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meath county council



**LCDC**

*Local Community Development Committee*

*Meeting Minutes*

Meeting held on Friday, 12<sup>th</sup> September 2014, at 10am in the Council Chamber, Co Hall, Navan

**Presiding:**

Ms Sinead Smith          Social Inclusion

**Present:**

Ms Jackie Maguire      Chief Executive Meath County Council  
Cllr Noel French        Councillor Meath County Council  
Cllr Sinead Burke       Councillor Meath County Council  
Cllr Sharon Keogan     Councillor Meath County Council  
Mr Tom Oxley            Health Service Executive  
Mr Des Henry            Department of Social Protection  
Ms Liz Lavery            Louth Meath Education Training Board  
Mr Michael Ludlow      CEO Meath Partnership  
Mr Garret O'Brien      Meath Community Forum  
Mr Eamonn Cassells    Meath Community Forum  
Ms Sheila Comiskey    Social Inclusion  
Mr Anton McCabe      Trade Union Sector  
Mr Ian Carey            Environmental Sector  
Mr Kevin Stewart       Chief Officer LCDC Meath County Council  
Ms Áine Bird            Administrative Officer Community Department MCC  
Ms Olivia Carpenter    Assistant Staff Officer Community Department MCC

**Apologies:**

Mr Hugh Reilly          Head of Local Enterprise Office  
Ms Maureen McKinley Staff Officer Community Department MCC

**Absent:**

Mr Seamus McGee      Farming Sector

Kevin Stewart (KS) opened the meeting and welcomed Mr Des Henry, Department of Social Protection to the meeting who replaced Ms Aisling Mulroe.

**1. Election of Chairperson**

KS welcomed nominations from the floor.

Cllr Sinead Burke queried the time demands of the Chair outside of the meeting. KS informed LCDC Members that there will be 2 committees set up outside of the LCDC, namely the Steering Committee to work on the LECP Plan and an Evaluation Committee to evaluate tenders under the SICAP Programme. The Chair will be required to attend monthly LCDC meetings along with an additional one / two other meetings per month until July 2015.



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GO'B proposed that the Chair and Vice-Chair be re-elected when the Public Participation Network is established as there are currently 5 seats filled on an interim basis.

It was agreed that a Chair be nominated for a term of 1 year.

John Farrelly proposed Cllr Noel French  
Seconded by Jackie Maguire

Michael Ludlow proposed Anton McCabe  
Seconded by Liz Lavery

Cllr Sinead Burke proposed Sinead Smith  
Seconded by Sheila Comiskey

KS confirmed that there were 15 members present so the majority vote of 8 was required to be deemed elected. KS suggested a roll call be used for electing Chair.

Des Henry informed Members that the Dept. of Social Protection would not be voting and that in other counties it was a secret ballot rather than a roll call.

All agreed on a secret ballot and on majority vote to get elected.

No candidate reached majority vote of 8 as Sinead Smith had 6 votes, Noel French 4 and Anton McCabe 4 votes. Lots were drawn between Noel French and Anton McCabe with Noel French picked to continue.

Second vote took place.

Sinead Smith 9 votes  
Noel French 5 votes

Sinead Smith elected as Chair. Sinead then chaired the remainder of the meeting.

### **2. Election of Vice Chairperson**

Cllr Sharon Keogan proposed Cllr Noel French  
Seconded by John Farrelly

Michael Ludlow proposed Anton McCabe  
Seconded by Sinead Burke

Secret ballot took place with Anton McCabe elected as Vice-Chair.



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**3. Minutes**

The minutes of the meeting dated 11<sup>th</sup> July, 2014 were proposed by Garret O'Brien and seconded by Eamonn Cassells.

**4. Agree draft Standing Orders**

The Draft Standing Orders were circulated in advance of the meeting. A discussion took place and the following points arose:

- 12.2 Cllr Noel French sought clarification on conflict of interest. A draft conflict of interest document was circulated for all LCDC members to sign. Further discussions took place. Sinead Smith proposed that a protocol and procedures be put in place to deal with conflict of interest. Suggested to seek draft documents from other LCDC's and bring to next meeting.
- 5.1 It was agreed that under 5.1 circulation of agenda and all relevant documentation be amended to 5 working days instead of 3.
- It was agreed that the above changes be made and the draft document be brought to next meeting for signing off. It was also agreed that the Standing Orders would be reviewed after a year when electing new Chair.

**5. Update on SICAP and seek nomination for Evaluation committee**

A report was circulated to all members and Kevin Stewart gave brief update. It was agreed not to seek nominations for an evaluation committee as awaiting Guidelines on the composition from the Department.

ML queried if the number of LOTS were being considered at today's meeting. KS stated that the Local Authority informed the Department of Environment and Local Government that Meath would be submitting 1 LOT provisionally until discussed with the LCDC. SS opened the floor to comments. It was agreed to hold off on deciding lots at today's meeting.

**6. Update on LECP and seek nominations for Steering committee**

A report was circulated to all members and again KS gave brief update. It was agreed that there should be an extension of time for receipt of submission on the LECP.

SS sought nominations for the Steering Committee to work on the Local Economic and Community Plan. KS suggested 3 members sit on the Steering Committee. The following members agreed to sit on the Steering Committee:

Sinead Smith, Sheila Comiskey, Anton McCabe and Cllr Noel French.

**7. Update on PPN**

A report was also circulated and KS gave update on progress to date. A discussion took place regarding facilitating the PPN. It was agreed that a person with





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community expertise should be sought to work with Community / Environmental / Social Inclusion Groups .

**8. To agree a date for next meeting**

Next meeting scheduled for Friday 17<sup>th</sup> October, 2014 at 10.00am in the Council Chamber, County Hall, Navan. It was also agreed that the November meeting would be held on Friday 21<sup>st</sup> November.

**9. A.O.B**

KS informed Members that under the amended LCDC (Section 128E) (Amendment) (No. 1) Regulations 2014 gives provision for the increase of the membership of the LCDC to 19 Members.

KS asked Members if we should take this opportunity and if anyone had any suggestions as to who should fill the 2 seats. KS also advised that it was a matter for the full Council to ratify and that he would take the nominations to the Corporate Policy Group for approval. KS also stated that Meath Accessible Transport, Údarás na Gaeltachta and Comhairle na nÓg expressed an interest should seats on the LCDC become available.

Following discussion it was agreed that KS would take the recommendation of a Youth Representative for a private seat and that the council would decide on the public seat.

Meeting ended.

Signed:  Date: 17-10-2014  
Chairperson