



LCDC

Coiste um Fhorbairt Pobail Aitiúil
Chorcaigh Thiar
West Cork Local Community Development
Committee



**Minutes of
West Cork Local Community Development Committee (LCDC)
Thursday 16th November 2017 @ 15.30
Boardroom, Kent St., Clonakilty, Co. Cork.**

Present

Name	Organisation	Public/Private
1. Mr. Finbarr Harrington-Chair	Cork PPN	Private
2. Cllr. Rachel McCarthy	Cork County Council	Public
3. Cllr. John O' Sullivan	Cork County Council	Public
4. Ms. Clodagh Henehan	Cork County Council	Public
5. Mr. Enda McWeeney	Cork ETB	Public
6. Ms. Máire Ní Shé	Udarás na Gaeltachta	Public
7. Mr. John Lyne	Dept. Social Protection	Public
8. Mr. John Walsh	Comhar na nOileán Teo	Private
9. Ms. Phoebe Bright	Environment Pillar	Private
10. Mr. John Kennedy	Foroige	Private
11. Mr. Ryan Howard	SECAD CLG.	Private
12. Mr. Cornelius Buckley	Farming Pillar/IFA	Private
13. Mr. Noel Condon	Cork County PPN	Private

Apologies

1. Cllr. Declan Hurley	Cork County Council	Public
2. Cllr. Patrick Gerard Murphy	Cork County Council	Public
3. Mr. Kevin Curran	West and West LEO	Public
4. Ms. Eileen O' Shea	Civic Society	Private
5. Mr. Colm Leen	Cork Chamber	Private

CCC Staff in Attendance

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

CCC Staff Apologies

Ms. Sharon Corcoran -Apologies	Cork County Council
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Quorum=13 (51% of 24)

In attendance= 13

Apologies= 5

Total membership= 18

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 26th October 2017



The minutes of the West Cork LCDC meeting of 26th October were proposed by Cllr. Rachael McCarthy and seconded by Cllr. John O' Sullivan 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. Ryan Howard of SEACD and Mr. John Walsh of Comhar na nOilean declared conflict of interest and left the meeting at 15:30.

The Chair welcomed the evaluation Committee members to the meeting as follows;

Mr. John Deasy -Chair of Evaluation Committee	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

The Chief Officer also welcomed the Evaluation Committee Members and at the outset wished to thank them for their time and commitment to the evaluation process which was quite onerous. She also thanked the SICAP Sub Group for their assistance and experience in the process.

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 all LCDC Members should be aware that information supplied in connection with the tender process is private and confidential. In addition, any LCDC members who had not to date completed their Declaration of Confidentiality were required to do so before any discussions took place.

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

- LCDC is the Contracting Authority
- Provided clarification of Lots where contracts will be awarded
- Confirmed public procurement process was followed
- Ensured LCDC members that the Evaluation Committee assessed tender applications and content of same only, no previous performance or KPI details were given to committee.
- One contractor appointed per Lot.
- Set methodology for how to evaluate each tender. Evaluation Team followed same steps to ensure consistency of approach and equal treatment.
- Pobal provided a Tender Evaluation Template which Evaluation Committee had to use when evaluating all tenders for a Lot
- Pass mark set at 50%
- Met with SICAP Sub Group on two occasions who were happy to approve Evaluation Committee recommendations.
- This programme is for 5 years where contract with the implementer to provide SICAP services until Dec 2022 period is subject to ongoing performance reviews

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

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

Mr. John Deasy, Chair of the Evaluation Committee addressed the LCDC and stated that they were very satisfied with the process and would recommend successful tenders for approval.

Mr. Enda McWeeny Chair of the LCDC SICAP sub group was asked to comment and endorsed the work of the evaluation sub group. On behalf of the Sub Group he supported the recommendation of the Evaluation Committee.

The Chair Mr. Harrington thanked Mr. Deasy, the members of the SICAP 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 West Cork LCDC were in agreement.

The LOTS were agreed as follows;

Lot 18.5	West Cork:	Proposed by Cllr. John O'Sullivan and seconded by Mr. Enda McWeeny
Lot 18.6	Bandon-Kinsale:	Proposed by Cllr. Rachel McCarthy and seconded by Cllr. John O'Sullivan
Lot 18.7	Islands:	Proposed by Cllr. John O'Sullivan and seconded by Máire Ní Shé

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 absent members returned to the meeting at 14:30.

4. RAPID Recast 2017

Ms. Kay Keegan reported on the newly launched RAPID Recast 2017. Due to tight time constraints Ms. Keegan in consultation with the Municipal Districts covering original RAPID areas of Mallow & Youghal 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, still awaiting feedback from Mallow.

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

After discussion amongst members it was agreed that the West Cork LCDC would have projects ready for this RAPID funding in 2018. Ideas for projects included Fab Labs and Three D Printing.



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
- Addition of New Members (LCDC are at full membership capacity but there are requests for new members such as the HSE)
- Role of LCDC in Funding Schemes/Connection with Municipal Districts
- Proportion of funding, should be per LCDC rather than County allocation
- Role of LCDC in agencies strategies
- Rotation of LCDC Members and Chairpersons
- Training for existing LCDC Members

6. A.O.B

Ms. Keegan advised the LCDC members that the West Cork Development Partnership have nominated a representative to sit on the West Cork LCDC and this will be brought to full Council for ratification and back to the LCDC for approval.

7. Date of Next Meeting

Date of next meeting is scheduled for Thursday, 14th December @ 3.30pm.

Meeting Concluded

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

Date of meeting: _____

Signed: _____
CHAIRPERSON

Dated: _____