

**MINUTES OF THE LOCAL COMMUNITY DEVELOPMENT COMMITTEE MEETING HELD ON
THURSDAY 5TH FEBRUARY, 2015 IN CLERMONT CAMPUS, RATHNEW**

Present: Rory Benville, Peter Brennan, Cllr Pat Casey (Chair), Sheelagh Daly, Maurice Farnan, Tom Gregan, Cllr Pat Kavanagh, Kevin Lewis, Cllr Grainne McLoughlin, Liam O'Loughlin, Judy Osborne, Eddie Sheehy, Niamh Wogan.

Apologies: Joseph Collins, Chris Hill, Mai Quaid

In Attendance: Joe Lane, Deirdre Whitfield, Jackie Carroll, Mary Tuite

{1} Adoption of the Minutes

Prior to the adoption of the Minutes, Joe Lane noted an amendment to Item 6 Work Programme for 2015. "The LCDC devises strategy for **the LEADER Programme** and Co. Wicklow Partnership will implement the programme" Subject to this amendment, adoption of the Minutes was proposed by Cllr Grainne McLoughlin and seconded by Sheelagh Daly.

{2} Matters Arising

There were no matters arising.

{3} Election of Chair and Vice-Chair

Joe Lane explained that the current Chair and Vice-Chair has been provisionally elected. At the time there were only 15 members and many of the current members were not in place. Cllr Christopher Fox who had been elected Vice-Chair was no longer on the committee. He asked for proposals for a new Chair and Vice-Chair.

Re-election of Cllr Pat Casey as Chair was proposed by Tom Gregan and seconded by Maurice Farnan. Election of Cllr Grainne McLoughlin as Vice-Chair was proposed by Eddie Sheehy and seconded by Sheelagh Daly.

{4} Reports from sub-groups

Joe Lane indicated that two issues were being dealt with by sub-committees.

Communications Policy Committee -

Deirdre Whitfield indicated that a draft of this policy would be ready for circulation at the next meeting.

Declaration of Interest Committee

Joe Lane discussed the proceedings of the sub-committee. A number of issues had been addressed. He drew attention to the Conflict of Interest as defined in the Ethics in Public Offices Guidelines. He indicated that the main difference appeared to be between a conflict of interest and a declaration of interest which may or may not cause a conflict or potential conflict of interest. He indicated that it was recommend that:

- a) Members complete an annual Declarations of Interest as per those previously circulated.
- b) At the relevant meeting, members should declare any potential conflict of interest/declaration of interest where they deem it appropriate. It is unlikely that a declaration of interest would necessitate a withdrawal from the discussion/discussions of the meeting.

Update from Workshop

Deirdre Whitfield indicated some very good recommendations had been forthcoming from the workshop held on 30th January and these would help to get the LECP started and had been a very worthwhile exercise. Supporting documentation clarifying issues raised at the workshop would be circulated along with the draft socio-economic statement.

Ratification of SICAP process

The Chair requested that any member having a conflict of interest in this matter should leave the room. The following members then left the room – Peter Brennan, Tom Gregan and Niamh Wogan.

Joe Lane introduced the Evaluation Team for SICAP. Marc Devereux and Sean Quirke who had particular expertise in tender evaluation and Margaret Malone and Deirdre Whitfield who had community expertise and understood the deliverables required from the tender process.

A sub-committee of the LCDC had also been established to satisfy themselves that the Evaluation Team had carried out a correct procurement process. This comprised Joe Lane, Sheelagh Daly, Rory Benville and Fiona Flynn (Procurement Officer) and Cllr Pat Casey.

Joe Lane indicated that the role of the LCDC was to satisfy itself that all procurement regulation had been met and that members were happy with the outcome. The Evaluation Team would recommend the awarding of the tender. The scoring sheets for both tenders were displayed to members, but not circulated. Joe Lane indicated that this was because of the strictly confidential nature of the marking sheets.

Fiona Flynn, Procurement Officer for Wicklow County Council outlined the procurement process that had been undertaken. She indicated that even though only two tenders had been received they still had to go through the procurement process to ensure that all the criteria had been met.

The Evaluation Team has been given training to ensure a consistency of scoring nationally. The sub-committee had sought clarification from both tenderers and they had been subjected to rigorous evaluation.

Joe Lane announced that the Evaluation Team had recommended that the tenders be awarded to Bray Area Partnership and Co. Wicklow Partnership, subject to the approval of Póbal. There were three members from the private sector available to vote so under the 51% rule this allowed two members from the public sector to vote. The members from the private sector were Rory Benville, Judy Osborne and Liam O'Loughlin. Public sector

members chosen by rotation were Sheelagh Daly and Kevin Lewis. A motion ratifying the process undertaken by the Evaluation Team and approving award of the tenders as recommended was passed unanimously.

Once the LCDC had ratified the award of tender, Pobal would be informed of the outcome. There would then be a stand off period in case of any challenges and then a contract would be issued. Members were advised that the letters would issue to successful & unsuccessful tenderers nationally on the same day, and that until such time the competition results remain confidential. The contract would be for 9 months initially with a further two years possible. There would be a regular review of the contract with the IRIS reporting system providing reports to the LCDC.

Rory Benville complimented the Evaluation Team on a good well done and the Chair thanked both sub-groups for their hard work.

{6} LECP Preliminary Plan 2015

Joe Lane informed members that the finalized guidelines for the preparation of the LECP were less prescriptive than the original guidelines. The plan was to be finished before the end of 2015.

The advisory sub-committee had met on the 30th January. A draft Socio-Economic Statement will be prepared and a further meeting/consultation similar to the meeting held in the Glenview would be held in mid-March. After this a final draft would be available for agreement by both the SPC and the LCDC by the end of March with a view to going to public consultation.

{7} LCDC Work Programme

Joe Lane indicated that the SICAP process was not completed. Preparation of the community element of the LECP had begun and there was still no call for the LEADER programme.

{8} Any Other Business

Members agreed to hold the next workshop on Friday 13th March at 10:00 a.m. and the next LCDC meeting on Thursday 26th

Signed: _____
CLLR PAT CASEY
Chair

Date: _____