

3. Quorum % required (50% of 1 above)	Achieved – 79%
4. non-public/public ratio attendees % ratio non-public/public attendees	9 non-public : 6 public 60% non-public: 40% public

1. **Confirmation of Quorum:** Having reviewed the attendance record, Chief Officer D. Tuohy confirmed that a quorum was achieved. Non-public 9: Public 6; 15 members in attendance.

2. **Apologies**

As per table above, apologies were noted. In the absence of the Mayor D Geoghegan, Cllr L O’Sullivan took the chair.

3. **Conflict of Interest**

- (i) Chief Officer 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.
- (ii) Noting of declarations of interest for current meeting
- (iii) Review of quorum: Non-public 9: Public 6

Agreed

Jimmy Taaffe CEO – WLP declared a conflict of interest as project officer regarding the application for leader funding for St Declan’s Hostel 31LDRWAT113902.

4. **Confirmation of Minutes of LAG Meeting held on October 8th 2020.**

Proposed: G. Foley	Seconded by: A. Wyse
Abstentions: None	
Quorum achieved: Yes	APPROVED

5. **Matters arising:** No matters arising.

6. **Circulars:**

- i) Circular 12 2020
- ii) Circular 13 2020

Chief Officer Don Tuohy outlined the provisions of Circulars 12 & 13 (2020).

7. Rural Development Programme.

(a) Project Approvals

(i) 31LDRWAT113901 Calibration/test equipment-BWIS

Project ID	31LDRWAT113901
Project Type:	Capital
Project Name:	Calibration/test equipment-BWIS
Promoters Name:	MACPO Engineering Services Ltd trading as Blackwater Weighting & Instrumentation Services
Address:	Ballinlevane East, Ballyduff Upper, Co. Waterford
Description:	The promoter is looking to invest in new test equipment to replace and upgrade existing equipment. He is also working towards remote testing where all temperature measurements will be in the cloud so you can access the information anywhere and it will send alert messages etc if it exceeds limits, providing peace of mind.
Theme:	LO2 Rural Enterprise Development to foster rural job creation
Sub-theme:	SA2.1 Capital investment in existing technology
Link to LDS	Creating jobs & supporting rural enterprise

Total Project Costs	€12,345		
Eligible Project Costs	€12,345		
Funding sought by promoter:	€6,172.50		
State one of the following: - First Review / Previously Deferred or Not Recommend	First review		
Funding recommended by Evaluation Committee:	€6,172.50		
Details of private funding:	€6,172.50 own funds		
Voluntary Labour: YES / NO (If yes provide detail)	No		
Synopsis of project:	Investment in new calibration testing equipment to enable the promoter to continue providing a testing service but also moving towards remote testing and automatic reporting		
Detail exactly what WLP will be funding (List items from Project Assessment Report)	Detail	Total Cost (Expenditure)	Grant Aid recommend by the Evaluation Committee @ 50%
	Temperature bath	€8,063.25	€4,031.63
	Pressure	€2,727.75	€1,363.87

Total Funding	Calibrator		
	Temperature Standard	€1,554	€777
		€12,345	€6,154.50
Was an assessment completed?: Date: _____15-10-2020_____	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 to select suppliers and the most economic advantageous tender process used to pick the chosen supplier		
Where the procurement process resulted in less than 3 quotes, the EC must show the additional steps taken to ensure the reasonableness of costs:	Three quotations were sought and three were received though one was just outside the deadline. However, based on the value of the equipment supplied, two quotations were sufficient		
Innovative Element of the project:	The new test equipment is state of the art facilitating faster turn around times. All temperature measurements will be in the cloud where you can access the information anywhere and it will send alert messages etc if it exceeds limits, providing peace of mind. The software is easy to use and accessible from anywhere providing regular reports, audits and efficiency ratings.		
Consideration of Deadweight:	The project would only proceed on a very reduced basis with limited capability. The promoter has limited funds available and given the investment in this new technology will add greater value to his business proposition		
Consideration of Displacement:	This is the only business of its type in the area. The nearest competitor is Douglas Calibrations, Hanley Calibrations in Cork		
Economic justification for project:	The promoter has developed the business in a careful and structured way, creating profit and also providing jobs.		
Average Score for Project:	79/100		
% level of aid & ceiling:	50% of eligible expenditure €12,345 = €6,172,50		
E. C. Executive Summary/Rationale for Funding	<p>The Evaluation Committee agreed to recommend funding this project to the Waterford LCDC as presented.</p> <p>A maximum of €6,172.50 or 50% of eligible expenditure, whichever is the lesser for the following reasons: -</p> <ol style="list-style-type: none"> 1) The project scored 79/100 2) The project fits the Local Development Plan (LDS) Local Objective for Rural Enterprise development 3) Funding this project sustains employment in a rural area and helps the promoter create greater efficiencies within his businesses. 		

Jobs Created	Jobs Sustained	Match Funding	Previous Grant Aid Received
1 seasonal/part time	2	€6,172.50 own funds	€0

Confirmation on the applicant's position re De-Minibus and double from the relevant agencies.	Date of Confirmation	Signed By
LEO	Correspondence sent on the 12-10-2020	No response

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

- Ms Claire Connors advised that promoter Mr. Philip Noonan is a qualified instrument & electrical engineer who manages and runs a successful Instrumentation and Calibration company in Ballyduff Upper.
- The promoter is expanding his business venturing into remote temperature mapping systems by upgrading his calibration equipment. This will give him up to date reports and the ability to act on an issue remotely by logging into the software which is in the cloud.
- The Committee agreed that it is a very good project and funding will help the promoter expand his business and make it more efficient.

A maximum of **€6,172.50** or 50 % of eligible expenditure, whichever is the lesser.

Amount Recommended: €6,172.50	50% of Eligible Project Funding: €12,345
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Proposed: G. Foley	Seconded by: S. Cooke
Abstentions: None	
Quorum achieved: Yes	APPROVED

(ii) 31LDRWAT113732 to enable Dunmore East Sea Scouts to offer sailing

WLP C.E.O. Mr. Jimmy Taaffe explained the link between 31LDRWAT113732 and 31LDRWAT114013. Dunmore East Sea Scouts will purchase sailing equipment under the initial project and then engage in Cross Border Activity in sail training exercises with counterparts in Antrim in the subsequent project.

Project ID	31LDRWAT113732
Project Type:	Capital
Project Name:	To enable Dunmore East Sea Scouts to offer sailing
Promoters Name:	2 nd Port Dunmore East Sea Scouts, part of Scouting Ireland
Address:	4 Rockmount, Knockboy, Waterford
Description:	<p>This project will enable the youth of Dunmore East to learn new skills in the area of sailing, teamwork and safety afloat and potentially to gain employment in the area as sailing instructors. Offering scouting and related activities to the youth in the area is vital to their health and wellbeing as successful and responsible members of their community.</p> <p>As this project is funded under the Cross-border programme, the Dunmore Sea Scouts will also benefit from shared experience and knowledge of a related project in Carnlough, Co. Antrim focused on coastal regeneration.</p>
Theme:	Co-operation Cross Border – Coastal Regeneration
Sub-theme:	Co-operation Cross Border – Coastal Regeneration
Link to LDS	Promoting the exchange of good practice and knowledge between cross border areas to add value locally

Total Project Costs	€28,882.53
Eligible Project Costs	€28,882.53
Funding sought by promoter:	€21,661.89
State one of the following: - First Review / Previously Deferred or Not Recommend	First Review
Funding recommended by Evaluation Committee:	A maximum of €21,661.89 or 74.99997% of eligible expenditure, whichever is the lesser.
Details of private funding:	€7,220.64
Voluntary Labour: YES / NO (If yes provide detail)	No
Synopsis of project:	Dunmore East Sea Scouts are seeking funding to invest in boating and associated equipment to offer new skills to their scout members at a much more inclusive level. The Dunmore East Sea Scouts will also benefit from cross border cooperation with Mid and East Antrim who have a boat building project at Carnlough to

	exchange knowledge and learning as part of this coastal regeneration cross border project.		
Detail exactly what WLP will be funding (List items from Project Assessment Report)	Detail	Total Cost (Expenditure)	Grant Aid recommend by the Evaluation Committee @ 74.99997%
	2 sailing dinghies, trailer	20,737.26	15,552.94
	1 support boat, engine, trailer	8,145.27	6,108.95
	Total Funding	€28,882.53	€21,661.89
Was an assessment completed?: Date: ___ Yes _____	17 – 08- 2020		
Are detailed costings provided for the project? Were the costs for the project considered reasonable and how was this measured?	Yes, eTenders was used and a scoring matrix used to select the chosen supplier		
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 as the project was published on the National Procurement Website, www.etenders.gov.ie		
Innovative Element of the project:	The Dunmore East Sea Scouts are the only scouts in Ireland which promoter sea safety and maritime activity making it affordable to all children and youth		
Consideration of Deadweight:	The promoters could not undertake this project without grant support		
Consideration of Displacement:	There is no other similar scouting group to the Dunmore East Sea Scouts which access the water in Waterford		
Economic justification for project:	Grant support will greatly increase the quality of the infrastructure which the group has to offer. The cross border aspect of the project introduces another similar maritime project who can share knowledge and information and encourage joint activities		
Average Score for Project:	83/100		
% level of aid & ceiling:	A maximum of €21,661.89 or 74.99997% of eligible expenditure, whichever is the lesser.		
E. C. Executive Summary/Rationale for Funding	<p>The Evaluation Committee agreed to recommend funding this project for the following reasons:-</p> <ol style="list-style-type: none"> 1. The project scored 83/100 2. The project fits the Local Development Plan (LDS) for supporting Co-operation projects. 3. Funding this project will teach the youth members sea safety skills which will be a lifelong benefit. <p>A maximum of €21,661.89 or 74.99997% of eligible expenditure, whichever is the lesser.</p>		

Jobs Created	Jobs Sustained	Match Funding	Previous Grant Aid Received
0	0	€7,220.64	€0

Confirmation on the applicant's position re De-Minimus and double from the relevant agencies.	Date of Confirmation	Signed By
Failte Ireland	18 Aug 2020	Ivona Carr

<p>The following were the main points raised in the discussion of the project: -</p> <ul style="list-style-type: none"> - Ms Claire Connors advised that after speaking with the Dept they clarified that for cooperation projects specific rules must be followed. Different elements of the projects have different percentage rates and as the IT system can only attach one percentage rate per project the project must be split into two different projects. - The first project is purely for the capital expenditure and is being funded at 74.99997% with grant aid of €21,661.89. - The second project is the hosting element with WLP as the promoter. This hosting project can be funded at 100%. - The Evaluation Committee agreed with the splitting of the original project into two and recommend both projects for approval based on the previous rational and scoring. <p>A maximum of €21,661.89 or 74.99997% of eligible expenditure, whichever is the lesser.</p>	
Amount Recommended: €21,661.89	74.99997% of Eligible Project Funding: €28,882.53

Proposed: S. Cooke	Seconded by: A. Wyse
Abstentions: None	
Quorum achieved: Yes	APPROVED

(iv) 31LDRWAT113902 St Declan's Hostel

Project ID	31LDRWAT113902
Project Type:	Economic Development - L.O. 1 – Rural Tourism; S.A. 1.4 Hostels
Project Name:	St Declan's Hostel
Promoters Name:	Mount Melleray Abbey
Address:	Mount Melleray Abbey, Mount Melleray, Cappoquin, Co. Waterford.
Description:	<p>The project is the second and final phase in the completion of a Hostel Facility for walkers and travellers in the former noviciate building in the Historic Mt. Melleray Abbey located right on the pathway of the famous St. Declan's Pilgrim walk from Cashel in Co. Tipperary to Ardmore in Co. Waterford.</p> <p>This part of the project involves equipping the newly refurbished building with a commercial kitchen, ware and appropriate bedding for visiting guests.</p>
Theme:	Economic Development
Sub-theme:	L.O. 1 , S.A. 1.4
Link to LDS	L.O.1, S.A. 1.4

Total Project Costs	45,831.97		
Eligible Project Costs	45,831.97		
Funding sought by promoter:	22,915.99		
State one of the following: - First Review / Previously Deferred or Not Recommend	First Review		
Funding recommended by Evaluation Committee:	22,915.99		
Details of private funding:	Own Funds and Philanthropic Funds		
Voluntary Labour: YES / NO (If yes provide detail)	No		
Synopsis of project:	This part of the project involves equipping the newly refurbished building with a commercial kitchen, ware and appropriate bedding for visiting guests.		
Detail exactly what WLP will be funding (List items from Project Assessment Report)	Detail	Total Cost	Grant Aid recommend by the Evaluation Committee @ 50%
	Food Equip	45,831.97(Expenditure) Kitchen	25,602

Total Funding	Nisbets	Ware	1,891.17
	Sleeptite	Beds	18,338.80
			45,831.97
Was an assessment completed?: Date:	12/10/2020		
Are detailed costings provided for the project? Were the costs for the project considered reasonable and how was this measured?	Yes		
Where the procurement process resulted in less than 3 quotes, the EC must show the additional steps taken to ensure the reasonableness of costs:	N/A		
Innovative Element of the project:	St Declan's Hostel is the first hostel specifically designed for those walking St Declan's Way.		
Consideration of Deadweight:	The Evaluation Committee agreed that deadweight is not an issue as without funding this project will not proceed.		
Consideration of Displacement:	Displacement is not an issue as there is lack of accommodation on the Waterford section of the St Declan's Walk		
Economic justification for project:	The project fits the Local Development Strategy plan for Rural Tourism.		
Average Score for Project:	86/100		
% level of aid & ceiling:	50%		
E. C. Executive Summary/Rationale for Funding	<p>The Evaluation Committee agreed to recommend funding this project for the following reasons:-</p> <ol style="list-style-type: none"> 4. The project links to the Co Waterford Local Community Development Plan Local Objective 1 for Rural Tourism. 5. The project scored 86/100. 6. The Evaluation Committee agreed that funding this project is a good use of Rural Development funds as it will provide accommodation for travelers along the St. Declan Way route. 		

Jobs Created	Jobs Sustained	Match Funding	Previous Grant Aid Received
	2	Yes	E144,000

Confirmation on the applicant's position re De-Minibus and double from the relevant agencies.	Date of Confirmation	Signed By
B Kirby – LEO – No issue with Double Funding	13/10/2020	B Kirby
Ivona Carr – FI – No issue with double funding	14/10/2020	I Carr

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

- Mr. Jimmy Taaffe advised that Phase 1 has been finished to a very high standard. Phase 2 is about equipping the renovated building with a commercial kitchen, bunk beds, kitchen equipment and ware.
- A Committee Member queried the status of St. Declan's Way Walk. Mr. Jimmy Taaffe confirmed that it is completed and advised that they are going for approval with the National Trails Office (NTO). This will provide full insurance cover. WLP, WC&CC and the St Declan's Way Committee are responsible for the walk until it is approved by the NTO.
- WLP has applied for a walks scheme to cover both St Declan's Way and the Anne Valley Walk and if successful each of the landowners will be paid between €800 to €2000 to maintain their section of the walk depending on length.
- St Declan's Way is becoming increasingly popular with walkers and has received much publicity. Mount Mellerary has begun to organise walks which are proving very popular.
- The Committee noted the capability of the Abbott who has the skills to successfully see the project to completion. Mr. Jimmy Taaffe advised that another member in his 40's will be joining the monastery shortly which will be a great help to the Abbott.
- The lack of accommodation options along St Declan's Way on the Waterford side was discussed.
- The Evaluation Committee noted the Monasteries importance as a major attraction in Co Waterford with year-round visitors.

A maximum of **€22,915.99** or 50% of eligible expenditure, whichever is the lesser.

Amount Recommended:22,915.99	50% of Eligible Project Funding:22,915.99
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Proposed: G. Foley	Seconded by: J. Beresford
Abstentions: J. Taaffe	
Quorum achieved: Yes	APPROVED

(iv) 31LDRWAT114013 To facilitate cross border activity with Mid and East Antrim

Project ID	31LDRWAT114013
Project Type:	Training/hosting cross border activity
Project Name:	To facilitate cross border activity with Mid and East Antrim
Promoters Name:	Waterford LEADER Partnership CLG
Address:	Presentation Community Centre, Mitchell St, Dungarvan, Co. Waterford
Description:	Waterford LEADER Partnership are delivering a cooperation training programme between 2nd Port Dunmore East Sea Scouts and Carnlough Boathouse part of Mid and East Antrim Borough Council. Both entities are based on the coast and carry out a lot of their activity on water. The 2nd Port Dunmore East Sea Scouts are part of Scouting Ireland and encourage all their young members to learn about sea safety skills and to progress on to sailing a dinghy as well as normal scouting team work duties. They enable all children to avail of this worthwhile activity and learning who could not otherwise due to the cost with private sailing clubs and adventure centres. Similarly Carnlough Boathouse also facilitate coastal rowing and sea safety on the Antrim coast. This project will facilitate the exchange of knowledge and information between both entities and hold reciprocal maritime events in each coastal area to promote the cross border partnership. These events will require funds to host the other partner locally in hotel accommodation over two nights and subsistence as well as the cost of coach hire to transport the group to each other's area.
Theme:	Coastal Regeneration
Sub-theme:	Training project under the Cross border co-operation theme
Link to LDS	Supporting cooperation

Total Project Costs	€5,700
Eligible Project Costs	€5,700
Funding sought by promoter:	€5,700
State one of the following: - First Review / Previously Deferred or Not Recommend	First review
Funding recommended by Evaluation Committee:	€5,700
Details of private funding:	€0
Voluntary Labour: YES / NO (If yes provide detail)	No

Synopsis of project:	Supporting the hosting costs of cross border activity between Waterford, Ireland and Mid and East Antrim, Northern Ireland and monitoring and reporting on the shared learning/exchange of information between the two partners		
Detail exactly what WLP will be funding (List items from Project Assessment Report)	Detail	Total Cost (Expenditure)	Grant Aid recommend by the Evaluation Committee @ 100 %
	Hosting of Mid & East Antrim - Accommodation & subsistence	€3,420	€3,420
	Coach hire trip to visiting partner	€2,280	€2,280
	Total Funding	€5,700	€5,700
Was an assessment completed?: Date: __01-10-2020__	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 to select the suppliers and the most economic advantageous quotation selected		
Where the procurement process resulted in less than 3 quotes, the EC must show the additional steps taken to ensure the reasonableness of costs:	Efforts were made to gather 3 quotes for each and documentation evidence of same on file		
Innovative Element of the project:	Coming together of the two intrinsically linked maritime projects and the added value the promoters can glean from each other		
Consideration of Deadweight:	The project would not be in a position to support this cross border activity without full grant support towards costs		
Consideration of Displacement:	Displacement is not an issue as this is a cooperation project whereby cross border relations and activity is encouraged		
Economic justification for project:	The hosting of joint activity between the project partners is paramount to any successful cooperation project and encourages new initiatives etc		
Average Score for Project:	83/100		
% level of aid & ceiling:	100% of €5,700		
E. C. Executive Summary/Rationale for Funding	<p>The Evaluation Committee agreed to recommend funding this project for the following reasons:-</p> <ol style="list-style-type: none"> 7. The project scored 83/100 8. The project fits the Local Development Plan (LDS) for Co-operation projects. 9. Funding this project will facilitate the exchange of knowledge and information between both entities. Holding 		

	<p>reciprocal maritime events in each coastal area will promote cross-border partnerships.</p> <p>A maximum of €5,700 or 100% of eligible expenditure, whichever is the lesser.</p>
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Jobs Created	Jobs Sustained	Match Funding	Previous Grant Aid Received
0	0	€0	€40,380 in house training to date

Confirmation on the applicant's position re De-Minimus and double from the relevant agencies.	Date of Confirmation	Signed By
Email notification sent to Failte Ireland	18 Aug 2020	No response

<p>The following were the main points raised in the discussion of the project: -</p> <ul style="list-style-type: none"> - Ms Claire Connors advised that after speaking with the Dept they clarified that for cooperation projects specific rules must be followed. Different elements of the projects have different percentage rates and as the IT system can only attach one percentage rate per project the project must be split into two different projects. - The first project is purely for the capital expenditure and is being funded at 74.99997% with grant aid of €21,661.89. - The second project is the hosting element with WLP as the promoter. This hosting project can be funded at 100%. - The Evaluation Committee agreed with the splitting of the original project into two and recommend both projects for approval based on the previous rationale and scoring. <p>A maximum of €5,700 or 100% of eligible expenditure, whichever is the lesser.</p>	
Amount Recommended: €5,700	100% of Eligible Project Funding:€5,700

Proposed: S. Cooke	Seconded by: A. Wyse
Abstentions: None	
Quorum achieved: Yes	APPROVED

(b) Appeal of LAG decision 31LDRWAT112556 Ardmore Open Farm & Glamping Pods

The project promoters have decided to appeal the LAG decision whereby funding was reduced from 47.5% to 25% on the premise of deadweight. Mr. J Taaffe CEO – WLP advised the committee that there may be grounds for an appeal given the difficulties posed by Covid 19. Chief Officer Don Tuohy advised that a decision would be due on 2nd Jan and recommended that

the evaluation committee should review the appeal and make a report and recommendation for consideration by the LAG at its December meeting.

Proposed: H. Kiely	Seconded by: J. Beresford
Abstentions: None	
Quorum achieved: Yes	APPROVED

(c) RDP Returns Jul – Sept 2020.

The committee were advised that WLP income and expenditure returns are available on extranet for noting.

(d) WLP Board Observations

The committee were advised that Board observations were available on extranet for perusal.

8. Presentation by Barnardos

Catherine Joyce, Assistant Director of Barnardos Children’s Services South East, delivered a presentation concerning the Development of Family Support Services in West Waterford. S. Cooke acknowledged the good work being done and wished Barnardos well in their endeavours. Mr. J Taaffe CEO – WLP recognised that there is great need for services in this area and though it is not straightforward to support it, attempts will be made to provide resources and services. G. Foley praised the good work of Barnardos especially in these difficult times.

9. Report of the Rural Coordination sub-committee:

The committee will be updated on the work of the Rural Coordination sub-committee at the December meeting


10. Correspondence: Press Release Blackwater Economic Development Zone.

A press release promoting the BEDZs development, towards which Waterford LAG has approved €800,000.00 in funding, was circulated to the committee.

11. A.O.B. None

12. Date and venue of next meeting: Thursday 10th December 2020 at 11.00 a.m. via Zoom.

Meeting Closed

Signed  10/02/21
CHAIRPERSON DATE