

Longford Local Community Safety Partnership

Minutes of Inaugural Meeting- 20th September 2021 (3pm)

Held via MsTeams

Attendance	28 of 29 members. 1 vacancy
Quorum met?	Yes
Representation Balance Requirements Met?	Yes

See Appendix 1 for full record of LCSP attendees

Apologies: Supt Seamus Boyle

Also in attendance: Ben Ryan (Dept of Justice), Claire Hickey (Centre for Effective Services), Chief Superintendent Ray Mc Mahon (An Garda Síochána), Jacqueline McKeon (Longford County Council), Janine Bartley (Community Safety Coordinator)

1. Introductions

Martina Moloney, Independent Chair, opened the meeting and invited all LCSP members to introduce themselves and the sector and group they are representing.

Janine Bartley was then introduced as the Community Safety Coordinator, a full time resource for supporting the Partnership and the pilot project. The Coordinator is hosted by Longford County Council.

Also in attendance was representatives from the Department of Justice, and the Centre for Effective Services as well as the An Garda Síochána Chief Superintendent for Longford, Roscommon & Mayo.

It was noted that members of the local media were invited and in attendance as well.

2. Presentation by Department of Justice

Ben Ryan, senior official with the Department of Justice, gave a presentation to the meeting outlining the background to the development of the pilot initiative, and giving an overview of the pilot for the next 24 months. It also advised that an on-going evaluation of the pilot projects would be taking place.

3. Presentation by Centre for Effective Services (CES)

Claire Hickey- Evaluation Lead gave a presentation outlining the role of CES as the Evaluators of the pilot programmes. It outlined the time line for the different stages of the evaluation and

advised Partnership that their input would be important as the evaluation would inform public policy on Community Safety ,and the national roll-out of Community Safety Partnerships.

4. Terms of Reference - adoption

A draft Terms of Reference, devised on advice from the Department of Justice was circulated in advance. The Chair gave a brief overview of the document, and asked if members were satisfied with it. The Terms of Reference was approved by all members present.

5. Standing Orders- consideration

A draft Standing Orders document was devised by the support staff, in conjunction with the other pilot Community Safety Partnership sites. It was tailored slightly for Longford and circulated in advance.

The members of the Partnership requested some changes, namely

- Increasing speaking time from one minute to three minutes per member
- Considering the addition of 'Any Other Business' or 'Members Interest Items' to the Agenda
- Expansion on the section referring to the role of the Vice- Chairpersons and election of same.

The Standing Orders were approved in principle, on the basis these changes are made. The Standing Orders will be reviewed and formally adopted at the next meeting.

6. Selection of two Vice-Chairpersons

As discussed under the previous item, the members wanted some further detail on the role of the vice-chairpersons before any election was held. It was agreed a role description would be included in the standing orders.

The Chairperson advised that they were going to suggest an in-person workshop for members for early November, and that it may be more appropriate for the vice-chairpersons to be elected once members were more familiar with each other. It was agreed to postpone this item until the next meeting.

7. Development of work programme

As mentioned under the previous item, the Chairperson suggested the holding of an interactive workshop for partnership members with the following objectives:

- Teambuilding
- Clarification on the role of the Partnership and its members
- Identify key strategic objectives/themes to drive the Work Programme and Public Consultation

A number of members raised the suggestion of establishing sub-structures of the Partnership to drive work and projects and to make the workload more manageable. A minimum of 2/3 were suggested. It was agreed that this would be a preferred model, and that the Terms of Reference and Standing Orders allow for this.

It was noted the importance of such sub-structures working on behalf of the Partnership as a whole, and being accountable to the full Partnership membership. It was suggested that sub-structures are established in line with identified strategic objectives.

Following discussion, it was agreed to consider the number of, and parameters of any sub-structures following the workshop to be held in early November

8. Consultation and public meeting

The Chairperson addressed the need for a wide-reaching public consultation to inform the development of the Community Safety Plan.

It was agreed that the outcome of the workshop in November would inform the development of a consultation plan.

It was noted that the consultation would likely include a number of small public meetings, and that members would prefer to wait for some training before the organisation of a formal 'Public Meeting' as described and outlined in the Terms of Reference and Standing Orders.

It was agreed that the Coordinator would begin to develop a training plan for Partnership members.

9. Schedule of meetings

The Chairperson asked if 3pm was the most appropriate time for meetings. There was some discussion on this, as there is no time that suits all members. A number of people are not

available for morning meetings, and others are not available in the evenings. There was also discussion around hybrid model of in person/online options for attendance.

It was agreed that while dates were ok to set, the time would need to be reviewed and confirmed at the workshop in November.

The agreed dates are the 3rd Monday of March, June, September and December

Quarterly Meeting	Monday 20 th December 2021
Quarterly Meeting	Monday 21 st March 2022
Quarterly Meeting	Monday 20 th June 2022
Quarterly Meeting	Monday 19 th Sept 2022
Quarterly Meeting	Monday 19 th December 2022

Meetings of any sub-structures established will be arranged as part of the Terms of Reference for that group.

The Chairperson advised a number of options for the Interactive Workshop would be circulated by the Coordinator as soon as possible to identify the best time/date.

It was also advised that regular updates would be issued by the Coordinator.

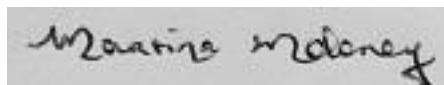
The meeting concluded on this note.

Prepared by: Janine Bartley

Community Safety Coordinator- 24th September 2021

Adopted by LCSP: Monday 20th December 2021

Chairperson Signature:



Appendix One-

Members Attendance Log- Monday 20th September 2021

Name	Pillar	In Attendance?
Martina Moloney	Independent Chair	Yes
Kitty Hughes	Community	Yes
Karen Reilly	Community	Yes
Tony Headon	Community	Yes
Francis McGee	Community	Yes
Orla Egan	Community	Yes
Adrian Greene	Community	Yes
Angela Keaveney	Community	Yes
Heather McKenna	Community	Yes
Ndidi Idehen	Community	Yes
Karen Walsh	Community	Yes
Aneta Safiak	Community	Yes
Jim Belton	Community	Yes
Joseph Murphy	Community	Yes
Paddy McDonnell	Community	Yes
<u>VACANT</u>	Community	-
Alma Gavin	Statutory	Yes
Séamus Boyle	Statutory	NO
Grainne O'Donnell	Statutory	Yes
Antoinette Kinsella	Statutory	Yes
Carmel Lally	Statutory	Yes
Barbara Heslin	Statutory	Yes
Cllr. Colin Dalton	Statutory	Yes
Cllr. Gerry Warnock	Statutory	Yes
Cllr. Paul Ross	Statutory	Yes
Cllr. Peggy Nolan	Statutory	Yes
Cllr. PJ Reilly	Statutory	Yes
Cllr. Seamus Butler	Statutory	Yes
Cllr. Uruemu Adejinmi	Statutory	Yes
Steve Wrenn	Statutory	Yes

Total Membership	29 (+ 1 vacancy)	1 vacancy (Community)
Total in attendance	28	1 apology (Statutory)
% attendance (of current membership)	96%	28/29
% Pillar representation	Community 50%	Statutory 46%