

CORRESPONDENCE

March 2021 Council Meeting

- Letter received on 25th January, 2021, from the Office of the Minister for Housing, Local Government and Heritage in reply to resolution adopted by the Council that Limerick City and County Council write to the Minister requesting that all HAP tenants be Garda Vetted.
- E-Mail received on 25th January, 2021, from the Office of the Minister for Health in reply to resolution adopted by the Council calling for a letter to issue to the Minister for Health, University Hospital Limerick and the HSE requesting the urgent recruitment of a specialist dietician in post for adults with diabetes.
- Letter received on 26th January, 2021, from the Meetings Administrator, Galway County Council, outlining resolution passed by the Council inviting each Local Authority to join in the initiative of Farming Safety and Safety Measures in Council Awareness Programmes at a local level and enclosing 'Agri Kids be Farm Safe Presentation.'
- E-Mail received on 3rd February, 2021, from the Office of the Minister of State with responsibility for Planning and Local Government in reply to resolution adopted by the Council requesting the immediate suspension of the statutory time period for the preparation of the Draft Limerick Development Plan 2022-2028 until such time as (a) public health restrictions are lifted to allow for safe face-to-face engagement between the Elected Members, the public and the Executive and (b) the Department provides a definition of the 'social and economic need' as referred to in the National Planning Framework.
- Letters received on 3rd and 9th February, 2021, from the A/Senior Executive Officer, Corporate Services, Clare County Council, outlining the following resolutions adopted by the Council and calling on -
 - (i) The Minister for Transport to provide specific funding to all Local Authorities in order to create a role for an active and sustainable Travel Officer so that alternatives to the dependency on cars could be worked on.
 - (ii) The Minister for Housing, Local Government and Heritage and the Minister of State with responsibility for Planning and Local Government, to urgently review planning policy in relation to the development of residential property.

- (iii) The Government to explore any and every manner to tangibly recognise the service and commitment given to the country by frontline staff, healthcare workers, carers and lifesavers over the period of the COVID-19 global pandemic, in the form of a direct tax free bonus payment similar to the €500 once-off payment scheme introduced in Scotland, a tax credit, additional paid leave, or other appropriate clear and tangible reward to mark their commitment.
 - (iv) The Minister for Housing, Local Government and Heritage to undertake a review of the current National Planning Framework given the impact of COVID-19 nationally on work and living patterns and the opportunities created to proactively address issues of town/village decline.
 - (v) The Government to enforce the legislation in relation to tackling the unauthorised occupation of public lands all over Ireland and to engage a Task Force and design a mechanism or policy to protect all citizens from the unauthorised occupation.
- Letter received on 10th February, 2021, from the Office of the Minister for Children, Equality, Disability, Integration and Youth, in reply to resolution adopted by the Council acknowledging the oversight role played by Councils in mother and baby homes and calling on all Councils to write to the Government to establish a national day of recognition for the women and their children impacted; and that the Council write to the Minister for Children asking that the survivors be given access to a written copy of the Final Report of the Commission of Investigation into Mother and Baby Homes.
 - Letter received on 16th February, 2021, from the Meetings Administrator, South Dublin County Council outlining resolution passed by the Council in support of Debenhams workers and calling for the immediate implementation of the Duffy/Cahill Report as a way of strengthening workers' rights.
 - E-Mail received on 16th February, 2021, from the Office of the Minister for Rural and Community Development, in reply to resolution adopted by the Council calling for the State to increase central funding for the Local Improvement Schemes and to amend the terms of the Scheme to allow those restricting access to qualify within the terms of the Scheme.
 - Letters received on 17th February, 2021, from the Meetings Administrator, Kerry County Council, outlining resolutions adopted by the Council as follows:
 - (i) Calling on the Government to utilise its seat on the United Nations Security Council to deliver Statehood to the Palestinian people.
 - (ii) That, Kerry County Council write to Ms. Samantha Power, newly appointed by President Joe Biden as Head of US Aid, to address the Council at some future date.

- Email received on 17th February, 2021, from Mr. Leo Quinlan, former Army Officer, following reply received from the Minister for Defence to the Council's letter of support for Mr. Quinlan's request that the eight Irish veterans still living, including two Limerick men, should receive their long-awaited medals for bravery in action as soon as possible – a copy of the Minister's reply having been forwarded to Mr. Quinlan for his information.
 - Letter received on 19th February, 2021, from the Office of the Taoiseach in reply to resolution adopted by the Council acknowledging the oversight role played by Councils in mother and baby homes and calling on all Councils to write to the Government to establish a national day of recognition for the women and their children impacted; and that the Council write to the Minister for Children asking that the survivors be given access to a written copy of the Final Report of the Commission of Investigation into Mother and Baby Homes.
 - Letter received on 25th February, 2021, from the Meetings Administrator, Kerry County Council, outlining resolution adopted by the Council requesting the immediate introduction of payment to student nurses once they take up placement duties.
 - Letter received on 1st March, from Corporate Services, Laois County Council, enclosing letter sent from the Council to the Minister for Housing, Local Government and Heritage outlining resolution adopted in relation to the new Land Development Agency Bill 2021.
 - Letter received on 4th March, 2021, from the Office of the Taoiseach in reply to resolution adopted by the Council in relation to the Coonagh to Knockalisheen Road and requesting a meeting with An Taoiseach seeking his support and commitment for the delivery of the Road.
 - E-Mail received on 11th March, 2021, from the Office of the Minister of State, Peter Burke, TD, in reply to resolution adopted by the Council regarding the proposed Limerick Development Plan 2022-2028.
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21 January 2021.

Mr. James Clune,
Limerick City & County Council,
Corporate Headquarters,
Merchants Quay,
Limerick.

Email: customerservices@limerick.ie

RE: HPLG-MOBO-01491-2020

Dear Mr. Clune,

I have been asked by Mr. Darragh O'Brien, Minister for Housing, Local Government and Heritage, to refer to your correspondence regarding the Housing Assistance Payment (HAP) Scheme.

Thank you for your letter dated 14th December 2020 in which you convey the following resolution on behalf of the members of Limerick City and County Council:

“That, Limerick City and County Council write to the Minister for Housing, Local Government and Heritage requesting that all HAP tenants be Garda Vetted”.

As the members will be aware, in order for a household to qualify for the HAP scheme, the household must first be assessed as eligible for social housing support by their local authority. Any household assessed as eligible for social housing is immediately eligible for HAP.

The application form for social housing support prescribed by the Social Housing Assessment Regulations 2011, requires applicants to provide details of any convictions under a number of specified statutes relating to anti-social behaviour and public order offences.

In respect of the HAP scheme, under section 45(6) of the Housing (Miscellaneous Provisions) Act 2014, local authorities may refuse to provide, or cease providing, housing assistance in respect of a qualified household where the local authority considers that any household member is or has been engaged in anti-social behaviour.



Similarly, under this section, the local authority may also refuse to permit a person who proposes to take up or resume residence or enter or be in a dwelling the subject of housing assistance where the local authority considers that the person is or has been engaged in anti-social behaviour.

Section 15 of the Housing (Miscellaneous Provisions) Act 1997 provides that local authorities may for the purposes of their functions under the Housing Acts 1966 to 2009, request and obtain information from another housing authority or a specified person, in relation to the occupants or prospective occupants of, or applicants for, local authority housing, or any other person it considers may be engaged in anti-social behaviour. A "specified person" in this instance includes a member of An Garda Síochána.

The day-to-day operation of the social housing system is a matter for the relevant local authority. The assessment of households for social housing support, and the allocation of that support to qualified households is a matter for individual local authorities in accordance with the Housing (Miscellaneous Provisions) Act 2009 and associated regulations. Decisions on whether to seek information from An Garda Síochána or other bodies for the assessment and allocation of social housing support, and the type of information sought, is a matter for individual housing authorities.

Limerick City and County Council should have regard to their own local procedures in place as set out in the Council's Anti - Social Behaviour Strategy and also with regards to equity across all forms of social housing support. The Council should also ensure their procedure is in line with Data Protection requirements.

Yours sincerely,

Niamh Redmond,
Private Secretary.

From: Department of Health
Sent: Monday, January 25, 2021 12:24 PM
To: Customer Services
Subject: HEA-MO-08329-2020

HEA-MO-08329-2020

25th January 2021

Dear Mr. Clune,

The Minister for Health Stephen Donnelly T.D. has asked me to thank you for your recent correspondence regarding a specialist dietitian post on behalf of Limerick City and Council.

University Hospitals Group Limerick (UHLG) has informed us while there is a specialist dietitian working within their paediatric diabetes patients, there is currently no specialist dietitian in post for adults with Type 1 Diabetes. Patients are seen by a ward dietitian as in-patients but there is no specialist dietetic care or outpatient appointments for adult diabetes patients in UHL.

Currently, the adult service in UHL is unable to commence adult patients on insulin pumps due to service demands and funding issues. However they do accept patients established on pumps from elsewhere and these patients are managed under the care of a consultant endocrinologist. The largest group of these patients are those who have transferred from the paediatric diabetes service in UHL and all of insulin pump patients are seen in UHL.

UL Hospitals Group recognises the need for additional resources within their adult diabetic services. This issue is a core focus for UL Hospital Group and they are committed to improving the service for their patients. Developing services around insulin pump therapy and structured education in particular require them to fill further specialist posts, including these dietitian posts.

In December 2020, UL Hospitals Group received confirmation of funding to recruit three additional dietetic posts for the treatment of adult diabetes. This funding has been made available through the national clinical programme for diabetes. The Group will shortly commence the recruitment process for these three posts and will be able to provide a more precise timeline on when they expect successful candidates to take up posts in the near future.

The UL Hospital Group have also confirmed that they have received approval for an additional consultant endocrinologist to work with the adult service. This will bring to three the total number of consultant endocrinologists working across the Group. This follows the appointment of Dr Audrey Melvin, who took up post as consultant endocrinologist in October 2020.

I hope this information is of assistance to you.

Yours sincerely,

Private Secretary to the Minister for Health

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Cnoc na Radharc, Gaillimh
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Prospect Hill, Galway,
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Ciár na dToghthóirí
Register of Electors
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CC1-1a-0025

Our Ref: MO/CD/SE

Comhairle Chontae na Gaillimhe
Galway County Council

26th January 2021

TO: EACH LOCAL AUTHORITY

Dear Meetings Administrator,

At the January Plenary Meeting of Galway County Council, the Members passed the following motion:

"That Galway County Council circulate the "Agri Kids Be Farm Safe Presentation" to all 31 Local Authorities and invite each local authority to join in this initiative of Farming Safety and Safety Measures in Council Awareness Programs at a local level".

It was agreed to send a copy of this motion to all Councils.

Mise le Meas


Michael Owens
Meetings Administrator



ENGAGE, EDUCATE, EMPOWER



FARM-SAFE
SCHOOLS



Comhairle Chontae na Gaillimhe
Galway County Council

AgriKids Engage – Educate, Empower

This summary outlines the following proposals and seek support for same:

1. Farm Safe Schools Programme that is currently in discussion between AgriKids, Agri Aware and the IFA. Based on pilot success the programme will be delivered to primary schools nationwide, where farm safety is a curriculum requirement under Social Personal and Health Education (SPHE).
2. Research project with NUI Galway to conduct research into whether teaching kids about farm safety can change the farm safety 'culture' in the home and/or community.

Considerations: Galway County Council to present deputation via zoom or other platform to the 39 members of Galway County Council.

This proposal would potentially satisfy some objectives outlined by various Strategic Policy Committees where agriculture is included.

1. Farm Safe Schools Programme

Brief Objective

Together, AgriKids, Agri Aware and the Irish Farmers Association (IFA), are compiling a pilot programme that will oversee the delivery of a national farm safety programme in primary schools.

This interactive educational resource will assist teachers in educating their students about the potential dangers associated with farming and agriculture, and is part of a national strategy, aimed at reducing the number of accidents on farms and in the countryside. Additional collaboration and input will be sought from those stakeholders outlined below who can also provide additional content and support.

This programme will be a starting point on communicating the importance of farm and countryside safety to initially both primary and then to secondary level students as part of the current Ag Science module in the Leaving Cert Curriculum.

Engaging children and young adults from an early age on the importance of farm and countryside safety is crucial given the high percentage of farm accidents and fatalities that involve children. Therefore, learning about farm and countryside safety at a young age will allow children to take these important messages and lessons with them for life, and encourage safe practices on the farm into the future.

Modules will be theme based and content created for each class range and will be supported with activities relevant to each theme. All activities are to be logged with evidence showing the completion of each module.

At the end of the programme each school will be asked to make its 'Farm Safety Promise' or 'Farm Safety Pledge' – this is to create the sense of empowerment from the series of activities and to create a duty of care to remain safe and to always remember safety. Completed log books and / or dedicated online logs are to be submitted for review and each school will receive a plaque as accredited of their 'Farm Safe School' status'

Participating schools in the pilot will be asked to share their events and feedback to the programme co-ordinators.

The outcome of this pilot will potentially form the basis in determining the viability of an all-inclusive and interactive farm safety educational programme for primary school children as set out under the requirements of the SPHE curriculum. Participating schools will also be encouraged to create their own activities and asked to share these activities so we may build a bank of resources that can be replicated by schools in the future.

Class Levels

Age Groups:

1. Infants
2. First - third class
3. Fourth – sixth class

Curriculum Links:

- Social, personal and health education (SPHE)
- Social, environmental and scientific education (SESE): Science, Geography
- Language: The lesson plans to be available in both English and Irish.

Calendar Suggestion

February - May

Relevant content suppliers / stakeholders:

- 31 Local Authorities
- Health & Safety Authority (HSA)
- Road Safety Authority (RSA)
- Teagasc
- ESB Networks
- Farm Relief Services (FRS)
- Irish Water Safety (IWS)

Modules and Content:

A series of farm safety themed activities will be designed and made available to each school involved in the pilot:

Module 1 - Machinery & Vehicles

- Tractor safety
- Know the blind spots
- PTO safety
- Quad bike safety
- What machines farmers use
- Tractor checklist

Learning outcomes:

- Tractor Safety (Blind spots, legal age, PTO, Seat and Seatbelt needed for children.)
- Quad Bike Safety (Legal age, Rollovers, their use on Farm)
- Fertilizer/Slurry Spreading (what is fertiliser? Agitation process and dangers)

Module 2 - Animals

- Know the warning signs
- Bulls
- Cows & calves
- Horses
- Zoonoses
- Animal care & wellbeing

Learning outcomes:

- Animal Welfare



- How to approach animals
- Safe Handling Practices (Don't disturb animals, Safe Practices)
- Different Animals and dangers associated with each.

Module 3 - Farm & Fields

- Farm visit checklist
- Know the safety sign meanings
- Farm Yard care
- Slurry safety
- Electricity safety
- Water safety
- Working at heights

Learning outcomes:

- Gates (Safety Around Fences, no trespassing)
- Slurry Pit & other drowning hazards and water dangers.
- Hay Shed/Barn Storage (Stacked high and dangerous don't play in)
- Where does it come from?(burning Fossil Fuels)
- Wind Farms (Renewable energy)
- Powerlines (what are they and why their dangerous)
- Plugs/Sockets etc.
- Emergency Help (999 / 112 and Eircodes)
- Chemical Safety (What are chemicals, Why they are used, Stored away from children / PPE use)

The Outcome

At the end of the programme each school will be asked to make its 'Farm Safety Promise' or 'Farm Safety Pledge' – this is to create the sense of empowerment from the week long activity and to create a sense of duty of care to remain safe and always remember safety. This 'pledge' will be logged in the FSS log book and submitted to be reviewed.

Aside from receiving a plaque detailing their participation in the pilot, schools will also benefit in the following ways:

1. Grow the participants awareness to various farm safety issues
2. Permit the children to interact and engage on the topic of farm safety
3. Enrol the help of farming representatives in their area to assist them
4. Allow the children to share their learning outcomes
5. Allow the children to undertake research on the topic

Getting involved in the pilot:

Agri Aware will contact schools to take part in the pilot. Each school will receive the following:

1. Details on each week's theme
2. Details on activities relating to each theme
3. List of useful resources and contacts to assist them

Note: schools who call in outside representatives such as farmers and vets to assist them will be asked to include details of those representatives so a letter can be sent to thank them for taking part and to see if they would be interested in taking part in the future.

Schools will also be encouraged to share ideas and resources so a bank of knowledge can be created that will be accessible to all. This will encourage new and innovative learning and teaching practices to be shared and will keep the farm safety themes consistent and up to date.

2. Research Project with NUI Galway

I have recently been in talks with Denis O'Hora from NUI Galway with regards to conducting research into whether teaching children about farm safety can change the farm safety 'culture' in homes or communities.

“Essentially, the project would whether and how reading the books at school as part of a class will affect safety culture at home and in school. There are a few basic research questions that it would address

- Can kids can be employed as a vector to transmit safety practices into farms via the farm family?
- Can school-based interventions change home culture (there’s evidence of this, but not specific to farming)?
- Are there modifications of the product that would enhance home transmission?
- Are there additional products that might supplement this strategy (the company already sell hi-vis home clothing)?

We believe that children are one way that we get messages about what our community values. We need messages that farming is valued and messages that farming safety is valued.

There’s evidence that social norms are powerful in changing behaviour (“that’s the done thing”) and in preventing behaviour change (“Nobody in their right mind would do that”).

These talks are at a preliminary stage.

About AgriKids – Alma Jordan, Founder

AgriKids is a farm safety educational platform for children which was founded in 2015.

The ethos is to **Engage, Educate and Empower** our children to be farm safety ambassadors. It was founded after 2014, the year Ireland had its worst on record for farm fatalities. Thirty people, perished on farms that year, five of whom were children.

To this end AgriKids has created a suite of resources and services which are designed to create dialogue and interaction on the topic of farm safety in homes, classrooms and within communities all around Ireland.

Sharing the burden of responsibility with farmers on spreading the farm safety message, AgriKids is instilling this knowledge in our children.

Children are passionate and instinctive learners. From work I had done on Green Schools I saw first-hand how children were influencing their parents to create better recycling systems at home. Engaging and educating children on farm safety will encourage them to grow instinctively safer while also empowering them to influence and create dialogue with their parents on the topic.

Using story books, workshops and digital resources, the AgriKids concept is emerging as a leader in farm safety education for children.

During Covid 19 AgriKids has now moved it's workshops to online events reaching in excess of 10,000 children in their homes and classrooms between May and December 2020.



Key success factors

- Signed three year partnership with Zurich Ireland to run farm safety workshops in primary schools and at various events nationally.
- Included in Government report as a recommended farm safety strategy.
- Worked on farm safety initiatives with key partners such as libraries, An Garda Síochána, Teagasc, IFA, ABP Foods and Carbury Group.
- Developed child friendly farm safety newsletter for Teagasc's 20,000 clients
- Developed gaming app on iOS and Android platforms
- Provide farm safety lesson plans and resources online, including white board games
- Wrote and launched three story books and activity book for children
- Partnered with Ulster Bank & HSENI for child centric farm safety initiative at Balmoral Show



Eamon Sheehan • Well done to Alma Jordan today on the Zoom [AgriKids](#) Farm safety video call. The kids really enjoyed it and learned a lot from it. [#farmsafety](#) [#AgriKids](#)



School Reviews

AgriKids Farm Safety Workshop Evaluation

School Name: Runnamoat N.S. (optional)

Please circle your answer



Activity	No	Some	Yes	Very much
Knowledge & ability of class assessed beforehand? <i>Did the presenter introduce themselves & provide an overview to ascertain knowledge & ability of the group.</i>	1	2	3	4 (5)
Content was relevant to topic and subject matter?	1	2	3	4 (5)
Delivery was appropriate for audience?	1	2	3	4 (5)
Were the tools and props used relevant to the content?	1	2	3	4 (5)
Engagement				
Was there engagement with the children throughout?	1	2	3	4 (5)
Did the children respond favourably & with enthusiasm?	1	2	3	4 (5)
Learning Outcome				
Did the children discuss the workshop content afterwards?	1	2	3	4 (5)
Were the worksheets used that were left behind?	1	2	3	4 (5)
Is there evidence that the message was discussed in their homes?	1	2	3	4 (5)
Can you explain your answer? <i>Parents reported back to class teacher how their child had thoroughly enjoyed alma's visit & had informed them of important farm safety messages e.g. do not enter a field with a bull.</i>				
Would you say awareness of farm safety has improved as a result of the workshop?	1	2	3	4 (5)

Any additional feedback would be great! 😊

* This organisation should visit every school in the country. It is equally as important as road safety, especially for children from farming backgrounds.

* It is reassuring to know the children have had farm safety explained to them by alma.

* Keep up the good work alma!

Excellent



AgriKids Farm Safety Workshop Evaluation

School Name: Gaelsoil Chuladh an Treagh (optional)

Please circle your answer 1-5.

Activity	No	Some	Yes	Very much	
Knowledge & ability of class assessed beforehand? <i>Did the presenter introduce themselves & provide an overview to ascertain knowledge & ability of the group.</i>	1	2	3	4	5
Content was relevant to topic and subject matter?	1	2	3	4	5
Delivery was appropriate for audience?	1	2	3	4	5
Were the tools and props used relevant to the content?	1	2	3	4	5
Engagement					
Was there engagement with the children throughout?	1	2	3	4	5
Did the children respond favourably & with enthusiasm?	1	2	3	4	5
Learning Outcome					
Did the children discuss the workshop content afterwards?	1	2	3	4	5
Were the worksheets used that were left behind?	1	2	3	4	5
Is there evidence that the message was discussed in their homes?	1	2	3	4	5
Can you explain your answer? a lot of parents were glad that such a talk was given in school.					
Would you say awareness of farm safety has improved as a result of the workshop?	1	2	3	4	5
Any additional feedback would be great! 😊 I hope so.					

Alma was a great presenter. The children & teacher really enjoyed her presentation.
we hope to see her back again.
Beirthe Seishe.



AgriKids Farm Safety Workshop Evaluation

School Name: Gowran NS, Co. Kilkenny (optional) Please circle

your answer 1-5.

Activity	No	Some	Yes	Very much	
Knowledge & ability of class assessed beforehand? <i>Did the presenter introduce themselves & provide an overview to ascertain knowledge & ability of the group.</i>	1	2	3	4	5 x
Content was relevant to topic and subject matter?	1	2	3	4	5 x
Delivery was appropriate for audience?	1	2	3	4	5x
Were the tools and props used relevant to the content?	1	2	3	4	5x
Engagement					
Was there engagement with the children throughout?	1	2	3	4	5x
Did the children respond favourably & with enthusiasm?	1	2	3	4	5x
Learning Outcome					
Did the children discuss the workshop content afterwards?	1	2	3	4	5x
Were the worksheets used that were left behind?	1	2	3x*	4	5
Is there evidence that the message was discussed in their homes?	1	2	3	4x	5
Can you explain your answer? The teachers asked the children to chat to their parents as part of their homework, using the poster you gave them and followed up on parents' reactions the following day.					
Would you say awareness of farm safety has improved as a result of the workshop?	1	2	3	4 x	5
Any additional feedback would be great! The workshop was excellent – it certainly was among the best we've had in terms of engagement and real relevance to rural children. Your material was so appropriately pitched for each age group and you had their attention from start to finish with your stories and props. Your love of all things farming shone through and the children really appreciated that. Keep up the good work! *The poster went down well. The worksheet for the older children is probably best suited to 3 rd and 4 th .					



AgriKids Farm Safety Workshop Evaluation

School Name: DERRY ALOUGH (optional)

Please circle your answer 1-5.



Activity	No	Some	Yes	Very much
Knowledge & ability of class assessed beforehand? <i>Did the presenter introduce themselves & provide an overview to ascertain knowledge & ability of the group.</i>	1	2	3	4 (5)
Content was relevant to topic and subject matter?	1	2	3	4 (5)
Delivery was appropriate for audience?	1	2	3	4 (5)
Were the tools and props used relevant to the content?	1	2	3	4 (5)
Engagement				
Was there engagement with the children throughout?	1	2	3	4 (5)
Did the children respond favourably & with enthusiasm?	1	2	3	4 (5)
Learning Outcome				
Did the children discuss the workshop content afterwards?	1	2	3	4 (5)
Were the worksheets used that were left behind?	1	2	3	4 (5)
Is there evidence that the message was discussed in their homes?	1	2	(3)	4 5
Can you explain your answer? Class discussion the next morning revealed that the workshop was discussed at home. Text from school to parents following workshop.	1	2	(3)	4 5
Would you say awareness of farm safety has improved as a result of the workshop?	1	2	(3)	4 5
Any additional feedback would be great! ☺ Very good workshop. Children were very engaged and it was suited to their age group.				



AgriKids Farm Safety Workshop Evaluation

School Name: St. Teresa's NS (optional)

Please circle your answer 1-5.

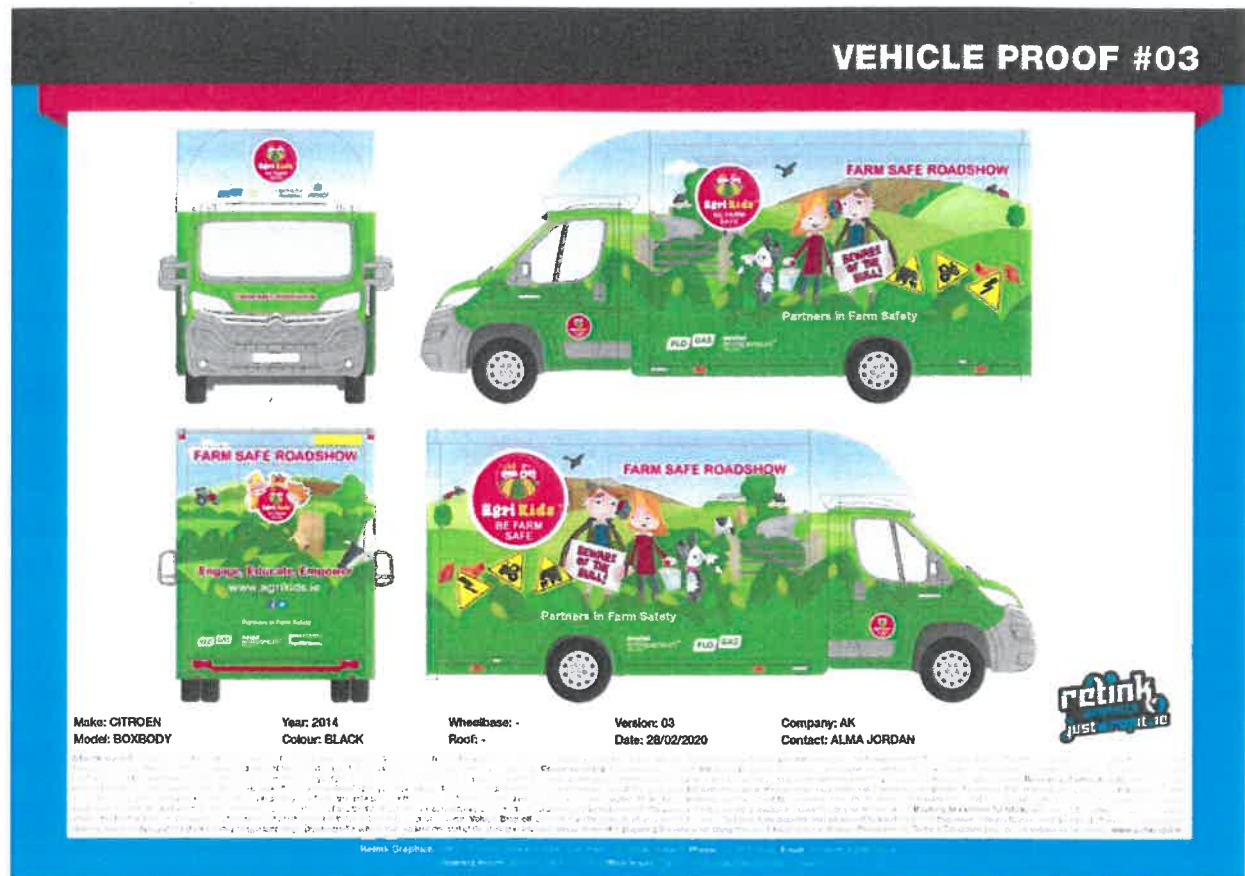
Activity	No	Some	Yes	Very much	
Knowledge & ability of class assessed beforehand? <i>Did the presenter introduce themselves & provide an overview to ascertain knowledge & ability of the group.</i>	1	2	3	4	5
Content was relevant to topic and subject matter?	1	2	3	4	5
Delivery was appropriate for audience?	1	2	3	4	5
Were the tools and props used relevant to the content?	1	2	3	4	5
Engagement					
Was there engagement with the children throughout?	1	2	3	4	5
Did the children respond favourably & with enthusiasm?	1	2	3	4	5
Learning Outcome					
Did the children discuss the workshop content afterwards?	1	2	3	4	5
Were the worksheets used that were left behind?	1	2	3	4	5
Is there evidence that the message was discussed in their homes?	1	2	3	4	5
Can you explain your answer?	Parents came to compliment us on having you here to talk to the children				
Would you say awareness of farm safety has improved as a result of the workshop?	1	2	3	4	5
Any additional feedback would be great! 🌟					
<p>Alma was a joy to have in our school. She had fantastic engagement with all of the children.</p> <p>It was a very useful exercise</p> <p>— Louise Lavin</p>					

Other projects in production

AgriKids Farm Safe Roadshow

A bespoke promotional vehicle is currently undergoing refurbishment with view to being complete in Q1 2021.

Concept will be a first of its kind in Ireland and will ensure a consistent delivery of the AgriKids message at key community events and agriculture shows.



'Farm Safety Media Charter' – Launch 2021

The Farm Safety Media Charter wants to promote a farm safe culture To ensure images used in media remain mindful of farm safety, a set of guidelines has been drafted to assist and support those working in media, advertising and PR. www.fsmc.ie



From: Housing Minister Of State

Sent: Wednesday 3 February 2021 15:41

To: Customer Services

Dear Mr. Clune,

On behalf of Mr. Peter Burke TD, Minister for Planning and Local Government, I wish to acknowledge receipt of your letter in relation to the Limerick County Development Plan.

Kind regards,

Minister Peter Burke's Office



COMHAIRLE | CLARE
CONTAE AN CHLÁIR | COUNTY COUNCIL

3rd February, 2021.

Our Ref: December 20-17



Dear Meetings Administrator,

At the December meeting of Clare County Council the members passed the following resolution:

“That Clare County Council call on the Minister for Transport, Climate, Environment and Communication to provide specific funding to all local authorities in order to create a role for an active and sustainable travel officer so that alternatives to the dependency on cars can be worked on. The role would also include modal shift, behavioural change and designing for the active mobility of people of all ages and abilities who have a right of access to our public streets.”

It was agreed that this resolution would be circulated to other local authorities.

Yours sincerely,

Ann Reynolds,
A/Senior Executive Officer,
Corporate Services Department,
Finance and Support Services Directorate.

An Roinn Seirbhísí Corparáideach
Stiúrthóireacht Airgeadais agus Seirbhísí Tacaíochta
Áras Contae an Chláir, Bóthar Nua, Inis, Co. an Chláir, V95 DXP2

Corporate Services Department
Finance and Support Services Directorate
Áras Contae an Chláir, New Road, Ennis, Co. Clare, V95 DXP2



COMHAIRLE | CLARE
CONTAE AN CHLÁIR | COUNTY COUNCIL



3rd February, 2021.

Our Ref: January 21-10

Dear Meetings Administrator,

At the January meeting of Clare County Council the members passed the following resolution:

"I am calling on Minister Darragh O'Brien and Minister of State Peter Burke to urgently review planning policy in relation to the Development of Residential property.

1/ What I am looking for is more clarity and transparency in relation to developers applying for private residential development and disposal of the total development when completed for social housing.

2/ Developers are required to deliver on Part V of their obligations in the delivery of a portion of the development for Social and Affordable Housing and this has to be agreed with the planners with input from Senior Officers within the housing section.

3/ Planning and housing have a duty to deliver balanced tenure and sustainable communities where a mix of housing would be available for both private and social needs.

4/ The development of large scale social housing requires considerable assistance and support at local level and in some instances local services are not sufficient to provide school placements and other essential supports for some vulnerable families and this has to be a consideration for planners.

5/ Currently members of the public wishing to purchase their own property are finding it very difficult to find private property for sale as the policy in planning is mostly focused on the delivery of social housing and in turn this policy puts more pressure on local authorities waiting lists and for the lower to middle income bracket they cannot get on the list due to income thresholds.

Public confidence needs to be strengthened in the whole planning process and I am hopeful the Ministers will find the balance required in the development of vibrant communities."

It was agreed that this resolution would be circulated to other local authorities.

Yours sincerely,

Ann Reynolds,
A/Senior Executive Officer,
Corporate Services Department,
Finance and Support Services Directorate,
An Roinn Seirbhís Corparálaideach

Stiúrthóireacht Airgeadais agus Seirbhísí Tacaíochta
Áras Contae an Chláir, Bóthar Nua, Inis, Co. an Chláir, V95 DXP2

Corporate Services Department
Finance and Support Services Directorate
Áras Contae an Chláir, New Road, Ennis, Co. Clare, V95 DXP2



COMHAIRLE | CLARE
CONTAE AN CHLÁIR | COUNTY COUNCIL

3rd February, 2021.

Our Ref: January 21-12



Dear Meetings Administrator,

At the January meeting of Clare County Council the members passed the following resolution:

“In light of the incredible service and commitment given to the country by our frontline staff, healthcare workers, carers and lifesavers over the period of the Covid 19 Global Pandemic I call on the government to explore any and every manner to tangibly recognise this extraordinary above and beyond service.

I propose this recognition should be in the form of direct tax free bonus payment similar to the €500 one off payment scheme introduced in Scotland, a tax credit, additional paid leave, or other appropriate clear and tangible reward to mark this commitment.

To do this I call on the Department of Health to lead a cross department group with the achievement of above as its one objective.”

It was agreed that this resolution would be circulated to other local authorities.

Yours sincerely,

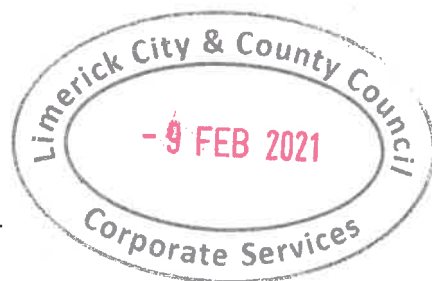
***Ann Reynolds,
A/Senior Executive Officer,
Corporate Services Department,
Finance and Support Services Directorate.***

An Roinn Seirbhísí Corparáideach
Stiúirtheacht Airgeadais agus Seirbhísí Tacaíochta
Áras Contae an Chláir, Bóthar Nua, Inis, Co. an Chláir, V95 DXP2

Corporate Services Department
Finance and Support Services Directorate
Áras Contae an Chláir, New Road, Ennis, Co. Clare, V95 DXP2



COMHAIRLE | CLARE
CONTAE AN CHLÁIR | COUNTY COUNCIL



9th February, 2021.

Our Ref: February 21-29/AR/MMcI

Dear Meetings Administrator,

At the February meeting of Clare County Council the members passed the following resolution:

“Given the impact Covid 19 has had nationally on work and living patterns, and the opportunities this creates to ‘proactively address issues of town/village decline’ and to promote ‘compact growth’ in those settlements, we would ask the Minister of Housing, Local Government and Heritage that he undertake a review to the current National Planning Framework, and prior to the outcome, he remove reference to, and requirement for local authorities to adhere to, the two tiered approach to land zoning in the delivery of the next County Development Plan due to its negative impact on the ‘facilitation of the building of homes within the existing footprint of rural settlements’ and the ability to deliver on our own rural development goals.

We further request this motion be forwarded to every one of our Oireachtas members and to every other local authority in Ireland for their observations.”

It was agreed that this resolution would be circulated to other local authorities.

Yours sincerely,

Ann Reynolds,
A/Senior Executive Officer,
Corporate Services Department,
Finance and Support Services Directorate.

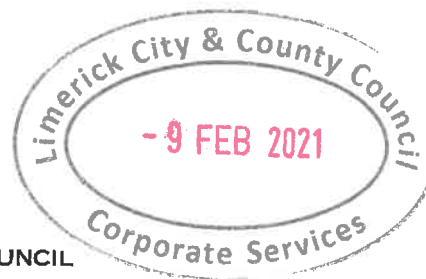
An Roinn Seirbhísí Corparáideach
Stiúrthóireacht Airgeadais agus Seirbhísí Tacaíochta
Áras Contae an Chláir, Bóthar Nua, Inis, Co. an Chláir, V95 DXP2

Corporate Services Department
Finance and Support Services Directorate
Áras Contae an Chláir, New Road, Ennis, Co. Clare, V95 DXP2



COMHAIRLE
CONTAE AN CHLÁIR

CLARE
COUNTY COUNCIL



9th February, 2021.

Our Ref: February 21-27/AR/MMcI

Dear Meetings Administrator,

At the February meeting of Clare County Council the members passed the following resolution:

"We are calling on the Government to enforce the laws of the land that exist in relation to tackling the unauthorised occupation of public lands all over Ireland. Level 5 Covid restrictions have been in place for some time and are likely to continue in to the future. Local authorities are precluded from taking action at this time and in the interest of Public Health & Environmental considerations we are calling on the Government to engage a Task force and design a mechanism or policy to protect all citizens in Ireland from the unauthorized occupation of Public Lands. We would also request the circulation of this motion to the other 30 Local Authorities, The Oireachtas Members, LAMA & The AILG."

It was agreed that this resolution would be circulated to other local authorities.

Yours sincerely,

**Ann Reynolds,
A/Senior Executive Officer,
Corporate Services Department,
Finance and Support Services Directorate.**

**An Roinn Seirbhísí Corparáideach
Stiúrthóireacht Airgeadais agus Seirbhísí Tacaíochta
Áras Contae an Chláir, Bóthar Nua, Inis, Co. an Chláir, V95 DXP2**

**Corporate Services Department
Finance and Support Services Directorate
Áras Contae an Chláir, New Road, Ennis, Co. Clare, V95 DXP2**



7th February 2021

Mr. James Clune,
Corporate Services,
Limerick City and County Council,
Corporate Headquarters,
Merchants Quay,
Limerick
V94 EH90



Ref No: CEDIY-MOGO-01169-2021

Dear Mr. Clune,

On behalf of Roderic O'Gorman TD, Minister for Children, Equality, Disability, Integration & Youth, I wish to acknowledge receipt and thank you for your letter concerning the Final Report of the Commission of Investigation into Mother and Baby Homes. Your correspondence is receiving attention and a further reply will issue as soon as possible.

Yours sincerely,

Lisa Hughes
Private Secretary to Minister Roderic O'Gorman TD



16th February 2021

Our Ref 02/0121

Dear Meetings Administrator

The following Motion was AGREED at meeting of South Dublin County Council held on 11th January 2021.

"During the massive struggle that has been waged by ex- Debenhams workers across the companies 11 stores in Ireland the deficit of workers protection in liquidations has again been sharply exposed. This Council calls for the immediate implementation of the Duffy/Cahill Report, compiled in 2016 in the aftermath of The Clery's dispute- as one way of strengthening workers' rights and tackling the legal outs provided to major corporations who engage in tactical liquidations in order to avoid their obligations under hard won workers' rights. If passed this Council communicates such in writing to Government, to all Local Authorities and to the ICTU offering its support for implementation".

It was agreed that this motion would be circulated to all local authorities.

Yours sincerely


Miriam Reilly
Meetings Administrator

From: DRCD Minister

Sent: Tuesday, February 16, 2021 12:05 PM

To: Customer Services

Dear Mr Clune,

I refer to your recent correspondence calling for extra funding for the Local Improvement Scheme and to amend the terms of the scheme and note the contents of same.

As you know, the Local Improvement Scheme, or LIS, is a programme for improvement works on small private or non-public roads in rural areas, which are not under the normal maintenance of the Local Authorities. It is funded by this Department and administered through the Local Authorities.

Since the LIS was re-launched in 2017, over €58 million has been allocated for improvement works on over 2,300 qualifying roads. It has significantly improved access in rural areas, benefitting over 10,000 people.

The Minister secured an increase in the budget for the LIS this year, recognising that many counties have a list of eligible roads that still require improvement works. The budget for 2021 is €10.5 million, an increase of 5%.

With regard to amending the terms of the LIS to allow those who restrict access to qualify for funding, the Minister wishes to advise that the LIS is reviewed each year prior to launch and that the 2021 Scheme review is currently ongoing with regard to the 2021 scheme.

The Minister will launch particulars relating to this year's LIS scheme shortly. This will include the 2021 Scheme Outline (detailing relevant terms and conditions) as well as funding being allocated to each Local Authority.

Yours sincerely,

*Private Secretary to Heather Humphreys T.D.
Minister for Rural and Community Development*

Seirbhísí Corparáideacha

Comhairle Contae Chiarraí,
Áras an Chontae,
Trá Lí, Co. Chiarraí.



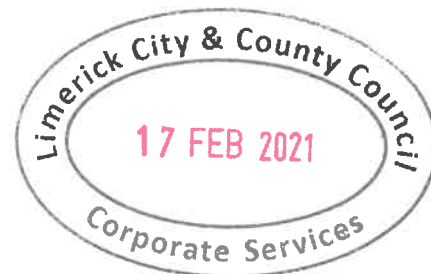
COMHAIRLE CONTAE CHIARRAÍ KERRY COUNTY COUNCIL

Corporate Services

Kerry County Council,
County Buildings,
Tralee, Co. Kerry.

Guthán | Tel 066 7183514 Facs | Fax 066 7183848 Rphost | Email secretar@kerrycoco.ie Suíomh | Web www.kerrycoco.ie

16 February 2021



To/ Each Local Authority

A Chairde,

I write to inform you that the members of Kerry County Council at their recent meeting adopted the following resolution.

“That this Council calls on the Government to utilise its seat on the United Nations Security Council to deliver Statehood to the Palestinian people.”

It was agreed to circulate this motion to all local authorities for their attention and consideration.

Mise, le meas,

Pádraig Corkery
Riarthóir Cruinnithe / Meetings Administrator
Comhairle Contae Chiarraí / Kerry County Council



GAEILGE AGUS FÁILTE

Seirbhísí Corparáideacha

Comhairle Contae Chiarraí,
Áras an Chontae,
Trá Lí, Co. Chiarraí.



COMHAIRLE CONTAE CHIARRAÍ KERRY COUNTY COUNCIL

Corporate Services

Kerry County Council,
County Buildings,
Tralee, Co. Kerry.

Guthán | Tel 066 7183514 Facs | Fax 066 7183848 Rphost | Email secretar@kerrycoco.ie Suíomh | Web www.kerrycoco.ie

16 February 2021



To/ Each Local Authority

A Chairde,

I write to inform you that the members of Kerry County Council at their recent meeting adopted the following resolution.

"That this Council writes to Ms. Samantha Power, newly appointed Head of US Aid by President Biden to address this Council at some future date."

It was agreed to circulate this motion to all local authorities for their attention and consideration.

Mise, le meas,

Pádraig Corkery
Riarthóir Cruinnithe / Meetings Administrator
Comhairle Contae Chiarraí / Kerry County Council



GAEILGE AGUS FÁILTE

From: Quinlan, Leo

Sent: Wednesday, February 17, 2021 3:13 PM

To: Clune, James

Subject: Jadotville Medals

Dear James and Council Members,

Many thanks for your response and for your efforts in this regard.

Hopefully the Independent Review Board that is currently sitting to bring a recommendation to the Minister for Defence by the 31st March will “do the right thing”.

Again, Many Thanks,

Kind Regards and Stay Safe,

Leo Quinlan



17th February 2021

Mr. James Clune
Meetings Administrator
Limerick City & County Council
Corporate Headquarters
Merchants Quay
Limerick

Dear Mr. Clune,

I wish to acknowledge receipt of your letter to the Taoiseach, Micheál Martin T.D. dated 2nd February 2021.

A copy of your correspondence has been forwarded to the Minister for Children, Equality, Disability, Integration & Youth, Roderic O’Gorman T.D., for attention.

Yours sincerely,


Mary Timmins
Assistant Private Secretary to the Taoiseach

Telephone: 01-6194000
E-mail: taoiseach@taoiseach.gov.ie



**COMHAIRLE CONTAE CHIARRAÍ
KERRY COUNTY COUNCIL**

Guthán | Tel 066 7183514 Facs | Fax 066 7183848 Rphost | Email secretar@kerrycoco.ie Suíomh | Web www.kerrycoco.ie

12th February 2021

Please quote my Ref 2(a) Item 6 NoM 3 Jan 21 KLY on all correspondence

Dear Meetings Administrator

At a recent meeting of the Members of the Municipal District of Killarney, the members passed the following resolution.

"That Killarney MD would write to the Minister for Health requesting the immediate introduction of payment to student nurses, once they take up placement duties. If this motion is passed, I ask that it would be circulated to all other Local Authorities requesting their support."

It was agreed that this resolution would be circulated to other Local Authorities.

Yours sincerely


Pádraig Corkery
Meetings Administrator





COMHAIRLE CHONTAE LAOISE LAOIS COUNTY COUNCIL

Comhairle Chontae
Laoise
Áras an Chontae
Port Laoise
Contae Laoise
R32 EHP9

Laois County Council
Áras an Chontae
Portlaoise
County Laois
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Tá Fáilte Romhat
Gnó a Dhéanamh
as Gaeilge


Midlands Ireland



Mr. Darragh O' Brien,
Minister for Housing, Planning,
& Local Government,
Custom House,
Dublin 1.

March 1st 2021

Dear Minister O' Brien,

At the February meeting of Laois County Council held on the 22nd of February 2021, I raised the matter of the new Land Development Agency Bill 2021 which was published on the 5th of February 2021. We, the Members of Laois County Council are expressing our strong opposition to this Bill. If enacted, it will remove the powers from Local Authority Members in particular, the local knowledge and also our reserved functions under Section 183 notices for the disposal of public lands owned by Local Authorities. It is a further erosion of Local Authority Member's power.

The Members requested that the matter be referred to you as a matter of urgency. We are strongly requesting that this part of the Bill be dissolved.

I would be obliged to receive your comments/observations on the matter in early course.

I look forward to hearing from you in this regard.

Kind Regards,

Yours sincerely,



Catherine Fitzgerald
Cathaoilreach of Laois County Council

'I bpáirt leis an bpobal'

Arna phrionúil ar pháipéar atá 100% athchírfidilte - Do Chomhshaoil a choinní





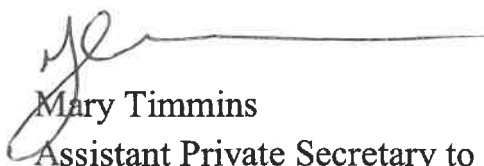
2nd March 2021

Mr. James Clune
Meetings Administrator
Limerick City & County Council
Corporate Headquarters
Merchants Quay
Limerick

Dear Mr. Clune,

I wish to acknowledge receipt of your letter of 8th February 2021 to the Taoiseach, Micheál Martin T.D.

Yours sincerely,



Mary Timmins
Assistant Private Secretary to the Taoiseach

Telephone: 01-6194000

E-mail: taoiseach@taoiseach.gov.ie

Attachments:

LG 07 -2020 Guidelines for Supplementary Standing Orders LAs.pdf; SI 445 of 2020 attachment to LG 07 2020.pdf

From: Housing Minister Of State

Sent: Thursday, March 11, 2021 5:31 PM

To: Clune, James

Subject: HPLG-MoSB-00115-2021

CAUTION: This email originated from outside of the Organisation. Do not follow guidance, click links or open attachments unless you recognise the sender and know the content is safe.

Oifig an Runaí Aire

Office of the Minister of State

11th March 2021

Mr. James Clune

Ref: HPLG-MoSB-00115-2021

Dear Mr. Clune,

I refer to your recent correspondence on behalf of the members of Limerick City and County Council in relation the county development plan process, which was forwarded to Mr. Peter Burke TD, Minister for Planning and Local Government, by Minister Darragh O'Brien.

(a) Meetings of Elected Members

The current circumstances have presented challenges which have required us to examine how essential work in the planning domain can advance in a safe manner. We are particularly mindful in this regard of the important role that the planning and development system plays in supporting the economic development of the country, and the vital role which it will play in supporting social and economic recovery from the Covid-19 pandemic.

This Department has been working closely with the City and County Management Association and the Local Government Management Agency, An Bord Pleanála and the Office of the Planning Regulator, in seeking to ensure that the planning system continues to operate effectively at this time. A number of specific measures have been taken which, in the context of the most up-to-date Covid-19 public health advice and the ongoing National Level 5 Restrictions, support the effective operation of the planning system. Planning has been classified as an "essential service" and so the planning system remains operational at this time. In terms of the requirement to hold meetings, we have created scope for remote or partially remote meetings in relation to planning matters including county development plans to allow the development plan process to continue, and local authorities have been making use of this provision in their county development plan processes.

The Department issued the attached guidance late last year to all local authorities in relation to remote meetings and standing orders, following the signing of Civil Law and Criminal Law (Miscellaneous

Provisions) Act 2020 (Section 29) (Local Authorities) (Designation) Order 2020 (S.I. No. 445 of 2020) by Minister O'Brien, both of which I have attached with this correspondence. As reaffirmed by Minister O'Brien upon giving effect to the Statutory Instrument, it is important that the work of our elected local authority members can continue as normal despite the greater restrictions which have been imposed on the country. It is also vitally important that their health and wellbeing is protected. It is a matter for the members of each elected council and regional assembly to decide if they wish to hold remote meetings, and if so, how they will go about doing so. All decisions or votes taken by elected members at such meetings (whether physically or remotely present) shall have the same status in law as decisions or votes taken at a physical meeting.

Planning continues to be identified as an essential service and the safe operation of the system is important to support the recovery of our society. The Department is very aware of the public health emergency, the continued valued work of Local Authorities to maintain essential services and continues to actively monitor this evolving situation in conjunction with the local authorities.

(b) Social and Economic Need

National Policy Objective 15 of the National Planning Framework (NPF) fully supports the concept of the sustainable development of rural areas. It seeks to encourage growth and arrest decline in areas that have experienced low population growth or decline in recent decades, while also highlighting the need to manage certain areas around cities and towns that are under strong urban influence and under pressure from uncoordinated and ribbon-type development, in order to avoid over-development of those areas.

This approach is further supported by National Policy Objective 19, which points to the need to ensure that in providing that rural communities meet housing requirements, a policy distinction should be made between areas experiencing significant overspill development pressure from urban areas, particularly within the commuter catchment of cities, towns and centres of employment, and other remoter and weaker rural areas where population levels may be low and or declining.

For areas experiencing development pressures and the risk of haphazard development in the vicinity of urban areas, Objective 19 advises that it is reasonable that the determination of applications for housing in such rural areas should be informed by considerations beyond the siting and design criteria for rural housing. In particular, account should be taken of whether or not there is a demonstrable functional requirement for such housing in social, economic or occupational terms and whether or not such development, of itself or in combination with existing and permitted development, would lead to detrimental, uncoordinated development.

These objectives represent a balanced approach, consistent with long-standing Government policies on sustainable development and previous planning guidelines issued in 2005 under Section 28 of the Planning and Development Act. Planning authorities are required to have regard to these Guidelines on Sustainable Rural Housing in the framing of the planning policies in their development plans and in the assessment of individual planning applications for rural housing,

The 2005 Sustainable Rural Housing Guidelines are framed in the context of the National Spatial Strategy (NSS) 2002. Given the superseding of the NSS by the National Planning Framework (NPF) in 2018, together with the need to address any relevant aspects of the 2013 European Court of Justice ruling in the "Flemish Decree" case, a review of the 2005 Guidelines in a broader rural development and settlement context, has been commenced by this Department.

Importantly, the Department communicated to planning authorities (Circular letter PL 2/2017) on 31 May 2017, advising them that the existing 2005 Guidelines remain in place and, until advised otherwise by the Department. Under the Guidelines for Planning Authorities on Sustainable Rural Housing 2005, planning authorities are required to frame the planning policies in their development plans in a balanced and

measured way that ensures the housing needs of rural communities are met, while avoiding excessive urban-generated housing.

I trust this clarifies the position.

Yours sincerely,

Private Secretary to Minister of State Peter Burke

An Roinn Tithíochta, Rialtais Áitiúil agus Oidhreachta

Department of Housing, Local Government and Heritage

Teach an Chustaim, Baile Átha Cliath 1, D01 W6X0

Custom House, Dublin 1, D01 W6X0

www.tithiocht.gov.ie

www.housing.gov.ie



**An Roinn Tithíochta,
Rialtais Áitiúil agus Oidhreachta
Department of Housing,
Local Government and Heritage**

Please note: The Minister is a Designated Public Official under the Regulation of Lobbying Act, 2015



LG 07-2020

30 October 2020

**Guidelines for supplementary Standing Orders regulating the
proceedings in relation to remote meetings of the Council**

Dear Chief Executive,

I refer to the Civil Law and Criminal Law (Miscellaneous Provisions) Act 2020 (Section 29) (Local Authorities) (Designation) Order 2020 (S.I. No. 445 of 2020) given effect by the Minister for Housing, Local Government and Heritage, Mr Darragh O'Brien TD, on 20 October 2020.

This Order designates local authorities under Section 29 of the Civil Law and Criminal Law (Miscellaneous Provisions) Act 2020, allowing for council meetings and meetings of local authority committees to be held remotely. All decisions or votes taken by elected members at such meetings (whether physically or remotely present) shall have the same status in law as decisions or votes taken at a physical meeting.

Local authorities may avail of this order as required, to facilitate attendance and participation at meetings to ensure the efficient carrying out of council business while also protecting the health and safety of elected members and local authority staff.

It is a matter for Elected Members of each Local Authority to decide if and how meetings of the Local Authority will be held remotely. Where Elected Members take such a decision, they should consider appending supplementary standing orders to their existing Standing Orders in order to regulate the holding of remote meetings.



In accordance with Part 6 and Schedule 10 of the Local Government Act 2001, it is a matter for each local authority to decide by resolution of the elected council standing orders and the matters to be included therein, subject to such mandatory provisions as are required by the Act. (Para. 16, Sch. 10).

In that regard, guidelines for supplementary Standing Orders regulating the proceedings of remote meetings of the Council have been drawn up in consultation with councillor representative organisations and the County and City Management Association (CCMA). It is hoped that these will provide a useful guide to elected councils in formulating supplementary standing orders for remote meetings.

Standing Orders for remote meetings adopted by the elected council should operate in conjunction with existing standing orders adopted in accordance with circulars (LG 4/02 LG of 7 March 2002, and LG 11/2014 of 30 May 2014).

A copy of SI 445 is also attached for your information.

A handwritten signature in dark ink, appearing to read 'Diarmuid O'Leary', is written over a horizontal line.

Diarmuid O'Leary

Principal Officer

Local Government Governance and the Elected Member

c.c. Cathaoirligh/Mayors of Local Authorities

AILG

CCMA



TITLE OF LOCAL AUTHORITY
GUIDELINES FOR SUPPLEMENTARY STANDING ORDERS
REGULATING THE PROCEEDINGS OF THE COUNCIL IN
HOLDING REMOTE MEETINGS

Standing Orders under the Local Government Act, 2001 must be adopted by the Council to come into effect.

Meetings of the Council

Purpose

These guidelines are to assist in the drafting of supplementary Standing Orders to allow for remote meetings of the Local Authority and its sub-committees in light of the designation of the Local Authority in the Civil Law and Criminal Law (Miscellaneous Provisions) Act 2020 (Section 29) (Local Authorities) (Designation) Order 2020 (S.I. No. 445 of 2020). .

Remote Meetings

1. Given the designation of local authorities, the meetings of the local authority may now be held at
 - the Council Chamber
 - an external venue used to accommodate meetings of the council
 - one or more Council buildings or rooms, linked remotely
 - an electronic, digital or virtual location, web address or a conference call telephone number
 - a combination of the above to provide for physical and/or remote attendance by elected members.

Management of Remote Meetings

2. Members should notify their Meetings Administrator in advance if they intend to attend the meeting remotely.
3. Any member participating in a meeting remotely must, when they are speaking, be able to be heard (and seen, where practicable) by all other members in attendance, and the remote participant must, in turn, be able to hear (and see, where practicable) those other members participating.



4. The Cathaoirleach will at the outset, and at any reconvening of a meeting, call a roll call of participating members and ensure that they can hear and, where practicable, see those in attendance. Any member participating remotely should also confirm at the outset and at any reconvening of the meeting that they can hear and, where practicable, see the proceedings. Members should inform the meeting if they lose connection in accordance with provisions on connectivity within the agreed standing orders.
5. The attendance of those members at the meeting will be recorded by the Meetings Administrator.
6. The normal quorum requirements for meetings as set out in the Council's Standing Orders will also apply to a remote meeting. Members attending physically and remotely will together constitute a quorum.
7. Each member participating remotely has personal responsibility to ensure and confirm to the Meetings Administrator that there are no other persons present who are not entitled to be either hearing or seeing consideration of such items, and/or recording the proceedings, in accordance with standing orders that apply.
8. Subject to compliance with General Data Protection Regulations (GDPR), the Meeting Administrator may facilitate the recording of the meeting for the purposes of taking minutes. However, this recording shall only be used for this purpose and will be deleted once the minutes are agreed.

Meeting Procedures

9. The Meetings Administrator will coordinate the facilitation of the meeting. An appropriate official will assume responsibility for controlling the conferencing technology employed for remote access and attendance, and to administer the member interaction, engagement and connections on the instruction of the Cathaoirleach.
10. Members should allow sufficient time to establish a connection prior to the commencement of the meeting to allow themselves and the Meeting Administrator the opportunity to test the connection.
11. The Cathaoirleach, at the beginning of the meeting, will explain the protocol for members' participation. The Cathaoirleach's ruling during the debate will be final.



12. Members who wish to speak should use the notification process as directed by the Cathaoirleach, and then speak when invited.
13. The rules of debate as set out in existing standing orders will apply.

Voting

14. A vote taken remotely in accordance with the Standing Orders of the local authority constitutes a valid vote towards the decision of the Council.
15. Where a member loses connectivity during a statutory vote, every effort will be made to re-establish a connection. If a connection cannot be restored within a reasonable timeframe every effort should be made to allow the member to vote by an alternative means agreed and set down in the standing orders, and the vote recorded accordingly.

Leaving a Remote Meeting

16. Members leaving the meeting should make every effort to inform the Cathaoirleach by the appropriate means that they are exiting the meeting to ensure there is a Quorum remaining and so that it is not presumed to be a loss in connectivity.

Declaration of Interests

17. Any Member participating in a remote meeting who declares a disclosable pecuniary or other beneficial interest, under Part 15 of the Local Government Act 2001, in any item of business that would normally require them to leave the room, must also leave the remote meeting, advising the Cathaoirleach and members at the time of departure and this shall be recorded in the minutes. Their departure will be confirmed by the Meetings Administrator, who will invite the relevant Member by agreed means set down in the standing orders to re-join the meeting at the appropriate time.

Attendance of Public and Media at a Remote Meeting (Section 45(3) Local Government Act 2001 – 2014)

18. Members of the public and media may be present at a remote meeting which is not webcast live but must maintain silence and observe any directions given by the Chair or by any employee in attendance.
19. Members of the media and public should give prior notice of joining virtually in accordance with agreed local arrangements. To manage numbers and attendance, the meetings administrator may consider utilising electronic invitations compatible with the platform in use.



20. Where the authority is webcasting live, attendance of public and media is via that means.

MEETINGS IN COMMITTEE

21. In line with the provisions of Section 45 of the Local Government Act 2001, the Council may by resolution decide to meet in committee for the whole or part of the meeting concerned.
22. Should the Council elect to meet in Committee for some or all of the meeting the Meetings Administrator or designated person will ensure that there are no members of the public or media in remote attendance or remotely accessing the meeting or are able to hear or see the proceedings once the exclusion has been agreed by the meeting.
23. Where the Council has by resolution decided to meet in committee for the whole or part of the meeting concerned, each member participating remotely has personal responsibility to ensure and confirm to the Meetings Administrator that there are no other persons present who are not entitled to be either hearing or seeing consideration of such items, and/or recording the proceedings, in accordance with standing orders that apply.



STATUTORY INSTRUMENTS.

S.I. No. 445 of 2020

CIVIL LAW AND CRIMINAL LAW (MISCELLANEOUS PROVISIONS)
ACT 2020 (SECTION 29) (LOCAL AUTHORITIES) (DESIGNATION)
ORDER 2020

S.I. No. 445 of 2020

CIVIL LAW AND CRIMINAL LAW (MISCELLANEOUS PROVISIONS)
ACT 2020 (SECTION 29) (LOCAL AUTHORITIES) (DESIGNATION)
ORDER 2020

I, DARRAGH O'BRIEN, Minister for Housing, Local Government and Heritage, in exercise of the powers conferred on me by subsection (3)(a) of section 29 of the Civil Law and Criminal Law (Miscellaneous Provisions) Act 2020 (No. 13 of 2020), and being of the opinion that it is appropriate to do so having regard to the matters specified in paragraphs (a) to (d) of subsection (4) of that section as they relate to the State bodies to which the following order applies, hereby order as follows:

1 (1) This Order may be cited as the Civil Law and Criminal Law (Miscellaneous Provisions) Act 2020 (Section 29) (Local Authorities) (Designation) Order 2020.

(2) This Order comes into operation on 20 October 2020.

2 In this Order "local authority" has the meaning assigned to it by Section 11 and Schedule 5 of the Local Government Act 2001 (No. 37 of 2001).

3 Each local authority is designated for the purposes of Section 29 of the Civil Law and Criminal Law (Miscellaneous Provisions) Act 2020 (No. 13 of 2020).



GIVEN under my Official Seal,
20 October, 2020.

DARRAGH O'BRIEN,
Minister for Housing, Local Government and Heritage.

*Notice of the making of this Statutory Instrument was published in
"Iris Oifigiúil" of 23rd October, 2020.*

EXPLANATORY NOTE

(This note is not part of the instrument and does not purport to be a legal interpretation.)

This Order allows for meetings to be held remotely by local authorities. Any decision made or vote taken or other act done at such a meeting shall be as good and effectual as a decision made or vote taken or other act done by the members concerned would have been if such a meeting had been held in person.

The arrangements that apply for the regulation of meetings are matters for members to determine subject to the provisions of Part 6 and Schedule 10 of the Local Government Act 2001.

The local authorities established at the time of the making of this Order are –

Carlow County Council	Limerick City and County Council
Cavan County Council	Longford County Council
Clare County Council	Louth County Council
Cork City Council	Mayo County Council
Cork County Council	Meath County Council
Donegal County Council	Monaghan County Council
Dublin City Council	Offaly County Council
Dun Laoghaire-Rathdown County Council	Roscommon County Council
Fingal County Council	Sligo County Council
Galway City Council	South Dublin County Council
Galway County Council	Tipperary County Council
Kerry County Council	Waterford City and County Council
Kildare County Council	Westmeath County Council
Kilkenny County Council	Wexford County Council
Laois County Council	Wicklow County Council
Leitrim County Council	

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