LCDC
Coiste um Fhorbairt Pobail Áitiúil Phort Láirge
Waterford Local Community Development Committee

Minutes of the Waterford LAG Meeting:
Thursday 21st February 2019 in the Council Chamber, City Hall, Waterford at 11.00 a.m.

Present: Non Public Sector: Public Sector

1. Gabriel Foley	PPN / Environment	1. Cllr. D. Doocey Chair	Mayor Public Rep
2. Jenny Beresford	CEO Dungarvan &West Waterford Chamber	2. Cllr. Eddie Mulligan	Elected representative
3. Joe Stokes	CEO – Waterford Area Partnership	3. Michael Walsh	CE, WC&CC
4. Niall O'Brien	PPN / Community & Voluntary	4. Liam Daly	Reg. Mgr. Dept Social Protection
5. Maggie Flanagan	PPN / Community &Voluntary	5. Kevin Lewis	CEO WWETB
6. Heather Kiely	PPN/Community & Voluntary	6. Derval Howley	Head of Wellbeing HSE
7. Senan Cooke	PPN / Community &Voluntary	7. Richie Walsh	Head of LEO
Apologies:		**Apologies:**	
1. Catherine Quinlan	I.C.M.S.A.	1. Julie Somers	CYPSC Coordinator
2. Gerald Hurley	CEO Waterford City Chamber	2. Cllr. Tom Cronin	Elected representative
3. Jimmy Taaffe	CEO – WLP CLG		

Staff Present: D. Tuohy Chief Officer, Ivan Grimes Director of Services, K. Moynihan S.O., E. Hickey S.O., J. Codd, ASO

1.Total current Membership	19
2.Total attendees	14
3. Quorum % required (50%)	Achieved – 74%
4. non-public/public ratio attendees % ratio non-public/public attendees	7 non-public : 7 public 50% non-public: 50% public

1. **Confirmation of Quorum:** Having reviewed the attendance record, Chief Officer D. Tuohy confirmed that a quorum was achieved. The Chair, Cllr. D. Doocey declared the meeting could commence. Non-public 7 & Public 7, total 14 members attending however it was agreed that in the case of a decision, one member from the Public Sector would abstain, namely M. Walsh and L. Daly would also abstain if necessary.

2. **Apologies**
   As per table above, apologies were noted.

3. **Conflict of Interest**
   The Chief Officer reminded members that in accordance with Section 5.4 of the LEADER Operating Rules (v2.0) LAG members must complete an annual conflict of interest declaration and a register of interests declaration and these documents had been circulated. It was necessary that these documents were completed by members before participating in the meeting. It was confirmed that all such documents had been completed.

   In relation to items on the agenda of the meeting, relevant documentation had been circulated and no conflicts of interest had been noted.

4. **Confirmation of Minutes of LAG Meeting held on 13th December 2018:**

Proposed: G. Foley	**Seconded by: E. Mulligan**
Abstentions: M Walsh	**Non-Public : Public revised – 7:6**
Quorum achieved: Yes	**APPROVED**

5. **Matters arising:**

   None

6. **Circulars (uploaded to February meeting section on Extranet site)**

   (a)
   (1) **Circular 01-2019 Administration Funding for Leader food initiative and cooperation projects:** Chief Officer D. Tuohy briefed the members. LAG was allocated €5.6m for LEADER projects over the course of the Programme. Food Initiative and Co-operation project funding is additional to that. An estimated €300k in funding for these projects may be made available to Waterford over the remaining years of the LEADER programme. This circular states that 1% of that funding may be made available for administration.
   (2) **Circular 02-2019 Broadband Infrastructure:** This clarifies for both the LAG and the IP what infrastructure can be provided under the broadband sub-theme.

(3) **Circular 03-2019 Involvement of Local Authorities in the delivery of LEADER cooperation projects:** LAG can allow a local authority to deliver a project on its behalf**.**
Noted that Cooperation projects with Mid/East Antrim planned for Waterford relating to industrial heritage and coastal regeneration were due to commence.

(b) 29/01/19 Questions and Answers document has been uploaded to Extranet for members to review.

7**. Expressions of Interest – Targeted call for funding**

Information sessions held on 12th in Tramore, 13th in Dungarvan and 14th of February in Lismore. Good level of interest.

8. **Rural Development Programme**

(a) (1) Presentation given by Ciaran Lynch, Community Development Partners on the Early Cycle Evaluation of the Local Development Strategy (LDS) which he had carried out on behalf of the LAG. He stated that overall, the evaluation had found that the implementation of the LDS had been carried out in a satisfactory manner. Both WLP and the LCDC/LAG were carrying out their roles appropriately. He proposed a number of recommendations to assist in the implementation of the Strategy ,

(2) Proposed changes to LDS following evaluation: Chief Officer D. Tuohy informed members that all funds allocated to Waterford under the LEADER programme will be spent and that funds should be reallocated within the overall programme to maximise impact.
Referring to Mr. Lynch's report and the recommendations therein, the Chief Officer recommended approval by the LAG of the proposed changes outlined in the report. On approval, the report and recommendations would be forwarded to the Department for their approval.

Proposed: G. Foley	**Seconded by: M. Flanagan**
Abstentions: M Walsh	**Non-Public : Public revised – 7:6**
Quorum achieved: Yes	**APPROVED**

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(b) **WLP advance administration funding for period 01.02.2019 to 30.04.2019 – per schedule uploaded to the extranet – in the sum of €95,500.51.**
The Chief Officer stated that this refers to the advance funding payment issued to WLP, based on 3 months of the budget included in the LDS for 2019.

Proposed: J. Beresford	**Seconded by: H. Kiely**
Abstentions: M Walsh	**Non-Public : Public revised – 7:6**

Quorum achieved: Yes	**APPROVED**

(c) Amendment to Section 6.8 of SLA between WCCC, WLCDC and WLP

The Chief Officer confirmed that WCCC as Financial Partner commenced claiming 2% of the administration budget allocated for the programme as part of the monthly return commencing in October 2018, following clarifications issued by the Department under Circular 13/2018. The LAG had previously approved that 2% be allocated to year end 2018. Based on the budget in the LDS, he confirmed approval was being sought from the LAG to amend S6.8 of the S.L.A. to allow the F.P. claim 2% of the administration budget to the end of the programme.

Proposed: D. Howley	**Seconded by: M. Flanagan**
Abstentions: M Walsh	**Non-Public : Public revised – 7:6**
Quorum achieved: Yes	**APPROVED**

(d) (Angeline Drennan, WLP joined the meeting)
WLP Project Officer Requests (as per extranet)

(1) SE Mountain Rescue Equipment Project Ref 106354: Request to change make, model and supplier for one element of the SEMRA project cost: Original piece of equipment at end of life and replacement is better standard.

Proposed: J. Beresford	**Seconded by: S. Cooke**
Abstentions: M Walsh	**Non-Public : Public revised – 7:6**
Quorum achieved: Yes	**APPROVED**

(2) Correction to letter of offer: Relates to Development to Woodland Walk and Gardens Project Ref 105231: Request to approve a correction to the amount approved in the Letter of Offer to €15,350.72, arising from decision of promoter to remove some items from proposed expenditure.

Proposed: M. Flanagan	**Seconded by: D. Howley**
Abstentions: M Walsh	**Non-Public : Public revised – 7:6**
Quorum achieved: Yes	**APPROVED**

(3) Correction to Clashmore Distillery project ref 103934,

Proposed: J. Beresford	**Seconded by: G. Foley**
Abstentions: M Walsh	**Non-Public : Public revised – 7:6**
Quorum achieved: Yes	**APPROVED**

(e) Three project extension requests:
Blackwater Distillery (103411), Dunhill Community Hall (103347), Legacy Cider (103938)

Proposed: D. Howley	**Seconded by: N. O'Brien**
Abstentions: M Walsh	**Non-Public : Public revised – 7:6**
Quorum achieved: Yes	**APPROVED**

(f) <u>Projects for consideration</u>

1) **<u>Restoration of Villierstown Church</u>**

Project ID	**31LDRWAT106170**
Project Type:	
Project Name:	**Restoration Villierstown Church**
Promoters Name:	**Villierstown Community Church Clg**
Address:	**Villierstown, Cappoquin, Co. Waterford Project Location**
Description:	The deconsecrated Church of Ireland Building is owned and operated by the Local Community. It is right in the centre of the village. The innovation in the project is turning around of basically a near derelict building into an active Community Centre and Community Facility, preventing Village dereliction. This phase of the works includes the final works on 2 sections of the roof, external plaster work, and external joinery.
Theme:	L.O. 1, Tourism
Sub-theme:	Strategic Action 1.2 Culture & Heritage
Link to LDS	L.O. 1 S.A. 1.2

Total Project Costs	€289,727
Eligible Project Costs	€289,727
Funding sought by promoter:	**€200,000**

Funding recommended by Evaluation Committee:	**€0.00**		
Details of private funding:	**€50,000 Philanthropic Donation/€37,000 Community**		
Voluntary Labour: YES / NO (If yes provide detail)	**No**		
Synopsis of project:	This phase of the works includes the final works on 2 sections of the roof, external plaster work, and external joinery.		
Detail exactly what WLP will be funding (List items from Project Assessment Report)	**Detail**	**Total Cost (Expenditure)**	**Grant Aid recommend by the Evaluation Committee @ %**
	Construction	**€259,284.50**	**€0.00**
	Technical backup	**€30,442.50**	**€0.00**
Total Funding			
	Total Cost	**€289,727**	**€0.00**
Was an assessment completed?: Date: 07/12/2018_________________	**Yes**		
Are detailed costings provided for the project? Were the costs for the project considered reasonable and how was this measured?	**Through e-tender process** The Evaluation Committee did not consider the response on costs answered their queries sufficiently. It was more promises of what will be done in the future rather than firm commitments.		
Where the procurement process resulted in less than 3 quotes, the EC must show the additional steps taken to ensure the reasonableness of costs:	**E-tender process**		
Innovative Element of the project:	**Restoration of historic building for Community usage** The Evaluation Committee agreed that the promoters needed to look at increasing usage of the hall to ensure sustainability.		
Consideration of Deadweight:	**Yes**		
Consideration of Displacement:	Displacement was not considered as the Evaluation Committee did not consider the project viable at present		
Economic justification for project:	The economic justification was not considered as the project was not considered viable as presented.		
Average Score for Project:	**51/100**		
% level of aid & ceiling:	**75%**		
E. C. Executive Summary/Rationale for Funding	**The Evaluation Committee agreed to recommend not funding this project for the following reasons:-** **1. The project did not score the required 65% to be recommended for funding.** **2. The level of activity was insufficient to make his a viable**		

	application.

Jobs Created	Jobs Sustained	Match Funding	Previous Grant Aid Received
None	**Nine**	**Philanthropist €50,000** **Community €8,372.70** **Clann Credo €31,354.30**	**€130,624.27**

Confirmation that agencies / communities are supportive of the proposed project.	Date of Confirmation	Signed By
Failte Ireland	**22/08/2018**	**H Creedon**
L.E.O.	**22/08/2018**	**B Kirby**

Detail of Discussion: The main points raised in the discussion of this project by the IEC were:-

- Mr Jimmy Taaffe advised that this project was deferred to give the promoters a chance to address the concerns of the Evaluation Committee that a lot of funding was being requested but with very little activity actually going on.
- The Evaluation Committee agreed that the changes proposed are not massive and are more promises for the future rather than the present.
- In comparison to the Red Hall in Lismore or Ballymacarby Community Hall this application does not have the level of activity for a considerable amount of funding.
- It was noted that nothing is set in stone for the repayment it is all just promises.
- Another concern is the amount of funding going to one village and with so much happening could the population support it.
- It was also noted that rather than trying to raise additional funding that the solution proposed is to cut costs. Changes to the project may impact on planning permissions received.

The Evaluation Committee agreed to recommend not funding this project as presented. If additional monies are received a new application can be considered and it will be evident if the promises materialise.

Amount Recommended:€0.00	**0% of Eligible Project Funding:**

The LAG noted the report and recommendations of the Independent Evaluation Committee and indicated agreement with the recommendation not to fund the project.

Proposed: J. Stokes	**Seconded by: D. Howley**
Abstentions: M Walsh	**Non-Public : Public revised – 7:6**
Quorum achieved: Yes	**APPROVED**

(2) **Training on water conservation and water recycling**:

Not discussed. Deferred to next meeting.

Additional projects discussed:

(1) <u>**Comeragh Amenity Area Project ref: 103399**</u>

Further to the approval at the July 2018 LAG meeting re the tendering of the Rathgormack North Waterford Community Development project due to the original contractor going into administration midway through the project and confirmation that "...the issue does not materially affect the LEADER contract/letter of offer in place". Approval was being sought by the IP (WLP) for an addendum to the existing LEADER contract naming the new contractor (PST Sport). All other details in the contract remain the same.

Proposed: M Flanagan	**Seconded by: H. Kiely**
Abstentions: M Walsh	**Non-Public : Public revised – 7:6**
Quorum achieved: Yes	**APPROVED**

(2) <u>**Carbally Youth Group Project ref: 106844**</u>

Approval was being sought by the IP (WLP) for a change of contractor on the Carbally Community Development Project. The change is due to the winning contractor not agreeing to accept the terms and conditions of the works contract. Advice was sought from the Office of Public Procurement on the matter who agreed to award the contract to the 2nd lowest contractor. An addendum is now required to change the name of the contractor to Philip Cleary. No other material change to the original LEADER contract is required.

Proposed: S. Cooke	**Seconded by: E. Mulligan**
Abstentions: M Walsh	**Non-Public : Public revised – 7:6**
Quorum achieved: Yes	**APPROVED**

(g) **Recommendation of Chief Officer not to retain stages 6 and 12 on the project and stage 4 on the claim in respect of the Article 48 administrative check process, which is discretionary:**

Proposed: S. Cooke	**Seconded by: G. Foley**
Abstentions: M Walsh	**Non-Public : Public revised – 7:6**
Quorum achieved: Yes	**APPROVED**

Chief Officer, D. Tuohy gave update regarding the article 48 checks. Issues relate primarily to segregation of duties.

9. For approval: Leader Annual Progress Report 2018 and Implementation Plan 2019

Chief Officer, D. Tuohy informed the members that the report provides an opportunity to review and reflect on the progress made in the past 12 months which will allow the LAG to effectively plan for 2019 and support the delivery of the LEADER programme. The Implementation Plan should be used as a tool for monitoring progress and managing programme delivery. The Plan will be used for periodic review by the LAG members and the LAG Chairperson to continually assess what was planned in comparison to actual/achieved outputs. It was necessary for the Report and Plan to be approved by the LAG Chairperson before submission, therefore they were coming before the LAG for approval.

Proposed: D. Howley	**Seconded by: S. Cooke**
Abstentions: M Walsh	**Non-Public : Public revised – 7:6**
Quorum achieved: Yes	**APPROVED**

10. **Report re Rural Coordination sub-group**

Chief Officer, D. Tuohy informed the members that a number of meetings had taken place and that discussions between WCCC, WAP and WLP are ongoing with a view to eliminating duplication. A presentation to that effect will be made to the LAG at the April 12th meeting.

11. Correspondence
None noted

12. Revised LAG meeting schedule 2019

D. Tuohy informed the members that there will not be an LCDC meeting in June due to the timing of the Local Elections and that there will also be no meeting in August (as per previous years).

13. A.O.B.

- G. Foley commented that the launch of the Migrant Integration Forum went very well and a lot of work will be required going forward
- R. Walsh informed the members that a plan for a Maritime Blue way encompassing Wicklow, Wexford and Waterford will be presented to Council at its March meeting. This could lead to an application for LEADER funding in the future.

14. Details of next meeting.

Date and Time: Thursday March 14th, Council Chamber, Dungarvan at 11.00a.m.

Meeting Closed

Signed:

Chairperson: Chief Officer to the LAG

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Date **Date**