

Miontuairiscí / Meeting Minutes

**Local Community Development Committee
 Meeting – 29th January, 2021 at 10.43am**

Held by phone conference as a result of Covid-19. Attendance was verified by roll call.

Presiding:

Ms Suzanne Brady (SBr) Environmental Sector

Present:

Mr Barry Lynch (BL)	DOS, deputising for Chief Executive Meath County Council
Cllr Yemi Adenuga (YA)	Councillor Meath County Council
Cllr Mike Bray (MB)	Councillor Meath County Council
Mr Paul Carroll (PC)	Dept of Employment Affairs & Social Protection
Mr Michael Ludlow (ML)	Meath Partnership
Mr Garret O'Brien (GoB)	Community Sector
Ms Susuana Komolafe (SK)	Social Inclusion
Ms Anna Melnik (AM)	Social Inclusion
Ms Donna Farrell (DF)	Chambers of Commerce
Mr Seamus McGee (SMcG)	Farming Sector
Mr Noel Maguire (NM)	Trade Union Sector
Ms Geraldine Hogarty (GH)	Youth Work Ireland Meath

Officials:

Ms Fiona Fallon (FF)	Chief Officer, Senior Executive Officer, Community
Ms Áine Bird (AB)	Administrative Officer, Community Department MCC
Ms Joan Carroll (JC)	Senior Staff Officer, Community Department MCC
Ms Karen Dalton (KD)	Staff Officer, Community Department MCC

Apologies/Absent

Ms Jackie Maguire	Chief Executive, Meath County Council
Cllr Elaine McGinty (EMcG)	Councillor Meath County Council
Mr Joe English (JE)	Local Enterprise Office
Ms Pádraicín Bheilbigh (PB)	Údarás na Gaeltachta
Ms Sadie Ward McDermott (SWMcD)	Louth Meath Education Training Board
Vacant	HSE
Vacant	Community sector

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Item	Discussion / Action
1.	<p>To agree the minutes of the meeting held on the 27th November, 2020</p> <p>SB noted that Karen Mahon's surname should be included under Item No 7 of the November minutes.</p> <p>The minutes of the meeting of the 27th November, 2020 were proposed by ML and seconded by SMcG.</p>
2.	<p>Matters arising</p> <p>No matters arising.</p>
3.	<p>Correspondence</p> <p>FF briefed the Committee on a number of items of correspondence which had circulated to the LCDC prior to the meeting and provided a brief outline of their contents. The correspondence items were as follows;</p> <ul style="list-style-type: none"> i. Email from An Post, dated 18th January, regarding updates on new free postcards, continued community supports and increased business supports for SMEs. ii. HSE Partner Packs dated 3rd & 10th December 2020 iii. Email from the LGMA dated 27th November advising that <i>The Wheel</i> launched an EU Funding and Social Economy Support Programme - Access Europe <p>FF noted that there were a number of other items of correspondence circulated since the last meeting but they referred to a past date/ event.</p>
4.	<p>To receive and approve the SICAP Annual Plan 2021</p> <p>FF advised that the SICAP subgroup met on the 15th December 2020 to review the draft Annual Plan for 2021. She noted that it was a good meeting with a very good discussion on the proposed plan and noted a lot of the good work achieved in 2020 will carry on and be built upon in 2021.</p> <p>AM joined the meeting at 10.45am.</p> <p>FF noted that there will be links from the 2021 SICAP Plan to the Migrant Strategy and work will continue with young people to support them to stay in education and to assist them with gaining employment.</p> <p>ML advised that all SICAP positions are now filled and there is a strong team in place. He noted that very successful team building took place in the last three months of 2020.</p>

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	<p>He also advised that the KPI's for 2020 were overachieved, noting that there was a reduction on the original 2020 figure due to the pandemic. He advised that it was difficult to continue the programme in 2020 because of the Covid-19 pandemic and the subsequent restrictions; however the team worked hard and have learned from the experience and will be able to use that learning going into 2021 and further restrictions. ML advised that the KPI's for 2021 are achievable and that they don't foresee any issues in delivering the SICAP program in 2021.</p> <p>The approval of the SICAP Annual Plan for 2021 was proposed by MB and seconded by NM.</p>
<p>5.</p>	<p>To approve SICAP sub-contractors for 2021</p> <p>FF briefed the committee members on the requirement under the SICAP programme for the LCDC to approve SICAP subcontractors annually. She noted that a substantial list of possible subcontracts for 2021 was collated and circulated to the committee prior to the meeting. She also advised that if any additional subcontractors are required for the SICAP programme they will be brought to the LCDC for approval.</p> <p>The approval of the SICAP subcontractors for 2021 was proposed by SMcG and seconded by BL.</p>
<p>6.</p>	<p>To receive progress update on the LECP</p> <p>FF provided a brief update on the LECP 2020 Q4 quarterly report. FF advised that the LECP is due to expire this year and that guidance has not yet issued from the Department on the process for the next plan. It is expected that the review will commence before the end of the year.</p> <p>FF noted that excellent work has been carried out to date. Some actions have not been completed however this was due to the requirement of additional resources. FF advised that there will be a final update made to the LCDC on the LECP towards the end of the year and it is hoped that guidance will have issued from the Department by then.</p>
<p>7.</p>	<p>To receive an update on the PPN</p> <p>FF provided a brief update to the committee on the PPN;</p> <ul style="list-style-type: none"> • In December 2020, Meath PPN's operational budget was completed in line with membership survey. • From January 2021, staff will distribute Covid care supplies to community groups. • A 2021 training programme will help to build capacity within member groups. • PPN Community Covid19 Response Network continues to support the most vulnerable in our communities. <p>FF advised that there was correspondence received late yesterday evening (28th) from the Department regarding operational issues currently being experienced in Meath.</p>

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FF noted that the Department has directed that a full plenary meeting is to be scheduled as soon as possible. FF advised that the PPN Resource Worker will be arranging this, it will be held online and the date will be circulated to all the PPN members and the LCDC.

MB enquired what the operational issues are. FF advised that it is regarding the membership of the secretariat noting that the Department had looked at it in great detail.

GOB advised that the secretariat were not privy to the wording used or the discussions with the Department and is not in agreement with what has been put forward.

BL advised that there were concerns raised by the Social Inclusion Pillar, there are also a number of vacancies on the secretariat and a number of members who have exceeded their term duration as set out in the Secretariat Terms of Reference. He noted that there is a large body of work that must be completed during 2021 including the implementing the handbook, preparation of a constitution and the Department have directed that the plenary proceed so that this work can continue and progress.

GOB noted that some members are engaging but others have not, he stated that the work of the secretariat is not in any way behind and that it is on a par with other PPN secretariats and those operated as CLG's. He noted that the secretariat have endeavored to work well as a group and address any problems that arise. He confirmed that there is a body of work for 2021 and that the secretariat had put together a strategy to hold the plenary, which was drafted following discussions with other secretariats on their experience with holding their plenaries. He raised a concern regarding governance issues being stated, he asked that the issues are communicated to the secretariat so that they can be addressed. He advised that 2 secretariat members left in 2020 and in the past the Resource Worker was tasked to find replacements. He acknowledged that it can be difficult to get volunteers and noted that the work of the secretariat does take a lot of time; including emails, research, following up on issues, drafting documents and outlined the work undertaken in Meath including the rolling out of a national survey on insurance for community groups and the defibrillator scheme. He noted that there is a difficulty in that the secretariat do not have access to email addresses for the groups registered with the PPN.

BL advised that there is a situation now where staff are not servicing the secretariat due to a breakdown in relations and this needs to be addressed immediately. A series of facilitation sessions will be arranged so roles are clearly set out for all parties and reiterated that the plenary needs to take place soon.

SK added that the Social Inclusion pillar raised a concern regarding the participation of the groups registered with the PPN, she noted that there are over a 1000 groups registered however in reality only a small number are engaging. She suggested that the structure of the secretariat

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	<p>needs to be reviewed to determine how it can be more effective.</p> <p>SB acknowledged the robust discussion that had taken place. She commented that the members of the secretariat are charged with disseminating information back to their groups and that the Resource Worker also distributes information. She noted that the PPN supports the democratic process and it is highly valued, stating that volunteers are doing their best.</p> <p>GH left the meeting at 11.15am.</p>
<p>8.</p>	<p>AOB</p> <p>i. <u>Meath Wellness Hub</u></p> <p>FF provided some background on the Meath Wellness Hub, she advised that the project arose following discussion between Meath County Council, Meath Partnership and the Department regarding the SICAP budget for Meath, which is the lowest in the Country. As the SICAP budget is set out in the funding agreement it could not be increased mid contract, however the Department agreed to provide additional funding for a specific SICAP related project. FF provided some detail on the approved project advising that two staff members have been appointed to the project. She noted that the project is working well and the targets for 2020 were achieved.</p> <p>YA joined the meeting at 11.24am</p> <p>ML thanked the LCDC and Financial Partner for their support and discussions with the Department to secure the funding for the project. He noted that it is hoped that the funding for the next SICAP programme in 2023 will absorb the Meath Wellness hub funding and the project will become part of the SICAP programme. ML provided some additional information on the hub and the future plans, noting that the aim is to deliver a professional service which links in with other service providers. He advised that 2021 will see the programme come together into a comprehensive operational plan.</p>
	<p>SB thanked all for their attendance and participation.</p> <p>Meeting concluded at 11.27am</p>

Signed: Suzanne Brady Date: 05.03.2021
 Chairperson

