29th June, 2016.

To: Cathaoirleach agus Gach Ball

The attached Draft Litter Management Plan 2016-2019 was brought before the Environment Strategic Policy Committee on 9th February, 2016 and it was agreed to put the Draft Plan on display for public consultation – the Consultation period ran from Wednesday, 30th March, 2016 to Wednesday, 20th April, 2016.

The Draft Plan was on display in The Manorhamilton Area Office and in Aras an Chontae. It was also available for inspection in all the Libraries in the County. Advertisements relating to the Consultation period were placed in the Leitrim Observer and on Shannonside FM and Ocean FM. Interviews were done with Shannonside FM and Ocean FM around Litter Management and current initiatives.

No submissions/observations were received and I recommend the Draft Plan proceed for adoption by the members at the July sitting of the Council Meeting.

Mise, le meas,

Terry McGovern
A/Senior Executive Officer,
Economic Development, Planning, Environment and Transportation

Beidh Failte roimh freagra tre Ghaeilge
Draft Litter Management Plan
2016 – 2019

Comhairle Chontae Liatroma
Phlean Bainistiú Bruscair 2014-2016
Linear Park, Carrick-on-Shannon
1. Introduction

1.1 Scope
1.2 Definition of Litter

2. Objectives

2.1 Litter Prevention & Control
2.2 Public Awareness & Advisory Measures
2.3 Youth Education Measures
2.4 Community & Voluntary Cooperative Measures
2.5 Enforcement Measures

3. Support for the Community

3.1 Support Materials

4. Appendix 1

4.1 Adopt a Road Groups

5. Appendix 2

5.1 Adopt a Bring Bank Groups
Introduction

The Litter Pollution Act 1997 requires that each Local Authority shall make and implement a Litter Management Plan in respect of its functional area. The Plan is effective for a period of three years.

The quality of the local environment and in particular, its litter management is a visible barometer for the public in judging an area’s attractiveness. Implementing best practice litter management is key to achieving Leitrim County Council’s mission to develop Leitrim as a location of choice for people to live, work, invest and visit.

1.1 Scope

This plan shall set out Leitrim County Council objectives for the prevention and control of litter over the next three years and it specifies the strategies to be undertaken to attain the stated objectives.

The Litter Management Plan shall:

(a) Specify such objectives as the Local Authority deems are appropriate to prevent and control litter in its functional area.

(b) Specify the measures to encourage public awareness with a view to eliminating litter pollution, including educational and information measures directed and young persons.

(c) Specify the measures or arrangements that are to be undertaken by the Local Authority in order to attain the objectives of the plan and Leitrim County Council shall include information on the following:

- Existing litter prevention and control measures being carried out by Leitrim County Council
- Community involvement in the prevention and control of litter
- Enforcement activities under the Litter Pollution Act 1997
- Submissions received from Public Consultation (to be included in final plan)
Section 2 of the Litter Pollution Act 1997 defines litter as:

“a substance or object, whether or not intended as waste (other than waste within the meaning of the Waste Management Act 1996, which is properly consigned for disposal) that, when deposited in a place other than a litter receptacle or other place lawfully designated for the deposit, is or is likely to become unsightly, deleterious, nauseous or unsanitary, whether by itself or with any such substance or object and regardless of its size or volume or the extent of the deposit”.

Litter refers to any substance or object improperly disposed of, including cigarette and chewing gum litter.
## 2.0 Objectives

### 2.1 Litter Prevention & Control

<table>
<thead>
<tr>
<th>Measures</th>
<th>Current / Proposed Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Environmental Education Officer</td>
<td>Oversee and manage the delivery and implementation of the Litter Management Plan 2016 – 2019</td>
</tr>
</tbody>
</table>
| Community Wardens             | ➢ Point of Contact on the ground for the general public  
➢ Monitor and investigate reports and incidents  
➢ Issue litter fines where appropriate  
➢ Provide advice and support to Community and Voluntary Sector. |
| District Engineers             | The following programme of street cleaning will continue to operate using both mechanical and manual street cleaning methods.                                |
| Street Cleaning                | Location Frequency  
Carrick-on-Shannon - *daily*  
Manorhamilton, Drumshanbo, Ballinamore, Mohill - *twice weekly*  
Smaller villages as the need arises, but at least once per fortnight  
Additional street cleaning (SC) / litter picking (LP) will be carried as follows:  
*Location Frequency*  
- Large towns (SC) on Sunday mornings during the Summer season and on Monday mornings following bank holiday  
- National Primary, Approach roads and Other roads as required  
*Summer season from Easter to September inclusive.*  
The above will be carried out in partnership with local community groups and in conjunction with festival and other community events. |
Litter Pollution & Quantification Surveys

- Under the National Litter Pollution Monitoring system, Leitrim County Council carry out surveys in the following locations between March and October:
  - Manorhamilton (3 identified locations)
  - Ballinamore (4 identified locations)
  - Carrick-on-Shannon (5 identified locations)

- Surveys were carried out in 2011 and 2013 with the following results:

<table>
<thead>
<tr>
<th>Year</th>
<th>LP1</th>
<th>LP2</th>
<th>LP3</th>
<th>LP4</th>
<th>LP5</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011</td>
<td>0%</td>
<td>72.9%</td>
<td>22.9%</td>
<td>4.2%</td>
<td>0%</td>
</tr>
<tr>
<td>2013</td>
<td>0%</td>
<td>32.6%</td>
<td>51.02%</td>
<td>14.29%</td>
<td>2.04%</td>
</tr>
</tbody>
</table>

Where:
- LP1 Unpolluted
- LP2 Slightly Polluted
- LP3 Moderately Polluted
- LP4 Significantly Polluted
- LP5 Grossly Polluted

2015 results were submitted to the National Body in January 2016

2.2 Public Awareness & Advisory Measures

<table>
<thead>
<tr>
<th>Measures</th>
<th>Current / Proposed Activities</th>
</tr>
</thead>
</table>
| CCTV Programme | Identification of litter blackspots around the county  
  ➢ Identify 6 blackspots per year  
  ➢ Installation of CCTV cameras where required  
  ➢ Issue of litter fines based on footage  
  ➢ Follow up enforcement, where necessary |
| Leitrim County Council Website | Expand / supplement environment page  
  ➢ Use of Social Media Campaigns to promote anti litter initiatives  
  ➢ Topical items Monthly on Twitter & Facebook |
| Local Press, Cinema and Radio Advertising | Seasonal radio campaigns  
  ➢ Christmas  
  ➢ Spring/Summer  
  ➢ Bi-monthly press releases to Leitrim Observer covering anti litter initiatives |
<table>
<thead>
<tr>
<th>Appropriate Anti-Litter Signage</th>
<th>Develop an appropriate signage programme for major roads in the county to address litter black-spots within the county as part of a range of solutions.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anti-Litter Stencilling</td>
<td>Anti Litter Stencilling is available for Tidy Towns groups around the county to borrow for use, where transient litter problems occur.</td>
</tr>
<tr>
<td>Distribute anti-gum litter</td>
<td>Participate in National Gum Litter Campaign.</td>
</tr>
<tr>
<td>materials</td>
<td></td>
</tr>
<tr>
<td>Anti-Dog Fouling Devices</td>
<td>These devices are being piloted in Summerhill, Carrick-on-Shannon and Convent Lane, Mohill with positive results. This initiative will be considered for rollout throughout the County.</td>
</tr>
</tbody>
</table>
### 2.3 Youth Education Measures

<table>
<thead>
<tr>
<th>Measures</th>
<th>Current / Proposed Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Green Schools Programme</td>
<td>Continue to support schools to achieve Green Flag status for waste and litter projects. At the moment, all schools in Leitrim are registered on the Programme. 9 Schools were assessed and awarded Green Flags in 2015</td>
</tr>
<tr>
<td></td>
<td>Number and % of Schools working on each flag</td>
</tr>
<tr>
<td>1st Flag Litter &amp; Waste</td>
<td>6 13.33%</td>
</tr>
<tr>
<td>2nd Flag Energy</td>
<td>10 22.22%</td>
</tr>
<tr>
<td>3rd Flag Water</td>
<td>6 13.33%</td>
</tr>
<tr>
<td>4th Flag Travel</td>
<td>8 17.78%</td>
</tr>
<tr>
<td>5th Flag Biodiversity</td>
<td>7 15.56%</td>
</tr>
<tr>
<td>6th Flag GC – Litter and Waste</td>
<td>4 8.89%</td>
</tr>
<tr>
<td>7th Flag GC – Energy</td>
<td>4 8.89%</td>
</tr>
</tbody>
</table>

**Note:** Two of the schools working on the Litter and Waste Theme will be awarded their first Flag in May 2016.

---

![Green Flag Raising Ceremony 2014](image_url)

*Community School, Carrick-on-Shannon*
# Community & Voluntary Group Cooperative Measures

<table>
<thead>
<tr>
<th>Measures</th>
<th>Current / Proposed Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Adopt A Road Programme</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Adopt a Road</strong> involves business or community groups undertaking to litter pick along a designated stretch of road.</td>
<td></td>
</tr>
<tr>
<td>Leitrim County Council provides the groups cleaning materials, signage, liaison with the council for collection of litter.</td>
<td></td>
</tr>
</tbody>
</table>

### 62 Groups (See Appendix 1)

In 2016, it is hoped to re-launch this Programme to include GAA clubs in the county. To date we have 10 GAA clubs signed up and we will continue to encourage involvement from all sports and social clubs in the county. We have identified 4 weekends in 2016 (with a similar approach planned for 2017, 2018 and 2019) as follows which have been notified to the groups:

- **Saturday, 9<sup>th</sup> April, 2016**
- **Saturday, 11<sup>th</sup> June, 2016**
- **Saturday, 9<sup>th</sup> July, 2016**
- **Saturday, 8<sup>th</sup> October, 2016**

It is hoped that by having a more co-ordinated approach this year, that the programme will be more cost effective and that greater results will be achieved.

This initiative will continue during 2017, 2018 and 2019. At the end of each year, we will review progress, based on activity of the groups in 2016.
Adopt a Bring Bank is designed to tackle litter problems associated with bring bank facilities. Adopt a Bring Bank Groups litter pick in the vicinity of the bring bank. To maintain a fully serviced network of 38 bring banks, Groups alert the Council when the bottle banks need emptying or if significant littering or dumping has occurred. Leitrim County Council continues to service the bring banks as usual. To date, there are 20 sites adopted around the county (See Appendix 2).

Despite best efforts, Adopt a Road Volunteers and Tidy Towns Volunteers continue to report that the majority of the rubbish dumped from car windows on the outskirts of our towns and villages are paper coffee cups and plastic water bottles.
Re-useable Coffee Cups have been sourced and will be distributed to the Tidy Towns Groups around the county in Spring 2016. It is hoped this initiative will raise awareness and funds generated will go directly to the Tidy Towns Groups.
## 2.5 Enforcement Measures

<table>
<thead>
<tr>
<th>Measures</th>
<th>Current / Proposed Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Wardens</td>
<td>Issue of Litter Fines and support the enforcement process</td>
</tr>
<tr>
<td>Environmental Hotline</td>
<td><strong>1890 205 205</strong> Ongoing promotion of the environmental hotline service</td>
</tr>
<tr>
<td></td>
<td>Monthly monitoring of the number and nature of calls to the Hotline</td>
</tr>
<tr>
<td>Responsible Citizenship</td>
<td>Promote the idea of reporting incidents of litter pollution among the public which will result in the issue of litter fines.</td>
</tr>
<tr>
<td>Litter Bye-Laws</td>
<td>Continue awareness and enforcement of litter byelaws</td>
</tr>
<tr>
<td></td>
<td>➢ Annual awareness raising campaign among the business community</td>
</tr>
<tr>
<td></td>
<td>➢ Regular monitoring of compliance by the Community Wardens</td>
</tr>
<tr>
<td>Litter Pollution Act Enf.</td>
<td>Prosecute all offenders when appropriate</td>
</tr>
</tbody>
</table>
Support for the Community

The support of the wider community is vital if the litter problem is to be dealt with successfully and the Council gratefully acknowledges the ongoing dedicated efforts of the very many concerned individuals and groups working to tackle the litter problem at local level.

To this end, the Council operate a number of schemes designed to assist local communities with financial aid, materials and equipment or any other support possible.

The Council will continue to encourage all community based initiatives and welcomes suggestions from all persons active in this area.

3.1 Support Materials

In order to assist schools and community groups with litter clean-up campaigns, the following items will be made available free of charge:

- Litter Pickers
- Gloves
- Bin Bags
- Environmental Literature
- Litter Collection Service

Gum Litter Launch – Beepark Resource Centre, Manorhamilton
## Appendix 1

### 4.1 Adopt a Road Groups

<table>
<thead>
<tr>
<th>Name of Group</th>
<th>Contact</th>
<th>Area Covered</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aidan Lenehan</td>
<td>Liscallyroan Drumsna</td>
<td>Lisallyroan Drumsna</td>
</tr>
<tr>
<td>Annaduff Glebe Road Residents</td>
<td>Mr. John Darlington</td>
<td>Annaduff Glebe L7442</td>
</tr>
<tr>
<td>Anthony Mulhern</td>
<td>Spencer Harbour</td>
<td>R280 - 2mls N of Tarmon Church = rd to Spencer Harbour</td>
</tr>
<tr>
<td>Ardrum/Aghadark Residents Ballinamore</td>
<td>Ms. Bríd O’ Sullivan</td>
<td>Ahardark/Ardrum</td>
</tr>
<tr>
<td>Ballinamore Tidy Towns</td>
<td>Ms Kay Maguire</td>
<td></td>
</tr>
<tr>
<td>Bank of America (MBNA)</td>
<td>Mr. Gerry O'Dwyer</td>
<td>N4 Roundabout to Jamestown turn off</td>
</tr>
<tr>
<td>Breffni Ireland (Ltd)</td>
<td>Mr. John Kenny</td>
<td>Straight stretch of road in front of business premises</td>
</tr>
<tr>
<td>Carrick on Shannon Marine Ltd.</td>
<td>Mr. Kenny Murtagh</td>
<td>Bridge Moon River Mooring</td>
</tr>
<tr>
<td>Carrigallen Community Dev. Co. Ltd.</td>
<td>Paddy O'Rourke</td>
<td>from junction @ centre of village to Church of Ireland to Bredagh</td>
</tr>
<tr>
<td>Carrigallen, Barleyfield</td>
<td>Mick McNaboe</td>
<td>086 2325647</td>
</tr>
<tr>
<td>Castlefore Development Group Ltd</td>
<td>Ms. Connie Gill</td>
<td>Castlefore - 7 roads in total Fenagh</td>
</tr>
<tr>
<td>Dromod Development Assoc.</td>
<td>Mr. T.P. Cox</td>
<td>from junction in village towards Crowes garage</td>
</tr>
<tr>
<td>Drumkeerin Post Office</td>
<td>Mary, Aine and Amy Bohan</td>
<td>Mary Dolans Croner to Lough Allen College(Dowra Rd)</td>
</tr>
<tr>
<td>Drumkeerin Tidy Towns</td>
<td>Andrew Redican</td>
<td>Junction Sheena / Carrick Road to Main Carrick Road</td>
</tr>
<tr>
<td>Drummanroe Residents</td>
<td>Anna Lyons</td>
<td>L3657 to N4 as far as Clooneale+ Drummanroe townland</td>
</tr>
<tr>
<td>FAC - Fedaro, Antfield, Corduff &amp; Curragha</td>
<td>Francis Cox</td>
<td>From Annaduff RC Church to McCranns Crossroads</td>
</tr>
<tr>
<td>Fenagh Development Co Ltd</td>
<td>S McLoughlin</td>
<td>Between speed limits on Mohill/Ballinamore Rd in Fenagh</td>
</tr>
<tr>
<td>Foireann Glanta</td>
<td>Mary McKiernan</td>
<td>From Annadale up to Rantogue church</td>
</tr>
<tr>
<td>Gibbons Centra, Drumshanbo</td>
<td>Mr. Bart Gibbons</td>
<td>Main Street Drumshanbo</td>
</tr>
<tr>
<td>Gortinееe/Derrycarne Rd Residents</td>
<td>Eamonn Moffatt / Brenda Duignan</td>
<td>Gortinееe, /Derrycarne Road</td>
</tr>
<tr>
<td>Harley Residents Association</td>
<td>Mr. Kevin Glancy</td>
<td>Hartley, Cloonsheebane and Cloonsheerevagh</td>
</tr>
<tr>
<td>Jamestown Community Council</td>
<td>Cormac Kenny</td>
<td>Jamestown</td>
</tr>
<tr>
<td>John McKeon Traditional Music Society</td>
<td>Seamus Duignan</td>
<td>Manor road from Wynnes Pub to Bridge below Park</td>
</tr>
<tr>
<td>Name of Group</td>
<td>Contact</td>
<td>Area Covered</td>
</tr>
<tr>
<td>---------------------------------------</td>
<td>----------------------------------------------</td>
<td>---------------------------------------------------------------------</td>
</tr>
<tr>
<td>Keeldra Road Group</td>
<td>Ms. Eileen Donohoe</td>
<td>Keeldra Road</td>
</tr>
<tr>
<td>Keshcarrigan Development Association</td>
<td>Ms. Lorna McCarthy</td>
<td>all approach roads, Keshcarrigan (30mph limit)</td>
</tr>
<tr>
<td>Leitrim Office Supplies</td>
<td>Anne Guckian</td>
<td>Drumshanbo Road Leitrim Village</td>
</tr>
<tr>
<td>Mahanagh Residents Drumshanbo</td>
<td>Mr. Padraig Sweeney</td>
<td>From Galley Bridge to 4 crossroads</td>
</tr>
<tr>
<td>Market Yard Centre</td>
<td>The Manager</td>
<td>Market Yard</td>
</tr>
<tr>
<td>Mohill Community College</td>
<td>Ms. Una Duffy</td>
<td>Hyde Street to Ellis Turn on Dromod Road</td>
</tr>
<tr>
<td>Mohill Community Network</td>
<td>Thomas Mulligan / Bridie McIntyre</td>
<td>Hyde Street to Ellis Turn on Dromod Road</td>
</tr>
<tr>
<td>Mohill Community Network</td>
<td>Francis O'Neill</td>
<td>Station Road, to Lough Rynn Caravan Park</td>
</tr>
<tr>
<td>Ms Helena Golden</td>
<td>7 Drumhierney Manor - Canal</td>
<td>Drummierney Manor - Canal Leitrim Village</td>
</tr>
<tr>
<td>Ms. Imelda Gallagher</td>
<td>Costra</td>
<td>Costra Road, / from Carryallan Fenagh Rd</td>
</tr>
<tr>
<td>Newtownmanor Community Group</td>
<td>Ms. Niamh O'Brien</td>
<td>Leckaun, Cornalaugha, Lugalustran</td>
</tr>
<tr>
<td>Patricia Kane</td>
<td>Lisdrumrea</td>
<td>Lisdrumrea/Lisdrumfarna/Annaghmadoo</td>
</tr>
<tr>
<td>RCCG Maranatha Parish</td>
<td>Williams Orogum Pastor</td>
<td>Castlecarra to N4 Carrick on Shannon</td>
</tr>
<tr>
<td>Rehabcare, Ballinamore</td>
<td>Mr. Damien Bagge</td>
<td></td>
</tr>
<tr>
<td>Rynn Shannon &amp; District Angling Club</td>
<td>Mr. Paul Beck(0876254740)</td>
<td>Along Cloonboney Lake R202</td>
</tr>
<tr>
<td>Shannoside View Tenants</td>
<td>Tom Stokes, Micheal Stokes</td>
<td>No 9 to No 14 Rosebank</td>
</tr>
<tr>
<td>Sheila Brady</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Corraphort Residents</td>
<td>Micheal &amp; Christina Bohan</td>
<td>St Johns Lake &amp; Amenity Area</td>
</tr>
<tr>
<td>The Bush Hotel</td>
<td>Mr Jospeh Dolan</td>
<td>Approximately 800 metres</td>
</tr>
<tr>
<td>The Landmark Hotel</td>
<td>Mr. Ciaran Kelly</td>
<td>Approximately 600 metres</td>
</tr>
<tr>
<td>Youth Drumsna Dev Assoc</td>
<td>Sinead Beirne</td>
<td>3 slip roads into Drumsna (off N4)</td>
</tr>
<tr>
<td>Traveller Development Group</td>
<td>A Stokes, Thomas Reilly</td>
<td>No 1 to No 6</td>
</tr>
<tr>
<td>Tullaghan Development Association</td>
<td>John Dowdican</td>
<td>Environs of Tullaghan Village</td>
</tr>
<tr>
<td>Tullylannon Trotters</td>
<td>Mr. John Flynn</td>
<td>Ballinamore Junction B Leitrim Village</td>
</tr>
<tr>
<td>Victoria Hall Restaurant</td>
<td>Ms Annabell Jackson</td>
<td>Around Quay Road</td>
</tr>
<tr>
<td>Drumkeeran GAA Club</td>
<td>Francis Davitt</td>
<td>from junction at Priests Brae to GAA Park Drumkeerin</td>
</tr>
<tr>
<td>Kiltubrid GAA</td>
<td>Finbarr Keaney</td>
<td>R208 Drumcong to Annadale Cross R210</td>
</tr>
<tr>
<td>Fenagh GAA (St. Caillin's)</td>
<td>T.P. McLoughlin</td>
<td>Castlefore Cross Roads to Cornagun Cross Roads</td>
</tr>
<tr>
<td>St. Mary’s GAA</td>
<td>Maureen Diffley</td>
<td>Aldi Roundabout to Entrance to Summerhill off Castlecarra Rd</td>
</tr>
<tr>
<td>Aughawillan GAA</td>
<td>Paul Bohan</td>
<td></td>
</tr>
<tr>
<td>Name of Group</td>
<td>Contact</td>
<td>Area Covered</td>
</tr>
<tr>
<td>-----------------------------------</td>
<td>------------------</td>
<td>-------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Carrigallen GAA</td>
<td>Aoife Ni Mhaille</td>
<td>From town to the GAA Pitch</td>
</tr>
<tr>
<td>Aughnasheelin GAA</td>
<td>Shirley Sammon</td>
<td>R207 - from Callowhill to Auglin</td>
</tr>
<tr>
<td>Melvin Gaels GAA</td>
<td>Mary Rooney</td>
<td>From Simpsons Garge to Graveyard on Manorhamilton Road</td>
</tr>
<tr>
<td>Ballinaglera GAA</td>
<td>Enda Gilrane</td>
<td>Between speed limit signs on Main Road through Ballinaglera</td>
</tr>
<tr>
<td>St. Patricks GAA Club (Dromahaire)</td>
<td>Kevin Torsney</td>
<td>Centra, Main Street to Community Park on R288</td>
</tr>
</tbody>
</table>

### Appendix 2

#### 5.1 Adopt a Bring Bank Groups

<table>
<thead>
<tr>
<th>Location in Co Leitrim</th>
<th>Organisation</th>
<th>Contact Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ballinamore</td>
<td>Tidy Towns</td>
<td>Tommy Dolan</td>
</tr>
<tr>
<td>Bornacoola</td>
<td>Community Development</td>
<td>John McGuinness</td>
</tr>
<tr>
<td>Carrigallen</td>
<td>Barleyfield Res Assoc.</td>
<td>Mathias Brady</td>
</tr>
<tr>
<td>Dromahair</td>
<td>Dromahaire Dev.</td>
<td>Charlie Sharkey</td>
</tr>
<tr>
<td>Drumcong</td>
<td>St. Brigids Nat School</td>
<td>School Principal</td>
</tr>
<tr>
<td>Drumshanbo 1</td>
<td>Dristernan Residents Assoc</td>
<td>Bea Cullen</td>
</tr>
<tr>
<td>Drumshanbo 2</td>
<td>Mahanagh Residents</td>
<td>Padraig Sweeney</td>
</tr>
<tr>
<td>Drumsna</td>
<td>Drumsna Dev Assoc.</td>
<td>Geraldine Monaghan</td>
</tr>
<tr>
<td>Eslinbridge</td>
<td>Eslin Comm Centre</td>
<td>Cait Reynolds</td>
</tr>
<tr>
<td>Fenagh</td>
<td>Fenagh Visitors Centre</td>
<td>Patrick Curran/TLennon</td>
</tr>
<tr>
<td>Glenfarne</td>
<td>Community Dev. Trust</td>
<td>Juliette D'Arcy</td>
</tr>
<tr>
<td>Gorvagh</td>
<td>Gorvagh Comm. Cntr</td>
<td>Paddy/Margaret Flynn</td>
</tr>
<tr>
<td>Jamestown</td>
<td>Community Council</td>
<td>Cormac Kenny</td>
</tr>
<tr>
<td>Keshcarrigan</td>
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<td>Oonagh Kavanagh</td>
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<td>NTM Comm Dev Group</td>
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<td>John Dowdican</td>
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7th July, 2016

To: Cathaoirleach and Each Member of Leitrim County Council

RE  Burial Ground Policy

Dear Member,

Please find attached, above policy as recommended by the Environmental, Transportation and Infrastructural Policy Strategic Policy Committee for adoption by Leitrim County Council at its meeting on 6th July, 2016.

A further item in regard to establishing a minimum width of burial spaces was also discussed and will be reviewed further by the SPC in due course.

Yours Sincerely

Joseph Gilhooly
Director of Services,
Economic Development, Planning, Environment & Transportation
Leitrim County Council | Áras an Chontae | Carrick on Shannon | Co. Leitrim
t: 071 9650400 | e: jgilhool@leitrimcoco.ie | w: www.leitrimcoco.ie
# Burial Grounds Policy

**June 2016**

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<td>Maintenance of Burial grounds</td>
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<td>1.3</td>
<td>Management of burial spaces within existing and new burial grounds, as provided by the Local Authority.</td>
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<th>Provision of Burial grounds to meet needs</th>
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<td>Grant Aid</td>
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<td>Priority actions</td>
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## Appendix

| I. | Insurance Policy & Requirements |
1.0 INTRODUCTION

1.1 Legislative Background

The Public Health (Ireland) Act of 1878 provides for the provision, maintenance and control of burial grounds. Such places had been provided on a parish basis in Ireland and, very frequently, were in the vicinity of, and associated with, the ruins of churches which had existed in previous centuries. These burying places were controlled locally and in the case of catholic burial grounds, by the parish priest and his parishioners. The local authority acting as the sanitary authority became the burial board for each sanitary district but only those burial grounds previously vested in a burial board under the Burial Grounds Acts transferred to the local Authority. As a consequence, the Sanitary Authority does not have a function or duty in respect of many of the older burial grounds. In the interest of public health, power was given to Local Authorities to restrain the opening of new burial grounds and to order the discontinuation of burials in specified places.

The Local Government (Sanitary Services) Act of 1948 also deals with the disposal of bodies. It provides that bodies must only be buried in properly designated burial grounds. An exception to this is that a clergyman may be buried in or adjacent to a church. The 1948 Act also makes provision for the exhumation of bodies and for the disposal of bodies otherwise than by burial.

The 1994 Local Government Act amended the law and essentially provided that any person or group could develop a burial ground subject to obtaining full planning permission. This is a significant change which facilitates the provision of burial grounds by persons or groups other than local authorities, but particularly local community groups.

The 2001 Local Government Act clarified the role of individual local authorities vis-a-vis joint burial boards.

1.2 Maintenance of Burial Facilities

- There are a large number of 40 burial grounds in service throughout the County. The Council, through its Area Offices, carries out limited maintenance where necessary. However, the limited financial and staff resources available dictate that the Council itself is not in a position to carry out on-going maintenance to all burial grounds and there are numerous voluntary local committees who carry out much needed maintenance to burial grounds in their localities. The high standard to which these burial grounds are maintained is a credit to these local community groups.

- It shall be a stated requirement that all refuse and/or disused items associated with burial spaces are removed from the Burial Ground by those responsible for the relevant burial space.
1.3 **Management of burial spaces within existing and new burial grounds, as provided by the Local Authority.**

Many of our existing burial grounds have none or limited spaces available because plots have been acquired in advance by persons who have long since left the area and are highly unlikely to return. In other cases plots have been acquired in advance by relatively young and healthy people.

This has resulted in an accumulation of burial spaces which are unlikely to be used in the medium term and an obligation on the Council to provide spaces elsewhere.

We now recommend that burial spaces are allocated only as the immediate need arises and on the demise of a person. Only in circumstances where a spouse is also alive, will a double or family plot be allocated. Regard will be had to special circumstances, e.g. a sole surviving offspring or sibling.

In order to ensure the proper maintenance of burial grounds in the future, we have considered the merits of having a uniform approach to the layout of each of the burial plots, i.e. whether the plots are surrounded by kerbs or are maintained as a lawn type feature. Conscious of the sensitivities involved and the traditions of the county including a disposition to view the plot acquired as being ones own, we are recommending that a nominal 100mm kerb surround must be a condition of any spaces allocated.

We also recommend that the height of any monument or headstone shall not exceed 1.2m above the level of the kerb.
2.0 Provision of Burial Grounds to meet needs

It is acknowledged that a significant number of Parish/Community Groups within the County continue to do excellent work in the area of graveyard maintenance.

The objective of Leitrim County Council policy is to include Local Communities on a structured basis in the management and operation of Burial Grounds in their local areas in partnership with the Council.

The policy provisions are set out as follows:-

2.1 Council Role

- Allocation of grave spaces will be based on imminent need
- The Council will facilitate the establishment of local Burial Ground Committees who will ensure the proper upkeep and maintenance of their Burial Grounds.
- The Council will assist and encourage Burial Ground Committees to develop a mapping/inventory of burial ground records to assist in family history projects, etc.
- Detail in regard to insurances associated with Burial Grounds management through local committees is set out at appendix 1.

2.2 Community Role

- The local Community is encouraged to establish Burial Ground Committee for their local Burial Ground.
- The Local Committee will implement and oversee the ongoing upkeep and maintenance of the Burial Ground funded by local fundraising activities. The Council would have no objection to the committee organising a relevant supported community employment program to help with this task such as Tus or Rural Social Scheme.
- The Committee will liaise with the Graveyard Caretaker where necessary on their activities.
- A formal agreement, setting out the agreed role of both the Council and the Local Committee can be put in place.
2.3 Grant Aid

In the past Leitrim County council have grant aided a number of Burial Grounds Committees for expansions, footpaths, fencing etc. If a Committee wish to avail of grant they need to;

- Prepare a preliminary proposal in writing outlining what exactly the committee wish to do, a prioritised action plan, costs, etc.

- The proposal should be prepared in consultation with the relevant Area Engineer with particular emphasis on suitability and technical adequacy of the proposal.

- A view on the need for Planning Permission should be included as part of the proposal. Where planning permission would ordinarily be required the Council in most instances would conclude that the improvement or expansion of a burial ground in being carried out in partnership with the Council and hence the provisions of Part VIII or the Planning Regulations would apply.

- Following agreement with the Council in regard to the actions that will be considered for grant prepare detailed plans and specifications for the proposed works in consultation with the Area Engineer. In this regard a technical agent would be required to be in place by the Committee who would also be responsible for the preparation of the Planning Permission or Part VIII proposal documentation.

- Arrange relevant procurement for the proposed works.

- Formal application by letter for grant aid including detailed quotations, project timescales, project supervision etc should then be submitted to the Council. Details of the value of local contributions should be submitted at this stage also.

- Arrange appropriate appointments of competent persons project supervisor both design and construction in accordance with health and safety regulations.

- A Letter of Offer detailing the grant aid and conditions imposed will be issued following assessment of the application. (Projects must ready to proceed to construction within a limited timeframe following issue of the Letter of Offer).

- Maximum grant aid available for any approved project will be €20,000 subject to a maximum 70% of agreed costs.

- To obtain a grant the committee must have Tax Clearance Certificate and all payment by the Local Authority must be paid into the Local Committee bank account.

- Land purchase will be grant in exceptional circumstances only. However, the cost of land as part of an approved project for the extension of a burial ground can be factored in thereby contributing to the local match funding requirement. In all cases the value of the land will be assessed on agricultural value only.

- Burial grounds supported by Leitrim County Council must operate on a non-denominational way.
2.4 Priority Actions

In view of the limited resources available to the Council to fund burial ground improvements the following will be the priority associated with proposed extension or improvements:

- Priority across the county will be based at all times on the need to address capacity issues.
- Similarly, individual applications submitted will be prioritised in order to address increased capacity.
- Subsequent to capacity issues access improvements will be considered where funding allows.
- General improvement works within the existing burial ground to improve standard of accessibility to plots will be considered as next priority.
- Should funding allow other improvement works to the ascetics of the burial ground etc will be then be considered.
Appendix I

**Insurance Policy & requirements**

Community & Voluntary groups can carry out routine maintenance such as grass cutting & litter picking within Council owned Burial grounds. All other work to be carried out must be preauthorized with the Council before hand. An agreed method statement for all such works will be required.

Where Social Employment Schemes and similar are involved in any works on Burial grounds, these schemes are required to have separate adequate insurances in place. The responsibility of having the correct insurances in place is the responsibility of the governing body of such schemes.
Agenda Item No. 5: To note the report on the review of Fire Safety in Traveller Accommodation in Leitrim.

Dear Member,

I refer to the above agenda item and I wish to advise that on 13th October, 2015, the Secretary General of the Department of the Environment, Community and Local Government wrote to the Chief Executives of all local authorities directing that a programme for review of fire safety in Traveller Accommodation should be initiated without delay. The objective was to ensure that practical and appropriate fire safety measures, which can contribute to preventing loss of life and serious injury in local authority Traveller accommodation, in the first instance, have been applied systematically across the country.

It was recommended that the Review of Fire Safety in Traveller Accommodation would be led by the Chief Fire Officer in each Local Authority. Leitrim County Council established a Local Review Steering Group consisting of the Director of Services Housing, Corporate, Cultural and Emergency Services, the Chief Fire Officer, the Senior Assistant Chief Fire Officer and administrative and engineering staff of the Housing Department.

I attach for your reference and information a copy of the final report produced by the Local Review Steering Group. The report is focused on the only Traveller specific accommodation in the county at the Group Housing Scheme Development at Shannonside View, Rosebank, Carrick-on-Shannon, Co. Leitrim. The report was been considered and approved by the Local Traveller Accommodation Consultative Committee at their recent meeting. A copy of the report has also been forwarded to the Department of the Environment, Community and Local Government.

Yours Sincerely,

Shane Tiernan,
A/Director of Services,
Housing, Corporate,
Culture & Emergency Services
Leitrim County Council
Review of Fire Safety in Traveller Accommodation
Final Report

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<tr>
<td>Prepared by:</td>
<td>Noel O’Reilly, Senior Assistant Chief Fire Officer</td>
</tr>
<tr>
<td>Approved by:</td>
<td>Mary Quinn, Director of Services, Finian Joyce, Chief Fire Officer, Local Traveller Accommodation Consultative Committee</td>
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<tr>
<td>Document Status:</td>
<td>Final</td>
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Review of Fire Safety in Traveller Accommodation
Leitrim County Council Final Report

1. Introduction

A fire at a halting site on the Glenamuck Road, Carrickmines, Dublin in the early hours of 10th October 2015 killed 10 people from the same extended family, including 5 adults and 5 children. This tragic loss of life highlights the critical importance of fire safety in local authority Traveller accommodation.

On 13th October 2015, the Secretary General of the Department of the Environment, Community and Local Government wrote to the Chief executives of all local authorities directing that a programme for review of fire safety in Traveller accommodation should be initiated without delay. The objective was to ensure that practical and appropriate fire safety measures, which can contribute to preventing loss of life and serious injury in local authority Traveller accommodation, in the first instance, have been applied systematically across the country.

In the above-mentioned Circular Letter SG/01 it was suggested that the Review of Fire Safety in Traveller Accommodation would be led by the Chief Fire Officer in each Local Authority. On foot of that, Leitrim County Council established a Local Review Steering Group consisting of the Director of Services, Chief Fire officer, Senior Assistant Chief Fire Officer, administrative and engineering staff of the Housing Section and The Traveller Liaison Officer.

Circular Letter Fire 08/15 issued on 3rd December 2015 accompanied by a number of items of documentation, including a Final Project Initiation Document (PID) and Guide to Fire Safety in Existing Traveller Accommodation to assist with the review process.

2. Approach

2.1. Structure

As outlined above, Leitrim County Council formed a local review steering group to plan, oversee and conduct the review of fire safety in Traveller accommodation. The composition of the steering committee as follows; Director of Services, (Chair), Chief Fire Officer, SEO Housing, AO Housing (Traveller Projects Officer), SEE Housing, SACFO Fire Service. The group met on a total of 5 occasions, with other meetings planned as the remainder of the project is rolled out. The initial meeting was to discuss the requirements of the review, draw up a local programme and establish the responsibilities of the various members of the group, in terms of inspections, remedial works, training etc. The remaining meetings were to review progress, update members of the committee, discuss some of the issues observed and plan future actions.

Input and consultation was also facilitated through the Local Traveller Accommodation Consultative Committee which advises on the management and provision of traveller accommodation and provides a liaison between Travellers and the local authority. The membership of the LTACC includes nominated representatives of the traveller community, nominated elected members
and executives of the county council and members of the Local Review Steering Group. The LTACC met on 2 occasions.

At Leitrim County Councils LTACC meeting of 10 December 2015 the Review of Fire Safety in traveller Accommodation was listed as an agenda item and Mr Fian Joyce, Chief Fire Officer, made a presentation outlining the context for the Review of Fire Safety in all Traveller Specific Accommodation across all Local Authority Areas, and the plan of action proposed for Leitrim.

It was agreed on the importance of having members of the Traveller Community involved in and having appropriate ownership of fire safety initiatives. This would involve the provision of training on correctly using fire safety equipment and ongoing pro-activity in maintaining fire safety equipment on the Halting Site at Shannonside View. The presentation and the Action Plan were circulated to the membership. The review was again listed on the agenda of the LTACC meeting of 10th February 2016 and the meeting was advised that a comprehensive assessment of Shannonside View Halting Site was undertaken in December 2015 and the findings were submitted to the National Directorate for Fire & Emergency Management. As part of this inspection a programme of works and upgrades were identified and these issues would be addressed through a joint initiative between Leitrim County Council's Housing Department and Fire Service. As a result of the appraisal, a programme of improvement works and upgrades were identified. These issues were addressed through a joint initiative between Leitrim County Council Housing Department and the Fire service.

This matter will be further reviewed at future LTACC meetings where the final report will be presented and progress with the associated objectives and recommendation implementation will be reviewed.

2.2. Objectives
The objectives of the review were as follows
1. Develop and oversee a programme to review fire safety aimed at Traveller accommodation;
2. Ensure that relevant Traveller accommodation across the county is appraised and appropriate fire safety measures are in place, commensurate with the fire risk. This appraisal covered Shannonside View Halting Site, Traveller accommodation in houses in the community were not assessed;
3. Develop and roll out an a Community Fire Safety Awareness Initiative appropriate for Traveller accommodation;
4. Provide training for key groups to sustain fire safety awareness in the longer term

2.3. Engagement
The primary engagement with the residents of the halting site in Carrick-on-Shannon was carried out by Leitrim County Council Housing Staff and the Traveller Liaison Officer. Fire service personnel were consulted in an advisory capacity. The fire service was well received during the appraisal process and was given permission by the residents to enter all private residences, both service units and caravans/mobile homes. The engagement by all parties was in the main inclusive with positive
contribution and feedback. Engagement later in the process became difficult where some members of the Traveller Community focused on mainstream housing concerns as opposed to the scope of this review i.e. fire safety. This will be outlined further in the report in the section 3: “What didn’t Work so Well”.

2.4. Actions

2.4.1. Appraisal
Leitrim County Council staff carried out a full inspection of the only existing halting site in Carrick-on-Shannon. This site has houses, service bays and a limited number of caravans on site. All of the deficiencies are outlined in the accompanying inspection reports; however in the majority of locations the issues were generally no working smoke or carbon monoxide alarms, poor electrical connections, solid fuel stoves in poor condition/damaged, overloading of electrical sockets and obstruction of alternative means of escape by electrical appliances.

2.4.2. Enhancements
Some immediate enhancements (dangerous wiring, damaged stoves, etc.) were identified and were remediated by Leitrim County Council Housing section with 48 hours of the appraisal. The longer term enhancements (relocation of electrical appliances, fitting of additional smoke/carbon monoxide alarms, full appraisal of the electrical wiring) were planned for early 2016 but the local authority encountered resistance on site and were prevented from undertaking the works. This impasse is centred on the provision of additional fire fighting equipment and alterations to the layout of some houses/units which are beyond the scope of this project. Agreement was reached in relation to the provision of fire fighting equipment.

Since the above agreement and as of 26th May 2016, when this report was finalised, 2 units have undergone a periodic inspection of their electrical installations and fire blankets and dry powder extinguishers were installed in 10 units. The additional fire fighting equipment (standpipes, hoses, branches & suitable storage containers) has been procured and installed. Training in the use of this equipment was also supplied to residents. In addition a demountable unit was installed on both bay number 10 and bay number 11 to improve the sleeping conditions and eliminate some serious fire safety issues.

An itemised list of enhancements as of 4th July 2016 is given in Appendix A.

2.4.3. Community Fire Safety Initiatives
Two information seminars are planned and will incorporate the information circulated by the NDFEM in their Circular Letter Fire 08/15 together with general fire safety information. These presentations will be delivered by Fire Service Personnel. It is intended to provide these seminars on site and to invite all residents of the halting site in Carrick-on-Shannon to these seminars.
Appendix 3 - 11th July 2016

2.4.4. **Fire Safety Awareness Training**
It is intended to provide fire safety training to all members on the site but the nature of this training cannot be decided until the exact fire fighting equipment to be provided is agreed between the local authority and the residents.

2.4.5. **Pre-Incident Planning**
The appraisal of the site concluded that this particular site is of no greater risk than a normal housing estate due to the small number of caravans on site. Therefore it was decided that a site specific pre-incident plan was not required at this point in time. This can be reviewed if conditions change on the site.

3. **What worked well?**
The conduct and operation of the Local Review steering Group worked well. The appraisal was conducted jointly by the Senior Assistant Chief Fire Officer and the Traveller Liaison Officer and this proved very beneficial to ensuring engagement and openness during the appraisal stage.

4. **What didn’t work well?**
Post appraisal the residents began to lose sight of the overall aim of the process, which was to ensure as far as practicable the fire safety of those living on the site. They saw the project as an opportunity to improve some of their living arrangements but most of these were beyond the scope of this project. This has led to a difficult impasse which has prevented the timely completion of some important fire safety measures. Attendance at the LTACC meetings by representatives of the travelling community was poor.

5. **What would you do differently?**
It is important that all parties involved in the project remain fully focussed on the primary aim of the project. If possible, agreement should have been reached as to what was included in the project and more importantly what was not. There should also have been a process to agree or challenge the findings of the appraisal (the initial proposed level of fire fighting equipment was appraised as being sufficient but this was challenged by the residents who wanted a higher level).

6. **Conclusions**
The process of this project was very beneficial for both Leitrim County Council and the residents of the halting site as it provided for a unified approach by all parties. The appraisal itself should help to alleviate any serious fears about fire safety within the site as it returned a positive report overall. Any immediate dangers were dealt with and a longer term plan for fire safety within the site is now in place.

Although the community fire safety and training events have not taken place to date, it is hoped that these will proceed in the near future.

7. **Recommendations**
Leitrim County Council recommends that the appraisal be repeated on a 24 month basis to ensure that the current fire safety arrangements within the site are maintained. However, it is important that this appraisal is focused on fire safety only.

8. **Any other comments/suggestions**
None
# Appendix A: Progress of enhancements as of 24/06/2016

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<thead>
<tr>
<th>Complete</th>
<th>Incomplete</th>
<th>Non applicable</th>
<th>Unable to gain access at time of appraisal</th>
</tr>
</thead>
</table>

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Appendix 3 - 11th July 2016
Cathaoirleach agus Gach Ball,
COMHAIRLE CHONTAE LIATROMA

Re: Agenda Item No. 6 - To approve the appointment of new Traveller Representatives to the Local Traveller Accommodation Consultative Committee (LTACC) in accordance with the provisions of Section 22 of Housing (Traveller Accommodation Act) 1998.

Dear Councillor,

The Local Traveller Accommodation Committee is a statutory body established in accordance with the provisions of Section 21 and 22 of the Housing (Traveller Accommodation Act) 1998.

The terms of reference of the LTACC’s are to:
- Advise in relation to the preparation and implementation of any accommodation programme for the functional area of the appointing authority concerned
- Advise on the management of accommodation for Travellers
- Provide a liaison between Travellers, Elected Members and Officials of the local authority

The Membership of the LTACC has representation from Elected Members (6), Local Authority Officials (2), and Traveller Representatives (4). The issue of the non-attendance two of the Traveller Representatives at the meetings of the Local Traveller Accommodation Consultative Committee was reviewed following failure of the members to regularly attending the meetings of the LTACC. In this regard, contact was made with the Traveller Representatives and it was established that the members concerned did not wish to continue in this role and they tendered their resignations. The Housing Department then initiated a consultation process with the Traveller Community to seek two new Traveller Representatives to the LTACC. A democratic election process to nominate the Traveller Representatives was completed and Mr. Brian Reilly and Mr. Simon Mongan were nominated as the two new Traveller Representatives to the LTACC

The approval of the Council is hereby sought for the appointment of Mr. Brian Reilly, No. 12 Shannonside View, Rosebank, Carrick-on-Shannon and Mr. Simon Mongan, 13 Shannonside View, Rosebank, Carrick-on-Shannon as Traveller Representatives to the Local Traveller Accommodation Consultative Committee in accordance with the provisions of Section 22 of the Housing (Traveller Accommodation Act), 1998.

Yours Sincerely,

Shane Tiernan,
A/ Director of Services,
Housing, Corporate, Culture and Emergency Services.
Agenda Item No. 7: To note the results of the Plebiscite to change the street name of Lower Main Street, Manorhamilton to Sráid Sheain Mhic Dhiarmada.

The Members of Leitrim County Council at a meeting on the 11th January, 2016 passed a resolution proposing that a Plebiscite be taken to ascertain whether the majority of qualified electors in Main Street, Manorhamilton, Co. Leitrim consent to a change in the name of Lower Main Street to Sráid Sheáin Mhic Dhiarmada.

The proposal was carried by the necessary majority of voters. In this regard I wish to confirm that the name of Lower Main Street, Manorhamilton, Co. Leitrim is re-named to Sráid Sheáin Mhic Dhiarmada with immediate effect.

The formal re-dedication ceremony and the un-veiling of the new street name signage took place place on Sunday 29th May, 2016 as part of the 2016 Commerative Events in Manorhamilton.

Mary Quinn,
Director of Services,
Housing, Corporate, Culture
& Emergency Services.
Appendix 6 - Revenue Account Income & Expenditure Summary by Service Division
(PRELIMINARY APRIL 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>Net</strong></td>
</tr>
<tr>
<td><strong>£</strong></td>
<td><strong>£</strong></td>
<td><strong>£</strong></td>
</tr>
<tr>
<td><strong>Adopted Full Year Budget</strong></td>
<td><strong>Adopted Full Year Budget</strong></td>
<td><strong>Actual</strong></td>
</tr>
<tr>
<td><strong>% Budget</strong></td>
<td><strong>% Budget</strong></td>
<td><strong>% Budget</strong></td>
</tr>
<tr>
<td>Remaining <strong>£</strong></td>
<td>Remaining <strong>£</strong></td>
<td><strong>£</strong></td>
</tr>
</tbody>
</table>

### MAIN POINTS AS AT END OF APRIL 2016

* Water Expenditure in line with Income from Irish Water.
* Development Management Income is ahead of budget due to LED Grant Income from Enterprise Ireland, this is distributed throughout the year.

### April 2016 - Recourse to Overdraft

<table>
<thead>
<tr>
<th>No. of Days in Overdraft during December 2015</th>
<th>Interest incurred</th>
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</thead>
<tbody>
<tr>
<td><strong>0</strong></td>
<td><strong>0</strong></td>
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</tbody>
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### April 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>Age-16</td>
<td>Age-15</td>
<td>FY 2015</td>
</tr>
<tr>
<td><strong>%</strong></td>
<td><strong>%</strong></td>
<td><strong>%</strong></td>
</tr>
<tr>
<td>650,200</td>
<td>616,193</td>
<td>1,878,703</td>
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</table>

**COMMENTARY**

- Cash collected slightly higher than 2015.
- Cash collected not above 2015.
- Cash collected slightly lower than 2015.

### April 2016 - Aged Debt Analysis
Water Services

Operations Update

Maximo - Asset Management

In April, 2016 a total of 105 issues were raised on Maximo, IW Asset Management System. 82 related to water and 23 related to waste water.

Water Conservation:
The Unaccounted for Water is 50.3%.
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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<td>Corraleehan Scheme</td>
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<td>236.440</td>
<td>74.703</td>
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<td>Dromahair PWS</td>
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<td>694.737</td>
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<tr>
<td>Glenade WTP tc Fertagh Res</td>
<td>1700MA007</td>
<td>229.900</td>
<td>56.151</td>
<td>173.749</td>
<td>75.576</td>
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<tr>
<td>Gowel to Kilnagoss</td>
<td>1700MA003</td>
<td>244.2</td>
<td>44.406</td>
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<td>Leckau &amp; Fivemilebourne</td>
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<td>93.606</td>
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<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>
</tr>
<tr>
<td>Toomans to Gorofadda</td>
<td>1700MA022</td>
<td>494.800</td>
<td>144.600</td>
<td>350.200</td>
<td>70.776</td>
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</table>

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 inclusive of VAT.
- Planning application for a new pumping station at Cooladonnell reservoir has been granted.
- The contract at Moneyduff WTP extension has been advertised, tender clarifications are being dealt with and site visits for all tenderers are being arranged.
- The current programme envisages award of contract and commencement on site for both contracts in August/September, 2016.
- Irish Water Capital Delivery is now seeking to fast track the pipelines contract to Kiltyclogher and Rossinver. Three preferred Contractors currently under contract to Irish Water have been invited to
tender and a tender assessment and recommendation has been forwarded to Irish Water for procurement. A report / paper will be submitted to WIAC April meeting for approval. Once approved Irish Water will sign a contract and it is expected that works will commence without delay in early June 2016. The Kiltyclogher rising main will be completed first and will take 3-4 months. It is expected the boil water notice in Kiltyclogher can be lifted in Oct / November of this year, all going well.

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 21st January, 2015.
- Nicholas O Dwyer’s have been appointed Consulting Engineers.
- Planning permission granted by Leitrim County Council.

The Design and Tender Documents have been finalised and approved by Irish Water.
- Irish Water invited tenders on 4th May, 2016.
- The Tender period is 7 weeks and the closing date for receipt of tenders is 22nd June, 2016.
- Contract Signing is scheduled for 28th September, 2016.

These two separate projects in IW’s Capital Programme are being completed as one. 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 in excess of €2.5million
- **HSQE Programme** – On hold by IW
  8 housing wastewater package plants in County Leitrim. They are considering their position in relation to responsibility for these and are withholding funding.

- **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 WWTP’S in County Leitrim. This project is regionalised with IW Donegal office - Project Manager is being progressed with our assistance. Glan Agua has been awarded this contract and works have commenced on various sites. There have been some issues with the flow chamber designs which Irish Water (Donegal) is dealing with. All works in Leitrim will be completed by the Contractor by week ending 20th May, 2016. 
  **Approximate estimate in Leitrim: €120,000**

- **Process Optimisation and Control Programme** -level sensors and SCADA telemetry at 13 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. **Approximate Estimate: €91,400**
- **Power actuated valves** to replace ball cock valves at 5 Reservoirs - all works completed and final account has been prepared and submitted to IW Minor Capital Lead for approval. Small claim to be approved. **Contract Value: €73,900.**

- **DMA Programme** – Upgrade and complete the District Metering structure on the networks in County Leitrim. EMR has commenced design works and meetings with ESB have taken place. EMR to submit designs proposals by week ending 13th May, 2016. Once approved, works will commence immediately before the end of May, 2016 and will be completed by August, 2016. **Contract cost: €518,000.**

- **Killenana Watermain** replacement (2km) is approved and included in the minor capital programme. (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.) Irish Water has requested changes to the contract documents by CaPO. These revisions have been completed and Irish Water will appoint a Contractor in the next month or so. **Estimated cost: €100,000.**

- **Drumshanbo, Leitrim Village Carrigallen and Ballinamore WWTP Upgrades.** 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 and Leitrim Village: €6,500
  Carrigallen: € 60,000. Planning applications have been submitted. Design and Tender documents substantially complete and will be submitted to Irish Water for approval and procurement of a Contractor. Works are scheduled to commence on site circa September, 2016. 

  **Total Estimated cost: €270,000.**

- **Trunk Main replacement Eslin – Mohill (2.5Km)**

  Leitrim County Council documents were submitted to Irish Water on 29th October, 2015 for the appointment of a contractor from their Frameworks. There have been a number of bursts in recent times. Irish Water notified of urgency and need to appoint contractor ASAP. Irish Water requested minor changes to the contract documents on 1st May, 2016. Leitrim County Council will complete this week ending 14th May, 2016 and return to Irish Water for procurement of a Contractor. Leitrim County Council anticipates that following all approvals a contract can be signed in August, 2016. Works will then commence on site in September with all works to be completed by year-end.

  **Total Estimated cost: €500,000**

- **Dowra and Boley Hill Watermain Replacement.**
  - Dowra works completed successfully by J.Reilly Plant Hire Contractors. The boil water notice in Dowra has been removed following the work.
  - Boley Hill – Source Civil Contractors appointed, the works have commenced and are proceeding well. It is anticipated that the boil water notice at Boleyhill will be lifted in June, 2016.

- **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 water mains in Bridge Street Carrick on Shannon at an estimated cost of circa €120,000. Tenders have been received for these works and Source Civil Ltd has been appointed. We are awaiting submission of works proposals, method statements, H&S plan and insurances etc before commencement on site. It is expected that works will commence in the next 2 weeks and will be completed by the end of June 2016.

-Ballinamore and Mohill Mains Replacement: These three water main replacement jobs have been bundled up and Tobin’s Consulting Engineers have completed survey and designs. Irish Water intend to issue a variation for these works in Leitrim to an existing contract currently ongoing in the region with a view to commencement in Q2 2016. CaPO currently negotiating road opening Licences with Leitrim County Council, the conditions to be included in the contract scope of works. There is no definite date for the appointment of Contractors at this stage.

-NEW: 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 and works are about to commence in the next week or two. This contract also includes a year-long monitoring of raw and treated water at these plants based on grab samples. This data is to be used by Irish Water to further highlight 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 has been approved under Minor Capital. Irish Water has instructed that this be procured under SCM. Leitrim County Council has prepared tender documents and has submitted to Irish Water for procurement. A Contractor has been appointed and works should begin soon. **Estimated: €50,000**

2. Chlorination Boosting at Oughteragh Reservoir

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. **Estimate: €25,000**

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 is yet to commence on scoping of the works and the appointment of a Contractor.

4. A project to provide “Filter Run to Waste” at Carrick on Shannon has been approved by Irish Water on 22nd April, 2016. Design and contract documents will be prepared in CaPO and submitted to Irish Water for procurement of a Contractor in due course.
5. 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. Design and tender document is underway by CaPO and will be submitted to Irish Water for procurement in due course. 

Estimated cost: €62,000.

ECONOMIC DEVELOPMENT, PLANNING, Environment and Transportation Directorate

ECONOMIC DEVELOPMENT & PLANNING:

Local Enterprise Office (LEO)

Training

Training courses which commenced in April include Sage Improvers, Sales and Marketing and Human Resource Management. A half day workshop on Online Trading Vouchers also took place. LEO also delivered a Social Media Marketing training programme for Leitrim Tourism Network in Carrick on Shannon.

Enterprise Europe Network Leitrim Seminar

A seminar to launch the Enterprise Europe Network was held on 5th April, 2016 in The Landmark Hotel, Carrick-on-Shannon with speakers including Susan Hayes Culleton and PJ Reilly, Regional Manager, Enterprise Europe Network.

Outreach Office – Manorhamilton

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

Student Enterprise Awards

The National Final of the Student Enterprise Awards Programme took place on 20th April, 2016 in Croke Park, Dublin. Leitrim was represented in the senior category by Cut Price Coupons. Carrigallen Vocational School won a Special Merit award and has been selected to attend the Business Bootcamp in UCC in the summer.

National Enterprise Awards

Mc Niffe’s Bakery, the Leitrim winner of the National Enterprise Awards Programme had the opportunity to pitch to the National Judging panel on 26th April, 2016 in the City West Hotel, Dublin. The outcome of these pitches will be known at the National Enterprise Awards Event due to be held in the Aviva Stadium, Dublin on 9th June, 2016.

Other

LEO Leitrim in conjunction with other LEO’s and County Councils in the region came together to provide a ‘Showcase facility and Innovation centre’ in the United States. The ‘Ireland West International Trade Centre’ in Providence, Rhode Island will create a soft landing platform for companies seeking to enter the US market. It will serve the needs of companies, businesses and entrepreneurs based in the West and North West of Ireland, seeking to crack the U.S. market. A consignment of goods from the region was sent to the Trade Centre including a range of items from Leitrim.

Staff from LEO attended a briefing session from Seetec who have recently opened an office in Carrick on Shannon, (agency delivering the Jobpath programme aimed at long term unemployed).
LEO clients interested in exhibiting at the Local Enterprise Village of the National Ploughing Championships were asked to express their interest by 29th April, 2016. Each LEO will have two stands available for clients, a central selection process will be engaged by the LEO committee to avoid a large variety of similar products.

Economic Development
Local Economic Development Committee
The LCDC met on 27th April, 2016 and a presentation was given and approved on the short term actions implementation on the community element of the LECP. A presentation on the new PEACE IV Programme was made by the Community Directorate. It was also agreed to formally launch the Leitrim LECP in June, 2016. Leitrim was represented at the Regional Chief Officers meeting in Castlebar.

Leader
The meeting was informed that the LDS Strategy had received approval from the Department. In order to progress readiness to roll out the LEADER programme, a report on the proposed Evaluation Committee for LEADER was brought to the board for discussion and membership was finalised with the Board’s approval.

REDZ Manorhamilton
An interim evaluation was prepared by the Economic Development Officer and submitted to the Department.

The teams met in April, 2016 – Community and Recreation, Tourism and Town Development and Planning. It was agreed that the Town Team Development Planning Group would now be called the Town Development and Community Infrastructure Team (incorporating its role as REDZ Team) with two members joining from the Community and Recreation Group and the Tourism and Creative Groups.

It is planned to have a plenary meeting in June of all teams to share progress from each of the groups.

Carrick on Shannon Town Teams
A Town Team meeting was held on 25th April, 2016 with feedback from the Town Offer/Public Realm Group and the Town Marketing/Citizen Engagement Group.

The Town Offer/Public Realm Group are focusing on the following:

- CCTV
- Town WIFI
- Mapping Town Core

The Town Marketing/Citizen Engagement are focusing on the following:

- Reviewing the MY Carrick website and looking at best options on improving this as a marketing tool aligned with social media
- Looking at options for indoor entertainment to bring people into the town for the Christmas season.

Purple Flag
The Purple Flag Steering Group met on 25th April, 2016. A presentation was given on the value of the evening and night time economy in both economic generation and jobs in the broader Carrick on Shannon
area. The Public Perceptions Survey will be carried out in May, 2016. Work is on-going on completing the renewal form and crime statistics are awaited from the Gardai. A night time assessment will be carried out on 28th May, 2016.

Renewable Energy
Meeting held with the WDC in relation to the feasibility of doing a district heating system in Carrick on Shannon. Follow up submission made to WDC and the result is awaited.

SECURE project – preparation work commenced in relation to initial meetings and setting up of the Stakeholder group.

USEFE
- USEFE Operational Management Group Meeting was held on the 4th of April, 2016. An update was provided on each sectoral group’s activity.

- USEFE Creative Craft Group meeting took place on the 6th April, 2016 in Creative Ardagh, Longford. This meeting was well attended and a number of key outcomes were identified one of which included the need to provide training to the Creative Sector around sources of funding.

- USEFE Co-Ordinator attended ‘The Public Funding Landscape’ conference organised by the WDC in The Abbey Hotel Roscommon on the 11th April, 2016. This event looked at funding for the public sector and funding success stories.

- Over 90 local businesses attended the ‘Build Your Blueway’ Networking Expo on the 13th April, 2016 in The Bush Hotel, Carrick-on-Shannon, which looked at creating and developing new business opportunities along the Blueway in Cavan, Leitrim, Longford and Roscommon. The event focused on the importance of social media and the need for the trade to develop regional tourism packages.

- An interim Blueway REDZ report was sent to the Department on the 20th April, 2016 for review.

- A skype meeting with the project partners of the Erasmus+ LAkte Tourism project took place on the 22nd April, 2016. At this meeting we were informed that the first project partners meeting would take place in ISEO, Italy on the 28th May, 2016. It was also suggested that Ireland’s test activities will take place in September, 2015.

- A training session focused on ‘Funding Opportunities for The Creative Sector’ took place on the 27th April, 2016 in The Bush Hotel. This session was attended by 20 people and the feedback from the participants was very positive.

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

1. Attended the third SAINT (Slow Adventure Tourism) in Kuusamo in Finland where there was an opportunity to develop partnerships and network with other participating project countries.
2. The County Centenary Flag Raising event took place on 24th April, 2016. Ms. Carole Coleman was the master of ceremonies and the event was attended by Members of the Defence Forces, Retired members of the 19th Infantry Battalion, Senators, Elected members and members of the public.

3. The tourism website has been reviewed by the LTGA Marketing group and once recommendations have been carried out it will be going live in early May.

4. Continued presence on all Social media platforms was maintained

Development Management

Manorhamilton - Progress 'Manor 2020'

- A workshop was held on Tuesday 19th April, 2016 with the Planning & Town Development Group and representatives from the Community and Leisure Group. Work is now ongoing on the preparation of the Progress ‘Manor 2020’ land use strategy as provided for in ‘To the Waters and the Wild: A Plan for the Manorhamilton Rural Economic Development Zone’.

Development Contributions Scheme Review

- Work is presently underway in reviewing the County Leitrim Development Contributions Scheme (2004). A draft of the new scheme was presented to the Economic Development, Enterprise and Planning SPC on 25th April, 2016. A workshop with the Elected members is scheduled for Monday 23rd May, 2016.

Unfinished Housing Developments / Taking in Charge

- Leitrim County Council have been provided with details of the recently announced €10 million of funding that will be made available nationally to kick start the 'Taking In Charge' process focusing primarily on those estates where applications to take the estates in change have been made to the Local Authority. A provisional allocation of €88,000 is being made available for Leitrim County Council subject to submission of a satisfactory application form and work programme. The closing date for submission of the application is Friday 13th May, 2016.

Pre Planning

- The pre planning clinics continued during the month of April. Twelve new pre planning consultations took place during April in addition to setting up new pre planning application files / scheduling meetings for May.

Development Management

- A total of 21 valid planning applications were received in April, 2016, 2 of the applications related to commercial development. Unfortunately a further 4 applications were deemed invalid, 3 of which have since had valid applications accepted.
- 10 final decisions on planning applications were made in April, 2016 (7 relating to applications for permission and 3 relating to applications for retention). A request for further information issued with respect to a further 2 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

- The Heritage Officer published 3 newsletters (Heritage Matters) in April, 2016. This notified interested stakeholders of the closing date for the GLAS Traditional Farm Building Grant Scheme (6th May, 2016), of various events being held over the coming weeks and of recent publications.
- Leitrim County Council nominated St. Catherine’s Church, Fenagh and Killygar House (as an Irish Historic Country House in private ownership) for inclusion in the Structures at Risk Fund, 2016. The Fund is administered by the Department of Arts, Heritage and the Gaeltacht. This followed an application process to Leitrim County Council and we await the outcome of our nomination.

Delivering remaining projects of the 2007-2013 Programmes

Lough Rinn Recreational Facility

Leitrim County Council received 2015 Sports Capital Funding of €200,000 towards the further development of the world class Lough Rinn Recreational facility which caters for Rowing/Canoeing and Kayaking. We have also secured a 2014 Sports Capital Grant Funding of €150,000. The first phase of these works providing additional pontoon facilities is currently being prepared for tender. Tender documentation was put on E-tenders and we expect to be in a position to award Tender in mid June, 2016 after completion of the tender evaluation process.

This will greatly assist in the further development of this Regional Sports Facility and have a very positive impact in attracting Clubs/Regatta/National and International Clubs and people to the region thus enhancing the tourist potential of the region and giving a much needs economic boost to the area.

Rowing Ireland is holding a National Rowing Regatta on Lough Rinn on Saturday 14th May, 2016 which should attract Rowing Clubs from all over Ireland and will promote the Lough Rinn facility.

ENVIRONMENT:

National Inspection Program (DWWTS) – All the 2015 NIP Inspections are completed. A review is currently ongoing regards 2014 NIP where the public were notified to rectify problems with their DWWTS (Domestic Waste Water Treatment Systems) and given a specified timeframe to address sites that failed the test. The Council will be inspecting 28 DWWTS in 2016 and these inspections will take place during the summer months. We will be selecting these sites based on EPA Risk based methodology mapping across the Country.

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 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.
The OPW in conjunction with their Consulting Engineers plan to have Draft Flood Risk Management Plans completed by April, 2016. It is anticipated that Public Consultation on the Draft Flood Risk Management Plans will take place in September, 2016 with final adoption of plans by the end of 2016.

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 will now evaluate all applications and an announcement on grant funding should be made in June, 2016.

ROADS:
- The Roads Area Programme has commenced in accordance with the adopted programme.
- Currently working on remedial works arising from the flooding incidents of winter 2015/2016.
- Glenade Tourist Route re-opened after completion of remedial works for earth slippages along the route.
- Scheme for pedestrian crossing at Treanmore, Mohill complete.
- New footpaths at Bridge Street Carrick on Shannon complete.
- Ramps at pedestrian crossings in Leitrim Village complete.

Rural Water Programme:
Improvement works on the following group water schemes have been approved for grant funding. Works are underway or about to commence. Contractors delayed due to weather conditions.
- Cloonsarne – Works on pipelines commenced
- Cornabrone/Aghaslane - Works on pipelines to commence shortly
- Poolboy - Works on pipelines to commence shortly

Discussions also continue with proposed new Group Water Scheme at Carrigencor. A response to the application for a 3-year funding programme submitted to the Department of Environment, Heritage and Local Government for the upgrade of existing group water schemes and provision of new group water and sewerage schemes is awaited. The total value of programme is €2.5m.

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

HOUSING:

<table>
<thead>
<tr>
<th>Offers issued to 30th April, 2016</th>
<th>Offers accepted</th>
<th>Acceptance Rate</th>
<th>Offers refused</th>
<th>Refusal Rate</th>
<th>Awaiting Reply</th>
</tr>
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<tbody>
<tr>
<td>43</td>
<td>25</td>
<td>63%</td>
<td>15</td>
<td>37%</td>
<td>3</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Existing tenants transferred to alternative accommodation to 30th April, 2016</th>
<th>New Tenants (1st time allocation)</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>16</td>
</tr>
</tbody>
</table>
Traveller Accommodation Programme Targets – Progress Report at 30th April, 2016

<table>
<thead>
<tr>
<th>Accommodation Type</th>
<th>2016</th>
<th>Outputs achieved at 30th April, 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>6</td>
</tr>
<tr>
<td>Rental Accommodation Scheme (incl. renewals)</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>Long Term Leasing (incl. renewals)</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>Housing Assistance Payment (incl new family formations)</td>
<td>4</td>
<td>0</td>
</tr>
<tr>
<td>Totals</td>
<td>10</td>
<td>7</td>
</tr>
</tbody>
</table>

Private Rented Inspection Programme

<table>
<thead>
<tr>
<th>Overall target for delivery in 2016</th>
<th>No of inspections completed to 30th April, 2016</th>
<th>% Complete</th>
</tr>
</thead>
<tbody>
<tr>
<td>50</td>
<td>27</td>
<td>54%</td>
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</table>

Housing Grants

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

<table>
<thead>
<tr>
<th>2016 Allocation</th>
<th>€409,695.00</th>
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<tbody>
<tr>
<td>01/01/2016 – 30/04/2016</td>
<td></td>
</tr>
<tr>
<td>GRANT</td>
<td>NO</td>
</tr>
<tr>
<td>-------</td>
<td>----</td>
</tr>
<tr>
<td>PAID 2016</td>
<td></td>
</tr>
<tr>
<td>HGD</td>
<td>0</td>
</tr>
<tr>
<td>MAG</td>
<td>2</td>
</tr>
<tr>
<td>HOP</td>
<td>7</td>
</tr>
<tr>
<td>TOTAL</td>
<td>9</td>
</tr>
<tr>
<td>Approved not paid</td>
<td></td>
</tr>
<tr>
<td>HGD</td>
<td>6</td>
</tr>
<tr>
<td>MAG</td>
<td>4</td>
</tr>
</tbody>
</table>
Housing Capital & Improvement Works Programme 2016

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. A survey of these houses is currently underway and contract documents are being prepared. If approved 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 under the SEAI Better Energy Communities Scheme for an extensive energy retrofitting project in Manorhamilton for grant aid during 2016 has been lodged. The scheme will include Council housing stock in Carrick on Shannon and also some public/community buildings.

Void
A strong focus continues in relation to prioritising vacant units for inclusion in the 2016 Programme for returning vacant properties to productive use. A request for a prioritised listing of units with details of necessary works and estimated associated costs was received on 28th January to assist the Department in making their allocation decisions. The Council made a comprehensive submission in February for maximum funding to continue the refurbishment programme of 32 units requiring significant remedial works including 3 dwellings classed as derelict. Work is progressing on these 32 houses under a number of different contracts and currently approximately 59% of the units are substantially complete.

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 will be 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 and awaits a full approval response from the Department but has received preliminary approval to progress with works up to a total cost of €43,000 pending full allocation approval. Works are progressing on a number of projects at present.

Acquisitions
Three family type houses were purchased in Carrick on Shannon in 2015. Contract documents are being prepared for upgrade works to same and these will be tendered in the coming weeks. The Council is continuing an acquisition programme subject to Departmental approval and targets identified in the Social programme 2015 – 2017, and a further number of houses will be purchased in the current year.

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. 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 Canaboee Terrace, Ballinamore and the construction of two family type two storey dwellings on the site. The Council will have 100% tenancy nomination rights on all these CAS scheme properties from the Housing Waiting List.

Community:

Public Participation Network
- The Leitrim Observer continued to cover PPN topics during the month
- A Municipal District meeting was held in Ballinamore at which presentations were made on funding programmes.
- A total of 172 groups are registered with the PPN

Comhairle na nOg
- The Comhairle met once and is pursuing its selected topic for 2016, which is Homelessness in Leitrim.
- The Comhairle Steering Group met once to monitor progress on the delivery of the work programme for the year.
- The annual network meeting organized by the Department of Children and Young People was attended.

Peace IV
- The LCDC met and approved the setting up of the Peace IV Partnership
- A meeting was attended between representatives of the 17 partnerships and SEUPB. Clarification on aspects of the Council plans was given.

Interreg
The full Interreg application for the greenway between Manorhamilton and Enniskillen was completed and submitted to SEUPB

Age Friendly Alliance
Work proceeded on the Age Friendly Information Event that will take place on 11th May, 2016.

Floral Pride
The Floral Pride competition was advertised and over 40 applications were received
Pride of Place
The three entries to the national Pride of Place competition are Carrick on Shannon, Rossinver (both in population categories) and Drumshanbo Community Council (community enterprise category).

Leitrim Sports Partnership
Fun Dance for Girls
This programme involves targeting teenage girls to engage in PA through a dance programme. The programme is been delivered in 3 different locations in Leitrim over 8 weeks in Ballinamore, Drumshanbo and Carrigallen with 90 teenage girls benefiting from the programme.

First Aid Course
A First Aid Course was attended by 8 members of the Melvin Gaels GAA Club.

Ag Sguradh Le Cheile Workshop
This programme is about parents and children playing together in tutor lead fun classroom activities and games during school hours or as after School programme. The following workshops were held: Dowra N.S.: 4 parents and 23 children, Fenagh N.S: 8 parents and 24 children, Annaduff N.S.: 9 adults and 23 children participated.

Code of Ethics Course
Leitrim Sports Partnership held a Code of Ethics Course (Safe Guarding 1) in Carrick on Shannon in April, 2016 with 24 participants attending the workshop.

Lough Rynn Castle 10k Mini Marathon
Mohill A.C. in partnership with the Leitrim Sports Partnership organised the 6th year of the Lough Rynn Castle 10k charity run. A total of 105 people participated in the event.

Girls Active Programme
This is a joint programme between the Health Services Executive North West and Leitrim Sports Partnership. We had 7 Post Primary Schools involved in the Girls Active Programme and the participants getting the opportunity to try out many different sports and activities over the 16 weeks.

Transition Year Integration Day
Leitrim County Council and Leitrim Sports Partnership organized a one day integrating day for all TY students in Leitrim in the Lough Allen Hotel, Drumshanbo. Over the course of the day the students participated in the following workshops: Responsible Dog Ownership, Road Safety, Social Media & Internet Safety, these workshops were chosen because of their relevance to all teenagers growing up in Leitrim today. A total of 156 Students from five Secondary schools attended the event.

Leitrim Village Active Age Group
Leitrim Sports Partnership completed a four week programme flexibility and mobility programme with the Leitrim Village active age group. 12 people participated in this programme.

Go For Life Pals Training Days for the Active Age Group Leaders
In partnership with the HSE and Leitrim Development Company, Leitrim Sports Partnership completed four Pals workshops in Drumshanbo with 23 group leaders participating.
Ballinamore Rehab Care
This was an 8 weeks gym workout and kurling programme for adults in Ballinamore. As part of the programme the 10 participants received nutrition and health promotion information.

Drumshanbo Vocational School Special Needs Unit.
The students get an opportunity to engage in a basketball programme for 8 week in addition to many other fun games and activities. (8 participants completed this programme).

St. Ciaran’s Services, Carrick-on-Shannon.
St. Ciarans day service users completed in a 6-week Zumba dancing programme and the participants also received information about health and well being. (8 participants completed this programme).

National Learning Network
All the participants in the National learning network engaged in an 8 week programme of chair aerobics, programme. (12 people were involved in this programme).

Manorhamilton Special Olympics Club
The Special Olympics club are participating on a 6 week boccia/kurling and light dance programme in the Bee’s Park, Manorhamilton. (9 teenagers were involved in this programme).

Mohill Community School Special Needs Unit.
The students get opportunity to engage in a Go for Life Games programme for 4 weeks, as well as many other fun games and activities. (4 participants were involved in this programme).

Health & Fitness 4 All (Disability Programme)
The project aims to provide sport and recreational activities for children and adult participants from the many different disability groups involved the Leitrim Disability Sports Forum. All the participants get opportunity to participate in physical activity, involving 2 different activities, swimming, and gym programme in the Aura Leisure Complex. (6 participants were involved in this programme).

Leitrim Down Syndrome Group – Dance programme
This programme was about giving children and teenage boys/girls from Leitrim’s Down syndrome group opportunity to learn how to dance as part of a dance workshop. This is a great form of exercise for our children that aim to develop both their gross and fine motor skills. (8 participants were involved in this programme).

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.

Creative Space Scheme- 5 artists have applied for temporary occupancy of vacant retail units when they become available.

Spark –Prior PLM Medical have been selected as the company to participate in the 2016 Spark Residency and there is currently a call out to artists to express their interest in the 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 community groups have been selected to participate in the Artist in the Community programme in all 3 Municipal Districts and a call out to artists will be made next month.

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.

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 will take place in October and the programme is in the process of being confirmed. 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.

Library Service:

Event Programming

A full programme of activities took place in all branches across the county, including regular I.T. classes for older members, craft and hobby group meetings, film screenings, Citizen Information Mobile Clinic in Mohill Library, reading groups and creative writing workshops. Regular comhrá classes took place in Kinlough library during April. Specially co-ordinated activities took place to mark Poetry Ireland Day on 28th April, 2016.

Highlights

Leitrim County Library Service embarked on a new initiative in April, in partnership with Mohill Family Support Outreach. Ballinamore and Carrigallen Libraries now host weekly Parent and Toddler Groups which are facilitated by the local Family Support Worker. A series of poetry workshops were held in Ballinamore, Manorhamilton and Mohill Libraries during the month of April, 2016, facilitated by local writer and poet Gerry Boland.

Poetry Ireland Day

To celebrate Poetry Ireland Day, Carrick-on-Shannon, Carrigallen and Drumshanbo Libraries hosted poetry appreciation events with a local poet.

Mohill Library’s Sensory Room: To coincide with Autism Awareness Month, Mohill Library ran a very successful Information Evening on 13th April, 2016 to highlight the availability of the Sensory Room. The evening included a presentation on the facility, followed by a questions/answer session and a demonstration of DIY sensory toys that parents can make themselves.

Class Visits

Schedule of class visits by local primary and secondary schools continued in Branch Libraries across the county. On 15th April, 2016 - 24 Transition Year students from Ballinamore Community School visited the Local Studies Department at Ballinamore Library.

Leitrim 2016 Centenary Programme

- The Library Service presented a series of Time Capsule Workshops in conjunction with local primary schools, and a special Family workshop took place in Carrick-on-Shannon Library on 23rd April, 2016.
• Ballinamore Library facilitated a lecture on “The History of Protestants and the Irish Language” by Linda Ervine from Belfast, which was organised by the ‘Ballinamore Coiste Comóitha 1916’.

Local Studies - ‘Item of the Month’
During the month of April, as part of ongoing Centenary Commemorations, Ballinamore Library exhibited the small case which originally belonged to Seán Mac Diarmada, and which was acquired by Leitrim County Council in 2008.

Fire Service
Building Control
Received three Commencement Notices (valid), two Disabled Access Certificates, six Fire Safety Certificates, one 7-day notices and two short commencement notices.

National discussions on retained fire service
A framework for the conduct of discussions on the retained fire service at national level was agreed between the National Directorate / LGMA / SIPTU and IMPACT in December, 2015. The first meeting of the group took place in early March. These discussions continued in April and are broken down into six work areas. We received a response from LGMA in relation to our Section 26 plan.

Traveller Accommodation – Fire safety
Fire Services carried out an inspection of Shannonside View Halting Site, Rosebank, Carrick-on-Shannon on 21st April, 2016 and reviewed progress on the completion of the remedial works. A further meeting of the Local Steering committee was held on 22nd April, 2016 and work on the completion of the local authority final report and local authority input into the National Report continued.

Cross Border Emergency Management
A meeting of the Cross Border Emergency Management Group was held in Carrick-on-Shannon on 20th April, 2016. Representatives from Land Property Services (NI) and Ordnance Survey in Dublin were in attendance and reported progress on the development of the Cross Border mapping project. The work programme for the group for 2016 was reviewed. The next meeting of the group is planned for Ballyshannon on 22nd July, 2016. We subsequently held a meeting with CAWT (Cooperation and Working Together) to review how we could increase cooperation between the two groups and work jointly to attract funding for cross border emergency management.

Emergency Planning Society Conference
Delivered a presentation on progress achieved on Cross Border Emergency Management to the Emergency Planning Society conference held in Dundalk on 7th April, 2016.

Safety Monitoring Committee Meeting
Prepared Fire Services report and attended the SMC meeting held on 8th April, 2016.

Station Officers and Fire Service H+S meeting
We organised and held the quarterly meetings of Station Officers and the Fire Service Health and Safety Committee on 27th April, 2016.

New Class B Fire Appliance
We attended a meeting in Roscommon to review progress on the construction of the new Class B Fire Appliance expected in 2017.
Revised Brigade Orders/PDA's
Issued revised Brigade Order on “Officer Availability” to all stations and revised PDA on RTC’s on N4 road.

Rostering Off
Carried out a review and issued revised “rostering off” proposals to all stations following the Station Officers meeting.

Civil Defence

- On the 2\textsuperscript{nd}/3\textsuperscript{rd} April, 2016 assistance was provided to Mayo Civil Defence during a search of the River Moy in Ballina for a missing person. The search was unsuccessful.
- Assistance was provided to the Environment Department with lake water sampling on the 4th and 12\textsuperscript{th} April, 2016.
- Emergency First Responder training continued with our colleagues in Longford Civil Defence throughout April in preparation for assessments and exams in May.

Signed: [Signature]

Frank Curran
Chief Executive

Date: 11\textsuperscript{th} May, 2016
Appendix 7 - 11th July 2016

Monthly Management Report (for the period 1st May, 2016 to 31st May, 2016) prepared in accordance with Section 136 (2) of the Local Government Act, 2001 as inserted by Section 51 of the Local Government Act, 2014.

FINANCE & WATER SERVICES DIRECTORATE

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

(PRELIMINARY May 2016 - FIGURES)

<table>
<thead>
<tr>
<th>EXPENDITURE</th>
<th>INCOME</th>
<th>NET</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Expenditure</td>
<td>Adopted Full Year Budget</td>
</tr>
<tr>
<td>A. Housing &amp; Building</td>
<td>€1,382,720</td>
<td>€3,814,105</td>
</tr>
<tr>
<td>B. Road Transport &amp; Safety</td>
<td>€3,421,210</td>
<td>€10,370,159</td>
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<tr>
<td>C. Water Services</td>
<td>€1,306,056</td>
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<tr>
<td>D. Development Management</td>
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<td>€4,035,267</td>
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<tr>
<td>E. Environmental Services</td>
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<tr>
<td>F. Recreation &amp; Amenity</td>
<td>€1,288,585</td>
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<td>G. Agriculture, Education, Health &amp; Welfare</td>
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<td>H. Miscellaneous Services</td>
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<td>IGS Local Government Fund / CGS</td>
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<td>-</td>
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<tr>
<td>J. Pension Levy</td>
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<tr>
<td>K. Rates</td>
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= 412,581,163 €581,099,028 34% | 19,645,263 |

= 412,587,034 €581,099,028 39% | 18,623,003 |

22,381 22,380

MAIN POINTS AS AT END OF May 2016

* Water Expenditure in line with Income from Irish Water
* Development Management Income is ahead of budget due to LED Grant Income from Enterprise Ireland, this is distributed throughout the year.

May 2016 - Recourse to Overdraft

<table>
<thead>
<tr>
<th>No. of Days In Overdraft during December 2015</th>
<th>Interest incurred</th>
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</thead>
<tbody>
<tr>
<td>0aktuated mark</td>
<td>40</td>
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<table>
<thead>
<tr>
<th>May 2016 - Collection Rates</th>
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</table>

<table>
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<tr>
<th>May 16</th>
<th>May 15</th>
<th>FY 2015</th>
<th>May 16</th>
<th>May 15</th>
<th>FY 2015</th>
<th>COMMENTARY</th>
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<tbody>
<tr>
<td>%</td>
<td>%</td>
<td>%</td>
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<tr>
<td>Housing Rents</td>
<td>€32,800</td>
<td>€70,872</td>
<td>€1,878,709</td>
<td>35%</td>
<td>33%</td>
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<tr>
<td>Commercial Rates</td>
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<td>€1,542,915</td>
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<td>Housing Loans</td>
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<td>€181,651</td>
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<td>39%</td>
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May 2016 - Aged Debt Analysis

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<tr>
<th>RATES</th>
<th>RENTS</th>
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<table>
<thead>
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<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>
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<tbody>
<tr>
<td>0%</td>
<td>12%</td>
<td>17%</td>
<td>15%</td>
<td>30%</td>
<td>10%</td>
<td>6%</td>
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| LATE | LEAR | 8% | 3% | 2% | 0% | 0% |

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<thead>
<tr>
<th>30 Days</th>
<th>60 Days</th>
<th>90 Days</th>
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<td>14%</td>
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WATER SERVICES

Operations Update

Maximo: Asset Management

The month of May saw 101 issues raised on Maximo, IW Asset Management System.

88 related to water and 13 related to waste water. There were 31 Bursts/Leaks and 6 sewer blockages.

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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<td>494.800</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 have 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 advertised and tender clarifications are being dealt with and Site visits for all tenderers are being arranged. The current Programme envisages award of contract and commencement on site for both contracts in August / September 2016.
Irish Water Capital Delivery is now seeking to fast track the pipelines contract to Kiltyclogher and Rossinver. Three preferred contractors currently under contract to Irish Water have been invited to tender and a tender assessment and recommendation has been forwarded to Irish Water for procurement. Once approved Irish Water will sign a contract and it is expected that works will commence without delay in early June 2016. The Kiltyclogher rising main will be completed first and will take 3-4 months. It is expected the boil water notice in Kiltyclogher can be lifted in October/November of this year.

**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. Planning Permission granted by Leitrim County Council.

The Design and Tender Documents have been finalised and approved by Irish Water.

- Irish Water invited Tenders on 4th May 2016.
- The Tender period is 7 weeks
- Closing date for receipt of Tenders is 22nd June 2016.
- Contract Signing is scheduled for 28th Sept 2016.

These two separate projects in IW’s Capital Programme are being completed as one. 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

- **HSQE Programme** – On hold by IW
  - 8 housing wastewater package plants in County Leitrim. They are considering their position in relation to responsibility for these and are withholding funding.

- **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 WWTP’S in County Leitrim. This project is regionalised with IW Donegal office - Project Manager is being progressed with our assistance. Glan Agua has been awarded this contract and works have commenced on various sites. There have been some issues with the flow chamber designs which Irish Water (Donegal) is dealing with. All works in Leitrim will be completed by the Contractor by week ending 20th May 2016. **Approximate 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. **Approximate Estimate: €91,400**

- **Power actuated valves** to replace ball cock valves at 5 Reservoirs - all works completed and Final account has been prepared and submitted to IW Minor Capital Lead for approval. Small claim to be approved. **Contract Value: €73,900.**

- **DMA Programme** – Upgrade and complete the District metering structure on the networks in County Leitrim. EMR has commenced Design works and meetings with ESB have taken place. EMR to submit Designs Proposals by week ending 13th May, 2016. Once approved by us works will commence immediately hopefully before the end of May, 2016 and complete in August, 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.) Irish Water has requested changes to the contract documents by CaPO. These revisions have been completed and Irish Water will appoint of a Contractor in the next month or so.

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

  Estimate €270,000.

  Nicholas O'Dwyers 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, and Ballinamore - €51,100 and Leitrim Village €6,500 Carrigallen - €60,000. Planning applications have been submitted. Design and Tender documents substantially complete and will be submitted to Irish Water for approval and procurement of a Contractor. Works are scheduled to commence on site circa September 2016.

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

  Leitrim County Council documents were submitted to Irish Water on 29th October 2015 for the appointment of a Contractor from their Frameworks. There have been a number of bursts in recent times. Irish Water was notified of the urgency and the need to appoint a Contractor as soon as possible. Irish Water requested minor changes to the contract documents on 1st May, 2016. The Council will complete this week ending 14th May, 2016 and return to Irish Water for procurement of a Contractor. The Council hope that following all approvals a contract can be signed in August 2016 with works commencing on site in September and all works will be completed by the end of the year.

- **Dowra and Boley Hill Watermain Replacement.**

  Dowra works completed successfully by J.Reilly Plant Hire Contractors. The boil water notice in Dowra has been removed following the Work. Boley Hill – Source Civil Contractors have been appointed, works have commenced and are proceeding well. The boil water notice at Boleyhill will hopefully be lifted in or around mid June, 2016.

- **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. Tenders have been received for these works and Source Civil Ltd has been appointed. We are awaiting submission of works proposals, method statements, H&S plan and insurances etc before commencement on site. Hopefully works will commence in the next 2 weeks and will be completed by end of June 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 intend to issue a variation for these works in Leitrim to an existing contract currently ongoing in the region with a view to commencement in
Q2 2016. CaPO currently negotiating road opening licences with the Council, conditions to be included in the contract scope of works. There is no definite date for the appointment of contractors at this stage.

- **NEW:** 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 and works are about to commence in the next week or two. This contract also includes a Yearlong monitoring of raw and treated water at these plants based on grab samples. This DATA is to be used by Irish Water to further highlight 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 estimate €50,000** has been approved under Minor Capital. Irish Water has instructed that this be procured under SCM. The Council has prepared tender documents and has submitted to Irish Water for procurement. Contractor appointed and Works should begin soon.

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 is yet to commence on scoping of the works and appointment of a Contractor.

4. A project to provide “Filter Run To Waste” at Carrick on Shannon has been approved by Irish Water on 22nd April, 2016. Design and contract documents will be prepared in CaPO and submitted to Irish Water for procurement of a contractor in due course.

5. 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 is underway by CaPO and will be submitted to Irish Water for procurement in due course.

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

**ECONOMIC DEVELOPMENT & PLANNING:**
**LOCAL ENTERPRISE OFFICE (LEO)**

**Evaluation and Approvals Committee**

The second meeting of the Evaluation and Approvals Committee took place on 11th May and a total of 5 projects were considered with four of them receiving letters of offer. The total awarded was €54,586.

**Training**

Training programmes that commenced in May included the following: Costing, Pricing and Cashflow, Start Your Own Business 3, Human Resource Management, Financial and Business Management clinics and Marketing Review clinics.

**Online trading Vouchers**

Of the 20 training online vouchers allocated to LEO Leitrim (with grants up to €2,500 per business to enhance their online trading presence) 13 have been allocated to date.
Networking
The second Leitrim Business Network meeting of the year took place on 19th May in The Ramada Hotel, Drumshanbo with guest speaker Jane Brady from Event Insure.

PR
A profile piece on The Food Academy and the development of Food businesses in Co. Leitrim was covered in the Leitrim Observer during May and received great feedback. There has been a lot of interest in the Food Academy Programme to date and another programme is currently being planned for the autumn.

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

Other
- Leitrim Economic Development Event took place on 12th May in the Intercontinental Hotel in Ballsbridge, Dublin. LEO clients who participated in the event with a stand showcasing their products included; Mc Niffe’s Bakery, Carrig Beers, Bo Peep Preserves, Jinny’s Bakery, Chef Sham Sauces, Prior PLM, Archway Products, The Hive and Manor Hub.
- A LEO Best Practice Forum took place on 18/19th May in Athlone.
- The new Minister of Jobs, Enterprise and Innovation, Mary Mitchell O’Connor visited The Food Hub, Drumshanbo on Friday 27th May.
- The two Co. Leitrim businesses selected through the central selection process to exhibit in the Enterprise Village at National Ploughing Championships are Chef Sham Sauces and Artwood.
- The consignment of product for Ireland West International Trade Centre in Rhode Island included products from Co. Leitrim including Magiflow Gutters, Creative Cheese Works, Carrig Beers etc

ECONOMIC DEVELOPMENT
Local Economic Development Committee
LCDC were notified of planned national launch of LECPs and LCDCs and it was decided to postpone local launch until after national launch to increase effectiveness.

LEADER
No contract has yet issued from the Dept. In relation to Leader but is expected in the coming weeks. Following on from the last LCDC meeting in May, letters issued to agreed representatives in relation to the Evaluation Committee for LEADER and names will be brought to the next LCDC meeting for approval.

REDZ Manorhamilton
A facilitated workshop was held on May 30th in the Bee Park with reps from each of the groups. Following an update from each group, the following process actions were agreed:

1. Four groups formally combined into two groups (this had been discussed in each group prior to the meeting) as follows:
   - Town Development and Community Infrastructure
   - Creative Cultural and Tourism Offer
2. A REDZ Team (overall Steering Group Team) will be established as follows:
   a. 4-6 members from Business Forum
   b. 2 reps from the four groups (allowing for reduction where there is overlap with the Business Forum)
   c. LCC – 2 people
3. It was agreed that the North Leitrim business Forum would be formally asked to be the joint partner with LCC in managing the REDZ Team process.

A REDZ Team Meeting will be arranged in the coming weeks.
The Action Plan for 2016 agreed was as follows;

- Groups involved with pitches and walkway to be ready to submit applications to LEADER and Sports Capital Grant. Mark Conway stated he would make available information they had in relation to similar proposals in NI. – Gerry Creamer to notify group.
- LEO will pay for costs of a business mentor to work with Castle Group in developing a business plan. Conor Maguire as contact point.
- First draft of land use plan will be developed by Vivienne by end June.
- Accommodation Feasibility Study - LDC had stated they could lead on this – F. Curran.
- Five Glens Festival Group are meeting in June to plan further for August 29th event.
- LCC Planning will continue to work on Strategic sites
- Historical trail nearly ready to go – Joseph Gilhooly
- Short term Accommodation solutions – possibly look at Air B&B model – Conor Maguire
- Couthouse – look at feasibility for its use as perhaps a museum of rural life and history of the area including religious diversity – Seamus Dunbarr.

Carrick on Shannon Town Teams
The Town Marketing/Citizen Engagement group met and had presentations on the following:

Modernising the MYCarrick website and looking at best options on improving this as a marketing tool allied to social media

- Promotion of the Town through Shannorsche.

Actions Arising:

- Website Company to come back with comprehensive costing to Chamber of commerce.
- Carrick on Shannon 400 logo to be sent on to Website Company to look at seeing how it could be used on MyCarrick site to update old logo.
- Colm McGrath and Nollaig Whyte to talk to Purple Flag group re ideas for indoor entertainment to bring people into the town for Christmas season. Agreed that too much time and energy spent last year on outdoor markets which are too weather dependent.

Purple Flag

The Public Perceptions Survey -link was provided and was circulated to businesses to distribute to their databases. Kenny Murtagh will organise for on-street survey on Friday and Saturday 3rd & 4th June, 2016. Ms. Jennifer Scott will distribute surveys to Aqua Classes members.

Night time assessment will be carried out on June 18th as it was postponed from May to June to allow for busier weekend.

Renewable Energy
WDC confirmed they will support feasibility in relation to Carrick-on-Shannon District Heating System.

SECURE Project
Two staff attended initial project Kick-Off meeting and seminar on community engagement.
A comprehensive report on project objectives, expected results, financials and actions has been prepared by Nollaig Whyte, Project Manager, based on kick-off meeting and internal Energy Group meeting arranged for June 3rd to plan Energy Day in June as part of EU Sustainable Energy Week which is part of SECURE actions also.

**USEFE**

- USEFE Blueway Flagship REDZ Project submitted an application to Chambers Ireland's Excellence in Local Government Awards 2016 under the Joint Local Authority Initiative category.

- USEFE Operational Management Group Meeting was held on the 24th May in Roscommon County Council. An update was provided on each sectoral group's activity.

- USEFE Creative Craft Group meeting took place on the 25th May in Cavan Town Hall, Cavan. This meeting was well attended and a number of key outcomes were identified one of which included the need to set up a new USEFE Creative Facebook page which would allow people to network and ask each other questions.

- USEFE Food Group meeting took place on the 25th May in The Food Hub, Drumshanbo. This meeting was set up to investigate opportunities to develop a regional food distribution model. It was specifically aimed at those that have a market-ready product looking to avail of a smart solution to the ongoing distribution challenge. It was decided that a questionnaire should issue to all food producers to find out what their product is and what their distribution needs are.

- The first COSME LAKtive Tourism project meeting took place in ISEO, Italy on the 28th May, 2016. The USEFE Project Co-Ordinator attended this meeting. The pilot test activities for Ireland are proposed to take place in late September 2016.

**TOURISM DEVELOPMENT**

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

1. Opening of a new Tourism Information Point at Glencar TeaSHED which is located at Glencar Waterfall.

2. We published editorials in both Go West, the Ireland West Airport – Knock Magazine which is available to in excess of the 700,000 passengers who use the airport annually and Spirit of Ireland Magazine which is available for the American Tourist market.

3. The Leitrim Tourism website went live and is now available on-line. Trade are currently updating their page details.

4. Preparation and design of national advertising and marketing campaign

5. Another of Leitrim’s Centenary Events took place in Kiltyclogher. The Sean Mac Diarmada Commemorative Vigil marked the anniversary of the execution of the Kiltyclogher native in Kilmainham Gaol on 12th May.

6. The rededication of Lower Main Street, Manorhamilton to Sráid Shéan Mhíc Dhiarmada Street as part of Leitrim’s Centenary Programme.

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

Manorhamilton - Progress ‘Manor 2020’

- A plenary workshop was held on Monday 30th May with all of the 4 groups which emerged at the Manor Summit represented. Work is now ongoing on the preparation of the Progress ‘Manor 2020’ land use strategy as provided for in ‘To the Waters and the Wild: A Plan for the Manorhamilton Rural Economic Development Zone’.

Development Contributions Scheme Review

- Work is presently underway in reviewing the County Leitrim Development Contributions Scheme (2004). A workshop with the Elected Members was held on Monday May 23rd. It is expected that the draft scheme will be on display in mid June for 6 weeks.

Unfinished Housing Developments / Taking in Charge

- Leitrim County Council submitted an application on Friday May 13th for the National Taking in Charge Initiative announced by the Government in February. A provisional allocation of €88,000 has been indicated as being available for Leitrim County Council subject to submission of a satisfactory application form and work programme. No decision has been taken yet by the Department of Planning, Housing & Local Government on the application.

Pre Planning

- The pre planning clinics continued during the month of May. The Clinic System operates on an appointment basis with the relevant Area Planner each Wednesday morning. 5 new pre planning consultations took place during May in addition to setting up new pre planning application files/ scheduling meetings for June.

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

- The Planning Authority has prepared a short background document providing details of this scheme and selection criteria which will be applied for determining additional participants. 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 valid planning applications were received in May, 3 of which related to commercial development. Unfortunately a further 8 applications were deemed invalid of which 5 have since had valid applications accepted.
- 8 final decisions on planning applications were made during May (5 relating to applications for permission, 2 relating to applications for retention and 1 for an extension of duration of planning permission). A request for further information issued with respect to a further 9 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

- The Heritage Officer published 3 newsletters (Heritage Matters) in May. This notified interested stakeholders of the closing date for the Co-operation with Northern Ireland 2016 Funding Scheme (3rd June, 2016) and Local Agenda 21 Environmental Partnership Fund 2016 (17th June, 2016), of various events being held over the coming weeks including National Heritage Week (20 – 28 August) and of recent publications.
- Carrick-on-Shannon Tidy Towns and Leitrim County Council have jointly erected 4 new nesting boxes specifically designed to accommodate swifts to the rear of the Town Hall in Carrick-on-Shannon.
- Details of the recent Plebiscite held to rename Lower Main Street in Manorhamilton as Sráid Sheáin Mhic Dhíarmada and the rededication ceremony to be held on May 29th were also outlined.
DELIVERING REMAINING PROJECTS OF THE 2007-2013 PROGRAMMES

Lough Rinn Recreational Facility
Leitrim County Council was delighted to again receive 2015 Sports Capital Funding of €200,000 towards the further development of the world Class Lough Rinn Recreational facility which caters for Rowing/Canoeing and Kayaking. We have also secured a 2014 Sports Capital Grant Funding of €150,000. The first phase of these works providing additional pontoon facilities is currently being prepared for tender. Tender documentation was put on E-tenders. Tenders were returned and are currently been evaluated and we expect to be in a position to award Contract in mid June 2016.

This will greatly assist in the further development of this Regional Sports Facility and have a very positive impact in attracting Clubs/Regatta/National and International Clubs and people to the region thus enhancing the Tourist potential of the region and giving a much needs economic boost to the area.

The Connaught branch of Rowing Ireland held the first National Rowing Regatta on Lough Rinn on Saturday 14th May, 2016 which attracted Rowing Clubs from all over Ireland. Rowing Clubs had a very positive experience on this world Class Rowing Course. Large crowds attended the event and enjoyed excellent weather conditions.

ENVIRONMENT
National Inspection Program (DWWTS) – All the 2015 NIP Inspections are completed. A review is currently ongoing regards 2014 NIP where the public were notified to rectify problems with their DWWTS and given a specified timeframe to address sites that failed the test. The Council will be inspecting 28 No DWWTS in 2016 and these inspections will take place during the summer months. We will be selecting these sites based on EPA Risk based methodology mapping across the Country.

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 Ireland’s 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 plan to have Draft Flood Risk Management Plans completed by April 2016. It is anticipated that Public Consultation on the Draft Flood Risk Management Plans will take place in September 2016 with final adoption of plans by end of 2016.

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 will now evaluate all applications within the Country and announcement on Grant Funding should be made before the end of June 2016.
ROADS
- Area Programme have commenced in accordance with the adopted program
- Contract on N16 at Sradrine continuing to programme
- Raised Roads due to flooding works complete at Lough Rynn and Drumkeeran
- Commenced works on Leitrim Road Carrick on Shannon
- Surfacing on R208 at Edentinny commenced
- Works for raising roads at Lough Nahoo and Canbeg commenced

RURAL WATER PROGRAMME
Improvement works on the following group water schemes have been approved for grant funding. Works are underway or about to commence.
- Cloonsarne – Works on pipelines complete. Testing underway
- Cornabrone/Aghaslane - Works on pipelines complete
- Poolboy - Works on pipelines to commence shortly

Discussions also continue with proposed new Group Water Scheme at Carrigeencor. The Council is awaiting a response to the application for a 3-year funding programme from the Department of Environment, Community and Local Government for the upgrade of existing group water schemes and provision of new group water and sewerage schemes. Total value of programme is €2.5 million. Leitrim County Council received interim funding of €30,000. This will be used to complete the funding of the works currently underway.

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

HOUSING:

Housing Allocations

<table>
<thead>
<tr>
<th>Offers issued to 31st May, 2016</th>
<th>Offers accepted</th>
<th>Acceptance Rate</th>
<th>Offers refused</th>
<th>Refusal Rate</th>
<th>Awaiting Reply</th>
</tr>
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<tr>
<td>55</td>
<td>32</td>
<td>62%</td>
<td>20</td>
<td>38%</td>
<td>3</td>
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</table>

New Tenancies created from 1st January 2016 to 31st May, 2016

<table>
<thead>
<tr>
<th>Existing tenants transferred to alternative accommodation to 31st May, 2016</th>
<th>New Tenants (1st time allocation)</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>21</td>
</tr>
</tbody>
</table>

Traveller Accommodation Programme Targets – Progress Report at 31st May, 2016

<table>
<thead>
<tr>
<th>Accommodation Type</th>
<th>2016</th>
<th>Outputs achieved at 31st May 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>
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<td>0</td>
</tr>
<tr>
<td>Local Authority Standard Housing</td>
<td>1</td>
<td>6</td>
</tr>
<tr>
<td>Rental Accommodation Scheme (incl. renewals)</td>
<td>3</td>
<td>1</td>
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<tr>
<td>Long Term Leasing (incl. renewals)</td>
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<td>0</td>
</tr>
<tr>
<td>Housing Assistance Payment (incl new family formations)</td>
<td>4</td>
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<tr>
<td>Totals</td>
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<td>7</td>
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</table>

Private Rented Inspection Programme
Overall target for delivery in 2016 | No of inspections completed to 31st May, 2016 | % Complete |
--- | --- | --- |
50 | 39 | 78% |

Housing Grants

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

<table>
<thead>
<tr>
<th>2016 Allocation</th>
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<th>€409,695.00</th>
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<tbody>
<tr>
<td>01/01/2016 – 31/05/2016</td>
<td>GRANT</td>
<td>NO</td>
</tr>
<tr>
<td>PAID 2016</td>
<td>HGD</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>MAG</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>HOP</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>TOTAL</td>
<td>16</td>
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</table>

Approved not paid

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td></td>
<td>HGD</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>MAG</td>
<td>7</td>
</tr>
<tr>
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<td>HOP</td>
<td>15</td>
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<td></td>
<td>TOTAL</td>
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Applications Rec’d Not Yet Approved

<table>
<thead>
<tr>
<th></th>
<th></th>
<th>Estimated</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>HOP</td>
<td>14</td>
</tr>
<tr>
<td></td>
<td>MAG</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>HGD</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>Total</td>
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</table>

Balance (Estimated) €28,129.11

HOUSING CAPITAL IMPROVEMENT WORKS PROGRAMME 2016

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 being finalised and will issue for
contractor interest shortly. 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 has been lodged under the SEAI Better Energy Communities Scheme for an extensive energy retrofitting project on up to 40 Council housing stock in Manorhamilton and Carrick on Shannon during 2016. The scheme will also include some public/community buildings across the county where Leitrim County Council lead in encouraging the communities to engage in private energy retrofits to community building by promoting the benefits of energy efficiency through community projects. It is expected that a decision on grant allocation to improve all or an apportionment of these energy poor buildings will be received in early June.

**Voids**

A strong focus continues in relation to prioritising vacant units for inclusion in the 2016 Programme for returning vacant properties to productive use. A request for a prioritised listing of units with details of necessary works and estimated associated costs was received on 28th January to assist the Department in making their allocation decisions. The Council made a comprehensive submission in February for maximum funding to continue the refurbishment programme of 32 units requiring significant remedial works including 3 dwellings classed as derelict. Work is progressing on these 32 houses under a number of different contracts and currently approximately 66% of the units are substantially complete. Plans are also underway to complete a further 7 houses under the voids / derelicts programme. When complete this will significantly reduce the Council's vacant properties which required significant 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 will be 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 and awaits a full approval response from the Department but has received preliminary approval to progress with works up to a total cost of €43,000 pending full allocation approval. Works are progressing on a number of projects at present.

**Acquisitions**

Three family type houses were purchased in Carrick on Shannon in 2015. Remedial work on these properties has been tendered and it is expected to assign a contractor in early June to return these to useable stock. The Council is continuing an acquisition programme subject to Departmental approval and targets identified in the Social programme 2015 – 2017, and a further number of houses will be purchased in the current year.

**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. 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 Canabo Terrace, Ballinamore and the construction of two family type two storey dwellings on the site. The Council will have 100% tenancy nomination rights on all these CAS scheme properties from the Housing Waiting List.
COMMUNITY

Public Participation Network
- Linkage Groups were set up.
- Municipal District meetings were held in Manorhamilton and Carrick on Shannon at which presentations were made on funding programmes.
- A regional PPN meeting was attended by members and officer.
- Newsletters were distributed to all members.
- A total of 173 groups are registered with the PPN

Comhairle na nOg
- The Comhairle held its last meeting before the summer break.
- A video, narrated by actor Cillian Murphy, was made in partnership with The Unesco Child and Family Research Centre, highlighting the issue of homelessness in the county. This will be fully completed in June.
- The Comhairle Steering Group met to review the delivery of the work programme.

Peace IV
- One meeting of the Peace IV Partnership took place.
- Requests were made to fill the remaining places on the partnership. This should be complete by mid June.
- Two information presentations on the programme were given to PPN meetings.
- Eight consultation meetings took place with targeted communities to establish needs.
- An SEUPB workshop on a capital call due later in the year was attended.

Age Friendly Alliance
- The Age friendly Alliance met once
- An Age Friendly information event took place with over 50 attending.
- Co-ordinators from Age Friendly Ireland and Leitrim Development Company were met to discuss future actions.

Floral Pride
- 53 entries were received for Floral Pride.
- Judging for secondary schools took place before the end of term and five schools were visited.

Pride of Place
- Groups in both Carrick on Shannon and Rossinver were met to progress the entries. Judging is expected in August.

LEITRIM SPORTS PARTNERSHIP

Paddle Up Kayaking Programme (TY Schools Programme)
Leitrim Sports Partnership in partnership with Waterways Ireland and Canoe Ireland has started the Schools Paddle Up kayaking programme with 2 post primary schools - Ballinamore and Mohill Community Schools. The programme will be for 6 weeks and all students completed the Kayak Foundation Level certificate as part of the programme. At the conclusion of the programme, all the students travelled to Longford and completed the 10k kayak around Camlin Loop on the 19th May, 2016. In order to fund this programme we received €2,000 in funding from Waterways Ireland. A total of 29 students from Mohill and 24 students from Ballinamore Community Schools participated in the programme.

Travellers Women's Programme
Leitrim Sports Partnership in partnership with Leitrim Development Company is delivering a health and fitness programme for traveller’s women in Carrick on Shannon. The programme started with a pre programme health check with 24 women participating on the day and leading into a 5 week health and fitness programme with 16 women participating on the fitness programme. At the conclusion of the programme, we will complete a post
programme health check and compare the results of the programme. If the programme is successful and the numbers remain good, we will try and extend the programme beyond the 5 weeks.

Fun Dance For Girls
The programme is been delivered in 3 different locations in Leitrim over an 8 week block in Ballinamore, Drumshanbo and Carrigallen with 90 teenage girls benefiting from the programme.

Ag Sugradh Le Cheile Workshop
Ag Sugradh Le Cheile Workshops were held in Dowra National School (4 parents and 23 children), Fenagh National School (8 parents and 24 children) and Annaduff National School (9 adults and 23 children).

Lough Rynn Castle 10k Mini Marathon
Mohill A.C. in partnership with the Leitrim Sports Partnership organised the 6th year of the Lough Rynn Castle 10k charity run. We had runners, walkers and joggers of all ages, abilities and fitness levels, who participate in this event. We had 105 participants on the day of the event,

Girls Active Programme
This is a joint programme between the Health Services Executive North West and Leitrim Sports Partnership. A total of 7 Post Primary Schools were involved in the Girls Active programme and the girls have the opportunity to try out many different sports and activities over the 16 weeks. A total of 213 students participated in the programme in schools in Ballinamore, Carrigallen, Drumshanbo, Lough Allen, Carrick-on-Shannon, Manorhamilton and Mohill.

Girls Active Festival
All the students involved in the girls Active programme, got invited to the girls active festival in Drumshanbo Vocational School. The girls got opportunity to try out 4 different activities, Zumba Dance, Mountain biking training, Archery and boxercise. We had 90 girls participating on the first day and 86 participating on the second day.

Leitrim Village Active Age Group
Leitrim Sports Partnership completed a four week programme flexibility and mobility programme with the Leitrim Village active age group. 12 people participated on this programme.

Go For Life Pals Training Days for the Active Age Group Leaders
Go for Life is the national programme for sport and physical activity for older people in Ireland. It is run by volunteers called Physical Activity Leader (PALS) who is already part of a group or club and is willing to lead activities. PALS lead their local group in short exercise routines, fun games, simple dances and sports e.g. pitch and toss. In partnership with the HSE and the Leitrim Development Company we have completed four out of four Pals workshops in Drumshanbo with 23 group leaders participating.

Disability Programmes

Ballinamore Rehab Care
This was an 8 weeks Gym workout and kurling programme for adults in Ballinamore. As part of the programme, all the participants received nutrition and health promotion information. We had 10 participants involved in this programme.

Drumshanbo Vocational School Special Needs Unit.
The students get an opportunity to engage in a basketball programme for 8 weeks, as well as many other fun games and activities. We have 8 participants involved in this programme.
St. Claran’s Services
St. Claran’s day service users completed a 6 week Zumba dancing programme and the participants also received information about health and well being. We had 8 participants on this programme.

National Learning Network
All the participants in the National learning network engaged in an 8 week programme of chair aerobics, programme.

Manorhamilton Special Olympics Club
The Special Olympics club are participating on a 6 week boccia/kurling and light dance programme in the Bee Park, Manorhamilton. A total of 9 teenagers are involved in this programme.

Mohill Community School Special Needs Unit.
The students have the opportunity to engage in a Go For Life Games programme for 4 weeks, as well as many other fun games and activities. A total of 4 participants are involved in this programme.

Health & Fitness 4 All (Disability Programme)
The project aims to provide sport and recreational activities for children and adult participants from the many different disability groups involved in the Leitrim Disability Sports Forum. All the participants get the opportunity to participate in physical activity, involving 2 different activities, swimming, and gym programme in the Aura Leisure Complex. A total of 6 participants are involved in this programme.

Leitrim Down Syndrome Group – Dance programme
This programme was about giving children and teenage boys/girls from Leitrim’s Down syndrome group opportunity to learn how to dance as part of a dance workshop. This is a great form of exercise for our children that aim to develop both their gross and fine motor skills. The programme is going very well with 8 participants benefiting from the programme.

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.

Creative Space Scheme - 5 artists have applied for temporary occupancy of vacant retail units when they become available

Spark – Prior PLM Medical have been selected as the company to participate in the 2016 Spark Residency and 25 artists have expressed interest in the programme. A call out for proposals has now been made.

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 community groups have been selected to participate in the Artist in the Community programme in all 3 municipal districts and a call out to artists has been made,

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.

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.
Appendix 7 - 11th July 2016

Literature – The Iron Mountain Literature Festival will take place in October and the programme is in the process of being confirmed. 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 – 130 submissions have been received from young people across the Country for Wild Words volume 4, which will be launched curing the Wild Words Carrick on Shannon Childrens’ Book Festival.

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.

LIBRARY SERVICE
Event Programming
A full programme of activities took place in all branches across the county, including regular I.T. classes for older members, Craft and Hobby Group Meetings, Film Screenings, Citizen Information Mobile Clinic in Mohill Library, Reading Groups and Creative Writing Workshops. Regular Comhrá classes took place in Kinlough library during May. A local Parent and Toddler Group continued to meet weekly in Ballinamore Library in partnership with Mohill Family Support Outreach.

Highlights
Ballinamore Library held a book reading by Leitrim-based author Amelia Chambers, who read from her new novel ‘Reprehensible’. An information evening took place to establish an astronomy club in Ballinamore Library.

Bealtaine Programme
Leitrim County Library Service hosted a wide-ranging programme of events to mark Bealtaine, as part of a national celebration of creativity in older age. The programme included a most enjoyable afternoon of ceol agus craic in Kilcogyler Library for members of the “Feel Good Club”, a reading by author Brian Leyden in Ballinamore Library, a special Tráthnóna Filíocht in Kinlough Library, in conjunction with the local Comhrá Group, and a Bealtaine Festival Afternoon tea in Mohill Library, which included an exhibition of craft work created by the local craft group at recent workshops. Ballinamore Library hosted a visit by a group from the Carrigallen Day Care Centre, where they viewed a documentary on Seán Mac Diarmada, and explored local history records such as old School Registers.

Class Visits
Schedule of class visits by local primary and secondary schools continued in Branch Libraries across the county.

Leitrim 2016 Centenary Programme
In support of the ‘youth and imagination’ strand of the Centenary Programme, the Library Service presented a number of 1916 workshops in Carrick-on-Shannon and Drumshanbo Libraries in conjunction with local primary schools. A workshop on Seán Mac Diarmada took place in Ballinamore Library on 27th May, which was attended by 1st and 2nd year history students from Ballinamore Community School. The session was facilitated by Gerard MacAtasney, acclaimed author of Seán Mac Diarmada: Mind of the Revolution.

Local Studies
‘Item of the Month’ - As part of ongoing Centenary Commemorations, Ballinamore Library celebrated the life and death of Seán Mac Diarmada, exhibiting a framed copy of his last letter written to his brothers and sisters on the night before he died in Kilmainham Jail on May 11th 1916.

FIRE SERVICE
Building Control
- Received 3 Commencement Notices (valid), 1 short commencement notices, (invalid), 2 Disabled Access certificates,
- Received 2 Fire Safety Certificates and processed 3 Fire safety Certificates.
Traveller Accommodation – Fire Safety
Further meetings of the Local Steering committee and LTAAC were held. Work on the completion of the drafting of the LA Final Report and LA input into National Final Report continued. Fire-fighting equipment was installed in Shannonside View Halting Site and additional remedial works were carried out in some of the housing units. Training in the use of the fire-fighting equipment was provided to the residents of the halting site.

Cross Border Emergency Management Group (CBEMG)
We made a presentation to CAWT (Cooperation and Working Together) to review how we could increase cooperation between the two groups and work jointly to attract funding for cross border emergency management and in particular the development of a Cross Border Mapping platform for emergency management purposes. The next meeting of the CBEMG group is planned for Ballyshannon on July 22nd 2016.

Health & Safety Policies
3 Health and safety policies were circulated to Heads of Sections for comment before the next SMC meeting.

New Class B Fire Appliance
We clarified additional items to be included in the specification for the new Class B fire appliance expected in 2017.

CIVIL DEFENCE

- On 1st May assistance was provided to our colleagues in Sligo Civil Defence by providing Ambulance cover for the Sligo Cycle at Ballintogher.
- On 8th May, 2016 - First Aid cover was provided during the 1916 event in Killyclogher.
- On 14th May, 2016 - Safety Boat and Ambulance cover was provided during the first major Regatta held in Lough Rinn.
- Civil Defence Volunteers attended Emergency First Responder assessments in Civil Defence HQ in Roscrea following the completion of EFR Course.
- Assistance was provided to the Environment Department as the Lake Water Sampling Programme continued.

Signed: ___________________________  
Date: 13th June, 2016

Frank Curran  
Chief Executive