



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

**Minutes of
West Cork Local Community Development Committee (LCDC)
Thursday 26th October 2017 @ 15.30
Boardroom, Kent St., Clonakilty, Co. Cork.**

<p>PRESENT:</p>	<p>Public: Cllr. Rachel McCarthy, Cork County Council Cllr. Patrick Murphy, Cork County Council Cllr. John O’Sullivan, Cork County Council Mr. Kevin Curran, Head of LEO Ms. Máire Ní Shé, Udarás na Gaeltachta Mr. Enda McWeeney, Cork ETB Mr. John Lyne, Department Social Protection</p> <p>Private: Mr. Finbarr Harrington (Chairman) Ms. Eileen O’ Shea, Civic Society Mr. John Walsh, Comhar na nOileán Teo Mr. John Kennedy, Youth (Foróige) Ms. Phoebe Bright, Environment Pillar Mr. Ryan Howard, SECAD CLG. Mr. Thomas Collins, Cork County PPN</p> <p>APOLOGIES: Cllr. Declan Hurley, Cork County Council Ms. Clodagh Henehan, Divisional Manager, Cork County Council Mr. Colm Leen, Cork Chamber Mr. Cornelius Buckley, IFA Vacancy, West Cork Development Partnership</p> <p>IN ATTENDANCE: Ms. Sharon Corcoran, Cork County Council Ms. Kay Keegan, LCDC Chief Officer, Cork County Council Ms. Fiona Hayes, Cork County Council Mr. Andrew Lewis, Cork County Council</p>
------------------------	---

1. Confirmation of Meeting held on 28th September 2017

The minutes of the North Cork LCDC meeting of 28th September were proposed by Mr. Kevin Curran and seconded by Ms. Rachael McCarthy and formally adopted by the meeting.

2. Cork Education and Training Board’s Draft Strategy Statement

Ms. Kay Keegan asked members of the LCDC if they had any feedback for the Cork ETB Strategy Statement. She advised members that they could send these back individually if they wished by tomorrow, Friday 27th October 2017.

3. SICAP Report

Mr. Andrew Lewis reported on the SICAP Evaluation Tender process timeframe as follows :

TIMEFRAME FOR TENDER EVALUATION

<i>Evaluation Support Event with LCDC staff and Evaluation Team</i>	Monday 25 September 2017
<i>Tenders downloaded from eTenders</i>	Friday 6 October 2017



<i>Presentation of Evaluation Plan re SICAP to Evaluation Team</i>	Wednesday 11 October 2017
<i>LCDC informs Pobal of tenders received</i>	Wednesday 11 October 2017
<i>Evaluation Team meetings to assess tenders and identify any clarification required from tenderers</i>	12 October 2017 to 25 th October 2017
<i>Evaluation Team Meeting with LCDC Evaluation Sub Committee</i>	25 th October 2017 & 10 th November 2017 (provisional dates)
<i>Evaluation Sub Committee notifies Pobal of provisional outcome of tender evaluation process</i>	25 th October 2017
<i>Clarification requests issued to tenderers</i>	26 th October 2017
<i>Pobal issue the outcome of National Review to Evaluation Sub Committee</i>	10 th November 2017
<i>LCDC concludes ratification of final tender evaluation forms</i>	17 th November 2017
<i>Tenderers informed of the outcome of their tender</i>	24 th November 2017
<i>Contracts issued by LCDC to the selected Local Programme Implementer</i>	11 th December 2017
<i>Contracts signed by LCDC and selected Local Programme Implementer</i>	18 th December 2017
<i>Commencement of SICAP 2 Programme</i>	1 January 2018

Mr. Lewis explained that the timeframe for the tendering had been extended by a week by Pobal therefore the evaluation teams time was shortened by a week.

The SICAP Sub Group have had an initial meeting with the Evaluation Team in relation to the three West Cork Lots, together with the staff of the Local Community Development Unit. The Evaluation Plan and document templates provided by Pobal will be used in the evaluation process. Once POBAL have carried out their checks and following a final sign off by the Sub Group the LCDC will have to formally approve the successful tenders at the November meeting.

The letters of offer will then be prepared and will issue and formal contracts issued. As this information was confidential until contracts were issued on 11th December it was a requirement of the process that all members of the LCDC complete an Impartiality and Confidentiality Declaration form, which were to be completed before the next LCDC meeting. Any Board members and/or CEO's of Local Development Companies are exempt from signing this form and attending this part of the meetings.

4. New Members of LCDC

It was advised that there were two new members to the West Cork LCDC.

Mr. John Lyne has been appointed to the West Cork LCDC to replace Ms. Maria Hurley.

Mr. Thomas Collins has been appointed to replace Mr. Cathal Wilson of the Cork County Public Participation Network.

Mr. Lyne and Mr. Collins were welcomed by the Chairperson



As Ms. Maria Hurley was also a member of the SICAP Sub Group, the Chief Officer requested that Mr. John Lyne be considered as her replacement on same. This was agreed and proposed by Cllr. Pat Murphy and seconded by Mr. John Walsh.

Community Facilities Scheme

Ms. Kay Keegan reported that the recommended list of projects to be funded from the LCDC for this scheme has now been approved by the Bandon-Kinsale and the West Cork Municipal District Committees.

Letters to successful and unsuccessful applicants were issued this week.

5. Review of LCDC's

Ms. Keegan advised the LCDC members that the LGMA would be sending representative to some LCDCs around the country as part of the review process of the LCDCs. The Department have selected to visit both West Cork and South Cork LCDC as part of this review and will be visiting our next meeting in November.

6. A.O.B

Ms. Keegan gave an update on the correspondence regarding the National Policy for Equity of Access to Higher Education 2015-2019 and the proposed involvement of the LCDCs in the preparation of these applications for funding. Ms. Hayes had contacted the two Cork Higher Educational Institutions UCC and CIT on behalf of the LCDC and had been advised that the institutions would prefer to engage if and when funding was secured.

7. Date of Next Meeting

Date of next meeting is scheduled for Thursday 16th November 2017 at 3.30p.m.

It was also agreed to hold the December meeting on 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: _____