

**Minutes of 19<sup>th</sup> December, 2016 Local Community and Development Committee Meeting held at Littleton and Moycarkey Community and Sports Centre, Thurles.**

Present:

**Public Sector:** Cllr. John Carroll, Adrian Cunneen, Rita Guinan, Matt Shortt, Cllr. Mary Hanna Hourigan,

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

Apologies: -

**Public Sector:** Eileen Condon, Cllr. Joe Hannigan, Dervla Howley, Donal Mullane, Cora Horgan,

**In Attendance:** Sinéad Carr, Chief Officer; Margo Hayes, Attracta Lyons, Michael Moroney, Breda O'Connor, Fiona Crotty.

<b>1.</b>	<p><b>To Note Adherence to Meeting Procedure Requirements</b></p> <p>It was noted that apologies had been received from 5 members and that two other members – Cllr. John Carroll and Rita Guinan - had been in contact to advise they had encountered delays en route to the meeting and would be in attendance as soon as possible. Attracta Lyons confirmed to the meeting that the quorum of 10 members had been achieved in order for the meeting to proceed.</p> <p>For decision-making the requirement is 60% of LAG members once Conflict of Interest matters have been addressed (as per the LEADER Operating Rules) and that any decision must be voted on by at least 51% of non-public sector partners. In this regard Conflict of Interest was advised as follows:</p> <ul style="list-style-type: none"> <li>• Agenda item 4. Ratification of Outstanding IEC Membership pertaining to LEO nominations - Rita Guinan, LEO, will be required to absent from discussion and decision. As E. Condon, ETB, had advised she was unable to attend the meeting COI in relation to ETB nomination was therefore addressed. No Conflict of Interest was advised by members in relation to the other nominees as follows: Michael Long, Anthony Fitzgerald, Frank Walsh, Mary Cahalan, J.J. O' Sullivan, and Seamus Browne.</li> <li>• Agenda item 4. To Seek Amendment to Rolling Calls Budget - Implementing Partners, Michael Murray, NTLP, and Isabel Cambie, STDC, to absent at appropriate juncture of this item.</li> </ul> <p>No other Conflict of Interest was advised by members in relation to any of the other agenda items. Due regard will be taken of numbers of public and private sector members in attendance for the above items to ensure compliance with requirements for decision-making.</p>
<b>2.</b>	<p><b>Approval of Draft Agenda</b></p>

	<p>Charles Stanley Smith, Chair declared the meeting opened. Apologies were noted and the Members agreed to take item No. 7 at this stage - Presentation by Eddie Meegan, Tipperary County Council on the "County Data Unit" as Mr. Meegan was present at this stage.</p>
7.	<p><b>County Data Hub – Presentation by Eddie Meegan, Tipperary County Council</b></p> <p>Sinéad Carr, Chief Officer welcomed Eddie Meegan to the meeting. She informed the Members that the County Data Unit is an inter-agency initiative which commenced in 2009 to collect and analyse county data and statistics to assist decision making and service delivery. Its aim is to provide a central portal for information, data, maps and statistics, relevant to Tipperary and designed in an easy to use format. The agencies subscribing to the initiative recognise the benefits of sharing data and making it more accessible and in delivering information that is relevant to the services they provide throughout the County. The website is also linked to the CSO, POBAL and AIRO, providers of national spatial and statistical data. Ms. Carr confirmed that the LCDC are obliged under the Service Level Agreement to provide and track details of expenditure in the County this tracking will be available on <a href="http://www.tipperaryinfo.ie">www.tipperaryinfo.ie</a></p> <p>Eddie Meegan outlined the background detail to this project he highlighted the benefits in collecting county data and statistics to assist key agencies with decision making.</p> <p>E. Meegan confirmed that he can facilitate on request from any community group to provide a guided tour of the Co. Data Unit. It was agreed to circulate a copy of this presentation to the Members. Once the 2016 Census data is available, the data will be incorporated. E. Meegan confirmed that he will be working with AIRO, Maynooth, to develop models in terms of reaffirming county plans and trends.</p>
3.	<p><b>Confirmation of Minutes</b></p> <p>The Minutes of Tipperary LCDC meeting held on 21<sup>st</sup> November, 2016 were agreed on the proposal of: Isabel Cambie and seconded by Clare Cashman - subject to the following amendment as requested by Isabel Cambie be noted: "that the recent appointment at STDC Ltd., be corrected as Project Development Officer".</p> <p>It was noted that there were no matters arising.</p>
5	<p><b>SICAP</b></p> <p>Owing to numbers in attendance and as there was no conflict of interest or decision required in relation to item No. 5: it was agreed by the Members to take this item next.</p> <p><u>Update on Annual Planning Process 2017:-</u></p> <p>Margo Hayes referred to the November LCDC meeting where the Members agreed the 2017 Annual Plan in principal based on a number of recommended changes be included by the Programme Implementers in their Plans by 8<sup>th</sup> December, 2016. M Hayes confirmed that the Annual Plans have been Approved in principal. The targets around self employment have been reduced as there isn't an agreed local protocol around the Back to Work Initiative. The</p>

plans will now be reviewed by Pobal and the 2016 SICAP end of year review will be carried out early in 2017 in accordance with Pobal Guidelines. Following the end of year Review the Plan will be moved to the 'approved' stage on Iris.

NTLP Under spend Update:-

C. Cashman, Chair of Social Inclusion Sub Group referred to NTLP's under spend on the 2016 SICAP budget and to the agreement by the Members at the November meeting due to time constraints that the Social Inclusion Sub Group were mandated to take a decision on the under spend. C Cashman confirmed that she met with Susan Glennon, Pobal on 29<sup>th</sup> November to discuss NTLP Ltd proposals on the under spend. It was noted that 7 of the 13 proposals by NTLP were approved by Pobal with an approx. expenditure of €16,500 with conditions pertaining to each proposal. C Cashman thanked NTLP Ltd., for their efforts in dealing with this under spend particularly due to the various constraints. C. Cashman indicated as the full under spend was not fulfilled there will be approx. €14,000 deducted from quarter 2 of the 2017 SICAP budget. C Cashman highlighted to the Members the role they have to ensure that the entire budget is drawdown in accordance with the guidelines set out by Pobal. The Social Inclusion Sub Group and the Programme Implementers will arrange to meet and to review the communication strategy between the various partners. M. Murray confirmed that Séan Mc Sweeney has taken up the position of Social Inclusion Manager with NTLP.

Protected Disclosures Interim Policy:-

Margo Hayes referred to the Protected Disclosures Interim Policy and Procedure document which was circulated with the agenda. M Hayes informed the Members that the Internal Auditor at Tipperary County Council recently undertook an audit of SICAP. One of the recommendations from the Audit was to ensure that a copy of the Policy and Procedure document was provided to the Members.

M. Hayes referred to 12.1 of the document where *"Workers from outside Tipperary County Council who become aware of a relevant wrongdoing as part of their work with or for the Council may make a report to the 'Designated Officer" it was noted that the Designated Officer is Ger Walsh, Senior Executive Officer, Corporate Services Section.* This policy document was noted by the Members.

Margo Hayes referred to letter dated 16<sup>th</sup> December from Clodagh Mc Donnell regarding the upcoming plan of work for SICAP 2017 including the SICAP Consultation Process for SICAP 2018-20, the ERSI qualitative study looking at SICAP goals and its governance structure and the qualitative research looking at a cohort of SICAP young people not in employment, education or training (NEETS. It was agreed that a copy of this letter would be issued to the Members. Clare Cashman confirmed that the Social Inclusion Sub Group will be preparing a submission for the SICAP Consultation Process 2018-2020

4. LEADER

To Inform on Income & Expenditure:-

Michael Moroney referred the Members to the report which was circulated at the meeting on the Local Development Strategy Expenditure Claims submitted for the period August to November totalling €113,753.59. M Moroney confirmed that the income of €16,433 on the August claim has been released by the Department of Arts, Heritage, Regional, Rural and Gaeltacht Affairs, (DAHRRGA). In relation to the September & October claims Pobal have raised some queries. However it is expected to have these queries resolved over the coming days. This update on the expenditure and income of the LDS was noted by the Members.

#### Inform on Co-operation Projects Call -

Attracta Lyons referred to the web link for the Co-operation Projects Call which was circulated with the agenda. A Lyons provided some background details to this recent funding call – namely that a national allocation of €10m is ring-fenced for trans-national and inter-territorial co-operation projects under LEADER 2014 -2020. The Department has now opened a €3 million funding call to be allocated in 2017. She outlined the types of support available and eligibility criteria. This LEADER Co operation Project will support transnational [with areas outside of Ireland] and inter-territorial [with other areas in Ireland] Co-operation Projects carried out by LAGs/IPs in line with the objectives of their local development strategies. Pre-development and full co-operation project applications must be assessed and selected separately by each Local Action Group involved before being submitted to the Department for final approval. The Members welcomed this funding opportunity. The two Implementing Partners indicated potential projects at this stage were: Munster Vales Tourism Development to complement initiatives being supported under REDZ; a project in the Lough Derg area for which an EOI had been submitted under the Rolling Calls; a driving routes project in the Lincan Valley; and possibly some other projects relating to the Ballyhoura and Lough Derg areas. It was agreed that LCDC Members would liaise with the IPs directly to explore and discuss potential projects for consideration. Charles Stanley Smith queried if there is a database available of transnational partners. It was confirmed that European Network for Rural Development and member state networks can assist with identification of potential partners.

#### Decide on Targeted Calls 2017:- (All members attending the meeting were present at this stage of the meeting)

Attracta Lyons referred to the revised Targeted Call (TC) Proposal that was issued with the agenda. The purpose to revisit and the review the TC Proposal which took into consideration practice to date in some other LAG areas and the necessary timeframes required to allow projects to acquire necessary permissions (e.g. planning permission) which must be in situ for project to be evaluated. It now proposed instead of having four calls throughout the year to have one TC only in 2017. EOIs for this TC will be advertised in early January and will close on 3<sup>rd</sup> February, 2017. It is intended that this call will cover all Targeted Call Sub-Themes.

Isabel Cambie outlined the revised proposals for the Targeted Call as follows:- (subject to LCDC approval)

- The Implementing Partners to arrange to place adverts in the local papers on the 4<sup>th</sup>

and 11<sup>th</sup> January. IPs will also arrange two information evenings on January 18<sup>th</sup> to launch the Call to give prospective promoters an opportunity to discuss their proposal with the Implementing Partner Staff. Further Implementing Partners led animation will continue throughout the month, including Newspaper Advertising and Social Media / Web, and ongoing dialogue with promoters.

- Projects will be evaluated throughout the year and the Implementing Partners will assess all EOI's in February, and provide a report subsequently to the SCSG and the LCDC summarising each EOI and outlining proposed deadlines for full promoter applications for each Sub-Theme, and proposed Evaluation dates.
- It is also intended to have one Targeted Call each year for the remainder of the programme, the 2018 Call will be advertised before the end of 2017.
- If there are insufficient eligible / viable EOI's in the initial Call, the LCDC may decide to advertise another Targeted Call in April/May.
- It is proposed to transfer Festivals funding over to the Rolling Calls budget as inclusion under TC is considered restrictive in terms of timeframes.
- It is proposed to transfer the funding for Communities element from the Targeted Call to the Rolling Call budget. This will allow the IPs to lead and manage this initiative in their respective geographical areas. Implementing Partners together with the Social Inclusion Sub Group will be the mechanism to identify and engage with the relevant Community Groups.
- Targeted Calls will now make up 53% of commitments in 2017. The minimum required allocation of a LAG's annual projects budget on Targeted Calls is 40% as per Programme Operating Rules. Tipperary LCDC has committed in its LDS to a minimum of 50% however.

Call Type	Budget	Percentage
Targeted Calls 2017	€ 1,616,327	53%
Rolling Calls 2017	€ 1,389,939	47%
<b>Total</b>	<b>€ 3,006,266</b>	<b>100%</b>

Following an extensive discussion on the revised Targeted Call Proposal it was agreed on the proposal of Cllr. Mary Hanna Hourigan which was seconded by Clare Cashman.

Seek Amendment to Rolling Calls Budget: -

Attracta Lyons then advised that this item related formal decision on transfer of Festivals and Social Inclusion Training and Capacity Building budget element to Rolling Call Budget as outlined in the aforementioned TC proposal. The proposal is to transfer relevant amounts on the basis of 55% to STDC and 45% to NTLP in line with previous decision on the allocation of Rolling Calls Budget to IPs. Taking into consideration requirement for 51% of private sector

members to participate in decision-making and before any discussion commenced on this proposal in relation to STDC, Isabel Cambie, STDC, departed the meeting due to a conflict of interest in relation to STDC. It was then agreed by LCDC members and proposed by Rita Guinan and seconded by Sara Bourke that 55% of the Social Inclusion and Festival budget be allocated to STDC Ltd., under the Rolling Call Programme for 2017. Isabel Cambie returned to the meeting and was informed of the decision taken.

On the same basis in the case with proposal in relation to NTLP, Michael Murray, NTLP, departed the meeting due to a conflict of interest.

It was agreed by LCDC members on the proposal of John O' Shaughnessy and seconded by Sara Bourke that the Social Inclusion and Festival budget transfer to the Rolling Call Budget for 2017 would be allocated to NTLP on a 45% basis.

Ratification of Outstanding IEC Membership:-

Michael Moroney referred the Members to the North Tipperary IEC Membership list distributed. The NTLP nominees were taken first and it was noted that Michael Murray remained absent for this item due to a conflict of interest. Michael Moroney presented NTLP nominees as follows who were ratified by the LCDC to sit on the North Tipperary IEC on the proposal of Matt Shortt which was seconded by John O'Shaughnessy:

- Mary Cahalan, Ballingarry (North Tipperary), Co. Tipperary
- J.J. O'Sullivan, Ballydavid, Littleton, Thurles, Co. Tipperary
- Seamus Browne, Main Street, Roscrea, Co. Tipperary.

Michael Murray returned to the meeting and he was informed of the decision taken on the amendment to the budget allocation under the previous item and also informed that the nominees for NTLP IEC were ratified.

STDC nominees were taken next and Isabel Cambie departed the meeting due to a conflict of interest. Michael Moroney presented STDC nominees as follows which were ratified by the LCDC to sit on the South Tipperary IEC on the proposal of Cllr. Mary Hanna Hourigan which was seconded by Matt Shortt:

- Michael Long, Monroe, Inch, Thurles, Co. Tipperary
- Anthony Fitzgerald, Ballingarrane House, Cahir Road, Clonmel, Co. Tipperary

Isabel Cambie returned to the meeting and was informed of the decision taken.

It was noted that as Michael Long has been ratified by the LCDC he will have to step down as an alternate for the PPN Environmental Pillar on the LCDC.

In relation to South Tipperary IEC Michael Moroney presented the Tipperary Tourism nominee as follows who was ratified by the LCDC to sit on the South Tipperary IEC on the proposal of John O' Shaughnessy which was seconded by Tim Cullinane:

- Frank Walsh, (Tipperary Tourism), Kilkieran Cottage Restaurant, Castletown, Carrick on Suir, Co. Tipperary

In relation to South Tipperary and North Tipperary IEC Michael Moroney presented the Tipperary Education Training Board nominees as follows who were ratified on the proposal of John O' Shaughnessy which was seconded by Tim Cullinane:

- Lisa Kavanagh, Tipperary ETB, Western Road, Clonmel, Co. Tipperary
- Lorraine Duane, Tipperary ETB, Lifelong Learning Centre, Martyrs Road, Nenagh, Co. Tipperary

Rita Guinan departed the meeting due to a conflict of interest as Michael Moroney referred to Local Enterprise Office nominees and on the proposal of Matt Shortt and seconded by Cllr. John Carroll the following were ratified:

- Geraldine Manning, (Tipperary LEO), Civic Offices, Nenagh, was ratified to sit on North Tipperary IEC
- Ita Horan, (Tipperary LEO), Ballingarrane House, Cahir Road, Clonmel was ratified to sit on South Tipperary IEC.

Rita Guinan returned to the meeting and was informed of the decision taken.

It was agreed that the Implementing Partners would draw up Terms of Reference for the running of the IEC and this will be brought to LCDC Members for approval. It was also noted that the Induction Training for the IECs will be arranged by the Implementing Partners for the middle of January.

General Updates:-

Attracta Lyons advised that Teagasc will host a number of information sessions in each county entitled 'Expand Your Horizons' between late January and early March. The purpose is to assist the farming community and beyond to explore such possibilities as diversifying the farm; considering a new on-farm or off-farm enterprise; retraining for new employment or applying for funding opportunities under the Rural Development Programme. LAG IPs will be asked to participate in these sessions.

6.	<p>Update on the Healthy Ireland Framework Process –</p> <p>This item was deferred to the next meeting as Derval Howley, HSE was not in a position to attend the December meeting.</p>
8.	<p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>• Margo Hayes referred to a letter dated December 8<sup>th</sup> from Paul Geraghty Assistant</li> </ul>

	<p>Principal of the LCDC and Libraries Policy and Development Unit regarding updates from the Libraries Development Unit</p> <ul style="list-style-type: none"> <li>• Emer O'Brien, Co. Library will make a presentation at the January meeting regarding the Library actions in the LECP</li> <li>• Play Policy Consultation is open until January 10<sup>th</sup> 2017</li> <li>• Martin Quinn, stepped down as Chair, STDC Ltd and the new Chair of STDC is Simon Ryan of the IFA</li> </ul>
9.	<p><b>AOB</b></p> <p>Sinéad Carr, Chief Officer, referred to the letter received from the Martin Quinn, Chair, South Tipperary Development Company Ltd requesting a review of the geographic representation on the Sustainable Communities Sub Group of the LCDC. S. Carr informed the meeting following a review of this request she would like to select Donal Mullane to sit on the SC Sub Group. This was agreed by the Members.</p> <p>Attracta Lyons advised that Department of Agriculture, Food and the Marine under the Rural Development Programme has announced the launch of an Open Call under the European Innovation Partnerships Initiative (EIP) and is inviting applications for funding. The first stream will focus on themes such as farm viability, economic performance, sustainable forest management, and innovative technologies. The second stream will be focused on challenges related to environmental, biodiversity and climate change issues. Proposals for projects targeting the restoration of upland peats are specifically invited. Partners for proposals will include farmers, researchers, advisors and scientists. Round 1 will be a competitive process with an initial call for ideas using a simple application form. A shortlist of applicants will be chosen to go forward to Round 2 and these will be funded to prepare detailed project plans. These plans will then be assessed and a final shortlist drawn up for implementation on the ground, with up to 100% funding provided under the new initiative. This is the first of two separate calls, with the next one likely to issue in the middle of 2017. Information and EOI forms etc. are available from the Department of Agriculture website. Expressions of Interest are invited and should be submitted by 5pm on Friday 27th January 2017.</p>
10.	<p><b>Date of Next Meeting</b></p> <p>It was agreed that the next meeting will take place at 10.00 a.m. on Monday 16th January, 2017 in Littleton Community Centre, Thurles.</p> <p>The Chair thanked the Members for their commitment and support in 2016 and wished each and everyone a Happy Christmas and New Year.</p>

Signed

  
 Charles Stanley Smith,  
 Chair,  
 Tipperary Local Community Development Committee

Date/ 16<sup>th</sup> January, 2017