



Minutes of the Waterford LAG Meeting
Thursday 13th February 2020, Council Chamber, City Hall, Waterford at 11.00 a.m.

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

1. Gabriel Foley	PPN / Environment	1. Cllr. J. Pratt Chair	Mayor, Elected Rep
2. Jimmy Taaffe	CEO – WLP CLG	2. Cllr. Lola O’Sullivan Vice Chair	Elected Representative
3. Richie Grant	CEO – Waterford Area Partnership	3. Michael Walsh	CE, WC&CC
4. Heather Kiely	PPN/Social Inclusion	4. Michael O’Brien	Manager, WWETB
5. Jenny Beresford	CEO Dungarvan & West Waterford Chamber	5. Julie Somers	CYPSC Coordinator
6. Senan Cooke	PPN / Community & Voluntary	6. Cllr. Adam Wyse	Elected Representative
7. Gerald Hurley	CEO Waterford City Chamber		
Apologies:			
1. Maggie Flanagan	PPN / Community & Voluntary	1. Richie Walsh	Head of LEO
2. Richard Awosika	PPN / Community & Voluntary	2. Derval Howley	Head of Wellbeing HSE
3. Catherine Quinlan	I.C.M.S.A.	3. Liam Daly	Reg. Mgr. Dept Social Protection

Staff Present: D. Tuohy Chief Officer, K Moynihan SO, Ivan Grimes, Director of Services, E Smyth A/A.SO

1.Total current Membership	19
2.Total attendees	13
3. Quorum % required (50% of 1 above)	Achieved – 68%
4. non-public/public ratio attendees % ratio non-public/public attendees	7 non-public : 6 public 53% non-public: 47% public

1. **Introduction of new member:** The Chair introduced and welcomed Michael O’Brien from WWETB to the meeting.
2. **Confirmation of Quorum:** Having reviewed the attendance record, Chief Officer D. Tuohy confirmed that a quorum was achieved. Non-public 7: Public 6; 13 members in attendance.

The Chair Mayor John Pratt opened the meeting.

3. Apologies

As per table above, apologies were noted.

4. Conflict of Interest

- (i) Chief Officer, D. Tuohy confirmed that the 2020 COI declaration and register of interest forms for those who did not attend January meeting were completed.
- (ii) D. Tuohy outlined the provisions of Section 5.4 of the LEADER Operating Rules (v2.0) and reminded members of their obligations therein. He reminded members to consider whether a conflict of interest could arise on receipt of the notice of meeting and agenda items. He requested members to contact him in advance of the meetings following reviewing the Agenda and associated documentation should a COI arise.

Agreed

5. Confirmation of Minutes of LCDC Meeting held on January 9th 2020.

Proposed: G. Foley	Seconded by: J. Beresford
Abstentions: N/A	
Quorum achieved: Yes	APPROVED

6. Matters arising: No matters arising - Noted

7. Circulars:

No: 01 – 2020 LEADER Payment Claims – Capital Site visits requirements

Don Tuohy synopsised the main provisions therein.

No questions arose.

Noted.

- 8. Expressions of interest:** - Jimmy Taaffe stated that there were approximately 20 expressions of interest arising from the last call for funding at the end of January, with potentially 19 eligible project applications arising therefrom. Another call is due at the end of February 2020. He stated that there would be a stronger element of competition for funds for new project applications given the drawdown of available funds to date.

9. Rural Development Programme.

Projects for consideration (Evaluation committee decision sheets, and score records as circulated on the extranet): Mr. J. Taaffe C.E.O. WLP summarised the main points and background of all projects detailed below for the members.

Item 9 (i) 31LDRWAT111373 Comeragh Wellness Centre TA The Getaway

Decision of Evaluation Committee 13 January 2020

Project ID	31LDRWAT111373
Project Type:	Capital
Project Name:	The Getaway
Promoters Name:	Comeragh Wellness Centre TA The Getaway
Address:	Kilnafrehan East, Dungarvan, Co. Waterford
Description:	The construction of a 20 bay RV park located 10 minutes from Dungarvan and at the foothills of the Comeragh mountains, close to two established mountain walks providing a rural rustic setting using an existing shed for a communal entertainment space.
Theme:	LO1 Rural Tourism
Sub-theme:	SA1.4 Community hostels, RV Parks, Glamping/camping
Link to LDS	Support of community hostels, RV parks, glamping and camping in rural Co. Waterford

Total Project Costs	€90,777.55		
Eligible Project Costs	€90,777.55		
Funding sought by promoter:	€45,388.75		
State one of the following: - First Review / Previously Deferred or Not Recommend	Not recommended		
Funding recommended by Evaluation Committee:	€0		
Details of private funding:	€45,000 Credit Union Loan & €5,000 personal funds & €10,000 family loan		
Voluntary Labour: YES / NO (If yes provide detail)	No		
Synopsis of project:	Funding sought for groundworks, electrical and plumbing to construct a 20 bay RV park in Kilnefrehan East, Dungarvan		
Detail exactly what WLP will be funding (List items from Project Assessment Report)	Detail	Total Cost (Expenditure)	Grant Aid recommend by the Evaluation Committee @ 0%
	Groundworks	37,500	€0
	Plumbing	23,200	€0
	Electrical	30,077.50	€0
	Total	90,777.55	€0
Total Funding			
Was an assessment completed?:	Yes, 3 rd Dec '19		

Date: _____	
Are detailed costings provided for the project? Were the costs for the project considered reasonable and how was this measured?	Yes, direct tendering was used and the lowest value tender process undertaken to select the chosen contractor
Where the procurement process resulted in less than 3 quotes, the EC must show the additional steps taken to ensure the reasonableness of costs:	Not applicable
Innovative Element of the project:	The location of the project is in a very rural area at the foothills of the Comeragh mountains close to two established walks
Consideration of Deadweight:	The promoter would not be in a position to go ahead with the project without funding as has already struggled to get to this point
Consideration of Displacement:	There is no other comparable RV park or camping facility close to the Comeragh Mountains
Economic justification for project:	The project will provide alternative accommodation for the growing number of campervan tourists close to the Comeragh mountains where no alternative accommodation is available and create one full time job
Average Score for Project:	43/100
0% level of aid & ceiling:	0
E. C. Executive Summary/Rationale for Funding	<p>The Evaluation Committee agreed not to recommend funding this project for the following reasons:-</p> <ol style="list-style-type: none"> 1. The project was not considered viable or sustainable 2. Accessibility 3. Location too remote 4. The project only scored 43% and not the required minimum of 65%

Jobs Created	Jobs Sustained	Match Funding	Previous Grant Aid Received
1-2ft	1-2ft	€45,000 Credit Union Loan	€0
		€5,000 personal funds	
		€10,000 family loan	

Confirmation on the applicant's position re De-Minibus and double from the relevant agencies.	Date of Confirmation	Signed By
Local Enterprise Office	04/12/19	Brid Kirby

Failte Ireland	17/12/19	Sarah Fitzpatrick

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

- Ms Claire Connors briefly outlined the project to the Evaluation Committee, advised that the promoters have been considering this project for quite a while and have attended several information sessions. They have submitted numerous Expression of Interest forms under different calls but for financial reasons this is the first time the project has been ready to evaluate.

They now have obtained credit union funding. The project has obtained planning permission for 20 bay RV park and funding will go towards the groundworks and electrical and plumbing costs. The old stone barn will be renovated to provide visitors with a communal meeting space.

Pre evaluation is when the first site visit is conducted, the location is quite remote with poor access and much further than the stated 10 mins from Dungarvan. It is located at the base of the mountain and was very wet when walked in November.

The promoter a Ms Hillary Britton worked in a livery equine business in the Uk before moving to Ireland. Her son a graduate will also be working in the business.

- The Evaluation Committee expressed their concerns on the location, the accessibility and the sustainability of the project.
- Ms Connor's advised that the promoter views the remote location as a plus point planning to sell it as a haven set on the edge of the Comeraghs.
- The Committee noted that the project ideally should be in a main town like the planned Quann's development or adjacent to the N25. Visitors will not want to drive their expensive campervans along the proposed roads to access the park and once there will have no facilities at hand i.e. shop or restaurant. While the promoter referenced Bridgie Terries it is not within walking distance.
- A discussion ensued on the RV Park in Dunmore East with it being noted that funding was granted as it was an addition to an existing business and located centrally within the village.
- A photo of the old stone building was circulated, and the Committee noted that it was not a particularly attractive building and not ideal for use as a shared meeting space being attached to the main dwelling.
- It was noted that the promoter does not have any hospitality experience.
- The Committee considered some of the costs totally underestimated.
- It was noted that both promoters are in receipt of social welfare with no access to additional funds for potential project overruns.
- The Committee noted that they would be worried about the sustainability of the project.
- The Evaluation Committee agreed that they would not like to fund the promoter into difficulties and considered the finances too tight.

The Evaluation Committee agreed to recommend not funding this project for the following reasons: -

- The project was not considered viable or sustainable

<ul style="list-style-type: none"> - Accessibility - Location too remote 	
Amount Recommended: €0	0% of Eligible Project Funding: €0

The LAG members noted the report and accepted the recommendation of the Evaluation Committee not to fund the project.

Proposed: J. Somers	Seconded by: H. Kiely
Abstentions: None	
Quorum achieved: Yes	Not Approved

Item 9 (ii) 31LDRWAT109889 2B Climbing Limited

J. Taaffe informed the members that the premises intended for use was not now available, resulting in a consequent delay. In order to comply with the Letter of Offer, the project proponents would need to demonstrate that they have obtained a lease on another suitable premises in Tramore. It was agreed that if the promoters revert to WLP by Friday 21st February 2020 confirming that a new lease was in place, the Chief Officer would be authorized to issue a Letter of Offer in respect of the new premises on behalf of the LCDC/LAG.

Proposed: J. Beresford	Seconded by: S. Cooke
Abstentions: None	
Quorum achieved: Yes	Approved

Item 9 (iii) 31LDRWAT111376 Clonea Power Old School CLG – Clonea Power Community Hall Restoration

Decision of Evaluation Committee 10 February 2020

Project ID	31LDRWAT111376
Project Type:	Capital
Project Name:	Clonea Power Community Hall Restoration
Promoters Name:	Clonea Power Old School CLG
Address:	Clonea Power Old School House, Clonea Power, Co. Waterford
Description:	Funding is required to restore the old school house hall in Clonea Power which is a protected structure and limited for community use due to the poor condition of the facility. This is the sole community space in the village and at the heart of the community

	with its location beside the church and opposite the school. The village has not received any real support and is a midway point between Kilmacthomas and the Greenway to the Comeragh Mountains.
Theme:	L05 Social Inclusion
Sub-theme:	SA 5.1 Basic services targeted at hard to reach communities
Link to LDS	Supporting community facilities in hard to reach communities where current facilities are lacking or in poor condition

Total Project Costs	€357,525		
Eligible Project Costs	€357,525		
Funding sought by promoter:	€200,000		
State one of the following: - First Review / Previously Deferred or Not Recommend	Previously deferred		
Funding recommended by Evaluation Committee:	A maximum of €200,000.00 or 55.94014% of eligible expenditure, whichever is the lesser		
Details of private funding:	€92,152.11 In house funds		
Voluntary Labour: YES / NO (If yes provide detail)	N/A		
Synopsis of project:	Restoration of the old school house in Clonea Power which will facilitate a more user friendly and efficient community space for the community which is currently lacking		
Detail exactly what WLP will be funding (List items from Project Assessment Report)	Detail	Total Cost (Expenditure)	Grant Aid recommend by the Evaluation Committee @ 55.94014%
	Restoration works	€357,525	€200,000
	Total Funding	€357,525	€200,000
Was an assessment completed?: Date: _____	Yes on the 29 th Jan 2020		
Are detailed costings provided for the project? Were the costs for the project considered reasonable and how was this	Yes, eTendering was used to procure the contractor based on the most viable lowest value tender.		

measured?	
Where the procurement process resulted in less than 3 quotes, the EC must show the additional steps taken to ensure the reasonableness of costs:	Not applicable
Innovative Element of the project:	The project will restore and preserve this beautiful heritage building in the heart of the village adjacent to the church and school and will become the community focal point and meeting place going forward
Consideration of Deadweight:	The promoters are dependent on Leader support to restore the building as their annual income through fund raising solely supports the operational cost of the centre
Consideration of Displacement:	Displacement is not an issue as the project would compliment other community facilities elsewhere
Economic justification for project:	This community has not received any previous grant aid and the funding secured will restore and preserve this iconic building in the heart of the village but also allowing the committee to run events/concerts etc that could generate an income to cover running costs etc. The building is beside the church which can cater for events such as funerals, social get together after mass to prevent isolation etc.
Average Score for Project:	The project scored 80/100
% level of aid & ceiling:	55.94014% up to a maximum of €200,000
E. C. Executive Summary/Rationale for Funding	<p>The Evaluation Committee agreed to recommend funding this project for the following reasons: -</p> <ul style="list-style-type: none"> 5. The project scored 80/100 6. The project fits the Local Development Plan (LDS) for providing Basic Services for rural communities. 7. The promoters have the skills and expertise to successfully implement the project. <p>A maximum of €200,000.00 or 55.94014% of eligible expenditure, whichever is the lesser</p>

Jobs Created	Jobs Sustained	Match Funding	Previous Grant Aid Received
0	0	€92,152.11 In house funds	€0

Confirmation on the applicant's position re De-Minimus and double from the relevant agencies.	Date of Confirmation	Signed By
Emailed project details to Vinnie O'Shea, Town & Village	No response	

Renewal, WC&CC on the 2 nd December '19	forthcoming	
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Detail of Discussion: 13 1 2020 Project Deferred for further information: -

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

- Ms Claire advised that the old schoolhouse is the only community facility in Clonea Power and is in dire need of renovation. This project will preserve a listed building and provide a comfortable space for community activities. It currently houses a community playgroup in one section.
- The community group provide catering for local funerals as they are located next door to the church and have trialled a Vintage tea rooms after mass and had a great response. It is being proposed that this will be done on a more formal basis by providing a community pop up café as required.
- The promoter plan to cater to the senior citizens living in isolated areas by providing a strategic meeting place for them to socialise. The hall will support a variety of classes and cater for events due to its location beside the church.
- Ms Connors advised that the promoters went through e-tenders and received three valid quotations. The successful tender being selected based on the 2nd lowest value tender as the lowest was eliminated due to being abnormally low compared to current market prices.
- Ms Connors pointed out that the fees from the playgroup seem to be very low.
- The Evaluation Committee expressed the opinion that they are very supportive of the project and would like to see it funded but are concerned about the level of debt.
- Ms Connors advised that WLP recently held some community training there and that the local community had a very strong representation there. They are a very committed group and are actively looking at ways of generating footfall. From this training they are going to try and position themselves as the gateway between Kilmacthomas and the Comeragh Uplands areas by providing a stopping point for walkers and cyclists either visiting the Greenway or the Comeraghs.
- The Evaluation Committee agreed that the promoters put a lot of effort into the application noting that it was very well written.
- As the income in 2018 was only €3053 it was queried how they propose to repay the loan. Ms Connors replied that they have a goal set of raising €20,000 per year to service the loan and other requirements.
- A discussion ensued on the use of the building and the Committee noted that the promoters would need to look at firming up additional income streams to service the proposed loan.
- Ms Connors noted that with the new kitchen facilities they will be able to formalise the catering services. Up to now what they have been doing has been limited; more of as a community service rather than an income generation product.
- It was noted that ideally this project would benefit from philanthropic funding to decrease the loan burden on the community.

- The Evaluation Committee discussed Ballyhale in Co. Kilkenny and what they achieved for their local community.
- It was confirmed that the promoter has approval for the loan and bridging finance from Clann Credo subject to Rural Development funding.
- The Committee agreed that they would love to fund the project as it is part of keeping the community alive. It is also in an area where LEADER does not have much of a presence.

The Evaluation Committee agreed to defer this project until they receive further information on income streams and how they plan to service the debt.

Detail of Discussion: 10 2 2020 Project Approval Recommended: -

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

- Ms. Claire Connors noted that at the previous meeting the Evaluation Committee has serious concerns regarding the loan financing. The group are making approx. €20k per year which is not enough to service the loan and cover overheads. Since then TOMAR Trust has offered Clonea Power Community Hall Restoration a donation of €73,000 for their project. This contract has now been signed and agreed by both parties reducing the Clann Credo loan. The loan has been secured over a 9-year term with the first year being interest free.
- The Evaluation Committee agreed that with this donation their fears regarding the level of debt has been allayed.
- They believe the promoters have the skills and expertise to successfully implement the project.
- The project fits in with the Co Waterford LCDC Plan for Basic Services.

The Evaluation agreed to recommend funding this project to the Waterford LCDC as presented.

A maximum of €200,000.00 or 55.94014% of eligible expenditure, whichever is the lesser

Amount Recommended: €200,000	55.94014% % of Eligible Project Funding: €357,525
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The Members considered the above report. During the discussion, members raised the following points and Mr. J. Taaffe addressed the queries:

J. Somers – queried funding a project in an area of this size and if they were in a position to raise €20,000 per year to service the loan and where does their income come from. It was confirmed that the promoter had raised €20,000 and that they gain income from hire of rooms.

J. Somers – Asked if the Playgroup would be displaced and as there is linkage to the Church would the premises be open to all. J. Taaffe confirmed that there would be no displacement and that under LEADER rules for this type of funding it would be open to all.

H. Kiely – queried that if the premises were not open to all how could it be monitored. It was confirmed that spot checks take place and that the Department regularly conduct their own unannounced checks of projects that they fund.

M. O'Brien – had a query in relation to E-Tenders, addressed by J. Taaffe.

The LAG members noted the report and accepted the recommendation of the Evaluation Committee to fund the project.

Proposed: G. Foley	Seconded by: J. Beresford
Abstentions: None	
Quorum achieved: Yes	Approved

Item 9 (iv) 31LDRWAT111375 Waterford County Festival of Food CLG - West Waterford Festival of Food II

Decision of Evaluation Committee 13 January 2020

Project ID	31LDRWAT111375
Project Type:	Capital
Project Name:	West Waterford Festival of Food II
Promoters Name:	Waterford County Festival of Food CLG
Address:	The Courthouse, Dungarvan
Description:	West Waterford Festival of Food CLG presents one of the foremost community festivals in Ireland, celebrating the best of Irish food with an emphasis on local artisan producers. The festival highlight is its farmers markets with 100 plus artisan food producers, attended in 2019 by an audience of 37,000 over two days in April. Specific pop up events and trails also highlight individual producers and suppliers. A year round programme of support is also provided to Waterford artisan producers in a series of producer led events and promotional activity through food: The Waterford Way. Funding is sought based on last years learnings towards the presentation and production costs for the 100 plus artisan food producers who attend the festival. This includes equipment hire, PR and marketing and services associated with the festival. In 2019, all stallholders details were put online. In 2020, additional print material is required to promote their produce and activities and attract new sponsorship. Branded merchandise is also required for those who take part in the various activities and events to bring home and spread the word.
Theme:	Enterprise Development
Sub-theme:	LEADER Food Initiative
Link to LDS	Supporting rural artisan food producers

Total Project Costs	€101,959
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Eligible Project Costs	€86,074		
Funding sought by promoter:	€76,469.25 which is 75% of total project costs €101,959		
State one of the following: - First Review / Previously Deferred or Not Recommend	First Review		
Funding recommended by Evaluation Committee:	€64,555.50 which is 75% of eligible project costs €86,074. The print element was reduced to a maximum of €10,000 from €25,885.		
Details of private funding:	€21,518.50 in house funds		
Voluntary Labour: YES / NO (If yes provide detail)	No		
Synopsis of project:	Support the festival costs associated with running the West Waterford Festival of Food in April 2020 including supporting the role of artisan food producers exhibiting at the festival		
Detail exactly what WLP will be funding (List items from Project Assessment Report)	Detail	Total Cost (Expenditure)	Grant Aid recommend by the Evaluation Committee @ 75%
	Bus services	€5,950	€4,462.50
	Cater Hire	€10,787	€8,090.25
	Design Services	€9,480	€7,110
	Marquee & equipment hire	€8,455	€6,341.25
	Photographic services	€2,200	€1,650
	Temporary toilet services	€800	€600
	Print Services	€10,000	€7,500
	Radio Advertising	€6,072	€4,554
	Sound and equipment hire	€2,330	€1,747.50
	Public Relations	€28,000	€21,000
	Videographer	€2,000	€1,500
Merchandise	€16,138.75	€0	
Total Funding		€86,074	€64,555.50
Was an assessment completed?: Date: 11/11/19	Yes		
Are detailed costings provided for the project? Were the costs for the project considered reasonable and how was this measured?	Yes, direct tendering was used for the majority of project elements except the design and print elements which had to be eTendered. Scoring criteria and weighting was used to select the chosen suppliers.		
Where the procurement process resulted in less than 3 quotes, the EC must show the additional steps	Merchandising was removed as an element of the project costs as only one valid quotation was received which does not meet the National Public Procurement guidelines.		

taken to ensure the reasonableness of costs:	
Innovative Element of the project:	West Waterford Festival of Food CLG presents one of the foremost community festivals in Ireland and one of the only festivals in Ireland run on a voluntary basis with only limited staffing.
Consideration of Deadweight:	The project would proceed on a much-reduced basis. The work proposed on a year-round basis to support artisan food and drink producers in Waterford and raise the profile of the region as a destination would not proceed.
Consideration of Displacement:	The only other food festival of similar scale is the Harvest Festival which takes place in Waterford City six months after West Waterford Festival of Food. The Wexford Food and Wine Festival takes place in May each year and the East Cork Food and Drink Festival in September but both are at a smaller scale
Economic justification for project:	Based on the increase in visitor numbers to the festival with last year totalling 37,000 visitors over the weekend, there is a huge knock on effect benefiting local eateries, accommodation providers etc. The festival has also contributed to Waterford being awarded the Food Destination for 2019 which will mean repeat visitors to the area
Average Score for Project:	84/100
75% level of aid & ceiling:	€64,945.50 or 75% of eligible expenditure whichever is the lesser
E. C. Executive Summary/Rationale for Funding	<p>The Evaluation Committee recommended a maximum €64,555.50 or 75% of eligible expenditure whichever is the lesser but asked for the following to be clearly documented to the promoters for any future applications: -</p> <ol style="list-style-type: none"> 1. Printing costs for this application are being reduced to a maximum of €7,500 in grant aid 2. Detailed streams of incomes to be provided going forward. 3. Provide balancing statements. 4. Recommend going digital next year wherever possible 5. Income must be increased <p>A maximum of €64,555.50 or 75% of eligible expenditure whichever is the lesser for the following reasons: -</p> <ul style="list-style-type: none"> - The project scored 84/100 - The project fits the LEADER Food Initiative for supporting artisan food producers in Co Waterford.

Jobs Created	Jobs Sustained	Match Funding	Previous Grant Aid Received
0	0	€21,518.50	€196,045

Confirmation on the applicant's position re De-Minibus and double from the relevant agencies.	Date of Confirmation	Signed By
LEO	11/11/19	Brid Kirby

Detail of Discussion Project being Recommended 6 12 2019 (Project not approved as on review it was discovered some elements should have been procured through etenders):

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

- A Committee Member queried the number of years the project is being funded noting that it was a lot. Mr Jimmy Taaffe said that the department realise that festivals require funding noting that this festival is one of the few large festivals being run by a local committee rather than an event organiser. The Department are happy to consider funding it.
- The number of applications under the Department Food Call was discussed with Mr Jimmy Taaffe confirming that only a few were funded including the Waterford Festival of Food last year, Knockanore Cheese and potentially Meadow Fresh Foods may avail of the budget
- Ms Claire Connors said that essentially the promoters are looking for support for similar items to last year's application with the addition of the cost for a PR company. The only element questionable is the merchandising as it may not adhere to public procurement guidelines.
- The Committee noted the jump in funding from last year from €38,000 to €89,000 and queried if this was just to maximise funding. It was noted that possibly the Local Authorities contribution might be less this year.
- A Committee Member queried why did they need a PR company as the Festival CEO should be responsible for that. Ms Connors advised that the festival is really light on the ground in terms of staff. The CEO is employed part time and the only other staff are two part time employees. Ms Caroline Senor was the Festival Manager last year, but this year Ms Gemma Tipton is the CEO. It is hoped that for next year that a Manager for the festival can be employed leaving the development side to the CEO. The Local Authority pays for the staff.
- The Committee discussed the different elements for funding and queried the need for videography. Mr Jimmy Taaffe advised that Camphire found videography very effective.
- The bus hire for some of the areas closer to town was questioned but it was agreed that this was to solve traffic management issues.
- The Committee noted that their concerns in relation to costs, quality and quantity of the brochure voiced last year was not considered. It was noted that there were boxes of brochures left over from last year.
- They expressed the opinion that the map flyer used was more beneficial than the actual brochure.

- To support a green environment the festival should move more towards digital advertising and questioned the need for the brochure at all.
- The Committee queried what the €10,000 was for additional projects during the year was for? Ms Connors replied that it was for working with the food producers during the year supporting their continued development through mentoring, PR, networking, etc.
- The Evaluation Committee noted that there are no clear income streams provided with the application and queried how much of an income do they get from the people that benefit from the festival.
- There are 39 local food producers' part of the festival but over 100 stalls they should maximise the income from the stall holders that benefit by attending the festivals.
- The cost of a having a stall at the festival for the weekend was queried. Ms Connors confirmed that the information was not supplied with the application.
- There are no figures provided to show local contributions to the festival. Ms Connors advised that they are not getting enough business support as it's hard to reconcile the benefit.
- The Evaluation Committee all agreed that the festival organisers need to dramatically decrease costs and increase income.
- Going forward ideally, they would like to see a balancing statement.
- The Evaluation Committee noted that it's a project that they are overall supportive of but that some costs are very concerning. It was queried if the overall % recommended should be reduced or just the elements that cause the greatest concern. They agreed that the print and design element of the project will be capped at 75% of €20,000.00.

The Evaluation Committee recommended a maximum €64,945.50 or 75% of eligible expenditure whichever is the lesser but asked for the following to be clearly documented to the promoters for any future applications: -

1. Detailed streams of incomes to be provided going forward.
2. Provided balancing statements.
3. Recommend going digital next year wherever possible
4. Income must be increased

Detail of Discussion Project being Recommended 10 2 2020:

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

- Ms Claire Connors advised for this project was previously approved at the December meeting but on review it was noted that two elements of the project should have been procured through e-tenders. This has now been completed and the revised project assessment and tender information circulated for review. The PR element was the exact same cost, but the print element changed slightly as a lot more quoted for the work on etenders. The wining tender was Printmaster and the costs were revised slightly.
- The promoters provided a rationale regarding the print costs, but the Evaluation Committee agreed to leave the cap of €10,000 @ 75% in place as they considered the costs excessive. The

merchandise element shall be removed as only one quote was obtained.

- The Evaluation Committee agreed that their previous recommendation and scoring shall remain in place. Following the re tendering the eligible costs are €86,074 @ 75% = €64,555.50

The Evaluation Committee recommended a maximum €64,555.50 or 75% of eligible expenditure whichever is the lesser but asked for the following to be clearly documented to the promoters for any future applications: -

1. Printing costs for this application will only be funded to a maximum of €7,500 in grant aid
2. Detailed streams of incomes to be provided going forward.
3. Provide balancing statements.
4. Recommend going digital next year wherever possible
5. Income must be increased

Amount Recommended: €64,555.50

75% of Eligible Project Funding: €86,074

The LAG members noted the report and accepted the recommendation of the Evaluation Committee to fund the project.

Proposed: J. Beresford	Seconded by: S. Cooke
Abstentions: None	
Quorum achieved: Yes	Approved

Corrections to Themes of Previous Approved Projects

31LDRWAT107976 The Visitor Centre

Theme should read Rural Economic Development, Enterprise Development & Job Creation
% funding per minutes is 9.36075% but should be as per CRM which is 9.36076%

Proposed: G. Foley	Seconded by: H. Kiely
Abstentions: None	
Quorum achieved: Yes	Approved

31LDRWAT110753 Development of All Weather Pitch in Ardmore

Theme should read Social Inclusion.

% funding per minutes is 75% but should read as per rate on CRM is 74.99971%

Proposed: J. Somers	Seconded by: L. O'Sullivan
Abstentions: None	
Quorum achieved: Yes	Approved

- 10 **Reports from sub-committees:** N/A
- 11 **Correspondence:** None
- 12 **A.O.B.:** None
- 13 **Date and venue of next meeting:** Thursday 12th March 2020 at 11.00a.m. Council Chamber, Civic Offices, Dungarvan.

Meeting Closed

Signed John Pott 12/3/2020
CHAIRPERSON DATE

