

**Minutes of Meeting: Louth Local Community Development Committee (LCDC)**

**Date: 19<sup>th</sup> February 2024 at 4.00pm**

**Location: Cooley Room, County Hall, Dundalk and via Teams**

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**In attendance:** Ms. Alison Quail, Chairperson, PPN  
Cllr. Liam Reilly  
Cllr. Kevin Meenan  
Ms. Sadie Ward-McDermott, LMETB  
Ms. Joan Martin, C.E. of LCC  
Cllr. Dolores Minogue – Via Teams  
Ms. Niamh Dennehy, LEO – Via Teams  
Ms. Bernardine Quinn, PPN  
Ms. Carol Murphy. PPN  
Ms. Jasmine Mathew, PPN – Via Teams  
Ms. Lisa Doyle, PPN – Via Teams  
Ms. Olivia Conlon, Louth Volunteer Centre  
Mr. Ciaran Reid, LLD – Via Teams

**Officials:** Mr. Joe McGuinness, Chief Officer  
Mr. Finbar Gethins, Senior Executive Officer LCC  
Ms. Sinead McVerry, Administrative Officer LCC  
Ms. Miriam Roe, Senior Staff Officer LCC  
Mr. Eamonn Redmond, Staff Officer LCC

**Apologies:** Cllr. Eileen Tully  
Ms. Sharon Curran, DSP  
Ms. Bridie Pepper, HSE  
Mr. Steven Rice, Chamber of Commerce Drogheda  
Ms. Una McGoey, Chamber of Commerce Dundalk

**Guests:** Ms. Mary O' Neill, LLD

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**LCDC MATTERS**

**LCDC Minute No. 08/2024**

**1. Minutes of LCDC Meeting 15th January 2024**

On the proposal of Cllr. Liam Reilly and seconded by Ms. Carol Murphy and unanimously agreed by the members, the minutes of the meeting held on the 15<sup>th</sup> January 2024, were adopted.

## LCDC Minute No. 09/2024

### **2. Matters Arising:**

#### **Local Government Audits of SICAP Programme For Financial Year 2022 and Community Enhancement Programme**

Mr. Finbar Gethins advised the members that recently the Local Government Audit Service carried out two audits on behalf of the Department of Rural and Community Development. For Financial Year 2022 both the SICAP Programme and Community Enhancement Programme were audited. Mr. Gethins reported that at a meeting with the Local Government Auditors they advised that there will be no adverse findings reported and they were highly complementary of how both programmes were administered.

#### **Compliance with Code of Conduct 2024**

Mr. Finbar Gethins advised the members that Code of Conduct for Members of LCDC and the Code of Conduct Compliance form had been distributed to the members with their meeting packs. Members are requested to return completed and signed copies of the Code of Conduct Compliance form to Mr. Eamonn Redmond as soon as possible, if they have not already done so.

## LCDC Minute No. 10/2024

### **3. LCDC Annual Report:**

Mr. Finbar Gethins confirmed that the Draft LCDC Annual Report 2023 was distributed to all members with their meeting packs and enquired if there were any amendments they proposed to make to the LCDC Annual Report 2023.

**Decision:** On the proposal of Cllr. Kevin Meenan, seconded by Ms. Bernardine Quinn the LCDC Annual Report 2023 was approved.

## LCDC Minute No. 11/2024

### **4. Social Inclusion and Community Development:**

**Conflict of Interest:** Mr. Ciaran Reid.

## **a) SICAP End of Year Review 2023**

Ms. Miriam Roe advised that the SICAP/Social Inclusion subgroup carried out a review, on behalf of the LCDC, which was submitted to Pobal, who in turn carried out their own High Level Review.

The following items were noted:

### **1) Financials & Annual Targets:**

- Total Budget was €1,753,806, plus €206,913.00 additional funding which was received for Ukraine Supports in 2023 giving a combined total of €1,960,619. There was an Overall combined underspend of €9,183.59.
- The figures submitted have been checked against the funding agreement and the expenditure incurred and are within the parameters set in the Programme requirements.
- The KPI 1 target was set at 63 and the actual achieved was 84 Local Community Groups. The KPI 2 target was set at 822 individual beneficiaries with Louth Local Development supporting 1326 clients in 2023.
- 20% of the LCGs supported in 2023 were new groups to the Programme.

### **2) Progress Report 2023:**

The 2023 report gives a very detailed and comprehensive overview of how the SICAP Programme has been delivered in Louth, throughout 2023. The report clearly reflects how the delivery of SICAP was adapted as beneficiary needs continued to change. Barriers were identified and adaptive responses/solutions were implemented to address these barriers.

### **3) Case Study:**

The Case Study submitted for 2023 was in video format and was titled: *SICAP and Dundalk Institute of Technology – Back to Education Access*. The use of video format is considered particularly useful for social media use and there is greater potential to share the learning from video case studies and extend their reach. This case study clearly demonstrates the strong collaboration between Louth Local Development and DkIT across the 6 year SICAP Programme cycle on their back to education programmes. It is also an excellent example of what the SICAP Programme means in real terms and clearly demonstrates its impact on people's lives here in Co. Louth. It provides qualitative information and context about these back to education programmes showing not only individual achievements but also the challenges faced by the participants.

It is important to note that 2023 was the last year of the Current SICAP Programme. The members thanked Mr. Ciaran Reid, Ms. Maeve Harkin and all the social inclusion staff who worked to deliver the SICAP Programme in Co Louth.

**Recommendation:** Having assessed in detail the information provided in the 2023 End of Year report, the SICAP/Social Inclusion Sub Group recommends that the SICAP 2023 Annual Performance Review be approved.

**Decision:** On the proposal of Ms. Carol Murphy seconded by Ms. Bernardine Quinn, the SICAP Annual Performance Review 2023 was approved.

**b) SICAP Qtr. 1 - March Payment 2024:**

The Members were advised that following the approval of the 2023 End of Year Review that the LCDC could now issue the final months payment for SICAP Qtr. 1, 2024, in the amount of €137,602.58.

**Recommendation:** The SICAP Subgroup recommend payment of the final month of the SICAP Qtr. 1 2023 (March) funding in the amount of €137,602.58.

**Decision:** On the proposal of Cllr. Liam Reilly, seconded by Cllr. Kevin Meenan, month 3 of the SICAP Qtr. 1 payment 2024 (March) in the amount of €137,602.58 was approved.

**c) Social Inclusion and Community Activation Programme Audit Report 2022:**

Mr. Finbar Gethins referenced the Social Inclusion and Community Activation Programme (SICAP) Audit report 2022, which was distributed to the Members previously. The audit was conducted by Crowleys DFK, on behalf of the LCDC. Mr. Gethins referred to the audit findings and as there were no questions made a recommendation to the members to approve.

**Recommendation:** To approve the SICAP Audit Report 2022.

**Decision:** On the proposal of Ms. Joan Martin, seconded by Cllr. Kevin Meenan, the SICAP Audit Report 2022 was approved.

**LCDC Minute No. 12/2024**

**5. Local Economic and Community Plan:**

Ms. Sinead McVerry advised the members that the LECF had been approved by Louth County Council at its meeting of 19<sup>th</sup> February, 2024.

**LCDC Minute No. 13/2024**

**6. Peace IV and PEACEPLUS:**

Mr. Finbar Gethins confirmed that within their meeting packs a draft copy of the PEACEPLUS Action plan had been distributed. The Action Plan has been approved by the Peace Committee. Approval by LCDC of the Action Plan was now being sought.

**Recommendation:** To approve the PEACEPLUS Action Plan.

**Decision:** On the proposal of Cllr. Kevin Meenan, seconded by Ms. Carol Murphy, the PEACEPLUS Action Plan was approved.

**LCDC Minute No. 14/2024**

**12. Next Meeting of LCDC:**

Ms. Alison Quail, Chairperson, informed the members the date of the next LCDC meeting is 25<sup>th</sup> March 2024. The meeting will be a hybrid meeting.

The business of the LCDC meeting concluded.

**Minutes confirmed at meeting held on:** 25<sup>th</sup> March 2024

**Chairperson:** 

