



- 1. Confirmation of Quorum:** Having reviewed the attendance record, Chief Officer D. Tuohy informed the attendees that a quorum was achieved. Non-public 6: Public 5.

In the absence of the Chair Joe Kelly Deputy Chair Eamonn Quinlan opened the meeting.

- 2. Apologies.**

As per table above apologies were noted.

- 3. Conflict of Interest:**

- No declarations submitted for this meeting
- Review of Quorum: Quorum achieved 6:5 in favour of non-public sector.

- 4. Confirmation of Minutes of LAG Meeting held on 11<sup>th</sup> November 2021.**

<b>Proposed: G. Foley</b>	<b>Seconded by S. Cooke</b>
<b>Abstentions: None</b>	
<b>Quorum achieved: Yes</b>	<b>APPROVED</b>

- 5. Matters arising:**

None.

- 6. Rural Development Programme.**

- (a) Projects for approval.**

- 31LDRWAT116827 West Waterford Festival of Food

<b>Project ID</b>	31LDRWAT116827
<b>Project Type:</b>	Capital
<b>Project Name:</b>	West Waterford Festival of Food
<b>Promoters Name:</b>	Waterford County Festival of Food CLG
<b>Address:</b>	The Courthouse, Dungarvan, Co. Waterford
<b>Description:</b>	Clearly describe in detail the nature of the proposed project including innovative aspects. Waterford County Festival of Food CLG presents one of the

	<p>foremost community festivals on Ireland, celebrating the best of Irish food with an emphasis on local artisan producers. The festival highlight is the farmers market with 100 plus artisan food producers, attended in 2019 by an audience of 35,000 over two days in April. Specific bespoke events and trails also highlight individual producers and suppliers. Unfortunately, due to the pandemic, the festival was cancelled in 2020 and 2021 and in its place virtual and physical distanced events were undertaken to keep the festival alive. On the 28th November 2021 a Christmas Market will be held to reinvigorate the live event. The promoter also provides a year-round programme to support Waterford artisan producers in a series of producer led events and promotional activity through Food the Waterford Way. The success of this was seen in Waterford winning the No. 1 Foodies Destination in Ireland in 2019. Funding is now sought for the festival in 2022 to include equipment hire, PR and marketing and associated costs. Support is also sought towards Waterford artisan producers through Food the Waterford Way with a vibrant year-round programme including ongoing marketing, mentoring, networking and training as well as relaunching the tours and food itineraries to assist the stabilisation and growth of their businesses. The project also includes bespoke marketing offerings and created branded merchandise to give to those who take the food trails and attend targeted events so that they spread the word as they travel on.</p>
<b>Theme:</b>	LO2
<b>Sub-theme:</b>	SA2.2 LEADER Food Initiative / Section 2 b, Section 3 2
<b>Link to LDS</b>	Supporting rural food and local food producers by showcasing their produce at the annual West Waterford Festival of Food

<b>Total Project Costs</b>	€113,221
<b>Eligible Project Costs</b>	€113,221
<b>Funding sought by promoter:</b>	€84,915.75
<b>State one of the following: - First Review / Previously Deferred or Not Recommend</b>	First Review
<b>Funding recommended by Evaluation Committee:</b>	€79,254.70
<b>Details of private funding:</b>	€33,966.30 in house funds
<b>Voluntary Labour: YES / NO (If yes provide detail)</b>	No
<b>Synopsis of project:</b>	Support towards the annual West Waterford Festival of Food April 2022 making its return after two years due to the COVID pandemic

	and also supporting local food producers and the hospitality sector in a yearlong programme of events known as Food, the Waterford Way		
<b>Detail exactly what WLP will be funding (List items from Project Assessment Report)</b>	<b>Detail</b>	<b>Total Cost (Expenditure)</b>	<b>Grant Aid recommend by the Evaluation Committee @ 70%</b>
	Bus Services	7,130	€4,991
	Cater Hire	11,379	€7,965.30,
	Design Services	8,910	€6,237
	Marquee & equipment hire services	10,145	€7,101.50
	Photographic services	2,700	€1,890
	Temporary toilet services	1,300	€910
	Print Services	10,770	€7,539
	Radio Advertising	6,432	€4,502.40
	Sound & Equipment Hire	2,630	€1,841
	Public Relations - Festival	24,500	€17,150
	Videographer	3,325	€2,327.50
	Marketing – Food the Waterford Way	24,000	€16,800
	<b>Total cost of project</b>	<b>€113,221</b>	<b>€79,254.70</b>
<b>Was an assessment completed?:</b> Date: _____22 Nov '21_____	Yes		
<b>Are detailed costings provided for the project? Were the costs for the project considered reasonable and how was this measured?</b>	Yes. The most economic advantageous tender process was used to score supplier quotes to ensure value for money		
<b>Where the procurement process resulted in less than 3 quotes, the EC must show the additional steps taken to ensure the reasonableness of costs:</b>	Only two items secured less than two quotes for values under €5,000. All other items resulted in 3 quotes.		
<b>Innovative Element of the project:</b>	The project is aiming for a big come back this year having only just returned after a two-year gap due to the COVID pandemic and is using the services of a good PR company to run advertising campaigns to appeal to a National and International audience. The funding also supports a year long programme of events specifically		

	helping small food producers and the hospitality sector prepare for the showcase event and how best to promote food and drink in Waterford
<b>Consideration of Deadweight:</b>	The project would only proceed on a reduced basis without LEADER funding and would be limited in its offering of supports for a year long programme to artisan food and drink producers
<b>Consideration of Displacement:</b>	While the harvest festival takes place in Waterford city in September and a small festival in Middleton, Co. Cork their timing does not impact on the West Waterford Festival of Food. A further festival in Wexford takes place in May but is of a much smaller local scale than this event
<b>Economic justification for project:</b>	The project promotes Waterford as a destination for good quality food and drink in Waterford and brings visitors to the area all year long. The fact Waterford won the Number One Foodie Destination of Ireland award in 2019 is testament to this fact
<b>Average Score for Project:</b>	<b>77/ 100 (1)</b>
<b>% level of aid &amp; ceiling:</b>	<b>A maximum of €79,254.70 or 70% of eligible expenditure, whichever is the lesser.</b>
<b>E. C. Executive Summary/Rationale for Funding</b>	The Evaluation Committee agreed to recommend funding this project for the following reasons:- <ol style="list-style-type: none"> <li>1. The project scored 77/100</li> <li>2. The project fits the Local Development Plan (LDS) for supporting Leader Food Initiatives</li> <li>3. The festival is an important social and economic benefit to the area</li> </ol>

Jobs Created	Jobs Sustained	Match Funding	Previous Grant Aid Received
.2	1.5	€33,966.30 in house funds	€194,526.98 Other funding bodies €47,745 LEADER

Confirmation on the applicant's position re De-Minimus and double from the relevant agencies.	Date of Confirmation	Signed By
Brid Kirby, Local Enterprise Office	19 <sup>th</sup> Nov '21	Brid Kirby

<p><b>Detail of Discussion:</b> The following were the main points raised in the discussion of the project: -</p> <ul style="list-style-type: none"> <li>- Ms Claire Connors noted that the Committee is all quite familiar with the popular festival which has been running for the past 13 years. The festival has been impacted hugely with Covid-19 and was cancelled for the past two years. Some virtual and physically distance events were undertaken to keep interest alive.</li> <li>- They have taken on a new PR company with the view of capturing a wider national and international audience and are looking at rebranding the festival.</li> </ul>
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- Ms Connors confirmed that there is no issue with the Rural Development Programme ongoing assistance for the festival.
- The Evaluation Committee all agreed that they are supportive of the festival but noted that none of the concerns raised previously have been addressed:-
  - 1) Brochure way too elaborate and there should be more movement towards digital
  - 2) There should be more income from ticket sales
  - 3) Reduction in transport costs from edge of town
  - 4) Huge amounts of budgets going towards PR, printing and design each year.
  - 5) Lack of clear financial information provided
- A Committee Member said that by funding the new PR element this year and if its success then for the next 3 to 5 years cost should decrease. Whereas in previous years each year there seems to be a new remit.
- The Committee expressed concerns on the amount of funding spent over the years on PR, print and design with it being almost 50% of the budget each year. They questioned if the benefits and outcomes of that expenditure were every truly tracked. It was noted that obtaining hospitality and bed nights figures are quite difficult and not normally in the remit of a PR company and that a proper research company should be contracted to capture that information.
- A discussion took place on the tenders and Ms Connors advised that the promoters had the flexibility on who they choose and are not obligated to go with the lowest. The Committee noted that there should be a clear rationale why each is chosen.
- Ms Connors said that an integral part of the festival is the Waterford Way which supports food producers and providers year-round. The Waterford Way has a growing membership and consultant comes in with a programme of events and mentors them. The Committee noted that a qualitative report showing outcomes of previous years training and mentoring and the marketing of the Waterford Way should be provided to the promoters.
- The Evaluation Committee agreed to recommend funding this project under the Rural Development Programme 2014 – 2022 at a reduced level.

**A maximum of €79,254.70 or 70% of eligible expenditure, whichever is the lesser with the following condition: -**

- The project scored 77/100
- The project fits the Local Development Plan (LDS) for supporting Leader Food Initiatives
- The festival is an important social and economic benefit to the area

<b>Amount Recommended: €79,254.70</b>	<b>70% of Eligible Project Funding: €113,221</b>
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<b>Proposed: G. Foley</b>	<b>Seconded by S. Cooke</b>
<b>Abstentions: None</b>	
<b>Quorum achieved: Yes</b>	<b>APPROVED</b>

ii) 31LDRWAT116435 Killowen Packing

<b>Project ID</b>	31LDRWAT116435
<b>Project Type:</b>	Capital
<b>Project Name:</b>	EURI Killowen Packing
<b>Promoters Name:</b>	Killowen Orchard Ltd
<b>Address:</b>	Killowen, Portlaw, Co. Waterford
<b>Description:</b>	The promoter is seeking funding towards a bulb packing machine that will greatly improve the range, quality, and efficiency of supplying the bulbs. The new equipment will enable the supply of pre packed bulbs direct to Irish Garden Centres who are struggling to source supply from the UK due to Brexit
<b>Theme:</b>	LO2
<b>Sub-theme:</b>	SA2.1 Enterprise / EURI (1)
<b>Link to LDS</b>	Supporting rural enterprise investing in new technology and exploring new markets as a result of Brexit

<b>Total Project Costs</b>	€258,000		
<b>Eligible Project Costs</b>	€258,000		
<b>Funding sought by promoter:</b>	€193,500		
<b>State one of the following: - First Review / Previously Deferred or Not Recommend</b>	First Review		
<b>Funding recommended by Evaluation Committee:</b>	€193,500		
<b>Details of private funding:</b>	€64,500 loan finance		
<b>Voluntary Labour: YES / NO (If yes provide detail)</b>	No		
<b>Synopsis of project:</b>	Funding of a highly specialized bulb packing machine		
<b>Detail exactly what WLP will be funding (List items from Project Assessment Report)</b>	<b>Detail</b>	<b>Total Cost (Expenditure)</b>	<b>Grant Aid recommend by the Evaluation Committee @ 75%</b>
	Bulb packing machine	€258,000	€193,500
<b>Total Funding</b>		<b>€258,000</b>	<b>€193,500</b>
<b>Was an assessment completed?:</b>	Yes		

<b>Date: 1 Dec 2021</b>	
<b>Are detailed costings provided for the project? Were the costs for the project considered reasonable and how was this measured?</b>	Yes, etendering was used to source the machine and the most economic advantageous tender project used to score the suppliers
<b>Where the procurement process resulted in less than 3 quotes, the EC must show the additional steps taken to ensure the reasonableness of costs:</b>	The etender process produced two tenders due to the specialization of the machine and the limited market of supply. As etenders was used, the sourcing of tenders was opened up to a large audience and comparison prices are available
<b>Innovative Element of the project:</b>	The bulb packing machine is a unique piece of equipment which will greatly benefit the business in speeding up the packing process which up to now is done by hand and as a result have more supply available
<b>Consideration of Deadweight:</b>	The promoter could not go ahead with this investment without grant aid as the capital outlay is too large
<b>Consideration of Displacement:</b>	There is no other machine of its kind in Ireland
<b>Economic justification for project:</b>	The addition of this new technology will speed up the supply of bulbs and therefore new markets for the product
<b>Average Score for Project:</b>	<b>85/100 (1)</b>
<b>% level of aid &amp; ceiling:</b>	<b>A maximum of €193,500.00 or 75% of eligible expenditure, whichever is the lesser.</b>
<b>E. C. Executive Summary/Rationale for Funding</b>	<p>The Evaluation Committee agreed to recommend funding this project for the following reasons:-</p> <ol style="list-style-type: none"> <li>4. The project scored 85/100</li> <li>5. The project fits the Local Development Plan (LDS) for enterprise support.</li> <li>6. The promoter has the skills and a proven track record to successfully implement this project.</li> </ol>

<b>Jobs Created</b>	<b>Jobs Sustained</b>	<b>Match Funding</b>	<b>Previous Grant Aid Received</b>
1 full time and 2 part time jobs	5 ft, 3pt and 40 seasonal	€64,500 loan finance	€0

<b>Confirmation on the applicant's position re De-Minimus and double from the relevant agencies.</b>	<b>Date of Confirmation</b>	<b>Signed By</b>
Brid Kirby, Local Enterprise Office	23 <sup>rd</sup> November '21	Brid Kirby



The following were the main points raised in the discussion of the project: -

- Ms Claire Connors advised that the promoters are a bulb and flower producer based in Portlaw, Co Waterford. They employ 5 full time staff, 3 part time staff and 40 casual staff. Killowen picks flowers and packs bulbs for Irish multiples and garden centres. They wish to purchase a bulb packing machine from MAAN in Holland. This will allow them expand into the bulb packing aspect and take advantage of increases in demand from garden centres. Presently the process takes place by hand and is very labour intensive and Killowen is unable to keep up with demand.
- Replying to a query regarding any potential contracts Ms Connors advised that currently they supply Aldi with the larger 3kg net of bulbs but are unable to provide the smaller bags so Aldi buy directly from Holland. With this new machine the promoter will be able to provide the smaller bags to Aldi and other customers. They can pack for other growers too. The promoters already supply a range of products to garden centres and Ardkeen store, Aldi etc.
- A Committee Member queried if buying this machine will displace any of the jobs. Ms Connors replied that they are still going to need the contract labours for the hand-picking aspect of the business that is not going to change.
- Ms Claire Connors advised that the project was etendered with only two suppliers tendering due to the specialisation of the market and the Most Economic Advantage Tender Process was used to score the tenders. It was pointed out that there seemed to be a disparity in the warranty periods and that this should be looked at.
- The Evaluation Committee considered this a good use of EURI funding as they thought the promoter should have the ability to pack its own bulbs and grow their business by packing for other growers.
- A Committee Member advised that the promoters along with other growers were funded by LEADER 20 years ago to establish a tulip growing business. It is great to see that they were successful and still in business years later.
- The Evaluation Committee agreed to recommend funding this project under the European Union Recovery Fund (EURI).

**A maximum of €193,500.00 or 75% of eligible expenditure, whichever is the lesser.**

<b>Amount Recommended: €193,500</b>	<b>75% of Eligible Project Funding: €258,000</b>
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<b>Proposed: G. Foley</b>	<b>Seconded by S. Cooke</b>
<b>Abstentions: None</b>	
<b>Quorum achieved: Yes</b>	<b>APPROVED</b>

iii) 31LDRWAT116418 EURI-Implementation of CNC Machine

<b>Project ID</b>	<b>31LDRWAT116418</b>
<b>Project Type:</b>	(SA 2.1) Capital Investment in existing and start up technology, graduate orientated rural businesses
<b>Project Name:</b>	<b>Implementation of CNC Machinery at Murphy Larkin Timber Products Door</b>
<b>Promoters Name:</b>	<b>Murphy Larkin Timber Products Ltd</b>
<b>Address:</b>	<b>Unit 4, Riverstown Industrial Estate, Tramore, Co. Waterford.</b>
<b>Description:</b>	<p>Murphy Larkin retail in internal and external doors. The internal doors are subject to fashion and the designs change regularly. Murphy Larkin imports the doors mainly from China. They are planning to purchase a CNC to move into making their own range of doors.</p> <p>The CNC machine will allow import substitution, i.e., the manufacture of the doors in Tramore rather than China, and the machine will allow Murphy Larkin tender for off size tenders in places like hospitals, for fire doors, etc., and commercial builds. Murphy Larkin have taken this decision following a review of opportunities in their business.</p>
<b>Theme:</b>	LO 2 Strategic & Collaborative Investment in Rural Enterprise Development to foster Rural Job Creation in local villages. / EURI (1)
<b>Sub-theme:</b>	(SA 2.1) Capital Investment in existing and start up technology, graduate orientated rural businesses
<b>Link to LDS</b>	LO 2 Strategic & Collaborative Investment in Rural Enterprise Development to foster Rural Job Creation in local villages.

<b>Total Project Costs</b>	€122,550
<b>Eligible Project Costs</b>	€122,550
<b>Funding sought by promoter:</b>	<b>€91,875 or 75% of eligible funding, whichever is the lesser amount</b>
<b>State one of the following: - First Review / Previously Deferred or Not Recommend</b>	<b>First Review</b>
<b>Funding recommended by Evaluation Committee:</b>	<b>€61,275 or 50% of eligible funding whichever is the lesser amount</b>

Details of private funding:	Own Funds
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Voluntary Labour: YES / NO (If yes provide detail)	No		
Synopsis of project:	<p>Murphy Larkin retail in internal and external doors. The internal doors are subject to fashion and the designs change regularly. Murphy Larkin imports the doors mainly from China.</p> <p>The CNC machine will allow import substitution, i.e., the manufacture of the doors in Tramore rather than China, and the machine will allow Murphy Larkin tender for off size tenders in places like hospitals, for fire doors, etc., and commercial builds. Murphy Larkin have taken this decision following a review of opportunities in their business.</p>		
Detail exactly what WLP will be funding (List items from Project Assessment Report)	Detail	Total Cost (Expenditure)	Grant Aid recommend by the Evaluation Committee @ %
	CNC Machine	€122,500	€61,750 or 50% of eligible funding, whichever is the lesser amount
Total Funding			
Was an assessment completed?: Date: <u>24/11/2021</u>	Yes The Evaluation Committee agreed that the project assessment was completed on the 24 <sup>th</sup> November 2021		
Are detailed costings provided for the project? Were the costs for the project considered reasonable and how was this measured?	The Evaluation Committee agreed that the promoters followed Category 1 – National Procurement Guidelines		
Where the procurement process resulted in less than 3 quotes, the EC must show the additional steps taken to ensure the reasonableness of costs:	The Evaluation Committee agreed that the promoters followed Category 1 – National Procurement Guidelines		
Innovative Element of the project:	The project will allow the applicant, Murphy Larkin to diversify, and reduce their dependency on imported product.		
Consideration of Deadweight:	The Evaluation Committee agreed to reduce funding to 50% to address any deadweight issues. They wanted to help sustain the 14 jobs and assist in the creation of 4 new jobs.		
Consideration of Displacement:	Their business is bespoke and there is no local manufacturing competitor of scale in the market regionally for this type of product.		
Economic justification for project:	The project fits the Local Development Strategy plan for enterprise support		
Average Score for Project:	78/ 100 (2)		
% level of aid & ceiling:	A maximum of €61,250.00 or 50% of eligible expenditure,		

	<b>whichever is the lesser.</b>
<b>E. C. Executive Summary/Rationale for Funding</b>	<p><b>The Evaluation Committee agreed to recommend funding this project for the following reasons:-</b></p> <ul style="list-style-type: none"> <li>7. The project scored 78/100</li> <li>8. The project fits the Local Development Plan (LDS) for enterprise support.</li> <li>9. Funding supports the existing 14 jobs and will create four new ones.</li> </ul>

<b>Jobs Created</b>	<b>Jobs Sustained</b>	<b>Match Funding</b>	<b>Previous Grant Aid Received</b>
Sustain 14	4 new jobs	Yes	No

<b>Confirmation on the applicant's position re De-Minimus and Double Funding from the relevant agencies.</b>	<b>Date of Confirmation</b>	<b>Signed By</b>
Waterford Local Enterprise Office	24/11/2021	Ms. Brid Kirby

<p>The following were the main points raised in the discussion of the project: -</p> <ul style="list-style-type: none"> <li>- Ms Claire Connors advised that this is one of Mr. Jimmy Taaffe's projects. The promoters applied for the May call but didn't submit the application in time so re applied under this Call. They had a poor response to e-tender but had also directly invited the responses they received in May to re tender. Currently the promoters outsource the manufacture of internal doors to a company that in turns sources them in China. The purchase of this CNC machine will allow them to manufacture in-house. As they do a lot of specialised off size doors for hospitals, etc this will enable them to provide a faster and more efficient service in Tramore rather than shipping them in from China.</li> <li>- The promoter has a premises both in Clonmel and Tramore and employees 12 full time employees and 2 part-time.</li> <li>- The Evaluation Committee discussed deadweight given the amount of funding available to the promoter but agreed to fund at a reduced rate of 50% to support current jobs and help create 4 new jobs.</li> </ul>
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<p>- The Evaluation Committee agreed to recommend funding this project under the European Union Recovery Fund (EURI).</p> <p>A maximum of €61,250.00 or 50% of eligible expenditure, whichever is the lesser.</p>	
<p><b>Amount Recommended: €61,250 or 50% of eligible funding, whichever is the lesser amount</b></p>	<p><b>50% of Eligible Project Funding: :€61,250 or 50% of eligible funding, whichever is the lesser amount</b></p>

<p><b>Proposed: G. Foley</b></p>	<p><b>Seconded by S. Cooke</b></p>
<p><b>Abstentions: None</b></p>	
<p><b>Quorum achieved: Yes</b></p>	<p><b>APPROVED</b></p>

**(b) Project recommended for deferral 31LDRWAT116848 Steer Track**

<p><b>Proposed: S. Cooke</b></p>	<p><b>Seconded by: G. Foley</b></p>
<p><b>Abstentions: None</b></p>	
<p><b>Quorum achieved: Yes</b></p>	<p><b>APPROVED</b></p>

**(c) Project recommended for rejection 31LDRWAT115777 Ballyconnery Bo**

WLP C.E.O. Mr. J Taaffe advised the committee that the Ballyconnery Bo project was not likely to be a success due to the remote location of the business and the unattractive high cost of the end product.

<p><b>Proposed: S. Cooke</b></p>	<p><b>Seconded by G. Hurley</b></p>
<p><b>Abstentions: None</b></p>	
<p><b>Quorum achieved: Yes</b></p>	<p><b>APPROVED</b></p>

**(d) Training and capacity building for potential LEADER applicants**

WLP C.E.O. Mr. J Taaffe to collaborate with C.E.O. of Waterford Area Partnership in January 2022 to commence work on a training programme for potential LEADER applicants. Proposal set out in email to LCDC members on 13/12/21.

**(e) Amendments to approved projects**

- i) Letter of Offer to Freezin Friesan 31LDRWAT114834. Suppliers Servall and GNL Ltd incorrectly noted. Correct suppliers are KPP and Alantra (Extranet).

<b>Proposed: S. Cooke</b>	<b>Seconded by G. Foley</b>
<b>Abstentions: None</b>	
<b>Quorum achieved: Yes</b>	<b>APPROVED</b>

- ii) Updated approval of correct theme and sub theme required for project 31LDRWAT113732.

This project should have been approved under the theme, LO1 Rural Tourism and Sub theme 1.1 Activity Tourism under the Cooperation Cross Border Coastal Regeneration Measure.

<b>Proposed: S. Cooke</b>	<b>Seconded by R. Walsh</b>
<b>Abstentions: None</b>	
<b>Quorum achieved: Yes</b>	<b>APPROVED</b>

**(f) For Noting**

List of 2021 E.O.I.s available for perusal on Extranet.

**(g) For Noting**

RDP Leader Grant Decommitments available for perusal on Extranet.

**7. Correspondence.**

One item of correspondence was noted by the committee: Our Rural Future: Minister Humphries launches National Rural Network booklet of LEADER project case studies

**8. A.O.B.:**

WLP C.E.O. Mr. Jimmy Taaffe advised the committee that both Camphire International Horse Trials and the Lismore Opera Festival are gaining serious traction. The LAG committee is therefore being asked to commit to allowing both festivals to apply for LEADER funding again in 2022. G Proposal set out in email to LCDC members on 13/12/21.

Given the projected growth figures both festivals will become more financially independent in the coming years.

Camphire International Horse Trials

<b>Proposed: G. Foley</b>	<b>Seconded by S. Cooke</b>
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<b>Abstentions:</b>	
<b>Quorum achieved: Yes</b>	<b>APPROVED</b>

Lismore Opera Festival

<b>Proposed: G. Foley</b>	<b>Seconded by S. Cooke</b>
<b>Abstentions:</b>	
<b>Quorum achieved: Yes</b>	<b>APPROVED</b>


**Fab Lab**

Discussed at the following LCDC meeting.

9. **Date and venue of next LAG meeting:** The next LCDC meeting will take place at 11.00am Thursday 6<sup>th</sup> January 2021, via videoconference. This is a single-agenda-item meeting.

The next LAG meeting will take place at 11.00am Thursday 13<sup>th</sup> January 2021, via videoconference

**Meeting Closed**

Signed  18/1/22  
CHAIRPERSON DATE

**LAG Decision Meeting Attendees Template**

LAG Meeting 16<sup>th</sup> December 2021

**Attendee Details**

Public (Tick)	Community (Tick)	Physically Present (Tick)	Phone/Video Conference Attendee (Tick)	Vote by Written Procedure (Tick)	Organisation Represented	Member Name (Print)
	As per attached minutes.					
<b>Total</b>	<b>Total</b>	<b>Total</b>	<b>Total</b>	<b>Total</b>		

1 Total Current Membership	19
2 Total Attendees	11
3 Quorum Required (50% of 1 above)	Yes
4 Quorum % achieved	% 58
5 Non-public sector attendees %	% 55

Chairperson Signature Joe Kelly

Date 18/1/22