

Meeting: Louth Local Community Development Committee (LCDC)

Louth Local Action Group (LAG)

Date: 16th December, 2019 at 4.00pm

Location: Cooley Room, County Hall, Dundalk

In attendance: Cllr. Liam Reilly, Chairperson
Cllr. Ruairí O'Murchú,
Cllr. Eileen Tully,
Cllr. Dolores Minogue,
Ms. Joan Martin, CE, LCC
Mr. Thomas McEvoy, LEO
Ms. Annette McDonnell, HSE
Mr. Kevin Moran, PPN
Ms. Joanne Finnegan, PPN
Ms. Alison Quail, PPN
Mr. Pat McCormick, Chamber of Commerce Dundalk
Mr. Breannán Casey, Chamber of Commerce Drogheda

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. Mr. Matthew McGreehan, IFA
Cllr. Dolores Minogue,
Mr. Geordie McAteer, PPN
Ms. Elizabeth O' Reilly, PPN
Mr. Ciaran Reid, LLP
Ms. Anne Keeley,
Ms. Gráinne Berrill, Louth Volunteer Centre
Ms. Sadie Ward-McDermott, LMETB

Guests: Ms. Mary O' Neill, LLP
Ms. Maeve Harkin, LLP

LCDC MATTERS:

LCDC Minute No. 65/2019

1. Minutes of LCDC meeting held on the 19th November, 2019:

On the proposal of Mr. Kevin Moran seconded by Cllr. Liam Reilly and unanimously agreed by the members the minutes of the meeting held on the 19th November 2019 were adopted.

LCDC Minute No. 66/2019

2. Matters Arising:

There were no matters arising

LCDC Minute No. 67/2019

3. Louth & Meath – New Joint Migrant Integration Strategy 2019-2022:

Mr. John Lawrence informed the members on the completion of the Louth & Meath - New Joint Migrant Integration Strategy 2019-2022 which was distributed to each committee member. This strategy has been developed by Louth County Council and Meath County Council's (MCC) Community Sections following research and consultation with the sector and with wider stakeholders. He advised members that, if approved by the LCDC, this strategy will be brought to the full council meetings of both LCC and MCC for approval thus ensuring LCC's compliance with national legislation.

Decision: On the proposal of Ms Mr. Kevin Moran and seconded by Mr. Breannán Casey, the Louth & Meath – New Joint Migrant Integration Strategy 2019-2022 was approved.

LCDC Minute No. 68/2019

4. Volunteering Strategy for Co. Louth (1st Draft):

Ms. Mary Deery updated members on the process to date of developing and delivering a Volunteering Strategy for Co. Louth:

Members were informed that following an open tender process BluZebra were commissioned to deliver the report. A co-design working group was established to oversee and support this process including representatives of Louth PPN, Louth County Council Community Section, Louth Leader Partnership and other key stakeholders.

A comprehensive review of literature relating to volunteering and volunteerism in 12 countries was conducted by Blu Zebra.

Ms. Mary Deery confirmed that a draft document is nearing completion with vision, mission, values and strategic priorities. The strategy will include an implementation plan with identified Lead delivery agents and partners. As the Strategy is emergent from the LECP it will be under the authority of Louth LCDC and it is envisaged that progress relating to actions under the strategy will be reported on to the LCDC on a biannual basis.

Ms. Mary Deery also advised members that as the Lead Agency on the development of the strategy Louth Volunteer Centre would like to invite LCDC members to a session, facilitated by Blu Zebra, to review the strategy in advance of its publication. Two potential dates are proposed for this session, 16th January 2020 at 3pm or 17th January 2020 at 12pm.

LCDC Minute No. 69/2019

5. Social Inclusion and Community Development:

a) SICAP Annual Plan 2020

Ms. Maeve Harkin, Louth Leader Partnership, joined the meeting temporarily and gave members a summary overview of the SICAP 2020 annual plan confirming the two Goals of the plan are:

Goal 1: Supporting Communities (63 Groups) with a total budget of €99,543.00 and

Goal 2: Supporting Individuals (822 Individuals) with a total budget of €226,752.00.

Ms. Maeve Harkin also gave a brief outline of the 2020 actions plan summary supporting both Goal's 1 and 2, a breakdown of the grants and financial supports to groups and individuals and actions undertaken in 2019.

Mr. Kevin Moran advised the members that a meeting of the SICAP Subgroup was held to discuss the SICAP 2020 Plan Report which was submitted by the LCDC on 15th November, 2019.

The group appraised the 2020 Plan which was based on the recommendations made by the group previously to the LCDC at the meeting held on 21st October.

Noted:

- **Budget Increase:** The 2020 Plan reflects the increase in budget of €39,408.00, which is an increase of 3%. Total Budget is €1,353,007.00
- Employment of a part time development officer in 2020 to support the development of a Traveller & Roma development strategy to begin the process of supporting the emergence of a Traveller & Roma community organization and local implementation plan.
- **KPI 1 Supporting Communities:** 63
- **KPI 2 Supporting Individuals:** 822
- **Emerging Needs Target Group for 2020:** Socially excluded vulnerable older people

Cllr. Liam Reilly, the Chairperson, thanked Ms. Maeve Harkin for coming into the meeting and updating members on summary overview of the SICAP 2020 annual plan. Ms. Maeve Harkin then left the meeting.

Recommendation:

Having considered the 2020 plan in its entirety, the SICAP/Social Inclusion Sub Group is happy to recommend this plan for approval, in principle, to the LCDC.

Decision: On the proposal of Ms. Annette McDonnell, seconded by Cllr. Ruairí O'Murchú, the SICAP Annual plan 2020 was approved in principle.

b) SICAP Q1 Payment 2020

Mr. John Lawrence advised members that SICAP 2020 Qtr.1 payment in the amount of €338,252 was now due. However, as the end of year review process is in progress and therefore the recommendation would be to issue payment for two months (Jan & Feb) with the March payment to issue following approval of the End of Year Review for 2019 and 2020 Annual Plan.

Recommendation: To issue payment for 2 months (January and February) in the amount of €225,502. The payment of the remaining €112,750 for the month (March) would issue following approval of the 2019 End of Year Review and 2020 Annual Plan by the LCDC.

Decision: On the proposal Ms. Alison Quail, seconded by Mr. Kevin Moran, payment of two months (January and February) funding for SICAP Qtr. 1 2020 in the amount of €225,502 was approved.

LCDC Minute No. 70/2019

6. Healthy Ireland Fund Round 3

Ms. Mary Deery provided members with details of the Addendum to grant agreement which recommends one alteration to the LCC's HIF Round 3 funding programme application which will run from July 2019 to June 2021. €1,500 has been removed from the original budget of €9,000.00 under action 1, Tobacco Free Playgrounds, as €7,500.00 is the maximum budget for small scale capital costs.

Decision: On the proposal of Ms. Annette McDonnell, seconded by Mr. Pat McCormick the Addendum to Grant agreement was approved.

LCDC Minute No. 71/2019

4. Correspondence

Members noted correspondence/newsletter from the Peace IV programme.

Members noted correspondence from PEACE PLUS, which is a new EU cross-border programme that will contribute to a more prosperous and stable society in Northern Ireland and the Border Region of Ireland seeking their input to help shape the content of this new programme.

Members are invited to a series of information events taking place between **December 2019 and February 2020, running from 6pm-8pm, with registration from 5.30pm.**

The stakeholder engagement process will start on 10th December 2019 and end on 25th February 2020.

LCDC Minute No. 72/2019

6. A.O.B

John Lawrence informed members of new schedule of LCDC/LAG meetings for 2020. The meeting scheduled for March to be changed from the 16th to the 23rd and the meeting scheduled for December to be changed from the 21st to the 14th. Mr Gerard Judge will distribute the updated schedule to members.

The business of the LCDC meeting concluded.

LAG MATTERS:

LAG Minute No.159/2019

1. Minutes of LAG meeting held on the 19th November, 2019:

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 19th November, 2019 were adopted.

LAG Minute No. 160/2019

2. Matters Arising:

There were no LAG matters arising.

LAG Minute No 161/2019

3. RDP Subgroup Update:

Cllr. Ruairi O Murchú provided a summary of the RDP subgroup meeting held on Thursday 12th November, 2019. Cllr. O Murchú advised that most of the items from the sub group meeting had already been dealt with at the November meeting of the LAG. One item remained for decision:

a) Transfer of Funds:

A number of Strategic Actions were identified with a significant balance remaining with either no projects or limited projects on stream. Following discussion the RDP Subgroup made the following recommendation:

Recommendation: To seek approval from the LAG to transfer funds from the following SA's to SA16: Community Facilities

1. Transfer Funding of €70,000 from SA3: Activity & Adventure Tourism Product Development
2. Transfer Funding of €120,000 from SA4: Alternative Accommodation Facilities Provision
3. Transfer Funding of €130,000 from SA19: Rural Youth Enterprise Support

Mary O'Neill advised that following a number of targeted calls under the SA's listed, there were no projects or limited projects on stream. It was also clarified that substantial funding is still available in SA8: Support & Development of Rural Micro-Enterprise Sector for potential projects such as co-working space.

Decision: On the proposal of Mr. Pat McCormick, seconded by Cllr. Ruairi O Murchú it was agreed to transfer funds of €70,000 from SA3: Activity & Adventure Tourism Product Development, €120,000 from SA4: Alternative Accommodation Facilities Provision and €130,000 from SA19: Rural Youth Enterprise Support to SA16: Community Facilities.

b) Targeted Call:

Recommendation: Following the transfer of funding into SA16: Community Facilities, with a current balance of €334,030.58, that a Targeted Call with a max LEADER grant of €200,000 per project be advertised.

Decision: On the proposal of Cllr. Ruairi O Murchú, seconded by Mr. Breannán Casey, the targeted call under SA16: Community Facilities, was approved.

LAG Minute No. 162/2019

c) LEADER Monthly Financial Reports:

Mr. John Lawrence advised that the two number financial reports, circulated to members detailed financial information up to 10th December, 2019.

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 Cllr. Liam Reilly, seconded by Ms. Annette McDonnell financial reports 1 and 2 were approved.

LAG Minute No 163/2019

4. Administration Report:

- a) 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 November, 2019 in the amount of €28,652.96.

Recommendation: Approval of financial report number 3 with an expenditure of €28,652.96 for the month of November, 2019.

Decision: On the proposal of Cllr. Eileen Tully, seconded by Ms. Alison Quail financial report number 3 with an expenditure of €28,652.96 for the month of November, 2019 was approved.

- b) Mr. John Lawrence referred members to financial report number 4 which provides details of the 2020 Quarter 1 Payment (Jan-March 2020) in the amount of €96,500.00

Recommendation: Approval of financial report number 4 with an expenditure of €96,500.00 for Quarter 1 2020 (Jan-March 2020)

Decision: On the proposal of Cllr Eileen Tully, seconded by Ms. Alison Quail financial report number 4 with an expenditure of €96,500.00 for Quarter 1 2020 (Jan-March 2020) was approved.

LAG Minute No 164/2019

5. LEADER Monthly Project Update Reports:

Ms. Mary O'Neill informed members present that Financial Reports no.'s 5 and 6 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 11th December, 2019, totalling €2,452,737.01 with €910,019.05 paid out on projects.
- 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 11th December, 2019

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

LAG Minute No. 165/2019

6. EOI's Rolling:

Members were advised of the EOI's received during the month of November, 2019. Ms. Mary O'Neill advised members that the list of EOI's were for noting only, as there were no EOI's deemed ineligible.

LAG Minute No. 166/2019

7. Notes requiring LAG approval:

Ms. Mary O'Neill referred to the notes requiring LAG approval, which listed 13 projects that required among other things proposed project extensions as per Operating Rules 8.4 and de-commitment of funding.

1. Project Extension of less than 6 months:

- a) Project Ref. 102543 to 30/06/2020
- b) Project Ref. 109271 to 31/03/2020
- c) Project Ref. 109440 to 31/03/2020
- d) Project Ref. 109622 to 31/03/2020
- e) Project Ref: 110392 to 30/06/2020
- f) Project Ref: 109495 to 28/02/2020
- g) Project Ref: 110077 to 31/01/2020

2. Project funding de-commitments – following completion of projects any under spend must be approved by the LAG. The following projects have under spent:

- a) Project Ref. 106450 under spend in the amount of €1,353.66 due promoter funding their own travel and subsistence
- b) Project Ref. 107836 under spend in the amount of €0.29 due to small difference in VAT amount quoted.
- c) Project Ref. 109592 under spend in the amount of €2,336.78 due to promoter purchasing pop up tents & signage themselves prior to the issue of the letter of offer.
- d) Project Ref. 109350 under spend in the amount of €1,118.25 due to discounts provided by Associate, Festival & Movement Choreographers.
- e) Project Ref. 109550 under spend in the amount of €684.59 due to small price reduction in Marquees & Furniture.
- f) Project Ref. 109487 under spend in the amount of €212.20 due to small under spend on Chairs & Trolleys.

Decision: On the proposal of Mr. Thomas McEvoy, seconded by Ms. Annette McDonnell the LAG notes for all projects were approved.

LAG Minute No. 167/2019

8. 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. 168/2019

9. LEADER Projects – 21LDRLOU111066

Project Code:	21LDRLOU111066	
Promoter Code:	8591	
Absenters:	Conflicts of Interest: None For Quorum Requirements: Thomas Mc Evoy	
Agreed by LAG:	To fully approve the project with funding at a rate of 90% up to a maximum of €5,535.00 of eligible cost. No additional conditions apply.	
Has Quorum Requirements been met:	Yes	

Decision: On the proposal of Cllr. Eileen Tully, seconded by Ms. Annette McDonnell, the above project was approved.

LAG Minute No. 169/2019

10. LEADER Projects – 21LDRLOU108776 (Provisional Approval)

Project Code:	21LDRLOU108776
Promoter Code:	5491
Absenters:	Conflicts of Interest: None For Quorum Requirements: Thomas Mc Evoy
Agreed by LAG:	To provisionally approve the project with funding at a rate of 90% up to a maximum of €105,204.96 of eligible cost. Pending Full Public Procurement.
Has Quorum Requirements been met:	Yes

Decision: On the proposal of Mr. Kevin Moran, seconded by Ms. Annette McDonnell, the above project was provisionally approved.

LAG Minute No. 170/2019

11. LEADER Projects – 21LDRLOU109164

Project Code:	21LDRLOU109164
Promoter Code:	7297
Absenters:	Conflicts of Interest: None For Quorum Requirements: Thomas Mc Evoy
Agreed by LAG:	This project was provisionally approved by the LAG on the 15th April 2019 pending Procurement. Procurement has now been completed. To fully approve the project with funding at a rate of 75% up to a maximum of €138,520.80 of eligible cost. Promoter must supply PRIOR to the submission of the first claim, a signed Lease or Legal Agreement confirming the promoter's authority to carry out the relevant activities for at least a five-year period after the date of final payment for the project.
Has Quorum Requirements been met:	Yes

Decision: On the proposal of Cllr. Eileen Tully, seconded by Ms. Alison Quail, the above project was approved.

LAG Minute No. 171/2019

12. LEADER Projects – 21LDRLOU111676

Project Code:	21LDRLOU111676
Promoter Code:	4654
Absenters:	Conflicts of Interest: None For Quorum Requirements: Thomas Mc Evoy

Agreed by LAG:	To fully approve the project with funding at a rate of 100% up to a maximum of €6,844.30 of eligible cost. No additional conditions apply.
Has Quorum Requirements been met:	Yes

Decision: On the proposal of Cllr. Eileen Tully, seconded by Cllr. Liam Reilly, the above project was approved

LAG Minute No. 172/2019

13. LEADER Projects – 21LDRLOU110880

Project Code:	21LDRLOU110880
Promoter Code:	4654
Absenters:	Conflicts of Interest: None For Quorum Requirements: Thomas Mc Evoy
Agreed by LAG:	To fully approve the project with funding at a rate of 100% up to a maximum of €19,899.82 of eligible cost. No additional conditions apply.
Has Quorum Requirements been met:	Yes

Decision: On the proposal of Ms. Annette McDonnell, seconded by Ms. Alison Quail, the above project was approved.

LAG Minute No. 173/2019

14. LEADER Projects – 21LDRLOU109559

Project Code:	21LDRLOU109559
Promoter Code:	2700
Absenters:	Conflicts of Interest: None For Quorum Requirements: Thomas Mc Evoy
Agreed by LAG:	To fully approve the project with funding at a rate of 68% up to a maximum of €66,842.89 of eligible cost. No additional conditions apply.
Has Quorum Requirements been met:	Yes

Decision: On the proposal of Cllr. Ruairí Ó Murchú, seconded by Mr. Kevin Moran, the above project was approved.

LAG Minute No. 174/2019

15. LEADER Projects – 21LDRLOU107705

Project Code:	21LDRLOU107705
Promoter Code:	6299
Absenters:	Conflicts of Interest: None For Quorum Requirements: Thomas Mc Evoy
Agreed by LAG:	Having considered the IEC recommendation and their scoring allocated for this project, the LAG have decided not to support the project for funding for the reasons set out by the IEC.
Has Quorum Requirements been met:	Yes

