



Meeting Minutes

Roscommon Local Community Safety Partnership	
Date:	21/01/2026
Time:	7:00 pm – 9:30 pm
Venue:	The Abbey Hotel Roscommon

Attendance	
Quorum:	YES
Apologies:	Marie Richardson – (TUSLA representative) Kathleen Shanagher – (Sporting organisation representative) Veronica Barrett – (Older Peoples' representative) Gerry Gacquin

1. Election Process & Nominees Address

- Chief Executive Shane Tiernan opened the meeting by welcoming and thanking all for attending the inaugural meeting of the Roscommon LCSP. In his opening address he acknowledged the commitment of the Joint Policing Committee (JPC) over the years. He noted that Community safety is not just about policing, it's about wellbeing, prevention, and collaboration across all sectors. He reiterated the aim of the LCSP is to identify community safety issues early to make Roscommon a safe place to live, work, invest and visit.
- CE Shane Tiernan went on to explain the election process to all members for the position of the Chair and Vice Chair.
- The candidates for the position of Chair were as follows:
 - Sam Brooks
 - Cllr Pascal Fitzmaurice
 - Gerry Gaquin





- The candidates for the position of Vice Chair were as follows:
 - Gerry Gaquin
 - Cllr Emer Kelly

The Chief Executive informed all members that prior to the meeting commencing Gerry Gaquin revoked his nomination for the position of the Chair but wished to remain for consideration of Vice Chair.

- Candidates for Chair and Vice Chair addressed the meeting with three minute statements each, outlining their vision, experience and the reason as to why they are the best candidate.
- Cllr Pascal Fitzmaurice was elected Chairperson with 18 votes to Sam Brookes 5 votes.
- Cllr Emer Kelly was elected as Vice Chairperson with 24 votes to Gerry Gacquins 0 votes.
- Shane Tiernan CE handed over the meeting to the newly elected Chair of the LCSP, Cllr Pascal Fitzmaurice to continue the meeting.

2. Apologies

Apologies, as listed above, were noted.

3. Conflict of interest form

- Fiona NiChuinn, Senior Executive Officer, outlined the operation of the Conflict of Interest declaration form to members in attendance. She informed members as stated in the form that they are “required to declare any Conflict of Interest that may occur due to an unexpected item arising. For the purposes of clarification, Conflict of Interest shall be deemed as a set of circumstances that creates a risk that a professional judgement or actions regarding a primary interest will be unduly influenced by a secondary interest. Conflicts can and are expected to arise from time to time; where a Conflict of Interest is declared by a member, that person must absent themselves from deliberations relating to the declaration”.



4. Minister O'Callaghan video message was played

- The message highlighted the government's new approach to crime related activity, mental health, addiction, and the effort to protect vulnerable children and families.
- He stated that the LCSP will go beyond policing, it will involve more than the Garda Síochána alone and will be proactive in approach rather than reactive.
- He thanked all present for their commitment going forward.

5. Discussion/Adoption of terms of reference

- The Draft Terms of Reference template provided by the National Office for Community Safety (NOCS) were circulated to members after the Induction session in December and again prior to the Inaugural meeting. Members were asked for recommendations to be sent to the administrator, Niamh Duffy before the meeting. No recommendations were received.
- The template Terms of Reference provided by the NOCS office was discussed in detail at the meeting.
- Shereen Elsabbagh proposed to include Social Inclusion and **Cultural Awareness** within the Terms of Reference under Item F. - Proposed by Shereen Elsabbagh and Seconded: Stephen O'Hara – Agreed as amended.
- Adoption of the Terms of Reference by Eamon Hannan and Seconded: Andrew Reynolds - Agreed as amended.

6. Discussion/Adoption of Standing Orders

- The Draft Standing Orders (SO'S) template provided by the NOCS was circulated to members after the Induction session in December and again prior to the Inaugural meeting. Members were asked for recommendations to be sent to the administrator, Niamh Duffy before the meeting. No recommendations were received.
- Venues for the meetings were discussed along with the provisional dates as suggested below:
- Wednesday 21st January 2026
- Wednesday 11th March 2026





- Wednesday 13th May 2026
 - Wednesday 8th July 2026
 - Wednesday 09th September 2026
 - Wednesday 11th November 2026
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- It was suggested a list of suitable free venues be compiled- Niamh Duffy agreed to this task.
 - The following venues were offered by members during the meeting for use of future LCSP meetings:
 - Bernie Kearney offered Kilbride Community Centre.
 - Stephen O'Hara offered Castlerea Community School.
 - Sam Brookes suggested Taghmaconnell Hall as a venue.
 - Cllr Marty McDermott suggested that he could offer 1 or 2 community centres in his own area if needed.
 - Eamon Hannan offered the potential use of HSE buildings but this would only be available during working office hours.

Members raised the following queries:

- Cllr Emer Kelly suggested the possibility of rotating venues for meetings around the Municipal Districts (MD's) and that consideration might also be given to allowing local community groups from that specified MD to attend meetings.
- Rory Doyle raised a query regarding the number of public meetings and allowing the media to attend.
- Sam Brooks raised the query of the formation of sub-groups.
- The matter of quorum was raised, Louise Moran suggested half plus one, 27 members with quorum of 14.

Responding to the above queries related to:

- The Chair agreed that rotating venues for meetings around the Municipal Districts could be considered as the partnership progressed and could be looked at again at a more advanced and progressed stage, while having regard to which community groups should receive invitations to attend.



- Fiona NiChuinn highlighted section (10.4) of the NOCS Guidelines referring to public meetings and media attendance which state “In the first year of the partnership, to allow for relationships and trust to develop, and as the Safety Partnership is developing its workplan, consideration should be given to limiting media attendance to public meeting(s) This approach to be reviewed as the partnership’s work evolves”.
- It was suggested by the Chair that the formation of Sub-Groups would be looked at as the partnership evolved and there was a clearer direction in relation to aims and objectives.
- Fiona Ni Chuinn referenced the NOCS Terms of Reference template which suggested the quorum of eleven, she suggested this figure be taken until a pattern of attendance is established.
- Partnership discussed future meeting times. It was proposed by Rory Doyle that meetings be at 6pm - Seconded by Sam Brooks- Agreed.
- Rory Doyle recommended that point 59 also be amended to 6pm to reflect the time of meetings. Proposed by Rory Doyle - Seconded by Cllr Valerie Duffy – Agreed as amended.
- Eamon Hannon recommended note at the bottom of page 1 (“LCSPs should consider holding of meetings at time and place that will facilitate the engagement of all members, particularly the community. Consideration can also be given for rotating location of meetings to reflect geographic area covered by LCSP”) would be copied and pasted into item 2 on the standing orders document. Proposed Eamon Hannon– Seconded Emer Kelly- Agreed as amended.
- Ruth Conboy suggested that section 36 be amended to read “7 days in advance”, Proposed by Cllr Ruth Conboy - Seconded by Rory Doyle – Agreed as amended.

Presentation by Longford LCSP Co-ordinator Janine Bartley

- Janine Bartley joined the meeting via MS Teams and delivered a presentation on the Longford LCSP pilot scheme, which she coordinated from 2021 to 2024 and continues to coordinate as part of the current LCSP in Longford. She





outlined the early stages of the pilot, including the consultation and plan development process, network building, workshops, and stakeholder mapping.

- Janine advised that the Longford Safety Plan took 18 months to develop.
- Janine suggested the partnership to utilise existing frameworks such as Neighbourhood Watch and Community Alert schemes.
- A questions and answers (Q&A) session followed with members.
- The Chair thanked Janine for her time and requested that she share her objectives and actions that they included in their Safety Plan with the group.
- Members agreed that they would like to invite the Chair of Longford LCSP, Seamus Boyle, and Coordinator Janine Bartley to the next meeting of Roscommon LCSP for a more detailed discussion on the setup of pilot phase of Longford LCSP. Proposed Cllr Marty McDermot – seconded Louise Moran – Agreed.

7. Update – Niamh Duffy

- Niamh provided an update on the LCSP roadmap over the past year and outlined engagements and proposed initiatives planned for 2026.
- Q1 2025 focused on the establishment and community engagement phase.
- Q2 2025 focused on governance and membership formation, including collaboration with Roscommon Age Friendly and Citizens Information.
- Q3 2025 focused on the development of membership, with a guidance document issued at the end of July. Work commenced on building the partnership, and a sub-committee was established to oversee the seat selection process. Expressions of interest were subsequently sought.
- Q4 2025 saw the proposed membership of the Roscommon LCSP ratified by Minister O’Callaghan. The Induction of the Roscommon LCSP took place in December.
- For 2026 Niamh outlined the following events will be taking place:
 - Attendance of the Chair and Administrator at Ministerial event hosted by the NOCS in the Department of Justice, Home Affairs and Migration, scheduled for February 2026.
 - National Community Safety Plan due to be launched in May 2026.
- Niamh then when on to share proposed events in collaboration with:





- Roscommon Age Friendly, An Garda Síochána and the Fire Services - Safety in the home event.
- An Garda Síochána - Further engagement sessions planned with An Garda Síochána & Transition Year students.

8. A.O.B.

- Cllr Tom Crosby highlighted the great work of the JPC over the years.
- John Macklin raised concerns regarding difficulty hearing discussion at the far end of the meeting room table. It was agreed that the council chamber would provide better acoustics and would be used as the venue for the next meeting.
- Shane Tiernan CE proposed that a message of best wishes and support be extended to the LCSP Coordinator Pat Flanagan, on behalf of the Roscommon LCSP, who is currently unwell, wishing him a speedy recovery
Proposed by Shane Tiernan - Seconded by - Cllr McDermott- Agreed.
- It was requested that a calendar invite be sent via Teams on all upcoming meetings – this will be actioned by Niamh Duffy.

Next Meeting

Date: Weds 11th March, 2026

Time: 6:00 pm – 8:00pm

Venue: Council Chamber, Aras an Chontae, Roscommon

Prepared by: Suzanne Coleman/Niamh Duffy

Adopted by Roscommon Local Community Safety Partnership

11/03/2026.

Chairperson Signature

Roschel Fitzmaurice

MEMBERSHIP ATTENDANCE LOG

NAME SURNAME	Representative Body
Bernard Kearney	Muintir Na Tire
John Macklin	Local Residents
James O'Leary	An Garda Síochána
Emer Kelly	Elected Member





Pascal Fitzmaurice	Elected Member
Micheal Durcan	WRDATF
Eamon Hannan	HSE
Joseph Egan	Local Residents
Paul Cormican	Disability Services Representative
Stephen O'Hara	Education Representative
Valerie Duffy	Elected Member
Felicia Loughrey	Social Inclusion
Tom Crosby	Elected Member
Louise Moran	CYPSC
Shereen Elsabbagh	New/Minority Communities
Shane Tiernan	CE Roscommon County Council
Marty McDermott	Elected Member
Chris Flynn	Director of Services, Roscommon Co Co
Miriam Gunn	IFA
Ruth Conboy	Elected Member
Andrew Reynolds	Business Representative
Rory Doyle	Local Residents
Samuel Brookes	Local Residents
Leah Cull	Elected Member
Niamh Duffy	LCSP Administrator
Fiona Ni Chuinn	Senior Executive Officer, Roscommon Co Co
Suzanne Coleman	Clerical Officer, Roscommon County Council
Darragh Kelly	Communication Officer, Roscommon Co Co

