

**Minutes of the Meeting of**  
**Carlow Local Community Development Committee**  
**Held on the 12<sup>th</sup> November, 2014**  
**in**  
**Council Chamber, County Buildings, Athy Road, Carlow**

**PRESENT**

**Statutory Interests:**

Cllr's Michael Doran, Charlie Murphy, William Quinn,  
Head of LEO: Kieran Comerford,  
Department of Social Protection: Noel Barry  
Kilkenny/Carlow Education & Training Board: Cynthia Deane

**Non -Statutory Interests:**

Community & Voluntary Sector: Mary Doyle  
Community & Voluntary Sector: Thomas Kelly  
Social Pillar: Ann Shortall  
Social Pillar: Andrea Dalton  
Environmental Pillar: Eamonn Moore  
Carlow County Development Partnership: Mary Walsh  
Business/Employer: John Brophy  
Agricultural /Farming : John Nolan

**Chief Officer:** Michael Brennan

**Administrative Officer:** Margaret Moore

**Apologies:**

Cllr. Jennifer Murnane O'Connor  
Civic Society: Fr. Caomhín O'Neill  
Chief Executive Nominee: Seamus O'Connor,

## **ITEM 1     Approval of Minutes**

**Proposed: Cllr Willie Quinn**

**Seconded: Kieran Comerford**

That the minutes of the LCDC Meeting held on 10<sup>th</sup> October 2014 are hereby approved.

## **ITEM 2     Social Inclusion Community and Activation Programme**

The Chief Officer Michael Brennan advised the meeting that members who had a conflict of interest should withdraw from the meeting while this matter is being discussed. Ms A Dalton advised the members that St. Catherine's was withdrawing from the Tender process and raised the issue of her status now having regard to same in respect of her conflict of interest. After much discussion it was decided as the Chief Officer had not received formal notification from Pobal about St.Catherine's decision that Ms Dalton should remove herself from the meeting until he is advised accordingly. Ms Walsh was not present for this item on the agenda.

The Chief Officer then proceeded to inform the members of the latest updates.

- As noted at previous meeting closing date for tenders has been moved to 19<sup>th</sup> December at 12 noon and on 9<sup>th</sup> February 2015 Tenderers will be informed of the outcome of their tender.
- The Evaluation Team is as follows Margaret Moore (Community Section), Margaret Nolan (Community Section), Brian O'Donovan (Acting Senior Engineer Water Services) and a staff member from Finance to be confirmed. The Chief Officer recommended that the 3 LCDC members for the Evaluation Sub-Committee would be Eamonn Moore (LCDC Chairperson), Kieran Comerford (Head of Leo) and Ann Shortall (Manager of Bagenalstown Family Resource Centre). He advised that this composition is considered best practice in accordance with the spirit of the LCDC guidelines as they would consist of the recommended 49% public and 51% private representation split. The other 2 members of this sub-committee are the Chief Officer Michael Brennan and Procurement Officer Marian Ryan.

It was proposed by Ms Cynthia Deane and seconded by Mr Thomas Kelly and Resolved “That the members of the LCDC hereby approve the appointment of the members of the Evaluation Sub-Committee as outlined above.

- The two teams will meet in the near future to prepare the evaluation plan to manage the Tender Evaluation Process. The LCDC will be presented with a draft plan for approval.

The Chief Officer also advised that the LCDC is the contracting authority and that members are indemnified which was noted.

### **ITEM 3      Rural Development Programme update**

The Chief Officer advised that as agreed at the previous meeting that he made arrangements for a meeting between the Local Development Company and the LCDC. This meeting took place on Friday 7<sup>th</sup> November and in attendance were Mary Walsh, CEO of Carlow County Development Partnership (CCDP) and her Financial Control Officer Olive Nolan and Chief Officer Michael Brennan, Eamonn Moore, LCDC Chairperson and Margaret Moore, Administrative Officer of Community Section, Carlow County Council. The meeting resulted in a recommendation that the LCDC as LAG would invite Carlow County Development Partnership to prepare an expression of interest application under the first phase of the LEADER application and selection and in collaboration with other partners, take a lead role in the preparation of the local strategy priorities for the local development strategy subject to approval by the LCDC. This was proposed for approval by Mr E Moore and seconded by Ms M Doyle “that that the LCDC as LAG would invite Carlow County Development Partnership to prepare an expression of interest application under the first phase of the LEADER application and selection and in collaboration with other partners, take a lead role in the preparation of the local strategy priorities for the local development strategy is hereby approved.”

The Chief Officer Mr M Brennan undertook to formally write to the CEO of CCDP on behalf of the LCDC in respect of this proposal which Ms Walsh advised that she will bring to her board for approval.

Cllr Quinn raised a query in relation to voting process on LCDC decisions. The Chief Officer undertook to seek clarification from the DECLG.

**ITEM 4     Local Economic and Community Plan**

The Chief Officer advised the members that the final guidelines have not issued from the Dept yet and once they have the advisory Steering Group will be established. He also advised in relation to the preparation of the Plan and its context.

**ITEM 6     LCDP Monthly Payments Report**

Members of the committee noted LCDP Monthly Payment Report which was circulated. The Chief Officer advised that

- Payments made to the LDC to date are in line with budget.
- September monthly payment has been made to the LDC as per the rules of the programme
- No payments are being withheld from the LDC as at 30<sup>th</sup> September 2014

Ms Cynthia Deane raised the issue of % variance. The Chief Officer to advise members in this matter.

**ITEM 7     AOB**

The Chief Officer requested members to return their signed Code of Conduct and Conflict of Interest forms as there were some outstanding.

**ITEM 8     Date of Next Meeting**

The next meeting of the LCDC is Wednesday 10<sup>th</sup> December at 4.00pm in the Council Chamber.