and both initiatives are referenced in the national action plan. He felt that the Clare Rural Development Strategy needs to be an outward looking document. He made reference to the National Planning Framework and its importance in the context of Clare and proposed that a sub-group be established to prepare a submission on the National Planning Framework; Ireland 2040. The closing date for submissions is the 21st March 2017.

A. Haverty highlighted that the SICAP Programme is referenced in the national plan and she felt that it would be important for the LCDC to be represented on the Forum.

C. Leyden queried the role of all the different plans. He mentioned the County Development Plan and the LECP. He referred to the need to see funding coming into the county to deliver on projects.

C. Leyden proposed J Flynn as the LCDC representative on the Rural Development Forum.

C. Murphy informed the meeting that his hope is to see changes in policy as a result of the Rural Development Strategy. There needs to be fundamental change in how things are being done. He confirmed that he has been invited to attend the Forum meeting and was put forward by Loop Head Tourism.

A. Dundas requested clarity on who was invited. M Meehan confirmed that a range of organisations were invited and with regard to the farming pillar, the IFA, ICMSA and other relevant bodies such as Macra and the ICA were invited.

J. Lynch advised that in his opinion, the views of the LCDC need to be brought to various for a and that it is important that a representative attend from the LCDC. He seconded C Leyden's proposal that J Flynn be the representative.

There was a general consensus that J. Flynn be the representative and this was agreed.

It was also agreed that a sub-group would be established for the purpose of:

- Giving direction to the representative on the Rural Development Forum
- Produce a draft submission for the 2040 strategy and bring to the LCDC for approval

The following members agreed to participate on the sub-committee:

- J. Flynn
- C. Murphy
- D. Hayes
- C. Leyden
- A. Dundas
- CLDC (name to be advised)

The sub-committee will be supported by M. Neylon and M. Meehan and a meeting date will be arranged after the inaugural meeting of the Rural Development Forum.

M. Meehan confirmed that a PDF of the Action Plan for Rural Development will be circulated to all members by email.

8. Community Implementation Team

M. Neylon reported on the progress to date regarding the implementation of the community actions of the Local Economic and Community Plan. He circulated a short report which confirmed the following:

1. Terms of Reference have been agreed
2. A computer-based Planning and Reporting system has been developed – the Windows-based 'Customer Relationship Management' (CRM) system has been adapted by the IT Dept. of Clare Co. Council.
3. Identified the data, both quantitative and qualitative, which will be captured by the CRM system and which each Lead Agencies will input.
4. Begun to identify which agency will report on actions where a number are involved as: funder; local manager/monitor; implementer/deliverer – this work is on-going
5. Completed an introduction to the CRM system, for which a small training manual has been prepared

The Limerick and Clare Education and Training Board have attended a training session on the CRM and the remaining agencies will avail of the training during February.

M. O'Donoghue requested that the members of the LCDC be briefed on the disadvantaged areas/target groups in the County at the next meeting.

The next meeting of the Community Implementation Team will take place on the 6th April 2017.

9. AOB

M. Meehan referred to the schedule of meetings and requested that the July meeting date be changed to June in order to facilitate the timeline regarding the Mid Year Review process for the Social Inclusion and Community Activation Programme. **A meeting date of the 28th June at 11am was agreed.**

H. Downes stressed the importance of attendance at LCDC meetings and requested that members make every effort to attend meetings. She thanked all those in attendance for their contribution to the meeting.

The next meeting of the LCDC will take place on Wednesday, 19th April 2017 at 3pm in the training room.

With no other business, the meeting concluded.

ACTION ITEMS FROM MEETING

Action	Responsibility of	By date
Review revised Guidelines for the Operation of LCDCs	All	28 th February 2017
Request clarity from Pobal re. requirement for the LCDC to approve sub-contractors prior to appointment	M. Meehan	8 th February 2017
Arrange meeting of Ireland 2040/Rural Development sub-group and make submission by deadline	M. Neylon	24 th February 2017
Circulate 'Realising our Rural Potential – Action Plan for Rural Development'	M. Meehan	24 th February 2017
Presentation on Disadvantaged Areas/Target groups for next meeting	M. Neylon	19 th April 2017

Signed:

Handwritten signature in black ink, appearing to read "Bill Chubb".

Chair

Handwritten signature in blue ink, consisting of stylized initials and a surname.

Chief Officer