

Minutes of 18th September, 2017 Local Community and Development Committee Meeting held at Littleton and Moycarkey Community and Sports Centre, Thurles

Present:

Public Sector: Matt Shortt, Rita Guinan, Eileen Condon, Councillor John Carroll, Councillor Joe Hannigan, Maria Bridgeman (6)

Private Sector: Charles Stanley-Smith (Chair), Isabel Cambie, Michael Murray, Clare Cashman, Catherine Guest, Cora Horgan, Imelda Walsh (Alternate for Tim Cullinan), David Shanahan (alternate for John O'Shaughnessy), Sean O'Farrell (9)

Apologies:

Public Sector: Councillor Mary Hanna Hourigan, Donal Mullane, Adrian Cunneen (3)

Private Sector: Sara Bourke (1)

In Attendance:

Sinéad Carr (Chief Officer), Attracta Lyons, Michael Moroney, Margo Hayes, Fiona Crotty, Breda O'Connor, Fiona Hughes.

1. To Note Adherence to Meeting Procedure Requirements

1.1 Quorum

Margo Hayes confirmed that a quorum had been achieved to proceed with the meeting.

1.2 Conflict of Interest & Decision Making - LEADER

Attracta Lyons advised of the one ineligible Rolling Call project and it was noted there was no COI for same.

Re. Rolling Call projects for decision A. Lyons advised the only COI was expressed by Sara Bourke in relation to the Glen of Aherlow Fáilte project who had given her apologies for today's meeting. Lyons advised members of RC applications for decisions and no COI was expressed in relation to same. She also advised that where a COI was expressed relevant documents were not circulated to the respective individual.

Regarding the Rural Youth Targeted Call project applications listed on the agenda for decision, A. Lyons advised it was not possible to proceed with same as all applications have not gone through the required Article 48 Administrative Check. The Targeted Call competitive process is on an all county basis and different to Rolling Calls necessary to take decisions on all applications together.

In relation to the IEC scoring sheet, Clare Cashman requested that it be noted that she had concerns with regard to how the social inclusion criteria was being scored by the IECs as there appeared to be a large divergence on marks awarded by members for social inclusion. Clare

Cashman asked whether clear guidance could be given to IEC. Attracta Lyons advised that Sara Bourke had indicated in writing similar concerns as outlined by Clare Cashman. Sinéad Carr agreed to examine a way to provide guidance and training to the two IECs in relation to how to mark under social inclusion.

M. Hayes advised that Michael Murray and Isabel Cambie had COI in relation to item 4.1.

1.3 Decision – Making Requirements to include Written Decision

A Lyons confirmed that a written decision was received from Sara Bourke in relation to the LEADER projects for decision at the meeting.

1.4 Revised Standing Orders

M. Moroney referred to the revised Standing Orders which were circulated with the agenda. On the proposal of Isabel Cambie and seconded by Michael Murray the revised Standing orders were approved.

2. Approval of Draft Agenda

Charles Stanley Smith, Chair, declared the meeting open. Apologies were noted. The Chair welcomed Maria Bridgeman, HSE who has replaced Derval Howley on the LCDC. He also welcomed David Shanahan, alternate member for John O'Shaughnessy (Business Pillar) and Imelda Walsh alternate member for Tim Cullinan (Farming Pillar).

Draft Agenda was approved. Sean O'Farrell requested under AOB to be given opportunity to share information regarding green public procurement and a sustainable communities item.

3. Confirmation of Minutes

The minutes of Tipperary LCDC meeting held on 17th July, 2017 were agreed on the proposal of Isabel Cambie and seconded by Clare Cashman.

4. SICAP

Before discussion, Isabel Cambie and Michael Murray left the meeting due to Conflict of Interest.

4.1 Update on the SICAP Procurement Process

Margo Hayes confirmed that the RTF has been uploaded on e-Tenders and that the closing date for this procurement process is 29th September 2017.

4.2 SICAP – Q4 Drawdown Payment Request

M Hayes confirmed that the Q4 SICAP payment has been requested from the Department. Once the funding has been received by the Department, payments of €150,972 will be issued to STDC

and €129,640 to NTLP.

4.3 SICAP Evaluation Process

M Hayes confirmed that Pobal are holding a briefing event for each LAG on the SICAP Tender Evaluation Process on the 25th September. In relation to the composition of the SICAP Tender Evaluation Committee it was noted from the previous occasion that there was two representatives from the Social Inclusion Sector on this Committee, the Council procurement Officer, a Council finance staff member and the appropriate LCDC staff member.. M Hayes indicated that Clare Cashman and Sara Bourke are willing to sit on this Committee. On the proposal of Matt Shortt, seconded by Cora Horgan, it was agreed that Clare Cashman and Sara Bourke would represent the LCDC on this Evaluation Committee. It is expected that by mid December the contracts for the new SICAP programme will be awarded.

4.4. SICAP Other

POBAL had carried out a review of the SICAP Programme with some PIs and produced a report outlining regularly common issues of concern including training files, administration. Margo Hayes can arrange to circulate a copy of this report with checklist if any Member requests. Margo Hayes stated that the two Tipperary PIs were not inspected as part of this report as it was done randomly on a national basis.

5. LEADER

5.1 Matters Arising

Attracta Lyons informed the members that she had contacted the Department in relation to the Loughmore Development Group application and the COI issue which had arisen and stated that the Department had confirmed that the situation did represent a COI. Attracta Lyons advised that the NTLP staff member has since withdrawn from the tender. The project will be required to go back to the IEC for evaluation and recommendation.

5.2 Update on LEADER Forum Action Points

Attracta Lyons informed the meeting that most of the 31 Action points had been addressed at this stage by the Department. Members were advised of progress with LEADER Forum Action Points which included changes in administration/ICT system, procurement, Expressions of Interest (EOI) and match funding with other programmes. However, the key outstanding action points relate to Planning requirements and requirements relating to Targeted Calls.

5.3 To Ratify LEADER Revised LEO/LAG Sectoral Agreement

The Chair introduced the LEO/LAG Agreement item and invited Michael Murray and Isabel Cambie to present this item. Isabel Cambie outlined that the LEO and LAG had agreed an interim Agreement earlier in the year, but that on foot of the protocol developed by the Government

Departments responsible for the LEO and LEADER programmes respectively, that it was necessary to re-visit certain aspects of the interim Agreement. The two IPs and the LEO were now satisfied with the revised Agreement and were putting it forward for ratification by the LAG.

Clare Cashman raised concerns with the reference to the LAG included in Table 5.2 in relation to the SICAP Programme and stated that the LAG had no role with regard to SICAP; that it was the LCDC who was responsible for SICAP. Following a debate on the matter, Sinéad Carr indicated that an amendment to the table to reflect this concern would be introduced. On the proposal of Clare Cashman, seconded by Matt Shortt, the revised LEADER LEO/LAG Sectoral agreement was agreed subject to the amendment agreed at the meeting.

5.4 Rolling Calls

5.4.1 To Note Ineligible Rolling Calls

It was noted at the meeting that NTLP had no ineligible Rolling Call Eols to report and STDC had one. Isabel Cambie advised on the Eol received as follows:

STP105325	Develop gastro-pub and restaurant	F.T.G. Public House Limited, Ardfinnan	Seeking to expand upon existing business in the rural village of Ardfinnan by refurbishing the property known as the Local Bar, Ardfinnan to include a gastro-style public house and restaurant.
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She advised that as it was deemed a conventional retail service it was therefore ineligible. This was noted by the members.

5.4.2 To Decide on Rolling Call Applications

Michael Murray confirmed that Loughmore project (subject to previous COI issue) will be re-evaluated on 29th September by the northern IEC.

Members were referred to the Rolling Call documentation that had been circulated with the agenda. Implementing Partners, Michael Murray and Isabel Cambie proceeded to present projects as follows:

Project Applicant	Project Ref.	Theme & Sub-Theme	Project Funding Sought	Project Cost	Funding Recommendation & Rate of Grant Aid
NTLP					
Gearoid O'Brien (Paws by the Lake)	NTP101852	Economic Development, Enterprise Development & Job Creation – Enterprise Development	Farm diversification business	€15,950	€7,975 (50%)
Rebecca McKenna	NTP103003	Economic	Expansion of	€24,611.55	€12,305.76 (50%)

(Lough Derg Water Sports)		Development, Enterprise Development & Job Creation – Enterprise Development	activity tourism business		
All Security Mobile Shredding Ltd.	NTP103441	Economic Development, Enterprise Development & Job Creation – Enterprise Development	Rural business expansion	€97,681	€48,840.50 (50%)
STDC					
Third Tipperary Brigade Old IRA Commemorative Committee	STP104324	Economic Development, Enterprise Development and Job Creation – Rural Tourism	Website development	€3,950	€2,962.50 (75%)
Glen of Aherlow Failte Society	STP101375	Economic Development, Enterprise Development and Job Creation – Activity Tourism	Upgrade works at Christ the King Viewing Point	€9,196	€6,897 (75%)
Camphill Community Grangemockler	STP104393	Social Inclusion – Basic Services for Hard to Reach Communities	Feasibility study to analysis the development of an on-farm training centre in a small scale dairy production and dairy processing for people with and without disabilities.	€7,000	€6,300 (90%)

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 NTLP 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:

- Rebecca McKenna (Lough Derg Water Sports) - grant of €12,305 (50% total expenditure) to purchase extra wet gear and expand season. The rationale for the project, deadweight, displacement and innovation were discussed in respect of the application. On the proposal of Matt Shortt, seconded by Cllr. John Carroll this project was approved.
- Paws by the Lake - required capital support €9,700 amount sought. Family member developing business. Evaluation Committee decided it was innovative dog centre. The rationale for the project, deadweight, displacement and innovation were discussed in respect of the application. On the proposal of David Shanahan, and seconded by Matt Shortt this project was approved.
- All Security Mobile Shredding Ltd. - Michael Murray confirmed that this Company received funding under the previous LEADER Programme in 2004. It requires capital funding to extend premises and equipment expenses funded by LEO. €48,840.50 grant aid sought (50% of works). The rationale for the project, deadweight, displacement and innovation were discussed in respect of the application. On the proposal of Cllr. John Carroll, and seconded by Clare Cashman this project was approved.

In relation to STDC Projects the members were taken through these by Isabel Cambie. She stated that the Ballymorris and Knockafee Energy projects had not yet progressed through the Article 48 Checks so were not being put forward for decision at this meeting. Approval of each project, on the basis of the recommendation of the Independent Evaluation Committee, was as follows:

- Third Tipperary Brigade Old IRA Commemorative Committee - was required for website development. Total project cost €3,950 and 75% grant cost €2,962.50. The rationale for the project, deadweight, displacement and innovation were discussed in respect of the application. On the proposal of Cllr. John Carroll, seconded by Matt Shortt this project was approved
- Glen of Aherlow Failte Society - upgrade and enhance Christ The King viewing point. Total Project Cost €9,196 and 75% grant sought was €6,897. The rationale for the project, deadweight, displacement and innovation were discussed in respect of the application. On the proposal of Cllr. John Carroll, seconded by Cllr. Joe Hannigan this project was approved
- Camphill Community Grangemockler Feasibility Study - Total Project Cost €7,000 and 90% grant sought €6,300. The rationale for the project, deadweight, displacement and innovation were discussed in respect of the application. On the proposal of Clare Cashman, seconded by Sean O'Farrell this project was approved.

The Members thanked both IPs for their work to date. However, members stated that there is a lot of frustration being expressed by promoters in terms of how difficult the LEADER Programme is to access. The need for animation was raised by the members.

Concern was raised by the Chair in relation to the level of LDS spend in one part of the county.

Discussion took place around the issue for this and some members identified reasons for same. The Chair requested members to give him any submissions/information available to support a case to be made in order to improve matters. The Chair mentioned that a meeting of LCDC Chairs will be held shortly and this will be opportunity for him to raise this issue then.

In response to the discussion, Sinéad Carr clarified that it was important that members of the LCDC are facilitated to raise issues of concern in a respectful manner and that it was hoped that all LCDC members recognise this and would provide answers and clarifications in that context. She stated it would be useful for several people to review the application process and decide what is relevant in order to substantiate a case that the Chair will raise at meeting and to give him specific details of areas for improvement. Cllr. John Carroll, Cora Horgan and the Chair agreed to sit on this group.

5.5 Targeted Calls

5.5.1 To Update on Targeted Calls

Members were referred to the LEADER Composite Report document which was circulated with the agenda.

Michael Murray and Isabel Cambie went through the report and provided a summary of various Calls to date.

It was agreed that the Sustainable Communities Sub-group would look at establishing timelines between evaluation committee meetings and LCDC meetings for 2018.

Further to a query Sinéad Carr clarified any accommodation had to be linked to integrated tourism product offering and aligned with tourism strategy for the county.

Michael Murray raised the issue of schedule of dates and if IP could change date for Rural Towns TC evaluation meeting from 27th September to 11th October. This was agreed provided it did not result in missing LCDC meeting and projects being held up as a result.

5.5.2 To Decide on Rural Youth Targeted Call Applications

It was previously noted that Cora Horgan had indicated a Conflict of Interest in relation to the Rural Youth Targeted Call. However as advised at the commencement of the meeting the Targeted Calls item would be deferred to the October meeting as Pobal was still undertaking Article 48 Checks. Sinéad Carr reiterated that the Targeted Call competitive process is on an all county basis and different to Rolling Calls and from an audit perspective, necessary to view all applications together.

This was noted by the Members.

Charles Stanley Smith addressed the confusion over the description of Animation and his thoughts differed to Department's view and queried whether LAG was using the wrong term. The response to a query on same by the Department refers to animation as press releases,

awareness campaigns and this is very different to LAG's understanding. Clare Cashman referred to Operating Rules for previous programme referencing "community development and practice". Attracta Lyons suggested reverting to Department to seek clarity if training and technical assistance measures under the programme could address concerns raised by members. This was agreed.

5.6 To Present Revised Local Development Strategy

A. Lyons informed the members that the Department had advised a few LAGs were reviewing their Local Development Strategy. The Department will accept revised LDS, review same and advise if amendments as presented are approved. The LAG should submit revised LDS, and a summary of changes made. There should be no overall budgetary changes and revisions proposed should not change the overall essence of the LDS e.g. themes, objectives etc. as it was approved as part of a competitive process. It should be noted that changes will be required to the IT system e.g. KPIs etc. and it is envisaged that it will be annual review time (Feb. annually) before changes can be formally made to the system.

The draft revised Local Development Strategy (Section 4), copy of which was circulated previously with agenda, was presented by Michael Murray and Isabel Cambie. It was noted that a working group consisting of the IPs, representatives of the LCDC Social Inclusion and Sustainable Communities Sub Groups, and TCC staff had already met on 1st September to examine this matter in detail. The key changes proposed included:

- Reference to animation removed and amended to "training" throughout document

Strategic Action 1.1

- Remove capacity building.
- In Activity Tourism, 15 full time jobs unrealistic; suggestion to reduce to 6-8 jobs due to seasonal nature of the jobs

Strategic Action 1.2

- "Themed festivals" to be removed and put under Rural Towns and move corresponding budget
- Remove "capacity and network built".
- Change output to 8 "heritage products"

Strategic Action 1.3

- Change output to 3 thematic networks instead of 2 and 3 geographical initiatives instead of 2
- Sinéad Carr recommended IPs liaise with Marie Phelan, Tipperary Tourism, re. visitor numbers figure.

Strategic Action 1.4

- In description changes made
- Link to Tipperary Tourism Strategy established
- Target groups - include private promoters

- Geographic Area amended

Strategic Action 2.1

- Amend description to clearly identify rural entrepreneurs
- Reference LEO/LAG Sectoral Agreement
- In outputs remove new enterprises established and FTEs created and include analysis and development projects

Strategic Action 2.2

- Remove 'farm based' as covered through Diversification
- Amend Target Group in line with Sectoral Agreement
- In outputs remove social enterprise figures, and move pilot traveller men initiative to Social Inclusion

Strategic Action 2.3

- In outputs remove 'capacity built' target and amend others to 6 new on-farm enterprise and 6 FTEs created

Strategic Actions 3.1 & 3.2

- Combine the 2 actions into one action, including combining budget, with revised output targets and amended target groups

Strategic Action 4.1

- No changes proposed at this stage

Strategic Action 5.1

- Included under description is "collaboration between SICAP and LEADER"
- Amend definition under target group to align with Operating Rules
- Geographic areas to include reference to "social inclusion"
- Budget reduced by €200,000 and moved to 5.3

Strategic Action 5.2

- Budget reduced by €200,000 and moved to 5.3
- Amend definition under target group to align with Operating Rules
- Geographic areas to include reference to "social inclusion"

Strategic Action 5.3

- Budget increased by €400,000
- Amend definition under target group to align with Operating Rules
- Geographic areas to include reference to "social inclusion"
- Outputs target increased

Strategic Actions 6.1, 6.2 & 6.3

- No changes proposed at this stage

Strategic Action 7.1

- Amend output target from 2 to water management/resources training programmes and remove "8 communities supported" target

Strategic Action 7.2

- Amend output target to refer to "Implementation/capital supports..."

Strategic Actions 8.1 & 8.2

- Combine the 2 actions into one action, including combining budget, with revised description, output targets and amended target groups

Strategic Action 9.1

- No changes proposed at this stage

Strategic Actions 9.2 & 9.3

- Merge 9.2 into 9.3 as one action, including combining budget, with revised description and output targets.

Eileen Condon spoke about the role Tipperary ETB plays in training and asked that the IPs consult with them.

On the proposal of Councillor John Carroll, seconded by Councillor Joe Hannigan, the document as presented was approved subject to the comments and changes put forward by the LCDC members.

It was noted that the IPs will now finalise this document, summarise main changes proposed, and subsequently the revised LDS will be submitted to the Department for review and approval.

5.7 To approve Procedure for County Applications

Sinéad Carr referred to the report circulated which was agreed on the proposal of Clare Cashman, seconded by Cllr. Joe Hannigan.

5.8 Income & Expenditure

Michael Moroney outlined the LDS Administration & Animation financial expenditure and income report to July 2017 inclusive which was circulated at the meeting. The report set out the monthly IP Administration & Animation expenditure claims and details of income received from DAHRRGA. On the proposal of Matt Shortt, seconded by Eileen Condon the report was approved by the members.

5.9 LEADER - Other

Michael Murray raised an issue with regard to the Environmental criteria and how its scoring is currently indicated. This was raised by the Northern IEC which suggested a re-wording – "Will

project compromise needs of future generations. If No, get 10 marks." This means that projects with no impact are getting high scores. He stated that this appeared to be an unintentional consequence of the way the question is phrased. It was agreed to examine a way to rephrase it such that projects with positive impacts get high scores, provided it does not impact on ongoing Targeted Call scoring.

Current Wording:

<u>Assessment Criteria</u>	<u>Objective</u>	<u>Issues raised by IEC/LCDC</u>	<u>Weighting</u>	<u>Average Score</u>
Environmental Sustainability Value	Will the project compromise the needs of the future generations?		10	

Suggested Revision by Northern IEC:

<u>Assessment Criteria</u>	<u>Objective</u>	<u>Issues raised by IEC/LCDC</u>	<u>Weighting</u>	<u>Average Score</u>
Environmental Sustainability Value	Will the project benefit the needs of the future generations		10	

Attracta Lyons outlined a request from South Tipperary Development Company re. the process of evaluating one project application received through Rolling Call with no IEC meeting scheduled for the remainder of the year. It was agreed that the IP could utilise the 6 members from South Tipperary sitting on an upcoming all-county Targeted Call IEC to evaluate the application. Should there be less than the 6 attending, the IP should arrange for other Southern IEC members to attend to ensure a quorum is present.

It was noted the Chair was invited to attend the opening of Cashel Arts Festival.

6. TSP Social Inclusion Programme Presentation – Elaine Cullinan

The Members agreed to take item number 8 at this stage of the meeting.

Elaine Cullinan, Sports Co-ordinator, TSP, delivered a presentation to the members on the TSP Social Inclusion Programme Plan and links to the LECP. She outlined her presentation under the following headings:

- Linkages with LECP community actions
- TSP social inclusion target groups
- Working partners
- Partnerships with national governing bodies

	<ul style="list-style-type: none"> • NGB partnerships • Youth at risk programme • People with a disability • Marginalised communities • Mental well being – “inclusive clubs” • Creating club – school – community links <p>The Chairman and members thanked Elaine for her informative presentation and noted progress in the context of the LECP priorities.</p>
7.	<p><u>Update on Healthy Ireland Funding Application</u></p> <p>Fiona Crotty circulated a document with details of the funding, projects submitted and timelines for the application. The application was submitted on 15th September 2017 with geographic and demographic spread. Decision is expected mid-November. No implementation work can be done until approval received. Money must be spent by 31st March, 2018 which will be a significant challenge to realise this in the timeframe. Fiona thanked sub-group who had worked on development of the application. On the proposal of Isabel Cambie, seconded by Cllr. John Carroll the members approved the details of the application.</p> <p>Maria Bridgeman stated that she hopes the application is approved and that local authority secures the funding to carry out the activity. She proposed that the LCDC should now begin to consider the whole Healthy Ireland programme to increase its readiness in advance of next year’s funding Call, which on the basis of available information is likely to be increased, she said.</p>
8.	<p><u>Update on Funding Grant Schemes</u></p> <p>Michael Moroney outlined details of the following Grant Funding Schemes:</p> <ul style="list-style-type: none"> • CLÁR Scheme; • Communities Facilities Scheme 2017; • Outdoor Recreation Infrastructure Scheme; • Town & Village Renewal Scheme <p>It was noted that the TCC Scheme of Capital Grants for Community Facilities & Amenities will be advertised towards the end of September with a funding call of €2 million. Further details will be issued to the Members when this call is announced.</p>
9.	<p><u>Correspondence, Submissions</u></p> <p>Margo Hayes referred to the National PPN Conference which will take place on 19th October, 2017, details to issue to the Members.</p>
10.	<p><u>AOB</u></p>

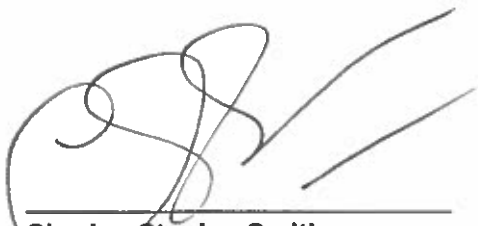
Councillor John Carroll spoke about a conference (free registration) to be held on 19th October in Sligo.

Charles Stanley Smith stated he is no longer on the National PPN Advisory Group.

Sean O'Farrell raised an event being organised on Thursday, 12th October around green procurement. He agreed to circulate details of same to the members.

11. Next meeting to be held at 10.00 a.m. on Monday, 16th October, 2017 in the Littleton and Moycarkey Community and Sports Centre

Signed/



Charles Stanley Smith,
Chair,
Tipperary Local Community Development Committee

Date/

20 / 11 / 2017