Leitrim County Council

PLANNING AND DEVELOPMENT ACTS
2000-2015

PART XI

PLANNING AND DEVELOPMENT REGULATIONS 2001-2015

PART VIII

REGISTER REFERENCE NUMBER 16-C-04

REALIGNMENT OF N16 NATIONAL PRIMARY ROAD IN THE TOWNLANDS OF DIFFREEN, DRUMMAHAN, TAWNAMACHUGH & MULKAUN
Appendix 1 - Council Meeting 7th November 2016

Introduction and Scheme Overview

Leitrim County Council is proposing, in conjunction with Transport Infrastructure Ireland, the proposed realignment of the existing N16 National Primary route within the townlands of Diffreen, Drummahan, Tawnamaconagh and Mulkaun.

The proposed realignment extends to approximately 1.55 km or 1 mile in length. The upgrade will be to Type 1 Single Carriageway standard - proposed cross-section is a single carriageway road which incorporates a 7.3m carriageway with 2.5m hard shoulders and minimum 3m grass verges. The design speed is 100km/hr. The scheme will involve the upgrading of existing junctions to provide full sightlines for motorists. A number of stream diversions and the construction of new culverts will be required to facilitate the realigning of this section of road. The scheme will commence at Diffreen Bridge to a point 760m east of the N16/L-41382. It will tie into a section of the N16 which was realigned and improved pursuant to a previous Part VIII scheme – 11-C-01 (Re-alignment works and safety improvement measures on the N16 at Drummahan Rd., Dromore Rd. & Mulkaun Rd. including sightline improvements, verge improvements, access upgrades, safety barriers and land fencing). The latter scheme was subsequently implemented.

The proposed road has been designed in accordance with Transport Infrastructure Ireland’s Design Manual for Roads and Bridges (DMRB).

The location and details of the project accompany the Part VIII application drawings.

Landownership

Land Acquisition will be required in order to construct this proposed realignment of the N16. The preliminary design focuses on the development of the design to permit Land Acquisition procedures to be undertaken. The land area to be acquired for the construction of the proposed development measures approximately 9.07 hectares (ha) of which 2.5 hectares is the existing roadway. Most of the land to be acquired is from agricultural holdings with some small areas of domestic properties and roadbed also affected. In total, sixteen landowners/domestic properties are directly affected by the proposed development. 1 no old house and derelict shed will be required to be demolished.

The realignment is generally online and as a result the impact on properties will be limited to land take along the external boundaries of the national and local roads.

An agronomy assessment of the likely impacts on each of the individual land holdings will be undertaken. The assessment will include an estimation of the required accommodation works to mitigate impacts on these land holdings. Landowners have been consulted and following further consultation with the affected landowners, accommodation works required, including provision or revised access arrangements and replacement boundary fencing or walls, will be identified.

Public Consultation Process

The project was formally advertised for public consultation between Wednesday 17th August 2016 and Wednesday 28th September 2016. Details of the project were available for inspection during normal office hours at the office of the Planning Authority, at the Manorhamilton Area Office and also on the Council website. The closing date for submissions was Wednesday 12th October 2016.
Planning Policy Context

Leitrim County Development Plan 2015 – 2021
The County Development Plan acknowledges that a modern, efficient and safe road network is vital for the future development of Leitrim. The County is served by the N4 (Dublin-Sligo), the N15 (Letterkenny-Sligo) and the N16 (Enniskillen-Sligo) National Primary Routes. The County Development Plan states that a key priority will be to upgrade the National Primary Routes serving the County. This shall be achieved by carrying out and completing the following road schemes within the lifetime of the Development Plan:

- N4 Carrick on Shannon to Dromod (including the Carrick on Shannon Bypass);
- N16 Glenfarne to Glencar (including Manorhamilton Bypass).

Preferred routes have now been chosen for both of these routes.

Policy 54
It is the policy of the Council to upgrade the National Primary Routes serving the County. This can be achieved by carrying out certain road improvements along these routes and in particular completing the following road schemes within the lifetime of the Plan:

- N4 Carrick-on-Shannon to Dromod (including the Carrick-on-Shannon Bypass)
- N16 Glenfarne to Glencar (including the Manorhamilton Bypass)

N16 National Primary Route
The Department of Transport published ‘A Study of Border Region East West Transport Corridor’ (March 2010), which recommends the N16 as part of this corridor.

ICBAN produced a document entitled ‘Setting Strategic Direction Improving Transport Infrastructure in the Irish Central Border Area’ which discussed the importance of the N16

The Council considers the realignment of the entire N16 route in County Leitrim as vital to the long-term development of the county and thus the Council supports the upgrading of the N16. A route selection report has been adopted by Leitrim County Council for sections of the N16 extending from the proposed Manorhamilton bypass to the Cavan Boundary and from Glencar to the Sligo boundary. These route selections, including the Manorhamilton bypass, will be included within the County Development Plan (See Map 3.5, Map 3.6 and Map 3.7).

Objective 31
It is an objective of the Council to complete the design and progress the realignment/construction of the most critical sections of the N16 route, particularly the Manorhamilton bypass and the interim realignment works already approved by the NRA, at Cornaclay.

In relation to Natura 2000 sites which refer to Special Areas of Conservation and Special Protection Areas, the County Development Plan states that 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).
With regard to Natura 2000 sites, the County Development Plan includes the following policies:

**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.

**Submissions**

**Prescribed Bodies**  
The application was referred to the following

1. An Chomhairle Ealaíon  
2. Fáilte Ireland  
3. An Taisce  
4. The Heritage Council  
5. Development Applications Unit – Archaeology & National Parks and Wildlife Service  
6. Transport Infrastructure Ireland  
7. Sligo County Council  
8. Cavan County Council  
9. Northern & Western Regional Assembly  
10. Inland Fisheries Ireland  
11. Irish Water

**Submission from Transport Infrastructure Ireland.**  
A submission has been received from Transport Infrastructure Ireland which indicates that acknowledge receipt of our correspondence. As the scheme is proposed in conjunction with the TII, no further comments were expected.

**Submission from Inland Fisheries Ireland.**  
A detailed submission has been received from Inland Fisheries Ireland. The proposed road realignment runs adjacent to a tributary stream of the Diffreen River which provides good quality, productive salmon and trout spawning habitat for the Glencar Lough and Drumcliff River fisheries. The proposed project includes three diversions totalling 341 metres in length and three culverts including one which is 26 metres in length. There are also a number of drainage ditches on the site which flow directly into Diffreen Stream. The Diffreen River also flows into the Ben Bulben, Gleniff and Glenade Complex SAC. This catchment has been allocated “good ecological status” in the Western River Basin Management Plan and this status must be protected. The submission states that there is considerable potential for this development to have a negative impact on the local fisheries resource and it is imperative therefore that all works that could impact on water quality and the aquatic habitat are carried out in consultation with the IFI through panning, design and construction. Having reviewed the application documentation and accompanying Ecological Impact Assessment and Appropriate Assessment Screening Statement, a series of recommendations are outlined (13 number conditions effectively).
Response
Having considered the detailed submission received, it is considered that a method statement shall be included as a condition of this Part VIII approval which requires the undertaking of the recommendations contained in the Inland Fisheries Ireland submission.

Submission from Development Applications Unit, Department of Arts, Heritage, Regional, Rural and Gaeltacht Affairs
The submission relates to the archaeological aspects of the proposed scheme. The Part VIII documentation refers to an archaeological assessment having been carried out. The assessment report was not referred to the Department. The Department requested that a copy of the assessment be forwarded to them which would enable the formulation of an informed archaeological recommendation.

Response
The Planning Department forwarded the Department with a copy of the archaeological assessment which was undertaken by Transport Infrastructure Ireland on October 18th last. A revised report was received on 1st November 2016 which recommends that archaeological test excavations should take place in the greenfield areas of the development site in advance of works as provided for in the archaeological assessment report. This shall be reinforced by the inclusion of an appropriate condition.

Internal Submissions
The application was referred to the following:

1. North Leitrim District Engineer
2. Water Services Department
3. Senior Executive Engineer, Environment Department
4. Access Officer.

Report from Water Services Department
The report notes that there is a water service mains adjacent to the proposed works on the L-41391 local road, namely Group Water Scheme No. 099, which traverses back to Local road L-4138, north of works. This is not a public mains but is also the water supply for the local National School in the townland of ‘Diffreen’.

Response
The Planning Department notes the contents of the submission. It is not considered necessary to include a condition in relation to avoiding existing services and this would be expected in any civil contract of this nature.

Submissions from the General Public
No submissions or observations were received from members of the general public.

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.

The site is located in an area where there are numerous Natura 2000 sites and Natural Heritage Areas / proposed Natural Heritage Areas. The nearest Natura 2000 site is Ben Bulben, Gleniff and Glenade Complex SAC (Site Code 000623) which is 1.1 km north of the proposed realignment or 2.9
km via surface water routes. There are 13 other Natura 2000 sites with a further 14 Natural Heritage Areas / proposed Natural Heritage Areas located within a 15 km radius of the proposed works.

An Appropriate Assessment Screening Report has been prepared by McCarthy Keville O’Sullivan Planning and Environmental Consultants. The Planning Authority is satisfied that the Appropriate Assessment Screening Report is comprehensive and robust in its assessment.

The site of the proposed development is located 2.9km upstream of the boundary of the Ben Bulben, Gleniff and Glenade Complex SAC. There is surface water connectivity between the development site and the SAC via the Diffreen River and a tributary of the Diffreen River on which diversion and culvert replacement works are proposed.

Where necessary, best practice and control measures will be adopted to ensure avoidance of potential impacts on designated sites and the environment. The Appropriate Assessment Screening Report concludes that the project by itself or in combination with other plans and projects, in light of best scientific knowledge, will not, in view of the sites conservation objectives, have significant effects on any European Site. The project does not require to be progressed through to Stage II Appropriate Assessment under the Habitats Directive.

Ecological Impact Assessment
An Ecological Impact Assessment of the proposed realignment project has also been undertaken by McCarthy Keville O’Sullivan Planning and Environmental Consultants.

The project includes the realignment of a tributary of the Diffreen River and the provision of one new crossing of the tributary via a new box culvert. An existing 800mm pipe culvert under the N16 will also be replaced by a box culvert. Inland Fisheries Ireland has been consulted at the design stage and has provided input in relation to the design of diversions and culverts. The existing culverts will be carefully removed and the new culverts will be lifted into place using a small crane. The proposed new 1.2m box culverts will be buried 500mm below the existing channel bed. The culverts will be lined with boulders, cobbles and gravels to mimic the natural channel bed.

The works will be carried out during the summer period, outside the fisheries spawning season, when water levels are likely to be low. Depending on water levels, dewatering of the bridge replacement site will be achieved by providing a flow through pipe or by damming the stream, with sandbags, upstream of the bridge and pumping water to a point downstream of the proposed culvert. The diversions will result in a net gain of 16m of channel.

The proposed works predominantly traverse the existing N16 road and wet grassland. The works will result in the loss of hedgerow/tree lines and some semi-mature trees. The majority of hedgerow to be lost is located along the existing road verge. Any length of hedgerow to be removed will be replaced by planting a hedgerow of equal length post construction works. The hedging plants chosen will be indigenous to the local area.

The development has been designed to ensure that ecological connectivity and cover is maintained around the perimeter of the site. There is limited potential for construction activity to cause disturbance to wildlife in areas surrounding the construction site. The proposed construction works will be temporary in duration and will be restricted to the proposed development footprint. It is recommended that pre-construction mammal surveys are conducted following NRA guidelines.

The proposed works will not result in any significant impact on faunal habitat within the proposed development site. No significant residual impacts are anticipated.
There is no identifiable connectivity between any Natural Heritage Areas and the proposed development and no pathways for impact were identified during the assessment process.

Environmental Impact Assessment
An Environmental Impact Assessment Screening Report of the proposed realignment project has been undertaken by McCarthy Keville O’Sullivan Planning and Environmental Consultants.

This screening report was carried out in accordance with a methodology that is based on ‘Environmental Impact Assessment (EIA), Guidance for Consent Authorities regarding Sub-threshold Development’ (EPA, 2003), ‘Environmental Impact Assessment of National Road Schemes – A Practical Guide’ (NRA, 2008) and ‘The European Commission Guidelines on EIA Screening’ (June 2001).

The proposed scheme is approximately 1.5km in length. The project does not exceed any of the thresholds outlined in the Roads Act 1993-2007 that would trigger a mandatory requirement to prepare an Environmental Impact Statement.

The Planning Authority does not anticipate significant effects on the environment. It is considered that the proposed development is of a nature and scale such that any potential for significant effects can be effectively avoided in the design of the scheme.

Due to the proximity to the National and European sites designated for nature conservation, the likely effects of the proposed works on the designated sites have been assessed in an Ecological Impact Assessment and Appropriate Assessment Screening Report which concluded as follows:

“In view of best scientific knowledge, on the basis of objective information, the proposed road development, individually or in combination with other plans and projects, will not have a significant effect on European sites.”

The proposed development will not impact on nationally designated sites, nature reserves or refuges for fauna.

The conclusion of the Screening Statement was a recommendation that Leitrim County Council determines that the proposed road development would not be likely to have significant impacts on the environment and that the N16 Road Improvement Scheme at Drummahan does not require an Environmental Impact Assessment. This recommendation was accepted by the Planning Authority and a copy of the correspondence from the Planning Authority to this effect accompanied the Part 8 documentation.

Archaeology
An Archaeological & Cultural Heritage Report of the proposed scheme was undertaken by Niall Roycroft of Transport Infrastructure Ireland and was based on a desk study and field survey. The N16 in this section is a mid-19th century road that was built in ‘green fields’ along the floor of the Glencar Glacial Valley. The road was placed at the junction between the higher, drier ground (generally on the northern side of the N16) and an area of wetland drained by the Diffreen River tributaries (generally on the southern side of the N16). The N16 is terraced into the rising northern land and the excavated material has been used to construct an embankment (with deep drainage ditches) on the southern side. The N16 has probably been previously widened in the 20th century (generally to the southern side) and all associated roadside furniture is wholly modern.
The proposed realignment does not directly or indirectly impact on any sites and monuments on the Record of Monuments and Places or on any Protected Structure. Some ring fort-type crop-marks occur in the area overlooking the N16, but these will not be impacted. Most of the N16 which is due to be widened is along the southern side into an area of wetland. The land take is approximately 30m wide. Previous stream channels occur all along this area and there is the possibility for burnt mounds and waterlogged material.

A mid-19th century single-arch masonry bridge on a local road to the N16 is due to be resurfaced. A modern concrete bridge on a side road to the N16 is due to be demolished and rebuilt. A 19th century vernacular house (no longer in original use) will continue to be adjacent to the N16. This would appear to be an error as the proposed scheme provides for its demolition and the adjoining outbuilding.

Therefore, there are no significant cultural heritage impacts. Although detail design is not complete, the green field (wetland) area into which the N16 is due to be expanded amounts to approximately 2.3 hectares over the 1.57km length.

Suggested Mitigation contained in the Archaeological & Cultural Heritage Report is that advance archaeological trial trenching and or test-pitting of the accessible areas be undertaken with further rescue excavation and publication should any archaeological remains be discovered. This is considered reasonable.

Planning 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. The conclusion of this assessment is that the County Development Plan is fully supportive of the realignment of the N16 route through County Leitrim as this corridor is considered vital to the long-term development of the county. Specifically, objective 31 is quite definitive in its support for the design and progression of the realignment/construction of the most critical sections of the N16 route through the county. Leitrim County Council therefore supports the principle of the proposed development which accords with the stated policy framework contained in the County Development Plan and is making every effort possible to seek to realise this objective as required by legislation.

The conclusion of the Appropriate Assessment Screening Report (Habitats Directive) is that the proposed development will have no significant adverse impacts upon the qualifying interests of any NATURA 2000 site in the vicinity of the site. As such the project can be screened out under the Habitats Directive as not requiring a Stage 2 Appropriate Assessment. No submission has been received which would challenge the findings of this report.

The conclusion of the Environmental Impact Assessment screening statement is that the proposed road development would not be likely to have significant impacts on the environment and does not therefore require an Environmental Impact Assessment to be carried out.

The project was also subjected to a thorough Ecological Impact Assessment which similarly determined that the proposed development would not adversely impact upon any protected species or important habitat. It is considered that the concerns of Inland Fisheries Ireland can be adequately dealt with through the inclusion of a condition which would require that the approved contractor provide an agreed method statement outlining how all of the recommendations outlined in the Inland Fisheries Ireland submission would be adhered to.
There are presently 3 residential properties with direct access onto the N16 along the stretch which is proposed for realignment. The first dwelling is 250 metres east of Diffreen Bridge. No alterations are proposed to the existing roadside boundary treatment or entrance to this dwelling. The proposed realignment will not impact on the existing roadside boundary treatment of Diffreen National School, the adjoining childcare facility (Little Learners) or of the adjoining graveyard. The second dwelling affected by the proposed realignment is approximately 300 metres east of L41383. This dwelling and farmyard complex has severely restricted sightlines egressing from the angled driveway. The proposed realignment will result in enhanced visibility for the occupiers of these properties although there will be an impact on the present setting of the roadside boundary which is characterised by mature wooded area. The Diffreen Stream also has to be culverted under the realigned roadway and a new culvert provided to the private access road serving the house and farm buildings. It is considered that the enhanced safety features which the scheme will provide will offset the short term loss of habitat. The third dwelling is a derelict dwelling and outbuilding located 330 metres from the tie in of this realignment with that of the previous scheme heading towards Manorhamilton. Planning permission was previously refused to Mr. Michael Swan pursuant to planning register rcf. no. P05/702 to demolish this derelict dwelling and construct a new single storey dwelling, entrance, provide effluent treatment system and associated site works. The reasons for refusal included that adequate sight distances onto the N16 could not be provided and that the proposed development is located within the constraint study area for the re-alignment and road widening works for the N16. The scheme drawings indicate that these buildings are to be demolished whereas the Archaeological and Cultural Heritage Report indicates that they are to be retained and that the works would not impact on same. The buildings are to be demolished and the mobile home which is also within the curtilage of the derelict dwelling should also be removed off site.

The scheme also proposes the closure of a number of agricultural entrances and their replacement with safer entrances and where possible, the creation of combined field entrances. This is considered a further enhancement of safety arising from the proposed scheme.

I am satisfied that the proposed scheme will not adversely impact upon the residential amenity of the dwelling close to Diffreen Bridge and that the scheme provides for the demolition of the derelict house and adjoining shed. I consider that the setting of the dwelling close to the L41383 will be affected by the realignment but that this is offset by the considerable improvement to the safety of persons egressing from the private access road and of all road users on the N16. I consider that the impact on the setting of the dwelling will lessen over time with the provision of replacement landscaping.

I am satisfied that the proposed scheme adheres to the policy framework provided for in the County Development Plan, that the proposed scheme will not adversely impact upon the residential amenity of any existing dwelling and that the scheme will not adversely impact upon the receiving environment. I am satisfied therefore that the scheme adheres to the proper planning and sustainable development of the area.
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 permanently adversely impact upon the local receiving environment and that the development would accord with the proper planning and sustainable development of the area. The proposal seeks, in part, to realise a stated objective of the County Development Plan 2015-2021 and has been subject to detailed environmental and ecological assessments.

Section 179(3) of the Planning and Development Acts, 2000-2015, 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
Director of Services,
Planning, Community and Economic Development

Frank Curran
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 mitigation measures outlined in the 'Ecological Impact Assessment: Road Realignment Drummahan' which accompanied the Part 8 consultation documentation shall be implemented in full. The mitigation measures outlined in the submission received by the Inland Fisheries Ireland for the prevention of pollution and the protection of fisheries habitats shall also be adhered to. Prior to the commencement of development, a Method Statement by the successful contractor outlining compliance with the requirements of both documents shall be submitted to the Planning Authority and their written agreement received to the contents of same.

3. The proposed mitigation measures outlined in the 'Archaeological and Cultural Heritage Report' prepared by Niall Roycroft of Transport infrastructure Ireland shall be adhered to in full. Pre development archaeological testing shall be carried out in strict accordance with the recommendations contained in the submission from the Departments of Arts, Heritage, Rural, Regional and Gaeltacht Affairs dated 01 November 2016.

4. The approved scheme provides for the demolition of the derelict house and outbuilding located at chainage 1200 as indicated on drawing no. WH1601-04-004.5 entitled Horizontal and Vertical Alignment – Mainline. This shall include the removal off side of the mobile home which is located in the curtilage of the derelict dwelling.
Appendix I Photographs of Proposed Footway / Cycleway

Figure 1: Site notice erected adjoining Diffreen Bridge
Scheme does not impact on bridge but Local Road L-41391 is realigned to improve sight distances

Figure 2 View towards Diffreen National School from in front on cemetery
Scheme will not impact on existing roadside boundaries at this location
Figure 3: Typical view of existing agricultural entrances along proposed realignment
The scheme provides for the rationalisation of the number and location of such entrances along the extent of the realignment.

Figure 4: Existing substandard entrance serving dwelling and farm buildings
Proposed scheme provides for significant improvement to sight distances serving both
Figure 5: View westwards of the N16 adjoining derelict dwelling and outbuildings
Proposed scheme provides for the demolition of both buildings with the existing roadway being realigned to the left of the existing roadway as viewed on the above photograph.

Figure 6: Existing derelict dwelling to be demolished
Figure 7: Unoccupied mobile home in curtilage of derelict dwelling
Draft Development Contributions Scheme 2016 – 2019

Chief Executive Report on Submissions Received

November 7th 2016

Comhairle Chontae Liatroma
Leitrim County Council
Recap - Development Contributions Scheme

- Sets a schedule of contribution per development category
- Seek to part fund the provision of essential public infrastructure
- Concept of planning gain
- Provides certainty of investment decisions
- Adopting Scheme - Reserved Function of Elected Members
- Adopted on 1st March 2004 – time of significant expansion
- Applied to all applications after 10th March 2004
- Updated by reference to CPI on annual basis until 2008
- Was very important revenue stream (capital side) in initial years
- Water Services element of scheme removed following establishment of Irish Water (01 Jan 2014)
Why review the existing DCS now?

• Section 28 Guidelines issued by DoEHLG Jan 2013
• Required all Planning Authorities to review existing DCS by 31 March 2013
• Methodology for review provided including exemptions and waivers
• CDP 2015-2021 adopted in January 2015
  – Sets out development strategy for the County
  – Quantifies expected level of development for certain categories – housing and retail
• LCC adopted Capital Program 2016 – 2018
  – Sets out planned investment programme
  – Includes requirement for €1,079,250 to be provided through development contributions
Contributions Expended 2010 - 2015

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The average yearly amount expended over this period was €729,837.

The total amount expended was €4,379,022.

Examples of Expenditure
- Lough Rinn Rowing Centre (€500,000)
- Sliabh an Iarainn Visitor Centre (€141,200)
- Drumsna Playground (€160,000)
- Kinlough Astoturf Pitch (€54,200)
- Roundabout N4 Attifinlay (€262,000)
Contributions Received / Expected

The average yearly amount collected between 2012 - 2015 was €226,668.

Average annual amount included as conditions of planning permission between 2014 – 2015 was €182,338.

Figures very dependent on large individual commercial development proposals commencing.

Commercial developments - a significant amount is attributable to change of use applications which will be outside the provisions of the revised scheme.

Just over 34% of all permissions granted are subject to the provisions of the existing Development Contributions Scheme.
## Capital Program 2016-2019

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<td><strong>Total</strong></td>
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Draft Development Contribution Scheme

• Draft Scheme was available for inspection during normal working hours from 13th July 2016 to 31st August 2016.
• Newspaper adverts - Leitrim Observer, Roscommon Herald, Longford Leader and Sligo Champion
• Advert was placed on the Council website homepage

• The Draft Scheme was available to inspect or purchase:
  1. Planning Department
  2. Ballinamore Library
  3. Manorhamilton Library
  4. Leitrim County Council website
Chief Executive’s Report on Submissions Received

- Submissions or observations in respect of the Draft County Leitrim Development Contribution were invited before **31st August 2016**
- 2 submissions were received
- Chief Executive’s Report on submissions received was prepared and circulated to the Elected Members on 28th September 2016
- Summarised both of the submissions received and correspondence from the Department of Housing, Planning and Local Government
- Suggested 2 no. amendments to the Draft Scheme
Submission 01 - Brian Dawson, Head of Communications, Irish Wind Energy Association.

- Proposed contribution for wind farm developments of €6,000 per MW, subject to min. of €15,000 per turbine, marks a dramatic rise in contribution levels.
- This represents an unjustified and wholly excessive increase of 108% for a standard 3MW wind turbine.
- Revert to the previous rate of €8,666.40 per turbine.
- Scale of development contributions is excessive and without recognition of the requirements of the current Government guidance.
- Contributions should be ‘ring-fenced’ for use directly in the local communities hosting the wind farm.
• Approach consistent with that adopted by Cavan and Roscommon Co. Co.
• Contribution sought by other Councils is far greater e.g. Offaly & Meath. seek €10,000 per MW, and Limerick seeks €11,000 per 1MW.
• DoHPLG satisfied that the Draft DCS adheres to the Section 28 Guidelines for preparing a Draft Scheme and to the Circulars which have issued.
• Amendment should be made to the Draft DCS with regard to other forms of renewable energy such as solar which would supply energy to the national grid.
• DCS is a county at wide scheme and there is no provision for development contributions to be ‘ring fenced’ for use directly in the local communities in which such wind farm developments are located.

• Suggested Amendment No. 1
To include a Development Category for Renewable Energy (which export to the National Grid other than wind farm developments) at a rate of €600 per 0.1 MW or €6,000 per MW.
Submission 02 - Councillor Caroline Mulvey

• Proposes the inclusion of forestry in the new DCS at a rate of €500 per hectare.
• An exemption is proposed for active farmers who will continue to farm land in Co. Leitrim on the first 10 hectares of their holding devoted to afforestation.
• A definition of active farmer is suggested as a person resident in the state that has a Herd or Flock number and is in receipt of a Basic Payment from the Department of Agriculture.

• The submission also requests an exemption for all agricultural buildings used for agricultural purposes by persons primarily engaged in farming regardless of their size as this is common throughout the rest of the country.
Response of Chief Executive

- DCS only applies to development that is subject to the statutory planning application process; payment included as a condition of permission.
- Initial afforestation is exempted development; no planning permission is required for such development.
- Cannot therefore include the payment of development contribution for such exempted developments.

- Agric. developments are not exempted from DCS throughout the country.
- Rate per m² of roofed development area in excess of 1,000 m² is identical to that sought by Cavan, Longford, Roscommon and Sligo.
- Longford and Cavan - rate of €5 per m² applies to lower threshold.
- Suggested contributions are comparable to, and in some instances more favourable than, those applied by adjoining Local Authorities.
- Development is an enterprise of scale which has an impact on the infrastructure of the locality and should therefore make a contribution.
Department of Housing, Planning & Local Government

• Mandatory requirement of the Planning & Development Acts to refer a draft DCS to the Minister within the newly created Department.
• Referred the draft DCS 2016-2019 to the Minister on July 12th 2016.
• No formal submission was received within the specified period.

• The Planning Authority queried, by e-mail, as to whether or not the Department intended making a submission or not.

• The Department confirmed by return e-mail that the draft Scheme appears in compliance with the provisions of the Act, the Guidelines and the Circulars.
• The Department sought clarity on a small number of matters to which the Local Authority replied to.
Has the issue of double charging been considered?

Reply

The Chief Executive can propose an amendment to the draft DCS in relation to “double charging”. However, it would not be the practice of LCC in any event to seek the payment of a development contribution for a given development in any subsequent charge.

Suggested Amendment No. 2
To include an additional paragraph in the Development Contributions Scheme as follows:

Double Charging
Any development contribution already levied and paid in respect of a given development will be deducted from the subsequent charge so as to reflect that this development had already made a contribution.
Chief Executive Recommendation

• Having considered the submissions made during the public consultation period, the Chief Executive recommend the adoption of the draft Development Contributions Scheme subject to the suggested amendments outlined in his report.
Workshop

- Workshop with Elected Members held on 17th October 2016
- Considerable debate around a number of issues
- 4 no. councillors have made follow up submissions for consideration
I am proposing that no increases are implemented here for the following reasons:

1. There has been a dramatic drop in rural planning applications.
2. There are significant extra costs involved, e.g. provision of sewage treatment plants/septic tanks.
3. Extra costs for provision of ESB connections sometimes in the provision of extra poles, etc.
4. In some cases, it is necessary to provide applicants own water supply, and if connecting to Group Water Schemes connection charges vary from €1,000 to €3,000 with on-going maintenance charges.
5. Services available to residents of towns and villages are not available to rural dwellers, e.g. public water, sewage systems, public lighting and footpaths.
6. Currently there is no funding available for Local Improvement Schemes on Community Involvement Schemes. There is a huge reduction in monies available from the upgrading and maintenance of county roads.
Rural Housing - Cllr. Sinead Guckian

• Submission compares the existing rates for urban and rural dwellings.

• While both rural and urban dwellers can avail of services and amenities, provided by and sustained by, the development contribution scheme, rural dwellers don’t have the same level of access or provision of same. They also have the additional individual expensive costs of providing domestic waste water treatment systems for their development.

• As Leitrim County Council no longer has control of the contribution towards water and waste water where the services are now provided by Irish Water, the new scheme options should reflect this change.

• The reintroduction of a separate lesser cost development contribution for single rural dwellings
Rural Housing - Cllr. Des Guckian

1. That there be no increases in Development Charges, as already, they are too penal on young couples trying to set up homes in Co Leitrim.

2. That, in light of the serious decline in the rural economy, with losses of services, etc, no Development Charges be applied in rural areas where proper road surfacing of lanes and by-roads is not being carried out at regular intervals.
Rural Housing – Cllr. Justin Warnock

• I feel strongly that there should be a standard charge on houses up to 150 sq metres and a progressive charge per square metre there after.

I believe in fairness and those who can pay more should pay more.
Rural Housing – Response

• Development Contributions Guidelines for Planning Authorities - January 2013

  • *In the case of residential development, taking account of the direct and indirect benefits to households (irrespective of location) of improvements to enabling infrastructure benefiting such development and their occupants over the general area of the scheme, not just in the location of the house, planning authorities should set a single rate per dwelling.*

  • *For example, the practice of having a low level of contribution for new houses in rural areas served by proposed private wells and on site wastewater systems does not take into account other supporting infrastructure in the wider area, often in nearby towns and villages, benefiting that development.*
Rural Housing – Response

• Department of Housing, Planning and Local Government are satisfied that the draft scheme adheres to the Act, Section 28 Guidelines and to Circulars.

• Retention of reduced rate for rural houses would be contrary to the clear intent of the Guidelines.

• Planning Authorities must have regard to the Guidelines in performing their functions under the Act.
Rural Housing – Response

• Impact of reducing development contributions for individual rural houses reduces ability of LCC to provide local contribution to avail of state grants. i.e. multiplier effect

• Development Contributions are for the provision, not the maintenance, of infrastructure.

• Fails to acknowledge that average one off house permitted is 241 sq. m., the cost of which to construct is €250,000 - €272,000.

• Contribution equates to 1.6 – 1.8% of additional cost.

• No change suggested arising from submissions as to do so would be to act outside of the framework provided.
Agricultural Development - Cathaoirleach, Cllr Mary Bohan

• I am proposing that no additional charges be introduced for the Agricultural Sector in Co. Leitrim. This is a sector catering for small mainly part-time farmers who are currently competing with heavily subsided afforestation companies who pay little if any charges, because they are not subject to planning permission under the Act.

• The new charges if introduced would be detrimental for our farming community and particularly for our young farmers. Rather than imposing new charges, we need to encourage farmers invest in on farm developments and make their farms more sustainable.
Agricultural Development – Response

Proposed development contributions will not affect small to medium sized farms in this county.

This aspect has been outlined in detail in the Chief Executive’s Report.

Significant exemptions have been proposed

- Does not apply to the first 400 sq. m. of development for which planning permission is required.
- Does not relate to any agricultural development that does not result in increase in overall production or are made in order to comply with National or EU Directives.
In our previous scheme, the development contribution was set at €866 per bedroom [max 2 persons per bedroom] for Hotels, Guest Houses & B&B’s.

The new proposal is to change the calculation to m² of the development.

In the context of B&B’s, in particular, it would be important that the scheme would include the details of how the home (and not the B&B) element would be treated under the scheme and presumably the home and non B&B element would be changed at the m² cost of a dwelling, under the scheme.
B & B – Response

• Use of up to 4 bedrooms in a house for overnight guest accommodation is already exempted development.

• Not considered that most B&B’s which retain residential aspect would require planning permission.

• For applications for individual dwellings which include a B & B or guest accommodation element, the application will have to distinguish between the commercial element of the dwelling – bedroom, dining room and lounge which guests have access to and remaining residential component of the dwelling. Commercial element will be charged at the €25.50 per sq. m. rate with the residential aspect charged at the relevant rate.
Industrial - Cllr. Sinead Guckian

• In the previous scheme there was a clear distinction between “start up and light” industrial development and Industrial development

Industrial Development - €25.53 per sq. m.
Start-up Light/General and Industrial Unit for own occupancy—maximum floor area 180 sq. metres - €13.11 per sq. m.

• The new scheme is not clear on the costs for industrial developments, particular start up light industries.
Industry – Response

• The draft scheme no longer proposes to retain a reduced contribution for start up light/general and industrial unit for own occupancy.

• Within the non-residential categories, the intensity of infrastructural usage by different categories of employment related activity is difficult to estimate.

• There was no clear basis evident for the previous exemption or how the 180 sq. m. threshold was arrived at.
Arts Sector - Cllr. Sinead Guckian

• A new provision in the scheme under exempted / reduced contributions.

• I believe Leitrim County Council should take a new initiative, under this scheme, to encourage investment in the Arts. The Arts play a huge role in cultural, tourist and economic activity in the county. By including in this new contribution scheme exemptions for developments directly associated with the Arts, we would be encouraging investment from the private sector, within the county and encouraging investment from interests outside the county.

• At a minimum, the new scheme could include Art Galleries and Artists Studios under exempted developments for the duration of the scheme, to encourage investors and in turn, compliment the state and community development in this area.
Arts – Response

• As outlined at the workshop, the Executive had no objection to this category of development bring included as “exempted” from the provision of the scheme.

• Wording of suggested of Exemption / Waiver

Inclusion of further category of development

r) Development consisting of Art Galleries and Artists Studios
Consumer Price Index 2006 - 2016
To: Cathaoirleach agus Gach Ball.

Re: Agenda Item No. 4: To adopt Leitrim County Council Draft Anti-Social Behaviour Strategy, 2016

Dear Member,

I refer to Agenda Item No. 4 for the November Council Meeting. Please find enclosed a copy of Leitrim County Council’s Draft Anti-Social Behaviour Strategy, 2016. The draft policy has been prepared having regard to the Housing (Miscellaneous Provisions) Act, 2014 and in consultation with the Leitrim Resident’s Network, the individual Residents Associations in local authority estates, the Joint Policing Committee, the Housing Policy, Social & Cultural Development SPC and An Garda Siochana.

The JPC and the SPC proposed a number of minor changes to the draft document and these changes have been incorporated into the policy. I am therefore recommending that the Draft Anti-Social Behaviour Strategy, 2016 be adopted.

Yours sincerely,

Mary Quinn,
Director of Services, Housing, Corporate, Culture & Emergency Services
Comhairle Chontae Liatroma

Leitrim County Council

Anti Social Behaviour Strategy

2016

Presented to Leitrim County Council JPC on: 12 September 2016
Presented to the Housing SPC on: 13 September 2016
Adopted by Leitrim County Council on:
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Mission Statement

“To prevent and reduce incidence of anti-social behaviour by working in partnership with all relevant organisations”

Section 1.0 - Introduction

Leitrim County Council recognises and accepts that anti-social behaviour in local authority estates is unacceptable and it can have an adverse effect on the quality of life of both the victim’s in question and the other residents of the area. Accordingly it is the policy of Leitrim County Council that anti-social behaviour will not be tolerated and whatever means necessary to combat this issue will be fully utilised.

Leitrim County Council has powers under the Housing (Miscellaneous Provisions) Act 2009 and the Housing (Miscellaneous Provisions) Act 2014 to tackle the problems associated with anti-social behaviour and promote good estate management. However the Local Authority cannot tackle anti-social behaviour issues on its own and therefore Leitrim County Council is committed to working in partnership with An Garda Síochána, the Health Services Executive, Joint Policing Committee, Leitrim Development Company, Leitrim Residents Network, and local communities to address anti-social behaviour problems.

In the last number of years an inter-agency approach was initiated by Leitrim County Council in partnership with the Gardai and the HSE in relation to a number of estates where there were particular issues and successful outcomes were achieved by adopting this approach.

Section 2.0 - Definition of Anti-Social Behaviour

The Housing (Miscellaneous Provisions) Act 2014 states that “anti-social behaviour” includes either or both of the following, namely:

a) The manufacture, production, preparation, importation, exportation, sale, supply, possession for the purposes of sale or supply, or distribution of a controlled drug (within the meaning of the Misuse of Drugs Acts, 1977 and 2007)

b) Any behaviour which causes or is likely to cause any significant or persistent danger, injury, damage, alarm, loss or fear to any person living, working or otherwise lawfully in or in the vicinity of a house provided by a housing authority under the Housing Acts 1966 to 2014 or Part V of the Planning & Development Act 2000 or a housing estate in which the house is situate or a site and without prejudice to the foregoing includes:

(i) Violence, threats, intimidation, coercion, harassment or serious obstruction of any person.

(ii) Behaviour which causes any significant or persistent impairment of a person’s use or enjoyment of his or her home

(iii) Damage to or defacement by writing or other marks of any property, including a person’s home”
Section 3.0 - Legislative Framework - National Context

Section 35 of the Housing (Miscellaneous Provisions) Act 2009, which was enacted on the 1st December 2009, provides for the legislative framework and guidelines for all Local Authorities to adopt, by reserved function, an Anti-Social Behaviour Strategy for the prevention and reduction of anti-social behaviour in its housing stock.

The legislative framework for the operation of the anti-social behaviour strategy is:

- The Housing Act 1966 and the Housing Miscellaneous Provisions Act 2014 are the primary legislation for the Council as a Housing Authority.

Section 4.0 - Objectives / Strategic Aims

4.1 The primary objectives and strategic aims of this Strategy are:

- To prevent and reduce anti-social behaviour
- To investigate all complaints of anti-social behaviour fairly, objectively and impartially
- To pursue legal remedies, where necessary
- To adopt a multi-agency approach in dealing with anti-social behaviour
- To work with voluntary and community groups in relation to preventing and reducing anti-social behaviour
- To promote the principles of good estate management on our estates and the communities in which they are located.
- To establish Management Information Systems which will assist in identifying trends in anti-social behaviour by carrying out regular analysis of reported incidences
- To provide CCTV in high priority estates to prevent ASB
- Reduce the number of vacant local authority houses
- To work closely with the Joint Policing Committees

Joint Policing Committees (JPCs) provide a forum where the local authority (local authority officers and elected members) and Senior Garda Officers policing the local area can participate with Oireachtas members and community representatives to consult, discuss and make recommendations on issues relating to policing and crime in the local area. Joint Policing Committees review crime levels and patterns, cooperate on local responses to issues and consult on anti-social behaviour issues in the area.

Recommendations from JPC's may inform divisional and district policing plans. The Local Authority will liaise with the Joint Policing Committees established under Section 36 of An Garda Síochána Act 2005. Joint Policing Committees (JPC's) aim to develop greater consultation, cooperation and synergy on policing and crime issues between An Garda Síochána, Local Authorities and elected representatives.

4.2 Design of Housing Schemes

- All new developments, regeneration or remedial works schemes will have regard for the importance of taking steps to prevent crime, disorder and anti-social behaviour.
- The local authority will address wherever possible, opportunities for anti-social behaviour to develop in the built environment.
- Where housing estates are to be further developed, consultation will take place with the Residents Association regarding measures to prevent the development of anti-social behaviour.

4.3 Housing Assessment and Allocations Management
Section 15 Housing (Miscellaneous Provisions) Act 1997 allows local authorities to obtain information from other agencies regarding applicants who may have a history of anti-social behaviour. The local authorities will use this legislation to carry out checks on all social housing applicants and have developed strict protocols to protect the information. These checks will be carried out at allocation stage. If information is obtained regarding a negative Garda report, Leitrim County Council may consider the deferral of an offer of social housing.

4.4 Pre-Tenancy Training for Newly Appointed Tenants
It is the policy of Leitrim County Council that all newly appointed tenants complete mandatory pre-tenancy training. The purpose of the pre-tenancy training is to familiarise persons with their Tenancy Agreement, the policy document on anti-social behaviour and the Tenant Handbook.

The tenants are informed of their rights and obligations as tenants having regard to the Tenancy Agreement and the Anti-Social Behaviour Strategy. Tenants are made aware of the complaints procedure that is in place in relation to the housing department investigating reports of anti-social behaviour.

4.5 Multi Agency Approach
The Council will ensure that a multi agency approach is adopted where necessary to deal with specific anti-social behaviour issues. In particular the Council will work closely with An Garda Síochána and other agencies and will continue to share information in dealing with anti-social behaviour.

The local authority has extensive expertise in relation to all areas of housing provision and management. Multi-agency panels have been created linking this council, with both statutory and non-statutory organisations. For the purposes of the Anti-Social Behaviour Strategy, the statutory agencies are as follows:

- An Garda Síochána
- Health Service Executive
- Probation Services
- Department of Education & Science
- Department of Social Protection

The effect of this close co-operation will ensure a co-ordinated approach between the agencies in particular cases and to continue to contribute to the successful resolution of anti-social problems in areas that have experienced relatively high levels of such behaviour.
4.6 Promotion of Good Estate Management

- Leitrim County Council will actively encourage the development of resident groups in its estates.
- All residents and tenants will be encouraged in so far as possible to become involved in the management of their estates.
- Tenancy Agreements will be monitored to ensure ongoing compliance with all conditions.
- The Housing Authority will encourage participation levels in sports through Leitrim Sports Partnership and other sports initiatives.

4.7 Communication

Leitrim County Council will consider a programme of visiting local secondary schools in order to highlight to our younger citizens the negative affect anti-social behaviour can have on families and communities. This initiative is in compliance with the requirements of the S35 (3) Housing (Miscellaneous Provisions) Act 2009 regarding education and research.

4.8 Health & Safety

**Threats/Intimidation of Council Employees**

Leitrim County Council will not tolerate any assaults, threats, intimidation, obstruction, harassment or interference with its employees who are involved in the implementation of this strategy in accordance with the provisions of the Housing Acts 1966 to 2014 and may issue legal proceedings against any person engaged in such activity and make a statement of complaint to the Gardaí for prosecution. Any incident must be reported as per the council policy on mandatory reporting of incidents.

**Risk Assessments, PPE & Communications**

Staff will carry out risk assessments both dynamic if on site and normal when preparing to go on site and will ensure in so far as is reasonably practical that they have sufficient resources with them to achieve a successful conclusion to a site visit.

Staff will ensure that they have adequate personal protective equipment and communication devices such as tetra radio and mobile phone prior to going on any site visit.

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**Section 5.0 - Complaints**

Leitrim County Council has a process to deal with complaints of anti-social behaviour as defined by the Housing (Miscellaneous Provisions) Act, 1997-2014. Complaints that do not fall within the definition of the 1997-2014 Acts as amended may constitute breaches of the tenancy agreement. It may be possible for the Council to deal with such breaches through other means, notwithstanding that they would not be considered as “anti-social behaviour”.

All valid complaints will be investigated in a constructive, fair and impartial manner. The Council will seek to prioritise the more serious allegations of anti-social behaviour such as allegations involving serious ASB activity and threats/violence. Any allegation involving drug related activity will be afforded the highest priority by the Council and referred without delay to the Gardaí.
Tenants will also be advised to make a complaint to the Gardaí. Anonymous complaints are not accepted or investigated by Leitrim County Council.

Complaints are categorised as follows:

**Category A** - The manufacture, production, preparation, importation, exportation, sale, supply, possession for the purposes of sale or supply, or distribution of a controlled drug (within the meaning of the Misuse of Drugs Acts, 1977 - 2007)

**Category B** - Any behaviour which causes or is likely to cause any significant or persistent danger, injury, damage, loss or fear to any person living, working or otherwise lawfully in or in the vicinity of a house provided by a housing authority under the Housing Acts 1965 to 2014, or a housing estate in which the house is situate and without prejudice to the foregoing includes violence, threats, intimidation, coercion, harassment or serious obstruction of any person.

**Category C** – those terms within the tenancy agreement that do not fall within Category A and B above

The following are indicative of the types of behaviour under each category and will be prioritised as follows:

**Category A**

- Drug activity as per legal definition

**Category B**

- Non drug related criminal activity
- Public Order
- Violence/Harassment/Intimidation
- Racism
- Vandalism
- Persons occupying shared communal spaces within the estate for the purposes of engaging in anti-social behaviour by the consumption of alcohol and/or other substances.
- Squatters/illegal occupiers

**Category C**

- Noise/Disruption
- Lack of Parental Control
- Pet/Animal Nuisance
- Physical Condition of Property and rubbish or dumping
- Graffiti

Complaints will be accepted in writing, by telephone, email and all such complaints will be recorded.
The complaints system is a confidential service and every effort is made to protect the identity of the complainants. The Council assumes that a complainant requires the complaint to be dealt with in conditions of complete confidentiality unless the complainant specifically states (in writing) otherwise. It should be noted that confidentiality is not a right in law and cannot be exclusively guaranteed in every circumstance of complaint.

The Council will fully comply with the provisions of the Freedom of Information Acts, 1997-2003. Information given to the Council by persons complaining of anti-social behaviour may be protected by Section 23 (a) and Section 26 of the 1997 Act.

In certain cases where there is continuous incidents of anti-social behaviour the complainant will be given the option to use a standardised form to record all details of anti-social activity to assist with possible legal action. In addition, persons against whom numerous complaints have been received will be discussed with An Garda Síochána, where this is considered appropriate.

Some complaints in Category C may not in fact constitute “anti-social behaviour” under the definition but the behaviour complained of may nonetheless constitute a breach of the tenancy agreement by the respondent and in those cases, the Council make take action against the respondent.

Complaints regarding rubbish and dumping will be jointly approached with the Community Warden for establishment of fact and in turn the Environment Section of the Council. Once fact has been established the housing department may issue breach of tenancy letters and environment may consider enforcement action also.

**Noise other than animals**

Where a complainant believes that there is unreasonable noise coming from a dwelling and if a resolution cannot be agreed between the parties involved, then a complainant can make an application to the District Court for a Noise Abatement Order in accordance with S108 Environment Protection Act 1992. If the noise is significant and persistent and the Council housing section receives confirmed complaints from more than one neighbour it will be investigated and may be found to be a breach of the tenancy agreement.

**Noise and Control of dogs**

- Excessive dog barking that causes a nuisance is an offence. Where the dog owner has not made adequate attempts to control the noise the complainant may make a complaint to the District Court under Section 25 of the Control of Dogs Act 1986. Before the complaint is made, he shall serve notice in the prescribed form on the owner of the dog. The Control of Dogs Regulations 1998 identifies breeds of dog which are subject to stricter regulations and Leitrim County Council tenants are prohibited from keeping these dog breeds –
  - American Pit Bull Terrier
  - English Bull Terrier
  - Staffordshire Bull Terrier
  - Bull Mastiff,
  - Doberman Pinscher,
  - German Shepherd (Alsatian)
  - Rhodesian Ridgeback
• Rottweiler
• Japanese Akita
• Japanese Tosa
• Bandog
• All Strains and crosses of these dogs

5.1 **Investigating the Complaint:**
The Council will investigate every valid complaint in a fair, impartial and objective manner. This may involve enquiries with other statutory agencies in accordance with Section 15 of the Housing (Miscellaneous Provisions) Act 1997, and may consult other tenants/residents and resident committees.

The Council will use all available means at its disposal to investigate a complaint.

The respondent may be interviewed. All allegations will be presented to the respondent and the complaints file will be updated. Following interviews any responses will be fully investigated and taken into account. If there are reasonable grounds for believing that the complaint is unfounded or malicious then no further action will be taken against the respondent.

If the Council determines that the respondent is involved in anti-social behaviour or has breached his/her tenancy agreement the matter will be dealt with in any (or all) the following ways:

**Advice Given**
Usually given where both parties are in the wrong and the complaint is of a trivial nature. Also used if complaints involve very young children under the age of criminal responsibility and it is more appropriate to offer advice and referral to the appropriate agencies.

**Referral to other Agencies such as Gardaí/Health Authority & Tusla**
Some cases involve families with complex welfare needs, mental health issues, addiction problems, domestic violence, with clear needs for supports and assistance. These cases may be referred to the HSE/Tusla for appropriate help and advice.

Some complaints are so serious the complainant is immediately referred to An Garda Síochána and the HSE/Tusla. This usually involves complaints of drug dealing from dwellings and child protection issues. Leitrim County Council will implement their child protection policy where child welfare/protection comes to their attention and if staff are in any doubt they will refer.

**Mediation**
Mediation may be considered in certain cases.

**First Breach of Tenancy Letter**
Usually reserved for more minor breaches of the tenancy agreement whereby it has been established that a breach has occurred. Reference should be made in this letter to any verbal warning issued to the respondent at a previous stage. A tenant may receive
numerous breach of tenancy letters. Escalation of this process may not be possible due to the individual specifics of each case and subject to Leitrim County Council’s powers under the housing acts.

**Second Breach of Tenancy Letter**

If the behaviour persists a second breach of tenancy letter may issue, which may threaten legal action and explain the consequences of failing to comply. This letter would issue when Leitrim County Council are confident that an escalation of the breach has occurred and have sufficient evidence and powers under the various acts to proceed to legal action if required.

**Referral to an In-House Case Conference**

This occurs in serious cases where the above had failed, breach of tenancy letters have been ignored, or the behaviour is so serious it is considered that another breach of tenancy letter would not be sufficient and it warrants an immediate referral and action by Leitrim County Council. The Council will request from the Gardaí in writing substantiated evidence that this serious incident did in fact occur and if any investigation is ongoing.

**In-house Case Conference: (May be held at any time during the procedure if thought necessary)**

The in-house case conference is held as soon as is practicable. Where deemed appropriate, representatives of other agencies may be invited to attend. Each case is discussed in detail and a collective decision is made which may include the following:

- No Further Action
- Await investigation by other Agencies
- Referred back to Housing Department/Authorised Person for further enquiries
- Apply for Excluding Order
- Statutory Tenancy Warning Letter
- Or other

**Statutory Tenancy Warning Letter**

A Statutory Tenancy Warning Letter is served on a tenant pursuant to Section 7, & Section 9 of the Housing (Miscellaneous Provisions) Act 2014 Part 2. Section 7 provides that a Statutory Tenancy Warning Letter be sent in circumstances of anti-social behaviour and Section 9 for breach of the tenancy agreement. Failure by a tenant to adhere to the requirements set out in any such Statutory Tenancy Warning Letter to immediately cease the anti-social behaviour or breach of tenancy agreement may result in the Council initiating repossession proceedings against the tenant in the District Court.

Legal action will be considered for cases involving drug dealing in dwellings or on the estate, and other factors will also be considered such as the number of complaints, breach of tenancy letters issued, effect on victims. The Council will seek the assistance and support of An Garda Síochána in all legal cases involving anti-social behaviour.
Excluding Order
This is a more targeted approach to dealing with anti-social behaviour, whereby the specific offenders are dealt with, thus avoiding the eviction of the entire household.

If a decision is made that an Excluding Order should be sought, the tenant will be advised in writing to apply to the District Court for such an order in the first instance.

If the tenant/relevant purchaser, through violence, threat or fear will not apply for an Excluding Order, Leitrim County Council may apply for such an order and may consult with the tenant/relevant purchaser. An Garda Síochána will always be consulted and their support required.

Transfer-Serious Risk-Good Estate Management
Requests to transfer on the grounds of ASB will be considered only in exceptional cases whereby it is established that there is a serious threat to life. The behaviour has to be significant and persistent and any re-locations have to be in the interests of good estate management and substantiated by written Garda correspondence. These cases are rare.

Section 6.0 – Appeals and Reviews

Tenants may appeal in writing to the Senior Executive Officer of the Housing Section where they dispute the content of any breach of tenancy letter issued to them. The SEO will investigate and revert in writing to the tenant.

I/We __________________________________________ as tenant(s) of Leitrim County Council hereby acknowledge and agree to abide by the terms of this Anti-Social Behaviour document.

SIGNED: __________________________________________

WITNESS: __________________________________________

DATE: __________________________________________
Section 7.0 - Note on Anti-Social Behaviour Orders

As part of the Council’s multi-agency approach matters of anti-social behaviour may lead to An Garda Síochána invoking Anti Social Behaviour Orders (ASBO's). Details on Anti-Social Behaviour Orders are hereunder:

- An anti-social behaviour order (ASBO) is the collective term used to describe warnings that may be issued to a child over 12 years or to an adult by a member of the Garda Síochána or by the Court, requesting the named person to desist from acting in an anti-social manner. These orders were introduced into Irish Law by the Criminal Justice Act 2006 (the Act); Part 11 which came into force on 1st January 2007 and Part 13 which came into force on 1st March 2007.

- A behaviour warning is the first step that must be taken before an application can be made to the courts for a behaviour order or ASBO. A behaviour warning is a means of putting you on notice that your behaviour is causing others in the community distress or fear and is interfering with their enjoyment of their property and that you should cease or stop such behaviour. It includes details of the possible consequences of your failure to comply with the warning.

- A Garda may issue a behaviour warning to you if you are behaving in an anti-social manner. The Garda does not necessarily need to observe or witness the behaviour and can act on a complaint from any member of the public. A behaviour warning cannot be issued more than one month after the behaviour took place, or in the case of persistent behaviour, more than one month after the most recent occurrence of the behaviour.

The Garda can issue a behaviour warning verbally or in writing. If it is given verbally the Garda must record it in writing as soon as reasonably possible and then serve it on you personally or by post.

The Garda may require you to give your name and address for the purpose of the behaviour warning or for the written record of the warning.

- A behaviour warning remains in force for three months from the date on which it has been issued. If an application is made for an ASBO the behaviour warning remains in force until the application is heard by the court.

- A civil order is an anti-social behaviour order or ASBO. A District Court may, on the application of a Superintendent of the Garda Síochána, issue a civil order or ASBO which prohibits you from doing anything specified in the order. Before the court issues the civil order it must be satisfied that:
  - You have behaved in an anti-social manner
  - The order is necessary to prevent you from continuing to behave in that manner
  - Having regard to the effect or likely effect of that behaviour on other people, the order is reasonable and proportionate in the circumstances.

- Before the Superintendent can make an application for a civil order at least one of the following conditions must be met:
  - You have already been issued with a behaviour warning and have not complied with one or more of the demands of that warning
You have been issued with 3 or more behaviour warnings in less than 6 consecutive months.

If the Superintendent decides to apply for a civil order, the Superintendent must inform you of the intention to apply for the order and give you the details of the time, date and venue of the court hearing. The application must be in the District Court district where you live.

You cannot be charged with, prosecuted or punished for an offence if the offence is the same behaviour that is the subject of an application for a civil order.

- You can appeal the making of the civil order to the Circuit Court. This appeal must be made within 21 days of the making of the order and the Superintendent must be notified. The Circuit Court may extend the appeal period if there are exceptional circumstances.

  The order remains in force pending the outcome of the appeal unless the District Court or the Circuit Court puts a stay on the order.

  The appeal takes the form of a rehearing of the application for a civil order. Depending on the outcome the Circuit Court can either make or refuse to make a civil order.

  Providing the civil order is not discharged or cancelled by the courts, it will last for two years unless a shorter period is stated in the order.

- A court can vary or discharge a civil order if an application is made by you or by a Superintendent of the Garda Síochána. If you are going to apply you are obliged to give notice of the application to the Superintendent of your local area. If a Superintendent intends applying he or she is obliged to notify you.

- When a Garda requests you to give your name and address in relation to the issuing of a behaviour warning and you fail to give your name and address, or you give a false or misleading name and address, then you are committing a criminal offence and are liable on conviction to a class E fine.

- If you, without a reasonable excuse, do not comply with a civil order issued by a court then you are committing a criminal offence and you are liable on conviction to a class B fine or imprisonment for up to 6 months, or both.

- A Legal Aid (Civil Order) Certificate may be granted you, if you apply for it, depending on your financial circumstances and the seriousness of your anti-social behaviour.

-----------------------------------------------------------------
# Complaint Form

**Complainant's name:**

**Address:**

**Telephone No./Email address:**

**Details of alleged perpetrator/person(s) who were involved in alleged anti social behaviour**

<table>
<thead>
<tr>
<th>Alleged perpetrator(s) name</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Description of anti social behaviour**

<table>
<thead>
<tr>
<th>Description</th>
<th>Tick</th>
<th>Date</th>
<th>Time</th>
<th>Description</th>
<th>Tick</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physical assault</td>
<td></td>
<td></td>
<td></td>
<td>Litter / dumping/refuse</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Drug dealing</td>
<td></td>
<td></td>
<td></td>
<td>Verbal Assault</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Intimidation</td>
<td></td>
<td></td>
<td></td>
<td>Indiscriminate burning</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Harassment</td>
<td></td>
<td></td>
<td></td>
<td>Trespassing</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Coercion</td>
<td></td>
<td></td>
<td></td>
<td>Dog/Horse related nuisance</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Causing injury</td>
<td></td>
<td></td>
<td></td>
<td>Drinking in Public</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Threatening behaviour</td>
<td></td>
<td></td>
<td></td>
<td>Noise Pollution</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Causing damage</td>
<td></td>
<td></td>
<td></td>
<td>Nuisance / other</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Location of incident**

**Reported to Gardaí:** Yes  No

**Name of Garda Station**

**Time reported at**

**Name of Garda**

**Name and position of person who recorded complaint**

**Nature of Complaint (including times, dates, other witnesses – as detailed as possible)**

---

I hereby declare that the foregoing information I have supplied to Leitrim County Council is truthful and accurate

**Signature of Complainant**

**Date**

**Nature of Complaint (including times, dates, other witnesses – as detailed as possible)**

The Council assumes that a complainant requires the complaint to be dealt with in conditions of complete confidentiality unless the complainant specifically states (in writing) otherwise. It should be noted that confidentiality is not a right in law and cannot be exclusively guaranteed in every circumstance of complaint. Complaints must be submitted immediately after the event complained of or at the latest within 2 weeks so as the matter may be investigated.
Appendix 4 - Council Meeting 7th November 2016

COMHAIRLE CHONTAE LIATROMA

Áras an Chontae,
Cora Droma Ruisc.
1st November, 2016

Cathaoirleach agus gach Ball
COMHAIRLE CHONTAE LIATROMA

Re: Agenda Item No. 5: To receive overview report on Summary of Housing Needs Assessments for Social Housing Supports, 2016.

Dear Councillor,

Leitrim County Council, under Section 21 of the Housing (Miscellaneous Provisions) Act 2009, has recently prepared a summary, in the prescribed form, of the social housing assessments carried out in its administrative area on 21st September, 2016 under the Statutory Assessment of Housing Need, 2016.

This is the second summary of housing assessments carried out under the 2009 Housing Act and therefore the results are directly comparable with the previous statutory needs assessment which was completed on 30th April, 2013. The summary is a summary of all housing assessments carried out in accordance with the Social Housing Assessment Regulations, as at 21st September 2016 and covers all assessments carried out, including those who were assessed as not having a housing need. The figure of qualified households is the number of households who are qualified for social housing support within the housing authority for which the authority does not currently have accommodation to meet their need.

The information submitted by Leitrim County Council, together with the information from all other authorities, is currently being analysed by the Housing Agency and a report will be produced for the Minister. In advance of this report however I have set out hereunder an overview of the Leitrim County Council data for your information.

Process involved in the Review of Households on the Housing Waiting List

All 521 existing approved households on Leitrim County Council’s Housing Waiting List (HWL) had to be reviewed as part of this Assessment of Housing Need. The format of the assessment was as follows:

- 338 households which had been assessed and deemed qualified for inclusion on the HWL as at 21st September, 2015 were required to complete a detailed Housing Review Form to facilitate full re-assessment.
- The Department of Housing, Planning, Community & Local Government advised that it was in order to assume that details in relation to the circumstances of households who had been assessed in the 12 months from 22nd September, 2015 to 21st September, 2016 inclusive were up to date and no action was required in relation to such households. A total of 183 files were reviewed in this context.
- A further 35 new households that applied for social housing support were in the process of having their housing needs assessment completed as at 21st September, 2016.

The review process required significant follow up with existing approved households in relation to obtaining their completed Review Forms/up to date details. It was necessary to issue 150 Reminder Letters in this regard and undertake significant follow up by phone where contact details were available. The Housing Department subsequently had to liaise directly with the local Higher Executive Officers (formally
Community Welfare Officers) from the Department of Social Protection in an attempt to trace housing applicants who had failed to respond to the initial correspondence and subsequent reminder letter. Further attempts (i.e. phone calls and reminder letters), were made to contact households that had failed to respond prior to such individual applications being deemed closed. Details of all such efforts are recorded on individual files in the event of future contact from such households.

The Housing Department concluded the Statutory Assessment of Housing Need as at 21st September, 2016 by the deadline of 12th October, 2016. The summary position is as outlined in the table below.

<table>
<thead>
<tr>
<th>Number of Households</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Total Number of Households that were subjected to a fully completed assessment for the purposes of determining their qualification for social housing support</td>
</tr>
<tr>
<td>1.1</td>
</tr>
<tr>
<td>1.2 Households subjected to a fully completed assessment were deemed qualified for Social Housing Support</td>
</tr>
<tr>
<td>1.3 Total Number of Households where an assessment to determine their qualification for social housing has been completed and are deemed not to qualify for social housing support</td>
</tr>
<tr>
<td>1.4 Households where an assessment to determine their qualification for social housing support has not yet been completed and no decision as to their qualification has been made</td>
</tr>
<tr>
<td>1.5 Qualified households that will only be considered for social housing supports other than those referred to in paragraphs (a), (c) and (d) of section 19(2) of the Act of 2009</td>
</tr>
<tr>
<td>1.6 Households suspended from the list of qualified households for refusing 2 offers of accommodation within a 12 month period</td>
</tr>
</tbody>
</table>

**Explanation of the Social Housing Assessments (Summary) Table:**

A total of 521 files were reviewed as part of the Statutory Assessment of Housing Need as outlined above. A further 35 applications however were still going through the assessment process as of 21st September 2016 – 9 of these applications have now had their assessment completed and the current Housing Waiting List is 376. The balance of these 35 applications are currently at various stages of the assessment process e.g. documentation/information awaited, etc.

Of the 521 applicant files/households reviewed a total of 154 were determined not to qualify for social housing support. This figure however includes households who requested that their housing application with Leitrim County Council be withdrawn, households whose applications were closed because they failed to respond to this Statutory Process in addition to households that were deemed not to qualify for Social...
Housing Support in accordance with the provisions of the Assessment Regulations. A breakdown of the reasons why households were determined not to qualify/removed from the List is set out below:

<table>
<thead>
<tr>
<th>Reason for Non-Qualification/Removal from List</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Change in Circumstances</td>
<td>2</td>
</tr>
<tr>
<td>Deceased</td>
<td>3</td>
</tr>
<tr>
<td>Ineligible – Income Grounds</td>
<td>8</td>
</tr>
<tr>
<td>Ineligible – Failed to meet eligibility criteria (Not Qualified/Residency/Property Owner)</td>
<td>16</td>
</tr>
<tr>
<td>Applicant has left administrative area</td>
<td>43</td>
</tr>
<tr>
<td>No contact from applicant</td>
<td>39</td>
</tr>
<tr>
<td>No longer has housing need</td>
<td>16</td>
</tr>
<tr>
<td>Providing from own resources</td>
<td>4</td>
</tr>
<tr>
<td>Re-housed (LA Tenancy/RAS/SHLI)</td>
<td>19</td>
</tr>
<tr>
<td>Transferred Housing Authority</td>
<td>2</td>
</tr>
<tr>
<td>Other – Joint Applicants</td>
<td>2</td>
</tr>
<tr>
<td>Totals</td>
<td>154</td>
</tr>
</tbody>
</table>

A total of 367 households were deemed qualified for and in need of Social Housing Support as at the 21st September, 2016. This figure of 367 is significantly higher than the net need figure under the 2013 Statutory Assessment of Housing Need of 270 households at that time. Based on assessments completed since the Statutory Assessment process was concluded, the Housing Waiting List currently stands at 376 qualified households.

There was only one applicant household which had their application suspended due to refusing two reasonable offers of accommodation within a twelve-month period, as noted at Section 1.6 of the Summary Form. There were no households on the Leitrim County Council Housing Waiting List where a Regulation 25 Breach - Section 6 applies. (A Regulation 25 Breach is where a household member damaged a dwelling or site previously provided by any housing authority and neither repaired the property nor paid for the cost of repairs or a former tenant breached the terms of the tenancy agreement for a dwelling or a site provided by a housing authority). If there is a Section 25 breach such an applicant household can only be considered for certain forms of Social Housing Support.

In terms of the Qualified Households, Local Authorities do not currently have access to the centralised Data Warehouse to facilitate generation of reports, providing the detailed overview and analysis of the List. The following, however, is a breakdown of the Basis of Need of the 367 Qualified Households, and allocations of tenancies will continue to be made having regard to this Basis of Need in line with the Council's Allocation Scheme.
<table>
<thead>
<tr>
<th>Qualified Applicants - Basis of Need</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Concluded that Mortgage is unsustainable</td>
<td>4</td>
</tr>
<tr>
<td>Currently Dependent on Rent Supplement</td>
<td>184</td>
</tr>
<tr>
<td>Disability Requirement – intellectual</td>
<td>15</td>
</tr>
<tr>
<td>Disability Requirement – mental health</td>
<td>43</td>
</tr>
<tr>
<td>Disability Requirement – physical</td>
<td>12</td>
</tr>
<tr>
<td>Disability Requirement – sensory</td>
<td>5</td>
</tr>
<tr>
<td>Involuntary Sharing</td>
<td>21</td>
</tr>
<tr>
<td>Exceptional Medical or Compassionate Grounds</td>
<td>39</td>
</tr>
<tr>
<td>Unfit</td>
<td>3</td>
</tr>
<tr>
<td>Unsuitable – Particular Household Circumstances</td>
<td>41</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>367</strong></td>
</tr>
</tbody>
</table>

It should be noted that the number of households included on the Council's Housing Waiting List fluctuates on a regular basis and in this regard a detailed analysis of the Housing Waiting List will be ongoing over the coming months with the list being the subject of periodic ongoing review.

Yours sincerely,

Mary Quinn,
Director of Services,
Housing & Corporate Services
Appendix 5 - Council Meeting 7th November 2016

COMHAIRLE CHONTAE LIATROMA

Áras an Chontae,
Cora Droma Ruisc.

27th October, 2016

To: Cathaoirleach agus gach Ball

COMHAIRLE CHONTAE LIATROMA

Re: Notice of Intention to Dispose of House at No. 9 Cluin Oir, Manorhamilton, Co. Leitrim.

Dear Councillor,

Notice is hereby given in accordance with Section 183 of the Local Government Act, 2001 that Leitrim County Council proposes to dispose of property as set out hereunder and subject to the consideration and the conditions as outlined.

**Registered Owner**

Leitrim County Council

**Description of Property**

House at No. 9 Cluin Oir, Manorhamilton, Co. Leitrim and adjoining site comprising circa 0.207 Acres (0.084 Hectares) in the townland of Amorset, Manorhamilton, Co. Leitrim as contined in Folio No. 17908F.

This Specially Adapted 3 Bedroom House was purchased by Leitrim County Council in 2010 from Dessie McDermott Construction Ltd. to meet a specific housing need at that time. However, the Tenant subsequently died and this house has been vacant since. The Purchase Price of this House in 2010 was €232,000. As this is a specially adapted house to meet the needs of person(s) with disabilities, the HSE has expressed an interest in purchasing this property to meet the special housing needs of person(s) in the care of the HSE. The de-congregation of the Congregated Settings at Cloonamahon and Cregg House in County Sligo is a priority for the HSE over the next five years. Leitrim County Council and the HSE have together drawn up a Strategic Plan for Housing People with a Disability and this Strategic Plan strongly supports the transition from Congregated Settings to more socially inclusive community integrated services which will ensure that people with disabilities will be actively and effectively supported to live fully inclusive lives at the heart of their family, community and society. An Independent Valuation for the Property was obtained from D.M. Auctions Ltd. and the Property is now valued at €130,000. It is proposed that the proceeds from the sale of this House (i.e. €130,000) will be utilised to fund the purchase of an alternative property in the general Manorhamilton area.

It is proposed to dispose of this Property to the Health Service Executive, Oak House, Limetree Avenue, Millennium Park, Naas, Co. Kildare, for the sum of €130,000, subject to the following conditions:-

**Conditions:**

1. The Purchase Price of this Property is €130,000
2. The Purchaser will be responsible for all Legal Fees associated with the disposal of this property – i.e. Legal Fees incurred by Leitrim County Council and the Purchaser’s own legal fees.
3. The Property is being disposed of in its present condition and the disposal is not subject to Planning Permission.

This item will be included for consideration on the Agenda of the November Council Meeting.

Yours sincerely,

Kathryne Bohan,
Administrative Officer,
Housing Department.
Housing Department

Director of Services Housing & Corporate Services
Leitrim County Council
Aras an Chontae
Carrick On Shannon
Co Leitrim

Ms Marie Mulliagn, B Eng, C.Eng, M.I.E.I. Senior Ex. Eng. - Housing

Title
Map of Property at 9 Cluain Oir, Manorhamilton to be transferred from Leitrim County Council to the Health Service Executive.
Area of site is 0.084 Ha or thereabouts
SITE OUTLINED IN RED.
LAND REGISTRY MAP

Surveyed By
M Mc Gourty

Drawn By
M Mc Gourty

Checked By

Scales
1:1000

OS Sheet No
902 C

Date
24/10/2016

Drawing No
220/1054LR
Appendix 6 - Council Meeting 7th November 2016


Finance & Water Services Directorate

August 2016 - Revenue Account Income & Expenditure Summary by Service Division  
(PRELIMINARY August 2016 - FIGURES)

<table>
<thead>
<tr>
<th>Expenditure</th>
<th>INCOME</th>
<th>NET</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expenditure</td>
<td>Income</td>
<td>Budget</td>
</tr>
<tr>
<td>£</td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>Remaining</td>
<td>% Budget</td>
<td>% Budget</td>
</tr>
<tr>
<td>£</td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>A Housing &amp; Building</td>
<td>1,901,500</td>
<td>2,057,105</td>
</tr>
<tr>
<td>B Road Transport &amp; Safety</td>
<td>3,703,648</td>
<td>4,354,736</td>
</tr>
<tr>
<td>C Water Services</td>
<td>2,078,330</td>
<td>4,058,509</td>
</tr>
<tr>
<td>D Development Management</td>
<td>2,301,018</td>
<td>2,301,018</td>
</tr>
<tr>
<td>E Environmental Services</td>
<td>2,561,936</td>
<td>2,561,936</td>
</tr>
<tr>
<td>F Recreation &amp; Amenity</td>
<td>1,829,920</td>
<td>1,421,559</td>
</tr>
<tr>
<td>Agriculture, Education, Health &amp; Welfare</td>
<td>2,683,955</td>
<td>2,683,955</td>
</tr>
<tr>
<td>G Miscellaneous Services</td>
<td>1,785,891</td>
<td>1,785,891</td>
</tr>
<tr>
<td>LG Local Government Fund / GIFS</td>
<td>1,989,954</td>
<td>1,989,954</td>
</tr>
<tr>
<td>JL Pension Levy</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>RA Rates</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

421,391,560 £ 422,196,626 £ 84,867 £

MAIN POINTS AS AT END OF August 2016:

* Water Expenditure in line with Income from Irish Water.

August 2016 - Collection Rates

<table>
<thead>
<tr>
<th>Services</th>
<th>Aug 16 £</th>
<th>Aug 15 £</th>
<th>FY 2016 £</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing Rents</td>
<td>1,340,442</td>
<td>1,233,402</td>
<td>1,187,709</td>
</tr>
<tr>
<td>Commercial Rates</td>
<td>3,071,954</td>
<td>2,978,833</td>
<td>3,026,309</td>
</tr>
<tr>
<td>Housing Loans</td>
<td>306,700</td>
<td>212,708</td>
<td>211,661</td>
</tr>
</tbody>
</table>

% Change:

<table>
<thead>
<tr>
<th>Services</th>
<th>Aug 16 %</th>
<th>Aug 15 %</th>
<th>FY 2016 %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing Rents</td>
<td>99%</td>
<td>83%</td>
<td>83%</td>
</tr>
<tr>
<td>Commercial Rates</td>
<td>4%</td>
<td>49%</td>
<td>49%</td>
</tr>
<tr>
<td>Housing Loans</td>
<td>52%</td>
<td>50%</td>
<td>67%</td>
</tr>
</tbody>
</table>

Collections as at 31st August 2016:

- Housing Rents: £1,340,442
- Commercial Rates: £3,071,954
- Housing Loans: £306,700

August 2016 - Aged Debt Analysis

<table>
<thead>
<tr>
<th>Debt Category</th>
<th>30 Days</th>
<th>60 Days</th>
<th>90 Days</th>
<th>180 Days</th>
<th>1 Year</th>
<th>2 Years</th>
<th>&gt; 2 Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>RATES</td>
<td>10%</td>
<td>40%</td>
<td>30%</td>
<td>10%</td>
<td>10%</td>
<td>10%</td>
<td>10%</td>
</tr>
<tr>
<td>LOANS</td>
<td>10%</td>
<td>40%</td>
<td>30%</td>
<td>10%</td>
<td>10%</td>
<td>10%</td>
<td>10%</td>
</tr>
</tbody>
</table>

Total Debt: £1,080,500

August 2016 - Revenue Account Income & Expenditure Summary by Service Division

(PRELIMINARY August 2016 - FIGURES)

Expenditure: £1,901,500

Income: £2,057,105

Budget: £1,922,590

Surplus: £86,615

Appendix 6 - Council Meeting 7th November 2016


Finance & Water Services Directorate

August 2016 - Revenue Account Income & Expenditure Summary by Service Division  
(PRELIMINARY August 2016 - FIGURES)

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<td>£</td>
</tr>
<tr>
<td>Remaining</td>
<td>% Budget</td>
<td>% Budget</td>
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<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

421,391,560 £ 422,196,626 £ 84,867 £
Water Services

Operations Update
Maximo: Asset Management

In August 2016, a total of 104 issues were raised on Maximo, IW Asset Management System (95 related to water and 9 related to waste water. There were 12 Bursts / Leaks with an additional 21 leaks detected through active leak detection.

**Water Conservation:**
The Unaccounted for Water is 55.8%.

The Following District Metered Areas require Water Conservation / Leak Detection:

<table>
<thead>
<tr>
<th>DMA Name</th>
<th>DMA Code</th>
<th>Total Nett Inflow m3/day</th>
<th>AFW Total m3/day</th>
<th>UFW Total m3/day</th>
<th>Percentage UFW %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carrick on Shannon Town</td>
<td>1700_TEMP_005</td>
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<td>44.406</td>
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<td>Leckaun &amp; Fivemilebourne</td>
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Capital Update:

North Leitrim Regional Water supply Scheme (Project No. 1000390)

- Extension to Moneyduff WTP and Watermains extensions to Rossinver / Kiltyclogher.
- Jennings O’ Donovan has been appointed Consulting Engineers.
- The total estimated cost of this project is now €8.076 million incl. VAT.
- Planning Application for new pumping station at Cooladonnell reservoir has been granted.

The contract at Moneyduff WTP extension has been tendered and Irish Water has approved at WIAC the preferred Contractor, A further approval GCAC (Group Contracts Approvals Committee) for contracts over €3.0million is an additional requirement. This will delay the actual award of contract and commencement on site which is now more likely to be October 2016.

Extension Supply to Rossinver and Kiltyclogher - Ward and Burke Construction Ltd appointed and works commenced on site on 20th June 2016. Work on the Kiltyclogher rising main is well under way and is programmed to be finished by early September 2016. It is possible that following a period of testing in September that consideration can be given to lifting the boil Water Notice before the end of September. The works on the trunk main to Rossinver will commence in September after Kiltyclogher is completed.

Manorhamilton Wastewater Treatment Plant Upgrade Project No 10000734

Mohill Wastewater Treatment Plant Upgrade Project No 10000735

- This project was approved for Funding by WIAC on 21/1/15.
- Nicholas O Dwyer’s have been appointed Consulting Engineers.
- All required Planning Permission granted by Leitrim County Council.
- The Design and Tender Documents were approved by Irish Water. Irish Water invited Tenders on 4th May 2016. Unfortunately only one complete tender was received by Irish Water from 6/7 companies invited to tender.
- Irish Water has indicated that the project will be re-tendered in September 2016. Commencement on site not now likely before the end of 2016.
- The all in cost of this project is currently estimated at €2,009,931. incl VAT

Minor Capital Works
The total cost of all Projects Approved to date is Estimated in excess of €2.5million

- Energy Efficiency Programme – Carrick on Shannon Water Treatment Plant is selected as a pilot project which is being managed directly by Irish Water.

- Sampling Programme -- flow monitoring and sampling at 12 no. WWTP’S in County Leitrim. The contractor Glan Agua has substantially completed the works on the various sites in Leitrim and inspection of the completed works has taken place and snag lists prepared. These will be addressed by the contractor in due course. Training and instruction for Leitrim County Council staff will take place soon. Approx Estimate in Leitrim = €120,000

- Process Optimisation and Control Programme --level sensors and SCADA telemetry at 13 No. drinking water reservoir sites. Ryan Hanley Consulting Engineers have been appointed to design and prepare contract documents for this contract as a pilot project for IW. Ryan Hanley and Leitrim CaPO are scoping the works required. Ryan Hanley will produce contract documents for procurement by Irish Water of a contractor to
undertake these works. These contract documents for Leitrim are a pilot scheme which will be rolled out and used in other counties.

- **DMA Programme** – Upgrade and complete the District Metering Structure on the networks in County Leitrim. The contractor EMR has commenced works on site. The civil works are proceeding on programme were due for completion in August 2016. Mechanical/electrical works to follow and calibration and commissioning to be completed in early December 2016. **Contract cost €518,000.**

- **Killenna Watermain** replacement (2km) is approved and included in the minor capital programme. **Estimated cost = €100,000.**

  *(The existing supply along this section is under a threat of a boil water notice due to poorly discoloured water due to poor condition of old cast iron mains.)*

  Tender Documents with Irish Water CST. We await the appointment of a Contractor by Irish Water.

- **Drumshanbo, Leitrim Village Carrigallen and Ballinamore WWTP Upgrades.**

  **Estimated Cost: €270,000.**

  Nicholas O’ Dwyer’s Consulting Engineers has been appointed by Irish Water and work has commenced on the preparation of design and tender documents.

  Budgets approved Drumshanbo - €150,000, Ballinamore - € 51,100, Leitrim Village €6,500, Carrigallen - € 60,000. Planning permissions for the various works have been granted in June, 2016. Tender documents complete and have issued to CST in Irish Water. We await the Procurement of a contractor by Irish Water. Commencement of works on site dependent on procurement.

- **Trunk Main replacement Eslin – Mohill (2.5Km) - €500,000**

  Tender documents prepared by Leitrim County Council were submitted to Irish Water on 29th October, 2015 for the appointment of a contractor from their Frameworks. A meeting was held on 28th July with Irish Water Minor Capital with a view to moving this forward. On 31st August, 2016 the Council were requested to re-do the tender documents. These will be completed and resubmitted in the next week. There have been a number of bursts in recent times and Irish Water notified of urgency and need to appoint contractor ASAP.

- **Drumsna WWTP.** Irish Water has approved an ANB for Minor Capital upgrade of Drumsna WWTP to provide for optimisation of the treatment process. The works require the construction of a balancing tank and level sensor and linked communications to main pumping station. The estimated cost is €62,000. Design and tender document preparation will be undertaken by CaPO and submitted to IW for procurement.

- **Bridge Street- Carrick-on-Shannon**

  Irish Water has approved the replacement of old cast iron watermains in Bridge Street, Carrick on Shannon at an **estimated cost of circa €120,000.** Source Civil Ltd were appointed Contractors for these works. Due to the needs of local traders and the tourist season these works have been scheduled to proceed in September, 2016.

- **Ballinamore and Mohill Mains Replacement:** These three watermain replacement jobs have been bundled up and Tobins Consulting Engineers have completed survey and designs. Irish Water has now decided that these Minor Capital works will be procured by Shared Services in the normal way. No definite date for appointment of Contractors at this stage.
• **Inline UVT and Crypto Samplers.**
  Irish Water has procured Coffey’s Water Ltd. to install inline UVT and Crypto monitors at two water treatment plants in Leitrim at Carrick on Shannon and Moneyduff as part of a larger regional project. Designs have been approved. Works at Leitrim WTP’s has not taken place yet and the Water Services Department will follow up with PM John Morris. This contract also includes for a 12 month monitoring of raw and treated water at these plants based on grab samples. This data will be used by Irish Water to highlight further necessary process improvements at WTP’s.

• **Other Projects recently approved under Minor Capital works**
  1. **New Cover to the flash mixers and flocculators in Carrick on Shannon Water Treatment Plant at an estimated cost of €50,000** has been approved under Minor Capital. EPS appointed as Contractor and the prefabrication of the structures has been completed. Erection on Site to commence in September.

  2. **Chlorination Boosting at Oughteragh Reservoir Estimate €25,000**
     Measures put in place to boost chlorine in this network have alleviated this issue. It is considered that additional chlorination boosting at Oughteragh may not be required. This will be monitored by operations.

  3. **Two jobs at Kinlough / Tullaghan – Glenade water treatment plant the upgrade of Filters and raw water diversion at a total estimated cost of €44,000 is approved.** Work has commenced on site.

  4. A project to provide “**Filter Run To Waste**” at Carrick on Shannon has been approved by Irish Water on 22\textsuperscript{nd} April 2106. Carrick on Shannon has been recommended by the EPA and is being treated as urgent by IW. EPS has received an order to carry out these works. There is a 10 week works programme for completion.

### Economic Development, Planning, Environment and Transportation Directorate

**ECONOMIC DEVELOPMENT & PLANNING:**

**Local Enterprise Office (LEO)**

Training
The Autumn training schedule has been completed and is available on the website and was advertised in local paper, there continues to be strong demand for training.

Mentoring
There continues to be a strong demand for one to one mentoring particularly in the areas of finance, business planning and marketing.

**Enterprise Space**
The commercial space available in Co. Leitrim has been updated and is now available on websites of LEO Leitrim and Leitrim County Council. The information is compiled in 4 documents – office, industrial, retail and sites. This information was gathered from Daft.ie., myhome.ie and enterprise centres in the county. This will be updated every 6 months.

**Ireland’s Best Young Entrepreneur**
Applications opened for IBYE and the programme has been revised in that it is now open to under 35’s. Now in its 3\textsuperscript{rd} year, the programme continues to build on its successes and LEO are actively promoting it in paper, radio, website, posters, brochures and social media etc.
Networking

- An evaluation is taking place on the First Friday’s programme.
- Leitrim Business Network continues to meet on a quarterly basis.
- Bookings are coming in steadily for the joint Women in Business Networking event (with Longford) planned for September 20th.

**Online trading Vouchers**

A half day Online Trading Voucher workshop took place on 30th August which is a free information workshop prior to submission of an application for the Online Trading Voucher Scheme.

**One to one meetings**

Staff continue to meet one to one with clients for advice and signposting to supports.

**Taste Leitrim**

Leitrim has reached the top 10 Foodie Destinations Finalists for 2016 alongside Boyne Valley, Kilkenny, Loop Head, Derry, Cong, Sligo, Monaghan, the Burren and Dublin coastal villages. Foodie Destination is given to a destination where there are a cluster of high-quality places to eat. These include not just restaurants, but food festivals and farmers’ markets. Voting remains open until 9th September with a winner announced on 29th September.

**Other**

IT Sligo’s partnership with The Hive resulted in the first Innovation clinic on 23rd August whereby a business could avail of a one to one review of their specific innovation needs.

The Student Enterprise Programme for 2016-2017 programme is underway and a Schools Co-ordinator event took place in Tullamore during August to prepare for same.

LEO Leitrim and partners have been awarded funding under Smart Data Smart Regions, Erasmus project with a budget of €28,760.

A programme of activity has been prepared for the two USEFE projects – Creative Connections and Graduate Placement and work will begin shortly.

**Economic Development**

**Local Economic Development Committee**

Initial work was done on the LCDC website and the domain name www.lcdc.ie is being sought through the IT Dept. The site is based with Leitrim County Council site and contains basic information on the LCDC and the programmes it operates for the moment. The next meeting of LCDC is scheduled for September 12th and amendments required to the Standing Orders for LCDC to operate as a LAG were prepared in August.

**LEADER**

Meetings of the RDOC were held on August 4th and 29th to look at the programme of work required in advance of opening the LEADER Programme.

**High Level Advisory Group (HLAG)**

A meeting of HLAG has been arranged for October 14th and 15th 2016 in Carrick on Shannon.

**Manorhamilton REDZ**

Contact was made with the Manorhamilton Enterprise Forum to check if those selected for the Manorhamilton REDZ Team had been notified by the Forum. A meeting was scheduled for September 26th.

**Carrick on Shannon Town Teams**

Christmas in Carrick on Shannon Group Update (part of marketing & Citizen Engagement Group)
Four Meetings were held – August 3rd, 10th, 17th and 31st. Some excellent ideas were proposed to encourage greater footfall into the town centre in the off-season leading up to Christmas. A Christmas Schedule of Events is being co-ordinated by Leitrim County Council and the Committee hope to progress a number of initiatives.

**Purple Flag**

No update on application. This will be examined in September by ATCM. Input provided into national Purple Flag brochure.

**Renewable Energy**

**SECURE Project:** Work continued in relation to finalising promotional material. Awaiting Karelia University providing questionnaire to assess energy usage and efficiency across groups in each partner area.

**LARES Training**

Dates and times were agreed for the LARES training with SEAI. The Economic unit has been co-ordinating involvement of USEFE counties and Donegal (partners in SECURE). All USEFE Counties and Donegal will take part in the training which is due to start on October 13th. The venues will be finalised with USEFE partners on 6th September, 2016.

**District Heating System**

Following further discussions with the Western Development Commission, the request to tender document was finalised and issued by the Commission at the end of August for the feasibility of a DHS system in Carrick on Shannon. The closing date for replies is 15th September.

**Town Incentive Scheme**

A number of queries arose in relation to the TIS and it was agreed to set a closing date for this round of applications of 30th September with an Evaluation Panel meeting to be set up for Mid-October.

**USEFE**

**Tourism**

Laktive Tourism Itinerary was updated in line with lead project partner’s request. It is proposed that 49 Italian senior citizens will travel to the Upper Shannon Erne Region from 20th-23rd of September 2016. USEFE Co-Ordinator has liaised heavily with the lead project partner and Cooptor, the Italian tour operator, in relation to organising the proposed visit to Ireland.

USEFE had a stand at the Taste of Cavan on the 12th and 13th of August to promote the USEFE initiative. The Blueway brochures were very well received by those who attended.

A questionnaire issued to food producers across the USEFE region on the 2nd of August 2016 to get their feedback in relation to the potential development of a food distribution co-operative in the region. USEFE Co-Ordinator met with Orla Casey from Momentum Consulting on 18th August, 2016 to discuss the regional food distribution model and how best to move forward with it, following the results of the questionnaire that issued to food producers in the region.

**Tourism Development**

The following actions have been undertaken throughout August, 2016 to facilitate the continued promotion of the tourism offering in the county:

1. A Visitor Survey was carried out at Carrick on Shannon with the purpose of profiling the large number of visitors to this site.
2. A second Leitrim Tourism Ezine was sent out to our database of visitors both nationally and internationally, the ezine links to our website www.enjoyleitrim.com

3. Leitrim Tourism website is now fully operational. We are in the process of compiling a manual which will be provided to all trade members that will enable them to update their own listing on the site

4. On-going social Media Campaign highlighting Leitrim 2016, Tourism in Leitrim and Events taking place in Leitrim during the holiday season.

5. Preparation for SAINT familiarisation trips and assessments.

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Development Management

Unfinished Housing Developments / Taking in Charge

- Works are commencing within 9 estates across the county which obtained funding under the National Taking in Charge initiative.
- Works are also been undertaken in other developments where the Council retains cash deposits and is expected that these estates will also have commenced the formal taking in charge process by year end.

Pre Planning

- The pre planning clinics continued during the month of August. The Clinic System operates on an appointment basis with the relevant Area Planner each Wednesday morning. 5 no. new pre planning consultations took place during August in addition to a number of other inquires which are dealt with through e-mail.

Scheme to facilitate testing of Zero Discharge Wastewater Treatment & Disposal Systems in Co. Leitrim

- The closing date for receipt of completed application forms will be close of business on Friday 30th September 2016. All relevant details of the scheme are available on the Leitrim.ie website.

Development Management

- 16 no. valid planning applications were received in August of which included 4 applications relating to commercial development. Unfortunately a further 5 no. applications were deemed invalid of which all have since had valid applications made on their behalf.
- 18 final decisions on planning applications were made during August, all of which were granted planning permission (15 no. relating to applications for permission and 3 no. applications for retention. A request for further information issued with respect to a further 9 no. applications.
- A major reorganisation of the historic planning application files held in storage from 1964 to present is ongoing by the administrative staff of the Planning Department. This project will result in a more efficient service being provided to customers and staff seeking to retrieve historic files for viewing purposes.

Heritage

- 4 no. newsletters (Heritage Matters) were published during August. The main thrust of the newsletters related to raising awareness of National Heritage Week which was held between 20th – 28th August. In addition, the newsletter notified interested stakeholders of various events being held over the coming weeks
- A comprehensive National Heritage Week - The County Leitrim Event Booklet was produced (1,100 no. copies) in addition to 100 no. posters advertising the various events which were organised by approximately 1,000 heritage enthusiasts. The booklet listed all the events taking place around the County during National Heritage Week. Copies were available in the libraries, the Council Offices (Manorhamilton & Carrick), the tourism office, heritage centres, local hotels and various other locations throughout the County. The booklet was well received and the considerable effort by Ms. Aoife Mulcahy, Heritage Officer in its production is duly noted.

Development Contributions Scheme

- Pursuant to Section 48 (5)(a) of the Planning and Development Acts 2000-2015, Leitrim County Council prepared a draft Development Contributions Scheme 2016 – 2019. The Scheme went on public display from 13 July 2016 and all submissions or observations must reach the Planning Authority before 31st August 2016. A total of 2 no. submissions were received.
ENVIRONMENT:

National Inspection Program (DWWTS) – The Council are inspecting 28 DWWTS in 2016 and these inspections will take place during the summer months. The site selection process will be based on EPA Risk based methodology mapping across the country. These DWWTS inspections have commenced and will be ongoing from now until the end of September 2016.

RMCEI Plan – Works will be targeted in the Environment Department based on the 2016 RMCEI Plan. The 2016 RMCEI Plan was submitted to the EPA in January, 2016.

CFRAMs – OPW and their Consultant Jacobs Engineering are working on the development of suitable flood mitigation options regarding the management of flood risk in the Shannon River Basin District in the Leitrim area. The Flood Risk Management Options had Public Consultation meetings which took place within Leitrim on in November 2015. The Office of Public Works (OPW) is leading the CFRAM Programme in part to meet Irelands obligations under the 2007 EU Floods Directive, in accordance with the European Communities “Assessment and Management of Flood risks) Regulations 2010, SI No. 122 of 2010, which transposed the EU Floods Directive into Irish Law, as amended by SI No. 495 of 2015.

Draft Flood Maps went on Public Display as part of the Statutory Public Consultation from Friday 20th November 2015 to Wednesday 23rd December 2015 inclusive and were available at all Local Authority offices for viewing.

A Stakeholder Workshop took place with OPW/Jacobs Engineering in Athlone on Wednesday 25th May 2016 on Preliminary Options report Stage.

The OPW in conjunction with their Consulting Engineers have Draft Flood Risk Management Plans completed. Public Consultation on the Draft Flood Risk Management Plan for the Shannon CFRAM catchment takes place between Friday 15th July 2016 to 23rd September 2016 both dates inclusive with final adoption of plans by end of 2016. The Draft FRMP documents are currently on Public Display in the County Buildings at Reception area and in the Manorhamilton Municipal area offices. Comments and Observations regarding the Draft Flood Plans must be made to the Office of Public Works in writing, by post or email, to arrive no later than 5.30pm on Friday 23rd September 2016 to.

Email: draftplans@opw.ie

Draft Flood Plans Consultation
Engineering Services
Office of Public Works HQ
Jonathan Swift Street
Trim
Co. Meath
C15 NX36

Further information @ www.opw.ie/floodplans

ENERGY:

Leitrim County Council in conjunction with our Energy Consultants Retrofit Energy Ireland Ltd (REIL) lodged a Better Energy Communities 2016 Application on Friday 26th February 2016 with Sustainable Energy Authority Ireland (SEAI). Works involved scoping a further project application for the 2016 SEAI Better Energy Communities Grant program with particular emphasis on the community facilities within Manorhamilton town and Carrick-on-Shannon town.

Energy Surveys by REIL Specialist Energy Retrofit Ireland (Energy Consultant) were carried out on selected properties to meet SEAI requirements in Manorhamilton and Carrick-on-Shannon for proposed application to SEAI for funding. SEAI evaluated all applications within the Country.

SEAI announced on the 9th June 2016 that Leitrim County Council and its Beneficiaries would be awarded a Grant of €691,903.78 total eligible costs with a maximum grant amount of €283,964.33 for this SEAI Project.
As part of this Grant 43 no Local Authority houses will get Retrofit Energy upgrade works done. There will be a further 6 Private houses done consisting of Fuel poor and non-Fuel poor homes. A further 10 no Private homes will be done in conjunction with the LEO office and a Credit Union Initiative Scheme. There are 3 no Community beneficiaries’ projects consisting of a Community Centre and two no schools.

Tender Documentation was prepared by Housing Department and beneficiaries and Tender Evaluations carried out and all contracts have now been awarded. Works are currently ongoing on the Local Authority houses and the Non-Domestic beneficiaries are 80% complete with Energy works. It will be a huge challenge to get all works completed by deadline date of 14th October 2016.

ROADS:
- Area Road works Programme progressing in accordance with the adopted program
- Verge trimming ongoing at Junctions of Local roads and regional roads
- Severe weather funding – progress in accordance with programme
- Part 8 consultation process commenced on remedial works off N4 in Carrick on Shannon Town
- N16 Drummahon Realignment Scheme – Part 8 Consultation process ongoing
- N4 Embankment failure at Carrick on Shannon – Tender assessment nearing completion for subsequent submission to TII for approval
- N16/ R280 Junction – TII approval sought for contractor stage

Rural Water Programme:

Notification of allocation of funding for 2016 under the multi annual program to 2018 was received at the end of the month. An overall allocation of €238,675 was received for 2016. This allocation will cover in relation to Group water Schemes, work under the following categories – (A) Improvements to achieve compliance with Drinking Water regulations €25,000, (B) Water conservation and management €18,500 and (C) network upgrades €100,000. In relation to Group Sewerage Schemes the allocation provides for the setting up of a Group Sewerage scheme where individual septic tanks are not a viable option particularly from an environmental perspective €95,175.

We are in the process of detailing the Group Schemes under each of these measures with a view to contacting them as quickly as possible in order to progress matters.

**Housing and Community, Corporate Services, Culture and Emergency Services Directorate**

**HOUSING:**

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<th>Housing Allocations</th>
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<td>Offers issued to 31st August, 2016</td>
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<td>71</td>
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<table>
<thead>
<tr>
<th>New Tenancies created from 1st January 2016 to 31st August, 2016</th>
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<tbody>
<tr>
<td>Existing tenants transferred to alternative accommodation to 31st August, 2016</td>
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<td>7</td>
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**Traveller Accommodation Programme Targets – Progress Report at 31st August, 2016**

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<tr>
<th>Accommodation Type</th>
<th>2016</th>
<th>Outputs achieved at 31st August, 2016</th>
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<td>Group Housing Scheme – Existing</td>
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<td>0</td>
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<tr>
<td>Service Block - Existing</td>
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<tr>
<td>Local Authority Standard Housing</td>
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<tr>
<td>Rental Accommodation Scheme (incl. renewals)</td>
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<td>Long Term Leasing (incl. renewals)</td>
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<td>Housing Assistance Payment (incl new family formations)</td>
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<tr>
<td>Totals</td>
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Private Rented Inspection Programme

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<th>Overall target for delivery in 2016</th>
<th>No of inspections completed to 31st August, 2016</th>
<th>% Complete</th>
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</thead>
<tbody>
<tr>
<td>50</td>
<td>40</td>
<td>80%</td>
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Housing Grants

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

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<th>2016 Allocation</th>
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<td><strong>01/01/2016 – 31/08/2016</strong></td>
<td><strong>GRANT</strong></td>
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<td>PAID 2016</td>
<td>HGD</td>
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<tr>
<td></td>
<td>MAG</td>
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<tr>
<td></td>
<td>HOP</td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL</strong></td>
</tr>
<tr>
<td>Approved not paid</td>
<td>HGD</td>
</tr>
<tr>
<td></td>
<td>MAG</td>
</tr>
<tr>
<td></td>
<td>HOP</td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL</strong></td>
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<tr>
<td>Applications Rec'd Not Yet Approved</td>
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<td></td>
<td>MAG</td>
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Appendix 6 - Council Meeting 7th November 2016

<table>
<thead>
<tr>
<th>HGD</th>
<th>7</th>
<th>€45,000.00</th>
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<tr>
<td>Total</td>
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<td>€102,500.00</td>
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**Housing Capital**

**Energy Efficiency Works**

Leitrim County Council has proactively sought to improve the Council’s Social Housing Stock by securing funding from the Department under the Energy Efficiency Programme in addition to providing a level of match funding from the Council’s own financial resources. The Programme has been particularly beneficial to upgrade older social housing stock. Following requests for proposals from the Department in March, the Council has made a submission to upgrade 153 units under Phase 1 energy efficiency works and 27 potential units for Phase II upgrade works at an estimated cost of €390,000 approx. The Council has received preliminary approval to progress with works up to a total cost of €130,000 pending full allocation approval. Contract documents are now prepared with Contractors procured through eTenders and under National Frameworks. If full approved is received, this will complete the energy upgrade works on all Leitrim County Council housing stock.

**Sustainable Energy Authority of Ireland (SEAI) Better Energy Communities Area Based Scheme**

A submission for grant aid was lodged under the SEAI Better Energy Communities Scheme for an extensive energy retrofitting project on 43 Council housing stocks in Manorhamilton and Carrick on Shannon during 2016. The submission also included for energy retrofitting to a further 4 Private houses consisting of Fuel poor and non-Fuel poor homes, a further 10 no Private homes which will be done in conjunction with the LEO office and a Credit Union Initiative Scheme and also 3 no Community beneficiaries projects consisting of a Community Centre and two number schools.

SEAI announced on the 9th June 2016 that Leitrim County Council and its Beneficiaries would be awarded a Grant of €691,903.78 total Eligible Costs with Maximum Grant amount of €783,964.33 for this SEAI Project.

Tendering is complete with contractors appointed across 7 total contracts. The timeframe for the works complete deadline of 14th October 2016 is short and will require a strong focus to ensure completion.

**Voids**

The Council made a comprehensive submission in February for maximum funding to continue the refurbishment programme of 32 housing units requiring significant remedial works including 3 dwellings classed as derelict.

In June 2016 the Council received confirmation from the Department of an allocation of €531,700 towards works on 29 void units. Works are progressing on the 29 houses under a number of different contracts with Contractors procured through eTenders and under National Frameworks. These works are progressing well with approximately 90% of the units substantially complete.

In July the Council received confirmation from the Department of an allocation of €130,000 towards works on 3 derelict units. Tender Documentation was prepared by Housing Department and was advertised on eTenders, contractor is currently on site completing this project.
Also in July the Council made a submission to the Department to include an additional 7 no. houses in the 2016 Voids Programme and an additional 1 no. house in the Derelict Scheme 2016. Approval was received for the additional derelict house with an allocation of €40,000, this derelict house will be complete by extending the contract of the contractor already undertaking the works on the 3 derelict houses.

No approval for these additional 7 Voids has been received to date; however the Tender Documentation has been prepared by Housing Department and is currently advertised on eTenders with the intention of appointing a contractor to complete these works once approval of funding is received from the Department.

In September the Council will make a further submission to the Department to include an additional 4 no. houses in the 2016 Voids Programme and awaits approval of such.

When complete these works will return 44 units back to productive use, in what will be the most comprehensive void refurbishment in any one year therefore significantly reducing the Council’s vacant properties requiring extensive repair and refurbishment works.

**Disability Works in Council Houses**

An Adaptation Works (Disability related) scheme for Council housing stock will continue to be funded by the Department in 2016 to facilitate the Local Authority in carrying out adaptation works for tenants to address mobility problems, primarily associated with medical need and disability related. The works will render the dwelling more suitable to the particular needs of the Tenant, with typical works including, depending on the individual circumstances, installation of level access shower, installation of rails in bathrooms, installation of ramp access to front/back doors, installation of oil heating systems or storage heating and associated works. The funding for these works is based on the provision of 90% funding by the Department with the remaining 10% to be funded by the Local Authority.

The Council made a submission in February following a call for suitable projects from the Department, identifying 17 suitable tenancies for proposed disability works costing an estimated €150,000.

In June the Council received confirmation of grant approval of €134,100 (90% funding) with €14,900 (10% from Council’s own resources) totalling €149,000 to complete identified works. A contractor has been procured and is currently on site undertaking works at a number of these houses.

In July tender documentation was complete by the Housing department for the extension of an existing house to provide accessibility for a tenant, this contract has been awarded, works are progressing with a completion date of end November.

Currently tender documentation is been prepared by the Housing department for a house extension to provide accessibility for a tenant, the contractor for this project will be procured through eTenders.

All other works under this programme for 2016 will be minor in nature and will be completed by appointed contractor.

**Acquisitions**

The Council purchased 3 family type houses in Carrick on Shannon in 2015. A building contractor was procured and is currently working on these properties to return them to productive use. The Council is continuing an Acquisition Programme subject to Departmental approval and targets identified in the Social programme 2015 – 2017. To date the Council has purchased/ is engaged in purchasing circa 20 number houses across the county.

**Construction - Taobh Tire, Manorhamilton:** This project to construct an additional 7 units of social housing has received Stage 2 approval from the Department and the Design Team can now proceed to Stage 3; Detailed design
and completion of tender documentation. Approved construction costs have now been set at close to €1 Million. Construction works are anticipated to commence on site by early 2017.

Capital Assistance Schemes
Two properties in Carrick-on-Shannon were acquired by North West Simon in late 2015 / early 2016 through a Capital Assistance Scheme funded by the Department through Leitrim County Council. These properties are currently going through refurbishment contracts to be tenant ready in Q4 2016.

A further approval was received in February 2016 for a project led by St. Vincent de Paul Ballinamore for demolition of derelict properties and site preparation in Canaboe Terrace, Ballinamore and the construction of two family type two storey dwellings on the site. In July this project received Stage 2 approval from the Department and the Design Team can now proceed to Stage 3; Detailed design and completion of tender documentation. Construction costs of €276,486 were applied for and received along with an allowance of €5000 for local authority administration costs. Construction works are anticipated to commence in early 2017.

The Council will have 100% tenancy nomination rights on all these CAS scheme properties from the Housing Waiting List.

Community:

Public Participation Network
- PPN had little activity during August but will be active in September as there are elections to representative bodies planned.
- A total of 175 groups are registered with the PPN
- A series of linkage groups are now being set up

Peace IV
- SEUPB advised that the Leitrim Stage One application for a new plan for the county had been successful and that a Stage Two, final, plan was invited
- At a subsequent meeting with SEUPB, all Peace Partnerships were informed that the application process had been shortened and tightened and that funding is no longer ring fenced.
- Work on the final plan continued through the month. It must be submitted by mid September.

Floral Pride
- Awards night for Floral Pride will take place on Tuesday 25 October in Manorhamilton. All entrants will be invited.

Pride of Place
- The three Pride of Place entries were judged. These were Rossinver, Carrick on Shannon and Drumshanbo Community Council. All visits went very well.
- Awards night will be Saturday 25 November in Belfast.
- Certificates of participation will be presented to the three entrants at the Floral Pride Awards evening.

Comhairle na nOg
- Planning Comhairle na nOg Liatroma 2016/17 commenced.
- The 2016 AGM was set for Monday 17 October in Carrick on Shannon and all second level schools are expected attend.
- National Showcase will take place in Croke Park on Thursday 24 November
- A short video on homelessness was completed with NUIG. This is narrated by Cillian Murphy and will be launched at the AGM.
Leitrim Sports Partnership
Summer Soccer Schools
For the first time 5 Summer Soccer Schools ran in Leitrim across 4 locations in Ballinamore, Leitrim Village, Manorhamilton and Klinlough. 386 children took part in the camps with 9 local coaches working on this programme. Each of the local soccer clubs receive financial reward for hosting the camps with over €11,000 going to our clubs based on the numbers of participants on their camp.

Football for All
Childhood Days Coaching session for children with Autism was held in the Mayflower Centre with 6 users.

The Arts
Creative Frame - In partnership with Leitrim Local Enterprise Office, Leslie Ryan has been appointed Creative Frame Manager to develop the Creative Frame programme – a user driven continuous professional development network designed to facilitate the ongoing training and development requirements of practitioners in the creative sector in Leitrim and the wider region.

Spark – Artist Tinka Bechert has commenced work with Prior PLM Medical as part of the 2016 Spark Programme.

Festivals and Events – 9 Festivals from across the county have been granted funding under the 2016 Scheme.

Artists in Schools – 4 Artists and schools are now commencing the 2016 Residencies.

Artist in the Community – 4 artists were selected to work with 4 community groups across 3 Municipal Districts and the initial facilitated planning meeting has taken place.

Drumshanbo Artist Studios – Artist Kate Wilson and writer Gerry Boland are continuing their Residencies

Leitrim Equation 4 – Work has commenced in producing the DVD of the Leitrim Equation 4 concert which will be launched during Culture Night on Friday 16th September

Youth Theatre - Autumn/winter term is in place for 5 existing Youth Theatre groups in Manorhamilton, Carrick on Shannon and Carrigallen with a new junior group in Manorhamilton.

Literature – The programme has been confirmed for the Iron Mountain Literature Festival that will take place in October. As part of the Festival, Leitrim County Council and the Tyrone Guthrie Centre have developed the John McGahern Award to encourage the development of emerging Irish writers and to pay tribute to the exceptional contribution of John McGahern to literature, and to Leitrim

Wild Words – Wild Words Volume 4 featuring 40 submissions from the 130 submissions received, was launched during the Wild Words Carrick on Shannon Childrens’ Book Festival in August by broadcaster and journalist Alison Curtis of Today FM

Culture Night - A call out was made for venues to participate in this year’s Culture Night and applications have been received from 16 organisations and over 20 events have been confirmed.

Library Service:
Event Programming
Event Programming in August had a strong focus on children and family events, with film screenings taking place in Ballinamore and Mohill Libraries, a bedtime story event in Kiltyclogher, and a family storytime event in Klinlough Library. As part of ongoing Centenary Commemorations, the Library Service presented workshops by children’s authors Patricia Murphy and Gerry Hunt.

Highlights
A number of local Summer Camps incorporated a visit to Mohill Library during the month of August, during which the children enjoyed craft activities, storytelling and a tour of the library. This presented a fabulous opportunity to introduce the children to the range of resources available at their local library, free of charge. Leitrim County Library
Service was very pleased to be part of the very successful Wild Words Children’s Book festival in Carrick-on-Shannon on August 13th and 14th.

**Summer Library Club for Children**
Leitrim County Library Service participated in a literacy pilot, organised by the Libraries Development Unit of the LGMA over the summer months, to present a series of shared storytime sessions for young children together with their parents, grandparents or carers. Sessions took place in Mohill Library during August.

**Summer Stars Reading Initiative 2016**
This year, Leitrim County Library Service is running a new Summer Reading initiative for children, called “Summer Stars” – this is a national programme taking place across the country. Significant numbers have registered to date.

**Libraries supporting Local Festivals**
Ballinamore and Mohill Libraries supported local festivals with a number of events, including children’s film clubs, an exhibition, a Games Afternoon, and Art workshops.

**Heritage Week 2016**
Leitrim County Library Service prepared and presented an impressive programme for Heritage Week 2016, with a total of 8 events taking place in 8 branch libraries. Activities included a children’s art exhibition, knitting demonstration, basket-making demonstrations, lectures and a poetry evening.

**Local Studies - ‘Item of the Month’**
Local Studies displayed GAA match programmes from Leitrim’s 1994 series of matches.

**Fire Service**

**Building Control**
- Received 1 Commencement Notices (valid), 1 Opt Out commencement notice (valid)
- Received 3 Disabled Access certificates, processed 0 Disabled Access certificates
- Received 3 Fire Safety Certificates, processed 0 Fire safety Certificates.

**Health & Safety**
The programme of H&S inspections continued at station level with Drivers, Station Officers and Senior Officers carrying out further ongoing inspections. Issues raised were logged on the non-conformance register. Arrangements have been put in place to organise noise assessments in all five fire stations.

**Fire Station site - Manorhamilton**
Work in ongoing on the identification of a suitable site for a new Fire Station in Manorhamilton.

**H2020 PIDGIN Project Application**
We were asked by the project consortium to become involved in the project as a project partner and assist in the preparation of the project proposal. The project proposes to deliver a new cross border mapping platform that can be used by emergency service managers in managing a major emergency.

**Civil Defence**
- On 1st August an Ambulance Crew provided assistance at Cloone Agricultural Show.
- On 9th August an Ambulance Crew provided assistance at Ballinamore Agricultural Show.
- On 14th August the Boat Crew provided assistance to our colleagues in Longford Civil Defence at a charity swim at Clondra.
- On 21st August an Ambulance Crew provided assistance at Mohill Agricultural Show.
- On 27th August the Boat Crew and Ambulance Crew provided assistance at a charity swim at Drumsna.
- Assistance was provided during the month to the Environment Section in order that the lake water sampling programme could continue.

Finance & Water Services Directorate

**September 2016 - Revenue Account Income & Expenditure Summary by Service Division**

**PRELIMINARY September 2016 - FIGURES**

<table>
<thead>
<tr>
<th>EXPENDITURE</th>
<th>INCOME</th>
<th>NET</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Expenditure</strong></td>
<td><strong>Income</strong></td>
<td><strong>Actual</strong></td>
</tr>
<tr>
<td><strong>€</strong></td>
<td><strong>€</strong></td>
<td><strong>Overall</strong></td>
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<tr>
<td><strong>Adopted Full Year Budget</strong></td>
<td><strong>Adopted Full Year Budget</strong></td>
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</tr>
<tr>
<td><strong>% Budget Spent</strong></td>
<td><strong>% Budget Outstanding</strong></td>
<td></td>
</tr>
<tr>
<td><strong>% Budget Remaining</strong></td>
<td></td>
<td><strong>(Gross)</strong></td>
</tr>
<tr>
<td><strong>B</strong> Road Transport &amp; Safety</td>
<td>8,583,092</td>
<td>5,974,669</td>
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<tr>
<td><strong>C</strong> Water Services</td>
<td>2,496,299</td>
<td>2,397,069</td>
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<tr>
<td><strong>D</strong> Development Management</td>
<td>2,453,874</td>
<td>3,596,984</td>
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<tr>
<td><strong>E</strong> Environmental Services</td>
<td>2,688,855</td>
<td>367,577</td>
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<tr>
<td><strong>F</strong> Recreation &amp; Amenity</td>
<td>2,394,830</td>
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<tr>
<td><strong>G</strong> Welfare</td>
<td>285,697</td>
<td>177,867</td>
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<td><strong>H</strong> Miscellaneous Services</td>
<td>1,247,642</td>
<td>320,456</td>
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<tr>
<td><strong>LG</strong> Local Government Fund / GFIS</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>PL</strong> Pension Levy</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>RA</strong> Rates</td>
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<td>0</td>
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<tr>
<td><strong>Total</strong></td>
<td>10,835,512</td>
<td>3,468,499</td>
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</table>

**Expenditure V Budget - Sept 2016**

**Income V Budget - Sept 2016**

**MAIN POINTS AS AT END OF September 2016**

* Water Expenditure in line with Income from Irish Water:

**September 2016 - Collection Rates**

<table>
<thead>
<tr>
<th><strong>Housing Rents</strong></th>
<th><strong>Commercial Rates</strong></th>
<th><strong>Housing Loans</strong></th>
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<tbody>
<tr>
<td>Sep 15</td>
<td>Sep 30</td>
<td>FY 2015</td>
</tr>
<tr>
<td></td>
<td></td>
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</table>

**September 2016 - Aged Debt Analysis**

**RATES**

**RENTS**

**LOANS**

<table>
<thead>
<tr>
<th>50 Days</th>
<th>60 Days</th>
<th>90 Days</th>
<th>120 Days</th>
<th>1 Year</th>
<th>2 Years</th>
<th>&gt; 2 Years</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>€</strong></td>
<td><strong>€</strong></td>
<td><strong>€</strong></td>
<td><strong>€</strong></td>
<td><strong>€</strong></td>
<td><strong>€</strong></td>
<td><strong>€</strong></td>
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<tr>
<td><strong>RATE</strong></td>
<td><strong>RENT</strong></td>
<td><strong>LOAN</strong></td>
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</table>

<table>
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<tr>
<th>50 Days</th>
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<th>2 Years</th>
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<tr>
<td><strong>€</strong></td>
<td><strong>€</strong></td>
<td><strong>€</strong></td>
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<td><strong>€</strong></td>
<td><strong>€</strong></td>
<td><strong>€</strong></td>
</tr>
<tr>
<td><strong>RATES</strong></td>
<td><strong>RENTS</strong></td>
<td><strong>LOANS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Footnotes**

- Collections up on 2015 in line with increased rents.
- Collections down on 2015.
- Collections down on 2015 in line w/IRs reduced installations.

1
**Water Services**

**Operations Update**

**Maximo:** Asset Management

- In September, 105 issues were raised on Maximo, IW Asset Management System.
- 87 related to water and 18 related to waste water.
- There were 35 bursts/leaks detected and repaired.

**Water Conservation:**
The Unaccounted for Water is 55.8%.
The Following District Metered Areas require Water Conservation / Leak Detection.

<table>
<thead>
<tr>
<th>DMA Name</th>
<th>DMA Code</th>
<th>Total Nett Inflow m³/day</th>
<th>AFW Total m³/day</th>
<th>UFW Total m³/day</th>
<th>Percentage UFW %</th>
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<tbody>
<tr>
<td>Carrick on Shannon Town</td>
<td>1700_TEMP_005</td>
<td>1956.30</td>
<td>798.533</td>
<td>1157.76</td>
<td>59.181</td>
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<tr>
<td>Corraleehan Scheme</td>
<td>1700_TEMP_010</td>
<td>316.505</td>
<td>80.065</td>
<td>236.440</td>
<td>74.703</td>
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<tr>
<td>Dromahair PWS</td>
<td>2700MA045</td>
<td>694.737</td>
<td>233.69</td>
<td>461.047</td>
<td>66.363</td>
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<tr>
<td>Glenade WTP to Fertagh Res</td>
<td>1700MA007</td>
<td>229.900</td>
<td>56.151</td>
<td>173.749</td>
<td>75.576</td>
</tr>
<tr>
<td>Gowel to Kilnagross</td>
<td>1700MA003</td>
<td>244.2</td>
<td>44.406</td>
<td>199.764</td>
<td>81.814</td>
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<tr>
<td>Leckau &amp; Fivemilebourne</td>
<td>2700MA010</td>
<td>252.000</td>
<td>85.407</td>
<td>165.593</td>
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<td>Manorhamilton PWS</td>
<td>1700MA005</td>
<td>1108.000</td>
<td>731.462</td>
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<td>Mt. Campbell to Jamestown</td>
<td>1700MA058</td>
<td>221.000</td>
<td>61.141</td>
<td>159.859</td>
<td>72.334</td>
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<tr>
<td>Point X to Drumkeeran</td>
<td>1700MA046</td>
<td>53.500</td>
<td>3.551</td>
<td>49.949</td>
<td>93.363</td>
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<tr>
<td>Point X to Manorhamilton</td>
<td>1700MA001</td>
<td>126.100</td>
<td>32.494</td>
<td>93.606</td>
<td>74.232</td>
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<tr>
<td>School Road Black Road</td>
<td>1700_TEMP_007</td>
<td>101.000</td>
<td>11.404</td>
<td>89.596</td>
<td>88.709</td>
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<tr>
<td>Toomans to Gortfadda</td>
<td>1700MA022</td>
<td>494.800</td>
<td>144.600</td>
<td>350.200</td>
<td>70.776</td>
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</tbody>
</table>
Capital Update

North Leitrim Regional Water supply Scheme (Project No. 1000390)
The contract for the Moneyduff WTP Extension has now been signed and EPS Ltd. has been contracted by Irish Water to undertake the works. A pre-commencement meeting has been held with the Contractor and the 26th October, 2016 is the agreed contractual “commencement date” for this contract. This contract is in two phases, One Year Design Build and Interim Operate plus a further One Year Operate/Commissioning. The contract sum is €3.84 million.

Extension of Supply to Rossinver and Kiltyclogher (Project No 10014315)
Ward and Burke Construction Ltd were appointed and works commenced on site on 20th June, 2016. Work on the Kiltyclogher 6.5km rising main is substantially completed. The mechanical and electrical fit out of the new pumping station commenced on 3rd October, 2016. The programme for the making live of the new supply to Kiltyclogher and the lifting of the Boil Water Notice is mid November, 2016.

The works on the new distribution main to Rossinver (4.5Km) has commenced and is approximately 40% completed. A road closure is required for two weeks from 1st November to 15th November, 2016 on the R282 from Coolodonnell to Rossinver to allow the safe construction of open cut trenches for a pipeline. Overall works scheduled for completion by the end of the year.

Manorhamilton Wastewater Treatment Plant Upgrade Project No 10000734 and Mohill Wastewater Treatment Plant Upgrade Project No 10000735

- These projects were approved by WIAC on 21st January, 2015.
- All required planning permission has been granted by Leitrim County Council.
- The design and tender documents were approved by Irish Water. Irish Water invited Tenders on 4th May 2016. Unfortunately only one complete tender was received by Irish Water from 6/7 companies invited to tender.
- Irish Water has indicated that the project will be re-tendered in September, 2016. Commencement on site is now likely to be until January, 2017. The all-in-cost of this project is currently estimated at €2,009,931. inclusive of VAT.

Minor Capital Works
The total cost of all Projects Approved to date is estimated to be in excess of €2.5million

- Energy Efficiency Programme – Carrick-on-Shannon Water Treatment Plant is selected as a pilot project to examine the energy usage and efficiency at this facility. Mr. W. Moynihan is the PM in Irish Water and J.B. Barry’s Consulting Engineers has been engaged as ER on this project. An initial site meeting has been held and a data gathering exercise has to be completed by Leitrim County Council to inform the issues.

- Sampling Programme - flow monitoring and sampling at 12 WWTP’S in County Leitrim. The contractor Glan Agua has substantially completed the works on the various sites in Leitrim and inspection of the completed works has taken place and snag lists prepared. These will be addressed by the Contractor in due course. Training and instruction for Leitrim County Council staff will take place soon. Approximate Estimate in Leitrim: €120,000

- Process Optimisation and Control Programme
(Level sensors and SCADA telemetry at 10 drinking water reservoir sites)
Ryan Hanley Consulting Engineers have been appointed and the scope of the works has been extended to include other items required at these sites. Ryan Hanley Consulting Engineers has now produced draft contract
documents for procurement by Irish Water for a Contractor to undertake these works. We are currently assessing these draft documents and we will make our final comments on them this week. It is anticipated that Irish Water will go to tender on this project in the next couple of months.

**Approximate Estimate: €91,400**

- **DMA Programme**
  Upgrade and complete the District Metering Structure on the networks in Co. Leitrim, EMR has commenced works on site. Progress is satisfactory and the contract is on programme for commissioning and completion in early December, 2016.
  **Contract cost: €518,000.**

- **Killenna Watermain Replacement** (2km) is approved and included in the Minor Capital Programme Tender documents with Irish Water CST. We await the appointment of a Contractor by Irish Water.
  **Estimated cost: €100,000.**

- **Drumshanbo, Leitrim Village Carrigallen and Ballinamore WWTP Upgrades.**
  Nicholas O'Dwyers Consulting Engineers have been appointed by Irish Water to prepare contract documents for these process optimisation works. Planning permissions for the various works was granted in June, 2016. Irish Water has invited Tenders and site visits by invited Contractors are scheduled for the week ending 7th October, 2016. The closing date for tenders will be 21st October, 2016. Following procurement of a Contractor by Irish Water we expect that works will commence here early in the New Year.
  **Estimated cost: €270,000.**

- **Trunk Main replacement Eslin – Mohill (2.5Km) - €500,000**
  Tender documents prepared by the Council were submitted to Irish Water on 29th October, 2015 for the appointment of a Contractor from their Frameworks. A meeting was held on 28th July with Irish Water Minor Capital with a view to moving this forward. On 31st August, 2016 the Council were requested to re-do the tender documents. These have been completed and have been resubmitted to Irish Water. The Council awaits the appointment of a Contractor by Irish Water from their Frameworks. As soon as a Contractor is appointed work will commence on the trunk main replacement.

- **Drumsna WWTP**
  Irish Water has approved an ANB for a Minor Capital upgrade of Drumsna WWTP to provide for optimisation of the treatment process. The works require the construction of a balancing tank and level sensor and linked communications to main pumping station. The estimated cost is €62,000. Design and tender document preparation will be undertaken by CaPO and submitted to Irish Water for procurement.

- **Bridge Street, Carrick—on-Shannon**
  Work on the replacement of the old cast iron watermains in Bridge Street, Carrick-on-Shannon commenced on 27th September, 2016. The Business people on the street were invited to a meeting to inform them of the works plan and are being kept informed of the works as they progress. The works are scheduled to take 6 weeks. **The contract cost is circa €120,000.**

- **Ballinamore and Mohill Mains Replacement**
  Irish Water has now decided that these Minor Capital works will be procured by Shared Services in the normal way. A new brief is to be prepared for appointment of Tobin’s Consulting Engineers to complete the necessary
design and tender documents and agree fees for same. There is no definite date for appointment of Contractors at this stage.

- **Inline UVT and Crypto Samplers.**
  Coffey's Water Ltd. has been contracted to install inline UVT and Crypto monitors at two Water Treatment Plants in Leitrim at Carrick-on-Shannon and Moneyduff as part of a larger regional project. Designs have been approved and works have commenced. All instrument installations to be completed at Leitrim WTP's in October, 2016. This contract also includes for a 12 month monitoring of raw and treated water at these plants.

- **New Cover to the flash mixers and flocculators in Carrick-on-Shannon Water Treatment Plant.** EPS appointed as the Contractor and the prefabrication of these structures has been completed. Erection on site has commenced. **Estimated cost: €50,000.**

- A project to provide “Filter Run to Waste” at Carrick-on-Shannon has been approved by Irish Water. EPS has received an order to carry out these works. There is a 10 week works programme for completion.

- **Other Projects recently approved under Minor Capital works**
  1. **Kinlough / Tullaghan – Glenade Water Treatment Plant**
     Filter Run to Waste required. Tender documents to be prepared by CaPO office for procurement of a Contractor by Irish Water.

  2. Irish Water has approved an ANB for Minor Capital upgrade of Drumsna WWTP to provide for optimisation of the treatment process. The works require the construction of a balancing tank and level sensor and linked communications to the main pumping station. Design and tender document is underway by CaPO and will be submitted to Irish Water for procurement in due course. **Estimated cost: €62,000.**

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**Economic Development, Planning, Environment and Transportation Directorate**

**ECONOMIC DEVELOPMENT & PLANNING:**

**Local Enterprise Office (LEO)**

**Evaluation and Approvals Committee**

The third meeting of the Evaluation and Approvals Committee took place on 13th September and a total of 8 projects were considered with 6 receiving letters of offer. The total awarded was €67,034.

**Training**

There continues to be strong demand for training, courses run during September include Start your Own Business, Managing Finances, Performance, Profitability and Growth, How to Create Visual Impact in Online Marketing and HACCP.

**Mentoring**

There continues to be a strong demand for one to one mentoring.

**Minster Breen’s visit to Leitrim**

On 30th September last the Minister of State for Employment and Small Business, Mr. Pat Breen T.D. visited the Local Enterprise Office meeting staff, the Chief Executive as well as three LEO clients, The Primary Planet, Mc Niffes Bakery and Carrig Brewing Company. He also met with representatives from Enterprise Ireland and three EI clients in Carrick-on-Shannon.
Ireland’s Best Young Entrepreneur
Recruitment is continuing for IBYE and there has been a great interest to date. The closing date for applications is 14th October, 2016.

Networking
- An evaluation took place on the First Friday’s programme. It is hoped to run it again.
- Leitrim Business Network quarterly meeting took place on 15th September in Ballinamore with Guest Speaker Sinead O’Connell from Carrig Brewing.
- A very successful joint Longford and Leitrim Women in Business Networking event took place in Lough Rynn, Mohill on 27th September last and 128 women attended the event.

Online Trading Vouchers
To date 16 clients have received Online Trading Vouchers.

One to one meetings
The LEO staff continue to meet one to one with clients for advice and signposting to supports.

Taste Leitrim
Judging of the Foodie Destinations took place in Leitrim on 11th September last. It consisted of a visit to Jinny’s Bakery, The Food Hub, and culminated in a meeting at St. George’s Terrace Restaurant for a Taste Leitrim experience of sampling local produce. Unfortunately they were unsuccessful in the bid to become Foodie Destination of the Year.

Other
- IT Sligo continues to use The Hive on a weekly basis.
- Two Leitrim businesses, Chef Sham Sauces and Giolla Liddy, Artwood attended the National Ploughing Championships under the Local Enterprise Village from 20th-22nd September.

Economic Development
Local Economic Development Committee
LCDC website and the domain name www.lcdc.ie are now in place. The site is based within Leitrim County Council’s website and contains basic information on the LCDC and the programmes it operates. Once the Leader Programme opens further information will be added. The LCDC met on 12th September and amendments required to the Standing Orders for the LCDC to operate as LAG were approved.

LEADER
Meetings of the RDOC were held on September 13th and 27th to look at the programme of work required in advance of opening the LEADER Programme. A staff member attended a briefing on the on the current rollout of the RDP Programme as did a staff member of the Implementing Partner.

HLAG (High Level Advisory Group)
Invitations were sent to HLAG members for a meeting on 14th-15th October, 2016 in Carrick-on-Shannon.

Town and Village Scheme
Eight applications were submitted to the Town and Village Scheme following agreement on towns at the September Council meeting. Meetings were held in each of the towns in order to complete applications for the end of September deadline.

Applications covered the following areas:
- Carrick on Shannon – Town Centre event space and infrastructure for off-season events, marketing and promotion.
Appendix 7 - Council Meeting 7th November 2016

- Kinlough – footpath linking the town centre to the Eco Park plus signage
- Manorhamilton – public realm improvements on the Carrick-on-Shannon road entrance to the town as well as safety improvements and signage.
- Drumshanbo – improvements at the Food Hub entrance.
- Mohill – footpath improvements to link the town
- Carrigallen – car parking at Cornmill Theatre and the Community Centre
- Ballinamore – trail signage and improvement to the Tourist Information Point
- Drumkeerin – improvement works to the Enterprise Centre

Purple Flag
Notified that the Purple Flag renewal was successful. A meeting was held on 14th September, 2016. Input was provided into the national Purple Flag brochure. Flags were ordered for Carrick on-Shannon local businesses to help promote Purple Flag weekend.

Renewable Energy
SECURE Project
Kareila University questionnaire for communities and Council staff was reviewed and comments returned to Kareila. Update provided on activities to lead partner.

LARES Training
Participants were finalised for the LARES training with SEAI. The Economic Unit has been co-ordinating involvement of USEFE counties and Donegal (partners in SECURE). All USEFE Counties and Donegal will take part in the training which is due to start on 13th October, 2016. The six training courses are as follows:

- Renewable Energy Policy, Resources and Conversion Technologies
- Renewable Energy Utilisation in an Urban Environment
- Environmental Considerations for Renewable Energy Strategies
- Planning and Implementing Community Engagement for Renewable Energy Strategies
- Energy Mapping for Spatial Energy Demand Analysis
- Achieving Low Carbon Development through the Planning Process.

District Heating System
Follow up was made to the Western Development Commission (WDC) on tenders and they are being assessed in early October.

Town Incentive Scheme
A number of queries arose in relation to the Town Incentive Scheme and these were followed up on. The Evaluation Panel will meet in October.

Botswana Delegation
NUI Maynooth requested the Economic Unit to host a group of delegates from Botswana who are working on developing the first NSS for Botswana. An itinerary was prepared which included all delegates staying in local hotels on 13th September and receiving a number of presentations from Economic Development, Planning and Infrastructure on 14th September followed by a visit to the Blueway Project funded under the USEFE Flagship RED initiative.

USEFE
- Meeting took place on 1st September, 2016 with USEFE Co-Ordinator, Mike Feeney, Joseph Gilhooley and Nollaig Whyte to discuss the MedTech sector and how best to proceed.
Appendix 7 - Council Meeting 7th November 2016

- A USEFE Operational Group meeting took place on 6th September, 2016 in Leitrim County Council offices at which the USEFE Co-ordinator provided a review of the USEFE project.

- USEFE Co-ordinator attended a meeting in Roscommon LEADER Partnership on the 6th September to discuss the Erasmus + Creative Communities Igniting Change project and the Food Incubators Transforming Regions project.

- Local Authority Diaspora Nominee Group meeting took place on the 15th September to discuss the upcoming regional business event in Croke Park on the 3rd November, 2016. The event programme including speakers and stand holders was discussed.

- USEFE Steering Group Meeting was held on the 16th September, 2016. An update was given on each sectoral group’s activity.

- USEFE Diaspora Group Meeting took place on Monday the 19th September, 2016 to discuss the upcoming regional business event in Croke Park.

- USEFE Co-ordinator hosted 49 Italian tourists to the region as part of the Laktive Tourism Project. The group visited the USEFE region from the 20th - 23rd September, 2016 and they were accompanied by the USEFE Co-ordinator throughout their stay. Key regional attractions visited by the Italian tour group included a bike ride along the Blueway, Arigna Mining Experience, Lough Key Forest Park, Cavan Burren Park and Corlea Trackway Visitor Centre.

- Local Authority Diaspora Nominee Group meeting took place on the 27th September to discuss the upcoming regional business event in Croke Park on the 3rd November, 2016. The event programme and a draft marketing plan for the event were discussed.

- USEFE Co-ordinator has been working on developing the Regional Business event in Croke Park on the 3rd November, 2016 and has been having meetings with fellow colleagues, seeking quotations from companies, delivering a marketing plan etc.

Tourism Development

The following actions have been undertaken throughout September, 2016 to facilitate the continued promotion of the tourism offering in the County:

1. A Marketing campaign to the value of €200,000 was planned and delivered by Ireland West Airport this campaign featured Leitrim and Roscommon in conjunction with Flybe airlines. A competition, editorial, banner adverts and imagery were received.
2. Leitrim entered and were nominated in the top 10 Foodie Destination.
3. SAINT Project - a group 10 trade members travelled to Derry to meet with SME’s in the partner county and experience Derry’s Slow Adventure Tourism Products
4. SAINT – As part of Leitrim’s pilot study, assessments were carried out at various product providers wishing to become involved in the Slow Adventure Tourism offering. Over 20 providers were visited and accessed by an External Assessor.
5. Gaps in our image bank have been identified and a photographer was hired to take county wide imagery of landscape, towns, villages and activities.
6. Attendance at the GB Coach Show in Kilkenny, a good interest in Leitrim as a destination was generated.
7. Attendance at the Connect 16 Show as an observer with a view to exhibiting next year. This was the first year of the show.
8. Leitrim Tourism website is now fully operational. Trade members received their individual login’s and are currently updating the site with regard to special offers and packages.
9. On-going social Media Campaign highlighting Leitrim 2016, Tourism in Leitrim and Events taking place in Leitrim during the holiday season. The current campaign ‘Town of the week’ is proving very successful with up to 20,000 reaches.

10. Preparation for the Failte Ireland Accommodation clinics to encourage new and unapproved accommodations to consider the new Welcome Standard Certification.

Development Management

Unfinished Housing Developments/Taking in Charge

- Works are continuing within 9 estates across the county which obtained funding under the National Taking in Charge Initiative and also in relation to the a research project on development bonds.
- Works are also been undertaken in other developments where the Council retains cash deposits and is expected that these estates will also have commenced the formal taking in charge process by year end.

Pre Planning

- The pre planning clinics continued during the month of September. A total of 6 new pre-planning consultations took place in September, 2016.

Scheme to facilitate testing of Zero Discharge Wastewater Treatment & Disposal Systems in Co. Leitrim

- The closing date for receipt of completed application forms was the close of business on Friday 30th September, 2016. A total of 25 applications have been received by the Planning Department and an assessment of the applications has now commenced.

Development Management

- 10 valid planning applications were received in September which included 1 application relating to commercial development. Unfortunately a further 5 applications were deemed invalid of which all have since had valid applications made on their behalf.
- 21 final decisions on planning applications were made in September, all of which were granted planning permission (13 relating to applications for permission, 5 applications for retention, 1 outline permission and 2 extension of duration of planning permission. A request for further information issued with respect to a further 7 applications all of which sought planning permission.

Forward Planning

- The Planning Department assisted in the preparation of 8 applications seeking funding under the Town and Village Renewal Scheme 2016.
- Work is ongoing with regard to the Manorhamilton Land Use Strategy which was a specific action arising from “To the Waters and the Wild” REDZ Strategy.
- Work has commenced on a position paper for the implementation of the Vacant Site Levy in County Leitrim and on the 2 Year Progress Report for implementing the objectives of the County Development Plan 2015-2021.

Heritage

- 1 newsletter (Heritage Matters) was published during September. The main thrust of the newsletter related to reviewing the success of the National Heritage Week which was held between 20th–28th August and information pertaining to the Native Woodland Survey. In addition, the newsletter notified interested stakeholders of various events being held over the coming weeks.

Development Contributions Scheme

- Pursuant to Section 48 (5)(a) of the Planning and Development Acts 2000-2015, Leitrim County Council prepared a draft Development Contributions Scheme 2016 – 2019. The Scheme went on public display from 13th July, 2016 to 31st August, 2016 and a total of submissions were received. A report by the Chief Executive summarising the submissions and making a recommendation to adopt the draft Scheme issued to the Elected Members and a workshop to discuss same is scheduled for Monday 17th October, 2016.
ENVIRONMENT:

National Inspection Program (DWWTS) – The Council are inspecting 28 DWWTS in 2016 and these inspections took place during the summer months. The sites were selected based on EPA Risk based methodology mapping across the Country. Where Advisory Notices were issued in 2015/2016 there will be ongoing inspections where works have been completed and re-inspections are requested.

RMCEI Plan – Works will be targeted in the Environment Department based on the 2016 RMCEI Plan. The 2016 RMCEI Plan was submitted to EPA in January, 2016.

CFRAMs – OPW and their Consultant Jacobs Engineering are working on the development of suitable flood mitigation options regarding the management of flood risk in the Shannon River Basin District in the Leitrim area. The Flood Risk Management Options had Public Consultation meetings which took place within Leitrim on in November, 2015. The Office of Public Works (OPW) is leading the CFRAM Programme in part to meet Irelands obligations under the 2007 EU Floods Directive, in accordance with the European Communities “Assessment and Management of Flood Risks) Regulations 2010, SI No. 122 of 2010, which transposed the EU Floods Directive into Irish Law, as amended by SI No. 495 of 2015.

Draft Flood Maps went on Public Display as part of the Statutory Public Consultation from Friday 20th November, 2015 to Wednesday 23rd December, 2015 inclusive and were available at all Local Authority offices for viewing. A Stakeholder Workshop took place with OPW/Jacobs Engineering in Athlone on Wednesday 25th May, 2016 on Preliminary Options report Stage.

The OPW in conjunction with their Consulting Engineers have Draft Flood Risk Management Plans completed. Public Consultation on the Draft Flood Risk Management Plan for the Shannon CFRAM catchment took place from Friday 15th July, 2016 to 23rd September, 2016 both dates inclusive with final adoption of plans by the end of 2016. The Draft FRMP documents are currently on Public Display in the County Buildings at Reception area and in the Manorhamilton Municipal Area Office. The OPW/Consultants make a presentation the Draft Flood Risk Management Plans to the Elected Members at the September Council meeting. Comments and observations regarding the Draft Flood Plans must be made to the Office of Public Works in writing, by post or email, to arrive no later than 5.30pm on Friday 23rd September 2016 to email: draftplans@opw.ie

Draft Flood Plans Consultation
Engineering Services
Office of Public Works HQ
Jonathan Swift Street
Trim
Co. Meath
C15 NX36
Further information @ www.opw.ie/floodplans or call 0469426039.

ENERGY:

Leitrim County Council in conjunction with our Energy Consultants Retrofit Energy Ireland Ltd (REIL) lodged a Better Energy Communities 2016 Application on Friday 26th February, 2016 with Sustainable Energy Authority Ireland (SEAI). Works involved scoping a further project application for the 2016 SEAI Better Energy Communities Grant program with particular emphasis on the community facilities within Manorhamilton town and Carrick-on-Shannon town. Energy Surveys by REIL Specialist Energy Retrofit Ireland (Energy Consultant) were carried out on selected properties to meet SEAI requirements in Manorhamilton and Carrick-on-Shannon for proposed application to SEAI for funding. SEAI evaluated all applications within the Country.

SEAI announced on the 9th June 2016 that Leitrim County Council and its Beneficiaries would be awarded a grant of €691,903.78 total eligible Costs with Maximum Grant amount of €283,964.33 for this SEAI Project.

As part of this grant 43 Local Authority houses will get Retrofit Energy upgrade works done. There will be a further 6 Private houses done consisting of Fuel poor and non-Fuel poor homes. A further 10 no Private homes will be done in
conjunction with the LEO office and a Credit Union Initiative Scheme. There are 3 Community Beneficiaries projects consisting of a Community Centre and two schools.

Tender Documentation was prepared by Housing Department and beneficiaries and Tender Evaluations carried out and all contracts have now been awarded. Works are almost completed on the Local Authority houses and all the Non-Domestic beneficiaries have completed their Energy upgrade works. It was a huge challenge to get all works completed by deadline date of 14th October 2016. All works will be completed and funding recouped from SEAI for this Project.

ROADS:
- Area Road works Programme progressing in accordance with the adopted program
- Severe weather funding – progress in accordance with programme
- N16 Drummanahon Realignment Scheme – Part 8 Consultation process ongoing
- N4 Embankment Failure at Carrick on Shannon – Tender report submitted to TII for approval of contractor
- N16 Corncloy Sadrine Phase II – Works ongoing. Estimated completion date March 2017

Rural Water Programme:
Notification of allocation of funding for 2016 under the multi annual program to 2018 was received at the end of the month. An overall allocation of €238,675 was received for 2016. This allocation will cover in relation to Group water Schemes, work under the following categories – (A) Improvements to achieve compliance with Drinking Water regulations €25,000, (B) Water conservation and management €18,500 and (C) network upgrades €100,000. In relation to Group Sewerage Schemes the allocation provides for the setting up of a Group Sewerage scheme where individual septic tanks are not a viable option particularly from an environmental perspective €95,175.

All group schemes under each of the categories have now been contacted and are progressing matters currently. The following are the schemes involved:
- Measure 1 (A) – Cornasharoomgue GWS
- Measure 2 (A) – Kilmaindaroe GWS
- Measure 2 (B) – Antfield GWS, Drumaleague GWS, Drumkeelan GWS, Lismoyne/Coolcreeve GWS, Mohercregg GWS, Tarmon GWS
- Measure 4 (D) – Hartley Cartown GSS

Housing and Community, Corporate Services, Culture and Emergency Services Directorate

HOUSING:

<table>
<thead>
<tr>
<th>Housing Allocations</th>
<th>Offers issued to 30th September, 2016</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></td>
<td>79</td>
<td>48</td>
<td>64%</td>
<td>27</td>
<td>36%</td>
<td>4</td>
</tr>
</tbody>
</table>

New Tenancies created from 1st January, 2016 to 30th September, 2016

<table>
<thead>
<tr>
<th>Existing tenants transferred to alternative accommodation to 30th September, 2016</th>
<th>New Tenants (1st time allocation)</th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td>44</td>
</tr>
</tbody>
</table>

Traveller Accommodation Programme Targets – Progress Report at 30th September, 2016

<table>
<thead>
<tr>
<th>Accommodation Type</th>
<th>2016</th>
<th>Outputs achieved at 30th September, 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Group Housing Scheme – Existing</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Service Block - Existing</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Local Authority Standard Housing</td>
<td>1</td>
<td>7</td>
</tr>
</tbody>
</table>
### Rental Accommodation Scheme (incl. renewals)

- 3

### Long Term Leasing (incl. renewals)

- 2

### Housing provided by Approved Housing Body under CAS Scheme

- 0

### Housing Assistance Payment (incl new family formations)

- 4

---

**Totals**

<table>
<thead>
<tr>
<th></th>
<th>10</th>
<th>9</th>
</tr>
</thead>
</table>

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### Private Rented Inspection Programme

<table>
<thead>
<tr>
<th>Overall target for delivery in 2016</th>
<th>No of inspections completed to 30th September, 2016</th>
<th>% Complete</th>
</tr>
</thead>
<tbody>
<tr>
<td>50</td>
<td>40</td>
<td>80%</td>
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</tbody>
</table>

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### Housing Grants

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

**2016 Allocation**

<table>
<thead>
<tr>
<th>01/01/2016 – 30/09/2016</th>
<th>GRANT</th>
<th>NO</th>
<th>VALUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>PAID 2016</td>
<td>HGD</td>
<td>10</td>
<td>€100,122.00</td>
</tr>
<tr>
<td></td>
<td>MAG</td>
<td>8</td>
<td>€24,313.00</td>
</tr>
<tr>
<td></td>
<td>HOP</td>
<td>21</td>
<td>€83,280.55</td>
</tr>
<tr>
<td>TOTAL</td>
<td>39</td>
<td></td>
<td>€207,715.55</td>
</tr>
</tbody>
</table>

**Approved not paid**

| HGD       | 9      | €141,396.93 |
| MAG       | 8      | €21,188.85  |
| HOP       | 27     | €129,239.85 |
| TOTAL     | 44     | €291,825.63 |

**Applications Rec’d Not Yet Approved**

| HOP | 7    | €20,000.00 | Estimated |
| MAG | 3    | €7,500.00  | Estimated |
| HGD | 2    | €15,000.00 | Estimated |
| Total| 12 | €42,500.00 | €42,500.00 |

**Balance (Estimated)**: €542,041.18

**Balance (Estimated)**: -132,346.18
Housing Capital

Energy Efficiency Works

Leitrim County Council has proactively sought to improve the Council’s Social Housing Stock by securing funding from the Department under the Energy Efficiency Programme in addition to providing a level of match funding from the Council’s own financial resources. The Programme has been particularly beneficial to upgrade older social housing stock. Following requests for proposals from the Department in March, the Council has made a submission to upgrade 153 units under Phase 1 energy efficiency works and 27 potential units for Phase II upgrade works at an estimated cost of €390,000 approx. The Council has received approval to progress with phase 1 works up to a total cost of €198,800; no allocation was received for phase 2 works. Contract documents are currently being procured under National Frameworks for upgrades to the 153 units.

These will complete the energy upgrade works on all Leitrim County Council housing stock requiring Phase 1 energy works. The remaining 27 for phase 2 (External insulation) will be proposed for funding in 2017.

Sustainable Energy Authority of Ireland (SEAI) Better Energy Communities Area Based Scheme

A submission for grant aid was lodged under the SEAI Better Energy Communities Scheme for an extensive energy retrofitting project on 43 Council housing stocks in Manorhamilton and Carrick on Shannon during 2016. The submission also included for energy retrofitting to a further 4 Private houses consisting of Fuel poor and non-Fuel poor homes, a further 10 no Private homes which will be done in conjunction with the LEO office and a Credit Union Initiative Scheme and also 3 no Community beneficiaries projects consisting of a Community Centre and two number schools.

SEAI announced on the 9th June 2016 that Leitrim County Council and its Beneficiaries would be awarded a grant of €283,964.33 towards eligible costs of €691,903.78 total with under this SEAI Project.

Contractors have been appointed to undertake this energy retrofitting works across a total of 7 contracts; works are nearing completion on all contracts. The timeframe for the works complete deadline of 14th October 2016 is short and will require a strong focus to ensure completion and grant drawdown.

Voids

The Council made a comprehensive submission in February for maximum funding to continue the refurbishment programme of 32 housing units requiring significant remedial works including 3 dwellings classed as derelict.

In June 2016 the Council received confirmation from the Department of an allocation of €531,700 towards works on 29 void units. Works are progressing on the 29 houses under a number of different contracts with Contractors procured through eTenders and under National Frameworks. These works are progressing well with approximately 21 of the units complete and the remaining substantially complete.

In July the Council received confirmation from the Department of an allocation of €130,000 towards works on 3 derelict units. Tender Documentation was prepared by Housing Department and was advertised on eTenders, contractor is currently on site completing this project.

Also in July the Council made a submission to the Department to include an additional 7 no. houses in the 2016 Voids Programme and an additional 1 no. house in the Derelict Scheme 2016. Approval was received for the additional derelict house with an allocation of €40,000. This derelict house will be complete by extending the contract of the contactor already undertaking the works on the 3 derelict houses.

Approval was been received for these additional 7 Voids; Tender Documentation for these works was prepared by Housing Department and advertised on eTenders, a contract is about to be awarded to undertake these works.
Community:

Public Participation Network
- Elections for vacancies on a LEADER assessment committee were held
- A total of 188 groups are registered with the PPN
- A review day with secretariat and LCDC representatives was held

Peace IV
- The completed Peace IV plan was approved by both the Peace IV Partnership and LCDC. Clarifications were sought by SEUPB and these were provided.

Floral Pride
- Awards night for Floral Pride will take place on Tuesday 25 October in Manorhamilton. All entrants will be invited.

Pride of Place
- Awards night will be in Belfast on Saturday 26 November.
- Certificates of participation will be presented to the three entrants at the Floral Pride Awards evening.

Comhairle na nOg
- The 2016 AGM was set for Monday 17 October in Carrick on Shannon and all second level schools are expected attend.
- National Showcase will take place in Croke Park on Thursday 24 November and will be attended by 15 members of the Comhairle.
- A short video on homelessness was completed with NUIG. This is narrated by Cillian Murphy and will be launched at the AGM.

Leitrim Sports Partnership

Community Walking Programme
As part of the Get Ireland community walking programme, we have developed 7 community walking programmes in Annaduff, Ballinamore, Carrigallen, Drumshanbo, Dromahair, Kinlough, and Gortletteragh. **Total Number: 91**

Code of Ethics and Good Practice in Children’s Sport
One Code of Ethics courses were held in the County. **Total Number: 10**

Sports First Aid Course
We complete a one day Sports First aid course for Aughnasheelin GAA club. **Total Number: 6**

Sports Ireland Sports Leadership Award
Three Sports Leadership course has started in Ballinamore (15), Carrick on Shannon (23) and Mohill (21) Community Schools. **Total Number: 59**

FÁS Sports Development Coaches
During the month of September each sports development coach has coached primary school children in four schools each. **Total Number: 8 Primary Schools.**

ICA Dance Programme
We have stated a 5 week dance programme with the ICA Annaduff group. **Total Number: 19**

Girls Active
The Girls active programme, a physical activity programme for Post-primary girls will be rolled out in six Post-primary schools. **Total Number: 224**
Appendix 7 - Council Meeting 7th November 2016

Community Soccer Programme 2016 September Output

Grassroots Week School Participation Blitz
A number of Blitzes were carried out in schools to celebrate UEFA Grassroots Week to encourage participation across Europe and the county. The following schools all too part in their own event within their school with all classes involved: Leitrim Village NS, Gaelscoile Chuilinn Manor, Cloone NS, Kiltclogher NS, Dowra NS, Aughawillian NS. Over 350 students took part in all the events ran.

UEFA Grassroots Week Club Participation
A futsal was run for clubs at u10 age group to celebrate UEFA Grassroots Week in Boyle with teams from both Sligo and Leitrim taking part. Over 80 players was involved in this event.

Coach Education
A Safeguarding 1 Child Welfare course for coaches was held in Carrick on Shannon with 15 coaches taking part in the 3 hour workshop.

An FAI Player Development Plan Workshop was held in IT Sligo for Sligo/Leitrim League clubs outlining the new Player Development Plan to all clubs delivered by Ruud Dokker, FAI High Performance Director. Over 30 coaches took part in the event.

Leitrim Football Forum
We held meeting with all the football clubs to discuss some of the plans for coming year or season. This allow input from the clubs to get there feedback on matters in the county and update them on any future programmes.

North West Regional Emerging Talent Centre
North West Regional Emerging Talent Centre was ran got u12/14 girls catering for elite players from the Leitrim/Sligo/Donegal area on a Friday evening. This is in line with the new Women’s Strategic plan to promote and develop women’s football in the North-West region. There is now a committee in the region that meet every two months to oversee the ongoing work is being carried out in the North West region.

The Arts
Creative Frame- In partnership with Leitrim Local Enterprise Office, Leslie Ryan has been appointed Creative Frame Manager to develop the Creative Frame programme – a user driven continuous professional development network designed to facilitate the ongoing training and development requirements of practitioners in the creative sector in Leitrim and the wider region. A series of workshops and seminars have been organised.

Spark – Artist Tinka Bechert has begun work with Prior PLM Medical as part of the 2016 Spark Programme.

Festivals and Events – 9 Festivals from across the County have been granted funding under the 2016 scheme

Artists in Schools – 4 Artists and schools attended a planning meeting ahead of the September term and are now commencing the 2016 Residencies and the initial facilitated planning meeting has taken

Artist in the Community – 4 artists were selected to work with 4 community groups across 3 municipal districts.

Drumshanbo Artist Studios – Artist Kate Wilson and writer Gerry Boland are continuing their Residencies

Leitrim Equation 4 – The Leitrim Equation DVD was successfully launched to an audience of over 100 at Carrick Cineplex as part of Culture Night on Friday 16th September

Youth Theatre- Autumn/winter term is in place for 5 existing Youth Theatre groups in Manorhamilton, Carrick on Shannon and Carrigallen with a new junior group in Manorhamilton.
Literature – The Iron Mountain Literature Festival taking place in October has sold out. As part of the Festival, Leitrim County Council and the Tyrone Guthrie Centre have developed the John McGahern Award to encourage the development of emerging Irish writers and to pay tribute to the exceptional contribution of John McGahern to literature, and to Leitrim. 27 submissions were received for the award and the winner will be announced on Saturday 8th October as part of the Festival.

Culture Night - Culture Night took place in 19 venues across the County with over 1000 attending events across traditional music, dance, literature, exhibitions and workshops.

Library Service:

Event Programming
Many group activities resumed after the summer break, such as Reading Groups, Comhrá Meetings, Craft groups, I.T. classes for older people, and the popular Parent & Toddler Group meetings in Ballinamore Library. The County Library hosted a most interesting lecture on 'The Brehon Laws', in association with the Diggies Beekeepers Association.

Culture Night Events
Leitrim Libraries celebrated Culture Night on Friday 16th September, 2016 with lectures, traditional music, song and dance sessions and poetry events in Ballinamore, Dromahair, Kinlough, Mohill and Manorhamilton Libraries.

Positive Ageing Week 2016
Leitrim County Library Service presented a programme of activities to mark Positive Ageing Week, which took place from September 25th to 1st October, 2016. Events included a screening of the popular ‘Older in Ireland’ documentary with afternoon tea, a demonstration of the unique craft of Lumra, book displays, an exhibition, and an open morning which highlighted the range of services available at your local library.

Class Visits
Class visits have resumed following the summer break, with pre-schools and primary schools visiting their local branch libraries on a regular basis. When possible, the children are treated to a storytelling session as part of their visit. For example, Mohill Library hosted a visit from Eivers Lane Pre-School, while Kiltyclogher Library hosted weekly class visits from Kiltyclogher NS, and a monthly class visit from Rossinver NS.

Summer Stars Reading Initiative 2016
The Summer Stars Reading initiative for children, which ran in Leitrim Libraries this summer, closed on September 3rd 2016. This is a national programme which took place across the country.

Local Studies - 'Item of the Month'
Ballinamore Library displayed a booklet about Thomas Heazle Parke - doctor, explorer, soldier and naturalist - who was raised in Leitrim.

Fire Service

Building Control
- Received 3 Commencement Notices (1 invalid), 5 Opt Out commencement notices (4 valid, 1 incomplete), 1 Short Commencement notice (invalid)
- Received 0 Disabled Access certificates, processed 1 Disabled Access certificates
- Received 0 Fire Safety Certificates, processed 1 Fire safety Certificate.

New Class B Fire Appliance
Delivery expected by Q2 of 2017.

Fire Stations
- Manorhamilton
  Efforts are ongoing to source a suitable site for a new Fire Station in Manorhamilton.
- Drumshanbo
  Design options for proposed extension are being drawn up.
Civil Defence

- Volunteers completed a Marine VHF Radio operator’s course during September.
- One Volunteer Instructor completed a Cardiac First Responder refresher course.
- Department of Defence Contractors carried out a comprehensive survey of all boats operated by Civil Defence. No issues were identified.
- Assistance was provided during the month to the Environment Section in order that the lake water sampling programme could continue.

Signed: 
Frank Curran  
Chief Executive

Date: 13th October, 2016
Leitrim County Council

Winter Service Maintenance Plan

2016 – 2017
## Document Control

<table>
<thead>
<tr>
<th>Revision</th>
<th>Status</th>
<th>Revision Details</th>
<th>Date</th>
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<td>Rev A</td>
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## Approval List

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Author</td>
<td>Terry McGovern S.E.E.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Checker</td>
<td>Shay O’ Connor S.E</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Winter Service Manager</td>
<td>Shay O’ Connor S.E</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Director of Services for Transportation</td>
<td>Joseph Gilhooly</td>
<td></td>
<td></td>
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## Distribution List

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<tr>
<th>Issued To</th>
<th>Organisation / Company</th>
<th>Location</th>
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<tbody>
<tr>
<td>Duty Engineers</td>
<td>Leitrim Co. Council</td>
<td></td>
</tr>
<tr>
<td>Area Engineers</td>
<td>Leitrim County Council</td>
<td></td>
</tr>
<tr>
<td>Winter Service Supervisor(s)</td>
<td>Leitrim County Council</td>
<td></td>
</tr>
<tr>
<td>Health and Safety Officer</td>
<td>Leitrim County Council</td>
<td></td>
</tr>
<tr>
<td>Department Of Transport</td>
<td>Department of Transport</td>
<td></td>
</tr>
<tr>
<td>Winter Maintenance Manager</td>
<td>NRA</td>
<td></td>
</tr>
<tr>
<td>Director of Service for Transportation</td>
<td>Sligo, Roscommon, Longford, Cavan and Donegal Co. Cos.</td>
<td>County Hall, Drumragh Avenue Omagh, Co. Tyrone BT 79 7AF</td>
</tr>
<tr>
<td>Winter Maintenance Manager, Western Division</td>
<td>Roads Service NI</td>
<td>County Hall, Drumragh Avenue Omagh, Co. Tyrone BT 79 7AF</td>
</tr>
<tr>
<td>Chief Superintendent</td>
<td>Sligo – Leitrim Garda District</td>
<td>Sligo Garda Station</td>
</tr>
<tr>
<td>Fire Service</td>
<td>Chief Fire Officer, Leitrim</td>
<td></td>
</tr>
<tr>
<td>Ambulance Service</td>
<td>HSE</td>
<td></td>
</tr>
<tr>
<td>Head of Forecasting</td>
<td>Met Éireann</td>
<td>Glasnevin Hill, Dublin 9</td>
</tr>
</tbody>
</table>
Purpose and Scope

The purpose of this document is to identify the processes, procedures and key personnel employed by Leitrim County Council, to deliver the winter service for County Leitrim. This plan may be amended as necessary during the winter season. The winter season runs from 17th October 2016 to the 30th April 2017. This plan has been prepared in consultation with the Draft Winter Service Manual published in 2010 by the National Roads Authority (NRA) and the City & County Managers Association (CCMA).

Policy

There are approximately 2,500 km of public roads in county Leitrim. For practical and financial reasons only a certain portion of the road networks can be included in the Winter Service Plan. It is therefore necessary to prioritise important and strategic routes in order to use available resources to the greatest benefit.

The following is Leitrim County Councils policy with regard to the winter service, including the description of and level of service on route Priorities 1, 2 & 3, and the treatment and mobilisation times.

<table>
<thead>
<tr>
<th>Route Designation</th>
<th>Description</th>
<th>Level of Service</th>
<th>Routes in Co. Leitrim</th>
</tr>
</thead>
<tbody>
<tr>
<td>Priority 1</td>
<td>Those routes which are essential to be kept serviceable in all weather conditions, as far as reasonably practicable</td>
<td>To be treated during all weather events</td>
<td>N4, N15, N16 (from Sligo Co. Bdry to Fermanagh Co. Bdry)</td>
</tr>
<tr>
<td>Priority 2</td>
<td>Those routes which are desirable to be kept serviceable in normal weather conditions, as far as reasonably practicable</td>
<td>To be treated as part of the normal winter service but may have interruptions to treatment in certain severe weather events</td>
<td>R280, (incl. section in Co. Roscommon) R371, LP 1601-1, R299, LP 3408, R202, R199, R205, R201, R203, R207, R208, R200, R209 Part (Letterfine to R280) R210 Part (Letterfine to Drumcong) R289 (R280 to Dromahaire) R287 (Dromahaire to R280) R286 R287 (To be carried out by Sligo Co Co) R281 (Glenfarne to Rossinver) R282 (Rossinver to Manorhamilton)</td>
</tr>
<tr>
<td>Priority 3</td>
<td>Those routes that could be kept serviceable once Priority 1 and 2 routes have been treated, if resources allow.</td>
<td>Not treated as part of the normal winter service but may receive intermittent treatment during certain severe weather events</td>
<td>All other Regional Roads and Priority County Roads.</td>
</tr>
</tbody>
</table>
### Footpaths

Leitrim County Council will, during severe weather, clear snow/ice from footpaths at strategic locations in the towns and villages. Property owners are encouraged to clear snow from the footpaths outside their property. We will advise the public of the best equipment to use and the safest way to use this equipment in clearing snow from footpaths.

### Overall Map of the Service Plan Area

*See Maps at Appendix A*

### Weather Monitoring and the Treatment Decision process

Leitrim County Council appoints Duty Engineers to review the weather conditions and make a decision on the treatment to be carried out, each day during the winter period. The weather predictions are made available to Leitrim County Council through the NRA web based weather application provided by Met Eireann and Vaisala. The Duty Engineer will monitor the weather conditions as necessary and alter any decisions made as required.

Winter Service Duty Engineers and Winter Service Supervisors must attend to their normal Council duties during normal Council working hours and be competent to do so. Accordingly, Leitrim County Council acknowledges that there is a limit to the extent of overnight monitoring that can be expected of a Duty Engineer. In particular, the Council would expect that treatment decisions would normally be communicated to the Winter Service Supervisor before 22:00 hours. If the treatment decision is deferred to a later time, the Duty Engineer should advise the Winter Service Supervisor of the deferred treatment decision deadline at or prior to 22:00 hours.

Details of the rosters for the duty engineers in Appendix B.
**Contact Details**

<table>
<thead>
<tr>
<th>Contact Details</th>
<th>Phone Numbers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duty Forecaster Met Eireann</td>
<td>(01) 8065550</td>
</tr>
<tr>
<td>Technical Support for Bureau Weather Service</td>
<td>(01) 8064219 or (01) 8064255</td>
</tr>
<tr>
<td>Garda Point of Contact</td>
<td>(071)9142031 or (071)9157000</td>
</tr>
<tr>
<td>Winter Service Manager Donegal County Council</td>
<td></td>
</tr>
<tr>
<td>Winter Service Manager Sligo County Council</td>
<td></td>
</tr>
<tr>
<td>Winter Service Manager Roscommon County Council</td>
<td></td>
</tr>
<tr>
<td>Winter Service Manager Longford County Council</td>
<td></td>
</tr>
<tr>
<td>Winter Service Manager Cavan County Council</td>
<td></td>
</tr>
<tr>
<td>Winter Service Manager Western Division, Road Service NI</td>
<td>00 44 28 82254111 or 00 44 28 82241999</td>
</tr>
<tr>
<td>Commisky Plant Hire</td>
<td>087 9683006</td>
</tr>
<tr>
<td>Ambulance Service</td>
<td>999 or 112</td>
</tr>
<tr>
<td>Fire Service</td>
<td>999 or 112</td>
</tr>
</tbody>
</table>

**Supplementary Resources**

Details of resources available to supplement the winter service are included in Appendix C.
## Decision Matrix

The following table is our Decision Matrix for treatment of roads in severe weather conditions.

<table>
<thead>
<tr>
<th>Road Surface Temperature</th>
<th>Precipitation</th>
<th>Predicted Road Conditions</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Wet</td>
</tr>
<tr>
<td>May fall below 1°C</td>
<td>No rain</td>
<td>Salt before frost (see note a)</td>
</tr>
<tr>
<td></td>
<td>No hoar frost</td>
<td></td>
</tr>
<tr>
<td></td>
<td>No fog</td>
<td></td>
</tr>
<tr>
<td>Expected to fall below 1°C</td>
<td>No rain</td>
<td>Salt before frost (see note b)</td>
</tr>
<tr>
<td></td>
<td>No hoar frost</td>
<td></td>
</tr>
<tr>
<td></td>
<td>No fog</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Expected hoar frost</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Expected fog</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Expected rain before freezing</td>
<td>Salt after rain stops (see note c)</td>
</tr>
<tr>
<td></td>
<td>Expected rain during freezing</td>
<td>Salt before frost, as required during rain and after rain stops (see note d)</td>
</tr>
<tr>
<td></td>
<td>Possible rain</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Possible hoar frost</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Possible fog</td>
<td></td>
</tr>
<tr>
<td>Expected Snow</td>
<td>Salt before snow fall</td>
<td></td>
</tr>
</tbody>
</table>

The decision to undertake precautionary treatments should be, if appropriate, adjusted to take account of residual salt or surface moisture.

All decisions should be evidence based, recorded and require careful monitoring and review.

### Notes:

(a) Particular attention should be given to the possibility of water running across carriageways and other running surfaces e.g. surface water off adjacent fields after heavy rains, washing off salt previously deposited. Such locations should be closely monitored and may require treating in the evening and morning and possible other occasions. Ideally the source of the run-off should be diverted from the roadway.

(b) When a weather warning contains reference to expected hoar frost, considerable deposits of frost can occur. Hoar frost usually occurs in the early morning and is difficult to cater for because of the probability that any salt deposited on a dry road too soon before its onset, may be dispersed before it can become effective. Careful monitoring is required under this forecast condition which should ideally be treated just as the hoar frost is forming. Such action is usually not practicable and salt may have to be deposited on a dry road prior to but as close as possible to the expected time of the condition. Hoar frost may also be forecast at other times of the day, in which case the timing of salting operations should be adjusted accordingly.

(c) If under these conditions, rain has not ceased by early morning, crews should be called out and action initiated as rain ceases.

(d) Under these circumstances rain will freeze on contact with running surfaces and full precautionary treatment should be provided even on dry roads. This is a most serious condition and should be monitored closely and carefully throughout the danger period.
**Treatment Matrix**

The following table is our Treatment Matrix for the various weather conditions.

**Treatment Matrix Guide**

<table>
<thead>
<tr>
<th>Weather Conditions</th>
<th>Treatment Matrix</th>
<th>Salt Spread Rate (gm/m²)</th>
<th>Ploughing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Frost or forecast frost RST at or above -2°C</td>
<td>10/15</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Frost or forecast frost RST below -2°C and above -5°C</td>
<td>20</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Frost or forecast frost RST below -5°C and above -10°C and dry or damp road conditions</td>
<td>20</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Frost or forecast frost RST below -5°C and above -10°C and wet road conditions (existing or anticipated)</td>
<td>2 runs X 20</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Light snow forecast (&lt;10mm)</td>
<td>20</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Forecast for Medium/heavy snow or a freezing rain forecast</td>
<td>2 runs X 20</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Ice formed</td>
<td>Above -5°C</td>
<td>20</td>
<td>Not possible</td>
</tr>
<tr>
<td>Ice formed</td>
<td>At or below -5°C</td>
<td>2 runs X 20</td>
<td>Not possible</td>
</tr>
<tr>
<td>Snow covering exceeding 30mm</td>
<td>20 to supplement ploughing, up to 40 if temperatures are falling</td>
<td>Required</td>
<td></td>
</tr>
<tr>
<td>Snow accumulations due to prolonged falls</td>
<td>20 to 40 to supplement ploughing</td>
<td>Required</td>
<td></td>
</tr>
<tr>
<td>Hard packed snow/ice</td>
<td>Above -8°C</td>
<td>Successive treatments at 20 to 40 (repeat as needed)</td>
<td>Not possible</td>
</tr>
<tr>
<td>Hard packed snow/ice</td>
<td>At or below -8°C</td>
<td>Successive treatments at 20 to 40, supplemented by abrasives (repeat as needed)</td>
<td>Not possible</td>
</tr>
<tr>
<td>Sustained low temperatures</td>
<td>Below -10°C</td>
<td>Refer to Roads Section</td>
<td></td>
</tr>
</tbody>
</table>

**Notes:**

(a) Rate of spread for precautionary treatments may be adjusted to take account of variations occurring along the route such as residual salt, surface moisture (in the air or on the road surface) and traffic density.

(b) All decisions should be forecast based, recorded and require careful monitoring and review.

(c) Ice refers to all ice on the road surface, including black ice.
(d) For salt stored outside it may be necessary to increase spread rate for precautionary treatment salting from 10gm/m$^2$ to 15gm/m$^2$. Duty engineer to decide which rate to use.

**Target Spread Rates by Location**

<table>
<thead>
<tr>
<th>Location</th>
<th>Salt Spread Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carriageways</td>
<td>As described in the Treatment Matrix Guide</td>
</tr>
<tr>
<td>Hard shoulder or carriageway marginal strips</td>
<td>50% of selected treatment</td>
</tr>
<tr>
<td>Porous Surfacing</td>
<td>Plus 25% of selected treatment</td>
</tr>
<tr>
<td>Footways, cycle tracks and pedestrian areas</td>
<td>25 gm/m$^2$</td>
</tr>
</tbody>
</table>

**Plant, Vehicles and Equipment**

Leitrim County Council operates 5 number demountable mounted salt spreaders, and 6 number snowploughs, to deliver the winter service. We also have access to other hire equipment if the situation requires.

<table>
<thead>
<tr>
<th>Description</th>
<th>Depot Location</th>
<th>Capacity</th>
<th>Date Calibrated</th>
<th>Date Serviced</th>
<th>Date of next Calibration</th>
<th>Date of next Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plant No. 24 - Demountable salt spreader</td>
<td>Faulties</td>
<td>5 m$^3$</td>
<td>Sept 2016</td>
<td>Sept 2016</td>
<td>Sept 2017</td>
<td>Sept 2017</td>
</tr>
<tr>
<td>Plant No. 25 - Demountable salt spreader</td>
<td>Faulties</td>
<td>5 m$^3$</td>
<td>Sept 2016</td>
<td>Sept 2016</td>
<td>Sept 2017</td>
<td>Sept 2017</td>
</tr>
<tr>
<td>Plant No. 29 - Demountable salt spreader</td>
<td>Manorhamilton</td>
<td>6 m$^3$</td>
<td>Sept 2016</td>
<td>Sept 2016</td>
<td>Sept 2017</td>
<td>Sept 2017</td>
</tr>
<tr>
<td>Plant No. 30 - Demountable salt spreader</td>
<td>Manorhamilton</td>
<td>6 m$^3$</td>
<td>Sept 2016</td>
<td>Sept 2016</td>
<td>Sept 2017</td>
<td>Sept 2017</td>
</tr>
<tr>
<td>Demountable Mini Spreader</td>
<td>Mohill</td>
<td>2 m$^3$</td>
<td>Sept 2012</td>
<td>Sept 2012</td>
<td>Sept 2017</td>
<td>Sept 2017</td>
</tr>
</tbody>
</table>

**Snowploughs & Loading Shovels**

<table>
<thead>
<tr>
<th>Snowplough</th>
<th>Depot Location</th>
<th>Fitted to</th>
<th>Date Serviced</th>
<th>Date of next Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>Snowplough</td>
<td>Faulties</td>
<td></td>
<td>Oct 2016</td>
<td></td>
</tr>
<tr>
<td>Plant No 97A – Snowplough</td>
<td>Faulties</td>
<td>01LM1136 Plant 28</td>
<td>Oct 2016</td>
<td>Sept 2017</td>
</tr>
<tr>
<td>Plant No 99 –</td>
<td>Faulties</td>
<td>03LM822</td>
<td>Oct 2016</td>
<td>Sept 2017</td>
</tr>
</tbody>
</table>
### Snowplough Plant 31

<table>
<thead>
<tr>
<th>Plant No</th>
<th>Model</th>
<th>Location</th>
<th>PLU Number</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>97D</td>
<td>Snowplough</td>
<td>Manorhamilton</td>
<td>06LM1334</td>
<td>Oct 2016</td>
<td>Sept 2017</td>
</tr>
<tr>
<td>18A</td>
<td>Snowplough</td>
<td>Faulties</td>
<td>97LM874</td>
<td>Oct 2016</td>
<td>Sept 2017</td>
</tr>
<tr>
<td>32A</td>
<td>Snowplough</td>
<td>Dromahaire</td>
<td>05LM1053</td>
<td>Oct 2016</td>
<td>Sept 2017</td>
</tr>
<tr>
<td>12</td>
<td>Landini Tractor</td>
<td>Faulties</td>
<td>06RN3615</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Landini Tractor</td>
<td>Dromahaire</td>
<td>04RN1876</td>
<td></td>
<td></td>
</tr>
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Note: Duty Engineers will advise when demountable gritters are to be mounted before weekends and holiday periods.

### Details of Depots

<table>
<thead>
<tr>
<th>Map Ref.</th>
<th>Salt Depots</th>
<th>Routes Serviced</th>
<th>Indoor or Outdoor</th>
<th>Max Capacity</th>
<th>Minimum stock levels at:</th>
<th>15th Dec</th>
<th>1st Mar</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faulties</td>
<td>N4, R202, R280, R207, R208.</td>
<td>Indoor</td>
<td>2000 Tonnes</td>
<td>100 Tonnes</td>
<td>1st Oct</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ballinamore</td>
<td>R199, R201, R202, R205, R208, R209, R210.</td>
<td>Indoor</td>
<td>300 Tonnes</td>
<td>90 Tonnes</td>
<td>15th Dec</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Manorhamilton</td>
<td>N15, N16, R280</td>
<td>Indoor</td>
<td>300 Tonnes</td>
<td>150 Tonnes</td>
<td>1st Mar</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Drumkeeran</td>
<td>R280, R289, R287, R207, R200</td>
<td>Indoor</td>
<td>300 Tonnes</td>
<td>120 Tonnes</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mohill</td>
<td>Local Roads</td>
<td>Outdoor</td>
<td>50 Tonnes</td>
<td>0 Tonnes</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| TOTALS    | 2950 Tonnes | 460 Tonnes |

Appendix 8 - Council Meeting 7th November 2016
Materials and Spares

The Area Engineers will be responsible for re-ordering de-icing materials. The new procurement in operation by the NRA will be used for procuring salt this winter.

There are small quantities of fuel stored at each Depot for emergencies, but the majority of the fuel will be acquired at Retail outlets.

Spare parts for winter service machinery are stored in the machinery yard. The Machinery Yard supervisor will be responsible for reordering stock.

Community Involvement

During severe weather conditions Leitrim County Council will make available grit at 36 locations throughout the county to enable people in the community to use it to treat local roads, hills etc that we are never going to be able to get to due to the demand on our resources. See Appendix D for map and a full list of the locations of the drop points. This grit is available for any person to use. They will not be working for Leitrim County Council when spreading this grit.

Leitrim County Council will introduce a scheme where residents associations and business can purchase from the council a salt bin and salt for their housing estates or business premises. They will be charged a nominal fee. Depending on our resources at the time the bin will be refilled by us or salt made available to the residents at our depot, for a nominal fee.
APPENDIX A
APPENDIX B
APPENDIX C
APPENDIX  D
Grit Locations – County Leitrim

Ball Room of Romance Glenfarne N16
Rossinver Football Pitch
Scollans Depot, Largydonnell
NCF Laughta Road, Kinlough
Askill School
Lough Doon, Fivemilebourne
St Michael Church, Barrs West
Kiltyclogher - Old Landfill Site
Coraleehan Church
Cromlin Cross Roads
Greaghglass, Pol an Easa Amenity
Leitrim County Council Depot, Ballinamore Depot
Drumeela church.
Corawallen P.O.
Corriga Reservoir
Glan Cross Roads, Beagh More
Rassuan Church
Nailers Cross Roads, Feraglass North
Cornageeha Church
Greagh Cross Roads, Lissagarvan
Gubbs Crossroads, Corduff
District Hospital, Summerhill, Carrick on Shannon
Kilboderry, Carrick on Shannon
Kiltoghter Community Centre
Leitrim County Council Depot, Faulties
Mohill Church
Bornacoola Church
Eslin Church
Gortlettragh Church
Fearglass Church
Annaduff Church
Crossroads Toomans
Aughacashel
Leitrim County Council Depot Kildoon
Drumkeeran Old Landfill Site
Ballinaglera Village
Aughavas
Carrigallen Mart