

Minutes of 16th July, 2018 Local Community and Development Committee Meeting held at Littleton and Moycarkey Community and Sports Centre, Thurles

Present:

Public Sector: Councillor John Carroll (Chair), Joe MacGrath, Councillor Mary Hanna Hourigan, Donal Mullane, Adrian Cunneen (5)

Private Sector: Charles Stanley-Smith, Isabel Cambie, Michael Murray, Clare Cashman, John Lupton, Imelda Walsh, John O'Shaughnessy, Martin Quinn, Sean O'Farrell & Eoin Wolahan (10)

Apologies:

Public Sector: Maria Bridgeman, Eileen Condon, Rita Guinan, Cllr. Joe Hannigan

Support Staff: Margo Hayes

In Attendance: Pat Slattery (Chief Officer), Michael Moroney, Fiona Crotty, Teresa Kiely & Fiona Hughes

1.	<p><u>To Note Adherence to Meeting Procedure Requirements</u></p> <p>1.1 Quorum Michael Moroney confirmed that a quorum had been achieved to proceed with the meeting.</p> <p>1.2 Conflict of Interest & Decision Making - LEADER Fiona Crotty confirmed that the LCDC had been notified of the requirements to indicate COI and any issues arising could be discussed prior to formal discussion of the projects.</p> <p>1.3 Decision-Making Requirements to include written decision F. Crotty confirmed that none were received in relation to the LEADER projects for decision at the meeting.</p>
2.	<p><u>Approval of Draft Agenda</u></p> <p>Councillor John Carroll, Chair, declared the meeting open.</p> <p>Apologies were noted. The Chair welcomed two newly elected PPN representatives to the LCDC, Martin Quinn and Eoin Wolahan. In addition, he welcomed Teresa Kiely to the LCDC support staff, who will replace Fiona Crotty effective 23rd July, 2018.</p> <p>Draft Agenda was approved.</p>
3.	<p><u>Confirmation of Minutes</u></p> <p>The minutes of Tipperary LCDC meeting held on 18th June, 2018 were agreed on the proposal of Imelda Walsh and seconded by Isabel Cambie, subject to the following minor change:-</p> <ul style="list-style-type: none"> Item No. 4.2 – SICAP - Mid-Year Review. The last paragraph should be amended from "but to a more senior role of Development Officer" to "but to the role of Development Officer and not a co-ordinator".

	<p>Isabel requested that the minutes of meeting held on 21st May, 2018 which recorded details of a project for Newcastle Muintir na Tíre [STP107082] be amended to include the fact that the voluntary labour costs associated with the project amounted to €1,008.00. This was agreed by the members.</p>
<p>4.</p>	<p><u>SICAP</u></p> <p>4.2 Mid-Year Review Recommendations</p> <p>Clare Cashman presented this item and distributed a report to the Members at the meeting. Three members of the Social Inclusion Sub-Group (Eileen Condon, Adrian Cunneen and Clare) participated in this review. Clare informed the LCDC of two main issues which arose:-</p> <ul style="list-style-type: none"> i. The review had to be completed prior to receipt of the Pobal report, and, ii. Technical fault/systems failure with IRIS. <p>Clare requested that feedback be provided to Pobal about these two issues and also that data up to the 15th June could only be used. Clare provided statistics on targets which had been achieved under KPI 1 and KPI 2 for both STDC and NTLP.</p> <p>4.1 Approval of payments to Local Development Companies</p> <p>The mid-year review took place on 25th June, 2018. The Sub-Group recommends a Q3 payment of €132,535.04 to NTLP as KPI 1 and KPI 2 have been met and a month's payment of €48,218.49 should be paid to STDC to cover July 2018 and the balance of €96,436.99 to be discharged to STDC when the information is fully uploaded to IRIS following the systems failure.</p> <p>On the proposal of John Lupton and seconded by Cllr. Mary Hanna Hourigan, these payments were approved.</p>
<p>5.</p>	<p><u>LEADER</u></p> <p>5.1.1 To Decide on NTLP Rolling Call Applications</p> <p>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.</p> <p>Rationale for projects, deadweight and displacement were discussed individually in respect of each application.</p> <p>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:</p>

- **NTP107185 Regional Community Shop Network** – Michael indicated that agreement had been reached at the last LCDC meeting and grant aid of €2,999.15 per IP was sought by both NTLP and STDC as this was a co-operation project. Kilkenny and Laois are also involved in this project. Michael Murray and Isabel Cambie (private side members) left the room for decision-making as they expressed a conflict of interest with this application. On the proposal of Clare Cashman and seconded by Cllr. Mary Hanna Hourigan, this project was approved, as recommended.

Isabel Cambie and Michael Murray returned to the meeting.

- **NTP107410 Community Energy Audits** - grant of €22,050.00 (90% of total expenditure of €24,500) to conduct energy audits of community buildings. Michael Moroney advised of an error in the CEO report circulated as there was an incorrect figure stated of €20,050 for grant aid recommended which should have been €22,050. Tipperary Energy Agency is the supplier of this project and will assist 12 different groups. John Lupton stated that vulnerable groups were not included in this project and that “energy poverty” is a genuine concern for many people. Michael Murray mentioned working with Clare and Limerick to develop energy plans for “fuel poor” groups. He suggested the possibility of a presentation in the future about the progress in energy. Michael Murray (private side member) left the room for decision-making as he had expressed a conflict of interest with this application. The rationale for the project, deadweight, displacement and innovation were discussed in respect of the application. On the proposal of Martin Quinn and seconded by John Lupton, this project was approved, as recommended.

Michael Murray returned to the meeting.

- **NTP107409 – Community District Heating A&D** - grant of €22,050.00 (90% of total expenditure of €24,500) for feasibility studies on behalf of 5 groups. Michael Moroney advised of an error in the CEO report circulated as there was an incorrect figure stated of €22,500 for grant aid recommended which should have been €22,050. Tipperary Energy Agency won the tender and the IEC marking was 88.33%. Michael Murray stated that the Sustainable Energy Authority of Ireland provides funds at a national level and Tipperary Energy Agency is the local supplier and provides supports including technical assistance. Michael Moroney confirmed that applications for capital grants are made via the TEA and that applications for capital funding would need a feasibility study to support the capital funding application. This application proposal supports community groups that would not have the financial supports to fund expensive audits. Michael Murray informed Clare that NTLP will manage the funds and contract the works to TEA who will complete the audits and the grant will provide 90% of the cost of the audit. Sean O’Farrell asked whether this project encourages energy production and Michael Murray replied that this project is concerned with energy reduction. Michael Murray (private side member) left the room for decision-making as he had expressed a conflict of interest with this application. The rationale for the project, deadweight, displacement and innovation were discussed in respect of the application. On the proposal of John O’Shaughnessy and seconded by John Lupton, this project was approved, as recommended.

Michael Murray returned to the meeting.

- **NTP107447 – Holycross Community Walkway** - grant of €40,860 which is 75% of total expenditure of €54,480.00. The funding is required to complete a disability-friendly 1.5km walkway around the GAA grounds. Thurles Pre-Cast Products were the cheapest quote and chosen as the supplier for these works. Clare Cashman expressed concerns regarding crossover between tarmac and social inclusion. Michael Murray informed her that this grant is within Rural Towns theme and not Basic Services. Clarity was sought about “license agreement” and Michael Murray indicated it is permission for a community group to have a walkway on somebody’s land for a specified duration and after this time, it reverts to the landowner unless a further agreement is made. The rationale for the project, deadweight, displacement and innovation were discussed in respect of the application. On the proposal of John Lupton and seconded by John O’Shaughnessy, this project was approved, as recommended.
- **NTP102881 – Local Co-Op Shop & Heritage Centre, Lorrha** - grant of €11,070.00 which is 90% of total expenditure of €12,300.00 This project will assist SCEAL towards developing a community café/shop and heritage centre for the community in Lorrha. The rationale for the project, deadweight, displacement and innovation were discussed in respect of the application. On the proposal of Clare Cashman and seconded by Cllr. Mary Hanna Hourigan, this project was approved, as recommended.
- **NTP103006 – Templemore Approach Road** – Michael Murray advised that this application was not proceeding at this meeting.
- **NTP107817 & NTP107816 – Killaloe/Ballina Facilities** – Michael Murray advised that these applications were not proceeding at this meeting.

5.1.2 To Decide on STDC Rolling Call Applications

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.

In relation to the STDC Projects, the members were taken through these by Isabel Cambie. Approval of each project, on the basis of the recommendation of the Independent Evaluation Committee, was as follows:

- **STP107522 – The Butcher’s Daughter** - grant of €195,550 (50% of total expenditure of €391,100) to construct an extension to the existing business and facilitate growing demands

and expected future growth. Isabel provided detailed information regarding this application as it was a substantial application. It was confirmed that this project is within the sub-theme of Enterprise Development. Following a query, Isabel informed the group that the company would have to repay all monies if not used within 5 years, in the unlikely event of the failure of the business. The rationale for the project, deadweight, displacement and innovation were discussed in respect of the application. On the proposal of Cllr. Mary Hanna Hourigan and seconded by Donal Mullane, this project was approved, as recommended.

- **STP107521 – Canon Hayes Community Recreational Centre** - grant of €140,000 (70.37% of total overall cost of €198,950) to develop and provide an innovative and modern facility for the community and visitors, including the re-development of an astro-turf pitch. Martin Quinn left the room as he had expressed a conflict of interest for this application. Isabel provided detailed information regarding this application as it was a substantial application. Following a query, Isabel confirmed that this project is entitled to 75% funding because it is a social enterprise. However, as part of the review, a De Minimis issue had revealed that €60,000 had been received from the National Lottery in 2016. It was confirmed that this project is within the sub-theme of Rural Tourism. Isabel informed the group that the centre had engaged a consultant and worked with the University of Limerick to develop plans to bring further sustainability to its future. Clare sought clarity of the sustainability of the management structure and another member mentioned the precarious operational position of the centre and the risk of failure. Cllr. Hourigan stated it had received lots of bad press but there were many improvements lately and Joe MacGrath also indicated regular interaction with the local authority. The rationale for the project, deadweight, displacement and innovation were discussed in respect of the application. On the proposal of Cllr. Mary Hanna Hourigan and seconded by John Lupton, this project was approved, as recommended.

Martin Quinn returned to the meeting.

- **STP106945 – Killenaule Community Car Park** – grant of €124,311.90 which is 70.04% of total cost of €177,499.02. Isabel provided detailed information regarding this application as it was a substantial application. Clare questioned the location of the actual site and Isabel agreed to provide her with maps and other information about it. The rationale for the project, deadweight, displacement and innovation were discussed in respect of the application. On the proposal of Joe MacGrath and seconded by Clare Cashman, this project was approved, as recommended.
- **STP107006 – Feasibility study for branded meat products** - grant of €18,749.81 (75% of total expenditure of €24,999.75) towards cost of feasibility study and technical assistance for brand development, packaging design and consumer research. It was confirmed that this was an enterprise and that 75% can be given to a private promoter. Isabel informed that the company is a separate legal entity from that of project application STP107522. The rationale for the project, deadweight, displacement and innovation were discussed in respect of the application. On the proposal of John Lupton and seconded by Donal Mullane, this project was approved, as recommended.

- **STP103621 – Brewery Lane Theatre & Arts Centre (Pull down film screen and laptop)** - grant of €1,275.46 (75% of total expenditure of €1,700.62) to purchase a pull down screen and laptop to show films within the theatre. It was confirmed that this was an enterprise (tourism) project. The rationale for the project, deadweight, displacement and innovation were discussed in respect of the application. On the proposal of Clare Cashman and seconded by Sean O'Farrell, this project was approved, as recommended.
- **STP107562 – Limerick & Tipperary Organic Farmers Group (Organic beef market research study)** - grant of €7,380 (75% of total expenditure of €9,840) for a research study to identify potential markets for organic beef carcasses. A question was raised as to how much of this information would be publicly available. Isabel replied that as much as possible will be publicly available but that there may be confidentiality issues and stated the need to be sensitive to other competitors. The rationale for the project, deadweight, displacement and innovation were discussed in respect of the application. On the proposal of Imelda Walsh and seconded by Charles Stanley-Smith, this project was approved, as recommended.
- **STP107598 – Suircan Community Forum (Clonmel Applefest)** - grant of €5,010 (75% of total expenditure of €6,680) to market and promote an apple festival in late September which will highlight apple growing as part of Clonmel's heritage. This project is under enterprise (tourism). The rationale for the project, deadweight, displacement and innovation were discussed in respect of the application. On the proposal of John O'Shaughnessy and seconded by Donal Mullane, this project was approved, as recommended.

Isabel informed the LCDC about previous efforts to re-classify the Tipperary Food Tour Education Programme as Youth Project but this category deals with people between 15–35 years of age and this project relates to primary-school children. The Department have questioned the eligibility of the whole project and view it as an educational programme and they have lots of issues with projects for primary schools. Isabel is however hopeful that this project will get through the various stages and be ready for the decision-making process in the future.

5.2 Update on Basic Services 2018 Targeted Call

This was a joint presentation by NTLP and STDC. Michael Murray informed the group that this was a Targeted Call with a closing date of the 18th of June; all promoters whose Eols are being accepted will be advised of the deadline for completed applications of 6th September, 2018. Today's update is to provide an outline of the Expressions of Interest received for this Call. NTLP received 17 EOI's. The overall grant request was circa €920,000 of which €140,000 was for Rural Towns.

Isabel circulated a document at the meeting outlining the Expressions of Interest under the various categories which had a combined value of €1.1 million with 23 applications. The combined value of projects for both NTLP and STDC was €1.8 Million.

Isabel suggested an additional question about social inclusion be included by the local development companies on the application form. This should help the IEC to assess the applications and was warmly accepted by several members.

	<p>5.3 Department update in relation to Annual Plan.</p> <p>Fiona Crotty had no further update for the LCDC at today's meeting.</p> <p>5.4 Income and Expenditure Report</p> <p>Michael Moroney outlined the LDS Administration & Animation financial expenditure and income report to May 2018 inclusive which was circulated at the meeting. The report sets out the monthly IP Administration & Animation expenditure claims, payments to promoters and details of income received from DAHRRGA. Michael stated that April had been paid and received by the Council. On the proposal of Clare Cashman and seconded by John Shaughnessy, the report was approved by the members.</p>
6.	<p><u>Healthy Ireland</u></p> <p>6.1 Healthy Ireland 2017 Fund Actions Update</p> <p>Fiona Crotty presented this item and informed the group that she had received an addendum to the grant agreement concerning Strand 2 with 15% payable in advance and the balance due when the applications are approved. 12 Actions had been submitted under the 2018 joint LCDC & CYPSC application.</p> <p>Fiona is currently preparing an invitation for the September launch of the Healthy Tipperary Strategy which was very well received by the Strategic Policy Committee who met on the 28th June. She confirmed that a supplier had been engaged for the graphic design and print of the Strategy.</p>
7.	<p><u>Community Enhancement Scheme</u></p> <p>Fiona Crotty circulated several documents at the meeting including a recommendation for the 2018 funding of €149,690 across three different categories. The promoters will shortly be informed of the outcome of their application and all funds will have to be spent by 31st December, 2018. The Tipperary LCDC Recommendation for the CEP Scheme is for three separate categories:-</p> <ol style="list-style-type: none"> 1. Small Grants at €44,906 awarded to 46 groups. 2. RAPID/CAP Grants - €49,111 awarded to 18 groups. 3. Thematic Grants Category totalling €55,673 awarded to 30 groups. <p>Fiona stated the need to provide workshops for all applicants in all MD areas as she noted that many groups had challenges in completing the application form and identifying linkage between the LECP and their particular group. This was agreed by Isabel who had asked all applicants to meet and discuss the guidelines for Leader funding and that a joint project involving all grants providers should be run in the Autumn and promoted through the PPN.</p> <p>Fiona informed the LCDC that all applicants would have to sign a Declaration that the works/improvements are capital in nature and will be required to submit photographic evidence as proof of completed works.</p>

	<p>On the proposal of Isabel Cambie and seconded by John O'Shaughnessy, this Scheme as proposed was approved.</p>
8.	<p><u>LCDC Subgroups PPN Membership</u></p> <p>Fiona indicated that Page 11 of the Standing Order of the LCDC would have to be amended as it relates to membership and this needs to be updated to account for all the recent changes. There are currently three sub-groups and the PPN Reps need to be re-assigned to these.</p> <p>Charles requested that the membership of the sub-groups should be for discussion by the PPN Reps themselves before any assignments to sub-groups are made. He also questioned whether there was a need for an Audit Sub-Group but Clare Cashman stated that Best Practice indicates the requirement to meet at least twice a year. It was agreed that the PPN Reps would arrange their own meeting in advance of nominations to the various sub-Groups and to inform the LCDC support staff of the outcome for the September agenda. It was also agreed that Michael Moroney would contact the members of the Audit Sub-Group in relation to the future role and functioning of this Sub-group.</p>
9.	<p><u>Correspondence, Submissions & Consultations</u></p> <p>Michael Moroney referred to a letter received from Avril Wilson of the PPN who expressed her thanks to the LCDC for the opportunity to make a presentation at last month's meeting. She also acknowledged the support of Fiona Crotty and wished her well in her new role. She also welcomed the newly elected PPN Reps, Martin Quinn and Eoin Wolahan in addition to the re-election of Charles Stanley-Smith.</p> <p>Fiona mentioned a book launch "The Enterprising Community" by Dr. Senan Cooke to take place in Duhill Ecopark that evening at 7.30pm.</p> <p>She also mentioned that, in line with governance procedures, declaration forms and other paperwork would need to be completed by all members in September and these will be distributed shortly.</p>
10.	<p><u>AOB</u></p> <p>Councillor Carroll re-affirmed his earlier praise for Fiona and all her work for the LCDC and sub-groups and committees. He was well aware of all her patience and time and wished her every success in her new role with the Local Enterprise Office. Other members expressed their acknowledgment of Fiona's invaluable contribution to the LCDC with Cllr. Hourigan citing her amazing work beyond her role and remit. Imelda also expressed her sincere thanks and commented on Fiona's working late evenings and always being available to resolve issues.</p> <p>Councillor Carroll also thanked those involved in all projects including LEADER and community groups for their work and commitment.</p> <p>Charles would like the LCDC to undertake a review of policies that are supposed to be within its remit, now that the projects are on schedule and there should be more time available to create a strategic plan. Pat Slattery's understanding of the LECP is that it has to be reviewed, updated and questioned whether discussion is needed in advance of the review which needs to be completed by</p>

year-end.

John O'Shaughnessy mentioned Project Ireland 2040 and the huge amount of funding available with the first Call this month. He said that €350 million is available over the next 5 years and that local authorities can apply for funds in addition to the private sector and community sectors. John was anxious that the LCDC would try and access these funds as a matter of urgency. He offered to circulate the LCDC with information by e-mail on this scheme and other schemes. Pat Slattery informed the members that a Cross Departmental Unit has been created within the Council and is taking account of existing plans in the LECP. Cllr. John Carroll requested the members to submit ideas to access funds under the Rural Regeneration Fund and Isabel is hopeful that there would be scope to acquire the equivalent to an Animator under Category 2.

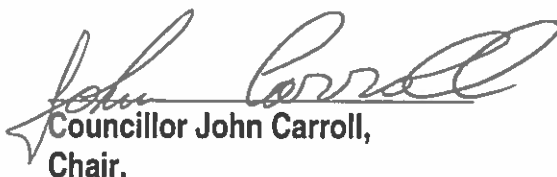
Earlier in the meeting, Charles had raised the issue of lack of take-up of Water and Bio-Diversity projects. He had recently been informed at a meeting held with the Department and LAWCO of a new "push" for water and bio-diversity and this was supposed to be disseminated to all LCDC's. Joe MacGrath stated that he will raise this query with Frank Igoe of LAWCO and will bring back to the next meeting of the LCDC. Pat Slattery will try to arrange a presentation to be delivered by LAWCO in September and to bring along a person from Infrastructure for categories under Project 2040 and requested ideas and suggestions.

Sean O'Farrell mentioned funding announced last week by the Department concerning Climate Action. He believes water and bio-diversity projects would benefit and Cllr. Carroll asked Pat Slattery to follow up on this request. Fiona suggested considering this topic for discussion when there were no LEADER projects for discussion.

Clare also mentioned that Cora Horgan has left the LCDC and will not be seeking re-election and acknowledged her immense contribution under social inclusion. Cllr. John endorsed this sentiment and wishes her the best in the future.

11. Next meeting to be held at 10.00 a.m. on Monday, 17th September, 2018 in the Littleton and Moycarkey Community and Sports Centre

Signed/



Councillor John Carroll,
Chair,

Tipperary Local Community Development Committee.

Date/

17-09-2018

