

Meeting: Louth Local Community Development Committee (LCDC)

Louth Local Action Group (LAG)

Date: 17th February, 2020 at 4.00pm

Location: Cooley Room, County Hall, Dundalk

In attendance: Cllr. Liam Reilly, Chairperson
Cllr. Eileen Tully,
Cllr. Dolores Minogue,
Ms. Sadie Ward-McDermott, LMETB
Ms. Joan Martin, CE, LCC
Mr. Thomas McEvoy, LEO
Ms. Anne Keeley,
Ms. Annette McDonnell, HSE
Mr. Kevin Moran, PPN
Ms. Joanne Finnegan, PPN
Ms. Alison Quail, PPN
Ms. Elizabeth O' Reilly, PPN
Ms. Gráinne Berrill, Louth Volunteer Centre
Mr. Breannán Casey, Chamber of Commerce Drogheda
Mr. Ciaran Reid, LLP

Officials: Mr. Paddy Donnelly, Chief Officer
Mr. John Lawrence, Senior Executive Officer
Ms. Mary Deery, Administrative Officer, LCC
Ms. Miriam Roe, Senior Staff Officer
Mr. Gerard Judge, Staff Officer

Apologies: Mr. Matthew McGreehan, IFA
Cllr. Ruairí O'Murchú,
Mr. Geordie McAteer, PPN
Mr. Pat McCormick, Chamber of Commerce Dundalk

Guests: Ms. Mary O' Neill, LLP

LCDC MATTERS:

LCDC Minute No. 06/2020

1. Minutes of LCDC meeting held on the 20th January, 2020:

On the proposal of Cllr. Eileen Tully seconded by Ms. Alison Quail and unanimously agreed by the members the minutes of the meeting held on the 20th January 2020 were adopted.

LCDC Minute No. 07/2020

2. Matters Arising:

There were no matters arising

LCDC Minute No. 08/2020

3. Local Economic Community Plan Reported Updates to June 2019:

Mr. John Lawrence informed members that there are 183 actions in the Community section of the LECP, with each action having a lead partner and an indicator which describes the output or outcome for that action. 27 lead partners were contacted requesting updates.

Ms. Mary Deery gave members a comprehensive report on the progress of the 8 Goals and 183 community actions of the Local Economic Community Plan emphasising the positives & negatives and also highlighting actions which have not yet started or at risk.

Ms. Joan Martin, CE, acknowledged there were only a small number of actions in the - not yet started or at risk category and suggested these be closely monitored in future.

Decision: On the proposal of Ms Mr. Kevin Moran and seconded by Mr. Thomas McEvoy the report on the LECP updates to June 2019 was approved.

LCDC Minute No. 09/2020

4. Social Inclusion and Community Development:

Mr. Kevin Moran, Chairman of the SICAP/Social Inclusion Subgroup briefed the members on the SICAP subgroup meeting held on Wednesday 29th January advising that the purpose of this meeting was to complete the End of Year (Fin & Mon) Review 2019 and to appraise the 2020 Annual Plan.

a) SICAP End of Year Review 2019

Mr. Kevin Moran advised that the subgroup were pleased with the level of reporting and the detail included. Mr. Moran further advised that the subgroup acknowledged the overachievement of the PI (LLP) in relation to KPI 1 and KPI 2 and that there was an overall under spend of €1.26.

Recommendation: The SICAP Subgroup recommended approval of the 2019 End of Year Review.

Decision: On the proposal of Ms Sadie Ward McDermott, seconded by Ms. Grainne Berrill the Annual Progress Report 2019 was approved.

b) SICAP Annual Plan 2020

Mr. Kevin Moran advised that the draft 2020 Annual Plan submitted was reviewed with a number of clarifications requested in regard to the headline items including Targets, Actions and Collaborative Partners. All issues were subsequently clarified by Louth LEADER Partnership.

Recommendation: The SICAP Subgroup recommended approval of the 2020 Annual Plan.

Decision: On the proposal of Ms Sadie Ward McDermott, seconded by Ms. Grainne Berrill the SICAP Annual Plan 2020 was approved.

c) Qtr. 1 - March Payment 2020

Members were advised that following the approval of the 2019 End of Year Review that the LCDC could now issue the final months payment for Qtr 1, 2020, in the amount of €112,750.00.

Recommendation: The SICAP Subgroup recommend payment of the final month of Qtr 1 (March) funding in the amount of €112,750.00

Decision: On the proposal of Ms Sadie Ward McDermott, seconded by Ms. Grainne Berrill, month 3 of the Qtr. 1 payment 2020 (March) in the amount of €112,750 was approved.

LCDC Minute No. 10/2020

5. Reallocation of Healthy Ireland (Round Two) Eligible Funds:

Ms. Mary Deery informed members that LCC proposed, subject to LCDC approval (POBAL have consented), to reallocate the unspent money by Actions 2, 5 and 6, received under Round 2 of the Healthy Ireland Fund, to the 5 Actions which reported an eligible over spend as set out above. Payments to be made by end of February 2020.

| SUMMARY OF HEALTHY IRELAND FUNDING: ROUND 2 | | | | | |
|---|--------------------------|--------------|-------------|------------|-------------|
| Action | Name of Group | Total Budget | Total Spend | Over Spend | Under Spend |
| Action 1 | Louth Age Friendly | € 8,587.00 | € 9,302.50 | € 715.00 | € - |
| Action 2 | Louth Sports Partnership | €10,433.00 | € 7,359.71 | € - | €3,073.29 |
| Action 3 | Dundalk Youth Centre | € 9,000.00 | € 9,197.00 | €197.00 | € - |
| Action 4 | Youth Work Ireland | € 9,000.00 | € 9,612.46 | €612.46 | € - |
| Action 5 | TURAS | € 8,170.00 | € 7,750.78 | € - | € 419.22 |

| | | | | | |
|---------------|--------------------------|-------------------|-------------------|------------------|------------------|
| Action 6 | Scouting Ireland | €10,000.00 | € 9,880.82 | € - | € 119.18 |
| Action 7 | O' Hanlon Boxing Club | €10,810.00 | €10,984.06 | €174.00 | € - |
| Action 8 | Louth Leader Partnership | € 9,000.00 | € 9,100.00 | €100.00 | € - |
| TOTALS | | €75,000.00 | €73,187.33 | €1,798.46 | €3,611.69 |

Recommendation: Payment of the following eligible overspends as reported: **Action 1-** €715.00; **Action 3-** €197.00; **Action 4-** €612.46; **Action 7-** €174.00; and **Action 8-** €100.00.

Decision: On the proposal of Ms. Sadie Ward-McDermott and seconded by Ms. Gráinne Berrill the reallocation of Healthy Ireland Fund Round Two eligible funds (as outlined above) was approved.

LCDC Minute No. 11/2020

6. Peace IV

Procurement Recommendations Peace IV:

Ms. Joan Martin, CE briefed the members on the Peace IV programme and that implementation on all live projects was progressing satisfactorily and also updated the members with regard to the Leading the Way Project and the following Procurement Recommendations were made:

Leading The Way Project:

Conflict Noted For: Ms. Gráinne Berrill

Recommendation : To award the tender for the Leading The Way Project to Blu Zebra:

Decision: On the proposal of Ms. Sadie Ward-McDermott, seconded by Cllr. Eileen Tully the recommendation to award the tender for the Leading The Way Project to Blu Zebra was approved.

Recommendation : To re-advertise the two remaining tenders and to continue working on the tendering of the Shared Space & Services project:

Decision: On the proposal of Ms. Sadie Ward-McDermott, seconded by Cllr. Eileen Tully the recommendation to re-advertise the two remaining tenders and to continue working on the tendering of the Shared Space & Services project was approved.

LCDC Minute No. 12/2020

7. LCDC Annual Report 2019

Mr. John Lawrence confirmed that the Draft LCDC Annual Report 2019 was distributed to all members with their meeting packs and enquired if there were any amendments they proposed to make to the LCDC Annual Report 2019.

Decision: On the proposal of Ms. Sadie Ward-McDermott, seconded by Ms. Gráinne Berrill the LCDC Annual Report 2019 was approved with an amendment to insert a comment in relation to the recent survey conducted on LCDC members regarding meeting scheduling.

LCDC Minute No. 13/2020

8. POBAL Verification Report

Mr. John Lawrence informed the members of the results, findings & conclusions included in the Verification Report from Pobal, which was distributed with the members meeting packs, regarding the recent Audit of the Healthy Ireland Fund Round 2.

Decision: On the proposal of Ms. Sadie Ward-McDermott, seconded by Mr. Ciaran Reid the LCC's response, issued by the Chief Officer, to POBALs Verification Report and the signing of the Declaration contained therein was approved.

LCDC Minute No. 14/2020

9. Correspondence

Members noted correspondence from the Peace IV programme.

The business of the LCDC meeting concluded.

LAG MATTERS:

LAG Minute No.12/2020

1. Minutes of LAG meeting held on the 20th January, 2020:

On the proposal of Ms. Alison Quail, seconded by Ms. Annette McDonnell and unanimously agreed by the members the minutes of the meeting held on the 20th January, 2020 were adopted.

LAG Minute No. 13/2020

2. Matters Arising:

There were no LAG matters arising.

LAG Minute No 14/2020

3. LEADER Monthly Financial Reports:

Mr. John Lawrence advised that the two number financial reports, circulated to members detailed financial information up to 11th February, 2020.

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 Mr. Kevin Moran, seconded by Ms. Gráinne Berrill financial reports 1 and 2 were approved.

LAG Minute No 15/2020

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 January, 2020 in the amount of €34,396.79.

Recommendation: Approval of financial report number 3 with an expenditure of €34,396.79 for the month of January, 2020.

Decision: On the proposal of Ms. Sadie Ward McDermott, seconded by Ms. Annette McDonnell financial report number 3 with an expenditure of €34,396.79 for the month of January, 2020 was approved.

LAG Minute No 16/2020

LEADER Annual Progress 2019 & Implementation Plan 2020

Mr. John Lawrence advised members that the LAG are obliged to submit each year a progress report for the previous year and an implementation plan for the next year. This document will give the LAG an opportunity to assist in monitoring progress during the year. The document was compiled jointly by LLP and LCC.

Decision: On the proposal of Ms Alison Quail, seconded by Cllr. Dolores Minogue the LEADER Annual Progress Report 2019 & Implementation Plan 2020 was approved.

LAG Minute No 17/2020

5. 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

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 10th February, 2020, totalling €2,633,908.24 with €1,253,445.71 paid out on projects.

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 10th February, 2020. Both reports number 4 and 5 are for information purposes only.

LAG Minute No. 18/2020

6. EOI's Rolling:

Members were referred to the EOI's received during the month of January of which there were 9 projects, with funding sought in the amount of €264,000.00. Ms. Mary O'Neill advised members that the list of EOI's were for noting only. No projects were deemed ineligible.

LAG Minute No. 19/2020

7. EOI's – Targeted Call

Members were referred to the EOI's for the Targeted Call under SA16 received during the month of January of which there were 30 projects, with funding sought in the amount of €1,822,134.313 of the €334,030.58 budget available. Ms. Mary O'Neill advised members that the list of EOI's were for noting only, however ineligible EOI's under a targeted call must be deemed ineligible by the LAG.

Ineligible Projects

There were two ineligible projects.

- a) Project Ref: 112209
- b) Project Ref: 112226

Decision: On the proposal of Ms. Gráinne Berrill, seconded by Ms. Sadie Ward McDermott Project Ref. No: 112209 and Project Ref. No: 112226 were deemed ineligible.

LAG Minute No. 20/2020

8. Notes requiring LAG approval:

Ms. Mary O'Neill referred to the notes requiring LAG approval, which listed 13 projects that required among other things Change of Supplier and de-commitment of funding.

- a) **Change of supplier:**
 - Project Ref. 111676 – Original supplier unable to supply.
- b) **Project funding de-commitments** – following completion of projects any under spend must be approved by the LAG. The following project has under spent:

- Project Ref. 110077 under spend in the amount of €103.81 due VAT amount over estimated on original quote.

Decision: On the proposal of Ms. Gráinne Berrill, seconded by Ms. Sadie Ward McDermott the LAG notes for all projects were approved.

LAG Minute No. 21/2020

9. 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. 22/2020

10. LEADER Projects – 21LDRLOU111610

| | | |
|-----------------------------------|---|--|
| Project Code: | 21LDRLOU111610 | |
| Promoter Code: | 5771 | |
| Absenters: | Conflicts of Interest: None For Quorum Requirements: Thomas McEvoy and Anne Keeley | |
| Agreed by LAG: | To fully approve the project with funding at a rate of 75% up to a maximum of €6,692.73 of eligible cost. No additional conditions apply. | |
| Has Quorum Requirements been met: | Yes | |

Decision: On the proposal of Ms Sadie Ward McDermott, seconded by Ms. Gráinne Berrill, the above project was approved.

LAG Minute No. 23/2020

11. LEADER Projects – 21LDRLOU111656

| | | |
|-----------------------------------|---|--|
| Project Code: | 21LDRLOU111656 | |
| Promoter Code: | 2592 | |
| Absenters: | Conflicts of Interest: None For Quorum Requirements: Thomas McEvoy and Anne Keeley | |
| Agreed by LAG: | To fully approve the project with funding at a rate of 90% up to a maximum of €4,428.00 of eligible cost. No additional conditions apply. | |
| Has Quorum Requirements been met: | Yes | |

Decision: On the proposal of Cllr. Dolores Minogue, seconded by Ms. Alison Quail, the above project was provisionally approved.

LAG Minute No. 24/2020

12. LEADER Projects – 21LDRLOU111392

| | | |
|-----------------------------------|---|--|
| Project Code: | 21LDRLOU111392 | |
| Promoter Code: | 4654 | |
| Absenters: | Conflicts of Interest: Ciarán Reid For Quorum Requirements: Thomas McEvoy, Anne Keeley and Annette McDonnell | |
| Agreed by LAG: | To fully approve the project with funding at a rate of 100% up to a maximum of €18,409.70 of eligible cost. No additional conditions apply. | |
| Has Quorum Requirements been met: | Yes | |

Decision: On the proposal of Cllr. Dolores Minogue, seconded by Ms. Gráinne Berrill, the above project was approved.

LAG Minute No. 25/2020

13. Acknowledgement:

As this was her last meeting, Cllr. Liam Reilly thanked Ms. Annette McDonnell for her contribution and service to the committee on behalf of all the members.

Next Meeting

Cllr. Liam Reilly advised the members that the date of the next meeting has changed and will now take place on Monday 23rd March, 2020 at 4pm.

The business of the LAG meeting concluded

Minutes confirmed at meeting held on 25/3/2020

Chairperson



