Minutes of the Waterford LCDC Meeting:
Thursday October 8th 2020 meeting held via conference call at 11.00 a.m.

Present: Non Public Sector: Public Sector

1. Gabriel Foley	PPN / Environment		
2. Richard Grant	CEO – Waterford Area Partnership	1. Cllr. Lola O'Sullivan (A/Chair)	Elected representative
3. Jimmy Taaffe	CEO – WLP CLG	2. Julie Somers	CYPSC Coordinator
4. Heather Kiely	PPN/ Community & Voluntary	3. Richie Walsh	Head of LEO
5. Maggie Flanagan	PPN / Community & Voluntary	4. Derval Howley	Head of Service, Health & Wellbeing, HSE
6. Gerald Hurley	CEO Waterford City Chamber	5. Michael O'Brien	Innovation & Development Manager, WWETB
7. Jenny Beresford	CEO Dungarvan & West Waterford Chamber		
8. Catherine Quinlan	I.C.M.S.A.		
9. Breda Fell	PPN / Social Inclusion		
Apologies:		**Apologies:**	
10. Senan Cooke	PPN / Community & Voluntary	6. Michael Walsh	CE, WC&CC
		7. Cllr. Damien Geoghegan	Mayor/ elected Rep
		8. Cllr. Adam Wyse	Elected representative
		9. Brendan Lawton	Reg. Mgr. Dept Social Protection

Staff Present: D. Tuohy Chief Officer*, I. Grimes DoS, J. Codd A/SO, S/ Whelan SO*, E. Smyth A/ASO (* attendance in person)

1. **Confirmation of Quorum:**
Having reviewed the attendance record, Chief Officer D. Tuohy confirmed that a quorum was achieved. Non-public 9 & Public 5, total 14 members attending.

2. **Apologies:**

As detailed above were noted by the Committee; Cllr. Lola O'Sullivan chaired meeting in the absence of Cllr. Damien Geoghegan.

3. **Introductions:**

D. Tuohy introduced Breda Fell from SER Family Support Network who was elected as the PPN Rep for the Social Inclusion pillar.

4. **Confirmation of Minutes of LCDC Meeting held on September 10th 2020**

M. O'Brien asked that following line shown under Item 7.a Report from SICAP Sub Committee be deleted from the draft minutes:

'Currently WAP are developing a Language Training Course at Level 5 in conjunction with WWETB.'

Adoption of amended minutes proposed: G. Foley Seconded: G. Hurley
Approved

5. **Matters arising:**

None

6. **Approval of HIF Authorised Signatories:**
The Chief Officer stated that one of the requirements for HIF funding was to have a minimum of two authorised signatories to sign all documentation and one of those had to be the Chair of the LCDC. With the change in Chair, LCDC approval was required to the change and the Chief Officer recommended accordingly.
Proposed: Cllr L.O'Sullivan Seconded: D. Howley
Approved

7. **#InThisTogether Community Response Survey Report Presentation – Aoife Dowling** (Please see below)

8. **a. Report from SICAP Sub Committee**

In advance of report from subcommittee, R. Grant (WAP) gave the following update to members.

Update on LGAS Audit Issues

Over the last two months a number of milestones have been reached concerning the items raised in the LGAS Audit.

- *Board has set up Governance Committee to work towards the adoption of The Governance Code.*
- *Finance and Audit Sub Committee now in place.*
- *All policies and procedures are now updated and in place.*
- *Detailed Project Plan in place and reviewed on a Monthly basis by Management and Board.*
- *HR Company continues to work with Management around overall company structure and staff handbook.*
- *The DRCA have suspended repayment of 2018 SICAP Penalties for a period of 18 months.*
- *Audit of 2019 Company Accounts is underway, completion expected in November 2020.*

Outstanding Issues

- *Appointment of Overall Company Financial Controller. (Process in place, waiting for WRC issues to be addressed)*
- *Outstanding Rental Income and liabilities to ETBs and Solas*
- *Agreement on the renewal of Property Leases (Leases issued but contain an increase in Annual Rent)*
- *Executive Support funded by DRCA, successful tender has been appointed, but needs Board approval.*

2020 KPIs

Goal1 Local Community Groups

- *Target KPI is 72 Groups, currently at 59 Groups = 82%*
- *47% representing groups from People living in disadvantage.*
- *We expect to reach our target in Goal 1 by end of year.*

Goal 2 Individuals

- *Target KPI is 867 individuals, currently at 324 Individuals = 37%*
- *Education Grants = € 11,829.00*
- *Life Long Learning support interventions = 88 individuals.*
- *We expect to reach approx. 600 individuals = 70% of Target KPI.*

2021 Annual Plan

We are currently preparing our Annual Plan for 2021, given the current Covid -19 are likely to bridge into 2021, this challenge will be considered in identifying how we adapt and deliver services to beneficiaries.

Goal 1

Will examine a different approach to working with Community Groups which will involve a move away from Governance Training and focus more on local issue based interventions around unemployment, early school leaving, drugs, anti-social behaviour, and activities for youth. A renewed effort around working with groups from unemployment black spots. Continue to seek collaboration opportunities to address the needs as they are identified by the communities.

Goal 2

To adopt the "My Journey" Distance Travelled Tool to support all our interventions with individuals.

Develop targeted initiatives around Youth Unemployment, Substance misuse, and adopt an area based approach to identify the barriers that exist in unemployment black spots.

Goal 2 actions be demographically focused to the most disadvantaged and hard to engage individuals, will look to broaden their reach in the county. They will continue to seek alternative ways of supporting individuals other than the provision of Grants.

D. Tuohy asked for clarification on 2020 Targets for Goal 1 and 2 and also R. Grant's proposals regarding 2021 Targets. R. Grant confirmed that due to Covid 19 and the change in criteria by the Department they will reach their target for Goal 1 this year but won't reach targets for Goal 2. D. Tuohy also enquired re emerging needs and clarity on targets. R. Grant confirmed that in 2021 the proposed focus would be on Youth Unemployment and Substance Misuse.

A discussion took place around emerging needs 2021 and the proposed focus on youth unemployment and Substance Misuse. B. Fell mentioned that youth unemployment can lead to substance misuse and antisocial behaviour. M. O'Brien suggested WAP should consider working with youth organisations as there are a large number of youth projects in Waterford City; WWETB are one of the bigger organisations that work with young people for education and training and he would welcome engagement with the work going forward. M. Flanagan agreed that it was good to focus on youth unemployment and that there was a huge issue around substance misuse regardless of area; she also stated that many people have benefitted from receiving grants from WAP and that this should continue. D. Tuohy asked if the LCDC members and WAP could look at gaps that might need intervention and revert back to him asap with any feedback. R. Grant acknowledged with thanks the input of the members.

R. Grant left the meeting.

In relation to item 8.a & 8.b., I. Grimes confirmed that he and D. Tuohy had a meeting recently with WAP, Pobal and the Department. The purpose of the meeting was to give consideration to supporting ongoing business and corporate governance improvements within WAP. The Department had agreed to provide the services of a consultant to WAP to review and improve governance and to assist in addressing finance and audit issues. I. Grimes said that the LCDC subcommittee was satisfied that sufficient progress was being made by WAP in implementing the 2020 SICAP Programme to date and in addressing governance and financial issues and recommended that the September payment should be approved. I. Grimes also recommended, given the timescale, delegating the LCDC SICAP subcommittee the power to make decisions re KPIs and Emerging Needs and asked for new members to join the subcommittee to expand the range of experience on the subcommittee, especially from an upskilling perspective. M. O'Brien agreed to consider and G. Foley expressed interest in joining the subcommittee.

It was agreed that an initial scoping meeting would be organised with a number of key partners regarding the need for co-ordination in relation to the provision of training /upskilling in Waterford in 2021.

M. Flanagan recommended that the many groups in Waterford working with young people should collaborate more closely together. M. O'Brien proposed that for 2021 WAP should focus on new groups. H. Kiely mentioned that the LCDC SICAP subcommittee are always careful that there is no duplication with collaborative support. D. Howley welcomed the concept of greater collaboration when dealing with priority groups.

Items for decision:
1. *SICAP Payment for September to WAP*
2. *Delegation of decision-making re KPIs 2020/2021 and emerging needs to SICAP subcommittee*

Proposed: J. Taaffe Seconded: M. Flanagan
Approved

R. Grant returned to the meeting.

A. Dowling joined the meeting

#InThisTogether Community Response Survey Report Presentation – Aoife Dowling

A. Dowling updated the group on the results of the survey which issued to all registered with the Waterford Covid 19 Community Call initiative and on the feedback from interviews with key stakeholders. This was a Healthy Waterford initiative to ascertain the positive impact of the work carried out by community, voluntary and sporting groups over the last number of months.

It was agreed by all that it was an excellent report. M. O'Brien stated that he was surprised that WWETB were not called on to assist with the response and that the School Meals Programme still operated. B. Fell said that access and use of technology was a big barrier and suggested education around technology; she stated that there was a positive response to the Care Packs that were distributed especially from those living in rural areas. M. Flanagan stated that people from all backgrounds and ages were experiencing technology poverty. M. O'Brien said that a lot of learners in rural areas were using smartphones which can be very difficult and that there was an issue with access to data points but that WiFi access would help. D. Tuohy mentioned Community Hubs in county areas where access to Broadband and WiFi will be available. A. Dowling stated that that the final report would be available shortly.

9. Reports from subcommittees:

a. Skills:

No meeting has taken place since last update. The next meeting would focus on the issues raised under 8 (a) above, the coordination of training/upskilling in Waterford in 2021.

b. Healthy Waterford:

D. Tuohy reminded members of the Healthy Ireland Mental Health Grant that is available. H. Kiely confirmed that Healthy Waterford made a submission to WC&CC re the Development Plan.

10. Correspondence

a. Roadmap for the Long Term Vision for Rural Areas circulated on the 16th September.
b. Webinar Invitation – Social Prescribing in Ireland circulated on the 24th September.

c. EU Regions Week 2020 circulated on the 24th September.
d. Invitation - EPA-HSE Joint Webinar - Key Findings of the Joint EPA-HSE Environment & Health Research Projects circulated on the 28th September.
e. Consultation on the European Child Guarantee circulated on the 6th October.

11. AOB

D. Howley gave an update on Covid issues in the South East noting an increase in cases in early October but noted that Waterford was doing well but that this could change overnight.

D. Tuohy congratulated ChillOUT LGBTI+ who received a grant of €5000 through the LCDC under Dormant Accounts funding.

12. Date of next meeting: After 11.00am LAG meeting, Thursday November 12th by way of Zoom.

Meeting Closed

Signed:

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Chairperson Waterford LCDC