**Minutes of Meeting of Cavan Local Community Development Committee**

**Date: 5th October 2017**

**Time: 3.30pm**

**Location: Council Chamber**

**Present:**

**Statutory**

Cllr Paddy McDonald (Elected Member), Cllr Paddy O’Reilly (Elected Member), Ms Carmel Denning (DSP), Mr John Kearney (CMETB)

**Private Sector Interests**

Mr Jim Reilly (Community & Voluntary Interests), Ms Olive Hannigan (Social Inclusion Interests), Mr Fintan McCabe (Environmental Interests), Mr Jim Maguire (Breffni Integrated Ltd.), Ms Catherine McCollum (Agricultural and Farming Interests), Ms Ashling Tobin (Youth Issues) Ms Ada Vance (Women’s Interests)

**Apologies**

**Statutory:**

Mr Tommy Ryan (Chief Executive), Ms Marcella Rudden (LEO), Ms Mary Rose Smith (HSE), Cllr Clifford Kelly (Elected Member)

**Private:** Mr Gerry McDonagh (Cootehill Chamber of Commerce), Mr Seamus McGrath, (Disability Interests),

**In attendance:** MrEoin Doyle (Cavan County Council), Mr John Donohoe (Chief Officer), Ms Sinéad Tormey (Cavan County Council), Mr Brendan Reilly (Implementing Partner), Ms Emer Coveney (Cavan County Council), Ms Jane Crudden (Cavan County Council).

The Chair (Mr Fintan McCabe) opened the meeting and read out the apologies.

1. **Minutes of previous meeting**

Minutes of previous meeting were adopted on the proposal of Mr Jim Reilly, seconded by Ms Carmel Denning.

1. **Matters Arising**

The Chief Officer spoke regarding the review of LCDC membership and informed members that under the regulations a review of membership of the LCDC is required after three years. The purpose of the review is to ensure that membership is still representative, relevant and in line with Departmental guidelines and regulations. The meeting was informed that the review was presented to the Corporate Policy Group and agreed by that group. An issue of dual membership has been dealt with. The PPN was asked to confirm their 6 nominees under the three pillars of Community & Voluntary interests: Social Inclusion interests; Environmental interests. The PPN confirmed that they will continue with rotational arrangements of older people and disability interests for the time being.

The Chair asked about the number of members or written procedures. The Chief Officer said the overall number of members is set down in guidelines and that other procedural issues were outside the remit of this review.

1. **Conflicts of Interest**

The Chair reminded people of their responsibilities under conflict of interests.

1. **PEACE IV**

Jane Crudden gave an update on the PEACE IV

Two Peace IV tenders were assessed on 14 September 2017

1. ‘Building the capacity of minority communities’ (€100,000) – There was one tender submitted from Cavan Traveller Movement and it was approved by the assessment committee. The tender documents and recommendation has been forwarded to SEUPB for final approval. On receipt of same Cavan County Council will award notification and contract.

 2. ‘Building greater community integration and cohesion’ (€100,000).

There were two tenders submitted: a) Blu Zebra €99,750 b) Cavan GAA €99,500

The tender was awarded by the assessment committee to Cavan GAA. The tender documents and recommendation has been forwarded to SEUPB for final approval. On receipt of same, Cavan County Council will award notification and contract.

Peace IV small grants have been advertised and all documents are available on the Cavan County Council website. The closing dates for completed applications are: 27 October 2017, 15 December 2017 and 16 February 2018.

Cavan County Council is proposing to set up a small grant assessment committee. It is proposed that 6 LCDC members will be nominated (3 statutory and 3 non-statutory). The Peace Programme Manager will assess the applications for eligibility prior to the assessment committee meeting to discuss and agree the small grant applications to be presented to the LCDC for approval. The unsuccessful applications will also be presented to the LCDC.

When asked for advice on the composition of this committee, Ms Crudden suggested representatives with a background in Youth, Traveller or Women’s Issues. Nominees will be sought at the next LCDC meeting.

The Peace IV Co-ordinator is willing to meet with any groups who need support to apply for small grants. Ms Olive Hannigan requested a copy of the advertisement be circulated to LCDC members.

Approval of tenders awarded by Cllr Paddy McDonald and seconded by Mr Jim Maguire.

1. **LECP Mid Year Review**

A mid year review of the LECP Community Plan had been circulated to members. The Chief Officer asked if there were any amendments. He said significant progress has been made with most LECP actions and highlighted the progress made since the plan commenced 18 months ago.

Ms Emer Coveney commented that there would be a more extensive review of the LECP at the end of the year but that the midyear review is used as an indicator as to where we stand at the moment and if we are on target.

Ms Olive Hannigan requested that the end of year LECP be emailed to the lead agencies along with support groups.

1. **Healthy Cavan Funding Application**

Ms Emer Coveney gave an update on the application which was submitted on 15th September for approval. Ms Coveney gave a summary of the details and Actions of the application to the group:

* + 1. Branding and Launch of Healthy Cava Initiative
		2. Healthy Cavan Coordinator
		3. Cavan Fit Towns Initiative
		4. Breastfeeding initiative
		5. Tobacco Free Spaces
		6. Cavan Fit Schools
		7. Walking and Cycling Strategy
		8. Breifne College Cavan

The Chief Officer said that the indication from the Department of Health is that this initial budget of €100,000 is seed funding and that there will be further, long-term funding after the 31st March 2018 deadline for programme activity. He also explained that with a short time frame to apply and complete the programmes that there was a need to apply for programmes which were within reach and could be completed on time.

Ms Coveney explained that there is a separate funding stream for Children and Young People’s Services committees. She further informed the group that funding will be approved in early November.

Ms Ashling Tobin enquired why the breastfeeding initiative costs were so much higher than the Fit Schools costs. The Chief Officer said that the group took advice from the HSE and the ETB and that the co-ordinator salary costs are also going towards the Fit Schools project.

The Chair suggested that tobacco-free activity should include a focus on e-cigarettes.

The Healthy Cavan application was proposed by Cllr Paddy McDonald and seconded by Ms Ada Vance.

1. **SICAP 2018-2022 Programme Update**

Mr Brendan Reilly and Mr Jim Maguire left the room as they had a conflict of interest with the SICAP Programme Update.

The Chair explained to the group that the closing date for receipt of tenders for SICAP 2018-2022 Programme was extended by one week to Friday 6th October at 3pm. Tenders must be evaluated by 17th November. There is a standstill period to 5th December and contracts must be issued by 18th December. The start date for the new programme is 1st January 2018.

The Chief Officer sought for nominations for the Tender Evaluation Committee and explained that Pobal recommends a five person evaluation committee. The Chief Officer suggested a proposed membership of the Chief Officer, Procurement Officer, Social Inclusion Officer, and two others from the SICAP Monitoring Group). The Chair commented that the Evaluation Committee members must have no conflict of interests with the programme and must not act as a reference for tenderers.

He informed the group that the tender evaluation committee proposed meeting date is Friday 20th October.

The two members agreed to be on the Tender Evaluation Committee were Ms Olive Hannigan and Ms Ashling Tobin.

The Chair asked for agreement that the LCDC will endorse / accept the decision of the Tender Evaluation Committee.

Ms Carmel Denning proposed and Cllr Paddy McDonald seconded this proposal.

1. **Any Other Business**

Ms Emer Coveney invited the members to the upcoming Traveller Ethnicity Seminar which is taking place on Tuesday 31st October 2017 in Cavan Crystal hotel.

**Community Facilities Scheme**

The Chief Officer informed the meeting that the recommendation of the were approved by the relevant Municipal District elected members and all applicants have been informed of the decision.

**National Ploughing Championships**

The Chair informed the members that Cavan LCDC was represented at the Department of Community and Rural Development’s stand on Thursday 21st September and complimented Ms Coveney and Ms Tormey on representing Cavan LCDC.

**LECP Newsletter**

The latest LECP Newsletter was distributed to all of the committee members.

1. **Date and time of next meeting**

The next meeting will be on Thursday 26th October 2017.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Chairman