

Meeting: Louth Local Community Development Committee (LCDC)

Louth Local Action Group (LAG)

Date: 21st October 2019 at 4.30pm

Location: Cooley Room, County Hall, Dundalk

- In attendance:** Cllr. Liam Reilly ,Chairperson
Cllr. Ruairi O'Murchú
Cllr. Dolores Minogue
Cllr. Eileen Tully
Ms. Joan Martin, CE, LCC
Ms. Annette McDonnell, HSE
Mr. Kevin Moran, PPN
Ms. Alison Quail, PPN
Ms. Elizabeth O' Reilly, PPN
Ms. Grainne Berrill, Louth Volunteer Centre
Mr. Pat McCormick, Chamber of Commerce Dundalk
Mr. Breannán Casey, Chamber of Commerce Drogheda
Mr. Matthew McGreehan, IFA
Mr. Ciaran Reid, CEO, LLP
- Officials:** Mr. Paddy Donnelly, Chief Officer
Mr. John Lawrence, Senior Executive Officer
Ms. Miriam Roe, Senior Staff Officer
Mr. Gerard Judge, Staff Officer
- Apologies:** Mr. Anne Keeley, DEASP
Mr. Thomas McEvoy, LEO
Ms Sadie Ward-McDermott, LMETB
Mr. Geordie McAteer, PPN
Ms. Joanne Finnegan, PPN
Ms. Mary Deery, Administrative Officer LCC
- Guests:** Mary O' Neill, LLP
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LCDC MATTERS:

LCDC Minute No. 52/2019

1. Minutes of LCDC meeting held on the 16th September, 2019:

On the proposal of Ms. Grainne Berrill seconded by Ms. Annette McDonnell and unanimously agreed by the members the minutes of the meeting held on the 16th September 2019 were adopted.

LCDC Minute No. 53/2019

2. Matters Arising:

There were no matters arising

LCDC Minute No. 54/2019

3. SI Sub-Group SICAP Annual Engagement Meeting Report For Noting

Mr. Kevin Moran reported to the members on the SICAP Annual Engagement Meeting, with Aileen Gilchrist from Pobal, held on Tuesday 8th October and outlined the recommendations of the Social Inclusion Sub-Committee Report as follows:

Recommendations:

Emerging Needs Target Group -The sub group recommend the Emerging Needs Target Group remain as socially excluded vulnerable older people.

KPI's: Do not increase the target numbers but have a greater number of interventions with people from disadvantaged communities.

In preparation for the potential 3% increase in 2020 (€40K) Louth LCDC should target identified expertise over the past decade to identify a number of traveller strategies to enable and support a multiplicity of interventions across community involvement, health, education and awareness raising.

Geographical Spread -Need to expand the geographical spread to encompass areas of disadvantaged communities in the Mid Louth Area.

Interventions- Increase the number of interventions for the people with multiple barriers compared to the number of those with less than three barriers.

Decision: On the proposal of Ms. Grainne Berrill, seconded by Cllr. Dolores Minogue the recommendations of the Social Inclusion Sub-Committee Report were approved.

LCDC Minute No. 55/2019

4. Peace IV:

Peace IV Update:

Ms. Joan Martin, CE, briefed the members on the Peace IV Programme and that implementation on all live projects was progressing satisfactorily and updated members on procurement and the extension to peace IV programme in Louth.

In relation to procurement, the tender for the management of the Small Grants Programme and Good Relations Initiative was approved by LCDC and contracts are being drawn up with the successful project promoters.

Tenders will be re-advertised on eTenders for three Peace IV projects namely:

1. Community Capacity Building Project
2. Adapting Aftermath Archives
3. Leading the Way

The tenders were advertised previously, however no tenders were submitted.

Extension to Peace IV Programme in Louth:

As Louth Peace IV Action Plan was subject to a REBID process which resulted in a delay during 2018, it is now apparent that there is a real need to have the project lifetime over all three themes extended to 31st January 2022.

A formal request has been submitted to SEUPB.

LCDC Minute No. 56/2019

5. Nomination of Representative to the EU_SHAFE Local Action Group (LAG):

Louth County Council cordially invited a member of the LCDC to sit on the LAG implementing and overseeing the Irish element of the EU_SHAFE (Smart, Healthy, Age Friendly Environments) Project.

Joan Martin, CE, outlined the aims of this Programme which are to research good practice in the Irish Age Friendly context based on the four World Health Organisation domains; housing, social participation, community health and communication and information. The objective of the research is to exchange experience and practices with the 10 other partners from 7 different countries to improve the performance of policies and programmes for the regional development related to Structural Funds. LCC will work closely with the Technical University Dublin on the project and acknowledges the role relevant stakeholders in the North and Western Region has in understanding how the research can add value to the Regional Operational Plan.

The first meeting for the Irish EU_SHAFE LAG will take place on 31st October at 10.00am at the offices of Louth County Council, County Hall, Dundalk.

Proposal: Cllr. Dolores Minogue proposed Cllr Eileen Tully as a representative to the EU_SHAFE LAG.

Further nominations: No further nominations were received.

Decision: On the proposal of Cllr. Dolores Minogue, seconded by Ms. Annette McDonnell the appointment of Cllr. Eileen Tully, as a representative to the EU_SHAFE LAG, was approved.

LCDC Minute No. 57/2019

6. Correspondence:

Mr. John Lawrence informed Members the Local Government Audit Service has been engaged by the Department of Rural and Community Development to undertake an independent audit of the Social Inclusion and Community Activation Programme (SICAP), RAPID and Community Enhancement Programme. The audits of the programmes will cover the 2018 financial year. The audit is scheduled to commence on the 21st November, 2019 with on-site time duration of 5-6 days.

Members noted correspondence from the Department of Rural and Community Development outlining the programme for the National LCDC Networking event on Saturday, November 9th, in The Tullamore Court, Tullamore, Co. Offaly.

LCDC Minute No. 58/2019

7. AOB

On behalf of the LCDC, Cllr. Liam Reilly welcomed Cllr. Eileen Tully to her first meeting and wished her well in her new position.

After unanimous agreement, Cllr. Liam Reilly advised that the November meeting will take place on Tuesday 19th November, 2019 at 4.30pm in the Cooley Room at County Hall, Dundalk. Gerard Judge will send out an email to all committee members to confirm their availability to attend.

The business of the LCDC meeting concluded.

LAG MATTERS:

LAG Minute No.126/2019

1. Minutes of LAG meeting held on the 16th September, 2019:

On the proposal of Ms. Gráinne Berrill, seconded by Ms. Annette McDonnell and unanimously agreed by the members the minutes of the meeting held on the 16th September, 2019 were adopted.

LAG Minute No. 127/2019

2. Matters Arising:

There were no LAG matters arising.

LAG Minute No. 128/2019

3. LEADER Monthly Financial Reports:

Mr. John Lawrence advised that the two number financial reports, circulated to members detailed financial information up to 15th October, 2019.

- 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.

Recommendation: Approval of financial reports numbers 1 and 2

Decision: On the proposal of Ms. Gráinne Berrill, seconded by Ms. Alison Quail financial reports 1 and 2 were approved.

LAG Minute No 129/2019

4. Administration Report:

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 September 2019 in the amount of €22,662.12.

Recommendation: Approval of financial report number 3 with an expenditure of €22,662.12 for the month of September, 2019.

Decision: On the proposal of Ms. Gráinne Berrill, seconded by Ms. Alison Quail financial report number 3 with an expenditure of €22,662.12 for the month of September, 2019 was approved.

LAG Minute No 130/2019

5. LEADER Monthly Project Update Reports:

Mr. Ciaran Reid 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 offers to date. It also provides a breakdown of the value of contracts issued, budget remaining, all projects paid and amount de-committed as at 15th October, 2019, totalling €2,231,667.94 with €657,082.60 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 15th October, 2019

Both reports number 5 and 6 are for information purposes only.

LAG Minute No. 131/2019

6. 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. 132/2019

7. EOI's Rolling:

Members were advised of the EOI's received during the month of September, 2019, including a targeted call under SA3. Ms. Mary O'Neill advised members that the list of EOI's were for noting only, as there were no EOI's deemed ineligible.

LAG Minute No. 133/2019

8. Notes requiring LAG approval:

Ms. Mary O'Neill referred to the notes requiring LAG approval, which listed 6 projects that required among other things proposed project extensions as per Operating Rules 8.4, de-commitment of funding and re-allocation of funding.

1. **Project funding de-commitments** – following completion of projects any under spend must be approved by the LAG. The following projects have under spent:
 - a) Project Ref. 109114 under spend in the amount of €2,654.38 due to smaller equipment purchased by promoter due to time constraints.
 - b) Project Ref. 104685 under spend in the amount of €8,001.00 due to videographer element of the project not taking place as students not ready to undertake training at this stage.
2. **Project Extension of less than 6 months:**
 - a) Project Ref. 106377 to 31/01/2020
 - b) Project Ref. 108172 to 30/12/2019
3. **Change of supplier:**
 - a) Project Ref. 109114 – Change of supplier for 3 elements of project required due to: capabilities of equipment purchased was greater than

expected therefore smaller router required. Change in router necessitated different dust extractor. Due to change in equipment a different belt & sander was required

4. **Project Funding Re-allocation:** during the course of project delivery any reallocation must be approved by the LAG. The following projects have had funds reallocated:

- a) Project Ref. 109114- Due to change of supplier there was an under spend on graphic suite.

Decision: On the proposal of Mr. Kevin Moran, seconded by Ms. Gráinne Berrill the LAG notes for all projects were approved.

LAG Minute No. 134/2019

9. LEADER Projects – 21LDRLOU109559 (Provisional Approval)

Project Code:	21LDRLOU109559
Promoter Code:	2700
Absenters:	Conflicts of Interest: None For Quorum Requirements: None
Agreed by LAG:	To provisionally approve the project with funding at a rate of 68% up to a maximum of €66,842.89 of eligible cost. Pending Full Planning Permission.
Has Quorum Requirements been met:	Yes

Decision: On the proposal of Ms. Annette McDonnell, seconded by Cllr Liam Reilly, the above project was provisionally approved

LAG Minute No. 135/2019

Mr John Lawrence advised the members that the Targeted Call resulted in 5 completed project applications. The members were also advised that when deciding on grant aid to Targeted Call projects that if necessary, the LAG would have to prioritise the projects on their merits, if sufficient funding was not available. Ms. Mary O'Neill confirmed to the members that there was sufficient budget in this Targeted Call for all projects to receive the level of funding being sought.

10. LEADER Projects – 21LDRLOU110530 (Targeted Call)

Project Code:	21LDRLOU110530
Promoter Code:	2595
Absenters:	Conflicts of Interest: None For Quorum Requirements: None
Agreed by LAG:	To fully support the project with funding at a rate of 75% up to a maximum of €4,311.75 of eligible cost. No additional conditions apply.
Has Quorum Requirements been met:	Yes

Decision: On the proposal of Mr Matthew McGreehan, seconded by Ms. Alison Quail, the above project was approved

LAG Minute No. 136/2019

11. LEADER Projects – 21LDRLOU110561 (Targeted Call)

Project Code:	21LDRLOU110561
Promoter Code:	8260
Absenters:	Conflicts of Interest: None For Quorum Requirements: None
Agreed by LAG:	To fully support the project with funding at a rate of 75% up to a maximum of €10,614.13 of eligible cost. No additional conditions apply.
Has Quorum Requirements been met:	Yes

Decision: On the proposal of Ms. Gráinne Berrill, seconded by Ms. Elizabeth O'Reilly, the above project was approved

LAG Minute No. 137/2019

12. LEADER Projects – 21LDRLOU110591 (Targeted Call)

Project Code:	21LDRLOU110591
Promoter Code:	2739
Absenters:	Conflicts of Interest: Alison Quail (Community) For Quorum Requirements: None
Agreed by LAG:	To fully support the project with funding at a rate of 75% up to a maximum of €7,484.16 of eligible cost. No additional conditions apply.
Has Quorum Requirements been met:	Yes

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

LAG Minute No. 138/2019

13. LEADER Projects – 21LDRLOU110640 (Targeted Call)

Project Code:	21LDRLOU110640
Promoter Code:	2602
Absenters:	Conflicts of Interest: None For Quorum Requirements: None
Agreed by LAG:	To fully support the project with funding at a rate of 75% up to a maximum of €1,276.87 of eligible cost. No additional conditions apply.
Has Quorum Requirements been met:	Yes

Decision: On the proposal of Ms. Gráinne Berrill, seconded by Mr. Pat McCormick, the above project was approved

LAG Minute No. 139/2019

14. LEADER Projects – 21LDRLOU110665 (Targeted Call)

Project Code:	21LDRLOU110665
Promoter Code:	8334
Absenters:	Conflicts of Interest: None For Quorum Requirements: None
Agreed by LAG:	To fully support the project with funding at a rate of 75% up to a maximum of €6,035.25 of eligible cost. No additional conditions apply.
Has Quorum Requirements been met:	Yes

Decision: On the proposal of Ms. Alison Quail, seconded by Ms. Gráinne Berrill, the above project was approved

LAG Minute No. 140/2019

15. LEADER Projects – 21LDRLOU110726

Project Code:	21LDRLOU110726
Promoter Code:	4654
Absenters:	Conflicts of Interest: Ciarán Reid (Community) For Quorum Requirements: None
Agreed by LAG:	To fully support the project with funding at a rate of 75% up to a maximum of €9,329.79 of eligible cost. No additional conditions apply.
Has Quorum Requirements been met:	Yes

Decision: On the proposal of Cllr. Liam Reilly, seconded by Ms. Annette McDonnell, the above project was approved

LAG Minute No. 141/2019

16. LEADER Projects – 21LDRLOU111077

Project Code:	21LDRLOU111077
Promoter Code:	4823
Absenters:	Conflicts of Interest: None For Quorum Requirements: None
Agreed by LAG:	To fully support the project with funding at a rate of 90% up to a maximum of €18,810.00 of eligible cost. No additional conditions apply.
Has Quorum Requirements been met:	Yes

Noted: Ms. Joan Martin questioned the eligibility of this project, as the applicant has been approved by the LAG for funding for a similar project previously. She also queried should LEADER be funding projects that are not displaying the ability to become self sustainable. Mr. Ciaran Reid advised that the project was fully in

compliance with the LEADER Programme rules **Decision:** On the proposal of Cllr. Ruairi O'Murchu, seconded by Mr. Matthew McGreehan, the above project was approved

LAG Minute No. 142/2019

17. LEADER Projects – 21LDRLOU109423

Project Code:	21LDRLOU109423
Promoter Code:	2620
Absenters:	Conflicts of Interest: None For Quorum Requirements: None
Agreed by LAG:	To fully approve the project with funding at a rate of 75% up to a maximum of €9,445.84 of eligible cost. No additional conditions apply.
Has Quorum Requirements been met:	Yes

Noted: A question was raised as to at what point does an initiative become sustainable? Discussion followed around this matter.

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

LAG Minute No. 143/2019

18. LEADER Projects – 21LDRLOU1094485

Project Code:	21LDRLOU109485
Promoter Code:	7513
Absenters:	Conflicts of Interest: None For Quorum Requirements: None
Agreed by LAG:	To fully approve the project with funding at a rate of 90% up to a maximum of €14,930.01 of eligible cost. No additional conditions apply.
Has Quorum Requirements been met:	Yes

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

LAG Minute No. 144/2019

Conflict of Interest: Cllr Liam Reilly, Chairperson, declared a conflict of interest and left the room at this juncture. Mr Kevin Moran, Vice Chairperson, took over and chaired the meeting at this point

19. LEADER Projects – 21LDRLOU110855

Project Code:	21LDRLOU110855
Promoter Code:	2679
Absenters:	Conflicts of Interest: Cllr. Liam Reilly (Public) For Quorum Requirements: None

Agreed by LAG:	To fully support the project with funding at a rate of 90% up to a maximum of €3,210.30 of eligible cost. No additional conditions apply.
Has Quorum Requirements been met:	Yes

Decision: On the proposal of Ms. Grainne Berrill, seconded by Ms. Elizabeth O'Reilly, the above project was approved.

LAG Minute No. 145/2019

20. LEADER Projects – 21LDRLOU110855

Project Code:	21LDRLOU110855
Promoter Code:	2679
Absenters:	Conflicts of Interest: Cllr. Liam Reilly (Public) For Quorum Requirements: None
Agreed by LAG:	To fully support the project with funding at a rate of 90% up to a maximum of €11,496.60 of eligible cost. No additional conditions apply.
Has Quorum Requirements been met:	Yes

Decision: On the proposal of Ms. Elizabeth O'Reilly, seconded by Cllr. Dolores Minogue, the above project was approved.

Cllr. Liam Reilly, Chairperson, re-joined the meeting.

LAG Minute No. 146/2019

21. LAG Correspondence

- a) **Circular 14-2019:** Revising Funding Allocations: This circular details a number of administrative obligations with regard to revised funding reallocations across existing cost elements and also 'new' cost items

LAG Minute No. 147/2019

Next Meeting

Cllr. Liam Reilly confirmed that the November meeting will take place on Tuesday 19th November, 2019 at 4.30pm.

The business of the LAG meeting concluded

Minutes confirmed at meeting held on 19/11/19

Chairperson Liam Reilly

