**Minutes of Local Community Development Committee (LCDC) Meeting held**

 **11th September, 2015**

**Present:** Colette Byrne, CEO, Kilkenny County Council Cllr David Fitzgerald, Elected Representative
 Eileen Curtis, Carlow Kilkenny Education Training Board
 Elizabeth Dermody, Social Inclusion Pillar
 John Bambrick, Irish Farmers Association
 Loretto O’Driscoll, Teagasc
 Mary Barron, Department of Social Protection
 Cllr. Mary Hilda Cavanagh, Elected Representative
 Niall McManus, Environmental Pillar
 PJ Cleere, Social Inclusion Pillar
 Sean McKeown, Local Enterprise Office
 Theresa Delahunty – Substitute for Mary O’Hanlon, Community Pillar
 Denis Brennan– Substitute for Declan Rice, Kilkenny Leader

 Partnership

**In Attendance :** Nickey Brennan, Interim Independent Chairman,
 Kevin Hanley, Chief Officer,
 Lisa Bourke, Community & Culture Dept

**Apologies:** Declan Rice, County Kilkenny Leader Partnership
Fergus Keane, Social Inclusion Pillar
Martin Costello, Kilkenny Chamber of Commerce
Mary O’Hanlon, Social Inclusion Pillar
Sheila Donnelly, Community Pillar

**Absent:** Cllr. Andrew McGuinness, Elected Representative
Eamon Aylward, Elected Representative
Martin Carroll, Community Pillar

**Item 1 - Minutes**The minutes of the previous meetings were proposed and adopted as follows:

10th July, 2015 – Adopted on the proposal of John Bambrick and seconded by Cllr David Fitzgerald.
7th August, 2015 – Adopted on the proposal of Eileen Curtis and seconded by Mary Barron.

**Item 2 –There were no matters arising**

**Item 3- Correspondence**
Kevin Hanley, Chief Officer gave details of all correspondence received, a listing of same was included in the meeting pack, copies of all correspondence were available at the meeting for inspection.

**Item 4 - Travel Forms for LCDC members**Travel expense claim forms were made available for relevant members at the meeting.

**Item 5 – LECP Update**Sean McKeown gave an update on the LECP process, the public consultation and deadlines associated with the LECP process. Referring to the recent letter from the Southern Regional Assembly he confirmed that that SRA welcomes the clarity on the High Level Goals and Actions and overall structure of the Socio Economic Statement. Following positive feedback a staff workshop is planned to agree action points moving forward to stage 3. An overall vision piece will be discussed at the October meeting of the LCDC and a risk statement will need to be prepared. Members expressed disappointment at the level of engagement in the public consultation.

**Item 6 – SICAP Report**PJ Cleere gave a report in relation to SICAP and highlighted that the Monitoring sub-group were not in a position to approve the mid -term review for SICAP. Alignment of meetings between the LCDC and the KLP in terms of reporting needs to be agreed going into the future. The board of KLP need to sign off on the mid- term review before it goes for approval from the LCDC. PJ Cleere asked the LCDC give the authority to the SICAP Monitoring sub-group to approve the midterm review. LCDC members present agreed by consensus to give authority to the SICAP subgroup to approve the midterm review.

More qualitative measures will be agreed for the remainder of the programme from 2016.

**Item 7 – Local Development Strategy update**

Before the discussion started and Denis Drennan excused himself from this part of the meeting he made an appeal to the LCDC to submit the LCDC LDS a soon as possible as KLP are in a position to submit their at the end of September.

Colette Byrne highlighted that the LCDC is also in the middle of developing the LECP for Kilkenny and that it is advisable to take as much time as needed to achieve the best LDS possible for the people of Kilkenny.

Denis Drennan left the meeting for the remainder of this item.

Kevin Hanley outlined that there are 36 LDS being submitted national. 5 areas have not reached agreement to submit a single LDS for the county; these are: Clare, Galway, Kilkenny and two areas in Cork.

Kevin then circulated the timelines and approach that will be employed to develop the LDS.

The LCDC will use a focus group approach led out by a steering group with areas of expertise across the LEADER themes and supported by Bríd Hynes. A consultant will be engaged to support the process and write up the strategy. Three chapters are to be submitted 26.9.15 for comment and feedback.

 The development of the LDS will need until January if the LCDC submission is to be of an extremely high quality.

It was unanimously agreed that a positive communication and PR strategy needs to be deployed in relation to the LEADER Programme in Kilkenny to combat any negative messages that are may result in the competitive process.

**Item 8 -PPN Update**

Niall McManus outlined the process undertaken for the election of PPN representatives onto decision-making committees. 180 ballots were received and most positions were filled; a plenary meeting was held to ratify positions and all positions are for 1 year.

**Item 9 - Nomination of Chair**Nickey Brennan reminded the members of the need to elect a permanent Chairman to the LCDC in the near future. He also took this opportunity to highlight the importance of attendance at meetings, given the work required to be completed failing to do so without valid reason shows a complete lack of respect to the process. Mary Hilda Cavanagh agreeing with these comments stated that she will be re-iterating same at the next County Council meeting. She stated that members not replying to emails re meetings is just not acceptable and they should offer their resignation if they are not interested in the LCDC.

David Fitzgerald requested that a letter be issued to all members concerned despite the Standing Orders not yet been in place.

**Item 10 – Standing Orders**Kevin Hanley stated that all previously requested changes to the Standing Orders had now been included. Changes highlighted in red were agreed with some discussion taking place on the following items:

It was agreed by all present that item 7 be amended to:

All available documents associated with the work of the Committee shall be circulated by email at least 5 clear working days in advance of the meeting.

Any relevant documents received after this date shall be referred to at the meeting under “Urgent Correspondence”.

Some discussion took place with regard to item 25 of the Standing Orders. It was agreed that the sending of apologies does not excuse you from not attending a meeting, apologies will be recorded as a missed meeting. It was agreed to adopt item 25, should clarification on legal status be required it can be amended once clarity has been received.

The Standing Orders included changes agreed today were agreed by all and were adopted on the proposal of Mary Hilda Cavanagh and seconded by PJ Cleere.

**Item 11 – AOB**It was agreed that once the new Chairperson has been elected a photograph of the full LCDC would taken for record.

It was agreed that the next meeting of the LCDC would take place on Friday 30th October, 2015 at 10.30am.