

## ***Minontuairiscí / Meeting Minutes***

***Local Community Development Committee***

***Meeting – 28<sup>th</sup> June 2024 @ 10.59 a.m.***

***Held by phone conference/in person. Attendance was verified by roll call.***

### **Presiding:**

Mr Seamus McGee Farming Section Sector

### **Present:**

Ms Fiona Fallon (FF)	Director of Services, Meath County Council
Cllr Edward Fennessy (EF)	Councillor, Meath County Council
Cllr Pdraig Coffey (PC)	Councillor, Meath County Council
Cllr Maria Murphy (MM)	Councillor, Meath County Council
Ms Nicky Bowman (NB)	Meath PPN
Mr Joe English (JE)	Local Enterprise Office
Ms Johann McKeever (JMCK)	Health Service Executive
Mr Colin Ludlow (CL)	Meath Partnership
Mr Noel Maguire (NM)	Trade Union Sector
Ms Shola Yahya	Social Inclusion Sector
Ms Ciara Burke (CB)	Chamber of Commerce
Mr Garret O'Brien (GO'B)	Community & Voluntary Sector
Ms Sharon Curran (SC)	Department of Social Protection

### **Officials:**

Mr Brian Hora (BH)	Chief Officer, Community Dept, MCC
Ms Valerie McHugh)	Administrative Officer, Community Dept, MCC
Ms Anne O'Brien (AOB)	Senior Staff Officer, Community Dept, MCC

### **Apologies/Absent**

Mr Kieran Kehoe	Chief Executive, Meath County Council
Ms Ger Hogarty	Youth Work Ireland Meath
Mr Sean O Coisdealbha	Udaras na Gaeltachta
Ms Sadie Ward McDermott	Louth Meath Education Training Board
Ms Aileen Brady	Social Inclusion Sector

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Item	Discussion / Action
1.	<p><b>To agree the minutes of the meeting held on the 24<sup>th</sup> May 2024</b></p> <p>The meeting commenced at 10.59 a.m.</p> <p>The minutes of the meeting held on 24<sup>th</sup> May 2024 were confirmed on the proposal of <b>NM</b> and seconded by <b>CB</b>.</p>
2.	<p><b>Matters arising</b></p> <p>No matters arising.</p>
3.	<p><b>Correspondence</b></p> <p>BH provided details on the Meath CYPSC /Meath LCDC Child Poverty Pilot Application for a Family School Community Liaison Person post, which was circulated to LCDC members.</p> <p>If the application is successful, the CYPSC coordinator will attend a future LCDC meeting to brief the Committee on the pilot project.</p>

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<b>4.</b>	<p><b>To receive an update on the Public Participation Network (PPN)</b></p> <p><b>BH</b> read out the update on the Public Participation Network (PPN):</p> <ul style="list-style-type: none"> <li>• Staff attended Africa Day celebrations in Navan O’Mahonys on May 30<sup>th</sup>. An information stand was available for people to find out more about Meath PPN and engagement with the social inclusion pillar.</li> <li>• Men’s Health Week was marked with several workshops in Men’s Sheds and ‘walk and talk’ events held in local areas. Men were encouraged to take part in their local Parkrun events as a park walker or volunteer.</li> <li>• The second round of Linkage Group development has begun, with Climate Action, Environment and Water and Planning, Housing and Transport being the first two to be delivered. Information on the new SPCs, how the relevant linkage group will select representatives for these and the appointment and training of facilitators for each linkage group was discussed. These will continue with Community, Culture and Sport and Social Inclusion, Rural Development and Youth.</li> <li>• A series of summer projects themed around mental health and social inclusion will be rolled out in collaboration with Healthy Club officers in 14 GAA clubs across the county. There will also be a number of field work and citizen science environment events aimed at building participation of the Environment pillar and working with neighbouring PPNs.</li> <li>• 692 groups are registered with Meath PPN.</li> </ul> <p><b>SMcG</b> praised Nicky McDonnell and the work of the PPN. <b>SMcG</b> encouraged any group to join the PPN and highlighted it as an excellent way of sharing information countywide.</p> <p>The LCDC members did not have any follow up questions.</p>
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<b>5 &amp; 6</b>	<p><b>LECP Progress Report and Agency Updates.</b></p> <p><b>BH</b> requested to deal with items 5 and 6 of the agenda together, to which <b>SMcG</b> assented.</p> <p>The LECP tender for a cloud-based solution has been drafted and is currently with the IT department for review.</p> <p>It is expected to advertise the tender in the week beginning 8<sup>th</sup> July.</p> <p><b>BH</b> recommended Maria Hall, from HUB Planning, join the Independent Monitoring Group who's Terms of Reference was agreed at the previous LCDC meeting and put forward this recommendation to the LCDC members for their consideration.</p> <p><b>NM</b> proposed and <b>FF</b> seconded the recommendation that Maria Hall, HUB Planning join the Independent Monitoring Group.</p> <p>There are over 150 actions in the LECP and each action has an Action Lead. Going forward, Action Leads will be requested to attend the LCDC meetings to provide a progress report/update for projects and to communicate any challenges that are emerging and that projects /plans are aligned to the LECP. At each LCDC meeting, <b>BH</b> proposes to invite a group/Action lead to the meeting and would like to start with the LCDC which has 11 actions under the LECP. <b>BH</b> shared a report on the 11 actions to give an update of the status of the actions:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Goal</th> <th style="width: 15%;">Action</th> <th style="width: 45%;">Action Description</th> <th style="width: 25%;">Status</th> </tr> </thead> <tbody> <tr> <td>Goal 4</td> <td>4.2.1</td> <td>Create an interactive online portal to ensure the LECP actions and projects are promoted, visible and the outcomes/progress are available for ongoing review and monitoring.</td> <td>Tender documentation with IT.  Expect to advertise week of 8<sup>th</sup> July.</td> </tr> <tr> <td>Goal 4</td> <td>4.2.3</td> <td>Ensure a bi-annual progress review of the LECP.</td> <td>Online portal will facilitate ease of reporting.  <u>ToR</u> agreed for Independent Monitoring Group.</td> </tr> <tr> <td>Goal 4</td> <td>4.2.4</td> <td>Undertake the development of implementation plans for the LECP every two years.</td> <td>Implementation Plan will be presented at the July meeting.</td> </tr> <tr> <td>Goal 4</td> <td>4.2.5</td> <td>Ensure all <u>future plans</u> align and are integrated with the LECP.</td> <td>All members to confirm new plans adopted are aligned to the LECP.</td> </tr> </tbody> </table>	Goal	Action	Action Description	Status	Goal 4	4.2.1	Create an interactive online portal to ensure the LECP actions and projects are promoted, visible and the outcomes/progress are available for ongoing review and monitoring.	Tender documentation with IT.  Expect to advertise week of 8 <sup>th</sup> July.	Goal 4	4.2.3	Ensure a bi-annual progress review of the LECP.	Online portal will facilitate ease of reporting.  <u>ToR</u> agreed for Independent Monitoring Group.	Goal 4	4.2.4	Undertake the development of implementation plans for the LECP every two years.	Implementation Plan will be presented at the July meeting.	Goal 4	4.2.5	Ensure all <u>future plans</u> align and are integrated with the LECP.	All members to confirm new plans adopted are aligned to the LECP.
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Goal 4	4.4.1	LCDC share information within and between the different sectors involved and in implementing the LECP, including social enterprises.	Ongoing. <u>All members</u> to confirm new no. of new partnership established.
Goal 4	4.4.4	Ensure information is provided in a diverse range of languages in both print and audio formats.	Ongoing. Eg Libraries print material in different languages and also translation machine available in Navan Library.
Goal 5	5.4.2	To support and promote projects that encourage full participation in social, economic and community development.	Continuous /ongoing
Goal 6	6.1.1	Deliver SICAP to reduce levels of poverty.	Contract signed for new SICAP. Annual Plan presented to LCDC and agreed.
Goal 6	6.1.2	Deliver SICAP and EU Projects to promote diversity and inclusion.	Contract signed for new SICAP. Annual Plan presented to LCDC and agreed.
Goal 6	6.1.3	Support economic community initiatives throughout Meath.	Annual Plan presented to LCDC and agreed.
Goal 6	6.1.5	To expand the range of accessible and affordable facilities for community sector organisations.	Annual Plan presented to LCDC and agreed.

**JMcK** noted the translation scanner in Navan Library (Action 4.4.4) , and that training will be delivered to HSE Staff.

**CB** noted that it is very important to be kept aware of projects to ensure that funds get spent and actions/projects are done properly.

**BH** stated that a cloud based solution for the LECP will allow us to get more detailed reports.

**JE** stated that an application called *deepL* is very effective in assisting with proof reading and translating documents very well.

**GOB**, who was participating in the LCDC meeting remotely, stated that he was experiencing difficulty in hearing those in the Swift Meeting Room. **NB** noted that the mics in the Swift Meeting Room are directional, so speakers need to face towards it for their voices to be heard.

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	<b>BH</b> stated that he will contact the IT department regarding same.
<b>7.</b>	<p><b>A.O.B.</b></p> <p><b>BH</b> informed the LCDC members that there is 1 item under A.O.B. in respect of the approval of SICAP subcontractors.</p> <p>The approval of SICAP subcontractors was proposed by <b>NM</b> and seconded by <b>NB</b>.</p> <p><b>CB</b> enquired how do contractors get on the SICAP subcontractors list.</p> <p><b>CL</b> explained that in general subcontractors are ones who have expenditure through this or the previous SICAP programme. These subcontractors must be presented to the Local Action Group if additional contractors are added to the list. The list of SICAP subcontractors presented today has previous and new subcontractors listed on it. Subcontractors can be added to the list through a procurement process on e-Tenders. It is an auditing requirement of the SICAP programme to it is needed to show a list of approved subcontractors.</p> <p><b>SMcG</b> thanked <b>FF</b> for her hard work during her time as Chief Officer of the LCDC and welcomed <b>BH</b> into the new role.</p> <p><b>The meeting concluded at 11.16am.</b></p>

Signed: *Seamus Mc Gee*

**Chairperson**

**Date:** 27<sup>th</sup> September 2024