**Minutes of the Waterford LAG Meeting:**
**Thursday 13th December 2018 in the Council Chamber, City Hall, Waterford at 11.00 a.m.**

**Present:** Non Public Sector: Public Sector

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| 1. Joe Stokes | CEO – Waterford Area Partnership | 1. Cllr. D. Doocey Chair | Mayor WCCC |
| 2. Gabriel Foley | PPN / Environment | 2. Julie Somers | CYPSC Coordinator |
| 3. Heather Kiely | PPN/Community & Voluntary | 3. Richie Walsh | Head of LEO |
| 4. Maggie Flanagan | PPN / Community &Voluntary | 4. Liam Daly | Reg. Mgr. Dept Social Protection |
| 5. Jimmy Taaffe | CEO –WLP CLG | 5. Kevin Lewis | CEO WWETB |
| 6. Senan Cooke | PPN/C & V | 6. Cllr. E. Mulligan | Elected representative |
| 7. Niall O'Brien | PPN / C &V | 7. T. Cronin | Elected representative |
| **Apologies:** | | **Apologies:** | |
| 1. Gerald Hurley | CEO Waterford Chamber | 1.Derval Howley | Head of Wellbeing, HSE |
| 2. Jenny Beresford | CEO West Waterford Chamber | 2. Michael Walsh | Chief Exec WCCC |
| 3. Catherine Quinlan | I.C.M.S.A. | | |

**Staff:** D. Tuohy Chief Officer: E. Hickey S.O., K. Moynihan S.O.; I. Grimes, DoS

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| 1.Total current Membership | 19 |
| 2.Total attendees | 14 |
| 3. Quorum % required (50%) = 11 | Achieved – Yes ( 74%) |
| 4. non-public/public ratio attendees<br>% ratio non-public/public attendees | non-public : 7 public : 7<br>non-public: 50% public 50% |

**1. Confirmation of Quorum:**

Having reviewed the attendance record, D. Tuohy Chief Officer confirmed that a quorum was achieved. The Chair, Cllr. D. Doocey declared the meeting could commence.

**2. Apologies**

Noted.

**3. Conflict of Interest**

The following COI was declared and noted.

J. Taaffe: Agenda Item 8 (a) - August – October 2018 bank reconciliation WLP
Item 8 (b) – Tender for early cycle evaluation of LDS

L. Daly Department of Social Protection and J. Somers CYSP opted to abstain from decision making for the above Agenda items and for item 4. for the purposes of maintaining the quorum.

**4. Confirmation of Minutes of LAG Meeting held on 8th November 2018.**

Proposed: G. Foley Seconded: Niall O'Brien

**Approved**

**5. Matters arising:**

West Waterford Festival of Food – DCRD approval: Chief Officer D. Tuohy confirmed that following the recommendation of the LAG at the October 2018 meeting the DRCD had confirmed their approval of the project for funding.

**6. Circulars:**

No further circulars were received.

D. Tuohy confirmed that Operating Rules Q & A issue 7 had been received and is available on the Members' Extranet.

NOTED

**7. Expressions of Interest** –

None

**8. . Rural Development Programme**

**(a)** August – October 2018 Returns, Income, Expenditure and Bank reconciliation

The members reviewed the documents as circulated. No queries arose.

**NOTED**

**(b)** Tender for Early Cycle Evaluation of Waterford Development Strategy

Members reviewed the above document which had been circulated in advance. The Chief Officer sought the approval of the LAG for the Chief Officer to appoint a consultant, following the tender process.

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| Proposed: H. Kiely | Seconded by: M. Flanagan |
| Abstentions:-2 members COI 1 member<br>1. J. Taaffe (C.O.I. declaration) non-public<br>2. L. Daly (public) and<br>3. J. Somers (public) both members abstained to maintain representational balance for voting. | Quorum achieved: Yes (11)<br>Revised Public 5 (45%) : Non-Public 6 (55%) |
| **APPROVED** | |

**(c)** Approval of the Members to re-allocate the budget within the environmental actions contained within the Local Development Strategy.

J. Taaffe outlined the background, current LDS Actions and proposed adjusted actions to the Members as per documents circulated. He requested the LAG to transfer €60k+ from Local Objective 9 to Local Objective 7 and create a new Strategic Action, 7.2

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| Proposed: G. Foley | Seconded by: T. Cronin |
| Abstentions: L Daly (Public)<br><br>Revised Public: 6 (46%) Non-Public : 7 (54%) | Quorum achieved: Yes |
| **APPROVED** | |

**(d)** **Project Reference Number amendment – Ardmore Glamping 31LDRWAT103859**.
J. Taaffe confirmed a project reference error originating in the Evaluation Committee decision sheets submitted for LAG approval re Ardmore Glamping. The project reference number should be 31LDRWAT103859 and not 31LDRWAT103413. Proposal to correct reference error made.

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| Proposed: H. Kiely | Seconded by: S. Cooke |
| Abstentions: L. Daly (Public)<br><br>Revised Public: 6 (46%) Non-Public : 7 (54%) | Quorum achieved: Yes |
| **APPROVED** | |

**(e)** **Extension requests: 31LDRWAT105231 – Development of Woodland Walk**
**31LDRWAT105278 – Dungarvan Scouts**

Members' approval was requested to extend the date for final claims for the above two projects from 27th November '18 to 28th February 2019.

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| Proposed: M. Flanagan | Seconded by: J. Stokes |
| Abstentions: L. Daly (Public)<br><br>Revised Public: 6 (46%) Non-Public : 7 (54%) | Quorum achieved: Yes |
| **APPROVED** | |

9. Sub-Group Rural Coordination Group

R. Walsh outlined the priorities of the LCDC subgroup which include coordination of projects and cross agency alignment. Health Checks in identified locations are underway. Next steps include: capacity building, reviewing requirements, community engagement and identifying potential priorities. In addition to the funding applications submitted, the next location identified as a priority is Portlaw. A working group has been set up to move this forward. It is planned to bring key players together to set priorities. Priority 3: Copper Coast, Suir Estuary, Gaeltacht/Ardmore.

The work was welcomed by the members.

10 **Correspondence**: - None

11. **A.O.B.**

I. Amendment to minutes dated 11 October 2018 – D. Tuohy confirmed Item 3 *"Confirmation of Minutes of LAG Meeting held on 11 October 2018*" should read "*Confirmation of Minutes of LAG Meeting held on* 13th September 2018", i.e. the minutes of the previous meeting.

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|---|---|
| Proposed: G. Foley | Seconded by: J. Somers |
| Abstentions: L. Daly (Public)<br><br>Revised Public: 6 (46%) Non-Public : 7 (54%) | Quorum achieved: Yes |
| **APPROVED** | |

II. Chief Officer D. Tuohy stated that significant progress had been made by the LCDC / LAG committee during the year, and the important role played by the Committee is recognised by the Department as more funding initiatives are being channeled through the LCDC. He confirmed there is a busy and challenging year ahead including the review of the L.E.C.P. Priority will be given to to maximizing available funding. J. Taaffe stated that of the €1.8m Leader funding allocated by the LAG in 2017, €1.6m had been paid out, which was a very good outturn.

III. S. Cooke rasied the issue of the necessity for communities to get access to appropriate and timely information to enable them to access funding for various worthwhile projects.

12. **Confirmation of date and venue of next meeting**

Thursday 10th January 2019 at 11.00 a.m. Council Chamber, Dungarvan

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LAG Chairperson Date

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Chief Officer Date