Leitrim County Council

Planning & Development Acts 2000-2018
PART XI

Planning & Development Regulations 2000-2019
PART VIII

Planning Register Ref. No. 19-C-01

EXTENSION TO ROSSINVER GRAVEYARD
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1.0 Introduction and Scheme Overview

The development site is the existing Rossinver Graveyard. The site boundary is shown in Figure 1 below.

Figure 1: Location of Proposed Development

Leitrim County Council, in partnership with Rossinver Graveyard Committee, proposes to carry out an extension to the north of the existing Rossinver Graveyard. The proposed development includes the provision of 145 no. new grave plots with access paths and all associated site works.

The proposed development comprises the following elements:

a) Construction of concrete footpaths within the boundaries of the site.

b) Provision of grave plots, 2.75m x 1.5m, including a 0.6m x 0.1m reinforced concrete headstone slabs to delineate plots.

c) Provision of surface water drainage within the proposed works area.

The development is adjacent to a series of Recorded National Monuments associated with the Church of St. Mogue & Graveyard noting that the Graveyard is also a Protected Structure. The graveyard it is sought to extend is separate to the original graveyard associated with the Church of St. Mogue.
The Part VIII consultation documentation comprised of the following:

1. Schedule of Drawings
2. Screening Statement for Appropriate Assessment;
3. Environmental Impact Assessment Screening Report;
4. Hydrological Risk Assessment Report;
5. Archaeological Report, and

A memorandum of understanding between Leitrim County Council and St. Felim’s Diocesan Trust also accompanies the Part VIII documentation.

2.0 Public Consultation Process

The project was formally advertised for public consultation between Wednesday 24th April 2019 and Wednesday 22nd May 2019. Details of the proposed works were available for inspection during normal office hours at the office of the Planning Authority and the North Leitrim Area Office, Manorhamilton and also on the Council website. The closing date for submissions was Wednesday 5th June 2019.

3.0 Planning Policy Context

The County Development Plan 2015-2021 is the statutory land use plan against which the proposed development shall be assessed against.

Section 4.4.5 of the Plan deals with Burial Grounds. The Council will assist and encourage local involvement in upkeep and maintenance of burial grounds, and in the preservation of the heritage value of burial grounds. Advice on the public health and other technical aspects of new burial grounds will continue to be given to local community interests.

Policy 28
It is the policy of the Council to maintain all burial grounds in their charge in good condition and will extend them, as necessary, and assist local communities in the provision of burial grounds to serve their area.

Policy 29
It is the policy of the Council to protect burial grounds within the County and encourage their rehabilitation and maintenance, in accordance with good or accepted conservation principles.

As outlined above, the site of the existing graveyard is located adjacent to a series of Recorded National Monuments associated with the Church of St. Mogue & Graveyard noting that the original graveyard is also a Protected Structure. The graveyard it is sought to extend is separate to the original graveyard associated with the Church of St. Mogue.
Section 4.9.4 deals with Protected Structures.

**Policy 103**

It is the policy of the Council to protect all structures in the Record of Protected Structures (Appendix A Volume 2 of this plan).

Section 4.9.7 of the County Development Plan deals with Archaeological Heritage and provides details of National Monuments and the obligations of owners of National Monuments when they intend to undertake works in the vicinity of such monuments. Of relevance, to this proposed development are the following:

**Policy 106**

It is the policy of the Council to secure the preservation (i.e. preservation in situ or in particular circumstances where the Council is satisfied that this is not possible, preservation by record as a minimum) of all archaeological remains and sites of importance such as National Monuments, Recorded Monuments, their setting and context.

**Objective 93**

It is an objective of the Council to ensure that any development (above or below ground), within the vicinity of a site of archaeological interest shall not be detrimental to the character of the archaeological site or its setting.

**Objective 94**

It is an objective of the Council to require, where appropriate, that an archaeological assessment be carried out by a suitably qualified person prior to the commencement of any activity that may impact upon the archaeological heritage.

The site is also located in an area identified as a High Visual Amenity Area, Map Ref. B2 Lough Melvin, Glenaniff River and Environs. Section 4.8.7 of the Development Plan deals with Areas of Outstanding Natural Beauty (AONB) and High Visual Amenity (HVA).
Areas of Outstanding Natural Beauty and High Visual Amenity are identified on Map 4.12. The Council will preserve and enhance these areas, as far as is practicable, by careful management and by the operation of special controls over development in these areas.

Policy 101
It is the policy of the Council to permit development in an area of High Visual Amenity only where the applicant has demonstrated a very high standard of site selection, site layout and design and where the planning authority is satisfied that the development could not be accommodated in a less-sensitive location.

The site is also located close to Lough Melvin which is a Natura 2000 site (Site Code 000428). Section 4.8.3.1 of the Development Plan deals with Natura Sites. The Council shall take appropriate steps to avoid, in these areas, the deterioration of natural habitats and the habitats of species, as well as disturbance of the species for which the areas have been designated, in so far as such disturbance could be significant in relation to the objectives of the EU Habitats Directive (92/43/EEC Directive).

Policy 76
It is the policy of the Council to protect and conserve Special Areas of Conservation and Special Protection Areas including ‘Candidate’ and ‘Proposed’ areas.

Policy 77
It is the policy of the Council to ensure that all Plans and Projects that have the potential to negatively impact on the integrity of the Natura 2000 network, will be subject to a Habitats Directive Assessment (HDA), in accordance with Article 6 of the Habitats Directive and in accordance with best practice and guidance.

Objective 62
It is an objective of the Council to protect those sites identified as Special Areas of Conservation as well as any other sites that may be so identified during the lifetime of this plan.

4.0 Submissions

4.1 Prescribed Bodies
The application was referred to the following

1. An Chomhairle Ealaion;
2. Fáilte Ireland;
3. An Taisce;
4. The Heritage Council;
5. Development Applications Unit – Architectural Heritage Service, National Archaeological Services and National Parks and Wildlife Service;
6. Inland Fisheries Ireland (North Western River Basin District);
7. Electricity Supply Board, and;
8. Environmental Health Officer - HSE

No submission was received from any of the statutory referees.
4.2 Internal Submissions
The application was referred to the following:

1. Senior Executive Engineer, Environment, and;
2. Access Officer

Reports were received from both referees.

Environment Department
A report has been received from the Environment Department. It is noted from the report that detailed discussions took place between the SEE Environment with the consultants who prepared the detailed design of the extension and the HSE in relation to the appropriate depth of cover between water table and coffins. The Environment Department recommends that a composting area be provided to receive organic matter such as dead flowers.

Access Officer
A detailed report has been submitted from the Access Officer. The report outlines concerns with regard to existing gated access to the graveyard and footpath construction complying with barrier free access, the method of footpath construction constituting a potential trip hazard in addition to comments in relation to the car parking to serve the existing and extended graveyard.

The Access Officer recommends a series of conditions to be applied to the Part VIII approval to remedy the issues raised in his report.

The report also recommends that a Section 47 agreement be entered into between St. Felim’s Diocesan Trust and the Council which would commit the local committee to undertake the development in accordance with the conditions imposed.

Response
The purpose of this stage of the process (Part VIII application) is to make the general public aware of the intentions of Leitrim County Council who are exempt from having to obtain planning permission to undertake development within our own administrative area. It is respectfully considered that all of the points raised in the submissions received from the Access Officer and Environment Department, where considered relevant, will be taken into account at the detailed design stage of the project. The Local Authority will adhere to all requirements set out in the respective reports which relate to compliance with separate codes at detailed design and construction stage.

4.3 Submissions from the General Public
No submissions were received from the general public with regard to this proposed development.

5.0 Assessment

5.1 Policy Assessment
This report has outlined the principal relevant provisions of the County Development Plan 2015-2021 as applicable to the consideration of this Part VIII proposal. On the basis of the reports which were prepared and formed part of the Part VIII application, namely, the Screening Statement for Appropriate Assessment, Environmental Impact Assessment Screening Report, Hydrological Risk Assessment Report and Archaeological Report, the Planning Authority is satisfied that the proposed
development adheres to and is consistent with the policy framework contained with the statutory development plan. It is not considered that further analysis is required in this regard.

5.2 Environmental Impact Assessment

It is also noted that a separate Appropriate Assessment Screening Report has concluded that there will be no negative impacts on the qualifying interests or species of any Natura 2000 site within a 15km radius of the proposed development. In addition, a Hydrological Risk Assessment Report and an Archaeological Report of the proposed development were undertaken separately by competent professionals and have all informed this assessment.

The Planning Authority has had regard to the need to undertake a screening process for sub-threshold EIA development is set out in Article 103(1) of the Planning & Development Regulations 2001-2017. Having regard to the nature of assessments which were being prepared to accompany the Part VIII application, the Planning Authority was satisfied that the likelihood of significant effects on the environment could be excluded.

5.3 Appropriate Assessment

NATURA 2000 sites are protected habitats for flora and fauna of European importance. They comprise Special Areas of Conservation (SACs), designated under the Habitats Directive and Special Protection Areas (SPAs), designated under the Birds Directive.

An Appropriate Assessment Screening Statement was prepared by AONA Environmental Consulting Ltd. The conclusion of the Screening Statement is that there would be no significant impacts on the qualifying interests or conservation objectives of any European Sites. A finding of no significant effects report has been presented in accordance with the EU Commissions methodological guidance.

In conjunction with the findings of the Hydrogeological Risk Assessment, it is considered that the proposed project does not include any element that has the potential to significantly alter the favourable conservation objectives associated with the species and habitats, or, interfere with the key relationships that define the structure or function, either alone or in combination with other impacts, of Lough Melvin SAC.

The proposed methodologies for undertaking the works at the extension to the graveyard include details of best practice measures. These measures are described as they form an integral part of the proposed development and must be assessed. However, these measures are designed to reduce impacts on the environment and the ecology of the local area. I contend that the proposed works do not have the potential to result in significant effects on any European Site even in the absence of these measures and my assessment has been carried out on this basis.

It is concluded that there are no likely potential impacts, whether direct, indirect or cumulative/in combination, which could give rise to adverse effects on the qualifying interests or the conservation objectives of Lough Melvin SAC and that the integrity of this site will not be affected.

The Part VIII application was referred to the Development Applications Unit of the Department of Culture, Heritage & the Gaeltacht who were notified of the relationship between the site and the Lough Melvin SAC. No report has been received from the Department.

The Planning Authority is satisfied that the project does not require to be progressed through to Stage II Appropriate Assessment under the Habitats Directive.
5.4 Archaeology
The proposed burial ground lies to the south-east of and partly within the Zone of Notification for a ruined medieval church (Gubalaun Abbey/St. Mogue's Church, RMP No. LE005:003001). The church is a ruined medieval masonry building currently undergoing conservation works. It is located on the north-eastern side of a graveyard (RMP LE005-002) which has a number of cross slabs of Early Christian date (RMP LE005-005 and -006), a re-used slab bearing rock art (RMP LE005-007) and a fragment of trefoil-headed arcing (RMP LE005-009) among the much later burial monuments of the eighteenth to twenty-first centuries.

An Archaeological Assessment was undertaken based on the findings of trial trenches been excavated by Anne Carey, Archaeological Consultant.

Archaeological testing at the site of the proposed burial ground extension did not result in the discovery of heretofore unknown or unrecorded archaeological features. The site was seen to be highly disturbed, with four trenches excavated to between 1.6m and 2.2m, having deep re-deposited fill under sod. One trench, Trench 5, was composed of naturally occurring sand and gravel. The disturbance at the site appears to be modern in date and mechanical in nature, with fragments of plastic featured in the deep fills of Trenches 1-4.

Based on the results of the archaeological testing, it appears that the proposed burial ground extension will not impact on sub-surface archaeological remains.

The Part VIII application was referred to the Development Applications Unit of the Department of Culture, Heritage & the Gaeltacht who were notified of the relationship between the site and both the archaeological and built heritage significance of the general area. No report has been received from the Department.

5.5 Hydrology
A Hydrological Risk Assessment of the proposed extension to the graveyard along with an alternative site to the south was undertaken by WYG Environmental and Planning (Northern Ireland) Ltd. This assessment was informed by trial holes which were excavated at both alternative options.

The proposed development is located within approximately 50 metre of the Lough Melvin SAC. The area is designated by the GSI as "Moderate" with a "Locally Important" groundwater aquifer. The water quality of Lough Melvin is currently designated as "Moderate" and this site is located within the Lough Melvin "Priority Area of Action (PAA)". This PAA has been identified because the water quality of Lough Melvin is "At Risk" of not reaching "Good Status" during the current 3rd cycle of the River Basin Management Plans 2018-2021.

The Environment Department has liaised with the HSE, the GSI and the consultants (CST Group) to establish in the absence of Irish Standards the best practice for the proposed burial depths in the extension to the existing graveyard. Following this consultation process it was agreed that all proposed burials will be located within the "Unsaturated Zone" i.e. above the Water Table; with a 1 metre depth cover layer above any coffin.

Given that the existing graveyard, is situated a near identical distance from the main water receptors (i.e. Lough Melvin to the north and the Ballagh River to the west), it is considered that the proposed extension area does not pose any significant increased risk than the existing graveyard in terms of distance, ground conditions, or receptors. The proposed extension area effectively maintains the status quo in this regard. The loam rich sand is expected to extend as far as the Ballagh River and
Lough Melvin and its properties are expected to afford a level of natural attenuation to any contamination released to ground by the small number of burials proposed each year. The overall site risk rating derived based on the assessment criteria is moderate. Upon completion of the hydrogeological assessment, it was considered that the northern extension is most suitable due to the recorded minimum thickness of (natural) ground cover of 1.8m.

5.6 Planning History

There is one relevant planning application of relevance to this project. Under planning register ref. no. P12551, planning permission was sought by Fr. Michael Quinn to extend the graveyard at Rossinver. The decision to refuse planning permission by Leitrim County Council was appealed to the Board by the first party. The Board in their decision (PL12.100172) excluded the area of the current extension by condition no. 1 with the stated reason “To limit the extent of the development in light of the archaeological significance of the site”. The Planning Authority has reviewed the previous application at length and studied the inspector’s report. No archaeological assessment was undertaken to inform the previous decision and the view taken by the Board was one of precaution based on proximity. The Planning Authority advised the local parish committee to engage the services of an archaeologist to undertake the necessary assessment based on test trenches to allow a more informed decision to be taken on the appropriateness of the proposed northern extension rather than create a new graveyard to the south. The outcome of the archaeological assessment has been outlined above. The Planning Authority is satisfied that the previous concerns of An Bord Pleánálá in 1997 have been addressed.

5.7 Conclusion

The Planning Authority is satisfied that the proposed development adheres to the policy framework provided for in the County Development Plan 2015–2021. All matters pertaining to Environmental, Appropriate Assessment, Archaeological and Hydrological Impacts have been addressed through the documentation submitted with the Part VIII application. The development will not adversely impact upon the sensitive receiving environment.

The need to extend the graveyard has been accepted by the Planning Authority and it is noted that the local committee had to deny a former local parishioner been buried in this graveyard earlier this year which caused distress to the family of the bereaved parishioner. The Planning Authority have carefully revisited the planning history associated with the previous graveyard extension and are satisfied that the reason which the Board stated in their appeal decision to exclude the area of the subject extension has been overcome by the undertaking of the necessary archaeological assessment. I am satisfied that the development will not impact upon the context or setting the important archaeological complex which adjoins the site.

The Planning Authority is therefore satisfied that the proposed development adheres to the proper planning and sustainable development of the area.
6.0 Conclusion and Recommendation
The Planning Department are satisfied that the principle of the proposed development adheres to the provisions of the statutory County Development Plan 2015-2021. The Planning Authority is equally satisfied that the proposed works will not adversely impact upon the sensitive local receiving environment and that the development would accord with the proper planning and sustainable development of the area.

Section 179(3) of the Planning and Development Acts, 2000-2018, requires the preparation of a report by the Chief Executive of the Local Authority following the placing of the proposed Part VIII application on public display. This report shall culminate in a recommendation "whether or not the proposed development should be proceeded with as proposed, or as varied or modified as recommended in the report or should not be proceeded with, as the case may be".

It is recommended that the proposed development be proceeded with as proposed subject to the inclusion of the attached recommended conditions.

Bernard Greene
Senior Planner

Joseph Gilhooly,
Deputy Chief Executive
Appendix 1  
Schedule of Conditions

1. The development shall be executed in accordance with plans, particulars, details and specifications lodged as part of the Part VIII consultation documentation, save, as is herein under otherwise required.

2. The detailed design of the project shall incorporate the following amendments:

   Prior to the commencement of development, a revised Site Layout Plan(s) providing for the above listed amendments shall be submitted to, and the written agreement, of the Planning Department obtained prior to the commencement of construction.

   i. The existing entrance gate to the graveyard shall be modified or replaced so that it can be independently operated by individuals who are using walking or mobility aids or who may have restricted finger or hand dexterity.

   ii. The existing stoned path shall be hard surfaced in either macadam or a concrete surface.

   iii. All walkway paths, in both the existing and proposed areas, shall extend and link to the main access path. All walkway paths and the main access path shall link at grade without steps or ramps greater than 1 in 20.

   iv. The gravel margins to the walkways shall consist of 6mm chippings.

   v. At contraction walkway joints, the difference between adjacent walkway concrete pads shall not exceed 6mm vertically or 10mm horizontally.

   vi. The proposed development should have a composting area for recycling old/dead flowers and other organic matter originating from the graveyard. The proposed refuse and / or composting facilities provided shall satisfy the requirements of barrier-free access.

   vii. The proposed development should, if practicable, have access to a water supply (not drinking water). Any proposed water faucet facilities provided shall satisfy the requirements of barrier-free access.

3. A formal agreement under Section 47 of the Planning and Development Act, 2000-2018, shall be entered into between Leitrim County Council and Saint Felim’s Diocesan Trust wherein the Trust formally agrees with the Council to undertake the works to extend the graveyard in accordance with this Consent and any conditions attached thereto.

4. St. Felim’s Diocesan Trust shall notify the National Monuments Service of the Department of Culture, Heritage and the Gaeltacht under the National Monuments Acts 1930-2004 with respect to any works which affect the Recorded Monuments at this location, if required. A copy of the approval from the National Monuments Service shall be furnished to the Planning Authority of Leitrim County Council before any works commence in this regard.
Re: Agenda Item No: _ Loan Approval to draw-down funding from the Housing Finance Agency (HFA) for loan approvals under the Rebuilding Ireland Home Loan.

Dear Councillor,

I refer to the above which will be included on the agenda for the Council meeting on Monday 1st July, 2019. Your approval is hereby sought to approve the drawdown of €1,000,000 under the Rebuilding Ireland Home Loan Scheme in accordance with Section 106 of the Local Government Act, 2001:

- **Rebuilding Ireland Home Loan**: €1,000,000 (to meet demand for loans advanced under the scheme in 2019/2020).

Yours sincerely,

Michael Hand,
Acting Financial Management Accountant,
Finance Department,
Leitrim County Council.
Appendix 3

COMHAIRLE CHONTAE LIATROMA

LEITRIM COUNTY COUNCIL

SPC SCHEME 2019 – 2024

(Adopted xx xxxxxx 2019)
1. **Establishment of Strategic Policy Committees (SPCs)**

The statutory basis for Strategic Policy Committee’s (SPC’s) is set out in the Local Government Act, 2001 (Section 48) as amended by Section 41 of the Local Government Reform Act 2014, which provides that “a Local Authority shall establish committees to be known as Strategic Policy Committees to consider matters connected with the formulation, development, monitoring and review of policy which relate to the functions of the Local Authority and advise the authority on those matters.” Furthermore Section 48(1A) of the 2001 Act, as inserted by Section 41(a) of the Local Government Reform Act 2014, requires that at least one of the SPCs that is established shall be to consider matters which relate to the functions of the local authority in relation to economic development and enterprise support.

The factors to be taken into account in determining the overall framework of SPC’s for a particular local authority include the total number of elected members on the Council, the range of sectoral and other interests to be represented including facilitating a reasonable spread of interests, the arrangement of service groupings within the authority and the remit envisaged for each SPC, the need to ensure that the organisational and financial resources of the particular local authority are not over-stretched and integration with other meeting requirements and committee structures and ensuring streamlined procedures generally. Regard must also be had to the Local Community Development Committee (LCDC) including its membership and remit.

At the Annual Meeting of Leitrim County Council on 7th June 2019, following the Local Elections, the Chairpersons-designate were appointed to the following SPCs:

- Planning, Economic Development and Infrastructure Strategic Policy Committee
- Housing Community and Culture Strategic Policy Committee
- Environment, Climate Action and Agriculture Strategic Policy Committee

This structure is considered to be in the best interests of efficient policy development and its implementation, which will ultimately reflect itself in improved service delivery and will facilitate the Council adequately responding to the emerging challenges ahead.

2. **Role of Strategic Policy Committees (SPCs)**

The Council is and remains the decision making Authority, and it is the task of the SPCs, as committees of the Council, to advise and assist the Council in the formulation, development and review of policy. The remit of the SPC is to deal only with policy matters and as such they are strategic in nature. They have no remit in relation to routine operational matters in relation to delivery of services. The SPC system is intended to give Councillors and relevant Sectoral Interests an opportunity for full involvement in the policy making process from an early stage.

The work of the SPC is supported by the relevant Director of Services and his/her staff. Background work, discussion and recommendations will be completed at SPC level before final consideration and ratification by the Council. Each SPC will provide advice and reports to the Council on any policy matter within their range of responsibility or on related issues. This may be on the initiative of the SPC or on the request of the Council or the Corporate Policy Group (CPG).
The SPC will be represented at Council meetings by the SPC Chair, who will normally present the outcome of SPC work to the full Council. Each SPC shall take account of the Council’s overall corporate policy and objectives and be responsive to external consultation.

Accordingly,

- SPCs should adopt a multi-annual work programme linked to the local authority’s Corporate Plan and updated regularly as necessary;
- SPC meeting documentation should ideally be circulated to SPC members two weeks in advance of meetings, and additionally, agenda and minutes should be circulated to SPC members and other councillors in a county council area;
- The CPG should decide the work programmes of the SPCs and recommend issues to be considered by the SPCs.

3. **Operation of Strategic Policy Committees (SPCs)**

The 2014 Guidelines for establishment and operation of Corporate Policy Groups and Strategic Policy Committees set out the following procedures in relation to SPC Meetings:-

**SPC Meetings - Procedures**

The SPC chair and relevant Director of Service should meet well in advance of an SPC meeting to clarify the agenda for the forthcoming meeting and to agree on objectives and desired outcomes.

A calendar of SPC meetings should be agreed at the start of each year. SPCs should normally be held 4 times yearly at suitable times for all SPC members.

SPC meetings should be less rigid and formal in structure and format than full council meetings in order to create an informal and collaborative atmosphere, creating a space for the exchange of honest views and opinions on policy issues.

The local authority should provide a key contact person (other than the Director of Service) for all SPC members and particularly for Sectoral Representatives to deal with SPC matters.

Local authorities should consider the most appropriate locations for holding SPC meetings perhaps making greater use of community halls and centres.

Local authorities should ensure that documentation concerning SPC meetings is sent well in advance of the meetings, if possible four weeks in advance.
The agenda and minutes of SPC meetings should also be circulated well in advance to all SPC members.

**SPC Meetings – Policy Support and Development**

Each SPC should have an annual work programme and the work programme should be linked to the local authority’s corporate plan.

In the light of discussions between the Chief Executive/Director of Service on the formulation, development, monitoring and review of policy, Directors of Service should undertake appropriate research on relevant policy options when SPC members are formulating policy. These options should be presented to the Chair and members of SPCs in a clear, concise, and brief manner.

Local Authorities should develop, as practicable as possible, the policy support role for SPCs. This could include making greater use of the research capacity within local authorities and also making greater use of external agencies such as the LGMA, third level institutions etc.

Once SPC members have analysed all the potential policy options and avenues open to them and have come to a consensus conclusion the policy can be drafted for presentation at the next SPC meeting.

In general guidelines coming from the central Government Departments may be interpreted as guidelines rather than as a prescriptive set of instructions, except in matters covered by a service level agreement, in order to allow local authorities flexibility in determining and implementing plans and programmes locally.

**SPC Meetings - Training**

Training programmes would be valuable for SPC members, and consideration of needs in this regard could be included in the Training and Development Programme for Councillors. Effective meeting skills would be useful for SPC chairs and training on policy areas would be significant for all SPC members. Policy development/research skills and facilitation skills would be valuable for Directors of Service and their support staff.

**SPC Meetings - Linkages**

SPC chairs should introduce SPC recommendations for full approval by the full council.

The SPCs Sectoral Representatives should provide feedback to their nominating organisations on the activities of the SPC.
Members of SPCs should be provided with automatic feedback on the outcome of the Council’s decisions on SPC recommendations.

**Use of the Irish Language**

Many Councils already promote the use of the Irish language in various facets of their work. This practice could be extended to SPCs. Bain úsáid as an teanga atá againn - as an obair a thagann an fhoghlaim.

4. **SPC Scheme – First Steps**

**Selection of Chairpersons**

As a first step in the review of the SPC Scheme each County Council was required to select the Chairs-designate for each SPC - these, together with the Cathaoirleach, assist the Chief Executive in drafting the SPC Scheme and in advancing the process of establishing the new SPC’s.

At the Annual Meeting of Leitrim County Council on 7th June 2019 the Members of the Council approved the appointment of the Chairpersons of the 3 No. Leitrim County Council SPC’s as follows:

- Councillor Justin Warnock  
- Councillor Frank Dolan  
- Councillor Caillian Ellis

The SPC Chairs should have an interest in the work of the SPC and provide leadership in working with the Director of Service to facilitate the smooth and effective operation of the SPC.

**Establishment of Corporate Policy Group (CPG)**

The Council also establishes a Corporate Policy Group (CPG) which comprises the Cathaoirleach of the Council and the three SPC Chairs, and in the case of a municipal district without an SPC chair, a representative of the municipal district concerned and is supported by the Chief Executive. The role of the CPG is to advise and to assist the Council, with full decision-making authority remaining with the Council. The Cathaoirleach reports to the full Council on the work of the CPG. It is a matter for each Council, in co-operation with the Chief Executive, to determine the range and responsibilities and tasks of the CPG. The CPG should:

- play a key role in preparing the budget;
- provide input to the full council on any matter of general concern to the council either on its own initiative or following a request from the council;
- determine responsibility for discharge of reserved functions as between the municipal district level (or a specific municipal district) and the local authority, where the question consistency or avoidance of unnecessary duplication is referred to it by the Chief Executive;
- monitor the overall performance of a local authority;
• deal with overall issues in relation to service delivery plans, customer service, value for money, etc., (individual SPCs would deal with such issues in their work insofar as their particular service remit was concerned);

• co-ordinate the work of the SPCs and monitor their work programmes;
• request SPCs to consider particular policy issues where appropriate.
• provide feedback to the SPCs on council policy and views in areas relevant to the SPCs.


Three (3) Strategic Policy Committees are proposed as follows:

• Planning, Economic Development and Infrastructure Strategic Policy Committee
• Housing Community and Culture Strategic Policy Committee
• Environment, Climate Action and Agriculture Strategic Policy Committee

Each SPC shall consist of six (6) Elected Members and four (4) nominees from Sectoral Interests.

The Council will appoint the Chairperson of each SPC. The Chairperson will hold office for a minimum period of 3 years which may be renewed by the Council.

Membership of the SPCs (both Councillors and Sectoral Representatives) shall be for the lifetime of the Council. Casual vacancies which arise will be filled by the sector involved. Nominating bodies may also de-select their nominees.

5.1 Appointment of Elected Members to SPCs

In the selection of Councillors to the various SPCs the principles outlined in Paragraph 6.2 of the guideline document “Corporate Policy Groups and Strategic Policy Committees - Guidelines for Establishment and Operation – June 2014” shall be applied by Leitrim County Council.

• Every councillor should as a matter of equity and good practice have the opportunity to serve on an SPC. This will enable a councillor to develop further expertise and experience of the particular service or services and to develop a degree of specialisation.

• Councillors may not be nominated to represent Sectoral Interests.

• SPC Membership for Councillors should be for the lifetime of the Council. A person ceasing to be a Councillor would automatically cease membership of the SPC.

• A councillor should not serve on more than two SPCs insofar as possible, again for reasons of equity and good practice and workload.
Appendix 3

- SPC Councillor membership should reflect the proportionality and the distribution of elected representation on the full Council. It is also important that the SPC membership should, as far as it is practical, be representative of each of the municipal districts in the local authority. The Local Government (Reorganisation) Act 1985 (section 27) was designed to allow for a basic element of proportionality in appointments to committees etc. However, many local authorities operate (as they are entitled under the Act) their own local and more finely developed arrangements to ensure fair play for all concerned. It is, however, impossible to legislate fully for such good will and practice. Therefore, it is all the more important with the SPCs that all local authorities adopt and implement (and be clearly seen by the public to do so) an approach which ensures that the various political and other interests represented on the full council are treated fairly, and equitably represented in the SPC system.

- The allocation of SPC chairs should also reflect equitably the spread of elected representation on the council, including, as far as it is practical, be representative of each of the municipal districts in the local authority. The points made above as to good will and fair play are equally relevant here. However, where agreement in this regard is not possible, the group of SPC Chairs to be appointed should technically be treated for appointment purposes as if it constituted a separate committee, to ensure an equitable spread of representation as SPC Chairs.

In relation to membership of SPCs by Elected Members, those now to be appointed under the SPC Scheme should remain in office for the remaining period of the present Council, i.e. up to date of ordinary day of retirement after the next local election, unless they earlier die, resign or are removed from office.

Each Councillor will sit on one SPC and will be asked to express a preference for the SPC on which they would like to serve. In the event that any particular SPC is oversubscribed and agreement cannot otherwise be reached, the final allocation of seats will be a matter for the Corporate Policy Group (CPG).

Leitrim County Council respects the requirements for Gender Balance in relation to the formulation of the Strategic Policy Committees and in so far as possible will ensure that this occurs in the nomination of members of the Council to the SPCs.

5.2 Appointment of Sectoral Representation to SPC’s

Each SPC must have at least one-third of its membership drawn from external bodies. In accordance with the Guidelines for establishment and operation of Corporate Policy Groups and Strategic Policy Committees, the following factors must be considered in determining Sectoral Representation on and across each SPC.

---

1 Where it is not possible for the SPC chairs to be drawn from the full list of municipal districts, the provisions of section 133(1) of the 2001 Act (as amended by section 48(a) of the 2014 Act) will provide for representation of each municipal district on the CPG.
The need to foster economic and social development generally;
A stated commitment to working towards gender balance and to encouraging as full as possible gender balance in representation from the sectors;
the need to ensure a pro-active approach to having as many relevant sectors as possible across the SPC system;
the need for balance between divergent interests;
the need for a comprehensive audit of groups within the local authority area to facilitate the fullest possible consultation with each sector;
the priority concerns of each sector and the appropriateness of the SPCs to these concerns;
the relationship between the number of SPCs and the range of interests which can be represented;
a commitment to the fostering of social inclusiveness and equality;
a commitment to have a pro-active information strategy to inform the public on the renewal of local government;
the desirability of facilitating relevant organisations to be part of the nominating constituencies.

At a minimum 6 and where appropriate, 7 sectors should be represented in each local authority’s SPC configuration as follows:-

- Agriculture / Farming (Rural Authorities)
- Environmental / Conservation
- Development / Construction
- Business / Commercial
- Trade Union
- Community / Voluntary
- Social Inclusion

The Nomination Process

The nomination process for the agricultural/ farming sector will be facilitated by the farming and agricultural organisations pillar, the business/ commercial and development/ construction sectors will be facilitated by the business and employers organisations pillar. The trade union sector will be facilitated by the trade union pillar. The environmental / conservation sector will be facilitated by the environmental pillar and the associated Environmental College under the Public Participation Network (PPN) arrangements. To join the Environment Electoral College under the PPN, an organisation’s primary objectives and activities must be environmental (i.e. ecological) protection and/or environmental sustainability. Membership of this Electoral College will be validated by the environmental pillar at a national level. The environmental / conservation,
community/voluntary and social inclusion sectors will be determined on the basis of the local nomination process through the PPN.

While a sector may be represented on more than one SPC, regard should be given to ensure that each sector (apart from the agriculture/farming sector in the case of the more highly urbanised authorities) has a minimum representation of one person across the range of SPCs established in each local authority.

Member Organisations when joining the PPN at a county level must opt to be a part of one of three electoral colleges within the PPN:

- Environment
- Social Inclusion
- Community and Voluntary

To join the Environment Electoral College an organisation’s primary objectives and activities must be environmental (i.e. ecological) protection and/or environmental sustainability.

To join the Social Inclusion Electoral College an organisation’s primary objectives and activities must focus on social inclusion/social justice/equality.

Organisations whose primary objectives are other than those listed above will be members of the Community and Voluntary Electoral College.

The selected members should be representative of local organisations active in County Leitrim as it is the local perspective of the respective pillar that the members would be expected to bring to the SPCs.

The following principles are to apply in the nomination process:

- Groups/associations should be active in the area or an area of the authority and have a county wide impact or at a minimum relevance in a locality or number of localities in the area.
- Groups/associations should be open to new members, hold AGMs and regular meetings, and should be broadly representative and accountable.
- Single interest groups should be eligible, e.g. campaign groups focused on the disabled or elderly. Single issue groups should not be considered for inclusion in the sectors.
• Local Development Agencies represented at Strategy Group/ LCDC level should not be represented on an SPC. Arrangements should be in place, however, to facilitate meaningful engagement and consultation with such Local Development Agencies as part of the policy-making process.

• Each sector should select its own nominee.
• State and Local Development Agencies should not be included as nominating bodies to the sectors and should not be represented on the SPC.
• Nominations from the sectors should, insofar as possible, reflect an appropriate gender balance.

While every effort is made to accommodate the preferences of Sectoral Representatives with regard to which SPC they are included on, having regard to the degree of interest expressed for particular SPC’s, the limited number of places available and the need to have balanced representation across SPCs, the final decision as to the sectoral make-up of each SPC rests with Leitrim County Council.

It is desirable that Sectoral nominees retain membership for the life of the Council. It will however, be open to each nominating sector to de-select its nominee if it is felt necessary, and notify the Council accordingly whereupon that person would cease to be a member. In such cases the relevant sector will nominate a new representative via the PPN, where applicable. Where a casual vacancy occurs it shall likewise be filled by the relevant sector. Appointments in these circumstances remain a reserved function of the Council.

Where a PPN vacancy arises, the Local Authority will notify the PPN Secretariat and request that the representative(s) to fill these seats be chosen by the PPN. The Secretariat will notify relevant member organisations of the vacancy and arrange a meeting of all those organisations with an interest/involvement in the area there the vacancy has arisen to choose a representative.

5.3 Assignment of Sectoral Representation (4 seats per SPC)

The assignment of Sectoral Representation to the three SPCs to be established is detailed in the following table-

<table>
<thead>
<tr>
<th>SPC</th>
<th>Membership</th>
<th>Sectoral Representation (&amp; Nominating Body)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning, Economic Development and Infrastructure</td>
<td>10 members – 6 Elected Members</td>
<td>- Business/Commercial (National Pillar)</td>
</tr>
<tr>
<td>Strategic Policy Committee</td>
<td>4 Sectoral Representatives</td>
<td>- Development/Construction (National Pillar)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Environmental/Conservation (Environmental Pillar and associated Environmental College under PPN arrangements)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Social Enterprise (PPN)</td>
</tr>
</tbody>
</table>
### Appendix 3

<table>
<thead>
<tr>
<th>SPC</th>
<th>Membership</th>
<th>Sectoral Representation (&amp; Nominating Body)</th>
</tr>
</thead>
</table>
| Housing Community and Culture Strategic Policy Committee | 10 members – 6 Elected Members 4 Sectoral Representatives | - Social Inclusion (PPN)  
- Community/Voluntary (PPN)  
- Voluntary Housing Sector  
- Cultural / Creative Sector |
| Environment, Climate Action and Agriculture Strategic Policy Committee | 10 members – 6 Elected Members 4 Sectoral Representatives | - Agriculture/Farming (National Pillar)  
- Environmental/Conservation (Environmental Pillar and associated Environmental College under PPN arrangements)  
- Business/Commercial (National Pillar) |

### 6. Adoption of SPC Scheme

Once approved to go to public consultation by the Council at its meeting on 1st July 2019, the Leitrim County Council Draft Strategic Policy Committee Scheme will be placed on public display. The Draft Scheme will be made available on the Council’s website and in hard copy from our Corporate Services Section. The Scheme will also be circulated directly to the sectoral organisations / representatives involved in the previous SPC’s, to the local Oireachtas Members and to the Community Forum Members pending formal establishment of the PPN. Comments, submissions or observations on the Draft SPC Scheme will be invited from the public. One month will be allowed for receipt of all nominations by Leitrim County Council.

Any submissions received will be considered by the Corporate Policy Group at its meeting on 2nd September 2019 and the draft SPC scheme will be recommended to the Council for approval.

### 7. Invitation to Nominate

On approval of the Draft Scheme in September, Nominations will be sought for Sectoral Representatives to the SPCs. In the case of the National Key Stakeholder Pillars (i.e. Business/Employers Pillar, Trade Union Pillar, Farming/Agricultural Pillar and Environmental Pillar), Leitrim County Council will write to the contact persons enclosing the adopted scheme and seek the nominations of those pillars for their particular SPCs as outlined in the adopted scheme. In addition we will also write to the national contact of the environmental sector seeking the validation of nominees to the Environment Electoral College under the PPN.

With regard to the Community/Voluntary/Social Inclusion and Environmental/Conservation Sectors, the Council will write to the PPN Secretariat, enclosing a copy of the Scheme and will facilitate these sectors’ organisations to meet each other, if appropriate, to select their representatives for the SPCs as set out in the adopted scheme.
Appendix 4
COMHAIRLE CHONTAE LIATROMA

Áras an Chontae,
Cora Droma Ruisc.

1st July 2019

Cathaoirleach agus gach Ball
COMHAIRLE CHONTAE LIATROMA

Re: To note arrangement for a Scheme of Priority for Affordable Dwelling Purchase

Dear Member,

Section 85 of the Housing (Miscellaneous Provisions) Act 2009 and the Housing (Miscellaneous Provisions) Act 2009 (Part 5) Regulations 2019, S.I. 81 of 2019 requires that all housing authorities develop a Scheme of Priority for Affordable Dwelling Purchase Arrangements irrespective of whether they plan to deliver affordable housing options or not.

Affordability is determined as greater than 35% of net income spent on direct housing costs in making purchase repayments. The purpose of the Scheme of Priority is to set out the manner in which affordable dwelling purchase arrangements will be made available by the Council should it intend to make dwellings available for affordable purchase in a particular location or locations. The methodology applied in the Scheme of Priority will be applied to determine the order of priority in the event that demand exceeds the dwellings or resources available.

Section 81 of the 2009 Act also provides for housing authorities to provide financial assistance to purchase a house. Whilst the Department of Housing, Planning and Local Government does not intend to make this operational at present the Scheme of Priority must also outline the order of priority for awarding of financial assistance.

Having regard to the above requirements a proposed Scheme of Priority is attached for approval.

Yours sincerely,

Samantha Healy,
Senior Executive Officer Housing and Corporate Services
Leitrim County Council
Leitrim County Council

Draft Scheme of Priority for Affordable Dwelling Purchase Arrangements


As adopted by Leitrim County Council on [2019]

Purpose of the Scheme of Priority:
The purpose of this Scheme of Priority is to set out the manner in which affordable dwelling purchase arrangements will be made available by the Council and the methodology that will be applied to determine the order of priority to be accorded to eligible households where the demand for such arrangements exceeds the dwellings or resources available.

Eligibility of households will be assessed in accordance with section 84 of the Housing (Miscellaneous Provisions) Act 2009 and the Regulations referred to above.

Part 1: Manner in which affordable dwelling purchase arrangements will be made available

1. Where the Council intends to make dwellings available in a particular location or locations for affordable dwelling purchase arrangements, in accordance with the Act and Regulations, it will:
   
   1.1. Calculate, in accordance with relevant legislation, the relevant income thresholds for the purposes of determining a household’s eligibility for each type of dwelling that will be made available.

   1.2. No later than three months in advance of the date when the particular properties are scheduled to be completed, advertise the availability of the properties in at least one newspaper circulating within the administrative area and on the Council’s website.

   1.3. The information that will be provided in the advertisement will include:

      1.3.1. the location or locations and details of the type or types of dwelling that are to be made available,

      1.3.2. the manner in which an application for assessment for eligibility can be made, including the date from which the Council will accept an application,

      1.3.3. the household net income thresholds that will apply for the purposes of determining eligibility,

      1.3.4. the closing date for the receipt of such applications.

2. Where the Council intends to provide financial assistance under section 81 of the Act to eligible households to purchase open market dwellings, it will:
2.1. At least one month in advance of the date that the financial assistance will be made available, advertise the availability of financial assistance, including the total amount available, in at least one newspaper circulating within the administrative area and on the Council's website.

2.2. The information that will be provided in the advertisement will include:

2.2.1. the total amount of financial assistance to be made available,

2.2.2. the manner in which an application can be made including the date from which the Council will accept an application,

2.2.3. the household net income thresholds that will apply for the purposes of determining eligibility,

2.2.4. the closing date for the receipt of such applications.

Part 2: Order of priority for eligible households

3. An order of application will be assigned to applications received before the closing date. Applications that appear to meet the eligibility criteria, on the basis of the information supplied by the applicant household, will be considered eligible for the purpose of applying the scheme of priorities, in accordance with Regulation 4 of the Regulations, subject to later confirmation of eligibility through the production of documentary evidence.

4. The housing authority will then decide which of the available types of dwelling would adequately cater for the housing needs of the applicant households. More than one type of dwelling might be deemed to cater adequately to the accommodation needs of a particular household, so that an applicant household may be prioritised for more than one type of dwelling where they indicated such interest in their application form.

The decision as to which type of dwelling(s) is deemed to adequately cater for the accommodation needs of a household will be made on the following basis:

<table>
<thead>
<tr>
<th>Dwelling Type</th>
<th>Meets accommodation needs of:</th>
</tr>
</thead>
<tbody>
<tr>
<td>One-bedroom dwelling</td>
<td>Single or two-person household</td>
</tr>
<tr>
<td>Two-bedroom dwelling</td>
<td>Two or three-person household</td>
</tr>
<tr>
<td>Three-bedroom dwelling</td>
<td>Three or four-person household</td>
</tr>
<tr>
<td>Four-bedroom dwelling</td>
<td>Four or more-person household</td>
</tr>
</tbody>
</table>

5. Households deemed eligible for the purchase of affordable dwellings shall be prioritised in the following order:

5.1. **Class A:** Where the number of applicants exceeds the number of affordable dwellings for sale, the housing authority will, in relation to any particular type of
Appendix 4

dwelling, give priority to households whose accommodation needs would be adequately catered for by the type of dwelling in question.

5.1.1. Where the number of Class A households (i.e. those whose accommodation needs would be adequately catered for by the type of dwelling in question) is less than the number of that type of dwelling, the housing authority will give priority to the remaining eligible households in the order in which they applied.

5.2. **Class B:** Where the number of Class A households is greater than the number of the relevant type of dwelling, the housing authority will give priority to Class A households any of whose members has been resident in the housing authority area for a period of no less than 12 months immediately preceding application.

5.2.1. Where the number of Class A households is greater than the number of the relevant type of dwelling, but the number of Class B households is less than the number of such dwellings, the housing authority will (having catered for Class B households) give priority to other Class A households in the order in which they applied.

5.3. **Class C:** Where the number of Class B households is greater than the number of the relevant type of dwelling, the housing authority will give priority to households with a household member who is registered as a full-time student with a school or university or other educational institution within 3 kilometres of the dwelling(s) for sale.

5.3.1. **Class D:** Where the number of Class B households is greater than the number of the relevant type of dwelling, but the number of Class C households is less than the number of such dwellings, the housing authority will (having catered for Class C households) give priority to Class B households with a household member employed at a place within 5 kilometres of the dwelling(s) for sale.

5.3.2. Where the number of Class B households is greater than the number of the relevant type of dwelling, but the number of Class C households and Class D households is less than the number of such dwellings, the housing authority will (having catered for Class C and Class D households) give priority to other Class B households in the order in which they applied.

5.4. **Class E:** Where the number of Class C households is greater than the number of the relevant type of dwelling, the housing authority will give priority to Class C households with a household member employed at a place within 5 kilometres distance of the dwelling(s) for sale.

5.4.1. Where the number of Class C households is greater than the number of the relevant type of dwelling, but the number of Class E households is less than the number of such dwellings, the housing authority will (having catered for
Class E households) give priority to other Class C households in the order in which they applied.

5.5. Where the number of Class E households is still greater than the number of the relevant dwellings available, the housing authority will give priority to Class E applicants in the order in which they applied.

6. Households deemed eligible for financial assistance for the purchase of open market dwellings will be prioritised in the following order:

6.1. Where the aggregate of all financial assistance sought for the purpose of purchasing open market dwellings exceeds the funds for the time being available to the housing authority for this purpose, the housing authority will give priority to households whose housing needs would be adequately catered for by the type of dwelling in question (= Class A households).

6.1.1. Where the aggregate of all financial assistance sought for the purpose of purchasing open market dwellings exceeds the funds for the time being available to a housing authority for this purpose, but the financial assistance sought by Class A households is less than the available funds, the housing authority will (having catered for Class A households) give priority to other households in the order in which they applied.

6.2. Where the aggregate of all financial assistance sought by Class A households for the purpose of purchasing open market dwellings exceeds the funds for the time being available to a housing authority for this purpose, the housing authority will give priority to Class A households any of whose members has been resident in the housing authority area for a period of no less than 12 months immediately preceding application (= Class B households).

6.2.1. Where the aggregate of all financial assistance sought by Class A households for the purpose of purchasing open market dwellings exceeds the funds for the time being available to a housing authority for this purpose, but the financial assistance sought by Class B households is less than the funds available, the housing authority will (having catered for Class B households) give priority to other Class A applicants in the order in which they applied.

6.3. Where the aggregate of all financial assistance sought by Class B households for the purpose of purchasing open market dwellings exceeds the funds for the time being available to a housing authority for this purpose, the housing authority will give priority to households with a household member who is registered as a full-time student with a school or university or other educational institution within 3 kilometres of the dwelling proposed for purchase (= Class C households).

6.3.1. Where the aggregate of all financial assistance sought by Class B households for the purpose of purchasing open market dwellings exceeds the funds for
the time being available to a housing authority for this purpose, but the
financial assistance sought by Class C households is less than the funds
available, the housing authority will (having catered for Class C households)
give priority to Class B households with a household member employed at a
place within 5 kilometres of the dwelling proposed for purchase (= Class D
households).

6.3.2. Where the aggregate of all financial assistance sought by Class B households
for the purpose of purchasing open market dwellings exceeds the funds for
the time being available to a housing authority for this purpose but the
financial assistance sought by Class C households and Class D households is
less than the funds available the housing authority will (having catered for
Class C and Class D households) give priority to other Class B households in
the order in which they applied.

6.4. Where the aggregate of all financial assistance sought by Class C households for the
purpose of purchasing open market dwellings exceeds the funds for the time being
available to a housing authority for this purpose, the housing authority will give
priority to Class C households with a household member employed at a place within
5 kilometres distance of the units concerned (= Class E households).

6.4.1. Where the aggregate of all financial assistance sought by Class C households
for the purpose of purchasing open market dwellings exceeds the funds for
the time being available to a housing authority for this purpose, but the
financial assistance sought by Class E households is less than the funds
available, the housing authority will (having catered for catered for Class E
households) give priority to other Class C households in the order in which
they applied.

6.5. Where the aggregate of all financial assistance sought by Class E households for the
purpose of purchasing open market dwellings exceeds the funds for the time being
available to a housing authority for this purpose, the housing authority will give
priority to Class E applicants in the order in which they applied.

7. Prior to being offered an affordable dwelling purchase arrangements, applicant
households may be required to supply documentary evidence in relation to the matters
which secured their inclusion in priority classes outlined above (in addition to supplying
evidence in relation to the eligibility criteria).

Schedule Index:

Schedule A: Affordable Dwelling Purchase Arrangements – Household Priority Levels

Schedule B: Affordable Dwelling Purchase Arrangements – Graphic of Order of Priority
where Applications Exceed Dwellings

Schedule C: Graphic of Order of Priority where there are less Class C Applications than
Dwellings Available, after Class C Applicants have been offered a Dwelling
Schedule A: Affordable Dwelling Purchase Arrangements – Household Priority Levels

Priority Level 1 (E) (Highest Priority)

- Eligible Applicants
- Dwelling suits Household’s needs
- Living in the Area for at least 12 months immediately preceding application
- A member of the household attending education locally
- A member of the household working locally

Priority Level 2 (C)

- Eligible Applicants
- Dwelling suits Household’s needs
- Living in the Area for at least 12 months immediately preceding application
- A member of the household attending education locally
- A member of the household working locally

Priority Level 3 (D)

- Eligible Applicants
- Dwelling suits Household’s needs
- Living in the Area for at least 12 months immediately preceding application
- A member of the household attending education locally
- A member of the household working locally
Appendix 4

Priority Level 4 (B)

☑ Eligible Applicants
☑ Dwelling suits Household’s needs
☑ Living in the Area for at least 12 months immediately preceding application
   ☐ A member of the household attending education locally
   ☐ A member of the household working locally

Priority Level 5 (A)

☑ Eligible Applicants
☑ Dwelling suits Household’s needs
☐ Living in the Area for at least 12 months immediately preceding application
☐ A member of the household attending education locally
☐ A member of the household working locally

Priority Level 6 (General Eligibility)

☑ Eligible Applicants
☐ Dwelling suits Household’s needs
☐ Living in the Area for at least 12 months immediately preceding application
☐ A member of the household attending education locally
☐ A member of the household working locally
Schedule B: Affordable Dwelling Purchase Arrangements – Graphic of Order of Priority where Applications Exceed Dwellings

All Eligible Applicant Households

A - Suited to Dwelling Type

B - Living in the Area

C - Attending Education locally

E - Working Locally
Appendix 4

Diagram: Categorization of Applicants for Class A Dwellings

- D: Working Locally
- B: Living in the Area
- A: Suited to Dwelling Type
- All Eligible Applicant Households

Schedule C: Graph of Order of Priority where there are less Class C Applications than Dwellings Available, after Class A Applicants have been offered a...
Appendix 5

COMMHAIRLE CHONTAE LIATROMA

Áras an Chontae,
Cora Droma Ruisc.

24th June 2019

Cathaoirleach agus gach Ball
COMMHAIRLE CHONTAE LIATROMA

Re: To note the National & Local Performance Indicators 2018

Dear Member,

Leitrim County Council reports performance as measured by the National & Local Performance Indicators in the Council’s Annual Report. The Management Team also review and set targets for delivery in the Annual Service Delivery Plan with regard to the National and Local Performance Indicators. Local authorities are required to submit an annual return to the Local Government Management Agency (LGMA) with the data relating to outputs achieved in 2018 for the 37 National Performance Indicators: Housing (6), Roads (3), Water (1), Waste & Environmental Pollution (4), Planning (5), Fire Services (3), Library Service (2), Youth & Community (2), Corporate (5), Finance (2), and Economic Development (4).

Leitrim County Council submitted data relating to the National Performance Indicators on 24th April, 2019. Following submission of the data to the LGMA they will carry out a Quality Assurance Exercise to identify any anomalies or variances in the data. If an issue arises, the LGMA refer the matter back to the local authority for clarification purposes. In accordance with best practice on the review of National Performance Indicators a report on the outputs achieved in 2018 is being provided to the Elected Members at the July Council meeting and to the Audit Committee at their next meeting.

The National Oversight and Audit Commission (NOAC) was established under the Local Government Reform Act 2014 to provide independent scrutiny of local government performance in fulfilling national, regional and local mandates, including performance in respect of its financial resources. A function of NOAC is to scrutinise the performance of any local Government body against or in comparison with other indicators that the Commission considers appropriate. This role commenced in 2014 and replaced, in respect of performance in 2014 and subsequent years, the service indicators in local authorities that were introduced by the Minister for the Environment, Community and Local Government in 2004.

It is anticipated that NOAC will publish a full report later this year with details relating to the National Performance Indicators for all local authorities for 2018. Please find attached at Appendix No. 1 – the
outputs achieved in relation to the National Performance Indicators 2018, and Appendix No. 2 - the Local Performance Indicators 2018. For the purposes of both report the targets for 2018 are also included in the report, however, it should be noted that the submission of data on the National Performance Indicators to the LGMA does not involve the entry of the targets agreed for delivery by the Council.

Yours sincerely,

[Signature]

Lar Power,
Chief Executive,
Leitrim County Council
### Review of National Performance Indicators 2018.

<table>
<thead>
<tr>
<th>Ref</th>
<th>Details</th>
<th>Position at 31/12/2017</th>
<th>Target for 2018</th>
<th>Position at 31/12/2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>H1</td>
<td><strong>Social Housing Stock</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>A. No. Of Dwellings in the ownership of LA at 1st January</td>
<td>931</td>
<td>939</td>
<td></td>
</tr>
<tr>
<td></td>
<td>B. Number of dwellings constructed (B1) or purchased (B2) during year</td>
<td>8</td>
<td>23</td>
<td></td>
</tr>
<tr>
<td></td>
<td>C. No. of LA dwellings sold in year</td>
<td>10</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>D. No. of LA dwellings demolished in year</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>E. No. of dwellings in the ownership of LA at 31st December</td>
<td>939</td>
<td>952</td>
<td></td>
</tr>
<tr>
<td></td>
<td>F. No. Of LA owned dwellings planned for demolition under Dept. HPLG approved scheme</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>H2</td>
<td><strong>Housing Voids - 2018</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>A. Percentage of the total number of LA owned dwellings that were vacant at year end</td>
<td>5.70%</td>
<td>4%</td>
<td>4.50%</td>
</tr>
<tr>
<td></td>
<td>B. The number of dwellings within the overall stock that were not tenanted at year-end</td>
<td>55</td>
<td></td>
<td>43</td>
</tr>
<tr>
<td>H3</td>
<td><strong>Average Re-letting Time and Cost - 2018</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>A. Time taken from the date of vacation of dwelling to the date in year when the dwelling is re-tenanted, averaged across all dwellings re-let in year</td>
<td>70.25</td>
<td>40 weeks</td>
<td>43</td>
</tr>
<tr>
<td></td>
<td>B. The cost expended on getting the dwellings re-tenanted in year ready for re-letting, averaged across all dwellings re-let in year</td>
<td>€17,253.90</td>
<td>€12,000</td>
<td>€14,025.93</td>
</tr>
<tr>
<td></td>
<td>C. The number of dwellings that were re-tenanted on any date in year (but excluding all those that had been vacant due to an estate-wide refurbishment scheme). <em>Date of re-tenanting is the date the keys have been issued to the tenant.</em></td>
<td>57</td>
<td></td>
<td>43</td>
</tr>
<tr>
<td></td>
<td>D. The number of weeks from the date of vacation to the date the dwelling is re-tenanted. <em>Date of vacation is the date the keys are handed back</em></td>
<td>70.25</td>
<td></td>
<td>43</td>
</tr>
<tr>
<td></td>
<td>E. Total expenditure on works necessary to enable re-letting of the dwelling using direct cost calculations (see explanatory notes)</td>
<td>€983,472.40</td>
<td></td>
<td>€640,803.14</td>
</tr>
<tr>
<td>H4</td>
<td><strong>Housing Maintenance Cost</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Appendix 5

<table>
<thead>
<tr>
<th>H4</th>
<th>A. Expenditure during year on the maintenance of LA Housing from 1 January to 31 Dec, divided by the no. of dwellings in the LA stock at 31st December/12. i.e. Indicator H1E minus Indicator H1F</th>
<th>€1,319 p/u based on 954 units</th>
<th>€1,424.95 per unit based on 952 units</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Expenditure on maintenance of LA stock compiled from 1 January 2018 to 31 December 2018, including planned maintenance and expenditure that qualified for grants, such as SEAI grants for energy efficient retro-fitting works on the Fabric Upgrade Programme but excluding expenditure on vacant properties and expenditure under approved major refurbishment schemes (i.e. approved Regeneration or under the Remedial Works Schemes).</td>
<td>€1,237,390.00</td>
<td>€1,356,553.19</td>
</tr>
<tr>
<td>H5</td>
<td><strong>Private Rented Sector Inspections - 2018</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>A. Total number of registered tenancies in the Local Authority area at the end of June 2017</td>
<td>1640</td>
<td>1687</td>
</tr>
<tr>
<td>H5</td>
<td>B. Number of rented dwellings inspected</td>
<td>111</td>
<td>175</td>
</tr>
<tr>
<td>H5</td>
<td>C. % of inspected dwellings that were found not to be compliant with the Standards Regulations</td>
<td>91</td>
<td>82.86%</td>
</tr>
<tr>
<td>H5</td>
<td>D. No. of non-compliant dwellings that became compliant during the year</td>
<td>8</td>
<td>29</td>
</tr>
<tr>
<td>H5</td>
<td>In order to compile this information local authorities should provide the following information</td>
<td></td>
<td></td>
</tr>
<tr>
<td>H5</td>
<td>E. The number of rented dwellings that were the subject of at least one inspection for compliance with the Regulations applicable to private rented accommodation that was carried out in the year.</td>
<td>101</td>
<td>132</td>
</tr>
<tr>
<td>H5</td>
<td>F. The number of dwellings inspected during the year that were found not to be compliant with the Housing (Standards for Rented Houses) Regulations</td>
<td>100</td>
<td>145</td>
</tr>
<tr>
<td>H5</td>
<td>G. The number of dwellings that had been found not to be compliant with the Standards Regulations at an inspection in the year or previously, that were determined by the Council to have become compliant during the year.</td>
<td>8</td>
<td>175</td>
</tr>
<tr>
<td>H6</td>
<td><strong>H6 - Long Term Homeless Adults</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>H6</td>
<td>Number of adult individuals in emergency accommodation that are long-term (i.e. 6 months or more within the previous year) homeless as a % of the total number of homeless adult individuals in emergency accommodation at the end of year.</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>H6</td>
<td>In order to compile this information local authorities should provide the following information</td>
<td></td>
<td></td>
</tr>
<tr>
<td>H6</td>
<td>The number of adult individuals classified as homeless and in emergency accommodation on the night of 31 December as recorded on the PASS system.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
The number out of those individuals who, on 31st Dec, had been in emergency accommodation for 6 months continuously, or for 6 months cumulatively within the previous 12 months.
<table>
<thead>
<tr>
<th>Ref</th>
<th>Details</th>
<th>Position at 31/12/2017</th>
<th>Target for 2018</th>
<th>Position at 31/12/2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>R1</td>
<td>Ratings in Pavement Surface Condition Index PSCI (No target set in Annual Service Delivery Plan)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>R1</td>
<td>% Regional road kilometers that received a PSCI rating between 1/1/2017 and 31/12/2018</td>
<td>0.3%</td>
<td></td>
<td>99.70%</td>
</tr>
<tr>
<td>R1</td>
<td>% Local Primary road kilometers that received a PSCI rating between 1/1/2017 and 31/12/2018</td>
<td>93.4%</td>
<td></td>
<td>74.70%</td>
</tr>
<tr>
<td>R1</td>
<td>% Local Secondary road kilometers that received a PSCI rating between 1/1/2017 and 31/12/2018</td>
<td>93.1%</td>
<td></td>
<td>76.30%</td>
</tr>
<tr>
<td>R1</td>
<td>% Local Tertiary road kilometers that received a PSCI rating between 1/1/2013 and 31/12/2018</td>
<td>88.3%</td>
<td></td>
<td>85.40%</td>
</tr>
<tr>
<td>R1</td>
<td>% Total Regional Road kilometres with a PSCI rating 1-4</td>
<td>0.0%</td>
<td></td>
<td>2.30%</td>
</tr>
<tr>
<td>R1</td>
<td>% Total Regional Road kilometres with a PSCI rating of 5-6</td>
<td>0.3%</td>
<td></td>
<td>24.40%</td>
</tr>
<tr>
<td>R1</td>
<td>% Total Regional road kilometres with a PSCI rating of 7-8</td>
<td>0.0%</td>
<td></td>
<td>20.70%</td>
</tr>
<tr>
<td>R1</td>
<td>% Total of Regional road kilometres with a PSCI rating of 9-10</td>
<td>0.0%</td>
<td></td>
<td>52.40%</td>
</tr>
<tr>
<td>R1</td>
<td>% Total Primary Road kilometres with a PSCI rating of 1-4</td>
<td>2.0%</td>
<td></td>
<td>2.10%</td>
</tr>
<tr>
<td>R1</td>
<td>% Total Primary kilometres with a PSCI rating of 5-6</td>
<td>22.9%</td>
<td></td>
<td>27.40%</td>
</tr>
<tr>
<td>R1</td>
<td>% Total Primary kilometres with a PSCI rating of 7-8</td>
<td>46.5%</td>
<td></td>
<td>41.50%</td>
</tr>
<tr>
<td>R1</td>
<td>% Total Primary kilometres with a PSCI rating of 9-10</td>
<td>22.0%</td>
<td></td>
<td>26.00%</td>
</tr>
<tr>
<td>R1</td>
<td>% Total Secondary road kilometres with a PSCI rating of 1-4</td>
<td>6.3%</td>
<td></td>
<td>4.90%</td>
</tr>
<tr>
<td>R1</td>
<td>% Total Secondary road kilometres with a PSCI rating of 5-6</td>
<td>39.9%</td>
<td></td>
<td>39.50%</td>
</tr>
<tr>
<td>R1</td>
<td>% Total Secondary road kilometres with a PSCI rating of 7-8</td>
<td>38.2%</td>
<td></td>
<td>35.60%</td>
</tr>
<tr>
<td>R1</td>
<td>% Total Secondary road kilometres with a PSCI rating of 9-10</td>
<td>8.7%</td>
<td></td>
<td>17.70%</td>
</tr>
<tr>
<td>R1</td>
<td>% Total Tertiary road kilometres with a PSCI rating of 1-4</td>
<td>14.7%</td>
<td></td>
<td>13.50%</td>
</tr>
<tr>
<td>R1</td>
<td>% Total Tertiary road kilometres with a PSCI rating of 5-6</td>
<td>39.5%</td>
<td></td>
<td>38.10%</td>
</tr>
<tr>
<td>R1</td>
<td>% Total Tertiary road kilometres with a PSCI rating of 7-8</td>
<td>26.4%</td>
<td></td>
<td>24.70%</td>
</tr>
<tr>
<td>R1</td>
<td>% Total Tertiary road kilometres with a PSCI rating of 9-10</td>
<td>7.7%</td>
<td></td>
<td>10.50%</td>
</tr>
<tr>
<td>R2</td>
<td>Regional Roads Grants Works</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>R2</td>
<td>A. Kilometres of regional roads strengthened* during 2018 and the amount expended on that work.</td>
<td>14.6</td>
<td>13.7km</td>
<td></td>
</tr>
<tr>
<td>-----</td>
<td>-----------------------------------------------------------------------------------------------</td>
<td>------</td>
<td>--------</td>
<td></td>
</tr>
<tr>
<td>R2</td>
<td>B. Kilometres of regional road resealed* during 2018 and the amount expended on that work.</td>
<td>€1,590,675</td>
<td>5.858km</td>
<td></td>
</tr>
<tr>
<td>R2</td>
<td>C. Kilometres of local road (i.e. total of primary, secondary and tertiary) strengthened during 2018 and the amount expended on that work.</td>
<td>3.6</td>
<td>89.9km</td>
<td></td>
</tr>
<tr>
<td>R2</td>
<td>D. Kilometres of local road resealed during 2018 and the amount expended on that work.</td>
<td>€114,422</td>
<td>45,655km</td>
<td></td>
</tr>
<tr>
<td>R3</td>
<td><strong>% of motor tax transactions conducted online</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>R3</td>
<td>A. Percentage of motor tax transactions which are dealt with online (i.e. transaction is processed and the tax disc is issued).</td>
<td>60.68</td>
<td>65%</td>
<td>62%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ref</th>
<th>Details</th>
<th>Position at 31/12/2017</th>
<th>Target for 2018</th>
<th>Position at 31/12/2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>W1</td>
<td>% of Private Drinking Water Schemes in compliance with statutory requirements</td>
<td>96.80%</td>
<td>97%</td>
<td>94.87%</td>
</tr>
<tr>
<td>W1</td>
<td>Percentage of Private Drinking Water Schemes in compliance with statutory requirements.</td>
<td>96.80%</td>
<td>97%</td>
<td>94.87%</td>
</tr>
</tbody>
</table>
### Review of National Performance Indicators 2018.

<table>
<thead>
<tr>
<th>Ref</th>
<th>Details</th>
<th>Position at 31/12/2017</th>
<th>Target for 2018</th>
<th>Position at 31/12/2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>P1</td>
<td>New Buildings Inspected</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>P1</td>
<td>Buildings Inspected as a percentage of new buildings notified to the local authority</td>
<td>14.60%</td>
<td>15%</td>
<td>15.80%</td>
</tr>
<tr>
<td>P1</td>
<td>Total No. of new buildings notified to the LA</td>
<td>48</td>
<td></td>
<td>19</td>
</tr>
<tr>
<td>P1</td>
<td>No. of new buildings notified to the LA that were the subject of at least 1 inspection.</td>
<td>7</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>P2</td>
<td>Number of Planning decisions confirmed by An Bord Pleanála</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>P2</td>
<td>B. % of the determinations at A which confirmed (with or without variations) the decision made by the LA.</td>
<td>50%</td>
<td>80%</td>
<td>75%</td>
</tr>
<tr>
<td>P2</td>
<td>C. Number of determinations confirming the LA’s decision with or without variation.</td>
<td>1</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>P3</td>
<td>% of Planning Enforcement cases closed as resolved</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>P3</td>
<td>% of Planning Enforcement cases closed as resolved</td>
<td>51%</td>
<td>60%</td>
<td>50% 37 out of 74 cases.</td>
</tr>
<tr>
<td>P3</td>
<td>B. Total number of cases that were closed during year</td>
<td>49</td>
<td></td>
<td>67</td>
</tr>
<tr>
<td>P3</td>
<td>C. % of cases at B that were dismissed under Section 152 (2), Planning and Development Act 2000.</td>
<td>60%</td>
<td></td>
<td>15%</td>
</tr>
<tr>
<td>P3</td>
<td>D. % of the cases at B that were resolved to the LA’s satisfaction through negotiations</td>
<td>8%</td>
<td></td>
<td>22%</td>
</tr>
<tr>
<td>P3</td>
<td>E. of the cases at B that were closed due to enforcement proceedings</td>
<td>8</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>P3</td>
<td>F. Total number of planning cases being investigated as at 31/12.</td>
<td>24</td>
<td></td>
<td>37</td>
</tr>
<tr>
<td>P4</td>
<td>Cost per Capita of the Planning Service</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>P4</td>
<td>A. The Annual Financial Statement (AFS) Programme D data divided by the population of the LA area per the 2016 Census.</td>
<td>34.87</td>
<td></td>
<td>30.88</td>
</tr>
<tr>
<td>P5</td>
<td>% of Fire Safety Certificates processed</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>P5</td>
<td>A. The percentage of applications for fire safety certificates received in the year that were decided (granted or refused) within two months of their receipt</td>
<td>85%</td>
<td>70.97%</td>
<td></td>
</tr>
<tr>
<td>P5</td>
<td>B. The percentage of applications for fire safety certificates received in the year that were decided (granted or refused) within an extended period agreed with the applicant</td>
<td>10%</td>
<td>12.90%</td>
<td></td>
</tr>
<tr>
<td>P5</td>
<td>In order to compile this information local authorities should provide the following information</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>P5</td>
<td>The total number of applications for fire safety certificates received in the year that were not withdrawn by the applicant.</td>
<td>20</td>
<td>31</td>
<td></td>
</tr>
<tr>
<td>P5</td>
<td>The number of applications for fire safety certificates received in the year that were decided (granted or refused) within two months of the date of receipt of the application</td>
<td>17</td>
<td>22</td>
<td></td>
</tr>
<tr>
<td>P5</td>
<td>The number of applications for fire safety certificates received in the year that were decided (granted or refused) within an agreed extended time period</td>
<td>2</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Ref</td>
<td>Details</td>
<td>Position at 31/12/2017</td>
<td>Target for 2018</td>
<td>Position at 31/12/2018</td>
</tr>
<tr>
<td>-----</td>
<td>-------------------------------------------------------------------------</td>
<td>------------------------</td>
<td>-----------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>E1</td>
<td><strong>Number of households in an area covered by a licensed operator providing a 3 bin service</strong></td>
<td>7973</td>
<td>8000</td>
<td>8194</td>
</tr>
<tr>
<td>E1</td>
<td>operation providing a 3 Bin Service at end of year.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E1</td>
<td>B. % of households within the LA that the number at A represents - based on 2016 Census</td>
<td>64.00%</td>
<td>70%</td>
<td>66.00%</td>
</tr>
<tr>
<td>E2</td>
<td><strong>Total Number of pollution complaint cases</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E2</td>
<td>Total Number of pollution cases carried forward from previous year</td>
<td>138</td>
<td></td>
<td>68</td>
</tr>
<tr>
<td>E2</td>
<td>A. Total number of pollution complaint cases</td>
<td>351</td>
<td></td>
<td>522</td>
</tr>
<tr>
<td>E2</td>
<td>B. Number of pollution cases closed during the year</td>
<td>283</td>
<td></td>
<td>470</td>
</tr>
<tr>
<td>E2</td>
<td>C. Total number of cases on hand at year-end</td>
<td>68</td>
<td></td>
<td>52</td>
</tr>
<tr>
<td>E2</td>
<td>Number of pollution cases in respect of complaint during the year</td>
<td>351</td>
<td></td>
<td>522</td>
</tr>
<tr>
<td>E2</td>
<td>Number of pollution cases where no investigation warranted or investigation finalised</td>
<td>0</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>E2</td>
<td>Number of pollution cases that arose in 2018 not finalised</td>
<td>n/a</td>
<td></td>
<td>52</td>
</tr>
<tr>
<td>E3</td>
<td><strong>Litter Pollution</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E3</td>
<td>A. % of area unpolluted by litter</td>
<td>20%</td>
<td></td>
<td>27.80%</td>
</tr>
<tr>
<td>E3</td>
<td>B. % of area slightly polluted by litter</td>
<td>80%</td>
<td></td>
<td>72.20%</td>
</tr>
<tr>
<td>E3</td>
<td>C. % of area moderately polluted by litter</td>
<td>0%</td>
<td></td>
<td>0%</td>
</tr>
<tr>
<td>E3</td>
<td>D. % of area significantly polluted by litter</td>
<td>0%</td>
<td></td>
<td>0%</td>
</tr>
<tr>
<td>E3</td>
<td>E. % of area grossly polluted by litter</td>
<td>0%</td>
<td></td>
<td>0%</td>
</tr>
<tr>
<td>E4</td>
<td><strong>% of schools that have been awarded green flag status</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E4</td>
<td>The % of schools that have been awarded green flag status</td>
<td>89%</td>
<td></td>
<td>52.27%</td>
</tr>
</tbody>
</table>
## Review of National & Local Performance Indicators Quarter 4, 2018.

<table>
<thead>
<tr>
<th>Ref</th>
<th>Details</th>
<th>Position at 31/12/2017</th>
<th>Target for 2018</th>
<th>Position at 31/12/2018</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>F1</strong></td>
<td><strong>Cost per Capita of the Fire Service</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>F1.1</td>
<td>area per the 2016 Census figures for the population served by the fire authority as per the Risk Based Approach</td>
<td>66.23</td>
<td></td>
<td>67.58</td>
</tr>
<tr>
<td>F1.2</td>
<td>B. Programme E data</td>
<td>€2,095,812</td>
<td></td>
<td>€2,164,886</td>
</tr>
<tr>
<td>F1.3</td>
<td>C. the population of the LA area per the 2016 Census figures for the population served by the fire authority as per the Risk Based Approach Phase One Reports.</td>
<td>32,044</td>
<td></td>
<td>32,044</td>
</tr>
<tr>
<td><strong>F2</strong></td>
<td><strong>Service Mobilisation</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>F2.1</td>
<td>Average time taken, in minutes, to mobilise fire brigades in Part-Time Stations (Retained Fire Service) in respect of fire.</td>
<td>4.69</td>
<td>5 Mins</td>
<td>4.79 mins</td>
</tr>
<tr>
<td>F2.2</td>
<td>D. Average time taken, in minutes, to mobilise fire brigades in Part-Time Stations (Retained Fire Service) in respect of all other (non-fire) emergency incidents</td>
<td>4.27</td>
<td>5 Mins</td>
<td>3.96 mins</td>
</tr>
<tr>
<td><strong>F3</strong></td>
<td><strong>Percentage of Attendances at Scenes</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>F3.1</td>
<td>A. % of cases in respect of fire in which first attendance at the scene is within 10 minutes</td>
<td>32.04%</td>
<td>40.00%</td>
<td>44.90%</td>
</tr>
<tr>
<td>F3.2</td>
<td>B. % of cases in respect of fire in which first attendance at the scene is after 10 minutes but within 20 minutes</td>
<td>44.66%</td>
<td>45.00%</td>
<td>38.78%</td>
</tr>
<tr>
<td>F3.3</td>
<td>C. % of cases in respect of fire in which first attendance at the scene is after 20 minutes</td>
<td>23.30%</td>
<td>15.00%</td>
<td>16.33%</td>
</tr>
<tr>
<td>F3.4</td>
<td>D. % of cases in respect of all other emergency incidents in which first attendance at the scene is within 10 minutes</td>
<td>48.89%</td>
<td>45.00%</td>
<td>41.18%</td>
</tr>
<tr>
<td>F3.5</td>
<td>E. % of cases in respect of all other emergency incidents in which first attendance at the scene is after 10 minutes but within 20 minutes</td>
<td>40.74%</td>
<td>42.00%</td>
<td>41.91%</td>
</tr>
<tr>
<td>F3.6</td>
<td>F. % of cases in respect of all other emergency incidents in which first attendance at the scene is after 20 minutes</td>
<td>10.37%</td>
<td>13.00%</td>
<td>16.91%</td>
</tr>
<tr>
<td><strong>F3</strong></td>
<td><strong>In order to compile this information, local authorities should submit the following data to the LGMA</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>F3.7</td>
<td>- Total number of call-outs in respect of fires from 1/1/2018 to 31/12/2018</td>
<td>103</td>
<td></td>
<td>98</td>
</tr>
<tr>
<td>F3.8</td>
<td>- Number of these fire cases where first fire tender attendance at the scene is within 10 minutes</td>
<td>33</td>
<td></td>
<td>44</td>
</tr>
<tr>
<td>F3.9</td>
<td>- Number of these fire cases in which first fire tender attendance at the scene is after 10 minutes but within 20 minutes</td>
<td>46</td>
<td></td>
<td>38</td>
</tr>
<tr>
<td>F3.10</td>
<td>- Number of these fire cases in which first fire tender attendance at the scene is after 20 minutes</td>
<td>24</td>
<td></td>
<td>16</td>
</tr>
<tr>
<td>F3.11</td>
<td>- Total number of call-outs in respect of all other emergency incidents (i.e. not including fire) from 1/1/2018 to 31/12/2018</td>
<td>135</td>
<td></td>
<td>136</td>
</tr>
<tr>
<td>F3</td>
<td>Number of these non-fire cases in which first fire tender attendance at the scene is within 10 minutes</td>
<td>66</td>
<td>56</td>
<td></td>
</tr>
<tr>
<td>----</td>
<td>---------------------------------------------------------------------------------------------------</td>
<td>----</td>
<td>----</td>
<td></td>
</tr>
<tr>
<td>F3</td>
<td>Number of these non-fire cases in which first fire tender attendance at the scene is after 10 minutes but within 20 minutes</td>
<td>55</td>
<td>57</td>
<td></td>
</tr>
<tr>
<td>F3</td>
<td>Number of these non-fire cases in which first fire tender attendance at the scene is after 20 minutes</td>
<td>14</td>
<td>23</td>
<td></td>
</tr>
<tr>
<td>Ref</td>
<td>Details</td>
<td>Position at 31/12/2017</td>
<td>Target for 2018</td>
<td>Position at 31/12/2018</td>
</tr>
<tr>
<td>-----</td>
<td>------------------------------------------------------------------------</td>
<td>-------------------------</td>
<td>-----------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>L1</td>
<td>Library Visits and Issues</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>L1</td>
<td>A. % of Library Visits per head of population</td>
<td>4.63</td>
<td>5</td>
<td>4.65</td>
</tr>
<tr>
<td>L1</td>
<td>B. Number of items issued to borrowers during the year</td>
<td>80685</td>
<td>110000</td>
<td>75,925</td>
</tr>
<tr>
<td>L1</td>
<td>C. Number of library visits during the year</td>
<td>147916</td>
<td></td>
<td>149,023</td>
</tr>
<tr>
<td>L1</td>
<td>D. Number of items issued to library borrowers during the year</td>
<td>80685</td>
<td></td>
<td>75,925</td>
</tr>
<tr>
<td>L2</td>
<td>Cost of operating a Library Service</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>L2</td>
<td>A. The Annual Financial Statement (AFS) Programme F data divided by 1,000 population of the LA area per the 2016 Census.</td>
<td>49.68</td>
<td></td>
<td>44.67</td>
</tr>
<tr>
<td>L2</td>
<td>B. AFS Programme F data</td>
<td>€1,592,039.00</td>
<td></td>
<td>€1,431,294.10</td>
</tr>
<tr>
<td>L2</td>
<td>C. 2016 Census Figure</td>
<td>32044</td>
<td></td>
<td>32044</td>
</tr>
</tbody>
</table>
### Review of National & Local Performance Indicators Quarter 4, 2018.

<table>
<thead>
<tr>
<th>Ref</th>
<th>Details</th>
<th>Position at 31/12/2017</th>
<th>Target for 2018</th>
<th>Position at 31/12/2018</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Y1</strong></td>
<td>Participation in Comhairle na nÓg Scheme</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Y1</td>
<td>nÓg scheme</td>
<td>100%</td>
<td>100% and 9.5% of</td>
<td></td>
</tr>
<tr>
<td>Y1</td>
<td>In order to compile this information, local authorities should submit the following data to the</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Y1</td>
<td>Total number of second level schools in The LA area at year end</td>
<td>7)</td>
<td>7</td>
<td></td>
</tr>
<tr>
<td>Y1</td>
<td>Comhairle na nÓg AGM held in 2018</td>
<td>6</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td><strong>Y2</strong></td>
<td>Groups associated with the Public Participation Network</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Y2</td>
<td>A. The number of organisations included in the County Register at 31/12/2018 and the proportion of those organisations that opted to be part of the Social Inclusion College with the PPN.</td>
<td>214 Registered.</td>
<td>265</td>
<td>262 Registered.</td>
</tr>
<tr>
<td>Y2</td>
<td></td>
<td>32.24% Part of Social Inclusion Pillar</td>
<td></td>
<td>29.4% of Social Inclusion Pillar</td>
</tr>
<tr>
<td>Y2</td>
<td>Total number of registered organisations that opted to join the Social Inclusion Electoral College when registering for the PPN in the year</td>
<td>7</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>Y2</td>
<td>Total number of those organisations that registered for the first time in 2018</td>
<td>27</td>
<td>48</td>
<td></td>
</tr>
<tr>
<td>Y2</td>
<td>Number of organisations included in the County Register and the proportion who opted to be part of the Social Inclusion College within the PPN</td>
<td>69</td>
<td>77</td>
<td></td>
</tr>
</tbody>
</table>
## Review of National & Local Performance Indicators Quarter 4, 2018.

<table>
<thead>
<tr>
<th>Ref</th>
<th>Details</th>
<th>Position at 31/12/2017</th>
<th>Target for 2018</th>
<th>Position at 31/12/2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>C1</td>
<td><strong>Total Number of WTEs</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C1</td>
<td>provided to DHPLG by way of staffing returns for December 2018)</td>
<td>259.91</td>
<td>270</td>
<td>258.7</td>
</tr>
<tr>
<td>C2</td>
<td><strong>Working Days lost to Sickness</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C2</td>
<td>A. Percentage of paid working days lost to sickness absence through medically certified leave</td>
<td>4.77%</td>
<td>3.50%</td>
<td>3.12%</td>
</tr>
<tr>
<td>C2</td>
<td>B. Percentage of paid working days lost to sickness absence through self-certified leave</td>
<td>0.32%</td>
<td>0.29%</td>
<td></td>
</tr>
<tr>
<td>C2</td>
<td>C. Number of working days lost to sickness absence through medically certified leave</td>
<td>2822.1</td>
<td></td>
<td>1868.1</td>
</tr>
<tr>
<td>C2</td>
<td>D. Number of working days lost to sickness absence through self-certified leave -</td>
<td>191.3</td>
<td></td>
<td>172.7</td>
</tr>
<tr>
<td>C2</td>
<td>E. Number of unpaid working days lost to sickness absence included within the total of medically certified sick leave days -</td>
<td>5.5</td>
<td></td>
<td>49.1</td>
</tr>
<tr>
<td>C2</td>
<td>F. Number of unpaid working days lost to sickness absence included within the total of self-certified sick leave days -</td>
<td>0.34</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>C3</td>
<td><strong>Total page views of the LA website</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C3</td>
<td>Total page views of the LA website</td>
<td>217,574</td>
<td>250,000</td>
<td>345,891</td>
</tr>
<tr>
<td>C3</td>
<td>Total number of social media followers following the LA on social media sites</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C4</td>
<td><strong>Overall cost of ICT provision per WTE</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C4</td>
<td>A. All ICT Expenditure in the period divided by the WTW @ C1.</td>
<td>€3,919</td>
<td>€3,890</td>
<td></td>
</tr>
<tr>
<td>C4</td>
<td>B. Revenue Expenditure</td>
<td>1,018,602</td>
<td></td>
<td>1,006,449</td>
</tr>
<tr>
<td>C4</td>
<td>C. Wholetime equivalent</td>
<td>259.91</td>
<td></td>
<td>258.7</td>
</tr>
<tr>
<td>C5</td>
<td><strong>Overall cost of ICT as a proportion of Revenue Budget</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C5</td>
<td>All ICT expenditure calculated in C4 as a proportion of Revenue Expenditure</td>
<td>2.93430%</td>
<td></td>
<td>2.6124%</td>
</tr>
</tbody>
</table>
Appendix 5


<table>
<thead>
<tr>
<th>Ref</th>
<th>Details</th>
<th>Position at 31/12/2017</th>
<th>Target for 2018</th>
<th>Position at 31/12/2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>M1</td>
<td>5 Year summary of Revenue Account balance</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>M1</td>
<td>A: The cumulative surplus/deficit balance at 31/12/2014</td>
<td>-€1,579,451</td>
<td>-€1,426,331</td>
<td></td>
</tr>
<tr>
<td>M1</td>
<td>B: The cumulative surplus/deficit balance at 31/12/2015</td>
<td>-€1,426,331</td>
<td>-€1,324,122</td>
<td></td>
</tr>
<tr>
<td>M1</td>
<td>C: The cumulative surplus/deficit balance at 31/12/2016</td>
<td>-€1,324,122</td>
<td>-€266,479</td>
<td></td>
</tr>
<tr>
<td>M1</td>
<td>D: The cumulative surplus/deficit balance at 31/12/2017</td>
<td>-€266,479</td>
<td>-€264,105</td>
<td></td>
</tr>
<tr>
<td>M1</td>
<td>E: The cumulative surplus/deficit balance at 31/12/2018</td>
<td>-€264,105</td>
<td>-200,000</td>
<td>-€260,640</td>
</tr>
<tr>
<td>M1</td>
<td>F. The cumulative surplus or deficit at 31/12/2018 as a percentage of Total Income in 2018 from the Income and Expenditure Account Statement of the AFS*</td>
<td>-0.79%</td>
<td>-0.67%</td>
<td></td>
</tr>
<tr>
<td>M1</td>
<td>G. Revenue Expenditure per Capita in 2018</td>
<td>1086</td>
<td>1204</td>
<td></td>
</tr>
<tr>
<td>M1</td>
<td>The 2018 Total Income Figure from the Income and Expenditure Account Statement of the AFS</td>
<td>€33,550,361</td>
<td>€38,815,087</td>
<td></td>
</tr>
<tr>
<td>M1</td>
<td>The 2018 Total Expenditure figure on the Income and Expenditure Account Statement (i.e excluding transfers) of the AFS*</td>
<td>€34,713,437.00</td>
<td>€38,565,368</td>
<td></td>
</tr>
</tbody>
</table>

| M2  | 5 Year summary of % collection levels for major revenue sources | | | |
| M2  | Collection level of rates from the Annual Financial Statement for 2014 | 60% | 60% |
| M2  | Collection level of rent and annuities from the Annual Financial Statement 2014 | 87% | 87% |
| M2  | Collection level of housing loans from the Annual Financial Statement for 2014 | 60% | 60% |
| M2  | Collection level of rates from the Annual Financial Statement for 2015 | 79% | 79% |
| M2  | Collection level of rents and annuities from the Annual Financial Statement for 2015 | 86% | 86% |
| M2  | Collection levels for housing loans from the Annual Financial Statement for 2015 | 65% | 65% |
| M2  | Collection level of rates from the Annual Financial Statement for 2016 | 81% | 81% |
| M2  | Collection level of rents and annuities from the Annual Financial Statement for 2016 | 88% | 88% |
| M2  | Collection levels for housing loans from the Annual Financial Statement for 2016 | 63% | 63% |
| M2  | Collection level of rates from the Annual Financial Statement for 2017 | 82% | 82% |
| M2  | Collection level of rents and annuities from the Annual Financial Statement for 2017 | 88% | 88% |
| M2  | Collection levels of housing loans from the Annual Financial Statement for 2017 | 64% | 64% |
| M2  | Collection level of rates from the Annual Financial Statement for 2018 | 83% | 83% |
| M2 | Collection level of rents and annuities from the Annual Financial Statement for 2018 | 89% | 89% |
| M2 | Collection levels of housing loans from the Annual Financial Statement for 2018 | 64% | 69% |
## Review of National & Local Performance Indicators Quarter 4, 2018.

<table>
<thead>
<tr>
<th>Ref</th>
<th>Details</th>
<th>Position at 31/12/2017</th>
<th>Target for 2018</th>
<th>Position at 31/12/2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>J1</td>
<td>No. of jobs created</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>J1</td>
<td>31 Dec</td>
<td>31</td>
<td>40</td>
<td>24</td>
</tr>
<tr>
<td>J2</td>
<td>Trading Online Vouchers</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>J2</td>
<td>A. The number of trading online voucher applications approved by the Local Enterprise Office in the year</td>
<td>12</td>
<td>18</td>
<td>11</td>
</tr>
<tr>
<td>J2</td>
<td>B. The number of online-trading vouchers that were drawn down by year-end</td>
<td>5</td>
<td>9</td>
<td>6</td>
</tr>
<tr>
<td>J3</td>
<td>No. of mentoring receipts</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>J3</td>
<td>A. The number of mentoring participants who received mentoring during the year</td>
<td>101</td>
<td>101</td>
<td></td>
</tr>
<tr>
<td>J4</td>
<td>Tourism</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>J4</td>
<td>A. Does the local authority have a current tourism strategy?</td>
<td>Yes</td>
<td></td>
<td>Yes</td>
</tr>
<tr>
<td>J4</td>
<td>B. Does the local authority have a designated Tourism Officer?</td>
<td>Yes</td>
<td></td>
<td>Yes</td>
</tr>
</tbody>
</table>
## Appendix 2 - Review of Local Performance Indicators 2018.

<table>
<thead>
<tr>
<th>Ref</th>
<th>Details</th>
<th>Position at 31/12/2017</th>
<th>Target for 2018</th>
<th>Position at 31/12/2018</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>LOC 1</strong></td>
<td>Number of Housing units upgraded under Improvement Works Programme</td>
<td>438 units (29 casual vacancies, 17 voids, 26 disabled person grants, 31 planned maintenance, 15 refurbishment new acquisitions, 320 fire/CO alarms)</td>
<td>150</td>
<td>237 Units (30 Casual Vacancies; 32 Voids; 19 Refurbishment of Acquisitions: 129 Smoke / CO2 Detector Upgrades) and 27 Disability upgrade works</td>
</tr>
<tr>
<td>LOC 2</td>
<td>New tenancies created from 1st January 2018 to 31st December, 2018</td>
<td>71</td>
<td>70</td>
<td>63</td>
</tr>
<tr>
<td>LOC 3</td>
<td>Number of private Housing Adaptation Grants Paid</td>
<td>66</td>
<td>60</td>
<td>45</td>
</tr>
<tr>
<td>LOC 4</td>
<td>% achievement Traveller Accommodation Programme targets</td>
<td>75%</td>
<td>8 units - 100% outputs</td>
<td>185.7% - 13</td>
</tr>
<tr>
<td>LOC 4</td>
<td>% Achievement on TAP 2014-2018</td>
<td></td>
<td></td>
<td>85 pre planning enquiries dealt with in an average of 14.46 working days.</td>
</tr>
<tr>
<td>LOC 5</td>
<td>Number of formal pre planning enquiries and average waiting time</td>
<td>88 pre planning enquiries and 16.85 working days was the average waiting time</td>
<td>100 (15 workings days)</td>
<td>85 pre planning enquiries dealt with in an average of 14.46 working days.</td>
</tr>
<tr>
<td>Indicator</td>
<td>Value</td>
<td>Percentage</td>
<td>Notes</td>
<td></td>
</tr>
<tr>
<td>--------------------------------------------------------------------------</td>
<td>-------------</td>
<td>------------------</td>
<td>----------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>LOC 6 % schools participating in environmental campaigns (Green Schools)</td>
<td>100%</td>
<td>100%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LOC 7 % of classrooms participating in the LA</td>
<td>50.50%</td>
<td>46.33%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LOC 8 % of facilities for water</td>
<td>100%</td>
<td>100%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LOC 9 % of facilities for Social Infrastructure</td>
<td>0%</td>
<td>0%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LOC 10 Number participating in Arts Activities</td>
<td>4,34%</td>
<td>4.5%</td>
<td>Number of participants in Arts Activities per 1,000 population directly provided by the LA</td>
<td></td>
</tr>
<tr>
<td>LOC 11 % of customer contacts closed within 4 weeks</td>
<td>8000</td>
<td>86.65%</td>
<td>% of customer contacts closed within 4 weeks per 1,000 population directly provided by the LA</td>
<td></td>
</tr>
<tr>
<td>LOC 12 % of suppliers paid within 15 days</td>
<td>3123</td>
<td>95.38%</td>
<td>% of suppliers paid within 15 days per 1,000 population directly provided by the LA</td>
<td></td>
</tr>
<tr>
<td>LOC 13 Number of start-ups through LEQ/local services</td>
<td>12</td>
<td>95.00%</td>
<td>Number of start-ups through LEQ/local services per 1,000 population directly provided by the LA</td>
<td></td>
</tr>
<tr>
<td>LOC 14 Number of grants approved (LEO)</td>
<td>21</td>
<td>93%</td>
<td>Number of grants approved (LEO) per 1,000 population directly provided by the LA</td>
<td></td>
</tr>
<tr>
<td>LOC 15 Number of participants on Start your Own Business Courses</td>
<td>23</td>
<td>92.22%</td>
<td>Number of participants on Start your Own Business Courses per 1,000 population directly provided by the LA</td>
<td></td>
</tr>
<tr>
<td>LOC 16 Number of participants on Start your Own Business Courses</td>
<td>60</td>
<td>90%</td>
<td>Number of participants on Start your Own Business Courses per 1,000 population directly provided by the LA</td>
<td></td>
</tr>
<tr>
<td>LOC 17 Business vacancy rate</td>
<td>16.20%</td>
<td>15.60%</td>
<td>Business vacancy rate per 1,000 population directly provided by the LA</td>
<td></td>
</tr>
<tr>
<td>LOC 18 Number of page visits to Tourism Website</td>
<td>0%</td>
<td>0%</td>
<td>Number of page visits to Tourism Website per 1,000 population directly provided by the LA</td>
<td></td>
</tr>
<tr>
<td>LOC 19 Number of visitors at specific points</td>
<td>3004</td>
<td>3620</td>
<td>Number of visitors at specific points per 1,000 population directly provided by the LA</td>
<td></td>
</tr>
<tr>
<td>LOC 19</td>
<td>Glencar Waterfall</td>
<td>91571</td>
<td>95000</td>
<td>79448</td>
</tr>
<tr>
<td>--------</td>
<td>---------------------</td>
<td>-------</td>
<td>-------</td>
<td>-------</td>
</tr>
<tr>
<td>LOC 19</td>
<td>Costello Chapel</td>
<td>31906</td>
<td>42000</td>
<td>44772</td>
</tr>
<tr>
<td>LOC 19</td>
<td>Glenade Car Park</td>
<td>4010</td>
<td></td>
<td>4047</td>
</tr>
<tr>
<td>LOC 19</td>
<td>Lime Kiln</td>
<td>2803</td>
<td>4000</td>
<td>2344</td>
</tr>
</tbody>
</table>
April

Chief Executive Monthly Management Report

Monthly Report

Leitrim County Council

for the period 1st - 30th April 2019

Prepared in accordance with
Section 136 (2) of the Local
Government Act, 2001 as inserted
by Section 51 of the Local
Government Act, 2014
FINANCE & WATER SERVICES DIRECTORATE

Revenue Account

June 2018 - Revenue Account Income & Expenditure Summary by Service Division
(PRELIMINARY June 2018 - FIGURES)

Expenditure V Income

Income V Budget June 2018

MAIN POINTS AS AT END OF June 2018
Water Expenditure in line with income from Irish Water.
Development Management Income is ahead of budget due to LEO Grant income from Enterprise Ireland, this is distributed throughout the year.
Housing & Building and Road Transport & Safety are departures in income vs. Expenditure mainly due to outstanding grant claims.

Recourse to Overdraft

June 2018 - Recourse to Overdraft

Rates, Rents and Loans

June 2018 - Arrears Debt Analysis

<table>
<thead>
<tr>
<th>30 Days</th>
<th>60 Days</th>
<th>90 Days</th>
<th>180 Days</th>
<th>1 Yr</th>
<th>2 Yrs</th>
<th>&gt;2 Yrs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rates</td>
<td>Rates</td>
<td>Rates</td>
<td>Rates</td>
<td>Rates</td>
<td>Rates</td>
<td>Rates</td>
</tr>
<tr>
<td>RENTS</td>
<td>RENTS</td>
<td>RENTS</td>
<td>RENTS</td>
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<td>RENTS</td>
<td>RENTS</td>
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<td>LOANS</td>
<td>LOANS</td>
<td>LOANS</td>
<td>LOANS</td>
</tr>
</tbody>
</table>

2
Appendix 6

WATER SERVICES - OPERATIONS UPDATE

Maximo: Asset Management

There was a total of 174 No. Work Orders for the month of April 2019. Breakdown as follows:

<table>
<thead>
<tr>
<th>Work Orders</th>
<th>#</th>
</tr>
</thead>
<tbody>
<tr>
<td>LA Complaints</td>
<td>4</td>
</tr>
<tr>
<td>Planned Leak Detection</td>
<td>2</td>
</tr>
<tr>
<td>New Connections Water</td>
<td>2</td>
</tr>
<tr>
<td>New Connections (Waste Water)</td>
<td>6</td>
</tr>
<tr>
<td>First Fix Repairs</td>
<td>5</td>
</tr>
<tr>
<td>First Fix Surveys</td>
<td>17</td>
</tr>
<tr>
<td>Emergency Work Orders</td>
<td>1</td>
</tr>
<tr>
<td>Drinking Water RM</td>
<td>86</td>
</tr>
<tr>
<td>Waste Water RM</td>
<td>25</td>
</tr>
<tr>
<td>Contractor Related Work Orders</td>
<td>26</td>
</tr>
</tbody>
</table>

Unaccounted for Water

UFW was at 46.33% at the end of Q1 2019 - There is a water audit ongoing at the moment in this area.

Capital Works Update

NLRWSS (Contract 3A): Extension of Moneyduff Water Treatment Plant - €3.84 million

EPS continue with the Design Build Operate extension of Moneyduff Water Treatment Plant. The Design and Build element of the works is substantially completed and the new extended plant is producing water to the NLRWSS. Formal Commissioning certification will be issued in May 2019 following which the 12 month operating period by the contractor will commence. There are no issues with the supply. Handover to SLA for operation is April 2020.

Extension of Supply to Rossinver and Kiltyclogher (Contract 3B)

Substantially completed and in service. Minor works on private connections outstanding. A section of old main yet to be decommissioned.

Manorhamilton & Mohill Wastewater Treatment Plant Upgrade Project - €4.0 million

Works are ongoing. No issues, but slightly behind program. Completion date revised to August 2019 following which Coffey Water will operate for one further year. The new upgraded WWTP’s will be handed over to LCC under the SLA in August 2020.

Minor Capital Works

Water Networks Portfolio Programme Frameworks - Farrans Construction Ltd.

Mountcarmel: 1.6km of old 300 mm AC Trunk Main substantially completed and in service. Permanent reinstatement works on this section due in the next 3-4 weeks. The 145m watermain extension at the southern end of the project has now commenced.

Eslin – Stuck: 1900m of 250mm AC mains replacement has commenced on the Eslin – Stuck project. 1500m of new main installed to date. Watermain installation works expected to be complete in May 2019.

Ballinamore: 2,270 meters of new water main completed and in service. Section of SMA road reinstatement on the R209 near the town remains outstanding.

Manorhamilton: 2.0Kn of watermain replacement on the N16 - all works now completed. Final road reinstatements works outstanding.
Appendix 6

Kinlough: Works are now substantially complete with transferring all 60 connections across from the old uPVC main to the PE trunk main on the Kinlough – Tullaghan road. Permanent reinstatement works will follow. Major reduction in leakage since old main abandoned.

Find and FIX

Farrans progressing with ongoing Find and Fix works in Carrick on Shannon DMA
LCC Direct Labour Find and Fix crew on leak detection and repair in various DMA’s at Ballinaboy, Dromahaire, and Dromod east.

The water conservation target methodology has been reviewed by Irish Water for 2019. The Target for 2019 is set at a saving of 750cum/day on total production from our three Water Treatment Plants. i.e. reduce total production from current average of circa 14,550 (to be confirmed) to 13,800cum/day.

BYS’s and Lead replacement works in Mc Dermott Terrace Manorhamilton has been complete. These works will continue in coming months.

Energy Efficiency Carrick on Shannon Water Treatment Plant - EPS Ltd Contractors
EPS has substantially completed the main elements of this initial project replacement of all main pumps with more efficient ones. Irish Water has approved substantial additional works and a new Medium Voltage import installation at Carrick on Shannon. These works have commenced and are progressing well with completion in June 2019. This will reduce the cost of electricity at this facility.

Disinfection Programme - Veolia Contractors
Design & Build works ongoing at Leitrim Plants, Carrick on Shannon WTP and Glenade WTP. Works Program to complete by May 2019. Works identified under Process optimization and treatment program have been issued as Variations under this contract. Some of these works are in hand and work on filter 7 has commenced.

Water Treatment Programme - Mayo/Sligo/Leitrim/Roscommon
EPS has carried out modification works to the break pressure tank at Glenade WTP source. Further works to be carried out at the upland source at the Erriff Spring will take place in May/June 2019.

Carrick on Shannon Water Treatment Plant
RCC have commenced installation works for the new centrifuge at Carrick WTP which was commissioned recently and is up and running.

4 No. WWTP upgrades Drumshanbo, Leitrim Village, Carrigallen and Ballinamore
Works substantially complete at Carrigallen and Ballinamore. Works ongoing at Leitrim Village and Drumshanbo. Significant additional works now approved for Drumshanbo WWTP to upgrade the aeration ditch with a fine bubble aeration system and construction of new intake works with the addition of grit removal and classifier.

Reservoir Cleaning
Works Ongoing - Reservoir cleaning in Leitrim continuing and 90% of reservoirs have now been completed.
Capital Investment Plan 2017 - 2021

Upgrade of Drumshanbo Waste Water Treatment Plant - Atkins Consulting Engineers
This project is included in Irish Waters Capital investment Plan for 2017-2021 and is bundled with 5 similar WWTP’s in County Cavan. Feasibility Study Report has been finalized and is recommending that a final effluent pumping station and rising main from the plant to a new outfall location to the River Shannon at Galley bridge. These works will be delivered in the period of this CIP 2017 – 2021.

Carrick on Shannon Water Treatment Plant – Future planning
We have promoted the need for an extension to Carrick on Shannon WTP to provide for growth in the SLRWSS supply area in the medium term. Irish Water Asset Strategy and Planning is currently considering this proposal. This project is not currently included in Irish Waters Capital Investment Programme but Irish Water are indicating that it may fit into a new programme funding stream called “Early Contractor Involvement” ECI. We will follow up on this.

Economic Development, Planning, Environment and Transportation Directorate

ECONOMIC DEVELOPMENT & PLANNING:
LOCAL ENTERPRISE OFFICE (LEO)
Evaluation and Approvals Committee Meeting
The second meeting of the Evaluation and Approvals Committee took place on 25th April and a total of 3 projects were considered with all 3 receiving letters of offer. The total awarded was €35,567.

Training
There continues to be a great interest in training programmes, during April courses run included Revenue Online Services, HACCP Food Training.

Mentoring
There continues to be a strong interest in one to one mentoring requests.

Ireland’s Best Young Entrepreneur
The business bootcamp for IBYE took place on 13th and 14th April and judging took place on 26th April. The County winners will be announced at an event in May.

Brexit
Brexit Sales mentoring continues every Wednesday alternating between Carrick on Shannon, Ballinamore and Manorhamilton.

Outreach Office – Manorhamilton
The Outreach Office continues to run on the first Tuesday of the month in Manorhamilton.

National Ploughing Championships
The Local Enterprise Village will host one client form each Local Enterprise Office at a subsidised rate this year. Preference is given to a manufacturing business, emails have issued to eligible clients to express their interest by 16th April. The clients from each county will be selected centrally to avoid duplication of business types.

Meet the Buyer on the Street
Three Leitrim food producers Jinny’s Bakery, Dromod Boxy and the Art of Coffee will be representing the county at the new LEO ‘Meet the Buyer’ event which will take place on ‘The Street’ at the Limerick Institute of Technology (LiT) on Thursday 23 May 2019.

**ECONOMIC DEVELOPMENT**

**Carrick on Shannon Town Team**

April 29th meeting rescheduled to May 1st.

**Purple Flag**

Purple Flag public perception survey circulated to various databases with a closing date of May 16th. Planning for Launch of Ask for Angela Campaign in May.

**REDZ Town Team Manorhamilton**

A meeting took place with the REDZ Town Team in Manorhamilton on April 16th in the Bee Park Resource Centre. The Team are working on Manor Summit 2019.

**Town and Village Projects 2017& 2018**

Ongoing follow up with Town and Village projects from 2017 and 2018 to check progress and offer support in submitting claims. Processing of claims for payment.

**Potential Town and Village Projects 2019**

Meetings were held with a number of groups from various towns around the County to ascertain potential projects for Town and Village 2019.

**ORIS 2019**

The ORIS - Outdoor Recreation Infrastructure Scheme - opened for Applications in April with a closing date of May 14th for submissions to Leitrim County Council, applications to the department by May 31st.

**Clar 2019**

38 applications were received by Leitrim County Council under Measure 1 & 2, after evaluation 15 were then submitted to the department. Under Measure 3C 6 applications for were received by LCC and forwarded to the Department.

**Town and Village 2019**

The Town and Village Scheme 2019 was announced by the Minister in April, closing date for receipt of expression of interest by Leitrim County Council is May 31st, onward submission to the department by June 28th 2019.

**CCTV – Carrick on Shannon**

Work has commenced on installing the CCTV system in Carrick on Shannon at the end of April and should be completed by end of May 2019.

**SECURE NPA Programme**

Renewable Energy Strategy draft completed under the SECURE programme. SECURE programme delivery completed with a final claim and report to be submitted.

**DEVELOPMENT MANAGEMENT**

**Unfinished Housing Developments / Taking in Charge**

Work is continuing with respect to the advertising of a significant tranche of housing developments (36 no.) which will be advertised for taking in charge by the Planning Authority in the middle of May. This marks the culmination of a concentrated effort by the Planning
Authority over the course of 2018 to negotiate a series of development bonds with insurance companies some of which required the preparation of Site Resolution Plans by the Planning Authority. Management have also approved the appointment of an additional engineering resource who will be responsible for managing the carrying out of works in estates when they are taken in charge and where proceeds have been secured through the settlement of development bonds. It is hoped that this resource will be in place during May.

Pre Planning
9 no. pre planning inquiries were received by the Planning Authority during the month of April with 5 no. meetings having taken place. A number of other enquiries were dealt with through e-mail and phone.

Development Management
25 no. valid planning applications were received in April. Of the applications lodged, 2 no. applications seek an extension of duration of planning permission, 1 application seeks retention of planning permission, 2 application seeking outline planning permission. 7 no. of the applications received relate to commercial developments. In addition, a further 4 no. applications submitted were deemed invalid and returned to the applicants with 2 no. of the invalid applications having subsequent valid applications accepted by the Planning Authority.

13 no. final decisions on planning applications were made during April, 1 no. of which was a decision to refuse planning permission. A request for Further Information issued with respect to a further 7 no. applications during the month of April.

Forward Planning
As work begins with the impending review of the County Development Plan 2015-2021 due to commence towards the end of this year, RPS Group are presently preparing a draft Renewable Energy Strategy part funded through the SECURE programme. The Council has sought expressions of interest from suitable consultancies to undertake a review of the Landscape Character Assessment which was prepared in 2002.

Annual Irish Planning Institute Conference
Leitrim County Council were the host Local Authority for the Irish Planning Institute Annual Conference held in the Landmark Hotel on Thursday 4th and Friday 5th April 2019. Leitrim County Council hosted a reception on Wednesday evening where the guest speaker was Mr. Pat Rigney, Managing Director of the Shed Distillery, Drumshanbo. The Conference, entitled 'Integrated Planning & Development' was attended by over 300 delegates. Minister for Housing, Planning & Local Government, Mr. Eoghan Murphy, T.D. addressed the Conference on Friday morning and launched the new Office of the Planning Regulator. The newly appointed Planning Regulator, Mr. Niall Cussen outlined the role and vision for this new office.

Heritage
The Heritage Officer continues her work in the preparation of a replacement Heritage Plan. The public consultation for the replacement Heritage Plan concluded – ‘What’s Your Leitrim Heritage?’ An analysis of the 124 no. submissions was undertaken and a report prepared including a series of recommendations. A presentation was given to the Strategic Policy Committee.

The Heritage Officer has received funding through the Heritage Council to pursue 3 projects this year, namely undertaking Leitrim Wetland Survey, Leitrim Thatched Survey and Community Heritage Week Event Assistance. Consultants have been appointed for the first 2 projects. A number of applications for funding under the latter scheme are being evaluated.
In addition, the Heritage Officer organised the Creative Ireland funded Heritage in Schools visits and Cruinniú na nÓg Big Dig visit to one school, promoted heritage activities and funding in Leitrim and dealt with a series of public enquires.

Finally, the Heritage Officer gave a presentation on Heritage Plan at launch of Recognising Cultural Heritage Opportunities for Tourism (ROOTS), an Erasmus+ Cultural Heritage Tourism Project.

**ENVIRONMENT**  
**RMCEI Plan**


The EPA have selected two no Leitrim County Council Case Studies to be displayed at the 2019 National Water Conference in Galway on the 29th and 30th May 2019.

**National Inspection Program (DWWTS)**

The Council are inspecting 25 no DWWTS in 2019 as per the new EPA National Inspection Plan (NIP) 2018 – 2021 Programme. These inspections will be completed from April 2019 to end of year. The sites were selected based on EPA Risk based methodology mapping across the Country. Where Advisory Notices were issued in 2015/2016/2017/2018 there will be ongoing verification inspections where works were due to be completed and re-inspections as requested to facilitate grant payments.

Leitrim County Council will be attending an EPA workshop for Registered Inspectors on 23rd May 2019.


Irish Water/LAWPRO had a Pesticide Meeting in Longford regards the Animal Plant & Health Association (ALPHA) Monitoring Programme for the Lough Forbes Catchment on the 21st March 2019. This was well attended and ongoing sampling in the Lough Forbes Catchment which includes Lough Rinn and surrounding catchment is to continue in 2019 and is included in the ALPHA monitoring programme.

A follow up workshop was given by Teagasc on Pesticide use in Agriculture and water quality protection.

**EPA Ambient Air Quality Monitoring (AAQM)**

The Environmental Protection Agency manages the national ambient air quality monitoring network. It is proposed to install an air quality monitor in Carrick-on-Shannon in by end of year 2019. Works were ongoing in late 2018 and close collaboration with LCC/EPA staff in selecting an optimum location for this unit.

**Nitrogen Dioxide and Nitrogen Oxides**

Emissions from traffic are the main source of nitrogen oxides in Ireland along with electricity generating stations and industry. Levels in Ireland are moderate but are increasing due to growth in traffic numbers.
Appendix 6

**Particulate Matter (PM\textsubscript{10} and PM\textsubscript{2.5})**

There are many sources of particulate matter (dust) including vehicle exhaust emissions, soil and road surfaces, construction works and industrial emissions. Particulate matter can be formed from reactions between different pollutant gases. These are known as PM\textsubscript{10} (diameter less than 10\textmu m) and PM\textsubscript{2.5} (diameter less than 2.5\textmu m).

There are high levels of PM\textsubscript{10} in many cities and towns. In smokeless fuel zones, levels of particulate matter decreased after the ban on bituminous coal.

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**VETERINARY SERVICES**

**Slaughter Returns**

<table>
<thead>
<tr>
<th>Animal</th>
<th>Count</th>
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<tbody>
<tr>
<td>Cattle</td>
<td>59</td>
</tr>
<tr>
<td>Sheep</td>
<td>160</td>
</tr>
<tr>
<td>Pigs</td>
<td>12</td>
</tr>
<tr>
<td>Chickens</td>
<td>67</td>
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**Premises Inspections**

<table>
<thead>
<tr>
<th>Type</th>
<th>Count</th>
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</thead>
<tbody>
<tr>
<td>Premises Inspections</td>
<td>7</td>
</tr>
<tr>
<td>Food Samples</td>
<td>1</td>
</tr>
<tr>
<td>Environmental Swabs</td>
<td>0</td>
</tr>
<tr>
<td>Water Samples</td>
<td>0</td>
</tr>
<tr>
<td>Veterinary Residue Samples</td>
<td>0</td>
</tr>
<tr>
<td>Carcass Swabs</td>
<td>0</td>
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**Dog Warden Service Activities**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stray Dogs</td>
<td>18</td>
</tr>
<tr>
<td>Surrendered Dogs</td>
<td>7</td>
</tr>
<tr>
<td>Dogs Re-Homed</td>
<td>16</td>
</tr>
<tr>
<td>Dogs Re-Claimed by Owner</td>
<td>3</td>
</tr>
<tr>
<td>Dog Deaths</td>
<td>0</td>
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<tr>
<td>Dog Euthanized</td>
<td>0</td>
</tr>
<tr>
<td>Service Requests</td>
<td>38</td>
</tr>
<tr>
<td>Dog License Inspections</td>
<td>25</td>
</tr>
<tr>
<td>Dogs Neutered</td>
<td>3</td>
</tr>
<tr>
<td>Neutering Vouchers Issued</td>
<td>1</td>
</tr>
<tr>
<td>Dogs Micro-Chipped and Registered</td>
<td>2</td>
</tr>
</tbody>
</table>
ROADS

Road Crews continuing to carry out routine maintenance works
Annual Area Roads Programme works are now underway

National Roads
There are 3 No. Pavement Schemes planned for the N4 and N16 in the current year. The up to date position with regard to these 3 No. Pavement Schemes is as follows:

N4 Pavement Scheme from Attirory to County Boundary
Tenders for Construction have been advertised with a closing date of 10th May, 2019

N4 Pavement Scheme at Jamestown
It is planned to advertise this Construction Contract in May 2019

N16 Pavement Scheme from Pollboy to Cornastaulk
The Contract for this Scheme is also at Tender Stage. In addition the proposed realignment scheme at Drummahon on the N16 is progressing with the contractor currently carrying out the advanced works. It is proposed to advertise the Ground Pre-Loading Contract in the coming month.

Bridges on Non National Roads
Currently work is being carried out on a number of bridges throughout the county with major works planned for Hartley Bridge and Kilavoggy bridge.

CLAR Programme 2018

Drumshanbo National School: Construction of Footpath from residential areas to National School
St. Hugh’s NS, Dowra: (continuation of 2017 Scheme) – Pedestrian Bridge is in place. Provision of Pedestrian Crossing at National School – Design Works are complete and construction works have commenced.
Carrigallen: New Footpath from Secondary School to GAA Grounds – Works are in progress and are currently 80% complete, awaiting on Eir.

Recreational Trails 2018 - Leitrim Way from Drumshanbo to Dowra
Design of the Footbridge on this Walkway is complete and Tenders have now been assessed. Negotiations with landowners regarding Licence Agreements are currently in progress.

Dromahair Demonstration Greenway
Design works on this Greenway are complete and Tenders have been assessed. Further funding is being sought from the Department for these works.

Local Improvement Schemes (LIS)
Works are nearing completion on the 12 No. Local Improvement Schemes which are being done with the second 2018 LIS Funding Allocation of €300,120 which was received by Leitrim County Council in November 2018. The 2019 Allocation for these Schemes is €250,000 and this will enable a further 9 No. LIS Schemes to be completed. Works on these 9 No. LIS Schemes have now commenced.

Community Involvement Schemes (CIS)
The Grant Allocation for 2019 for Community Involvement Schemes is €676,057. This will enable approx. 14 – 15 CIS Schemes to proceed in 2019. The CIS Programme for 2019 is currently being finalised. This office will shortly be in communication with applicants for this
Appendix 6

Scheme in relation to the payment of the required 15% Local Contribution. We hope to have our Community Involvement Scheme Programme for 2019 finalised in the coming weeks.

**Services in Charge Queries**

<table>
<thead>
<tr>
<th>No. of Services in Charge Queries processed in April, 2019</th>
<th>22</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cumulative No. of Services in Charge Queries processed Year to Date</td>
<td>81</td>
</tr>
</tbody>
</table>

**Abnormal Load Permits**

<table>
<thead>
<tr>
<th>No. of Abnormal Load Permits processed in April 2019</th>
<th>6</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cumulative No. of Abnormal Load Permits processed Year to Date</td>
<td>18</td>
</tr>
</tbody>
</table>

**Road Safety**

The Annual Transition Year Integration Day 2019 was held on 4th April, 2018 in the Lough Allen Hotel, Drumshanbo, Co. Leitrim. 136 TY students from 4 schools in the county participated. The Programme included a number of Workshops for the Students, including “Use Your Brain Not Your Fists” Campaign, Responsible Dog Ownership, Health & Fitness, Fire Service Demonstration and Road Safety. The Road Safety Workshops included a Presentation on Road Safety from the Road Safety Authority (RSA) Road Safety Education Officer and the RSA Shuttle and Simulator attended the event.

**“Click Before You Go” Road Safety Campaign**

Leitrim County Council is currently participating in the “Click Before You Go” Road Safety Campaign in conjunction with Mayo and Sligo County Council’s and the Mayo, Sligo & Leitrim ETB. This campaign is promoting Seat Belt use and in conjunction with the ETB a series of texts will issue to all parents of school going children regarding seat belt use.

**RURAL WATER PROGRAMME:**

**Multi Annual Rural Water Programme 2019 - 2021**

Leitrim County Council made a Submission to the Department of Housing, Planning & Local Government for Funding under the new Multi Annual Rural Water Programme 2019 - 2021 for a number of Group Water Schemes and Group Sewerage Schemes throughout the County. We are awaiting details of Funding Allocations from the Department of Housing, Planning and Local Government.

**Subsidy Payments**

1 No. GWS was paid Subsidy Payments in April 2019 in respect of the Operational Costs of running the respective GWS.

**Group Water Schemes Applying to be Taken in Charge by Irish Water**

We are currently working with a number of Group Water Schemes in order to progress their applications for takeover by Irish Water.

**Environmental and Public Health Compliance – Breveiga GWS Co-Operative Society Ltd. (Formerly known as Cornashamsoghe GWS)**

The completion of the Upgrade Works on this GWS (Further Network Improvement Works, Upgrade of Water Treatment Plant, and construction of new Reservoir) is dependent on the approval of funding by the Department.

**Hartley-Cartown Group Sewerage Scheme**

The Contractor for the Site Investigation Works is being appointed and it is anticipated that the site investigation works will commence in May 2019. The main contract will be advertised when the Site Investigations Contract works and results are complete and in this regard it is anticipated that the main contract will be advertised for tender in summer 2019.
Appendix 6

HOUSING AND COMMUNITY, CORPORATE SERVICES, CULTURE AND EMERGENCY SERVICES DIRECTORATE

HOUSING

Housing Allocations

<table>
<thead>
<tr>
<th></th>
<th>Offers Issued</th>
<th>Offers Accepted</th>
<th>Acceptance Rate</th>
<th>Offers Refused</th>
<th>Refusal Rate</th>
<th>Awaiting Reply</th>
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<tbody>
<tr>
<td></td>
<td>12</td>
<td>7</td>
<td>58%</td>
<td>5</td>
<td>42%</td>
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New Tenancies created from

<table>
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<tr>
<th>Existing tenants transferred to alternative accommodation</th>
<th>New Tenants (1st time allocation)</th>
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<tbody>
<tr>
<td>1</td>
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Traveler Accommodation Program Targets – Progress Report at Month End

<table>
<thead>
<tr>
<th>Accommodation Type</th>
<th>2019</th>
<th>Outputs achieved by month end</th>
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</thead>
<tbody>
<tr>
<td>Group Housing Scheme (Existing)</td>
<td>0</td>
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<tr>
<td>Service Block (Existing)</td>
<td>0</td>
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</tr>
<tr>
<td>Local Authority Standard Housing</td>
<td>0</td>
<td>3 (1 Allocation, 2 Offers)</td>
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<tr>
<td>Rental Accommodation Scheme (including renewals)</td>
<td>0</td>
<td>1 No Renewal</td>
</tr>
<tr>
<td>Long Term Leasing (incl. renewals)</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Housing provided by Approved Housing Body under CAS Scheme</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Housing Assistance Payment (including new family formations)</td>
<td>0</td>
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<tr>
<td>Totals</td>
<td></td>
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Private Rented Inspection Programme

<table>
<thead>
<tr>
<th>Overall target for delivery in 2019</th>
<th>No of inspections completed</th>
<th>% Complete</th>
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</thead>
<tbody>
<tr>
<td>251</td>
<td>120</td>
<td>47.81%</td>
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HOUSING GRANTS

HGD Housing Adaptation Grant
MAG Mobility Aids Grant
HOP Housing Aids for Older People
### 2019 Allocation - €508,483.00
(80% of allocation - €406,786.00)

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<tr>
<th></th>
<th>GRANT</th>
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<td>HOP</td>
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<td>24,881.55</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td>11</td>
<td></td>
<td>45,073.90</td>
</tr>
<tr>
<td><strong>Approved not paid</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HGD</td>
<td>6</td>
<td></td>
<td>63,050.30</td>
</tr>
<tr>
<td>MAG</td>
<td>1</td>
<td></td>
<td>3,400</td>
</tr>
<tr>
<td>HOP</td>
<td>9</td>
<td></td>
<td>45,354.70</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>16</td>
<td></td>
<td>111,805.00</td>
</tr>
<tr>
<td><strong>Applications Rec’d Not Yet Approved</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Averaged @ €2,000 / Grant)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HGD</td>
<td>1</td>
<td></td>
<td>12,188.50</td>
</tr>
<tr>
<td>MGD</td>
<td>1</td>
<td></td>
<td>5,282.80</td>
</tr>
<tr>
<td>HOP</td>
<td>5</td>
<td></td>
<td>13,868.59</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>7</td>
<td></td>
<td>31,339.89</td>
</tr>
</tbody>
</table>

**Available Balance**

365,166.45

### HOUSING CAPITAL

**Energy Efficiency Works**

This Council has identified 37 units that require energy efficiency works and has made a submission for €472k of funding to cover this works. We are still awaiting Department approval.

**Voids & Derelict Housing Units**

The 2019 submission for Void funding has been made and we are awaiting Dep: approval.

**Disability Works in Council Houses**

An application has been made to the Department for 26 No. Grants for 2019 with a funding requirement €242,368 which amounts to 90% of the total cost of € 269,298. Works are also ongoing on two number extensions.

**Acquisitions**

The Council is continuing an acquisition programme subject to Departmental approval and targets identified in the Social programme 2017 – 2021. To date, in the current year we have identified 7 potential properties and secured 6. We are also viewing other suitable properties.

**Capital Construction Project – Autumn View, Summerhill, Carrick on Shannon**

Stage 2 of Tendering process is underway at present. Prequalification is complete and tenders have been issued. The tendering process is due to be completed and a contractor in place by the end of the second quarter 2019.

**Turnkey Purchases - Rooskey**

Approval has been received from the Department and agreement has been reached with a developer to deliver seven number four bedroom houses at Knockmacrorpy Rooskey under a turnkey purchase scheme. Works are currently underway on site and these houses will be delivered in the third quarter this year.
**Turnkey Purchases - Drumshanbo**
Approval has been received from the department and agreement has been reached with a developer to deliver nine number three bedroom houses at Radharc an Bhaile, Drumshanbo, under a turnkey purchase scheme. Works are currently underway on site and these houses will be delivered in the third quarter this year.

**Site Purchase**
We are actively pursuing the purchase of a site in Drumsna, which has planning permission for two number three bedroom houses. Work is also progressing on the identification of other infill site that would be suitable for social housing.

**COMMUNITY:**

**Peace IV**

**Children & Youth People**
All programmes are now complete accept one – ‘Peace Learning for Young People’ coordinated by Foroige. All programmes completed have exceeded targets, reports and documentation from delivery agents has been returned and reviewed. 400 Young People have participated in the programmes all across Leitrim with a total spend of €326 K. All programmes will be completed by end of May 2019. Audit from SEUPB is scheduled for Tues 8th May on 2018 targets for Young People Programmes – targets for Leitrim have been exceeded.

**Building Positive Relations**
All BPR programmes are drawing to a close this summer.
Dev. Workers finishing June/July.
Ethnic Minority Support Programme closing event took place 2nd May.
Women Along The Border closing event scheduled for end of May. Minority Faiths Support Programme closing event scheduled for early in June.
WW1 Capital Project will include 3 memorial spaces including granite table/bench in three locations – Carrigallen War Memorial at the Community Centre, Mohill Library Shared Space and Manorhamilton Sextons House Shared Space. Activity and field trips have been well attended, launch of memorial benches will take place in Carrigallen on 28th June (Armistice Day Anniversary). WW1 Art Exhibition currently in Ballinamore Library.

**Shared Spaces and Services**
Extension to Mohill Library for Peace Room: TVAS Archaeologist have completed the archaeological excavation and the remains of the Old Castle Wall and Turret were found. Following a meet onsite with a rep from Dept of Heritage the remains will be preserved in situ underneath the foundations of the extension. The history and archaeology of the castle will be featured within the new extension space.
Kiltyclogher – Refurbishment of Community Centre. TH contractors are almost finished with some small outstanding works to be completed in coming weeks.

**Manorhamilton:** Refurbishment and Extension to Sexton House: Planning approved. Project Supervisor Rhatigans appointed. Construction project was advertised on e-tenders and quotations came in significantly over budget. Rhatigans assessed tender and selected a preferred contractor. This has been approved by SEUPB. We have requested that under spend in other areas be moved to Shared Spaces to cover the deficit in funding to complete the Manorhamilton Capiital Project – awaiting decision.
Capacity Building and Action Planning will take place May-July with the three voluntary groups who will take charge of programming the spaces. Field Trip to Shared Spaces in Fermanagh scheduled for 11th May.

**Inter Agency Traveller Services Group**
Animal Welfare & Horse Riding project has been opened for applications, 38 participants registered to date for course commencing 18th June, 3 days per week from 5-7pm.
3 strands: Beginners, Intermediate and Advanced.

**Community Enhancement Programme**
CEP 2019 was announced and opened for applications. Advertised in the local media, promoted via social media, notified to all members of Leitrim PPN and circulated to LCC members. The Scheme offers small grants of up to a maximum of €1,000. The Scheme also allows from €2000 to maximum of €8,000 for larger scale capital projects.
Funding for capital projects only
Only one application is accepted from each Community Group
Closing date for receipt of applications 30th May 2019

**Age Friendly**
Drumsna Community Resource Centre is delighted to be a base for a Triobike. All staff members at the centre have received training. Training has been scheduled for the staff at the hospitals at Carrick on Shannon and Manorhamilton.

**Love Where You Live**
Closing date for Love Where You Live was 10th April and 90 entries have been received across 8 categories. Judging has been scheduled for the Schools category.

**Pride of Place 2019**
The Pride of Place Awards will take place on November 30th in the Lyrath Estate Hotel, Kilkenny. The following were nominated by LCC to represent Leitrim:
Community Tourism Initiative: Ballinamore Tourism & Angling Association
Age Friendly Initiative: Drumkeeran Friendship Club
Population 0-300: Fenagh Village

**Public Participation Network**

**General Meeting of Leitrim PPN**
One of two biannual General Meetings of Leitrim PPN took place on April 3rd. Engaged membership received presentation updates as follows:
Dr. Brian McCann of CERIS at Sligo Institute of Technology – progress report of research into Waste Water Treatment for Single Dwellings being conducted in cooperation with Leitrim County Council.
Tracy Ferguson, Resource Worker – update on general work of Leitrim PPN since past meeting and plans for current year, subject to approval.

**Passed by General Meeting**
Constitutional Amendment
Election of candidates to Heritage Forum
Appendix 6

Postponement of Election of all current PPN Rep vacancies until after Local Authority Elections of 24 May 2019 and subsequent reforming of relevant Committees.

Recruitment of Support Worker
Process ongoing for recruitment of Support Worker to Leitrim PPN Resource Worker during April. Expected conclusion in May 2019

Consultation on User Guide
The Department of Rural and Community Development hosted a series of events and provided for online and written submission consulting on the current PPN User Guide. This process was open to all and invitations were extended to all stakeholders including member groups, local authorities, PPN Workers, Secretariats and individuals. The final consultation event took place in Carrick on Shannon on April 30th and was attended by the Resource Worker, Secretariat Members and Leitrim Council personnel. Update expected mid to late May.

RTE Radio Coverage of Leitrim’s Defibrillator Mapping
The launch of Leitrim’s online Defibrillator Map took place in March and was attended by RTE correspondent, Carole Coleman. A 7-minute radio slot covered the launch and the project. It represented the project as being one that could and should be replicated around the country and other counties and local authority areas have already been in touch to find out how it was achieved. The project is ongoing. The radio excerpt may be listed back to at https://www.rte.ie/radio/radioplayer/rteradiowebpage.html#t=0_21543394_72_21-04-2019

Leitrim PPN Forestry Policy Review
The full report as mentioned above was provided to the SPC for Economic Development, Enterprise and Planning in advance of their meeting of 23rd April 2019. A motion was passed recognizing the civic engagement involved and that the report would be considered and responses would be provided as to how and why objective may or may not be achieved. The motion also passed that the Report would be available and discussed at full council meeting.

PPN Representation
At least 5 Strategic Policy Committee and 6 Joint Policing Committee Representatives for Leitrim PPN come to the end of their terms serving the community sector in Leitrim. As with all volunteers, they are thanked for their service, particularly in a new structure such as the Public Participation Networks.

Communications
Website: 12 website articles were published during April with the site having 1000 users over 1300 sessions of an average duration of 1.5 minutes.
Facebook: Followers 450 and reach during April of just under 12,000. Average of 22 posts per week.
Twitter: 327 followers, with 10.8 k twitter impressions during PRIL.
Instagram: Set up at the end of January and has 139 followers.

LEITRIM SPORTS PARTNERSHIP

Ag Sughradh Le Cheile Programme
The Leitrim Sports Partnership completed the following workshops five workshops in April and May. In total we had 83 children and 39 adults participating in the workshops.
Total Participants 124
Girls Active Festival
We completed two Girl Active Festival days in Drumshanbo Vocational school with 220 girls attending and completing the variety of different workshops over the two days. We had 81 girls on the first day and 118 girls on the second day. The girls completed the following workshops, cycling, GAA coaching, Self Defence classes, rugby coaching and parkour programme.
Total 220

Sports First Aid Course
We completed two first aid courses, one in Carrick on Shannon with 10 people and one in Carrigallen with 8 people completing the courses.
Total 18

Safe Guarding 2 Courses
We completed one safe Guarding 2 course in Carrick on Shannon with 7 sports coaches and club members attending and completing this course.
Total 7

THE ARTS
Creative Ireland
Alice Dixon has begun her role as Creative Ireland project manager.
We have planned and advertised workshops for community and youth groups who are interested in developing a Creative Ireland project with artists to be held in Carrick on Shannon, Ballinamore and Manorhamilton in May.

Spark
Merenda, a company in Manorhamilton that produces wood veneer products for clients worldwide, have been selected as the company for Spark 2019, and a call out for artists to participate in the programme has been made.

Artist Mentorship Programme 2019
We are seeing applications for The Artist’s Mentorship programme which is designed to support the development of Leitrim based emerging and established professional artists.

Wild words
49 works from the 261 submissions have been selected for inclusion in Wild Words volume 7.

Artist in Schools
4 Artists are now setting up planning meetings with the Leitrim schools that they have been paired with.

Festivals
The Leitrim Dance Project Festival took place in the Dock and the Lough Allen hotel between 22nd and 28th April.

Culture Night
Culture Night takes place this year on Friday September 20th and a call out has been made for organisations and venues to participate.

John McGahern Award
This award forms part of the Iron Mountain Literature Festival and we are currently inviting applications from emerging writers.
Music Generation
The final workshops have taken place for the Ukes for Youth project in Leitrim.

LIBRARY SERVICE:
Library Development Plan
On hold, while awaiting outcome of Alternative Collaborative discussions.

Event Programming
Regular activities such as the weekly Parent and Toddler Group sessions in Ballinamore Library, craft groups, reading groups, family film screenings, along with creative writing groups ran during April.

Spring into Storytime
Leitrim Libraries participated in “Spring into Storytime”, a national storytime initiative during the month of April, aimed at fostering a love of reading among young children, and to provide storytelling tips for parents and carers of young children.

Easter Fun
Easter-themed book displays, storytelling and craft activities took place in a number of libraries during April.

Working with new communities
The Fáilte Isteach community project for Leitrim, in which volunteers welcome migrants to their community by delivering a conversational English class, continued in Carrick-on-Shannon Library during April. This project is a partnership between Leitrim Development Company and the Third Age Project, with over 20 participants.

Astronomy Club
The very popular Astronomy Club met in Ballinamore Library for a lecture “How we got to the Moon and Back”.

Services to Schools
The Library Service works with local pre-schools, primary and secondary schools to coordinate class visits and support project research.
Ballinamore Library hosted a visit by Cloone/Aughavas Community Childcare as part of their Easter camp.
Kilnought Library welcomed the children from First Step Pre-school class for a Library visit and storytelling.
Mohill Library hosted a visit by St. Patrick’s NS in Ballinamuck, who enjoyed storytime, craft activities and a visit to the Sensory Room.

History Lecture
As part of The Versailles Programme: Remembering Leitrim’s WW1 Dead, a lecture on rural Ireland in World War One was held in the County Library.

Gardening
Carrigallen Library organized a very successful Seed Swap Meeting, where attendees exchanged seeds and gardening tips.
Archaeological Dig
Mohill Library was closed from April 10\textsuperscript{th} to 25\textsuperscript{th} while an archaeological dig took place at the site of the proposed development.

FIRE SERVICE

Capital Programme

<table>
<thead>
<tr>
<th>Manorhamilton FS</th>
<th>Brief for the appointment of the Architects to design the new station is being finalised. Fencing of the new site for the fire station is due to commence.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ballinamore FS</td>
<td>Construction of the new station is progressing well. The completion date is expected to be at the end of May 2019.</td>
</tr>
<tr>
<td>Drumshanbo FS</td>
<td>The appointment of contractors has been finalised and works on the new extension are expected to start on 1\textsuperscript{st} May.</td>
</tr>
</tbody>
</table>

Fire Service training
The following fire service training was completed during April 2019
- BA Refresher training in Sligo FS – 24 fire fighters
- CFBT course in Hacketstown – 2 fire fighters
- Sub officer training course – 1 Junior Officer
- RTC training (Heavy Goods vehicles) – 1 Junior Officer

<table>
<thead>
<tr>
<th>Building Control activity</th>
<th>Received</th>
<th>Valid</th>
<th>Granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commencement Notices</td>
<td>8</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Fire Safety Certificates</td>
<td>4</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Disabled Access Certificates</td>
<td>3</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Completion certificates</td>
<td>6</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Application for Relaxation / Dispensation</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fire Safety Act Inspections</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pre Fire safety Cert meetings / Advice given / Planning</td>
<td>6</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Major Emergency Management
Controller of Operations training is being organised shortly – Leitrim requested to nominate representatives to attend.

Cross Border Emergency Management Group
A meeting of the CBEMG was held in Enniskillen on April 17\textsuperscript{th}.

Cross Border CFO meeting
A meeting of the Cross Border CFO’s was held in the Council Chamber, Carrick-on-Shannon on April 24\textsuperscript{th}.

Erasmus+ BFireSafe@School project
We held our 7\textsuperscript{th} Project Working Group meeting in Dublin on 16\textsuperscript{th} April. We are continuing to develop the classroom training material. Feedback from the Trans National Partner meeting held in Helsinki is being fed back to the Project Working Group.

Meeting with Coillte
Fire personnel including senior and junior officers held a meeting with Coillte staff to review plans in advance of the bog / gorse / forest fire season.
CIVIL DEFENCE

2nd April: Volunteers carried out a First Aid demonstration for pupils at Drumcong NS.
6th April: Search Dog Handler Training commenced for a Volunteer from Leitrim CD. On completion of his training a Search Dog will be made available for use by Leitrim Civil Defence.
19th April: First Aid assistance was provided during a charity run / cycle at Lough Rinn.

Ongoing assistance was provided during the month to the Environment Section in order that the Lake Water sampling programme could continue.

SIGNED BY THE CHIEF EXECUTIVE

Signed: [Signature]
Lar Power
Chief Executive

Date: 14/5/2019
May

Chief Executive Monthly Management Report

Monthly Report

Leitrim County Council

for the period of 1st to 31st May, 2019

Prepared in accordance with Section 136 (2) of the Local Government Act, 2001 as inserted by Section 51 of the Local Government Act 2014
FINANCE, ENVIRONMENT & WATER SERVICES DIRECTORATE

Revenue Account

May, 2019 - Revenue Account Income & Expenditure Summary by Service Division.

<table>
<thead>
<tr>
<th>ServiceDivision</th>
<th>Expenditure</th>
<th>Income</th>
<th>NET</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Expenditure</td>
<td>Income</td>
<td>NET</td>
</tr>
<tr>
<td></td>
<td>Adopted Full Year Budget</td>
<td>% Budget Spent</td>
<td>% Expenditure</td>
</tr>
<tr>
<td>A Housing &amp; Building</td>
<td>2,053,510</td>
<td>4,915,877</td>
<td>49%</td>
</tr>
<tr>
<td>B Road Transport &amp; Safety</td>
<td>3,000,672</td>
<td>11,705,800</td>
<td>42%</td>
</tr>
<tr>
<td>C Water Services</td>
<td>4,106,520</td>
<td>2,913,921</td>
<td>68%</td>
</tr>
<tr>
<td>D Development Management</td>
<td>1,052,804</td>
<td>4,708,560</td>
<td>49%</td>
</tr>
<tr>
<td>E Environmental Services</td>
<td>1,794,659</td>
<td>2,479,841</td>
<td>42%</td>
</tr>
<tr>
<td>F Recreation &amp; Amenity</td>
<td>3,414,739</td>
<td>3,158,796</td>
<td>49%</td>
</tr>
<tr>
<td>G Agriculture, Education, Health &amp; Welfare</td>
<td>295,136</td>
<td>295,136</td>
<td>34%</td>
</tr>
<tr>
<td>H Miscellaneous Services</td>
<td>1,169,681</td>
<td>2,023,381</td>
<td>44%</td>
</tr>
<tr>
<td>LG Local Government Fund / GPG</td>
<td>1,744,790</td>
<td>8,526,315</td>
<td>42%</td>
</tr>
<tr>
<td>EA Rates</td>
<td>2,777,505</td>
<td>2,406,153</td>
<td>44%</td>
</tr>
</tbody>
</table>

| May, 2019 - Recourse to Overdraft |

No. of Days in Overdraft during May 2019

Interest Incurred: £0

Rates, Rents and Loans

May, 2019 - Collection Rates

<table>
<thead>
<tr>
<th>Collection</th>
<th>%</th>
<th>Commentaries</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing Rents</td>
<td>78%</td>
<td>Collection rates in line with 2018</td>
</tr>
<tr>
<td>Commercial Rates</td>
<td>29%</td>
<td>Large increase in collection compared to same period 2018</td>
</tr>
<tr>
<td>Housing Loans</td>
<td>48%</td>
<td>Slight increase in collections compared to 2018</td>
</tr>
</tbody>
</table>
Maximo: Asset Management

There was a total of 174 No. Work Orders for the month of May 2019. Breakdown as follows:

<table>
<thead>
<tr>
<th>Work Orders</th>
<th>#</th>
</tr>
</thead>
<tbody>
<tr>
<td>LA Complaints</td>
<td>4</td>
</tr>
<tr>
<td>Planned Leak Detection</td>
<td>2</td>
</tr>
<tr>
<td>New Connections Water</td>
<td>2</td>
</tr>
<tr>
<td>New Connections (Waste Water)</td>
<td>6</td>
</tr>
<tr>
<td>First Fix Repairs</td>
<td>5</td>
</tr>
<tr>
<td>First Fix Surveys</td>
<td>17</td>
</tr>
<tr>
<td>Emergency Work Orders</td>
<td>1</td>
</tr>
<tr>
<td>Drinking Water RM</td>
<td>86</td>
</tr>
<tr>
<td>Waste Water RM</td>
<td>25</td>
</tr>
<tr>
<td>Contractor Related Work Orders</td>
<td>26</td>
</tr>
</tbody>
</table>

Unaccounted for Water
UFW was at 46.33% at the end of Q1 2019 - There is a water audit ongoing at the moment in this area.

Capital Works Update to May 2019

NLRWSS (Contract 3A): Extension of Moneyduff Water Treatment Plant - €3.84 million
EPS continue with the Design Build Operate extension of Moneyduff Water Treatment Plant. The Design and Build element of the works is substantially completed and the new extended plant is producing water to the NLRWSS. Formal Commissioning certification has been issued in May 2019. Following the 12 month Operate Service period the plant will be handed over to SLA for operation is April 2020. There are no issues with the supply

Extension of Supply to Rossinver and Kiltyclogher (Contract 3B)
Substantially completed and in service. Minor works on private connections outstanding. A section of old main is yet to be decommissioned.

Manorhamilton & Mohill Wastewater Treatment Plant Upgrade Project - €4.0 million
Works are ongoing. No issues, but slightly behind program. Completion date revised to August 2019 following which Coffey Water will operate for one further year. The new upgraded WWTP’s will be handed over to LCC under the SLA in August 2020.

Minor Capital Works

Water Networks Portfolio Programme Frameworks - Farrans Construction Ltd.

Mountcampion: 1.8km of old 300 mm AC Trunk Main (including extension at southern end) substantially completed and in service. Permanent reinstatement works are currently being undertaken.

Eslin to Stuck: 1900m of 250mm AC mains replacement has being commissioned and is now in service on the Eslin – Stuck project. Permanent reinstatement works underway.

Ballinamore: 2,270 meters of new water main completed and in service. Section of SMA road reinstatement on the R209 near the town remains outstanding.

Manorhamilton: 2.0Km of watermain replacement on the N16 - all works now completed. Final road reinstatements works outstanding.

Stuck to Oghill: 2.2km of 75mm existing cast iron piping being decommissioned and all connections being transferred to the trunk main. Works expected to commence on Monday 10th June.
Appendix 7

Glebe St, Mohill: 1250m of cast iron mains to be decommissioned and replaced with high density polyethylene pipe. Works expected to commence on site on 1st July.

Newtownmanor: Design in progressing on the replacement of circa 500m of 50mm uPVC piping from the R278 to Newtownmanor Hall. Works expected to commence in August 2019

N4 – Jamestown: Design is progressing on the rehabilitation of circa 750m of 100mm Cast Iron main from the N4 to Jamestown.

Find and FIX

Farrans progressing with ongoing Find and Fix works in Carrick on Shannon DMA
LCC Direct Labour Find and Fix crew concentrating on leak detection and repair in Dromod east DMA. On completion of Dromod East the crew will progress to Fertagh to Kinlough DMA in June

BYS’s and Lead Replacement works continue in St Patrick Park in Carrick on Shannon where works are 75% complete.

Energy Efficiency Carrick on Shannon Water Treatment Plant - EPS Ltd Contractors
EPS has substantially completed the main elements of this initial project replacement of all main pumps with more efficient ones. Irish Water has approved substantial additional works and a new Medium Voltage import installation at Carrick on Shannon. These works have commenced and are progressing well to be completed in July 2019. This will reduce the cost of electricity at this facility.

Disinfection Programme - Veolia Contractors
Design & Build works ongoing at Leitrim Plants, Carrick on Shannon WTP and Glenade WTP. Works Programme ongoing at both facilities. Works identified under Process Optimization and Treatment program have been issued as variations under this contract. Some of these works are in hand and work on filter 7 has commenced.

Water Treatment Programme - Mayo/Sligo/Leitrim/Roscommon
EPS has carried out modification works to the break pressure tank at Glenade WTP source. Further works to be carried out at the upland source at the Erriff Spring will take place in May/June 2019.

Carrick on Shannon Water Treatment Plant
RCC have commissioned the new centrifuge at Carrick WTP. A number of minor items remain to be installed.

4 No. WWTP upgrades Drumshanbo, Leitrim Village, Carrigallen and Ballinamore
Works substantially complete at Carrigallen, Ballinamore and Leitrim Village.

Drumshanbo WWTP Inlet Works Upgrade: Significant additional works has now commenced for Drumshanbo WWTP to upgrade the aeration ditch with a fine bubble aeration system and construction of new intake works with the addition of grit removal and classifier. Upgrade works to the plant are programmed to be complete by late September 2019

IWSS (Inlet Works, Storm & Sludge) Programme: Ballinamore and Leitrim Village WWTP have been approved for Inlet Works upgrades. Preliminary design is currently underway with JB Barry & Partners Consulting Engineers. Works expected to commence on site in Q4 2019

Capital Investment Plan 2017 - 2021

Upgrade of Drumshanbo Waste Water Treatment Plant - Atkins Consulting Engineers
This project is included in Irish Waters Capital investment Plan for 2017-2021 and is bundled with 5 similar WWTP’s in County Cavan. Feasibility Study Report has been finalized and is recommending that a final effluent pumping station and rising main from the plant to a new outfall location to the River Shannon at Galley bridge. These works will be delivered in the period of this CIP 2017 – 2021.
Appendix 7

Carrick on Shannon Water Treatment Plant – Future planning

We have promoted the need for an extension to Carrick on Shannon WTP to provide for growth in the SLRWS supply area in the medium term. Irish Water Asset Strategy and Planning is currently considering this proposal. This project is not currently included in Irish Waters Capital Investment Program but Irish Water is indicating that it may fit into a new program funding stream called “Early Contractor Involvement” ECI.

Irish Water is developing a “National Water Resource Plan” which will consider provision for future demand. The SLRWS is a priority and a meeting is planned on 11th June to examine the future for the Carrick on Shannon water treatment plant to meet the growing future demand. This is an important forum for us to highlight the need for an upgrade of this plant in the short term.

ENVIRONMENT:

Works will be targeted in the Environment Department based on the 2019 EPA RMCEI Plan.

The EPA have selected two no Leitrim County Council Case Studies which were displayed at the 2019 National Water Conference in Galway on the 29th and 30th May 2019.

National Inspection Program (DWWTS)

The Council are inspecting 25 no DWWTS in 2019 as per the new EPA National Inspection Plan (NIP) 2018 – 2021 Programme. These inspections will be completed from April 2019 to end of year. The sites were selected based on EPA Risk based methodology mapping across the Country. Where Advisory Notices were issued in 2015/2016/2017/2018 there will be ongoing verfication inspections where works were due to be completed and re-inspections as requested to facilitate grant payments.

Leitrim County Council attended an EPA workshop for Registered Inspectors on 23rd May 2019.


Irish Water/LAWPRO had a Pesticide Meeting in Longford regards the Animal Plant & Health Association (ALPHA) Monitoring Programme for the Lough Forbes Catchment on the 21st March 2019. Ongoing sampling in the Lough Forbes Catchment which includes Lough Rinn and surrounding catchment is to continue in 2019 and is included in the ALPHA monitoring programme.

A follow up workshop was given by Teagasc on Pesticide use in Agriculture and water quality protection.

LAWPRO Catchment Management Team are planning to hold a Community information meeting on what is happening in the Duff River Catchment Area on Monday 24th June 2019. All are welcome to this community meeting. For further information contact Karen Kennedy (Water Community Officer) 0858085495 or k kennedy@lawaters.ie

EPA Ambient Air Quality Monitoring (AAQM)

The Environmental Protection Agency manages the national ambient air quality monitoring network. It is proposed to install an air quality monitor in Carrick-on-Shannon in by end of year 2019. Works were ongoing in late 2018 and close collaboration with LCC/EPA staff in selecting an optimum location for this unit. This will be of great benefit to the public in Carrick-on-Shannon town, giving them real time information on the following air pollutant parameters.
LOCAL ENTERPRISE OFFICE (LEO)

Training
There continues to be a great interest in training programmes. During May courses included Trading Online Voucher Workshop, The Art of Stunning Food Photography and Customs Exports and Imports.

Mentoring
There continues to be a strong interest in one to one mentoring requests.

Ireland's Best Young Entrepreneur
The County final of the IBYE competition took place on 3rd May last, with following winners; Best New Idea: Christopher O'Hara, Best New Business: Anne Dolan, Best Established Business: Ciaran Mc Tague. The Regional Final will take place in June in Leitrim.

Student Enterprise Awards
Students from Carrigallen (Senior), Manorhamilton (Intermediate) and Drumshanbo (Junior) participated at the Student Enterprise Final in Croke Park on 3rd May.

National Enterprise Awards
The National Enterprise Awards final was held in Dublin on 29th May, the Leitrim representative was Georgia Visnyei, Art of Coffee, who unfortunately was unsuccessful on the night.

Brexit
Brexit Sales mentoring continues every Wednesday alternating between Carrick on Shannon, Ballinamore and Manorhamilton.

Outreach Office – Manorhamilton
The Outreach Office continues to run on the first Tuesday of the month in Manorhamilton.

National Ploughing Championships
The client selected from Leitrim to attend the Local Enterprise Village at the Ploughing Championships 2019 was Art of Coffee.

Meet the Buyer on the Street
‘Meet the Buyer’ on ‘The Street’ took place at the Limerick Institute of Technology (LIT) on Thursday 23 May 2019. The three Leitrim businesses who attended were Art of Coffee, Dromod Boxy and Jinny’s Bakery.

Other
Showcase - The opportunity was made available to three Leitrim businesses to participate at Showcase in January, the interested parties were forwarded to a central committee for selection.

Retail Excellence Ireland – Leitrim took a stand at the REI event which took place on 21st and 22nd May.

ECONOMIC DEVELOPMENT

LCDC
No LCDC Meeting in May 2019

Carrick on Shannon Town Team
Two meetings of Carrick Town Team on May 1st & May 31st.

Purple Flag
Ask for Angela Campaign launched in Carrick on Shannon on May 9th and plans underway for the self assessment and full assessment dates for Carrick on Shannon.
REDZ Town Team Manorhamilton
REDZ Town Team meeting took place on May 8th, with the Manor Summit taking place on May 16th.

Mohill Town Team
Two meetings of Mohill Town Team on the 9th and 23rd of May.

Town and Village Projects 2017& 2018
Ongoing Follow up with Town and Village projects from 2017 and 2018 to check progress and offer support in submitting claims. Processing of claims for payment.

Potential Town and Village Projects 2019
Closing date for receipt of expression of interest is May 31st. The Final 12 will then be selected to be submitted to the department by June 28th.

ORIS 2019
9 Measure 1 applications, & 4 Measure 2 applications submitted to ORIS 2019.

CCTV – Carrick on Shannon
Handover to An Garda Siochana on May 30th for monitoring purposes, licence agreement between LCC and Carrick Community CCTV Ltd. for 5 year period covering maintenance and insurance.

SECURE NPA Programme
Renewable Energy Strategy draft completed under the SECURE programme. SECURE programme delivery completed with a final claim and report to be submitted.

TOURISM DEVELOPMENT
Ireland’s Hidden Heartlands
Attended the Ireland’s Hidden Heartlands site visit to Centre Parcs in Longford. A presentation was given on all that will be available on the site once it opens.

Destination Marketing
We facilitated Michelle Jackson, travel writer, journalist and broadcaster on a Slow Adventure experience in Leitrim in April. In May she talked about her experience on Newstalk with Bobby Kerr, on TV3’s Elaine Show with Ruth Scott and in a number of national newspaper travel sections. Tourism providers from Leitrim including Lough Rynn Castle, The Cottage Restaurant, Way to Go Adventures, Lough Allen Hotel and Spa, St George’s Terrace Restaurant and Leitrim Surf all benefitted from this publicity.

Met with the VR company to see first edit of the video, the filming for which had taken place on the Blueway previously.

Meetings
Met with group of visiting German Travel Writers and discussed all that is available in Leitrim.

Slow Adventure
Work continues on the Slow Adventure programme with partners in Northern Ireland, Scotland, Iceland, Norway, Sweden and Finland.
Development of the new Slow Adventure Brochure is on going.

Tourist Information
We continue to support the Tourist Office in Ballinamore and Tourist information points at Glencar Waterfall and Sliabh an Iarainn Visitor Centre. Staff from the Tourist Office in Carrick on Shannon attended a Failte Ireland Excellence in Customer Service Course and were awarded certificates on completion.

Digital Marketing
Updates were carried out on the Leitrim Tourism Website. Updates were carried out on the Slow Adventure Ireland website. Continued presence on all Social media platforms was maintained.

DEVELOPMENT MANAGEMENT:
Unfinished Housing Developments / Taking in Charge
The Planning Authority advertised the intention of the Planning Authority to declare as public roads / take in charge a significant tranche of housing developments (36 no.) on 15th May 2019. Submissions will be accepted by the Planning Authority until 3rd July 2019. This marks the culmination of a concentrated effort by the Planning Authority over the course of 2018 and early 2019 to negotiate a series of development bonds with insurance companies some of which required the preparation of Site Resolution Plans by the Planning Authority. Management have also appointed an additional engineering resource who will be responsible for managing the carrying out of works in estates when they are taken in charge and where proceeds have been secured through the settlement of development bonds.

Pre Planning
10 no. pre planning inquiries were received by the Planning Authority during the month of May with 7 no. meetings having taken place. A number of other enquires were dealt with through e-mail and phone.

Development Management
17 no. valid planning applications were received in May. Of the applications lodged, 4 no. applications seek the retention of planning permission. 2 no. of the applications received relate to commercial developments. In addition, a further 16 no. applications submitted were deemed invalid and returned to the applicants with 9 no. of the invalid applications having subsequent valid applications accepted by the Planning Authority.

18 no. final decisions on planning applications were made during May, all of which were granted planning permission. A request for Further Information issued with respect to a further 11 no. applications during the month of May.

There are presently 3 Part VIII applications on public display

1. Extension to Rossinver Graveyard (In Partnership with Rossinver Graveyard Committee) - on display from 24th April until 22nd May with submissions to the Planning Authority no later than 8th June 2019.
2. The Junction Project, Ballinamore – on display from 22nd May until 19th June with submissions to the Planning Authority no later than 3rd July 2019.
3. Kildorragh Pumping Station, Ballinamore - on display from 26th May until 26th June with submissions to the Planning Authority no later than 10th July 2019.

Forward Planning
Work has begun with the impending review of the County Development Plan 2015-2021 due to commence towards the end of this year, RPS Group are presently preparing a draft Renewable Energy Strategy part funded through the SECURE programme. The Council has also appointed the RPS Group to undertake a review of the Landscape Character Assessment which was prepared in 2002.

Heritage
The Heritage Officer continues her work in the preparation of a replacement Heritage Plan. A Heritage Forum meeting took place during May with 3 no. workshops of the separate Focus Groups (Built, Natural & Heritage) scheduled for June.

The Heritage Officer received funding through the Heritage Council to pursue 3 projects this year, namely undertaking Leitrim Wetland Survey, Leitrim Thatched Survey and Community Heritage Week Event Assistance. Consultants have been appointed for the first 2 projects and these are presently underway. A number of applications for funding under the latter scheme were approved for funding.
The Heritage Officer submitted a funding application to NPWS National Biodiversity Action Plan Local Authorities Biodiversity Project Funding and also prepared the project brief for River Front Amenity Park Conservation Management Plan and Community Engagement Programme and invited contractors to quote for same.

**VETERINARY SERVICES**

<table>
<thead>
<tr>
<th>Slaughter Returns</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Cattle</td>
<td>64</td>
</tr>
<tr>
<td>Sheep</td>
<td>214</td>
</tr>
<tr>
<td>Pigs</td>
<td>9</td>
</tr>
<tr>
<td>Chickens</td>
<td>82</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Premises Inspections</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Premises Inspections</td>
<td>5</td>
</tr>
<tr>
<td>Food Samples</td>
<td>0</td>
</tr>
<tr>
<td>Environmental Swabs</td>
<td>0</td>
</tr>
<tr>
<td>Water Samples</td>
<td>0</td>
</tr>
<tr>
<td>Veterinary Residue Samples</td>
<td>0</td>
</tr>
<tr>
<td>Carcass Swabs</td>
<td>5</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Dog Warden Service Activities</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Stray Dogs</td>
<td>13</td>
</tr>
<tr>
<td>Surrendered Dogs</td>
<td>3</td>
</tr>
<tr>
<td>Dogs Re-Homed</td>
<td>6</td>
</tr>
<tr>
<td>Dogs Re-Claimed by Owner</td>
<td>3</td>
</tr>
<tr>
<td>Dog Deaths</td>
<td>0</td>
</tr>
<tr>
<td>Dog Euthanized</td>
<td>0</td>
</tr>
<tr>
<td>Service Requests</td>
<td>42</td>
</tr>
<tr>
<td>Dog License Inspections</td>
<td>30</td>
</tr>
<tr>
<td>Dogs Neutered</td>
<td>6</td>
</tr>
<tr>
<td>Neutering Vouchers Issued</td>
<td>5</td>
</tr>
<tr>
<td>Dogs Micro-Chipped and Registered</td>
<td>14</td>
</tr>
</tbody>
</table>

**ROADS:**

Annual Area Roads Programme works are now underway.

**National Roads Pavement Schemes**

There are 3 No. Pavement Schemes planned for the N4 and N16 in the current year. Tenders for Construction have been received and are currently being assessed in regard to these 3 No. Pavement Schemes is as follows:

- N4 Pavement Scheme from Attirory to County Boundary
- N4 Pavement Scheme at Jamestown
- N16 Pavement Scheme from Pollboy to Cornastaulk

**N16 Realignment Scheme at Drummahan**

The realignment scheme at Drummahon on the N16 is progressing with the contractor currently carrying out the advanced works. Tenders for the appointment of a Consultant Engineer for the Supervision of the Earthworks Contract are currently being assessed. Tenders for the Ground Pre-Loading Contract are also being assessed.

**Carrick on Shannon to Dromod By-Pass**
Roscommon County Council Road Design Office (RDO) are currently working on Tender Documents for seeking Tenders for Consultancy Services for this Scheme.

**Bridges on Non National Roads**
Currently work is being carried out on a number of bridges throughout the county with major works planned for Hartley Bridge and Kilavoggy bridge. In relation to Killavoggy Bridge, a Consultant Engineer has now been appointed for the Design of works on this Bridge.

**CLAR Programme 2018**
- **Drumshanbo National School:** Construction of Footpath from residential areas to National School (continuation of 2017 Scheme). Pedestrian Bridge is in place.
- **St. Hugh’s National School, Dowra:** Provision of Pedestrian Crossing at National School – Design Works are complete and construction works have commenced.
- **Carrigallen:** New Footpath from Secondary School to GAA Grounds – Works are in progress and are currently 90% complete.

**Local Improvement Schemes (LIS)**
Works are now complete on the 12 No. Local Improvement Schemes Projects which were completed with the second 2018 LIS Funding Allocation of €300,120. The 2019 Allocation for these Schemes is €285,000 and this will enable a further 9 No. LIS Schemes to be completed. Works on these 9 No. LIS Schemes are in progress.

**Community Involvement Schemes (CIS)**
The Grant Allocation for 2019 for Community Involvement Schemes is €876,057. This will enable approx. 15 - 20 CIS Schemes to proceed in 2019. The CIS Programme for 2019 is currently being finalised and we are in communication with applicants for this Scheme in relation to payment of the required 15% Local Contribution. We hope to have our Community Involvement Scheme Programme for 2019 finalised in the coming weeks.

**Community Hedge Cutting Grant Scheme**
A total of 9 No. Applications were received for the 2018/2019 Grant Scheme of which 4 No. has been paid, 4 No. have been provisionally approved for Grant Payment, and 1 No. Application was not eligible. The **Deadline for submission of Grant Application Forms for this Scheme was 31st January, 2019.**

**Services in Charge Queries**

<table>
<thead>
<tr>
<th>Services in Charge Queries processed in May, 2019</th>
<th>20</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cumulative volume of Services in Charge Queries processed, year to date</td>
<td>101</td>
</tr>
</tbody>
</table>

**Abnormal Load Permits**

<table>
<thead>
<tr>
<th>No. of Abnormal Load Permits processed in May 2019</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cumulative No. of Abnormal Load Permits processed Year to Date</td>
<td>23</td>
</tr>
</tbody>
</table>

**Road Safety**
The Road Safety Office of Leitrim County Council engaged in a Radio Advertising Campaign to promote Road Safety over the May Bank Holiday Weekend. This advertising campaign was done in conjunction with a number of other Local Authorities and I-Radio over the May Bank Holiday Weekend.

**RURAL WATER PROGRAMME:**
**Multi Annual Rural Water Programme 2019 - 2021**
Leitrim County Council made a Submission to the Department of Housing, Planning & Local Government for Funding under the new Multi Annual Rural Water Programme 2019 - 2021 for a number of Group Water Schemes and Group Sewerage Schemes throughout the County. We are awaiting details of Funding Allocations from the Department of Housing, Planning and Local Government.
Appendix 7

Subsidy Payments
3 No. GWS was paid Subsidy Payments in May 2019 in respect of the Operational Costs of running the respective GWS. To date a total of 14 GWS’s have received Subsidy Payments in 2019.

Group Water Schemes Applying to be Taken in Charge by Irish Water
A public meeting was held in the Bush Hotel on Thursday, 19th May 2019 in relation to Group Water Schemes which are seeking to be Taken-In-Charge by Irish Water. The meeting was hosted by the National Federation of Group Water Scheme’s (NFGWS’s) and Staff Representatives from the Rural Water Department of Leitrim County Council also attended. It was proposed by the NFGWS’s that a Bundle of Group Water Schemes, which have applied to be taken in charge, be put together with a view towards seeking Approval and Funding from the Department and from Irish Water for the necessary enabling works to enable these GWS’s to be taken in charge by Irish Water (e.g. engagement of Consultant Engineer, completion of Upgrade Works, etc.). This office is currently working closely with a number of Group Water Schemes in order to progress their applications for takeover by Irish Water with a view towards seeking funding and approval for a Bundle of such Schemes in conjunction with the NFGWS’s.

Environmental and Public Health Compliance
Breveiga GWS Co-Operative Society Ltd. (Formerly known as Cornashamsogue GWS)
A fully costed Options Report for the upgrade of this Group Water Scheme has been prepared by Leitrim County Council and has been forwarded to the Department for their consideration and approval. The completion of the remainder of the Upgrade Works on this Group Water Scheme (Further Network Improvement Works, Upgrade of Water Treatment Plant, and construction of new Reservoir) is dependent on the approval of this Costings Report by the Department and the approval of Funding by the Department.

Hartley-Cartown Group Sewerage Scheme
The Contractor for the Site Investigation Works has been appointed and it is anticipated that the site investigation works will commence in June 2019. The main Contract will be advertised when the Site Investigations Contract works and results are complete and in this regard it is anticipated that the main Contract will be advertised for Tender in Summer 2019.

CAPITAL PROJECTS:

Carrick on Shannon Flood Relief Scheme
Contract documents currently being prepared in conjunction with the OPW for the procurement of a consulting engineer to commence preliminary design on the project.

Leitrim Village Flood Relief Scheme
Contract documents currently being prepared in conjunction with the OPW for the procurement of a consulting engineer to commence preliminary design on the project.

Mohill Flood Relief Scheme
Contract documents currently being prepared in conjunction with the OPW for the procurement of a consulting engineer to commence preliminary design on the project.

Carrick on Shannon Urban Regeneration Scheme
Architect and Consulting Engineer carrying out detailed design of the project. Four construction contracts will be undertaken

- Reconstruction of Footpaths and Roads Main Street/St George’s Terrace
- Construction of Car Park at Flynn’s Field
- Construction of Boardwalk along river edge
- Lighting of N4 Bridge and Boardwalk at Linear Park

Tenders for contracts to be advertised over coming months
Oral hearing for CPO of land at Flynn’s Field to be held in Landmark Hotel on 19th June 2019

SLNCR – Manorhamilton to Boggaun
Land agreements are being finalised by local trail group. In discussion with contractor regarding start date after agreements in place.

SLNCR – Dromahaire Demonstration Stretch
In discussion with contractor regarding commencement of bridge construction project.

Cavan Leitrim Greenway – Ballinamore to Corgar
Negotiations still underway regarding final land agreement for project. Construction will commence once all land agreements in place.

Leitrim Way
Agreement reached on content of land agreements. Five land agreements to be signed and we are in discussion with contractor regarding commencement of bridge construction project.
Housing Allocations

<table>
<thead>
<tr>
<th>Offers issued</th>
<th>Offers accepted</th>
<th>Acceptance Rate</th>
<th>Offers refused</th>
<th>Refusal Rate</th>
<th>Awaiting Reply</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>3</td>
<td>60%</td>
<td>2</td>
<td>40%</td>
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</tr>
</tbody>
</table>

New Tenancies created from

<table>
<thead>
<tr>
<th>Existing tenants transferred to alternative accommodation</th>
<th>New Tenants (1st time allocation)</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>3</td>
</tr>
</tbody>
</table>

Traveler Accommodation Program Targets – Progress Report at DAY, MONTH, YEAR

| Accommodation Type | | |
|--------------------|----------------|
| Group Housing Scheme (Existing) | 0 |
| Service Block (Existing) | 0 |
| Local Authority Standard Housing | 0 | 3 (1 allocation, 2 Offers) |
| Rental Accommodation Scheme (including renewals) | 0 | 1 (No Renewal) |
| Long Term Leasing (incl. renewals) | 0 |
| Housing provided by Approved Housing Body under CAS Scheme | 0 |
| Housing Assistance Payment (including new family formations) | 0 |
| **Totals** | 0 | 4 |

Private Rented Inspection Programme

<table>
<thead>
<tr>
<th>Overall target for delivery</th>
<th>No of inspections completed to</th>
<th>% Complete</th>
</tr>
</thead>
<tbody>
<tr>
<td>251</td>
<td>163</td>
<td>64.94%</td>
</tr>
</tbody>
</table>

**HOUSING GRANTS**

**NOTE: HGD = Housing Adaptation Grant; MAG = Mobility Aids Grant; HOP = Housing Aid for Older People**

2019 Allocation - €508,483.00 (80% of allocation - €406,786.00) € 508,483.00

<table>
<thead>
<tr>
<th>GRANT</th>
<th>NO</th>
<th>VALUE</th>
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<tbody>
<tr>
<td>PAID</td>
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</tr>
<tr>
<td>HGD</td>
<td>5</td>
<td>€28028.80</td>
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<tr>
<td>MAG</td>
<td>2</td>
<td>€5000.00</td>
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<tr>
<td>HOP</td>
<td>8</td>
<td>€38176.10</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td>15</td>
<td>€71204.90</td>
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<tr>
<td>Approved not paid</td>
<td>HGD</td>
<td>4</td>
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</table>

13
Appendix 7

<table>
<thead>
<tr>
<th></th>
<th>MAG</th>
<th>HOP</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td></td>
<td></td>
<td>€20,990.00</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td>€23,183.85</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td>14</td>
<td></td>
<td><strong>€89,127.75</strong></td>
</tr>
</tbody>
</table>

Applications Rec'd Not Yet Approved

Housing Capital

Energy Efficiency Works
This Council has identified 37 units that require energy efficiency works and has made a submission for €472k of funding to cover this works. We are still awaiting Department approval.

Voids & Derelict Housing Units
The 2019 submission for Voids funding has been made and we are awaiting Dept approval.

Disability Works in Council Houses
An application has been made to the Department for 26 No. Grants for 2019 with a funding requirement €242,368 which amounts to 90% of the total cost of €269,298. Works are also ongoing on two number extensions.

Acquisitions
The Council is continuing an acquisition programme subject to Departmental approval and targets identified in the Social programme 2017 – 2021. To date, in the current year we have identified 7 potential properties and secured 6. We are also viewing other suitable properties.

Capital Construction Project – Autumn View, Summerhill, Carrick on Shannon
Stage 2 of Tendering process is underway at present. Prequalification is complete, tenders have been issued and returned. The tendering assessment is due to be completed and a contractor in place by the end of the second quarter 2019.

Turnkey Purchases - Rooskey
Approval has been received from the Department and agreement has been reached with a developer to deliver seven number four bedroom houses at Knockmacrory Rooskey under a turnkey purchase scheme. Works are currently underway on site and these houses will be delivered in the third quarter this year.

Turnkey Purchases - Drumshanbo
Approval has been received from the department and agreement has been reached with a developer to deliver nine number three bedroom houses at Radharc an Bhaile, Drumshanbo, under a turnkey purchase scheme. Works are currently underway on site and these houses will be delivered in the third quarter this year.

Site Purchase
We are actively pursuing the purchase of a site in Drumsna, which has planning permission for two number three bedroom houses. Work is also progressing on the identification of other infill site that would be suitable for social housing.
Appendix 7

COMMUNITY:

Peace IV

Children & Youth People
All programmes are now complete accept one – ‘Peace Learning for Young People’ coordinated by Foroige.
All programmes completed have exceeded targets, reports and documentation from delivery agents has been returned and reviewed. 400 Young People have participated in the programmes all across Leitrim with a total spend of €326k. All programmes will be completed by end of May 2019.
Audit from SEUPB is scheduled for Tues 8th May on 2018 targets for Young People Programmes – targets for Leitrim have been exceeded.

Building Positive Relations
All BPR programmes are drawing to a close this summer.
Dev. Workers finishing June/July.
Ethnic Minority Support Programme closing event took place 2nd May.
Women Along The Border closing event scheduled for end of May. Minority Faiths Support Programme closing event scheduled for early in June.
WW1 Capital Project will include 3 memorial spaces including granite table/bench in three locations – Carrigallen War Memorial at the Community Centre, Mohill Library Shared Space and Manorhamilton Sextons House Shared Space. Activity and field trips have been well attended, launch of memorial benches will take place in Carrigallen on 28th June (Armistice Day Anniversary). WW1 Art Exhibition currently in Ballinamore Library.

Shared Spaces and Services
Extension to Mohill Library for Peace Room: TVAS Archaeologist have completed the archaeological excavation and the remains of the Old Castle Wall and Turret were found. Following a meet onsite with a rep from Dept of Heritage the remains will be preserved in situ underneath the foundations of the extension. The history and archaeology of the castle will be featured within the new extension space.
Kilteelygher – Refurbishment of Community Centre. TH contractors are almost finished with some small outstanding works to be completed in coming weeks.

Manorhamilton
Refurbishment and Extension to Sexton House: Planning approved. Project Supervisor Rhatigans appointed. Construction project was advertised on e-tenders and quotations came in significantly over budget. Rhatigans assessed tender and selected a preferred contractor. This has been approved by SEUPB. We have requested that under spend in other areas be moved to Shared Spaces to cover the deficit in funding to complete the Manorhamilton Capital Project – awaiting decision.
Capacity Building and Action Planning will take place May-July with the three voluntary groups who will take charge of programming the spaces. Field Trip to Shared Spaces in Fermanagh scheduled for 11th May.

Inter Agency Traveller Services Group
Animal Welfare & Horse Riding project has been opened for applications, 38 participants registered to date for course commencing 18th June, 3 days per week from 5-7pm.
3 strands: Beginners, Intermediate and Advanced.

Community Enhancement Programme
CEP 2019 was announced and opened for applications. Advertised in the local media, promoted via social media, notified to all members of Leitrim PPN and circulated to LCC members. The Scheme offers small grants of up to a maximum of €1,000. The Scheme also allows from €2000 to maximum of €3,000 for larger scale capital projects.
Funding for capital projects only
Only one application is accepted from each Community Group
Closing date for receipt of applications 30th May 2019

Age Friendly
Drumsna Community Resource Centre is delighted to be a base for a Triobike. All staff members at the centre have received training. Training has been scheduled for the staff at the hospitals at Carrick on Shannon and Manorhamilton.

**Love Where You Live**
Closing date for Love Where You Live was 10th April and 90 entries have been received across 8 categories. Judging has been scheduled for the Schools category.

**Pride of Place 2019**
The Pride of Place Awards will take place on November 30th in the Lyrath Estate Hotel, Kilkenny. The following were nominated by LCC to represent Leitrim:
Community Tourism Initiative: Ballinamore Tourism & Angling Association
Age Friendly Initiative: Drumkeeran Friendship Club
Population 0-300: Fenagh Village

**Public Participation Network**

**Consultation on User Guide**
The Department of Rural and Community Development hosted a series of events and provided for online and written submission consulting on the current PPN User Guide. This process was open to all and invitations were extended to all stakeholders including member groups, local authorities, PPN Workers, Secretariats and individuals. The final consultation event took place in Carrick on Shannon on April 30th and was attended by the Resource Worker, Secretariat Members and Leitrim Council personnel. Update expected mid to late May.

**RTE Radio Coverage of Leitrim’s Defibrillator Mapping**
The launch of Leitrim’s online Defibrillator Map took place in March and was attended by RTE correspondent, Carole Coleman. A 7-minute radio slot covered the launch and the project. It represented the project as being one that could and should be replicated around the country and other counties and local authority areas have already been in touch to find out how it was achieved. The project is ongoing. The radio excerpt may be listed back to at [https://www.rte.ie/radio/radioplayer/rteradiowebpage.html#:~:text=b9%2021543394%2072%2021%2004%202019](https://www.rte.ie/radio/radioplayer/rteradiowebpage.html#:~:text=b9%2021543394%2072%2021%2004%202019)

**Leitrim PPN Forestry Policy Review**
The full report as mentioned above was provided to the SPC for Economic Development, Enterprise and Planning in advance of their meeting of 23rd April 2019. A motion was passed recognizing the civic engagement involved and that the report would be considered and responses would be provided as to how and why objective may or may not be achieved. The motion also passed that the Report would be available and discussed at full council meeting.

**LEITRIM SPORTS PARTNERSHIP**

**Ag Sughradh Le Cheile Programme**
The Leitrim Sports Partnership completed the following workshops in February and March. In total we had 232 children and 129 adults participating in the workshops. **Total Participants 361**

<table>
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<th>Schools</th>
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<th>Female</th>
<th>Children</th>
<th>Boys</th>
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Appendix 7

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Women on Wheels Programme
Leitrim Sports Partnership have started a 8 week cycling programme for women in Carrick on Shannon with 21 women engaged and participating on this programme. Total Participants 21

Paddle’s Up Group Event
Leitrim Sports Partnership completed the Paddles up programme with Mohill Community School and Ballinamore community school TY students. At the conclusion of the programme the participants had to complete 8k Shannon –Erne Blueway challenge in Ballyconnell, Cavan with other schools from Cavan and Longford. We had 40 students from both schools completing the Blueway Challenge, 21 students from Mohill and 19 students from Ballinamore. Total Participants 40

Women on the Water
Leitrim Sports Partnership have started this 6 week programme three evening per week, once in Acres Lake, Drumshanbo and two evenings in Lough Rinn, Mohill. We have 30 women in Drumshanbo and 41 women in Mohill participating on this programme. At the conclusion of this programme, all the participants will complete the 7K Shannon Blueway from Acres lake, Drumshanbo to Leitrim Village. Total Participants 71

Body and Soul Event
Leitrim Sports Partnership in partnership with Leitrim Development company provided Scooch workshop and music and dance workshops for the active age groups in Leitrim. Over the day there were 120 older adults participating in the body and soul event. At the scooch workshop that we delivered we had 28 older adults and the music and dance workshop we had 44 older adults participating on the day. Total Participants 72

Safe Guarding 3 Course
Leitrim Sports Partnership delivered a safe Guarding 3 course for sports clubs coaches with 9 people participating on the course in Carrick on Shannon. Total Participants 9

Healthy Leitrim Fund Programmes
As a part of our Mental Health action in partnership with the HSE, mental health service users participated in a short cycling programme in the month of May that received very positive feedback from the participants with 6 service users completing the programme. Total Participants 6

Trio – Bike Training
We also delivered 3 Trio Bike Training days: St. Pats Hospital Carrick on Shannon with 7 staff members, Arus Brefin nursing unit, Manorhamilton with 7 staff members, and Drumsna Community Resource Centre with 7 staff members completing the training. Both Drumsna and Manorhamilton have signed SLA’s and the programme is now underway with a trio bike being used by both facilities. Total Participants 21

Community Soccer Programme

Football For All Rehab Care North-West Region
Appendix 7

Football session for adults users from Rehabcare and National Learning Network groups in the North-West. Total Participants 12

School Football Sessions
Drop in football sessions delivered in schools in the county 2 Primary Sessions 'World Cup Blitz days'.
Total Participants 60

Afterschool Clubs
4 week blocks ran in the 4 schools with over 75 children taking part across the programme.

FAI CLUB MARK
Carrick Town FC became the first club in the Sligo/Leitrim area to be awarded the FAI Club Mark Entry level Award. The FAI Club Mark is an award for grassroots clubs based on best practice in the governance, management and administration of a football club.

Football For All Club
Carrick Town FC Football for all Club 4 session delivered for children with additional needs. Total Participants 11

Connaught Rugby Community Programme
The community programme worked with Carrick Post Primary Community school (30 boys) and delivered a Secondary school rugby blitz day with 120 boys engaged and participating throughout the blitz day. Total Participants 150

THE ARTS

Creative Ireland
Workshops for community and youth groups who were interested in developing a Creative Ireland project with artists have been held in Carrick on Shannon, Ballinamore and Manorhamilton. 23 events have been planned across the County to take place next month as part of Cruinniu na nÓg

Spark
Merenda is the company in Manorhamilton that will be participating in the programme this year, with 16 artists expressing an interest and 14 attending the site visit.

Wild Words
Wild Words volume 7 has now been edited and is ready for publication

Artist in Schools
Planning meetings have taken place with the Leitrim schools between artists and the teachers that they will be working with.

Festivals
The Leitrim Percy French Society held Percy's Party in Mohill with 35 people participating in the Festival that attracted an audience of 245 from across Ireland

Culture Night
An Application for funding for Culture Night has resulted in a grant of €5000 for the events from the Department

John McGahern Award
This award forms part of the Iron Mountain Literature Festival and we are currently inviting applications from emerging writers.

LIBRARY SERVICE:

Library Development Plan
On hold, while awaiting outcome of Alternative Collaborative discussions.
Appendix 7

Event Programming
Regular activities such as the weekly Parent and Toddler Group sessions in Ballinamore Library, craft groups, reading groups, family film screenings, along with an Intergenerational draughts Club for grandparents and grandchildren which ran during the month of May for Bealtaine.

Bealtaine Festival
Leitrim Libraries participated in the ever popular Bealtaine Festival during the month of May, a national celebration of the arts and creativity as we age. Ballinamore Library events included a lecture titled ‘My Cousin John James in the Driving Seat’ on Tuesday May 21st by Mary Guckian, ‘Planning for a Colourful Summer in your Garden with a view to Biodiversity’ on 23rd May and on Thursday 30th ‘Aging Well. A Journey of Discovery and Engagement’ facilitated by Dr. Kevin Egan. Carrick-on-Shannon Library hosted a Mono-printing workshop for Senior citizens with Margot Quinn and Manorhamilton Library hosted a collage workshop facilitated by Liz Byrne. All events were well attended.

Poetry Ireland
Leitrim Libraries participated in Poetry Ireland which is aimed at connecting people and poetry. Ballinamore library held ‘Create Your Own Poem’ workshop facilitated by local author and poet, Kevin Brennan. Carrick Library held two workshops for local schools facilitated by Local Author Joanna Scott.

National Child and Family Support Week
As part of Tusla's National Child and Family Support Week, Lifestart held an information session for parents on 'The Importance of Children's Books & The Development of Early Reading' in Ballinamore Library on 18th May.

Astronomy Club
The very popular Astronomy Club met in Ballinamore Library for a lecture entitled 'Earth's Place in Space: Discovering Humanity's Shared Celestial Heritage' by Professor Mark Bailey, Emeritus Director of Armagh Observatory and Planetarium.

Services to Schools
The Library Service works with local pre-schools, primary and secondary schools to coordinate class visits and support project research.
Ballinamore Library hosted a visit by Aughavas N.S. as part of SiarScéal.
Kiltyclogher Library welcomed Kiltyclogher N.S. for 3 class visits during May.
Carrick library hosted Class visits from 3rd Class – Scoil Mhuire, 1st years Community College Class visit & ETB

Exhibitions:
1st – 13th May: Gallant Sons – Touring Exhibition from the National Library of Ireland in Ballinamore Library. The exhibition explores the Irish experience of World War 1, at home and at the front. 2nd – 10th May launch of the ‘Threads of Change’ Exhibition in Ballinamore Library – a touring exhibition from the National Library of Ireland and consists of an artwork collection, which was put together under the guidance of local artist, Aideen Connolly. The individual pieces of artwork commemorate those from Leitrim who never returned from the war.

Mohill library is closed since 9th May and will open in new temporary premises shortly.

Drumshanbo Library
The revamping of sections was completed in May, with Biography and Irish Interest swapping places. We also took delivery of a new staff desk, which has improved the look and accessibility of the library. Events room was used for meetings on 22nd and the reference room was used for an ICA meeting on Saturday 11th.

FIRE SERVICE:
Manorhamilton Fire Station
Brief for the appointment of the Architects is completed – to be forwarded to the Department for approval to proceed to eTenders. Fencing of the new site for the fire station is ready to commence.
Ballinamore Fire Station
Construction of the new station is nearing completion. Expected completion date is mid June 2019.

Drumshanbo Fire Station
Contractors appointed. Work on the new extension commenced on 1st May.

New 4x4 vehicles
2 new vehicles procured under OGP contract. To be fitted out with additional VMS signage.

RTC Core Hose equipment
Approval received from DHPLG for capital funding to procure these replacement hoses.

Fire Service training
The following fire service training was completed during May 2019. BA Refresher training in Sligo FS CFO Annual conference – 4 senior fire officers attended

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<thead>
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<th>Building Control Activity</th>
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<tr>
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<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Pre Fire safety Cert meetings / Advice given / Planning</td>
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<td>-</td>
<td>-</td>
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</tbody>
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Major Emergency Management
Controller of Operations course held - Leitrim sent 2 representatives to attend.

Erasmus+ BFireSafe@School project
We held our 8th Project Working Group meeting in Dublin on May 28th / 29th. The priority is to continue to develop the classroom training material. Pilot testing is planned for early September.

CIVIL DEFENCE
On the 11 May First Aid assistance was provided during the Darkness into Light walk at Ballinamore.
On the 18 May 12 Volunteers participated in a Severe Weather Driving Course as part of the National Civil Defence programmes to prepare Volunteers for severe weather operations.
Assistance was provided during the month to the Environment Section in order that the Lake Water sampling programme could continue.

SIGNED BY THE CHIEF EXECUTIVE

Signed: [Signature]
Lar Power
Chief Executive

Date: 17/6/2019