

**Minutes of 22nd January, 2019 Local Community and Development Committee Meeting held at Littleton and Moycarkey Community and Sports Centre, Thurles**

**Present:**

**Public Sector:** Councillor Joe Hannigan & Adrian Cunneen (2)

**Private Sector:** Clare Cashman (Vice Chair), Isabel Cambie, Charles Stanley-Smith, John O'Shaughnessy, Michael Murray, John Lupton, Sean O'Farrell, Martin Quinn & Eoin Wolahan (9)

**Apologies:**

**Public Sector:** Joe MacGrath, Cllr. John Carroll (Chair), Pat Slattery, Eileen Condon, Maria Bridgeman & Donal Mullane (6)

**Private Sector:** Imelda Walsh (1)

**In Attendance:** Margo Hayes (Acting Chief Officer), Michael Moroney, Teresa Kiely, Bridget Hayes & Fiona Hughes

<b>1.</b>	<p><b><u>To Note Adherence to Meeting Procedure Requirements</u></b></p> <p><b>1.1 Quorum</b></p> <p>Michael Moroney confirmed that a quorum had been achieved to proceed with the meeting.</p> <p><b>1.2 Conflict of Interest</b></p> <p>There was no conflict of interest.</p> <p><b>1.3 Decision – Making Requirements to include LEADER written decision</b></p> <p>No comment necessary.</p>
<b>2.</b>	<p><b><u>Approval of Draft Agenda</u></b></p> <p>Clare Cashman, Vice Chair, declared the meeting open. Apologies were noted. The Vice Chair welcomed Bridget Hayes who will be responsible for the Article 48 checks in Tipperary County Council from February 2019, and which were previously carried out by Pobal.</p> <p>Draft Agenda was approved subject to two amendments to include two documents pertaining to LEADER which will be discussed under Item 6.5:</p> <ul style="list-style-type: none"><li>a. Reallocation of Programme Budgets, and,</li><li>b. LECP Community and Economic Action Plans 2019.</li></ul>

3.	<p><b><u>Confirmation of Minutes</u></b></p> <p>The minutes of Tipperary LCDC meeting held on 17th December, 2018 were agreed on the proposal of Eoin Wolahan and seconded by Martin Quinn.</p> <p>Matters Arising: Seán O'Farrell raised the subject of Tipperary County Council recruiting an Environmental Awareness Officer and requested that an action update be provided at the February meeting. Other members also agreed with this request.</p>
4.	<p><b><u>To Consider and Approve Revised Terms of Reference for LCDC Audit Sub-Group</u></b></p> <p>Michael Moroney provided the context for this document and stated that there had been a Finance &amp; Audit sub-group for the last number of years. Last Autumn, a review of the Terms of Reference determined a need for more emphasis on audit and governance aspects and less on finance. This is due to the Sustainable Communities sub-group which is tasked with oversight of LEADER, while the Social Inclusion sub-group has responsibility for the financial aspects of the SICAP programme.</p> <p>On the proposal of Martin Quinn and seconded by John O'Shaughnessy, the draft document circulated was agreed by the LCDC.</p>
5.	<p><b><u>SICAP</u></b></p> <p>Margo informed the members that the Annual Plan 2019 was approved in principle in December. She was happy to report that two months' funding has been released to the Implementing Partners. The next stage will be the 2018 Appraisal and End of Year review to be held on the 12th February which will review targets and cost charge reports. The LCDC Social Inclusion Sub-Group will conduct review and the LDC's will attend at different times. Clare expressed favourable comments to both Implementers and hopefully the review will reflect this, particularly with Emerging Needs.</p> <p>Margo mentioned a training day on the 14th February in Limerick which she will be attending as well as Adrian Cunneen and Clare Cashman.</p>
6.	<p><b><u>LEADER</u></b></p> <p><b>6.1.2 To Decide on STDC Rolling Call Application</b></p> <p>Documents circulated for consideration by the members were the Project Evaluation Assessment Report and completed IEC Scoring Sheet for each application together with IEC meeting minutes. In addition, an Implementing Partner CEO Report to LCDC Chief Officer with details of the project including deadweight, displacement, rationale for grant aid, consistency with the Local Development Strategy and Operating Rules, IEC score and recommendation, and A48 Checking process undertaken was circulated for the consideration of members.</p>

In relation to the STDC Project, the members were taken through this by Isabel Cambie.

- **STP108020 [Rosegreen New Community Car Park]** - Isabel informed the LCDC that this project is still awaiting conclusion of procurement issue and cannot be progressed to Stage 10 and so will not be taken at the meeting.

#### **6.1.1 To Decide on NTDC Rolling Call Applications**

Documents circulated for consideration by the members were the Project Evaluation Assessment Report and completed IEC Scoring Sheet for each application together with IEC meeting minutes. In addition, an Implementing Partner CEO Report to LCDC Chief Officer with details of each project including deadweight, displacement, rationale for grant aid, consistency with the Local Development Strategy and Operating Rules, IEC score and recommendation, and A48 Checking process undertaken was circulated for the consideration of members.

Rationale for projects, deadweight and displacement were discussed individually in respect of each application, however, there were no issues raised or arising.

In relation to the NTDC Projects, the members were taken through these by Michael Murray. Approval of each project, on the basis of the recommendation of the Independent Evaluation Committee, was as follows:

- **NTP108975 [The Cottage Shop & Tearooms]** - Michael Murray informed the LCDC that this project had been provisionally approved subject to procurement at last month's meeting. Procurement is now completed. The total cost of the project is now at a lesser amount of €196,355 and a grant of €147,266.25 (75% total expenditure) is required to renovate the premises. Michael requested final formal approval of the revised grant amount required for this project. On the proposal of John O'Shaughnessy, seconded by Martin Quinn, this project was finally approved as recommended.
- **NTP108323 [Carrig Riverstown GAA Community Walkway]** - Michael Murray informed the LCDC that this project was provisionally approved at last month's meeting, subject to planning permission. Planning is now completed. Therefore, final formal approval was sought for this project. On the proposal of John O'Shaughnessy and seconded by Eoin Wolahan, this project was finally approved as recommended.

**6.2 To note LEADER project extension requests granted to date as per Section 8.4** Michael Moroney introduced this item. In accordance with LEADER Operating Rules, the LCDC must note all extensions to contract completion dates which had been approved by the Authorised Officer (in other words the Chief Officer). On the proposal of Charles Stanley-Smith and seconded by Martin Quinn, this list of projects for which extensions to contract completion dates had been approved to end December 2018 was noted and approved.

Project Name	Project Ref No	Original Contract Expiry Date	Rationale for Extension	New Contract Expiry Date
<b>Cahir Development Association</b>	STP 101704	01/08/2018	Promoter needs extra time to complete the paperwork	01/10/2018
<b>Carrick on Suir Tourism and Economic Development Committee</b>	STP 102670	01/08/2018	Promoter needs extra time to complete the paperwork	31/10/2018
<b>Cashel Arts Fest</b>	STP 102683	01/08/2018	Promoter needs extra time to complete the paperwork	01/10/2018
<b>South Tipperary Development CLG</b>	STP 102685	31/07/2018	Promoter needs extra time to complete the paperwork	01/10/2018
<b>Patrick Fitzgerald</b>	STP 103801	01/08/2018	Promoter needs extra time to complete the paperwork	01/10/2018
<b>Cre8 / Youth Arts Training Programme</b>	STP 102842	18/01/2019	The promoter had to re-tender	30/06/2019
<b>Robert Barton</b>	STP 104351	31/07/2018	Promoter needs extra time to complete the paperwork	31/01/2019
<b>Taste of Roscrea</b>	NTP105497	30/11/2018	1st Claim complete. 2nd Claim submitted and under review with Pobal/ISS.	30/05/2019
<b>Active 8</b>	NTP102979	18/12/2018	1st Claim submitted and being processed.	18/06/2019
<b>Cre8</b>	NTP102981	18/12/2018	1st Claim imminent.	18/06/2019
<b>Blackcastle Farm</b>	NTP102884	18/12/2018	1st Claim submitted and being processed.	18/06/2019
<b>Blackcastle Theatre</b>	NTP102975	18/12/2018	Works complete. 1st Claim imminent.	18/06/2019
<b>Holycross District Heating Study</b>	NTP103179	18/12/2018	Study currently underway and the project is expected to be complete soon in 2019.	18/06/2019
<b>Fish Counter Ballyartella Weir</b>	NTP102972	18/12/2018	Project underway. Promoter looking to have 1st Claim into us end of January 2019.	18/06/2019
<b>Biodiversity Garden TMB</b>	NTP102907	18/12/2018	Project underway. Promoter looking to have 1st Claim into us end of January 2019	18/06/2019
<b>Borrisoleigh Track</b>	NTP102878	31/12/2018	Project underway and 70% complete. Promoter looking to have 1st Claim into us February/March 2019.	28/06/2019
<b>Borrisoleigh River Walk Trailhead</b>	NTP103019	31/12/2018	Project underway. Promoter looking to have 1st Claim into us end of January 2019	28/06/2019
<b>Gortnahoe Recreation Space</b>	NTP104457	31/12/2018	2 Claims to the value of €24,000.00 are complete. Final Claim of up to €10,417.44 expected early in 2019.	28/06/2019
<b>North Tipperary Traveller Men Needs Analysis</b>	NTP103016	31/12/2018	Needs Analysis study is complete. 1st and final Claim currently being prepared.	28/06/2019
<b>Equine Therapy Littleton</b>	NTP102978	18/12/2018	Project currently underway. Barnardos working with community to deliver the project effectively. Will be complete by summer.	18/06/2019

Project Name	Project Ref No	Original Contract Expiry Date	Rationale for Extension	New Contract Expiry Date
Surveillance of Blue Green Algae Lough Derg	NTP102971	18/12/2018	1 Claim completed to date of €5,098.36. Remaining grant of €1,306.96 to be drawn down against voluntary labour.	18/06/2019
Cais na Tire	NTP102853	30/09/2018	2 claims processed successfully. Third and final claim currently being prepared by the promoter. Extension requested to facilitate drawdown of 3rd and final claim.	31/03/2018
Paws By the Lake	NTP101852	30/09/2018	First Claim imminent. Extension requested to facilitate drawdown of grant.	31/03/2019
All Security Shredding	NTP103441	30/09/2018	First Claim of 3 currently being processed. Extension required to facilitate full claim drawdown.	31/03/2019

### 6.3 To consider draft policy for LEADER food project applications

Cllr. Joe Hannigan asked whether there was any difference in criteria between national and local policies. The only difference is that procurement and planning must be completed before applying for the funds from national sources. Clare had a query concerning item no. 5 on the policy and is it because environment and social inclusion are in our local policy. Isabel informed her that if a project is unsuccessful at national level and is referred back at a local level, it will have already completed the process which should expedite decision-making at the local level. Michael Moroney believes the criteria set for local projects are agreed by the LAG. This is a programme at national level and point 5 allows the LCDC to progress a project quickly if not successful at that level.

On the proposal of Cllr. Joe Hannigan and seconded by Seán O'Farrell, the draft policy was approved, as recommended.

### 6.4 Income & Expenditure

Michael Moroney outlined the LDS Administration & Animation financial expenditure and income report to January 2019 inclusive which was circulated at the meeting. The report sets out the monthly IP Administration & Animation expenditure claims, project grant payments to promoters and details of income received from DRCD. On the proposal of Eoin Wolahan, seconded by John Lupton, the report was approved by the members.

### 6.5 LEADER - Any Other Matters

#### a. Reallocation of Programme Budgets

A document was circulated at the meeting concerning the reallocation of funds from various themes and sub-themes. Michael Moroney referred to Circular 14-2018 and the

flexibility now afforded to the LCDC which allows for re-allocation of funds within overall spend and a discretionary element which does not require prior sanction from the Department. The proposal circulated seeks to move 33% of budget from Water and Biodiversity sub-themes and 25% from Energy sub-theme to Enterprise (20%) & Rural Towns (40%) both of which are Economic sub-themes and Basic Services (40%) which is a sub-theme within Social Inclusion. Discretion is ongoing according to Michael who confirmed that funds can be diverted back to original sources.

Michael Murray provided a brief overview of the demand across the various themes and the logic that led to the proposed changes. He stated that both IP's are working closely with the TEA trying to develop energy projects and indicated a poor take-up in biodiversity projects. Charles asked whether LawPRO had any success in promoting LEADER for possible projects and queried Broadband sub-theme. Isabel advised that it was being proposed to combine the budget for 2018 and 2019 for broadband and develop a Targeted Call this year to work in collaboration with the Digital Strategy in developing projects. Cllr. Hannigan indicated the importance of determining reasons for low take-up in sub-themes, particularly biodiversity. Charles suggested the need to be proactive and to arrange seminars and presentations to encourage local groups to become actively engaged with Biodiversity.

Following the discussion, Clare advised that members should reflect on the proposal as a final decision will be made at the February meeting.

b. Michael Moroney referred to Bridget Hayes who will be responsible for LEADER Article 48 checks (previously conducted by Pobal ) which will be signed off by Fiona Crotty. The LCDC has discretion with one or two changes to the checking process but it was being proposed that all stage processes remain the same at present. This request was noted and approved by the members.

c. Last year, Michael advised that the Department issued a Circular on planning permission regarding project applications which could be received and considered without full planning permission being in place. Agreement is needed from the LCDC that we will implement it in totality to ensure consistency of approach across the 2 IP's. On the proposal of Cllr. Joe Hannigan and seconded by John Lupton, it was agreed to implement this Circular and to allow provisional approval subject to planning, but that it be subject to review in January 2020.

d. Michael Murray referred to a meeting held some months ago at which it was agreed to advertise for a panel of replacements for the IECs. It is hoped to commence this action in the next few weeks.

e. LECP Community Action Plan 2019

Margo informed the members that the sub-group had met in December and reviewed 2018 Annual Plans and submitted Annual Plans for 2019. The Community Action Plan 2019 has 14 High Level Priorities: of those, 20% have been completed, 77% are ongoing, 2% have

	<p>not started and 1% not going ahead. There are a total of 36 Actions in this Plan which will be reviewed mid-year and updates required addressing KPI's within the Plans. Clare requested further information and rationale for the 2% of actions which have not started for the next meeting.</p> <p>f. LECP Economic Action Plan 2019</p> <p>Margo stated that this Plan is rolled out via the Strategic Policy Committee and this Plan goes to the full Council each year. Seán questioned whether the Government brought in changes giving discretion to local authorities regarding public procurement. Margo referred to a document which she had circulated to all members concerning this matter adding that environmental factors can be taken into account when assessing projects. Seán is anxious that the LCDC take the lead on green public procurement. John O'Shaughnessy requested the Office of Government Procurement be asked what they are doing about Climate Action. Clare requested an update on this matter from the local authority. On the proposal of Cllr. Joe Hannigan and seconded by Charles Stanley-Smith, the two Action Plans were agreed.</p>
7.	<p><b><u>Healthy Ireland</u></b></p> <p>Teresa Kiely stated that a joint application between the LCDC and CYPSC was progressing. The FAI project has completed a recent walking scheme. A swimming programme has recently commenced with all projects due to finish by March.</p> <p>Teresa referred to an invitation to the launch of the Tipperary Children and Young People's Plan and the Tipperary LGBT needs analysis report by CYPSC Tipperary on the 31st January.</p>
8.	<p><b><u>Update on Various Community Capital Funding Schemes/Programmes</u></b></p> <p>Michael Moroney outlined details of the following Grant Funding Schemes:</p> <p><i>Scheme of Capital Grants:</i> In April 2018, funding of €2.1 million was approved under this scheme for 108 projects, with almost 25% of funds paid to date.</p> <p><i>Town &amp; Village Renewal Scheme 2017:</i> Under this scheme, 13 projects were awarded €857,000 with 8 completed and the remaining 5 to draw down funds this Quarter.</p> <p><i>Town &amp; Village Renewal Scheme 2018:</i> Under this scheme, 8 projects were approved with €900,000 funding awarded and these will be progressed by year-end.</p> <p><i>CLÁR Measure 2:</i> This is specifically for playgrounds and three projects have been awarded €125,000 with Gortnahoe completed and Drangan and Cloughjordan due to be completed by the end of Quarter 1.</p>

	<p><i>Outdoor Recreation Infrastructure Scheme: 4 projects due to progress in 2019 with funding of almost €750,000.</i></p> <p><i>Community Enhancement Programme 2018: Almost €500,000 due to be paid out across three different tiers of schemes by the middle of March.</i></p>
9.	<p><b><u>Consultations</u></b></p> <p>Margo mentioned the Regional Spatial &amp; Economic Strategy (RSES) and the agreement reached at December's meeting that the LECP advisory group would be the sub-committee for drafting a submission on this strategy. There is a meeting of the advisory group scheduled for the 15th February and Margo hopes that a discussion document will be available at that time.</p> <p><b><u>Correspondence</u></b></p> <p>Margo referred to an e-mail received from Eileen Condon of the ETB who wished to inform members of an information event taking place in the Excel Centre, Tipperary on the 1st February from 10am - 2.30pm. Adrian Cunneen provided further detail about this event and stated that 950 letters had been issued to people on the Department of Social Welfare's database living in Tipperary town and its environs. The event will provide information on further education, employment and training opportunities provided by the DEASP &amp; ETB.</p>
10.	<p><b><u>AOB</u></b></p> <p>There was none at today's meeting.</p>
	<p>Next meeting to be held at 10.00 a.m. on Monday, 18th February in the Littleton and Moycarkey Community and Sports Centre.</p>

Signed:

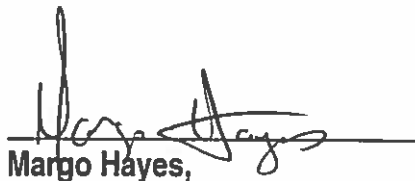


Clr. John Carroll,  
Chair,

Tipperary Local Community Development Committee.

Date: 18/02/2019

Signed:



Margo Hayes,  
Acting Chief Officer,

Tipperary Local Community Development Committee.

Date: 18/02/2019