



LCDC



Coiste um Fhorbairt Pobail Áitiúil
Chorcaigh Thuaidh
North Cork Local Community Development
Committee

**Minutes of
North Cork Local Community Development Committee (LCDC)
Monday 20th November 2017 @ 2.00p.m.
Boardroom, Annabella, Mallow, Co. Cork.**

Present

Name	Organisation	Public/Private
1. Cllr. Gerard Murphy	Cork County Council	Public
2. Cllr. Bernard Moynihan	Cork County Council	Public
3. Cllr. Noel McCarthy	Cork County Council	Public
4. Cllr. John Paul O'Shea	Cork County Council	Public
5. Mr. Kevin Curran	LEO North Cork	Public
6. Ms. Geraldine Canning	Cork Education & Training Board	Public
7. Ms. Marie O'Flynn	Dept. Empl Affairs and Social Protection	Public
8. Mr. Ned Brennan	Respond! Housing	Private
9. Ms. Brid Coakley	Cork County PPN	Private
10. Mr. Sean Hegarty	Avondhu Blackwater CLG.	Private
11. Ms. Maura Walsh	I.R.D. Duhallow CLG.	Private
12. Mr. Padraig Casey	Ballyhoura Development CLG.	Private
13. Mr. Julian O'Keefe	IFA (ICMSA)	Private
14. Mr. Michael Doyle	Environment Pillar	Private

Apologies

1. Mr. James Fogarty	Cork County Council	Public
2. Mr. Declan O'Leary	Foróige	Private
3. Mr. Sean Kelly	Cork County PPN	Private

CCC Staff in Attendance

Ms. Kay Keegan	Cork County Council
Ms. Fiona Hayes	Cork County Council
Mr. Andrew Lewis	Cork County Council
Maire Ni Thuama	Cork County Council

CCC Staff Apologies

Ms. Sharon Corcoran	Cork County Council
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Quorum=10 (51% of 17)
In attendance= 14 (7 Public : 7 Private)
Apologies= 3
Total membership= 17

SICAP EVALUATION SUB-GROUP MEMBERS IN ATTENDANCE:

Mr. John Deasy	Retired Assistant County Manager	Cork County Council
Ms Angela Deasy	Retired Senior Executive Officer	Cork County Council
Ms Marian Salter	Retired Senior Executive Officer	Cork County Council
Mr Pat Farrell	Retired Senior Engineer	Cork County Council

1. Welcome and Introduction

It was noted that a quorum was in place. The chair welcomed all to the meeting.



2. Confirmation of Meeting held on 24th October 2017

The minutes of the North Cork LCDC meeting of 24th October were proposed by Cllr. John Paul O'Shea, seconded by Mr. Kevin Curran and formally adopted by the meeting.

3. Matters Arising

There were no matters arising from the minutes.

4. SICAP Report

Before the report on this item commenced the Chair asked if any members of the LCDC had a conflict of interest. Mr. Padraig Casey, Ballyhoura Development CLG., Ms. Maura Walsh, I.R.D. Duhallow CLG., and Mr. Sean Hegarty, Avondhu Blackwater Development CLG. declared conflict of interest and left the meeting at 2:10p.m.

The Chair welcomed the SICAP evaluation sub group members to the meeting as follows;
Chair of sub group:

Mr. John Deasy -Chair of Sub Group	Retired Assistant County Manager	Cork County Council
Ms Angela Murphy	Retired Senior Executive Officer	Cork County Council
Ms Marian Salter	Retired Senior Executive Officer	Cork County Council
Mr Pat Farrell	Retired Senior Engineer	Cork County Council
Apologies from Mr. Mac Dara O'hici	Senior Executive Officer	Cork County Council

Mr. Andrew Lewis gave an overview to the LCDC on the SICAP Evaluation Tender Procurement process 2018-2022. At the outset it was made clear that Contracting authorities should be aware that documents supplied in connection with the tender process are private and confidential: Declaration of Impartiality and Confidentiality.

The following items were covered in the presentation to the LCDC;

- LCDC is the Contracting Authority
- Must act with high standards of probity, integrity and in a manner that is honest, fair and secures best value for money
- Must ensure: non discrimination, equal treatment, transparency, mutual recognition, proportionality
- The Appointment of an evaluation sub-committee to oversee and consider the "tenders" received was established by the Chief Officer in consultation with the Chief Executive Cork County Council
- Provided clarification of Lots where contracts will be awarded
- Appoint one contractor per Lot.
- This programme is for 5 years where contract with the implementer to provide SICAP services until Dec 2022 period subject to ongoing performance reviews

Methodology for Evaluation

- Set methodology for how to evaluate each tender. Each Evaluation Team and Sub-Committee had to follow the same steps to ensure consistency of approach and equal treatment.
- Pobal provided a Tender Evaluation Template which each LCDC sub-committee had to use when evaluating all tenders for a Lot
- Consecutive steps
- Step 1: Check preliminaries
- Step 2: Evaluate qualitative criteria (6 criteria)
- Step 3: Total Scores (Quality + Cost)



- Pass mark set at 50%

Tender Evaluation Process:

LCDCs carry out the evaluation of all the tenders received for their Lot.

LCDC Evaluation:

Evaluation Teams -

Nominated by the Local Authority to do the initial assessments, comprised of key skill sets

Evaluation Sub-Committee -

Evaluated submissions and made a preliminary recommendation to Pobal and submit draft outcome letters

Role of LCDC in Ratification of Evaluation Results

- As the Contracting Authority in this procurement competition, the LCDC is the ultimate decision-maker with regards to any award decision
- All procurement decisions must be taken in full observance of public procurement rules
- Will be informed of the name of the apparent successful tenderer and the features and characteristics of their offer which resulted in them being ranked first overall

Mr. Lewis outlined the scores of the tenders to the LCDC members.

Mr. John Deasy, Chair of the Sub Group addressed the LCDC and stated that they had completed their work as the evaluation sub group and were very satisfied with the process and could recommend tenders to be offered.

Mr. Lewis outlined these recommendations as follows;

Lot	Area	Awarded to	Amount per Annum
Lot 18.1	North Cork	IRD Duhallow CLG.	?
Lot 18.2	North Cork	Ballyhoura Development CLG.	?
Lot 18.3	North Cork	Avondu Blackwater Partnership CLG.	?

It was explained that there will be two indicators for assessment of this programme.

Mr. Ned Brennan Chair of the LCDC SICAP sub group was asked to comment and endorsed the work of the evaluation sub group. Mr. Brennan along with Ms. Maire O’Flynn had participated in the process and were happy to make the recommendations for the allocation of the LOTS.

The Chair Cllr. Murphy thanked Mr. Deasy, the members of the Evaluation sub group and Mr. Lewis for all of their hard work on this tendering process.

The Chair asked for the LCDC members to accept these recommendations for awarding of the SICAP tenders and all members of the North Cork LCDC were in agreement.

The LOTS were agreed as follows;

Lot 18.1 Proposed by Cllr. Bernard Moynihan and seconded by Cllr. Noel McCarthy



- Lot 18.2 Proposed by Mr. Julian O'Keefe and seconded by Mr. Kevin Curran
Lot 18.3 Proposed by Cllr. John Paul O'Shea and seconded by Cllr. Bernard Moynihan

Mr. Lewis advised that Preparation of Notification Letters would now commence and would issue on 24th November 2017.

Mr. Deasy thanked the sub group for their work and also Andrew Lewis, Kay Keegan and Maire Ni Thuama.

All LOTS were agreed on unanimously by the LCDC members at 2:25p.m.

All absent members returned to the meeting at 14:30.

4. RAPID Recast 2017

Ms. Kay Keegan reported on the newly launched RAPID Recast 2017 with an allocation to Cork County of €64,000. Ms. Keegan in consultation with the Municipal Districts has identified two suitable projects that would fit into the short timescale of the call for funding. These projects are based in the South Cork MD in Youghal as follows;

- Playground in a housing estate
- Cumann na Daoine kitchen training

After discussion amongst members it was agreed that the North Cork LCDC would have projects ready for this RAPID funding in 2018.

Cllr. John Paul O'Shea proposed that Mallow would be prioritised for 2 projects in the next RAPID funding call and this was seconded by Ms. Brid Coakley.

5. Review of LCDC's

Ms. Keegan updated the LCDC members that the LGMA representative Mr. Neal O'Sullivan had attended the South Cork LCDC as part of this review this morning. Issues covered included;

- Quorum
- New Members (LCDC are at full membership capacity but there are requests for new members such as the HSE)
- Role of Funding Schemes
- Role of agencies strategies
- Training

6. A.O.B

Members of the LCDC discussed the SICAP programme and asked for examples of case studies to demonstrate the impact on the ground. It was agreed that the Local Development Companies would present these at the next LCDC meeting.

7. Date of Next Meeting

Date of next meeting is scheduled for Tuesday, 12th December @ 2.00pm.

Meeting Concluded



The Minutes were approved by the North Cork Local Community Development Committee (LCDC)

Date of meeting: _____

Signed: _____
CHAIRPERSON

Dated: _____

DRAFT