

Minutes of 13th Meeting of Tipperary Local Community and Development Committee held on Monday 15th February, 2016 at Littleton Community Centre, Thurles.

Present:

Public Sector: Joe Mac Grath, Rita Guinan, Eileen Condon, Cllr. John Carroll, Donal Mullane, Adrian Cunneen, Angela Joy.

Private Sector: Isabel Cambie, Michael Murray, Sara Bourke, Clare Cashman, Catherine Guest, Cora Horgan, Charles Stanley Smith (Chair), Tim Cullinane.

Apologises: -

Public Sector: Cllr. Mary Hanna Hourigan, Cllr. Joe Hannigan

Private Sector: Brian Cleary

In attendance: Sinéad Carr, Margo Hayes, Breda O'Connor, Attracta Lyons.

1. The Chairperson welcomed the members and declared the meeting open. The Members agreed the draft agenda. Apologies were noted
No matters arising.
2. **Confirmation of Minutes of Tipperary LCDC meeting –8th December, 2015.**
Proposed by: Cllr. John Carroll and Seconded by: Eileen Condon.
3. **SICAP Mid Term Review – Presentations by Michelle Putti, NTLP Ltd. & Phil Shanahan, STDC Ltd.**

Michelle Putti, SICAP Manager, NTLP referred to the report which was circulated at the meeting on the SICAP progress for the end of year (2015) targets and presented an outline of 2016 SICAP Annual Plan. Ms. Putti referred to the significant work undertaken by NTLP in relation to the programme targets and goals as set out by Pobal. However, there were some challenges in implementing the programme in some disadvantaged areas, due to the limited transferability of some actions developed previously on a countywide basis.. This will be amended in 2016 to an area based approach to delivery. Pobal have confirmed for 2016 that the disadvantaged area targets will be reduced to 40% but that the LDC will seek to improve on this target. It was also noted that there was an under spend for 2015 due to the 15% annual threshold for sub contracting. The overall 2016 SICAP budget is €518,561. NTLP are currently recruiting for an additional Development Officer and this assist in meeting the targets for 2016.

The following comments were noted:-

Eileen Condon referred to the "Failte Isteach" programme and queried whether NTLP could liaise with the Education Training Board to clarify progression pathways for English classes for non Irish nationals. It was noted that the SICAP budget for 2016 is based on a pro rata over 12 month period.

Sinead Carr, Chief Officer requested that the work carried out in Littleton be noted in the work programme.

The Members thanked Ms. Putti for her informative presentation.

Phil Shanahan, SICAP Manager STDC gave an overview of the 2015 end of year SICAP programme. Ms. Shanahan outlined the detail on the 12 actions across the Goals 1 – 3 and provided detail on the particular target groups and areas. Ms. Shanahan referred to the strong outreach programme in key communities and with the direct engagement with 683 persons from SICAP target groups (111%) Whilst STDC achieved their targets, Ms. Shanahan referred to some challenges in her report and these were noted to include:

- the need to develop protocols and referral processes with agencies in certain areas of work)
- Difficult to engage Lone Parents; there is an inherent assumption that SICAP clients will all progress to self-employment within a midyear and annual calendar year,
- the lack of identifiable support for people with mental health difficulties who want to return to work,
- The impact of poor public/community based transport,
- The lack of referrals by DSP Kilkenny, sense of connection by SICAP
- linkages to the new PPN.

In relation to the overall 2016 SICAP programme, the budget for South Tipperary is €603,889 and Ms. Shanahan referred to the targets at set out by Pobal - this was noted by the Members.

Following on from Ms. Shanahan presentation and discussion by the Members It was agreed that NTLP, STDC the DSP and LEO to arrange to meet separately and agree how to add value and enhance existing services in the context of the SICAP work, referral process and self employment supports. These agencies will revert to the next LCDC meeting with an update on this request. It was also agreed that a letter be issued to Pobal to definite what constitutes a job and what constitutes employment as clarity needs to be provided in relation to the various headline targets.

Before any discussion was taken on the SICAP end of term performance review, Isabel Cambie, STDC and Michael Murray NTLP departed the meeting due to a conflict of interest in relation to this Programme.

Clare Cashman presented this item on behalf of the Social Inclusion sub-group. Ms Cashman referred to the SICAP end of term performance review reports and 2016 Annual Plans for South Tipperary Development Company Ltd. and North Tipperary Leader Partnership Ltd that were circulated prior to the meeting. Ms. Cashman confirmed that the Social Inclusion sub group of the LCDC met on 5th February, and carried out a review of both NTLP and STDC end of year plans and considered the 2016 Annual Work Programmes. The sub group having carried out the review are satisfied to recommend signing off the year end reports and approval of 2016 work

programmes subject to the LCDC official writing to Pobal setting out their feedback and comments on the process to date as follows:-

- **Payment Timeframes** set by Department are unrealistic. The claiming of funds and the timeframe given is still causing difficulty.
- Clarity needs to be provided to the LCDC on how the **policy** is determined in setting the various targets - (what policies are influencing the setting of these targets).
- Concerns were raised in relation to **setting Targets** for 2016 – some targets had been amended by Pobal where the SI sub group in December 2015 had looked at the targets for 2016 and made a recommendation to Pobal and informed the relevant PI that they needed to meet the shortfall of targets in 2016. This has subsequently been overturned by the targets set by Pobal.
- **Adequate planning time** is required for new targets and note was taken of the inclusion of new targets for “low income families” in the 2016 Plan – Whilst the SI sub group welcome the introduction of new targets ,it was considered that any new targets should be highlighted in the previous October (at pre-planning stage) Clarification is also required whether it is Pobal that sign off on the inclusion of these targets in the Plan or the LCDC if the Programme implementers amend their plan and include new target groups . It also should be noted that the changing of targets in the Plans need to be given consideration due to the short timelines and that the LCDC now meets on a monthly basis as it is not feasible to be calling the SI Sub group and the LCDC to meetings to consider these amendments to the Plans.

The meeting noted the content and the report was adopted subject to the LCDC writing to the Department on the issues outlined above.

Ms. Cashman thanked the sub group for conducting this review noting that there was a lot of high level detail to be reviewed and she also complimented both Development Companies for their qualitative analysis and overview of their work to date on this programme.

On the proposal of Sara Bourke and seconded by Angela Joy the Report of the Social Inclusion sub group of the LCDC was approved for both programmes in the context of the review of the 2015 targets and the new targets set for the 2016 Plan

The Chairperson thanked Ms. Cashman for her report on SICAP and also expressed thanks to the sub group for carryout the review.

Michael Murray and Isabel Cambie returned to the meeting and the Chairperson confirmed that the end of year review and 2016 Annual Plans were signed off for year end and the 2016 SICAP was approved.

4. Update on LECP - (Southern Regional Assembly) - Attracta Lyons

Ms. Lyons referred to the response received from the Southern Regional Assembly in relation to the Local Economic Community Plan which was circulated with the

agenda. The reply confirms that the Draft Tipperary LECP demonstrates consistency with the core County Development Plans and with the Regional Planning Guidelines for the Mid and South East Regions. Following the reply from SRA the draft LECP was adopted at the January meeting of the full Council. A final copy was issued to the Minister for Environment, Community and Local Government and it is also available on the Council's website. At the last meeting of the LECP the members went through the plan and agreed a template for reporting on the annual actions. It is expected that the Department will issue guidelines shortly on the implementation and monitoring of the plan. Ms. Lyons outlined that it is a requirement to report to the County Council on the progress of the plan on annual basis. It was also noted that the LCDC will have a strategic oversight and monitoring oversee the community actions of the Plan.

The Chairperson thanked Ms. Lyons for the update.

5. LECP – Community Action Plan – M Hayes

Ms. Hayes informed the members and outlined the proposed key actions contained in the Community Action Plan, 2016 which was circulated prior to the meeting. Ms. Hayes referred to actions to be undertaken by the lead partners (who are highlighted in bold text) during the year. The social inclusion and the sustainable sub group will have a role to ensure that the lead partners are implementing the actions and updates will be provided to the LCDC. S Carr requested members to note that one or two actions may have to be postponed due to the recent staff changes but that she would revert on same once there was an opportunity to do so.

Attracta Lyons referred to the draft proposal on the LECP Implementation & Monitoring template that was issued prior to the meeting. Ms. Lyons gave an overview and role of the various agencies involved with this reporting structure. Ms. Lyons advised the Members that the Social Inclusion and Sustainable Communities sub groups will also have an overlapping reporting role with the operation of some programme. The template was noted and agreed by the Members.

6. Local Development Strategy (a) Update on LDS – A Lyons

Ms. Lyons confirmed to the meeting that the Department had contacted the Chief Officer, LCDC towards the end of January to indicate that additional information on the LDS Strategy would be required. Ms. Lyons outlined the detail required and this additional data was submitted to the Department on 3rd February. Ms. Lyons also confirmed that she recently met with the Finance Department, Tipperary County Council to discuss setting up financial reporting structures that will be required by the LCDC.

A new on line financial system is being developed and training will be provided to the relevant users. In relation to the preparatory support budget for the LDS, €18,512 was used for this call. Ms. Lyons received confirmation from the Department that the balance of €1,452 can be included with the programme calls.

At the February meeting of Tipperary County Council the members agreed as per Article 63 of Regulations (EU) 1305/2013 pertaining to Public Authority Guarantee – LEADER Funding, where advances of preparatory support/administration funding

are paid subject to a bank guarantee, or an equivalent guarantee, corresponding of 100% of the amount of the advance being in place, Tipperary Council as lead financial partner in the Co. Tipperary sub-regional areas resolves that it will provide a financial guarantee for all preparatory support/administration funding which is advanced to it during the course of 2014-2020 rural development programming period up to a maximum of €250,000. It was also noted that the operating guidelines for the LDS are still at draft stage.

The members will be notified of any decision on the LDS.

Before any discussion was taken on the Draft Service Level Agreement, Isabel Cambie, STDC and Michael Murray NTLF departed the meeting due to a conflict of interest in relation to this programme.

(b) Draft Service Level Agreement - Ms. Carr referred to the draft Service Level Agreement which was circulated with the agenda in relation to the Rural Development Programme 2014 – 2020, (LEADER element) between Tipperary LCDC and the Local Development Companies. Ms. Carr outlined and highlighted the key areas that still need to be clarified. Ms. Carr also confirmed that they are still awaiting the final operating guidelines for the programme and confirmation from the Evaluations Committee on the LDS plan been signed off. Once clarity is provided to these outstanding items the contract will be awarded by the Department and the relevant person will be in a position to sign the service level agreement.

The members noted this update.

Michael Murray and Isabel Cambie returned to the meeting

(C) Outline of promotional Plan for roll out of LEADER Programme

Both Michael Murray and Isabel Cambie referred to RDP Programme Implementation Commencement draft report which was circulated prior to the meeting. It was noted that the roll out of this draft report is dependent on the LDS approval. However, the Local Development Companies are currently working on RDP Promoter application and promotional templates. It was clarified that the templates cannot be finalised until the Operating Rules are agreed nationally. Clarification needs to be provided on the thematic schedule and expression of interest process. Details on the proposed promotional plan were noted and Holycross was suggested as a venue for the launch of the Plan. It was agreed that once the operating guidelines are agreed, the Local Development Companies will bring the final promotional, financial and application proposals to the LCDC for approval.

7. Training & Linkage/Feedback with other relevant Co. Groups – S Carr

Ms. Carr, Chief Officer noted that the strategic decision making role of the LCDC was of paramount importance and that it was critical that all members are aware of what this involves and how it is to be managed. In order to ensure that all members are operating off the same page it was proposed that some work would be undertaken with an appropriate individual to assist the Committee to recognise what their role involved; what type of information they should be seeking and the level at which questions ought to be asked. Members were broadly in agreement that this

would be a useful exercise and agreed that it ought to be put on as an item for the next meeting.

S Carr also indicated that throughout the lifetime of the Committee, training would be provided in the area of corporate governance; financial accountability; programme training and upskilling and linkages with other county structures responsible for delivering on certain aspects of the LECP (such as JPC; CYPSC; RDTFG etc) . Members agreed that this could be undertaken as part of the LCDC agenda items

1. Correspondence

Sinéad Carr, Chief Officer advised the members that correspondence has been received from the Trade Union Pillar confirming that they are not in a position to nominate a person to the LCDC. At a recent meeting of the Corporate Policy Group of the County Council whose function it is to nominate a new representative to the LCDC agreed to assign the additional position to the Environmental representative of Public Participation Network (PPN) this was noted by the LCDC.

Ms. Carr referred to the LCDC Information Sessions being rolled out by the Department of Environment for PPN representatives and Local Development Companies and encouraged the relevant members to attend. This was noted.

It was agreed to progress the setting up a web site for the LCDC.

2. Date of next meeting

It was agreed that the next meeting will take place at 10.00 a.m. on Tuesday 21st March in Littleton Community Centre, Thurles.

Signed/ 
Charles Stanley Smith,
Chair,
Tipperary Local Community Development Committee

Date/ 21st March, 2016