

# Minutes of Meeting of Cavan Local Community Development Committee

Date: 25<sup>th</sup> February 2021

Time: 3.00pm

Location: Online via Microsoft Teams

## Present:

### **Statutory**

Cllr T.P. O'Reilly (Elected Member), Cllr Aiden Fitzpatrick (Elected Member), Cllr Clifford Kelly (Elected Member), Mr Brendan Jennings (Director of Services, CCC), Ms Marcella Rudden (LEO), Mr John Keamey (CMETB), Carmel Denning (Dept of EA&SP), Mary Rose Smith (HSE)

### **Private Sector Interests**

Mr Jim Maguire (Cavan County Local Development Company), Ms Bridget Boyle (Community & Voluntary Interests), Ms Ada Vance (Women's Interests), Mr Seamus McGrath (Disability Interests), Ms Aisling Tobin (Youth Issues), Mr Tom Brady (Cavan Chamber), Mr Charlie Smith (Social Inclusion Interests), Mr Tirloch O'Brien (Environmental Interests), Ms Catherine McCollum (Agricultural and Farming Interests)

## Apologies:

No apologies received

## In attendance:

Mr John Donohoe (Chief Officer), Ms Angela Fitzpatrick (Cavan County Council), Mr Terry Hyland (CEO, Cavan County Local Development), Ms Ann Flynn (Cavan County Council).

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The Chair (Mr Brendan Jennings) opened the meeting.

### **1. Minutes of previous meeting**

Minutes were proposed by Cllr. T.P. O'Reilly and seconded by Ms Bridget Boyle.

### **2. Matters arising**

The Chief Officer informed the members that this is the final year of the current LECP. He explained that the Department had organised a focus group and he had attended

and the current indication was the process would be similar to the last LECP. Individual counties were free to commence the process for the LECP in advance of guidance being issued formally by the Department. The first part of the process would be establishing a socio-economic baseline and then to prepare a socio-economic statement for public consultation. In the case of Cavan, preliminary work has commenced to this end and recent public consultation conducted as part of the County Development Plan as well as background research would feed into the new LECP.

John informed the members that this would feature on the LCDC agenda throughout the year and there would be regular updates and consultation with the LCDC.

### **3. Conflict of Interests**

The Chair reminded members of their conflict of interest's responsibilities.

### **4. LECP End of Year Review 2020**

The Chair informed the members that the LECP End of Year Review 2020 was circulated to all members in advance of the meeting.

The Chief Officer presented the review of the community actions from the second half of 2020 and noted some of the highlights from 2020. The Chair commended all the agencies involved on their work over the past year.

### **5. LECP Community Implementation Plan 2021**

The Chief Officer informed the members that the Community Implementation Plan 2021 was circulated to all members in advance of today's meeting. He stated that the plan will be reviewed and presented at the July or September meeting as part of the mid year review process. He thanked all the lead agencies for supplying the information and for undertaking actions outlined in the plan.

## **6. Approval of 2<sup>nd</sup> Round of Covid-19 Emergency Fund Grants**

The Chair stated that Covid19 Emergency Fund is funded by the Department of Rural and Community Development and is administered by the LCDC. Cavan received an allocation of €45,169 under this Scheme. The Chief Officer provided an overview of the scheme, stating that the fund allowed for allocation of grants to community groups under two main categories:

- to adapt their services and operations to fit the new COVID-19 reality<sup>1</sup>.
- to all groups to become more involved in the Government's 'Keep Well' campaign, with grants aimed at assisting participation in the campaign, in particular with the three themes: staying connected, switching off and being creative, and minding your mood.

The Chief Officer explained there was a lot of interest in the scheme and it was oversubscribed with 64 applications received with a total value of €142,503. The Chief Officer presented the list of all applications received with a recommendation arising from an internal assessment. Based on the recommended allocations a total of €45,150 was allocated.

Cllr Clifford Kelly proposed the recommendations for approval and Ms Ada Vance seconded this.

The Chief Officer stated that a copy of the list of successful applications will be circulated to all the members of the LCDC following the meeting.

## **7. (i) SICAP End of Year Report 2020**

The Chair stated that a copy of the SICAP End of Year Report 2020 was circulated to all members in advance of the meeting.

Terry Hyland, CEO, Cavan Local Development Company informed all members that the Department and Pobal requested that the Local Development Company focus on how SICAP responded to Covid19 in 2020.

Terry Hyland provided presented some of the highlights which included:

- There was strong evidence of collaboration outlined in particular through the Food Bank initiative where SICAP partnered with Cavan County Council, the Gardai, HSE, PPN, Family Resource Centres CMETB, Civil Defence and the Gardai.
- The SICAP programme responded well by moving services online to ensure continued engagement with individuals. The Start Your Own Business courses were moved online with training tailored to meet SICAP client's needs.
- The Sew Can Do Project, established in response to Covid19, where a group of unemployed people made face coverings.
- Meals on Wheels was established which is now providing over 300 meals each week to vulnerable people in the County.

Angela Fitzpatrick advised the members that the SICAP Sub Committee met on the 22<sup>nd</sup> February 2021. She informed members that all documents reviewed at the meeting were circulated in advance of today's meeting including, the Annual Progress Report, Action Progress Report, Lot Cost Charged Report, Lot Summary Report and the Pobal review.

Angela Fitzpatrick stated that these reports were examined in detail at the SICAP Monitoring Meeting. In summary of the Sub Committee meeting, Angela stated the Annual Progress Report 2020 template provided by Pobal was designed to highlight and articulate the stories and experiences of delivering SICAP during COVID-19 and to articulate the impact of this work on communities and individuals. The report describes the impact Covid19 had on the needs of individuals, local community groups, social enterprises and children and families and essentially describes how the SICAP responded to these needs. It was very evident that the LDC responded well to the impact of Covid addressing emerging needs – this is particularly evident in the Food hub initiative, addressing the need for meals on wheels and face covering projects.

In summary of the Pobal High Level Review, Angela informed members of the following:

- Pobal reported that the Annual Progress was report is in line with the guidance issued and captures the impact of Covid on the implementation of SICAP. They

highlighted the SICAP Case study on the Food hub initiative and meals on wheels stating it was clear and concise, and demonstrated the need, issues and challenges but also showed involvement with other agencies and clear outputs.

- Regarding data input Pobal reported there is a good level of data recorded against all actions but flagged the need for some individual client files to be closed with results – this is currently being arranged by CCLD.
- On targeting, Pobal were stated that there was a high level of engagement with target groups.
- There were no issues reported with regards to finance.
- There was a budget underspend of €17.691.83, however the Department have sanctioned carryover of up to 10% from 2020 to 2021. Therefore, the underspend can be allocated to action costs in 2021.

KPI1 Local Community Groups – Target was 40, actual 44 = 110%

KPI2 Individual Target – Target 470, actual 492 = 105%

Work with individuals from disadvantaged area exceeded, target 18, actual 26%.

Angela informed the group that the SICAP Monitoring Sub-Committee had recommended adoption of the review. This was agreed by the committee on the proposal of Mary Rose Smith and seconded by Ada Vance.

## **7. (ii) SICAP Annual Plan 2021**

Angela Fitzpatrick informed members that following the presentation of the SICAP Annual Plan 2021 at the November 2020 LCDC meeting, Cavan County Council and Pobal had reviewed the plan. The plan together with review feedback was discussed in detail at the SICAP Monitoring Sub-Committee meeting on the 22<sup>nd</sup> February. The main points included:

- KPI Targets are in line with the Department's recommendations:
  - Confirmed KPI Targets Goal 1 work with local community groups is set at 40 groups,

- Goal 2, work with individuals is set at 420 with 18% from disadvantaged areas.
- The plan has 12 actions in total, 5 under goal one and 7 under goal 2 – this meets the programme requirements.
- While there are no new actions when compared to 2020, Pobal are satisfied that a number of actions contain additional measures.
- Pobal highlighted the general approach taken within actions but commented that they allow for supporting the emerging needs group and specific challenges resulting from Covid19 such the increase in live register figures.
- Pobal noted that target groups and geographic areas are clearly included for all 12 actions and were satisfied that SICAP thematic outcomes selected reflect the focus of each action.
- Collaborative partners have been named in all 12 actions and that they are relevant to the focus of the action.
- There were no issues with regard to staff or finance.

Angela informed the group that the SICAP Monitoring Sub-Committee had recommended adoption of the 2021 plan. This was agreed by the committee on the proposal of Tom Brady and seconded by Cllr. T.P. O'Reilly.

### **7. (iii) Approval of SICAP Service Providers / Sub-contractors**

The list of SICAP Service Providers / Sub-contractors was presented for review by the Committee. Terry Hyland informed members that LCDC approval is required for the list of subcontractors engaged under the SICAP Programme. Terry presented the list of service providers/sub-contractors and suppliers which Cavan County Local Development Company may engage from time to time where additional expertise are required to deliver specific services or specialised training under SICAP.

The Chair gave members the opportunity to raise queries. No queries were raised. Approval was proposed by Ms Marcella Rudden and seconded by Ms Mary Rose Smith.

## 8. LCDC Annual Report 2020

A copy of the LCDC Annual Report 2020 was circulated to all members in advance of the meeting. The Chair advised the members that under Section 128B of the Local Government Act, an annual report of the LCDC's activities must be presented to the elected members, no later than 31<sup>st</sup> March each year.

The Chair acknowledged the input from all of the agencies involved in the implementation of the Community Implementation Plan. He also acknowledged the high levels attendance and engagement of all members of the LCDC, particularly during 2020 when it has been difficult to engage due to meeting remotely. He also acknowledged the work of colleagues and staff of Cavan County Council.

The report was adopted on the proposal of Cllr. Clifford Kelly and seconded by Cllr. T.P. O'Reilly.

## 9. AOB

The Chair informed members that due to the rotation of the LCDC seat between Cavan Chamber and Cootehill Chamber today was Tom Brady's last meeting. For the next two years a representative from Cootehill Chamber will be joining the Committee. On behalf of the LCDC, the Chair thanked Tom for his contribution and input to the LCDC over the past two years.

Tom Brady commended the work of the LCDC and extended his best wishes to the Committee going forward.

### **Date of next meeting.**

Next meeting will take place on Thursday 25<sup>th</sup> March 2021 online via Microsoft Teams.

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Chairman**