

**Minutes of Meeting: Louth Local Community Development Committee (LCDC)**

**Louth Local Action Group (LAG)**

**Date: 15<sup>th</sup> March, 2021 at 4.00pm**

**Location: Via Video Conference**

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

**LCDC Minute No. 11/2021**

**1. Minutes of LCDC meeting held on the 15<sup>th</sup> February 2021:**

On the proposal of Cllr. Dolores Minogue, seconded by Mr. Kevin Moran and unanimously agreed by the members the minutes of the meeting held on the 15<sup>th</sup> February 2021 were adopted.

**LCDC Minute No. 12/2021**

**2. Matters Arising:**

There were no matters arising.

**LCDC Minute No. 13/2021**

**3. Social Inclusion and Community Development:**

**SICAP 2021 Quarter 2 Payment**

Members were advised that the SICAP 2021 Quarter 2 payment (January-March) is now due for payment in the amount of €338,252.00.

**Recommendation:** To approve SICAP Qtr. 2 2021 payment in the amount of €338,252.00.

**Decision:** On the proposal of Cllr. Liam Reilly, seconded by Cllr. Kevin Meenan, SICAP 2021 Quarter 2 payment of €338,252 was approved.

**LCDC Minute No. 14/2021**

**4. Covid 19 Emergency Fund Round 2 (CEF-R2)**

Members were reminded of the confidential nature of the CEF-R2 applications. Members were provided with a full list of all the applications being recommended and not recommended for funding.

The aim of this fund (Budget €55,193.00) is to provide grants to community groups to assist them to adapt their services and operations to fit the new COVID 19 reality and to become more involved in the Governments "Keep Well Campaign".

Ms. Mary Deery informed Members as to the key indicators used in order to determine successful applications i.e. show complementarities with the LECP, address social disadvantage, and other information provided included:

- a) Department guidelines recommended up to 30% of funding to be ring fenced for applications of €1,000.00 or under. There were 6 no. eligible applications for the €1,000.00 or less award.
- b) Targeted at disadvantaged urban and rural areas but not exclusively so.
- c) Projects that seek to assist community groups to adapt their services and operations to fit the new COVID 19 reality.
- d) Projects that facilitate community groups to become more involved in the "Keep Well Campaign".

The table below sets out a summary of how the total fund of €55,193.00 was allocated

COVID 19 Emergency Fund- Round 2								
Summary								
Area	No. of Apps received	Funding Requested Approx	Not Considering		No. of Apps Recommended under €1,000	No. of Apps Recommended over €1,000	No. Of Apps Recommended for Funding	Total Funding Recommended
Dundalk	15	€187,457.40	5		3	7	10	€27,426.00
Drogheda	14	€49,089.00	2		3	9	12	€21,097.00
Ardee	3	€6,670.00	0		0	3	3	€6,670.00
<b>TOTALS</b>	<b>32</b>	<b>€243,216.40</b>	<b>7</b>		<b>6</b>	<b>19</b>	<b>25</b>	<b>€55,193.00</b>

throughout the county.

Conflicts of Interest: Mr. Kevin Moran - Application Ref No. Covid19-R2 018

**Decision:** On the proposal of Cllr. Dolores Minogue, seconded by Cllr. Kevin Meenan the Covid 19 Emergency Fund Round2 Recommendations in the amount of €55,193.00 was approved.

### LCDC Minute No. 15/2021

#### 5. PEACE IV – Procurement Recommendation

##### **Procurement Recommendations Peace IV:**

Ms. Joan Martin, CE briefed the members on Adapting Aftermath Archives Project and the following Procurement Recommendations were made:

##### **Adapting Aftermath Archives Project:**

**Recommendation:** To award the tender for the Adapting Aftermath Archives Project to Diversity Challenges.

**Decision:** On the proposal of Cllr. Kevin Meenan, seconded by Cllr. Eileen Tully the recommendation to award the tender for the Adapting Aftermath Archives Project to Diversity Challenges was approved.

**LCDC Minute No. 16/2021**

**6. Placed Based Leadership Development Programme**

Mr. Ciaran Reid, LLP, gave a brief introduction and background to the development of the Place Based Community Leadership course and that the Department of Rural and Community Development has allocated a total of €188,650. The leadership course will provide training and mentoring to community leaders and agencies to support their capacity and skills in responding to the consequences of criminality, anti-social behaviour and socio-economic disadvantage in Drogheda and Darndale. The Department has approached Louth LEADER Partnership to play a coordination roll in the rollout of the initiative.

This initiative recognises some of the key challenges faced by community, voluntary and statutory organisations in working with young people and communities impacted by the illicit drugs economy and gang violence. In particular, it acknowledges the often-overwhelming sense of powerlessness of community leaders, and seeks to provide support through the delivery of tailored training to support these groups.

He also confirmed there will be 24 Participants, as opposed to 12, which was stated in the Memo.

He outlined the proposal on delivery and oversight of this training initiative:

Louth LCDC	Drogheda Area Task Force	Working Group
Administrative Oversight & Non-financial reporting to Dept Rural and Community Development (funder) and partner Dublin City LCDC	High level responsibility and strategic oversight.	Coordinating the management and delivery of the training initiative <ul style="list-style-type: none"> <li>• Establishment of structure(s) to oversee the initiative</li> <li>• Set up working group/steering committee</li> <li>• Promote the initiative locally</li> <li>• Recruit the participants</li> <li>• Establish reporting and progress framework</li> </ul>

**Recommendation:** To approve that this will be an initiative of the LCDC with Louth LEADER Partnership as the coordinating agent and Dublin City LCDC as fiscal agent, with funding from the Department of Rural and Community Development.

**Decision:** On the proposal of Cllr. Dolores Minogue, seconded by Ms. Alison Quail the recommendation to approve that this will be an initiative of the LCDC with Louth LEADER Partnership as the coordinating agent and Dublin City LCDC as fiscal agent, with funding from the Department of Rural and Community Development was approved.

**LCDC Minute No. 17/2021**

**7. Correspondence**

- a) Members noted correspondence from the Peace IV programme.
- b) Mr. John Lawrence reminded members to return their signed 2021 Code of Compliance Forms.
- c) Members noted correspondence from the Department of Rural and Community Development regarding European Commission Green Paper on Ageing and European Council Conclusions on Mainstreaming Ageing in Public Policies.
- d) Correspondence from the Department of Housing, Local Gov., & Heritage: Circular LG 1/2021 – Ethical Framework for Local Gov. –Annual declaration Form.
- e) PPN Social Inclusion and LCDC-LAG committee member, Geordie Mc Ateer, tendered his resignation. Ms Joan Martin, on behalf of all members, thanked Gerodie for his contribution to the success of the committee and wished him well into the future.

**LCDC Minute No. 18/2021**

**8. AOB**

Ms Joan Martin, Chairperson, informed members the next meeting of the LCDC will take place on Monday 19<sup>th</sup> April 2021 at 4.00pm.

**The business of the LCDC meeting concluded.**

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**LAG MATTERS**

**LAG Minute No. 27/2021**

**1. Minutes of LAG meeting held on the 15<sup>th</sup> February, 2021:**

On the proposal of Cllr. Dolores Minogue, seconded by Cllr. Liam Reilly and unanimously agreed by the members the minutes of the meeting held on the 15<sup>th</sup> February, 2021 were adopted.

**LAG Minute No. 28/2021**

**2. Matters Arising:**

There were no LAG matters arising.



**LAG Minute No.29/2021**

**3. LEADER Monthly Financial Reports:**

Mr. John Lawrence advised that the two number financial reports, circulated to members detailed financial information up to 10<sup>th</sup> March, 2021.

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. Alison Quail, seconded by Mr. Breannán Casey financial reports 1 and 2 were approved.

**LAG Minute No 30/2021**

**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 February, 2021 in the amount of €24,108.27.

**Recommendation:** Approval of financial report number 3 with an expenditure of €24,108.27 for the month of February, 2021.

**Decision:** On the proposal of Mr. Thomas McEvoy, seconded by Ms. Alison Quail financial report number 3 with an expenditure of €24,108.27 for the month of February, 2021 was approved.

Mr. John Lawrence referred members to financial report number 4 which provides details of the Quarter 2 payment (April-June 2021) in the amount of €110,900.

**Recommendation:** Approval of financial report number 4 with an expenditure of €110,900 for Quarter 2 (April-June 2021).

**Decision:** On the proposal of Cllr. Kevin Meenan, seconded by Mr. Kevin Moran financial report number 4 with an expenditure of €110,900 for Quarter 2 (April-June 2021) was approved.

**LAG Minute No 31/2021**

**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

a) Report 5 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 10<sup>th</sup> March, 2021 totalling €4,994,415.48, with approx. €32,898.10 remaining.

b) Report 6 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 10<sup>th</sup> March, 2021.

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

**LAG Minute No. 32/2021**

**6. Notes requiring LAG approval:**

Ms. Mary O'Neill referred to the notes requiring LAG approval, which listed 18 projects that required among other things proposed project extensions as per Operating Rules 8.4 and de-commitment of funding

1. **Project funding de-commitments** – following completion of projects any under spend must be approved by the LAG. The following project has under spent:

a) Project Ref. 112634 under spend, due to due to ceremony taking place on line and the reduced number of 'photo boards,' in the amount of €2,939.51.

2. **Project Extension of less than 6 months:**

- a) Project Ref. 111447 to 31/08/2021
- b) Project Ref. 110396 to 30/06/2021
- c) Project Ref. 113227 to 01/06/2021
- d) Project Ref. 113198 to 31/05/2021
- e) Project Ref. 113559 to 31/08/2021
- f) Project Ref. 113526 to 31/05/2021
- g) Project Ref. 113952 to 31/08/2021
- h) Project Ref. 108049 to 30/06/2021
- i) Project Ref. 109560 to 30/06/2021
- j) Project Ref. 109622 to 30/06/2021
- k) Project Ref. 109271 to 30/06/2021
- l) Project Ref. 112100 to 30/06/2021
- m) Project Ref. 114276 to 30/06/2021
- n) Project Ref. 113499 to 31/08/2021

3. **Project Extension of more than 6 months:**

- a) Project Ref. 112187 to 31/12/2021
- b) Project Ref. 111099 to 31/12/2021
- c) Project Ref. 111846 to 31/12/2021

**Decision:** on the proposal of Ms. Joan Martin, seconded by Mr. Thomas McEvoy the LAG notes for these projects were approved.

**4. Project Ref: 21LDRLOU102543**

The LAG, at their meeting of 15<sup>th</sup> February, 2021, discussed a request by the promoter to reconsider their decision on the matter of an extension of time which was made on 31<sup>st</sup> December, 2020. The LAG sought clarification from the promoter on a number of key issues and received the following response:

Q1: Outline in detail what actions you have taken since the project was approved in January 2019 to commence this project

Response: From previous contact/correspondence with you, we encountered delays in the removal of a 3 phase electric Pole by the ESB that was in the way of building the distillery from when we received the Grant it took the best part of a year plus costs to ourselves to have this successfully carried out by the ESB.

Q2. Identify all remedial steps taken by you to overcome any obstacles you have encountered to delivering this project.

Response: This part of the project was completed in March 2020 obviously causing a major delay in beginning the next phase

Q3. Provide a detailed work plan with timelines evidencing your ability to complete this project:

Response: At this time it is impossible to provide a work plan, construction is at a standstill and we have no guidelines as to when it will return.

Q4. Provide works contracts that you have in place with suppliers to commence the build element and instillation elements of this project.

Response: We have works contracts with suppliers in place pre Covid, but they are not in date at this point, in order for us to have them renewed we would need more time, a date of February the 24th is not practical.

Following a lengthy discussion taking into consideration the responses received and the lack of progress made on this project since it was approved on 21/01/2019, the members felt that the project was not likely to proceed and/or be completed within the requested timeframe.

**Proposal:** It was proposed that no further extension of time be granted and that the LEADER grant funding, in the amount of €175,389, originally approved at their meeting of 21/01/2019, be de-committed.

**Decision:** On the proposal of Ms. Joan Martin, seconded by Mr. Thomas McEvoy the decision not to grant a further extension of time to 30/06/2021 and to de-commit funding in the amount of €175,389 to Project Ref: 21LDRLOU102543 was agreed.

### LAG Minute No. 33/2021

#### **7. LAG Correspondence:**

DRCD Control Report Letter of Findings under the Leader Programme 2014-2020 on Project No: 21LDRLOU109164 –. The members noted the findings in the report and that all was in order.



LAG Minute No. 34/2021

**8. Next Meeting:**

Ms Joan Martin, Chairperson, informed members the next meeting of the LAG will take place on Monday 19<sup>th</sup> April, 2021 following the LCDC meeting.

**The business of the LAG meeting concluded**

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Minutes confirmed at meeting held on 19<sup>th</sup> / 4 / 2021

Chairperson J Martin

