

REDACTED VERSION FOR PUBLICATION

Meeting: Louth Local Community Development Committee (LCDC)

Louth Local Action Group (LAG)

Date: 26th November 2018 at 3pm

Location: Cooley Room, County Hall, Dundalk

- In attendance:** Cllr. Colm Markey
Cllr. Pearse McGeough
Cllr. Dolores Minogue
Mr. Thomas McEvoy, LEO
Ms. Anne Keeley, DSP
Ms. Annette McDonnell, HSE
Ms. Sadie Ward-McDermott, LMETB
- Mr. Kevin Moran, PPN
Mr. Geordie McAteer, PPN
Ms. Grainne Berrill, Louth Volunteer Centre
Mr. Pat McCormick, Chamber of Commerce
Mr. Breannán Casey, Chamber of Commerce
Mr. Larry Magnier, PPN
Mr. Ciaran Reid, CEO, LLP
- Officials:** Mr. John Lawrence
Ms. Mary Deery
Ms. Clare O'Hagan
- Apologies:** Cllr. Liam Reilly, Chairperson
Mr. Paddy Donnelly, Chief Officer
Ms. Joan Martin, CE, LCC
Mr. Matthew McGreehan, IFA
Mr. Breffni Martin, PPN
- Guests:** Ms. Mary O'Neill (LLP)
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Apologies

In the absence of the Chairman, Mr. Liam Reilly, Vice Chair, Mr. Kevin Moran chaired the meeting.

LCDC Minute No. 61/2018

1. Minutes of LCDC meeting held on the 15th October 2018

Decision: On the proposal of Mr. Geordie McAteer, seconded by Ms. Annette McDonnell the minutes of the meeting held on the 15th October 2018 were adopted.

LCDC Minute No. 62/2018

2. Matters arising

Mr. John Lawrence advised the members that Mr. Paddy Donnelly, would be replacing Mr. Joe McGuinness as Chief Officer.

LCDC Minute No. 63/2018

3. Social Inclusion

a) Annual Plan

Mr. Ciaran Reid provided a summary of the main provisions of the 2019 Social Inclusion Annual Plan as per the summary document provided to members and advised that the targets/indicators set by the LCDC in 2018 were broadly in line with those for the 2019 Plan, underpinned by two main goals:

- Goal 1 - Supporting Communities (63 groups) - €73,465 actions 1–5
- Goal 2 Supporting Individuals (822 individuals) - €267,388 actions 6-9,

He also advised that a number of new programme development actions had been devised for 2019 in relation to older people, community grants scheme, RAPID area based plans, social development strategy, distanced travelled tool, schools transition programme and father focus programme.

b) Traveller and Roma Initiative

Mr. Ciaran Reid informed members of the proposal under the SICAP 2019 Plan to provide supports for Traveller and Roma communities in the county. He advised that current discussions were underway with the Department of Rural and Community Affairs and the Department of Justice with regard to the lack of resources available to coordinate and work at local level with traveller and Roma community groups and that a set of initiatives were being developed which would deliver a countywide Traveller and Roma Strategy, in line with the National Strategy, to support Traveller and Roma development groups and update the current implementation plan.

Cllr Pearse McGeough queried as to how LCDC resources impacted on the ground in Drogheda given that two of the nine RAPID areas in Dundalk were more identifiable with the remaining seven areas in Drogheda being more widely spread. Mr. Ciaran Reid advised that the current programme had a full time Development Officer working with RAPID groups and that there was a thematic focus approach for all groups with regard to health (epower). Training in GDPR / governance was also provided to groups to help gain an understanding of groups needs and in developing relationships. He also advised that a number of other initiatives were available, such as, small community grant schemes with the potential to lead on to Leader grant schemes e.g. possible feasibility studies for community centres etc. Mr. Ciaran Reid advised that there was currently a vacancy for a Social Inclusion Manager in Drogheda, who would also become a Development Officer in that area. Cllr. Pearse McGeough also queried as to whether an umbrella group operated in Drogheda. Mr. Ciaran Reid advised that they were currently trying to develop ways in which groups could come together in a coordinated way.

The LCDC fully supported the initiative as set out.

c) Qtr. 1 Payment 2019

Mr. John Lawrence advised members that SICAP Qtr. 1 for 2019 payment was now due for payment however the end of year review process was in train and therefore recommended that two of the three months due be issued.

Recommendation: To issue payment for 2 months (January and February) in the amount of €218,933.44. The final month (March) would issue following approval of the End of Year Review and Annual Plan by the LCDC.

Decision: On the proposal of Ms. Grainne Berrill, seconded by Ms. Anne Keeley payment of two months (January and February) funding for SICAP Qtr. 1 2019 in the amount of €218,933.44 was approved.

LCDC Minute No. 64/2018

4. Peace IV

Mr. John Lawrence informed the members that five contracts, to the value of circa €750,000 had issued, four of which were youth projects, with the fifth being a cooperation project. A number of other projects were to go out to procurement again.

LCDC Minute No. 65/2018

5. LCDC Correspondence

Community Enhancement Programme

Mr. John Lawrence advised that a deadline extension for the programme to 29th March 2019 had been granted by the department.

PPN Review of Community Services Programme

Mr. John Lawrence referred members to correspondence that had issued in relation to the review and advised that the deadline for submissions expired on 14/11/18.

IPA Workshop – Thinking Strategically and Working Collaboratively

Mr. John Lawrence referred members to the information circulated advising that the closing date for acceptance on the workshop was 29th November. Any members who wished to attend the workshop on 6th December were asked to contact the community office to make the necessary arrangements.

National Youth Health Programme

Ms. Mary Deery provided an outline of the programme, whereby the National Youth Council and the National Youth Health Programme partner, putting lens of Health and wellbeing on all youth programmes and incorporating it into the LECP and other strategic plans.

The business of the LCDC meeting concluded

LAG MATTERS

LAG Minute No. 111/2018

1. Minutes of LAG meeting held on the 15th October 2018

Decision: On the proposal of Mr. Geordie McAteer, seconded by Ms. Annette McDonnell the minutes of the meeting held on the 15th October were adopted.

LAG Minute No. 112/2018

2. Matters arising

Mr. John Lawrence advised members that Dr. Paul McArtain had been nominated to replace Mr. Pat McCormick on the IEC.

Decision: On the proposal of Mr. Thomas McEvoy, seconded by Mr. Colm Markey Dr. Paul McArtain's nomination to the IEC was approved.

LAG Minute No. 113/2018

3. RDP Subgroup Meeting

Cllr. Colm Markey provided an overview of the RDP subgroup meeting of 12th November 2018. The main points being:

1) Targeted Call

Following discussion in relation to potential targeted calls for 2019 and the potential of the CEP scheme to assist group/organisations in the match funding requirements two targeted calls were put forward for recommendation:

- a) SA18 – Youth and Animation Facilities – 150,000 targeted call to issue in January 2019 with a maximum limit of 30,000 per project

Decision: On the proposal of Ms. Grainne Berrill, seconded by Ms. Anne Keeley, the targeted call under SA18 – Youth and Animation Facilities was approved.

- b) SA24 – Biodiversity Initiatives capital Support – 65,000 targeted call to issue mid May 2019, closing in early June with a maximum limit of 15,000 per project.

Decision: On the proposal of Mr. Larry Magnier, seconded by Mr. Brendan Casey, the targeted call under SA24 – Biodiversity Initiatives capital Support was approved.

2) Car Parking Policy

Mr. Colm Markey advised, following a meeting of the RDP subgroup, of concerns raised over how car parks were funded owing to the fact that there was no policy in place, the subgroup recommended that the LAG should not approve funding applications for car parks at this time and that the position could be revisited in one year's time.

Cllrs. Dolores Minogue and Pearse McGeough expressed concern with regard to community facilities where funding would not be allocated to complete works.

Mr. Larry Magnier advised one or two applications for funding could potentially absorb all funding if car parks were funded and stated that it was only a recommendation at this stage but that the LAG would be in a better position in one year's time with regard to budget availability.

Mr. John Lawrence advised that a number of towns/villages were successful under the Town and Village Renewal scheme with regard to funding for car parks in 2018.

Ms. Mary O'Neill advised that funding for community facilities was one of the more popular programme themes with €1.2m allocated to projects and that no further applications were being accepted.

Mr. Ciaran Reid advised that Sports Capital grants were available for funding of car parks in relation to sporting activity and that works in relation to egress and provision of ramps etc. was not excluded.

Decision: On the proposal of Mr. Larry Magnier, seconded by Mr. Pat McCormick it was agreed not to fund applications for car parks at this time and to revisit the position in one year's time.

3) Budget Flexibility

Mr. Colm Markey referred members to Circular 14/18 that issued, whereby LAG's are permitted to move money between themes and subthemes where appropriate and would not require departmental approval subject to limitation. The RDP subgroup recommended the following transfer of budgets:

From Strategic Action	To Strategic Action	Amount
9 - Support and Development of Agriculture and Marine Sector	10 – Support and Development of food and Beverage Sector	€160,000
17 – Community Capacity Building	16 – Community Facilities	€270,000

Decision: On the proposal of Ms. Anne Keeley, seconded by Mr. Thomas McEvoy the transfer of €160,000 from SA9 to SA10 and the transfer of €270,000 from SA17 to SA16 was approved.

LAG Minute No. 114/2018

c) Financial Reports

Mr. John Lawrence advised that the three number financial reports, circulated to members detailed financial information up to 26/11/18.

- a) Mr. John Lawrence referred to financial reports numbers 1 and 2, both reports were raised on the LCC accounting system detailing payments issued under the administration job code and the projects job code.
- b) Mr. John Lawrence referred members to financial report number 3 which provides details of the named administration costs incurred by LLP for the month of October in the amount of €23,428.08

- c) Mr John Lawrence advised that the Qtr 1 2019 administration payment in the amount of €89,200 was now due to be paid.

Recommendation: Approval of financial reports numbers 1, 2, 3 and the Qtr. 1 2019 payment in the amount of €89,200

Decision: On the proposal of Mr. Larry Magnier, seconded by Mr. Geordie McAteer financial reports 1, 2 and financial report 3 with an expenditure of €23,428.08 for October and the Qtr. 1 administration payment in the amount €89,200 was approved.

LAG Minute No. 115/2018

d) LEADER Monthly Project Update Reports

Ms. Mary O'Neill informed members present that Financial Reports no.'s 4 and 5 are generated by Louth Leader Partnership

- a) Report 4 provides a summary listing all of the projects that have been issued letters of offer. It also provides a breakdown of the value of contracts issued, budget remaining, all projects paid and amount de-committed as at 19th November 2018, totalling €802,163.81 with €156,904.27 paid out on projects.
- b) Report 5 provides a breakdown of progress under each of the three themes of the LDS with a further breakdown per sub theme and local objective as at 19th November 2018.

Both reports number 4 and 5 are for information purposes only.

LAG Minute No. 116/2018

e) Conflicts of Interest and Confidentiality

Members were reminded by Mr. John Lawrence to declare any conflict of interest based on the agenda and meeting documents. Members were also reminded on the need to ensure confidentiality around matters discussed generally at the LCDC/LAG meetings and in particular for LEADER projects.

LAG Minute No. 117/2018

f) Review of LAG Decision - Application 21LDRLOU107705

Members agreed, following a lengthy discussion, that the RDP subgroup be tasked with considering reviews/appeals and their recommendation to come back to the LAG.

Decision: RDP subgroup to review the file and make a recommendation to the LAG at their next meeting.

LAG Minute No. 118/2018

g) EOI's

Members were referred to the EOI's received during the month of October of which there were 12 projects, with funding sought in the amount of €1,111,620. Ms. Mary O'Neill advised members that the list of EOI's were for noting only, however ineligible EOI's must be deemed ineligible by the LAG.

i) Ineligible Projects

There were no ineligible projects

LAG Minute No. 119/2018

h) Notes requiring LAG approval

Ms. Mary O'Neill referred to the notes requiring LAG approval, which listed 5 projects that required among other things typos, extension to completion date and de-commitment of funding.

1. Proposed Project extension which is allowed under Section 8.4 of the Operating Rules:

- a) Project Ref. 106343 requested completion date be extended to 28/02/2019
- b) Project Ref. 103445 requested completion date be extended to 27/02/2019

2. Project funding de-commitments – following completion of projects any under spend must be approved by the LAG. The following two projects have under spent:

- a) Project Ref. 106703 was unable to obtain insurance for bicycles and therefore unable to proceed with the project in the amount of €2438.04
- b) Project Refreshing 106566 underspend on marquee and cookery demonstration elements in the amount of €178.25

3. Typographical Error

- a) Project Ref. 106566 incorrect project reference number in LAG minutes of March 2018. Should have read 21LDRLOU106566 and not 21LDRLOU106450

Decision: On the proposal of Mr. Larry Magnier, seconded by Mr. Thomas McEvoy the LAG notes for all 5 projects were approved.

LAG Minute No. 120/2018

10. LEADER Projects - 21LDRLOU106377

Project Code:	21LDRLOU106377	
Promoter Code:	5356	
Absenters:	Conflicts of Interest: Cllr. Pearse McGeough (Public) For Quorum Requirements: Thomas McEvoy (Public)	
Agreed by LAG:	To fully support the project with funding at a rate of 61% up to a maximum of €197,816.96 of eligible cost. No Additional Conditions Apply.	
Has Quorum Requirements been met:	Yes	

Decision: On the proposal of Mr Geordie McAteer, seconded by Ms. Annette McDonnell, the above project was approved.

LAG Minute No. 121/2018

11. Leader Projects 21LDRLOU107427

Project Code:	21LDRLOU107427	
Promoter Code:	6117	
Absenters:	Conflicts of Interest: None For Quorum Requirements: Anne Keeley (Public) & Thomas McEvoy (Public)	
Agreed by LAG:	To fully support the project with funding at a rate of 75% up to a maximum of €58,906.23 of eligible costs. No Additional Conditions Apply.	
Has Quorum Requirements been met:	Yes	

Decision: On the proposal of Mr. Geordie McAteer, seconded by Ms. Grainne Berrill the above project was approved.

LAG Minute No. 122/2018

12. LEADER Projects - 21LDRLOU107836

Project Code:	21LDRLOU107836	
Promoter Code:	2462	
Absenters:	Conflicts of Interest: None For Quorum Requirements: Anne Keeley (Public) & Thomas McEvoy (Public)	
Agreed by LAG:	The LAG took the decision not to support car parks at this time and have agreed to fully support the running/walking track element of the project with funding at a rate of 44% up to a maximum of €83,340.40 of eligible costs. No Additional Conditions Apply.	
Has Quorum Requirements been met:	Yes	

Decision: As per the earlier decision of the LAG recommending non-support for car parks, LAG Minute No. 113/2018, on the proposal of Ms. Annette McDonnell, seconded by Ms. Grainne Berrill, the above project was approved at 44% up to a maximum of €83,340 of eligible costs.

LAG Minute No. 123/2018

13. LEADER Projects - 21LDRLOU107837

Project Code:	21LDRLOU107837	
Promoter Code:	2602	
Absenters:	Conflicts of Interest: Larry Magnier (Private) For Quorum Requirements: Anne Keeley (Public) & Thomas McEvoy (Public)	
Agreed by LAG:	To fully support the project with funding at a rate of 75% up to a maximum of €58,906.23 of eligible costs. No Additional Conditions Apply.	
Has Quorum Requirements been met:	Yes	

Decision: On the proposal of Ms. Grainne Berrill, seconded by Ms. Annette McDonnell, the above project was approved.

LAG Minute No. 124/2018

14. LEADER Project - 21LDRLOU107947

Project Code:	21LDRLOU107947	
Promoter Code:	6469	
Absenters:	Conflicts of Interest: None For Quorum Requirements: Anne Keeley (Public) & Thomas McEvoy (Public)	
Agreed by LAG:	Not to support the project as per the reasons set out by the IEC.	
Has Quorum Requirements been met:	Yes	

Decision: On the proposal of Mr. Geordie McAteer, seconded by Ms. Annette McDonnell, it was agreed not to support the project.

LAG Minute No. 125/2018

15. LEADER Project - 21LDRLOU108071

Project Code:	21LDRLOU108071	
Promoter Code:	4247	
Absenters:	Conflicts of Interest: None For Quorum Requirements: Anne Keeley (Public) & Thomas McEvoy (Public)	
Agreed by LAG:	To fully support the project with funding at a rate of 90% up to a maximum of €4,981.50 of eligible costs. No Additional Conditions Apply.	
Has Quorum Requirements been met:	Yes	

Decision: On the proposal of Cllr. Dolores Minogue, seconded by Mr. Larry Magnier, the above project was approved.

LAG Minute No. 126/2018

16. LEADER Project - 21LDRLOU108327

Project Code:	21LDRLOU108327	
Promoter Code:	6712	
Absenters:	Conflicts of Interest: None For Quorum Requirements: Anne Keeley (Public) & Thomas McEvoy (Public)	
Agreed by LAG:	To fully support the project with funding at a rate of 90% upto a maximum of €3,359.91 of eligible costs. No Additional Conditions Apply.	
Has Quorum Requirements been met:	Yes	

Decision: On the proposal of Annette McDonnell, seconded by Ms. Grainne Berrill, the above project was approved.

LAG Minute No. 127/2018

21. LAG Correspondence

a) Circulars for noting

i) Circular 15/2018 – Retention of Documents

Mr. John Lawrence referred members to Circular 15/2018 which provided guidance on the matter of retention, availability and disposal of documents pertaining to expenditure grant aided under previous LEADER programmes.

LAG Minute No. 128/2018

22. Next Meeting

The Vice Chairperson, Mr. Kevin Moran, advised the members that the next meeting is scheduled for Monday 17th December, 2018 at the usual time of 3pm

The business of the LAG meeting concluded.

Minutes confirmed at meeting held on 17 Dec 2018

Chairperson 