

Meeting: Louth Local Community Development Committee (LCDC)

Louth Local Action Group (LAG)

Date: 19th November 2019 at 4.30pm

Location: Cooley Room, County Hall, Dundalk

- In attendance:** Cllr. Liam Reilly ,Chairperson
Cllr. Ruairí O'Murchú
Cllr. Eileen Tully
Ms. Joan Martin, CE, LCC
Mr. Thomas McEvoy, LEO
Ms. Annette McDonnell, HSE
Mr. Kevin Moran, PPN
Mr. Geordie McAteer, PPN
Ms. Joanne Finnegan, PPN
Ms. Alison Quail, PPN
Ms. Elizabeth O' Reilly, PPN
Ms. Gráinne Berrill, Louth Volunteer Centre
Mr. Pat McCormick, Chamber of Commerce Dundalk
Mr. Breannán Casey, Chamber of Commerce Drogheda
Mr. Ciaran Reid, CEO, 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. Mr. Matthew McGreehan, IFA
Cllr. Dolores Minogue,
Ms Anne Keeley,
Ms Sadie Ward-McDermott, LMETB
- Guests:** Mary O' Neill, LLP
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LCDC MATTERS:

LCDC Minute No. 59/2019

1. Minutes of LCDC meeting held on the 21st October, 2019:

On the proposal of Ms. Grainne Berrill seconded by Ms. Alison Quail and unanimously agreed by the members the minutes of the meeting held on the 21st October 2019 were adopted.

LCDC Minute No. 60/2019

2. Matters Arising:

There were no matters arising

LCDC Minute No. 61/2019

3. Local Economic Community Plan:

Mr. John Lawrence informed members that 18 partners were contacted for updates. LCC have received a total of 16 updates. LCC are in the process of collating these updates and will present them to the LCDC when complete.

LCDC Minute No. 62/2019

4. Social Inclusion and Community Development:

Mr. John Lawrence informed members that the Annual Plan Report 2020 circulated to them was revised and includes a 3% increase to the 2020 SICAP budget, representing €39,400.00 which will increase the total budget to €1,353,007. The revised Annual Plan Report 2020 will be circulated to members soon for their consideration. The Social inclusion sub-group is planning to meet to discuss, in detail, the contents of the revised Annual Plan Report 2020. There will be a recommendation from the sub-group to the LCDC at the December meeting. John Lawrence also outlined SICAP's 2020 Annual Plan Report Process (see table below).

Date	Activity
15 th November, 2019	Annual Plan 2020 submitted by LDC
18 th November – 13 th December, 2020	LCDC's to appraise 2020 Annual Plans and approve the Annual Plan, in principle, by 13 th December, 2019
15 th January, 2020	Deadline for the submission of End of Year (2019) Fin & Mon report by LDC's. The LDC must submit this report and upload all associated documents on IRIS
16 th January – 28 th February 2020	<ul style="list-style-type: none"> • LCDCs complete 2019 Annual Performance Review with formal approval by the End of February 2020. • The LCDC must confirm with the Pobal Development Coordinator if any issues have been identified as part of the review by Monday 3rd February 2020. • Pobal will undertake a high-level review of financial and monitoring information, the annual progress report and case study and provide feedback to the LCDCs by Thursday 6th February 2020.
28 th February 2020	Final approval by LCDCs of 2020 Annual Plan, following approval of 2019 Annual Performance Review.

John Lawrence informed members that a copy of the summary, executive summary and full Social Inclusion and Community Activation Programme (SICAP) 2018 end of year report (National) is available on LCC website.

LCDC Minute No. 63/2019

5. Correspondence

Members noted correspondence/newsletter from the Peace IV programme. Implementation is progressing satisfactorily on all live projects commenced and a positive impact is being evidenced, particularly in relation to youth projects.

In relation to procurement, the contracts for the management of the Small Grants Programme and Good Relations Initiative have been signed by the successful project promoters LMETB and the Louth Volunteer Centre.

Tenders will be advertised on eTenders for three Peace IV projects namely:

1. Community Capacity Building Project
2. Adapting Aftermath Archives
3. Leading the Way

The tenders were advertised previously, however no tenders were submitted.

Extension to Peace IV Programme in Louth

As Louth Peace IV Action Plan was subject to a REBID process which resulted in a delay during 2018, it is now apparent that there is a real need to have the project lifetime over all three themes extended to 31st January 2022. We are waiting on a response to our extension request from SEUPB.

LCDC Minute No. 64/2019

6. A.O.B

John Lawrence informed members of the results of a recent survey regarding the timing of LCDC meetings in the future. After unanimous agreement the day of the meeting will remain unchanged (third Monday of each month, except August) but the time of meetings will change from 3.00pm to 4.00pm.

The business of the LCDC meeting concluded.

LAG MATTERS:

LAG Minute No.148/2019

1. Minutes of LAG meeting held on the 21st October, 2019:

An amendment was made to the minutes of the LAG meeting held on 21st October, 2019 (previously distributed) to reflect an error under minute no 145/2019. Project Ref number was written as 21LDRLOU110855 but should be 21LDRLOU110856.

On the proposal of Ms. Gráinne Berrill, seconded by Ms. Alison Quail and unanimously agreed by the members the minutes of the meeting held on the 21st October, 2019 were adopted.

LAG Minute No. 149/2019

2. Matters Arising:

There were no LAG matters arising.

LAG Minute No. 150/2019

3. LEADER Monthly Financial Reports:

Mr. John Lawrence advised that the two number financial reports, circulated to members detailed financial information up to 12th November, 2019.

- a) 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. Gráinne Berrill, seconded by Ms. Alison Quail financial reports 1 and 2 were approved.

LAG Minute No 151/2019

4. Administration Report:

- a) Mr John Lawrence referred members to financial report number 3 which provides details of payments received from DRDC. This report was noted by the members.
- b) Mr. John Lawrence referred members to financial report number 4 which provides details of the named administration costs incurred by LLP for the month of October 2019 in the amount of €25,234.10.

Recommendation: Approval of financial report number 4 with an expenditure of €25,234.10 for the month of October, 2019.

Decision: On the proposal of Ms. Gráinne Berrill, seconded by Ms. Alison Quail financial report number 4 with an expenditure of €25,234.10 for the month of October, 2019 was approved.

LAG Minute No 152/2019

5. LEADER Monthly Project Update Reports:

Mr. Ciaran Reid 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 5th November, 2019, totalling €2,231,925.14 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 18th November, 2019

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

LAG Minute No. 153/2019

6. 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. 154/2019

7. EOI's Rolling:

Members were advised of the EOI's received during the month of October, 2019, including a targeted call under SA3. Ms. Mary O'Neill advised members that the list of EOI's were for noting only, however, ineligible EOI's must be deemed ineligible by the LAG.

a) Ineligible Projects:

Project Ref No. 111446 was deemed ineligible as the project promoter is located in Co Meath

Decision: On the proposal of Ms. Gráinne Berrill, seconded by Mr. Thomas McEvoy Project Ref. No. 111446 was deemed ineligible.

LAG Minute No. 155/2019

8. Notes requiring LAG approval:

Ms. Mary O'Neill referred to the notes requiring LAG approval, which listed 6 projects that required among other things proposed project extensions as per Operating Rules 8.4, de-commitment of funding and change of supplier.

1. Project Extension of less than 6 months:

- a) Project Ref. 107427 to 31/01/2020
- b) Project Ref. 107434 to 31/03/2020
- c) Project Ref. 107832 to 30/04/2020
- d) Project Ref. 109420 to 30/11/2020

2. Change of supplier:

- a) Project Ref. 109550 – Original supplier unable to supply.

3. Amendment to Minutes:

- a) Project Ref: 107837 – Minutes of 26/11/18 read – To fully support the project with funding at a rate of 75% up to a maximum of €58,906.23 of eligible costs.

To be amended to read: To fully support the project with funding at a rate of 90% up to a maximum of €8,145.74 of eligible costs.

Decision: On the proposal of Ms. Elizabeth O'Reilly, seconded by Mr Thomas McEvoy the LAG notes for all projects were approved.

LAG Minute No. 156/2019

9. Targeted Call:

Recommendation: SA22: Water Management Capital Support: With a budget of €80,000, €00.00 committed and a balance remaining of €80,000.00 that a Targeted Call with a max LEADER grant of €30,000 per project be advertised.

Decision: On the proposal of Ms. Gráinne Berrill, seconded by Ms. Alison Quail, the targeted call under SA22: Water Management Capital Support was approved.

LAG Minute No. 157/2019

10. LEADER Projects – 21LDRLOU110953

Decision: On the proposal of Ms. Annette McDonnell, seconded by Cllr Liam Reilly, the above project was provisionally approved

Project Code:	21LDRLOU110953	
Promoter Code:	4577	
Absenters:	Conflicts of Interest: Pat McCormick For Quorum Requirements: None	
Agreed by LAG:	To fully approve the project with funding at a rate of 50% up to a maximum of €3,915.00 of eligible cost. No additional conditions apply.	
Has Quorum Requirements been met:	Yes	

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

LAG Minute No. 158/2019

Next Meeting

Cllr. Liam Reilly advised that the next meeting will take place on Monday 16th December, 2019 at 4.00pm

The business of the LAG meeting concluded

Minutes confirmed at meeting held on

16/12/19

Chairperson

Liam Reilly