

Minutes of 18th July, 2016 Local Community and Development Committee meeting held at Littleton Community Centre, Thurles.

Present:

Public Sector: Cllr. John Carroll, Cllr. Mary Hanna Hourigan, Eileen Condon, Joe Mac Grath, Adrian Cunneen

Private Sector: Charles Stanley-Smith (Chair), Michael Murray, Clare Cashman, Tim Cullinane, John O'Shaughnessy, Carmel McCormack, Catherine Guest, Cora Horgan Isabel Cambie

Apologies: -

Public Sector: Cllr. Joe Hannigan, Donal Mullane, Rita Guinan, Angela Joy

Private Sector: Sara Bourke

In Attendance: Sinéad, Carr, Chief Officer, Attracta Lyons, Michael Moroney, Breda O'Connor

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| 1. | <p>Approval of Draft Agenda</p> <p>The Chairperson welcomed the members and declared the meeting open. Apologies were noted and the Members agreed the draft agenda.</p> |
| 2. | <p>Confirmation of Minutes</p> <p>The minutes of the Tipperary LCDC meeting held on 20th June, 2016 were adopted on the proposal of: Cllr. Mary Hanna Hourigan and seconded by Tim Cullinane.</p> <p>The minutes of Tipperary LCDC dated 4th July, 2016 were agreed; subject to Clarification being provided and noted on point 3.6 of the funding agreement:-</p> <p><i>The Group undertakes to ensure that the provisions of this Agreement shall apply mutatis mutandis to the activity of the Lead Financial Partner and the Implementing Partner in delivering the Local Development Strategy on behalf of the Group.</i></p> <p><i>mutatis mutandis – to make necessary alterations while not affecting the main point at issue.</i></p> <p>Proposed by: Cllr. John Carroll and Seconded by: Tim Cullinane</p> <p>It was noted that there were no matters arising.</p> |
| 3. | <p>Conflict of Interest</p> <p>It was noted that there was no conflict of interest.</p> |
| 4. | <p>Approval of SICAP Mid Term Review –</p> <p>Clare Cashman, Chair, Social Inclusion Sub-group referred to the SICAP midterm report which was circulated at the meeting. Ms. Cashman confirmed that the Social Inclusion Sub-group met with both Programme Implementers on 13th July, 2016. Ms. Cashman outlined the detail in this report, it was noted that the Sub-group is satisfied with the overall level of progress and achievement of targets and the spend level at the mid-term was consistent with their delivery of activity. A number of issues were raised by the Social Inclusion Sub-</p> |

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| | <p>group members in relation to the expected level of progress for some actions and certain data entry deficiencies were raised.</p> <p>It was agreed at this meeting that both Programme Implementers would be requested to submit a written feedback report on the issues identified by the 15th August 2016, and the Social Inclusion Sub-group would review and consider their feedback report at their meeting of 22nd August. Ms. Cashman also confirmed that the Programme Implementers would be invited to a further meeting late September, 2016.</p> <p>On the proposal of Clare Cashman and seconded by Eileen Condon it was agreed that the next tranche of SICAP funding due to the two Programme Implementers for the period July-September, 2016 be released:-</p> <ul style="list-style-type: none"> • South Tipperary Development Company – Lot 23.2 - €150,288.75 • North Tipperary Leader Partnership – 22.1 - €124,059.87 <p>Ms. Cashman thanked the Sub-group, and the Programme Implementers for their co-operation and participation with the mid-year review process. The Chairperson thanked Ms. Cashman for her informative update.</p> <p>The meeting noted the content and the report was adopted.</p> |
| 5. | <p>Overview of progress with LECP Community Action –</p> <p><i>LECP – Community Action Plan June 2016 update:- Michael Moroney</i></p> <p>Michael Moroney, Tipperary County Council referred to the progress report on the LECP Community Action Plan which was previously circulated. Mr. Moroney confirmed that satisfactory progress was been achieved. The Chairman thanked Mr. Moroney for the update and the members noted the details.</p> <p><i>LECP Advisory Group Feedback – Attracta Lyons</i></p> <p>Attracta Lyons referred to the LECP Advisory feedback report on LECP Action Plan 2016 which was circulated at the meeting. Ms. Lyons outlined the key comments from the LECP Advisory Group and the members noted the detail in this report. Eileen Condon and Joe Mac Grath proposed & seconded this report. Ms. Lyons also confirmed that a further updated report on the community element of the LECP 2016 Action Plan will be provided to the LCDC early in 2017. Similarly, the Economic Development & Enterprise SPC will receive a report on the economic element. Subsequently a report on progress with both elements will be presented to Tipperary County Council in February 2017.</p> |
| 6. | <p>Update on Strategic Planning Inputs:-</p> <p>Michael Moroney referred to LCDC submission on the “call for consultation on the Statement of Strategy for Transport, Tourism and Sport 2017-2019” which was circulated at the meeting. The draft submission was agreed.</p> <p>Sinéad Carr, Chief Officer referred to the Draft Arts Strategy 2017-2021 and draft Sports Strategy which were noted by the Members.</p> |
| 7. | <p>Update on LEADER Programme –</p> <ul style="list-style-type: none"> • To decide on Service Level Agreement:- <p>Attracta Lyons referred to the Draft Service Level Agreement which was circulated with the agenda and went through the various sections of the document. Ms. Lyons outlined that the rationale for the inclusion of a special clause relating to the Targeted Calls for Applications. As these are competitive calls it was considered</p> |

in terms of consistency of assessment and award allocations it would be appropriate to have all county Independent Evaluation Committee(s) consider and recommend on applications under each of these Targeted Calls. What was being suggested was that membership would come from each of the Independent Evaluation Committees assessing and recommending on Rolling Call Applications along with other expertise as required. Both Implementing Partners (IPs) will discuss with their Boards and revert with a decision by mid September. Ms. Lyons also advised that another issue has been raised by the Implementing Partners. Michael Murray advised the Implementing Partners had concerns on the matter of the redundancy clause contained in the Operating Rules as follows: A contribution to the redundancy costs of persons employed by LAGs to deliver LEADER are an eligible cost under the Programme. Redundancy costs can be paid up to the statutory maximum based on the proportion of time the person normally worked on the Programme. The redundancy payment must be based on the number of years worked on the LEADER Programme, commencing on 1st January, 2016 and subsequently referred to in the Service Level Agreement.

Following extensive discussion on this item it was agreed by members to proceed with the Service Level Agreement as outlined save for the issue of the redundancy clause. Members requested that clarification be provided by the Department with regard to issue of the redundancy clause *"The redundancy payment must be based on the number of years worked on the programme commencing on January 1st 2016"*. Once this matter has been clarified and an appropriate solution agreed, it was further agreed that the Chair of the LCDC together with the Chairs of the Sustainable Communities Sub Group and the Social Inclusion Sub Group can approve any necessary minor changes required to Service Level Agreement as presented at LCDC meeting on 18/7/2016 on behalf of the LCDC to ensure that Service Level Agreement can proceed and the advance funds can be released to the Development Companies. If significant changes were required or if clarification of the clause proved unsatisfactory, the Service Level Agreement will be brought back to the LCDC meeting in September for decision.

- **LAG/LEO Interim Service Level Agreement:-**

Isabel Cambie referred to the draft Interim Sectoral Agreement between Tipperary Local Community Development Committee (LAG) and its implementing Partners North Tipperary Leader Partnership Ltd., and South Tipperary Development Company Ltd., and Tipperary Local Enterprise Office (LEO) which was circulated with the agenda

Ms. Cambie confirmed it was agreed in the absence of a national agreement that the Local Enterprise Office (LEO) and Local Action Group (LAG) would develop a draft interim sectoral agreement for LCDC consideration and approval. The parties involved recognise that close working arrangements will foster and encourage the best possible use of available resources and benefit to local communities as well as avoiding duplication of activity.

This draft agreement seeks to optimize local enterprise development support - the shared objective of the Local Action Group and Local Enterprise Office is to ensure that the available enterprise supports are complementary, are configured to meet local needs, and maximize the impact of both development bodies in their local areas.

Ms. Cambie referred to the roles each party provides through this draft agreement and outlined the agreed area of responsibility and provided detail relating to the Evaluation Committee representation. It was noted for the duration of this agreement all EOIs will be brought to the LCDC/LAG for information and consideration. However, if either agency is not in a position to offer assistance to a project due to lack of funding, where it could normally do so, then the project may be referred to the other agency.

All parties involved will work collaboratively for the operation of this Interim Sectoral Agreement and this Agreement will be reviewed after 6 months by the LCDC and its Implementing Partners. It was also noted that this Interim Agreement may be suspended in due course by the National Agreement to be entered into between DJEI and DAHRRGA.

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| | <p>The draft Interim Sectoral Agreement between the Local Action Group (LAG) and Local Enterprise Office (LEO) was agreed on the proposal of Cllr. John Carroll and Cllr. Mary Hanna Hourigan.</p> <ul style="list-style-type: none"> • Present Proposal on Rolling & Targeted Calls for Applications:- <p>Isabel Cambie presented the proposal on Rolling and Targeted calls in 2016 & 2017 which was circulated with the agenda. Ms. Cambie confirmed to the Members that a minimum of 40% of the budget must be allocated to targeted calls to comply with the RDP Operating Guidelines; however, Tipperary LAG has committed to allocate a minimum of 50% of the project budget to Targeted Calls. Ms. Cambie also set out the proposed time frames for the Targeted Calls. It was noted that the purpose of the Express of Interest for Targeted Calls is to ensure that LEADER funding is targeted where it delivers the most value and is awarded based on a comparative assessment and secures equal opportunity. The Members agreed that the Sustainable Communities Sub Group would further review the time frames, themes and budgets around the Targeted Calls. A final proposal on the Targeted Calls to be brought back to the September meeting for the LCDC Members consideration and approval. It was also agreed that the Sustainable Communities Sub Group would engage with the Social Inclusion Sub Group during their deliberations and prior to the presentation of same at the LCDC meeting in relation to the social inclusion related Targeted Calls. It was agreed that Rolling Calls under LEADER in 2016 would be open to application on enterprise projects under the various themes.</p> <ul style="list-style-type: none"> • Promotional Plan <p>Attracta Lyons referred to the Promotional Plan overview for the launch of LEADER Programme 2015-2020 in County Tipperary which was agreed by the members at the May LCDC meeting. A press release with a local focus will be issued to local papers in August to announce commencement of roll-out of the programme. It was agreed to forward a copy of the Tipperary LEADER press release call to the Members for their attention. Promotion in the form of public meetings will take place further to a decision on Targeted Calls. Isabel Cambie outlined that the Expression of Interest together with the applications forms and programme guidelines are now at final draft stage - the members noted same.</p> |
| | <p>It was advised that the Department will be holding demonstrations of the LEADER ICT system in August. This is Phase 1 of the system which will comprise Administration & Animation Claims and EOIs. It was agreed to commence Expression of Interest process as soon as possible.</p> |
| 8. | <p>Correspondence</p> <p>Sinéad Carr confirmed that there was no correspondence to note.</p> |
| 9. | <p>AOB</p> <ul style="list-style-type: none"> • Sinéad Carr, Chief Officer, confirmed that details on Declaration of Interest and Code of Conduct will be issued to Members by email shortly and the necessary signed paper work needs to be returned before the September LCDC meeting to ensure compliance with the RDP Operating Guidelines. • It was noted that a seat from the Private Sector remains vacant on the Social Inclusion Sub-group, this position needs to be filled. • Sinead Carr, Chief Officer, confirmed that she attended a SICAP event recently facilitated by STDC with Minister Byrne on behalf of the LCDC. It was agreed that the LCDC will be advised of any upcoming Ministerial events in the County. • It was noted that An "Energy Conference in Agriculture 2016" is being held on 23rd August at Gurteen Agricultural College, Ballingarry Roscrea, it was agreed that the Implementing Partners would promote the LEADER element of the RDP at this event. |

Date of next meeting

- It was agreed that the next meeting will take place at 10.00 a.m. on Monday 19th September, 2016 in Littleton Community Centre, Thurles.

Signed: _____

Charles Stanley Smith,
Chair - Tipperary LCDC

Date: 19th September, 16.