

Minutes of Meeting of Cavan Local Community Development Committee

Date: 25th February 2026

Time: 3pm

Location: Online via Microsoft Teams & Council Chamber, Cavan County Council Offices

Present:

Statutory

Mr. Conor Craven (Local Enterprise Office), Cllr. TP O'Reilly (Elected Member), Cllr. Val Smith (Elected Member), Ms. Carmel Denning (Department of Social Protection).

Private Sector Interests

Mr. Jim Maguire (Chairperson) (Cavan County Local Development), Ms. Beth McEntee (Community & Voluntary Interests), Ms. Aisling Traynor (Youth Issues), Ms. Connie Whelan (Cootehill Chamber), Mr. Barry Kavanagh (Environmental Interests), Mr. Paddy Denning (Agricultural and Farming Interests), Mr. Seamus Quinn (Older People's Interests),

Apologies:

Mr. Brendan Jennings (Cavan County Council), Dr. Fiona McGrath (CMETB), Ms. Ruth Woods (H.S.E.), Ms. Gayathri Devi Soman (Social Inclusion Interests), Ms. Maryam Temile (Women's Issues).

In attendance:

Ms Angela Fitzpatrick (Chief Officer), Mr Terry Hyland (Cavan County Local Development), Ms Deborah Leahy (Cavan County Council), Ms Aoife McCormick (Cavan County Council), Mr Daniel Downey (Cavan PPN Coordinator, Cavan County Local Development).

The Chair (Mr Jim Maguire) opened the meeting and welcomed everyone. Apologies were noted.

1. Minutes of previous meeting

Minutes from the meeting 26th November 2025 were proposed by Ms. Aisling Traynor and seconded by Mr. Barry Kavanagh.

2. Matters arising

There were no matters arising from the minutes.

3. Conflicts of Interest

The Chair reminded members of their conflict of interest's responsibilities.

4. 'Overview of Cavan Public Participation Network' – Mr. Daniel Downey, Cavan PPN Coordinator, Cavan County Local Development.

Mr. Daniel Downey (Cavan PPN Coordinator, Cavan County Local Development), gave a brief introduction to Cavan Public Participation Network (PPN) and its role within the County.

He proceeded to present on the "Public Participation Network, Cavan: Public Participation Networks, A Story of Partnerships". Topics included information on the structure of the PPN, workplan and budget development, training, registered groups, representatives and an overview of projects that took place in 2025. Mr Downey also spoke of future challenges and opportunities for the PPN.

The Chair thanked Mr Downey for the presentation and opened the floor for questions.

Mr. Barry Kavanagh asked Mr. Downey to expand on the area of mediation mentioned in the presentation and asked if there was funding for mediation. Mr. Downey responded clarifying that mediation is not within the PPN's remit and so finances are not available. However, he noted that the PPN are available to offer advice where it can be given.

Mr Kavanagh then asked if the PPN guidelines are available to members of the public and Mr Downey explained that the guidelines document is available to everyone on the Cavan PPN website and can be printed off if requested by specific groups.

Mr Kavanagh asked if training was free for groups and Mr Downey replied that the vast majority of training is free for PPN members with any costs incurred by the PPN. Mr Kavanagh then commented on the success of the PPN e-news.

Ms Angela Fitzpatrick, (Chief Officer) thanked Mr Downey for his very informative presentation and asked if it was a possibility to have an update on the PPN at each of the LCDC meetings. Mr Downey stated that he is happy to provide this information for future LCDC meetings.

5. PEACEPLUS

The Chief Officer gave the following update:

The cross-border farming tender was awarded to a delivery agent, the delivery agent has now informed Cavan County Council that due to a change in their circumstances they can no longer deliver the project. The tender will be readvertised on eTenders and eTenders NI this month or early March 2026.

The PEACEPLUS Partnership meeting was held on Thursday 15th January 2026 and the next meeting is scheduled for Thursday 19th March 2026.

6. Agency Updates

The Chief Officer informed the members that Agency/Member updates will be a new agenda item included for future meetings to provide LCDC members with an opportunity to give an update on items that would be of interest to the work of the committee, e.g. consultations and progress on project implementation, new plans etc.

7. SICAP

(i) SICAP Annual Performance Review 2025

Reports relating to the SICAP Annual Performance Review 2025 were circulated by email in advance of the meeting. The Chair invited Mr Terry Hyland, CEO of Cavan County Local Development to present on the highlights from SICAP activity in 2025. Highlights included updates on ongoing work with Cootehill Area Development Sustainable Energy Communities, Cavan Women's Network, Failte Isteach, Dementia Awareness training in partnership with the PPN and Alzheimers Society, Glangevlin Community Development Camino project and educational activities including Cavan Aftercare Project School Age Tutoring, the Computer Literacy Class and a Primary Schools Disability Awareness Pilot Project.

The Chief Officer noted that all reports including the Annual Progress Report had been reviewed and discussed in detail at the SICAP Monitoring Committee meeting on the 20th February 2026. The reports set out the various supports delivered under SICAP and show progress was made across all actions in the 2025 Annual Plan. She went through the key points from the LCDC Annual Performance Review Checklist and advised that Cavan County Local Development exceeded their KPI targets on both

goals:111% on KPI1 (supports to Local Community Groups – 41 Local Community Groups supported) and 143% on KPI2 (supports to individuals – 607 individuals supported). All budget parameters had been adhered to.

The Chief Officer explained that the review shows that Cavan County Local Development is compliant with SICAP requirements across documentation, budget management, KPI delivery and programme implementation. All key reports were submitted, KPIs significantly exceeded targets, and budget parameters, including admin cost limits, grant thresholds and cost allocations were met. Programme delivery across individuals, community groups and children/families aligns well with identified local needs. The case study submitted was high quality, compliant with publicity guidelines, and reflective of meaningful outcomes. While targets were exceeded a small number of actions individually did not meet targets Goal 1 Building Social Enterprises (target 7/actual 5), Goal 1 Community Animation (target 12/actual 8) and Goal 2 Soft Skills and Wellbeing (target 136/actual 84). The Local Development Company will be examining these areas in detail going forward. Some data quality issues are currently being corrected on the IRIS system which will be resolved by 6th March 2026.

There were no questions in relation to the reports shared.

The Chief Officer informed members that the SICAP Monitoring Committee had recommended approval of the SICAP Annual Performance Review 2025 by the LCDC.

Approval was proposed by Mr Seamus Quinn and seconded by Ms. Aisling Traynor.

(ii) SICAP Annual Plan 2026

Reports relating to the SICAP Annual Plan 2026 were circulated by email in advance of the meeting.

Mr Hyland was invited to present on the Annual Plan 2026 and provided an overview of the plan. He stated that the approach for the SICAP Annual Plan for 2026 will be similar to 2025, the plan is a broad statement of what will be delivered under the programme to allow unexpected matters to be dealt with.

Mr Kavanagh asked whether the plan can be expanded to include new ideas or initiatives during the year. Mr Hyland responded saying that the plan can be expanded, provided that the focus is on social inclusion. The plan is kept broad so that it can be responsive to emerging issues and new ideas.

The Chief Officer gave a summary of the LCDC Checklist carried out as part of the review and explained that the 2026 SICAP Annual Plan was reviewed by the Local Authority and Pobal in detail and was also discussed at length at the SICAP Monitoring Committee Meeting on the 20th of February 2026. She advised the recommendation of the monitoring committee was that the SICAP Annual Plan 2026 be approved by the LCDC.

On the proposal by Mr. Paddy Denning and seconded by Ms. Ashling Traynor the SICAP Annual Plan 2026 was approved.

(iii) Approval of SICAP Service Providers and Subcontractors

Mr Terry Hyland, Chief Executive Officer, Cavan County Local Development provided details of Service Providers and Subcontractors engaged by Cavan County Local Development Company. A copy of these were circulated to members in advance of the meeting and were shown on screen.

On the proposal by Ms. Aisling Traynor and seconded by Mr. Paddy Denning, the SICAP Service Providers and Subcontractors were approved.

(iv) SICAP 2024 – Audit Report

Mr. Jim Maguire, Chairperson declared a conflict of interests and left the room. Ms. Connie Whelan, Vice-Chair, took the Chair in the Chairperson's absence.

Mr Hyland also left the room to allow discussion on findings.

The Chief Officer informed the members that under Section 6 of the SICAP Funding Agreement (SICAP 2024-2028) it is a requirement that the LCDC carry out an audit of SICAP. In 2018, the Department of Rural and Community Development engaged the Local Government Audit service to undertake these audits on behalf of the LCDC. The SICAP Audit 2024 was carried out by the Internal Audit Unit of Cavan County Council during 2025. The audit report was sent to the Local Development Company and they were given the opportunity to respond - the findings, recommendations and managements responses to each finding were later approved by the Board of the Local Development Company on Tuesday 12th December 2025.

It is a requirement of the Programme that this report is brought to the attention of the LCDC and following this it must be submitted to the Department of Rural and Community Development and the Gaeltacht.

The Chief Officer presented the main findings of the audit, which included a key finding in financial administrative errors to the value of €23,672.79 identified in the SICAP Records and the Annual Lot Returns for 2024. As a result, the correct underspent budget at 31/12/2024 was €35,387.60 and not €59,060.40 per the Lot Returns. As the original underspend exceeded 5% of the Annual SICAP Budget the DRCDG recouped €5,354.62 of the funding in error.

The Chief Officer invited Mr Terry Hyland, CEO CCLD back into the meeting to discuss in more detail. Mr Hyland explained that this financial administrative error was an unfortunate mistake in calculations and that the programme implementer may have to forego the amount returned in error. Mr Hyland advised the members that CCLD will be putting corrective measures in place as outlined in the management responses in the audit report. Mr. Kavanagh raised concerns over foregoing this amount. The Chief Officer informed members that the LCDC administration staff will raise this matter with DRCDG when the Audit Report is being shared with them, following the LCDC meeting and will seek clarification as to whether this money can be recouped in 2026.

Mr. Kavanagh asked from history, what happens about underspends which are recouped. The Chief Officer advised that she was not aware of this situation happening before but restated that staff will be in communication with the Department on the matter and every effort will be made to rectify the situation.

On the proposal by Mr. Paddy Denning and seconded by Mr. Seamus Quinn, the SICAP 2024 Audit Report was approved.

8. AOB

LCDC Membership review & attendance:

Ms. Angela Fitzpatrick informed the members that the LCDC Standing Orders state in the event of a member of the LCDC failing to attend three consecutive meetings without adequate reason, as determined by the Chairperson, the Chief Officer shall

request that member to resign as a member of the Committee, and the member's nominating body to provide a replacement nominee to the Committee. The standing orders also state that members of the Committee representing Community and Voluntary interests, Social Inclusion interests, Environmental interests, Local Community interests and the Social Partners shall serve no more than two consecutive three year terms. In line with this, the Chief Officer advised that she will be reviewing membership over the coming weeks to address non-attendance and terms of members meeting or exceeding three years.

9. Date of Next Meeting

The next meeting of the LCDC will take place on Wednesday 25th March at 3pm in the Council Chamber.

Signed: 
Chairperson

Date: 25-3-25