

**Dublin City Council**  
**Local Community Development Committee**  
**24<sup>th</sup> May 2023**  
**10.00 AM- 12.30 PM**  
**In person and remote (via zoom)**  
**Meeting Minutes**

<b>PRESENT – PUBLIC SECTOR MEMBERS</b>	<b>ORGANISATION</b>
Councillor Carolyn Moore (Chair)	DCC Elected Representative
Councillor Sophie Nicoulaud	DCC Elected Representative
Councillor Tom Brabazon	DCC Elected Representative
<b>PRESENT – PRIVATE SECTOR MEMBERS</b>	<b>ORGANISATION</b>
Claire Wheeler	Dublin City PPN, Environmental Pillar
Sandra Dillon	Dublin City PPN, Social Inclusion Pillar
Anne Fitzgerald	ILDN – CEO of the Ballyfermot & Chapelizod Partnership
Lee Dillon	Dublin City PPN, Community & Voluntary Pillar
Prof. Deiric O’Broin	Social and Economic (NorDubCo)
Karen Smollen	Social and Economic (SIPTU)
<b>APOLOGIES</b>	<b>ORGANISATION</b>
Councillor Daithí Doolan	DCC Elected Representative
Paul Rogers	ILDN – CEO of the Northside Partnership
Kelley Bermingham	Dublin City PPN, Community & Voluntary Pillar
Michelle Murphy	Dublin City PPN, Social Inclusion Pillar
Frank d’Arcy	Director of Operations, Housing and Community Services, Dublin City Council
Blake Hodgkinson	Director of Further Education and Training, CODETB
Ellen O’Dea	HSE, Head of Service Health and Wellbeing - Community Healthcare Office of Dublin North City & County
Dr Sarah Miller	Social and Economic (CEO, Rediscovery Centre)
Greg Swift	Head Enterprise and Economic Development, Dublin City Council
Councillor Racheal Batten	DCC Elected Representative
Aisling Heffernan	Adjunct Observer - HSE Head of Service for Health and Wellbeing, Community Healthcare Office East Dublin
Margaret McQuillan	Adjunct Observer - HSE Head of Service for Health and Wellbeing, Dublin South, Kildare, West Wicklow Community Healthcare Office (CH07)

ALSO PRESENT	ORGANISATION
Liam Bergin	Executive Manager, Dublin City Council.
Ruth Powell	DCC PPN
Kayanne O'Mahony (A/Chief Officer), Elaine Hess/Brenda O'Reilly/Sophia Brennan/Sarah Fagan (LCDC Admin Team), Patricia Tallon and Joanna Kelly (Local Development Officers).	Dublin City Council (Community, Social Development and Research Section)

## 1. WELCOME

The Chair opened the meeting and welcomed members and noted there was no quorum so the meeting was informational only and no decisions could be made.

## 2. MINUTES AND MATTERS ARISING

As there was no quorum, the draft minutes from the Dublin City LCDC meeting of the 26<sup>th</sup> April 2023 could not be agreed so agreement was deferred until the next LCDC meeting June 21<sup>st</sup>.

- a) There were no matters arising

## 3. LCDC BUSINESS MATTERS

### a) Local Government Audit Service (LGAS) exchequer audit of SICAP and CEP 2021 on behalf of the Department of Rural & Community Development

The A/Chief Officer informed members that a 2021 audit of the Dublin City Local Community Development Committee's (LCDC) implementation of the community based programmes funded by the Department of Rural and Community Development (DRCD) has been conducted and is complete. The audit was conducted in accordance with the requirements of the memorandum of understanding agreed between the Local Government Audit Service and the Social Inclusion and Communities Unit (DRCD) to undertake an audit of the following programmes: Social Inclusion and Community Activation Programme (SICAP) and Community Enhancement Programme (CEP). The purpose of the audit was to obtain an understanding of how the programmes were implemented in Dublin City pursuant to the requirements. In respect of SICAP, a review was also undertaken of the operations of the programme conducted at the level of the programme implementer (PI) but it should be noted that this process did not involve a full audit. The PI company selected was Dublin North West Area Partnership. The only audit issue to be addressed was in relation to the potential risks of managing SICAP and how these can be mitigated. This should be identified and included in the LA's divisional risk register and it will be addressed by DCC in Q2 2023.

### b) LCDC Funding Schemes and Programmes

#### (i) Community Support Fund 2023

Elaine Hess (DCC) updated members verbally on the Community Support Fund, which is under the DRCD's Community Enhancement Programme (CEP) and is being provided by the Government to support community and voluntary groups, particularly in disadvantaged areas,

with their capital and non-pay running costs. Dublin City Council has been allocated €564,302. Pre-assessment stage is underway and 61 of the 140 applications received have been pre-assessed as of 23/05/23. Operating/Running costs for vouched expenditure is proving difficult to pre-assess. Applicants either did not read or understand the guidelines, terms and conditions in relation to uploading the required documentation for the eligible period 01/04/22 – 31/03/23. The LCDC admin team had done a significant amount of work to try and simplify the application process as much as possible whilst also ensuring correct procedures, accountability and financial oversight is maintained, but the scheme changes each time so that makes it difficult to administer. At the moment it looks like it will be extremely challenging to organise a meeting with the CEP sub-committee to assess and recommend applications for approval to the full LCDC at the next meeting on 21<sup>st</sup> June. If this is the case the A/Chief Officer will determine an alternative mechanism for LCDC approval in order to meet the payment deadline of the 31<sup>st</sup> August, 2023.

Members discussed the difficulties the LCDC admin team have administering this scheme and the challenges faced by community groups, particularly under resourced and new groups, applying to it. The A/Chief Officer will write to the DRCD outlining challenges encountered administering this particular scheme with a view to improving future schemes.

(ii) **Community Recognition Fund 2023**

On January 24<sup>th</sup> 2023 details of the government's €50 million Community Recognition Fund (CRF) were announced. The CRF is designed to specifically support communities across the country that have welcomed and are hosting families and citizens from Ukraine and other countries. The primary aim of the fund is to support the development of facilities that can be used in the future by all members of the community. Under the scheme, the 2023 allocation for Dublin city is confirmed at €2,392,127. Liam Bergin (Executive Manager, DCC) gave a presentation on DCC's role in the Community Recognition Fund 2023 including information on timelines, fund announcement, circulation of information, submissions of applications and the list of successful applications. He noted the challenges with administering this scheme, in particular the fact that timelines are very tight even though significant oversight is required. Many lessons can be learned in 2023. Mr Bergin will write to the DRCD outlining problems encountered in administering the scheme with a view to improving any future schemes.

Mr Bergin also drew to the attention of members another fund called the International Protection Integration Fund 2023. Information about the scheme had been widely circulated by him and the LCDC admin team to ensure as many networks and organisations were aware of this scheme as possible.

Members noted the amount of work involved in administering the CRF and congratulated Mr Bergin on his efforts. They discussed administrative problems DCC and community groups would have encountered administering the CRF scheme. They also discussed the national and local response to the complex, fast moving and challenging nature of meeting the short, medium and long-term needs of incoming refugees and asylum seekers.

**C) SICAP Update**

***Note this item was moved to the end of the meeting for confidentiality and conflict of interest reasons.***

Anne Fitzgerald (CEO of Ballyfermot & Chapelizod Partnership) was asked by the Chair to recuse herself and leave the meeting. Once Ms Fitzgerald had left, Elaine Hess (DCC) gave a verbal update.

The DRCD and Pobal's preparatory work in relation to the tender process for the next SICAP programme 2024-2028 is underway. The Prior Indicative Notice (PIN) regarding procurement for the next iteration of SICAP was made publically available on eTenders at the end of April 2023. DCC understand this note was circulated to all IDLN members (including LCDC members Anne Fitzgerald and Paul Rogers) so they and the other three current programme implementers of SICAP would have copies. There is an information note that can be downloaded on the website with the PIN that gives the background to the programme, a summary of how the programme is administered, an outline of the tender procedure and the tender process timeline (which is indicative only and subject to change). The formal request for tender for SICAP 2024-28 is scheduled for 10<sup>th</sup> July 2023 with a view to the initial tenders being evaluated in September, final tender evaluation end October/early November and signing of contracts end of December during Christmas week. The timeline is tight and challenging.

Work is ongoing to develop programme requirements and tender documents. As part of the work on the Request for Tender, key information including targets and priority target groups must be set out for each Contract Area by the LCDCs by 16<sup>th</sup> June. Pobal had just issued guidance and the Chief Officer is currently reviewing this guidance and liaising with Pobal and the DCC procurement officer on how to agree the process by which the targets and priority target groups can be set. Members discussed challenges ahead and noted problematic timeline. An update will be provided at the next LCDC meeting.

#### **(d) Healthy Ireland Fund Dublin City and Sláintecare Healthy Communities Programme Update**

##### **(i) *Partnership for Healthy Cities funded by Bloomberg Philanthropy***

The A/Chief Officer gave a verbal update. The plan on the walkability app had been circulated to members and the A/Chief Officer asked for feedback from members. DCC is continuing to work on establishing an implementation group. She is working with other sections in DCC to avoid duplication and ensure complementarity.

Joanna Kelly (Local Development Officer Ballyfermot/Cherry Orchard area) and Patricia Tallon (Local Development Officer Ballymun area) gave verbal updates on the progress being made in their local programme areas. The launch of Ballyfermot/Cherry Orchard and the Ballymun Sláintecare Healthy Communities Programme had both taken place and both very successful and involved a lot of local participation. They explained how the seed funding allocated to their programme area in 2022 has been spent.

#### **(e) DCC Local Economic and Community Plan (LECP) Update**

The A/Chief Office gave a verbal update. The updated Higher Level Goals had been circulated to members. The socio economic statement was complete. The LECP Advisory Group needs to meet to agree the goals and the process going forward before the next LCDC meeting on June 21<sup>st</sup>. The A/Chief Officer will prepare a schedule of LECP Advisory Group meeting dates for the rest of the year and she will update members at the next meeting.

Prof. Deiric O'Broin was concerned about timelines. This was echoed by Cllr Moore who informed members that she has met with Frank d'Arcy and Coilín O'Reilly recently to highlight the need to ensure progress continues to be made.

#### 4. DUBLIN PUBLIC PARTICIPATION NETWORK (PPN) UPDATE AND PRESENTATION FROM RUTH POWELL

Ruth Powell (Dublin City Public Participation Network Resource Officer) made her third presentation to members on the PPN. This presentation focused on capacity training that has been provided to the PPN. For example training has been provided on fundraising at the Festival of Fundraising last September. The PPN has also prepared a bespoke 'how to' manual, which provides useful guidance on how to communicate effectively; develop contacts and networks; get an item on an agenda; take minutes; prepare and make a good presentation; facilitate a meeting; participate in a linkage group; and establish and adopt good meeting practices. Ms Powell handed out copies of the 'how to' manual and if LCDC members who attended online or were unable to attend the meeting today wanted copies, they were to let LCDC Admin team know via the lcdc email. Ms Powell's presentation will also be emailed to members. Sandra Dillon congratulated the PPN on the work they had done and invited local development companies and councillors to collaborate more with the PPN to share experience and add value to the valuable work they are doing on the ground and avoid duplication.

#### 5. AOB

The Chair advised the group that Cllr. Racheal Batten attended a conference on EU funding in Louvain, Belgium which might be of interest to LCDC members and suggested that the Chief Officer ask Cllr. Batten for an update at the next LCDC meeting.

#### DATES OF NEXT MEETINGS

- Next meeting is 10.00 to 12.30, Wednesday June 21<sup>st</sup> 2023 (Guinness Enterprise Centre with remote attendance as an option at this venue).

Future 2023 dates are:-

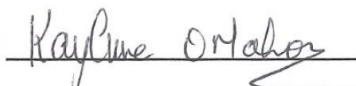
- Sept 27<sup>th</sup>
- Nov 22<sup>nd</sup>



Signed: \_\_\_\_\_

Chairperson

Print Name: Councillor Carolyn Moore



Signed: \_\_\_\_\_

Acting Chief Officer

Print Name: Kayanne O'Mahony