

**MINUTES OF THE LOCAL COMMUNITY DEVELOPMENT COMMITTEE  
MEETING IN THE GLENVIEW HOTEL, KILMACANOGUE ON TUESDAY  
16<sup>TH</sup> SEPTEMBER, 2014 AT 10:00 A.M.**

**Present:** Rory Benville, Peter Brennan, Cllr Pat Casey, Sheelagh Daly, Maurice Farnan, Tom Gregan, Chris Hill, Cllr Pat Kavanagh, Judy Osborne, Eddie Sheehy, Niamh Wogan.

**Apologies:** Kevin Lewis, Cllr Grainne McLoughlin, Eugene Waters

**In Attendance:** Joe Lane, Jackie Carroll, Mary Tuite

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**{1} Adoption of the Minutes**

Adoption of the Minutes of the meeting of 26<sup>th</sup> May, 2014 was proposed by Tom Gregan and seconded by Eddie Sheehy.

**{2} Matters Arising**

There were no matters arising.

**{3} Membership of LCDC**

Joe Lane gave an overview of how the membership evolved. He explained that an interim Board of 15 members had been set up as the local authority was required to form an LCDC before 1<sup>st</sup> June 2014. This was based on the guidelines at the time which allowed for a PPN membership of four members. The new guidelines then increased the PPN representation from four to five members. Based on a review of membership at the meeting of xxx Wicklow County Council then agreed that the LCDC should now comprise of a 17 member Board.

Two permanent members had been elected by the PPN and until the other two were elected Eugene Waters and Eamonn McCann would continue to represent them in an interim role.

The Chief Officer explained that membership had been considered by the Corporate Policy Group. The skillsets of the current membership was examined and expertise in the following areas were identified –

- § Economic development
- § Research based planning and analysis
- § Social Enterprise development
- § Social Inclusion

The Chief Officer had indicated that a person from DIT who had expertise in Social Enterprise had been identified and approached. Following a discussion it was agreed that whereas the need for such expertise was accepted it was felt that it at all possible this person should be locally based. The Chief Officer agreed in conjunction with the Chairperson to enter into discussion with

Clermont College and Carlow IT with a view to nominating a suitably qualified person.

The issue of a quorum during the meeting was discussed. The Chief Executive read an email from Clodagh McDonnell, Community Division, Department EC&LG dated 18<sup>th</sup> July, 2014 which indicated that *“A quorum is required to commence an LCDC meeting and it is desirable that a quorum is maintained for the duration of the meeting, there is no requirement for a quorum to be maintained for decision-making purposes. Given the likelihood for frequent abstentions from votes to deal with conflict of interest situations, the maintenance of a quorum at all times in the meeting would be too onerous to facilitate effective decision-making”* He also referred to a particular case of Company Law “

#### **{4} Draft Standing Orders**

Draft Standing Orders were circulated and a number of issues were discussed. As there were a number of issues raised it was agreed that Section B and C only be adopted with the following amendment.

- B. *Members declare at the initial and any relevant subsequent meetings any official directorships/positions held on official committees.*

The Chairman requested that members forward any other suggested amendments for consideration within a two week period.

#### **{5} SICAP – Decision of LOTS**

Before the decision on LOTS could be made the Chairman requested that any member with a vested interest leave the room. The following members vacated –

- § Niamh Wogan
- § Tom Gregan
- § Peter Brennan
- § Chris Hill

The Chairman explained that the local authority would be required to advertise for the SICAP programme and a decision had to be made as to whether this programme should be delivered in one or two LOTS. In particular he mentioned that the Department had noted -

- Members obligation to observe the EU requirements of equal treatment and non-discrimination in any/all engagements with parties interested in winning these competitions. This includes any discussion at LCDC level regarding the division of Lots.
- Where there is more than one sanctioned LCDC, Lots must be within the boundary of the relevant LCDC and should not cross into the administrative area of other LCDCs.
- There can only be one SICAP contract awarded per Lot. Each SICAP contract will be reported to the Department by the Local Authority acting on behalf of the LCDC. In order to reduce the administrative

burden for each LCDC and Local Authority, it would be prudent to have one Lot only for each LCDC.

A long discussion followed on the merits of either one or two LOTS. Department guidelines indicated that any division of LOTS should take into account full Municipal Districts. It was agreed that if the decision was taken for two LOTS that one of these should comprise the municipal districts of Bray and Greystones and the other Wicklow, Arklow and Baltinglass municipal districts. Following a lottery to decide who should represent the public sector in the voting – Maurice Farnan was nominated. The other two nominees being Rory Benville with Judy Osborne as Chair. These three members then retired to discuss the issue and a unanimous decision was then taken to recommend two LOTS.

#### **{7} Leader/LAG**

As Chris Hill and Tom Gregan had identified themselves as having a vested interest in this decision they vacated the room. The Chief Executive referred to the Local Community Development Group as Local Action Groups (LAGs) a proposed implementation arrangement. A discussion ensued on the general xxx. The Chief Executive indicated that there was currently no timeframe but a call for Expressions of Interest from suitably qualified bodies to act as a Local Action Group was expected. The LCDC are in a position to act as the LAG.

Agreement was sought to commence negotiations with County Wicklow Partnership with a view to the LCDC being the LAG going forward and County Wicklow Partnership operating as the implementing body as per the guidelines.

#### **{8} Nominations to Advisory Steering Committee**

The Chairman explained that an Advisory Committee would be needed to merge the economic and the community sections of the LECP. It was agreed that this committee should comprise six people. This would need to be agreed by the Corporate Policy Group.

#### **{9} Nominations to SICAP Evaluation Committee**

Joe Lane explained that whilst the Department would put out the tender for SICAP, Wicklow County Council would evaluate it. This would be done by an Evaluation Committee nominated by the LCDC. The following were nominated – Rory Benville, Cllr Pat Kavanagh and Sheelagh Daly. It was agreed that if members wished to make a submission on the criteria for evaluation that these should be submitted by email.

The members that had withdrawn from the meeting then returned and the Chairman updated them on the proceedings.

#### **{10} Procedures Manual**

It was agreed to adopt the Wicklow County Council Procedures Manual.

#### **{11} Work Programme for 2014**

Joe Lane explained that meetings would need to be held in November and December make decisions regarding the work programme.