

**Minutes of Local Community and Development Committee Meeting held
20th March, 2023 at 10.00 a.m. via Zoom**

Present:

Public Sector: Joe MacGrath (TCC), Cllr John Carroll (TCC), Cllr Joe Hannigan (TCC), Cllr Declan Burgess (TCC), Adrian Cunneen (DEASP), Derval Howley (HSE) **(6)**

Private Sector: Eoin Wolahan (Chair), Isabel Cambie (STDC), Julie O'Halloran (PPN), Michael Geary (PPN), Mike Edwards (PPN), Gearoid O'Foighil (PPN), John O'Shaughnessy (Business Pillar) **(7)**

Apologies: Michael Murray (NTDC), Donal Mullane (Teagasc), Derry O'Donnell (PPN), Pat Carroll (IFA)

In Attendance: Brian Beck (Chief Officer), Margo Hayes (TCC), Marie Cox (TCC), Stephanie O'Callaghan (TCC), Áine Roche (TCC), Mairead Ryan (TCC), Cliona Tobin (TCC), Grainne Murphy (TCC)

<p>1.</p>	<p><u>To Note Adherence to Meeting Procedure Requirements</u> The meeting was opened and all were welcomed. Eoin welcomed Joe MacGrath to the Committee.</p> <p>1.1 Quorum Margo confirmed a quorum had been achieved.</p> <p>1.2 Conflict of Interest Conflict of Interest would be declared as the meeting progressed.</p> <p>1.3 Decision-Making Requirements to include LEADER Written Decisions None.</p> <p>1.4 Ethics Documents Members are requested to fill in and return the Ethics Documents forms for 2022.</p> <p>1.5 Screen Shot of Meeting to show attendance</p>
<p>2.</p>	<p><u>Approval of Draft Agenda</u> The Draft Agenda was agreed.</p>
<p>3.</p>	<p><u>Confirmation of Minutes of Tipperary LCDC Meeting dated the 20th February, 2023 & Matters Arising (Decision)</u> The minutes of the Tipperary LCDC meeting held on the 20th February, 2023 LCDC Meeting were agreed on the proposal of Mike Edwards seconded by Cllr Joe Hannigan.</p>
<p>4.</p>	<p><u>SICAP bi-monthly report Progress</u> Isabel updated on STDC SICAP Report for January/February 2023 under <u>Goal 1</u> Working with Communities (LCG's), Resilient Communities, Collaborative Engagement, New Communities and Supporting Integration-Ukrainian Project <u>Goal 2</u> Supporting Individuals, Employment Supports, Soft Skills and Lifelong Learning, Self-Employment, Social Enterprise and Social, Educational and Employment Needs (Ukrainian Refugees).</p>

Margo updated in Michaels absence on NTDC SICAP Bi monthly Report under the headings Empowering Communities, Advocacy, Social Enterprise, Ukrainian Community Supports, Learning for Life, Personal Development, Youth Development & Family Support, Work Readiness & Career Support, Enterprise supports to Job Seekers, Emerging Needs – New Communities (incl. Syrian, DP, Roma), Ukrainian Refugee Individual & Family Supports and Collaborations.

5. 5.1 LEADER

5.1 NTDC CEO Report (Decision)

There were no projects to present to this month's meeting.

5.2 STDC CEO Report (Decision)

There were no projects to present to this month's meeting.

Isabel presented the following changes to Projects for approval by LCDC:-

File No: STP 102851
Promoter: Newcastle Community Development
Project: Newcastle Community Composting & Organic Foods

Promoter was funded to carry out a Biodiversity Works at a site in Newcastle
 Total Costs of Project €10,336.50 @ 75% = Grant Amount of €7,752.37 – Supplier Newcastle Construction

Newcastle Construction was the Supplier who was to carry out the work on this project. The ETB requested Newcastle Community Development to run a number of accredited courses commencing in September 2019. As this was during the Covid Newcastle Construction was not in a position to erect the tunnel so the promoter went ahead and bought the tunnel from Legend Steelworks Ltd. In order to prepare the site for the works they had to hire machinery from EM McGrath and purchase hardcore from Gleeson Quarries.

Newcastle Construction costs came in at €5,121.38.

The promoter was like to request a change of supplier for the balance of costs: €5, 232.58

Legend Steelworks	Supply and Fit Polytunnell	€2,220
McCarras	Rotary Composters x 3	€330
Mes Ireland	Kitchen Caddies x 20	€362.85
Aldi	Waterbutt Set 20lr	€34.99
E & M McGrath Plant Hire	Hire of Machinery	€1,500
Gleeson Quarries	Purchase of Hardcore	€784.74

Note there is an overspend of €17.46 which the promoter will not get.

Changes were approved on the proposal of John O'Shaughnessy seconded by Michael Geary.

File No: 30LDRSTP114641

Promoter: Coniaka Ltd

Project: Ryans of Tipperary

Request to LCDC for changes

Coniaka Ltd applied for LEADER funding to refurbish and equip a warehouse in Tipperary Town into an industrial bakery in Nov 2020 and the LEADER contract was signed in June 2021.

The grant allocated was as follows

Construction	Cost €300,366.00	Grant Aid 33.5%	Grant Approved €100,625.13
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Equipment	Cost €296,634.00	Grant Aid 33.5%	Grant Approved €99,374.87
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The construction works are now almost complete, and much of the equipment is installed.

The bakery is doing test runs and now employs 14 people.

The construction works involved the bakery production area and some office and staff spaces on the ground floor. A mezzanine was to be constructed to provide storage space and utilities upstairs. Note that the specification, design and start of build occurred across a period of COVID restrictions.

However, when the ovens were being installed on site, Chambers Engineering the supplier noted that they must be at least 60cm from any wall. This meant a change in the proposed ducting / ventilation arrangements, and the installation of extractor hoods, which would not fit under the mezzanine floor (in the original design the ovens had been flush against the wall and directly vented through it). Chambers also recommended that the heat and noise of the working bakery that would be generated with such a low ceiling would create an unpleasant workspace and the full height of the building be used for the bakery.

For these reasons the mezzanine floor was reduced and the storage spaces relocated to a separate building at the promoter's own cost. Within the production unit, the extra height had to be brought to food factory grade standard, consistent with the lower area.

The reduction of the mezzanine then led to a reconfiguration of the internal factory floor for health and safety reasons, with the removal of the offices and staff areas. The staff areas were relocated to the reduced mezzanine upstairs and the offices to a separate building within the same campus. This had the effect of increasing the operational area of the bakery.

The tendered cost of the mezzanine was €86,126.55. Treatment of the walls / floor and hygiene cladding of the extra area cost €64,453.77. The difference is a reduced cost of €21,672.78.

Request re approval of change

Coniaka Ltd are seeking approval from the LAG for the change in internal design ie the reduction in the Mezzanine floor and the internal reconfiguration. They note that the core objective of the project has been delivered i.e. the refurbishment and equipment of the warehouse as an industrial bakery. They also note that the change in works does not comprise of new project items and are solely a change in the amount of certain procured items.

NOTE re equipment supplier

As part of the e-tenders process, the builder MMT Ltd included a quotation from Chambers Engineering Ltd, as a sub supplier of the bakery equipment. However, because the promoter wished to purchase some extra equipment, and needed it to be compatible with the main machines, he wished to deal directly with Chambers rather than going through the builder. Thus, the invoices for the equipment were paid directly to Chambers.

For LEADER purposes, the promoter wishes the LAG to have this noted and approved. We do not consider that it constitutes a formal change of supplier or impacts on the procurement process

Changes were approved on the proposal of John O'Shaughnessy seconded by Michael Geary.

5.3 Leader Extensions (Decision)

To note and approve LEADER project extension requests granted as per Section 8.4 of the Operating Rules

The following extensions are for noting only: -

Extension Requests for Projects to be noted up to 6 months (approved by Chief Officer)						
Project No / Code	Promoter	Project Title	Original Closing Date	Previous Extension to	Extension Requested to	Rationale for Extension
30LDRSTP 117298	Aoife McGillycuddy	Galtee Honey Farm Development	05/04/2023		30/09/2023	Delay in completion due to promoter's workload and builder delay
30LDRSTP 116958	Cappawhite GAA Club	EURI Cappawhite Social Walkway	14/04/2023		30/09/2023	Delay in commencing project due to weather conditions

The following extension requests are for LCDC Approval: -

Extension Requests for Projects to be approved by LCDC (> 6 months)						
Project No / Code	Promoter	Project Title	Original Closing Date	Previous Extension to	Extension Requested to	Rationale for Extension
30LDRSTP 114641	Coniaka Ltd	Refurbishment of premises to Light Industrial (Bakery)	31/03/2022	31/03/2023	30/09/2023	To enable completion of the snag list and payment of retention
30LDRSTP 115629	The Tipperary Greenway Project	Tipperary Greenway Feasibility Study	01/09/2022	31/03/2023	30/09/2023	To enable the final consultation phase of the project to be completed
30LDRSTP 116275	Knockanrawley Resource Centre	KRC Energy Retrofitting Project	30/06/2022	31/03/2023	30/09/2023	To enable completion to the snag list and payment of retention

The extension requests were approved on the proposal of Cllr Declan Burgess seconded by Joe MacGrath.

5.4 To approve Monthly Income and Expenditure Report (Decision)

Marie Cox updated on the March Income and Expenditure Report stating there was no changes from the February Income and Expenditure.

The March Income and Expenditure report was approved on the proposal of Derval Howley seconded by Cllr John Carroll.

Leader Annual Report

Marie informed the committee that the completed Leader Annual Report was submitted to the Department. She thanks Patrick Killeen and Sara Bourke for their input in to this report.

Update on Stage 2 LDS process and LDS Guidelines

Margo updated on Stage 2 LDS process and LDS Guidelines stating the EoI from NTDC and STDC who partnered together was deemed eligible. Public Consultation process for the new LEADER Programme for Tipperary will commence on 27th March and she asked if the LCDC can spread the word and participate in the public community Consultation process which will take place in person at 5 different venues in the County and 3 thematic online zoom meetings.

	<p>5.5 A.O.B. Margo informed the meeting the Local Economic and Community Plan is up for renewal and she will be meeting shortly with IP's. The Local Development Strategy will also be renewed and it is an opportunity for communities to engage in consultation process.</p>
6.	<p><u>Quality of Life</u></p> <p>6.1 Healthy Ireland Fund 2023-2025 & Local Strategy and 2023 Action Plan Aine stated there was no update from the Department of Health in relation to the funding application submitted on 27th January, 2023. Programmes cannot be delivered until the funding is granted. She updated on Period Poverty stating Tipperary County Council have secured €20,000 funding for 2023. She updated on Changing Places stating the Bothar Community Development Group have commenced works.</p> <p>6.2 Healthy Communities Clonmel Update Stephanie updated on Healthy Communities stating Minister Naughton officially launched the Home Energy Assessment Pilot Programme in Clonmel in February. Work is continuing with Marlfield Residents on Quality of Life project. She is working on the formation of Quality of Life Alliance and hopes to host their first working group highlighting Substance Misuse replicating the Scandinavian structure 'Planet Youth'. Derval gave an updated on Healthy Food Made Easy, 'We can Quit' Smoking Cessation, Triple P Programme, and Social Prescribing.</p> <p>6.3 Tipperary Older Peoples Council & Age Friendly Stephanie stated there was no update to report in Fiona's absence.</p> <p>6.4 Ukrainian Health and Wellbeing Fund Marie updated on the Ukrainian Health and Wellbeing Fund which has to be used by 31st March. Work continues with Arts Centre on 12 training sessions.</p>
7.	<p><u>Community Recognition Fund</u> Marie gave an update on the Community Recognition Fund stating a report issued to the Department on 15th March.</p>
8.	<p><u>Community Support Fund</u> Marie updated on the Community Support Fund stating 100k was ringfenced and public consultation and webinars took place. Big uptake from various groups. Final list of Groups that received funding will go the Department by 31st March.</p>
9.	<p><u>LCDC Annual Report 2022</u> The Annual Report 2022 which is a requirement under Section 6 of the Local Government Act 2014 was presented to the Committee and Margo asked for approval re same. The Plan was approved on the proposal of Cllr John Carroll seconded by Mike Edwards.</p>
10.	<p><u>Correspondence, Submissions & Consultations</u> Margo informed the Committee the PPN Plenary will take place at 6.30 p.m. on April 20th in Rosegreen.</p>

11.	<u>A.O.B.</u> Margo welcomed Grainne Murphy to the LCDC Team in Ballingarrane House. She noted that it was agreed previously to have two in person meetings per year and the Committee agreed the April LCDC will take place in person.
12.	<u>Date and form of next meetings</u> Monday 17 th April, 2023 at Cabragh Wetlands Trust, Thurles.

Signed: Eoin Wolahan. **Date:** 17.04.2023
Eoin Wolahan
Chair,
Tipperary Local Community Development Committee

Signed: Brian Beck **Date:** 26.4.2023
Brian Beck,
Chief Officer,
Tipperary Local Community Development Committee