

The 12th meeting of the 6th EPA Advisory Committee was held on Thursday 10 December 2015, in the EPA Regional Inspectorate, McCumiskey House, Richview, Clonskeagh Road, Dublin 14.

Members Present: Laura Burke (Chair), John Sheahan, David Ball, Elaine Nevin, John Cuddihy, Martin Hogan, Deirdre Lyons, Áine Ryall, Sharon McGuinness and Colin O'Dowd.

In attendance: Micheál Lehane.

Apology: Elizabeth Delahunty and Pat Farrell

Secretary: Isobel Walsh

1. **Introductions**

The Chairperson welcomed the Advisory Committee to Dublin EPA Regional Inspectorate for their 12th meeting.

2. **Minutes of Meeting held on 17 September 2015**

The Minutes of the Meeting held on 17 September 2015 were approved.

3. **Approval of the Agenda**

The adoption of the Agenda was approved.

4. **Matters Arising**

There were no matters arising.

5. **Emerging Issues**

Laura Burke provided the Committee with an update on the draft EPA Budget for 2016. The Committee were informed that in October 2015 the Department of Environment, Community and Local Government confirmed the 2016 EPA Exchequer allocations. The Chairperson advised that the EPA Environment Fund requests still awaits approval. The Chairperson advised the Committee that the Agency is engaging with the Department of Environment, Community and Local Government on delegated sanction for priority posts.

6. **Update on the EPA Strategy**

(i) Presentation on the draft EPA Strategy

Micheál Lehane, Office of Environmental Assessment, gave a presentation providing an update on progress made since September 2015 on the new EPA Strategy and the development of the Action Plan. The presentation detailed information on the following areas:

- An outline of the CSD Process
- Consultation process
- Development of a Strategy Action Plan
- Identification of Actions
- Samples of Actions linked to Goals
- The Next Steps

(ii) Discussion

Following Micheál Lehane's presentation there was a detailed discussion by the Committee on the work to date and the launch of the new Strategy. The Chairperson informed the Committee that the Strategy will be before the Board in December for approval. Once approved the Strategy will be announced publicly in January 2016 through the standard media i.e. press releases, EPA Newsletter, EPA website etc.

One Committee member commented that the action plan should allow for changes during the life time of the strategy and another Committee member suggested documenting any changes. A further Committee member made a number of suggestions following their own involvement in designing and implementing their organisation's strategy, including:

- Focus on big impact and quick win items;
- Ownership of action items is key – seek volunteers for teams;
- Teams present at monthly management meetings; and
- Teams report to the Board on a six-monthly basis.

Another member suggested that cross office activities be encouraged. The Chairperson advised that there are a number of planned cross office activities. A Committee member highlighted the importance of translating actions into day to day tasks. A further suggestion was to develop the 'Strategy' section of the website for the public. The Chairperson thanked the Committee for their valued contribution and confirmed that all these suggestions would be considered and where possible incorporated into the new Action Plan.

Action: Consider the recommendations of the Committee for the new Action Plan.

7. Report of the Advisory Committee

The Committee considered a draft report summarising the Committee's activities in its three-year term of office since 18 February 2013. The Committee thanked Áine Ryall for drafting the report, and Deirdre Lyons and John Cuddihy for reviewing and collating same. Following a discussion on the content of the draft report, the Committee approved the report in principle, subject to a number of agreed amendments.

Action: The Committee agreed that Dr Ryall would provide a clean draft to members by 14 December 2015 and that members would comment on the revised draft by 18 December 2015.

8. Any Other Business

As this was the final meeting of the Committee, the Chairperson thanked the Members for their attendance at the meetings and their contributions to the discussions throughout the three-year term.

This concluded the business of the meeting.