December

Chief Executive’s Monthly Management Report

Monthly Report

Leitrim County Council

for the period 1st - 31st December 18

Prepared in accordance with Section 136 (2) of the Local Government Act, 2001 as inserted by Section 51 of the Local Government Act, 2014
## Revenue Account

**MAIN POINTS AS AT END OF December, 2018**

The preparation of the Annual Financial Statement for 2018 has commenced.
Broadly speaking income and expenditure levels are in line with projections.
The APS will be presented to the Members at the May Council meeting.

<table>
<thead>
<tr>
<th>No. of Days in Overdraft during Dec-2018</th>
<th>Interest Incurred</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>€</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>YTD</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>€ Dec-18</td>
<td>€ Dec-17</td>
<td>€ FY 2017</td>
</tr>
<tr>
<td>Housing Rents</td>
<td>€2,223,560</td>
<td>€2,142,672</td>
<td>€2,148,721</td>
</tr>
<tr>
<td>Commercial Rates</td>
<td>€4,884,334</td>
<td>€4,321,213</td>
<td>€4,321,678</td>
</tr>
<tr>
<td>Housing Loans</td>
<td>€252,894</td>
<td>€310,952</td>
<td>€315,952</td>
</tr>
</tbody>
</table>

**COMMENTARY**

Rent Collection increased by 1% in 2018.
Maximo: Asset Management
Total 200 work orders, 78 SLA, 122 Capital.
- 48 water
- 20 wastewater
- 2 New connection applications WW
- 3 New connection applications DW
- 1 New connection enquiry WW
- 4 LA Complaints
- 11 First Fix Repairs
- 2 Leak Detection
- 42 Rehab/Design
- 34 Services
- 32 Lead replacement
- 1 other

Water Conservation
UFW is 46.33% as per Water Audit at the end of Q4 2018.
The UFW has decreased from 50.5% which was the position at end of Q4 2017

Capital Investment Infrastructure Projects
Contract 3a NLRWSS – Extension of Moneyduff Water Treatment Plant (€3.84 million)
New Treatment stream completed and producing water into service. Works commenced in upgrading the old water treatment plant filters. Final completion date delayed to Q1 2019. The Contractor, EPS is operating the existing water treatment plant during the build phase + 12months and there have been no issues with the supply. Hand over to SLA for operation Q1 2020.

Contract 3b - Extension of Supply to Rossinver and Kiltyclogue
Substantially completed and in service. Minor works on private connections outstanding. Section of old main yet to be decommissioned.

Manorhamilton & Mohill Wastewater Treatment Plant Upgrade Project. (€4.0 million)
Nicholas O’ Dwyer Consulting Engineers – Coffey Water Ltd Contractors. Works Ongoing – no issues but slightly behind programme -Completion date revised to 15th March 2019 following which Coffey Water will operate for one further year. The new upgraded WWTP’s will be handed over to LCC under the SLA on 16th March 2020.

Capital Projects and Programmes Works
Water Networks Portfolio Programme Frameworks - Farrans Construction Ltd.

Pipeline replacement works ongoing
Mountcampbell: 1,880 meters of old 300 mm AC Trunk Main substantially completed and in service. Short extension at south end approved and outstanding. Permanent reinstatement outstanding.

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

Corraleehan: 4.5 Km pipeline now completed and in service.
Manorhamilton: 2.0Km on N16 all works now completed. Final Road reinstatements outstanding
Kinlough: Work on transfer of approx 45 connections from old main between Kinlough to Tullaghan road was postponed in Dec. Work to recommence on Monday 7th January 2019.
In December 2018 the CaPO office prepared submissions based on need for continuation of the Pipeline replacement works into 2019 and we have successfully got approval for three substantial projects and we await approval of 2/3 others.

Find and FIX
Farrans progressing Find and Fix in Carrick on Shannon DMA.
Direct Labour Find and Fix crew on leak detection and repair in various DMA’s at Drumahaire, Dromad and Fertagh/Kinclough.

The water conservation target set by Irish Water of 1000cum/day saving for 2018 was achieved and exceeded in the calendar year. This is noticeable in our current production figures at the water treatment plants. The same target is set for 2019.

Farrans rolling out other initiatives in programme throughout the County such as “First Fix free”, “Back Yard services”, “lead service replacement” and “pressure management”.
Significant scheme by Farrans to remove BYS’s in St Patrick’s Park has been designed. Public meeting to explain project held for the residents and consents sought. Lead replacement works included in this. Other similar projects in Manorhamilton and Drumshanbo ongoing.

Farrans completed initial DMA proving works in Manorhamilton in December.

Energy Efficiency Programme - EPS Ltd Contractors
Major Pump replacement at Carrick on Shannon WTP - Works Completed. New Raw water pumps and new High lift pumps at Mong Reservoir installed and commissioned in December 2018. Approval gained for Significant additional works of Medium Voltage import installation at Carrick on Shannon WTP to be undertaken by EPS also early in New Year.

Disinfection Programme - Veolia Contractors
Design works ongoing at Carrick on Shannon WTP and Glenade WTP. Veolia commenced in December at Carrick on Shannon WTP. Works to continue in the New Year completion circa February 2019. We are seeking approval of some additional works at Carrick on Shannon WTP as variation to this contract.

Water Treatment Programme - Mayo/Sligo/Leitrim/Roscommon
EPS has prepared a proposal for source protection at the Erriff spring at Glenade Water Treatment Plant source. Works to commence in the new year weather permitting.

4 No. WWTP upgrades Drumshanbo, Leitrim Village, Carrigallen and Ballinamore
Works continued in December on all sites and progress is good. Significant additional works approved in Drumshanbo WWTP to upgrade the aeration ditch with a fine bubble aeration system. Also being considered new intake works here. Completion of all works circa April 2019.

Reservoir Cleaning
Works Ongoing - Reservoir cleaning in Leitrim continuing and progress good 80% of Leitrim reservoirs have now been completed rest to follow in the new year.

Capital Investment Plan 2017- 2021
Upgrade of Drumshanbo Waste Water Treatment Plant Atkins Consulting Engineers
This project is included in Irish Waters Capital investment Plan for 2017-2021 and is bundled with 5 similar WWTP’s in County Cavan. Discussion and review of the Feasibility Study Report ongoing in December. Once approved the next phase – Detailed design, Planning and tendering will commence in the New Year to be completed by August 2019.


Economic Development, Planning, Environment and Transportation Directorate

ECONOMIC DEVELOPMENT
LCDC
LCDC Meeting 5th December 2018

SICAP - End of Year Review 2018
Leitrim Development Company are currently in the process of completing their End of Year Report.

Department Audit SICAP 2017
In addition to audits and verification undertaken by the LCDC/Local Authority and the programme of inspection visits carried out by Pobal on SICAP expenditure and delivery at Programme Implementer Level.

Audit was carried out in Leitrim Council as Financial Partner on Thursday 29th November. Areas for audit were as follows:
- Key Performance Indicators (KPIs)
- Annual Report 2017
- Sicap Funding approved by the Department
- Sicap Expenditure incurred
- Invoices relating to SICAP
- Reconciliation of Audited accounts to SICAP

Auditors continued and completed their audit in the offices of Leitrim Development Company

SICAP 2019 Plan
Leitrim Development Company have uploaded the Annual Plan for 2019 on to the IRIS system.

Community Enhancement Scheme
€88,000 of grant payments have been processed under the Community Enhancement Scheme.

Healthy Ireland
Blánaid Carney informed the LCDC members that the plan must now be sent to the Department of Health for approval. It is hoped that Catherine Byrne, Minister of State at the Department of Health would launch the approved plan in early 2019.

Economic SPC
The Economic SPC meeting took place on Dec 10th, items covered on the agenda included Business Incentive Schemes, Economic Profile and Plan for County Leitrim and Broadband.

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

Social Innovation Fund
The social innovation fund posters and fliers were circulated for display in all Enterprise Centres and Libraries as well as to Leitrim Development Company’s network of social enterprises. Closing date for applications is Jan 25th. Ongoing promotion via social media.

CCTV – Carrick on Shannon
Meeting of the Carrick on Shannon CCTV Committee took place in December to review final details on the planned scheme and plan next steps.

ICBAN
Attendance at Conference on Future Cross Border Co-operation in addition to attendance at a Cross Border Community Planning meeting.
**SECURE NPA Programme**
Preparation and submission of activity report and financial claim no 5 to the NWRA for verification. The RFT for a Renewable Energy Strategy for County Leitrim was circulated Dec 11th. Quotes have been received for the Building Management System for the Aras Building.

**Taste of Leitrim**
Support the Food Hub in planning and delivery of a Taste Leitrim Food Event with a number of specific demonstrations.

**Town Centre Incentive Scheme/Business Incentive Schemes**
Amendments to the existing business incentive scheme and the details of a second incentive scheme specifically for the Arts/Crafts and Artisan Food Sectors were presented to the Economic SPC on December 10th.

**LOCAL ENTERPRISE OFFICE (LEO)**

**Training**
The final 2018 training programmes included PAYE modernisation, Website review and TOV (Trading Online Voucher) workshop.

**Brexit**
The suite of Brexit supports continued to be made available to clients and included; Brexit 1 to 1 reviews, Brexit Breakfast, Brexit Scorecard, Trading Online Vouchers, Technical Assistance for Micro Exporters etc.

**Mentoring**
There was a large volume of interest in mentoring again in December.

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

**Ireland’s Best Young Entrepreneur (IBYE)**
The IBYE programme soft launch continues and has a closing date of 15th March 2019.

**Networking**
LEO Leitrim hosted the December Women’s Networking event in conjunction with LEOs Longford and Westmeath. Leitrim Business Network continued to meet quarterly, with a Christmas networking event taking place in December.

**Erasmus Programmes**
The WISE programme continues to develop, recruitment of female STEM entrepreneurs to take on STEM work placements will commence shortly.

**Co-Innovate**
Delivery continues on the Co-Innovate programme, a new round of recruitment of businesses will take place in New Year.

**TOURISM DEVELOPMENT**
The following actions have been undertaken throughout December facilitating the continued promotion of the tourism offering in the County:

**Slow Adventure**
Met with Wilderness Ireland as part of the ongoing work on the Slow Adventure project.

**Destination Marketing**
Preparation for Leitrim County Council Tourism Briefing taking place in January 2019.
Preparation for Trade Shows taking place in both January and February 2019.

Meetings
Attended the Ireland’s Hidden Heartlands Industry briefing in Athlone.
Met with the team at The Rainbow Ballroom of Romance along with Fáilte Ireland’s Hidden Heartlands representative for this area in order to discuss any future opportunities that may be available.
Attended meeting at Waterways Ireland to discuss marketing possibilities in 2019.
Further meeting with Waterways Ireland to discuss Canal Walks Project.

Events
Attended Consultation Workshop on the new Shannon Master Plan.

Tourist Information
Continued to support Tourist Offices in Carrick on Shannon and in Ballinamore and Tourist information points at Glencar Waterfall and Sliabh an Iarainn Visitor Centre. Also provided information and brochures promoting all that Leitrim has to offer hotels and other tourism providers throughout the county.

Digital Marketing
Updates were carried out on the Leitrim Tourism Website.
Updates were carried out on the Slow Adventure Ireland website.
Continued presence on all Social media platforms was maintained. We are also promoting festival and events throughout the county on our social media channels.

DEVELOPMENT MANAGEMENT

Unfinished Housing Developments / Taking in Charge
Work is continuing with respect to the advertising of a significant tranche of housing developments (approximately 46 no.) which will be advertised for taking in charge by the Planning Authority in the coming weeks. This marks the culmination of a concentrated effort by the Planning Authority over the course of 2018 to negotiate a series of development bonds with insurance companies some of which required the preparation of Site Resolution Plans by the Planning Authority. Management have also approved the appointment of an additional engineering resource who will be responsible for managing the carrying out of works in estates when they are taken in charge and where proceeds have been secured through the settlement of development bonds.

Pre Planning
The pre planning clinics continued during the month of December. 2 no. pre planning meetings took place during December in addition to a number of other enquires which are dealt with through e-mail and phone.

Development Management
13 no. valid planning applications were received in December. Of the applications lodged, 1 application seeks an extension of duration of planning permission and the remaining 12 no. applications are seeking planning permission. In addition, a further 12 no. applications submitted were deemed invalid and returned to the applicants.
9 no. final decisions on planning applications were made during December, All 9 were granted planning permission. A request for Further Information issued with respect to a further 6 no. applications during the month of December.
A Part 8 proposal to construct a sewerage scheme at Hartley Cartown (Carrick-on-Shannon) comprising 2,540m of gravity sewer, 1,680m of rising main and 3 No. pumping stations with associated site works was approved at the January Council Meeting.
A further Part 8 proposal with respect to a major Public Realm Improvement Scheme in Carrick on Shannon was placed on public display on 28th November. The Planning Department were heavily involved in preparing this Part 8 application on behalf of Leitrim County Council with funding of €2.899m having been secured for 2019 under the Urban Regeneration and Development Fund. This funding is particularly welcomed and should result in a project, transformative in nature, being delivered over the coming years in our county town. A Public Information Evening was held on 9th
January where the full project team including architects and Council staff were available to discuss the Plans with interested members of the public. The Part 8 proposal will be on public display until January 17th 2019 with the closing date for receipt of submissions on or before Thursday 31st January 2019.

Heritage
The Heritage Officer continues the preparation of a replacement Heritage Plan and has been working on the writing of the Terms of Reference for the Heritage Forum. The Heritage Officer continued to develop proposed heritage projects for 2019. Also a number of public enquiries were made, including Biodiversity promotion; changing the inscription on the Selton Hill memorial; protected structure funding; and funding for community projects. Over the month of December, the Heritage Officer attended the Heritage Officer Network Meeting and Heritage Council’s Training and Development Programme. The Heritage Officer also attended the Fáilte Ireland Regional Tourism Management Programme. Two strategic meetings took place, one with archaeological lectures from Sligo IT with an aim to developing archaeological survey projects in Leitrim for students that also involve local communities and another with Catchment Officer (Arney catchment) from INTERREG Catchment CARE project to discuss local issues and initiatives relevant to the project. In addition, the Heritage Officer further updated the Heritage Section of the Council website and continued to work on the Creative Ireland funded Traditional Shop Fronts project in Co. Leitrim.

ENVIRONMENT
National Inspection Program (DWWTS)
All DWWTS inspections for 2018 are completed.

CFRAMs
A presentation was given to the Environmental, Transportation & Infrastructural Strategic Policy Committee on Tuesday 4th December 2018 with the up to date position on the OPW CFRAM programme and that the four schemes in County Leitrim are to proceed to the next phase in appointing an Engineering/Environmental Consultant for to proceed with obtaining the relevant Planning Permission and to detailed Design followed by Construction.

Leitrim County Council meet OPW Engineering staff and Roscommon Engineering staff on the 17th December 2018 to discuss and start the process of drafting a Flood relief Scheme Engineering & Environmental Consultancy Services Tender Specification Brief to engage these specialist Services. Works is ongoing in the preparation of the Brief and tender documentation.

RMCEI Plan
The works targeted in the Environment Department based on the 2018 RMCEI plan is on target and all Environmental inspections are completed. The EPA have now released a copy of the Local Authority Performance Assessment report for works done in 2017. The 2017 overall Grade for Leitrim County Council is “Excellent”. The National Average for 2017 “Above Target”. The ranking for Leitrim is one level above the national Average.

Local Authorities are currently finalizing a recruitment drive for 35 scientists, who will have specific responsibility for implementing the actions set out in the River Basin Management Plan. This new team is called the Local Authority Water Support and Advice Team (LAWSAT) and they will work closely with local authority staff, LAWCO, the EPA, and other public agencies. In addition, there will be 30 advisors in the Agricultural Sustainability Support and Advice Programme (ASSAP) which is being led by Teagasc and the dairy industry.

Recommended Areas of Protection Co Leitrim
<table>
<thead>
<tr>
<th>Lough Allen</th>
<th>Cullies River</th>
<th>Lough Melvin and Drowes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yellow River</td>
<td>Lough Gill</td>
<td>Glencar Lake</td>
</tr>
<tr>
<td>Upper Bonet</td>
<td>Duff River</td>
<td>Killukin River (Upper Shannon)</td>
</tr>
</tbody>
</table>
A presentation was given to the Environmental, Transportation & Infrastructural Strategic Policy Committee on Tuesday 4th December 2018 with the up to date position on the 2018-2021 River Basin Management Plan and that the new Catchment Assessment Team will focus on catchment assessment of Lough Melvin & the Drowse and the Upper Bonnet catchment areas in 2019 as per LAWPRO operational plan. Public meetings will be arranged for quarter 1 in the catchment areas by the LAWPRO office.

Noise Action Plan 2018-2023
The Draft Noise Action Plan 2018-2023 has been prepared by Leitrim County Council to address environmental noise from major roads with more than three million vehicles per annum. The action planning area covers the N4 (Dublin-Sligo) and N15 (Sligo - Letterkenny).

For Round Three vehicle count data suggests that traffic volumes on the N4 and the N15 are below the 3 million threshold (Transport Infrastructure Ireland - TII). However, for continuity purposes strategic noise mapping for both the N4 and N15 in Co. Leitrim has been carried out by TII in order to avoid any gaps in the road network. A section of the N4 located in the town of Carrick on Shannon has been identified by TII as having in excess of 3 million vehicles; this stretch of road will be prioritised as an action planning area for noise monitoring.


**VETERINARY SERVICES**
**Slaughter Returns**
59 cattle 177 sheep 22 pigs

**Premises Inspections**
6 Premises Hygiene Inspections

**Sampling Activities**
0 food samples
0 environmental swabs
0 veterinary residue samples

**Dog Warden Service Activities**
26 stray dogs 3 surrendered dogs 8 dogs re-homed
9 dogs re-claimed by owner 0 dog died 1 dog euthanized
9 service requests 0 dog license inspections 1 dog neutered
4 neutering vouchers issued 8 dogs micro-chipped & registered

**Dog Breeding Establishments**
Three premises were inspected in accordance with the Dog Breeding Establishments Act 2010 and were approved for renewal of registration:
- James Mee, Drumbore Cloone
- Michael Quinn, Garadice Ballinamore
- Leitrim Animal Welfare, Drumkeerin

**Premises Approved**
A poultry slaughter premises ‘Foxfield Farm Chickens’ located at Shruhan, Foxfield received final approval.
ROADS

Road Crews continuing to carry out routine maintenance works
Annual Area Roads Works Programme was completed at the end of November 2018
Road Crews carrying out Winter Maintenance works as necessary

**CLAR Programme 2018**

<table>
<thead>
<tr>
<th>Location</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drumshanbo National School</td>
<td>Construction of Footpath from residential areas to National School (continuation of 2017 Scheme). Works are currently in progress</td>
</tr>
<tr>
<td>Roosky</td>
<td>Provision of Pedestrian Crossing and Speed Safety Signs at Quay Amenity – Works are 90% complete.</td>
</tr>
<tr>
<td>St. Hugh’s National School, Downra</td>
<td>Provision of Pedestrian Crossing at National School – Design Works are complete</td>
</tr>
<tr>
<td>Fenagh Development Association</td>
<td>Construction of Footpath from Residential area to National School (continuation of 2017 Scheme) – Works are largely complete.</td>
</tr>
<tr>
<td>St. Joseph’s National School, Leitrim Village</td>
<td>Erection of Digital Speed Safety Signs at National School – Works are complete.</td>
</tr>
<tr>
<td>Killargue Development Association</td>
<td>Provision of Speed Safety Signs at Village Amenity - Works are complete</td>
</tr>
<tr>
<td>Dromod</td>
<td>Provision of Pedestrian Crossing on approach to Dromod Village at Bornacoola GAA Grounds – Works are in progress.</td>
</tr>
<tr>
<td>Carrigallen</td>
<td>New Footpath from Secondary School to GAA Grounds – Works have commenced</td>
</tr>
</tbody>
</table>

**Recreational Trails 2018**
**Leitrim Way from Drumshanbo to Dowra**
Design of the Footbridge on this Walkway is complete and Tenders have been received and are currently being assessed.

**Dromahair Demonstration Greenway**
Design works on this Greenway are complete and Tenders have been received and are currently being assessed.

**Carrick on Shannon to Leitrim Greenway**
Currently at Part 8 Planning Approval Stage.

**Local Improvement Schemes (LIS)**
12 LIS Schemes will be completed in 2018 with the First Funding Allocation of €250,000 received in 2018. In November 2018 a further allocation of €300,120 was received from the Department of Rural & Community Development for Local Improvement Schemes in County Leitrim. This second Allocation of funding will allow a further 11 – 12 LIS’s to be completed.

**Community Involvement Schemes (CIS)**
A total of 15 Community Involvement Schemes were completed in 2018 with the 2018 Allocation of €500,000.

**Roundabouts on the N4 at Aldi and Dromod**
Funding has been received from Transport Infrastructure Ireland (TII) for necessary upgrade works on the N4 Roundabout at Aldi and the N4 Roundabout at Dromod. Contracts for these works have been awarded and works will be commencing in January 2019.

**Community Hedge Cutting Grant Scheme**
The Community Hedge Cutting Grant Scheme (first introduced in 2017) is being continued for the Hedge Cutting season of 2018/2019. This Scheme aims to encourage groups of residents and/or landowners to come together and arrange for the cutting of hedges/trees along the public road
network which need attention. The Grant amounts to €75 per km of roadside hedge/overhanging trees attended to along the Public Road Network subject to a minimum length of road network of 2 km per application. Applications have been approved for Grant Payment under this Scheme in 2018. Full Details and Application Forms for this Hedge Cutting Grant Scheme are available from the Roads Department of Leitrim County Council. **Deadline for submission of Grant Application Form has been extended to 31st January, 2019.**

### RURAL WATER PROGRAMME

**Enhancement of Schemes**

<table>
<thead>
<tr>
<th>Drumaleague GWS</th>
<th>Upgrade Works on Drumaleague GWS have now been completed.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mohercregg GWS</td>
<td>Works to the construction of an Access Road to the Treatment Plant and the laying of a Water main along this Access Road have been completed. Access off this new Access Road to the 2 Well Sources and upgrade to same is programmed for 2019.</td>
</tr>
<tr>
<td>Cloonsarn GWS</td>
<td>Works are in progress on the upgrade of approx. 475 M of Water Main on the Cloonsarn GWS.</td>
</tr>
<tr>
<td>Lismoyle/Coolecree GWS</td>
<td>Upgrade Works on Lismoyle/Coolecree GWS have now been completed.</td>
</tr>
</tbody>
</table>

**Environmental and Public Health Compliance**

**Breveiga GWS Co-Operative Society Ltd. (Formerly known as Cornashamsogue GWS)**

Leitrim County Council and the National Federation of Group Water Schemes are working closely with Breveiga GWS Co-Operative Society Ltd. in order to progress the upgrade of this Scheme and a regular schedule of meetings with this Co-Operative Society is now in place. A Consultant Engineer has been appointed to complete a Survey and Analysis of the Scheme Network, design of upgrade to Network, assess existing Water Treatment Facility and provide upgrade options, etc. This Survey is at an advanced stage at present. Source Protection Works on this Scheme have been completed and this has resulted in a significant improvement in the quality of water from the source. Significant Network Improvements works to identify and eliminate leaks on the Network have been completed and a significant reduction in the water usage has occurred. A fully costed Options Report for the upgrade of this GWS has been prepared by Leitrim County Council and has been forwarded to the Department for their consideration and approval. The completion of the remainder of the upgrade works on this GWS (Further Network Improvement Works, Upgrade of Water Treatment Plant, and construction of new Reservoir) is dependent on the approval of this Costing Report by the Department and the approval of Funding by the Department.

**Tawneyfeacle Group Water Scheme**

This GWS has been approved for Take Over by Irish Water. Network Improvement Works are currently in progress on this GWS in order to bring it up to the standard required for Take Over by Irish Water.

**Hartley - Cartown Group Sewerage Scheme**

Preliminary Design of this Scheme has been completed. Part 8 Public Consultation is complete. The preparation of a detailed design for this Scheme is currently in progress.
### HOUSING - HOUSING ALLOCATIONS

<table>
<thead>
<tr>
<th>Offers issued to 31st December 2018</th>
<th>Offers accepted</th>
<th>Acceptance Rate</th>
<th>Offers refused</th>
<th>Refusal Rate</th>
<th>Awaiting Reply</th>
</tr>
</thead>
<tbody>
<tr>
<td>120</td>
<td>73</td>
<td>61%</td>
<td>43</td>
<td>39%</td>
<td>0</td>
</tr>
</tbody>
</table>

#### New Tenancies created from

<table>
<thead>
<tr>
<th>Existing tenants transferred to alternative accommodation to 31st December 2018</th>
<th>New Tenants (1st time allocation)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>4</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Accommodation Type</th>
<th>2018</th>
<th>Outputs achieved at 31st December 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Group Housing Scheme (Existing)</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Service Block (Existing)</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Local Authority Standard Housing</td>
<td>0</td>
<td>4</td>
</tr>
<tr>
<td>Rental Accommodation Scheme (including renewals)</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Long Term Leasing (incl. renewals)</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>Housing provided by Approved Housing Body under CAS Scheme</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Housing Assistance Payment (including new family formations)</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>7</strong></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>

#### Private Rented Inspection Programme

<table>
<thead>
<tr>
<th>Overall target for delivery in 2018</th>
<th>No of inspections completed</th>
<th>% Complete</th>
</tr>
</thead>
<tbody>
<tr>
<td>168</td>
<td>175</td>
<td>104.17%</td>
</tr>
</tbody>
</table>
HOUSING GRANTS

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

<table>
<thead>
<tr>
<th>2018 Allocation - €489,993.00 (80% of allocation - €391,994)</th>
<th>€489,993.00</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>01/01/2018 – 31/12/2018</strong></td>
<td><strong>GRANT</strong></td>
</tr>
<tr>
<td>PAID 2018</td>
<td>HGD</td>
</tr>
<tr>
<td></td>
<td>MAG</td>
</tr>
<tr>
<td></td>
<td>HOP</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>45</td>
</tr>
<tr>
<td>Approved not paid</td>
<td>HGD</td>
</tr>
<tr>
<td></td>
<td>MAG</td>
</tr>
<tr>
<td></td>
<td>HOP</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>26</td>
</tr>
<tr>
<td>Applications Received</td>
<td>HGD</td>
</tr>
<tr>
<td>Not Yet Approved</td>
<td>MAG</td>
</tr>
<tr>
<td></td>
<td>HOP</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>16</td>
</tr>
</tbody>
</table>

Available Balance

| **€3,110.06** |

HOUSING CAPITAL

Energy Efficiency Works

Phase 2 Energy Efficiency works includes such works as external wall, attic insulation and ventilation, dry lining and replacement of windows and doors. This Council has identified 37 units that require these energy efficiency works and has made a submission to the Department for funding to undertake these works. To date, we have not received an allocation for these works. We have discussed with the Department and have been informed that Phase II will hopefully proceed in 2019.

Voids & Derelict Housing Units

Funding was approved for 28 number voids in 2018 and 1 additional void under the Traveller Accommodation Program. In total we have completed works on 34 voids and we have made an application for funding for the additional five units.

Disability Works in Council Houses

In April the Council made a submission following a call for suitable projects from the Department, identifying 27 suitable tenancies for proposed disability adoption works and 3 dwellings requiring extensions in order to meet the long term need of the tenants. The total estimated Expenditure anticipated under this Programme by Leitrim County Council in 2018 is € 289,500 and Leitrim County Council sought funding of 90% of these costs in the sum of € 260,550 approximately. One of the extensions was completed and works are well advanced on the other two, which will be completed in early 2019. Works on the other smaller projects, were completed before year end.

Acquisitions

The Council is continuing an acquisition programme subject to Departmental approval and targets identified in the Social programme 2017 – 2021, and in the context of this in 2018 the council has purchased 18 houses and an additional two properties have been purchased in the county bringing the total to 20. Six of these houses purchased by Leitrim County council were bought under the Buy & Renew scheme, where substantial works were required. In addition upgrade works was needed on all
acquired properties to different degrees. The majority of these houses are now completed and upgrade works is ongoing on the remainder.

**Capital Construction Project - Taobh Tire, Manorhamilton**
These seven houses are completed.

**Capital Construction Project – Autumn View, Summerhill, Carrick on Shannon**
Stage 3 approval for the design and construction of 27 social housing units at Autumn View, Summerhill, Carrick on Shannon has been received from the Department in August. An architect led design team was appointed. Part 8 planning approval was approved by at the May Council meeting. Stage 1 tendering process (Suitability Assessment), is complete and the top six contractors have been identified for the Stage 2, which is now underway.

**Turnkey Purchases**
Following a procurement process, agreement has been reached, and funding approved, for Leitrim County Council to purchase two turnkey developments in 2019. This will result in the delivery of an additional 16 units.

---

**COMMUNITY**

**Peace IV**

**Children & Youth People**
2 No. Children and Young People Programmes have now been completed (Conflict, Tolerance and Difference ran by Leitrim Childcare Committee and Sports4Peace ran by Ulster University). The remaining three programmes; Cross Border Exchange Programme, Peace Learning for Young People and A6B Programme are ongoing and on target.
400 Young People are currently participating in the programmes all across Leitrim with a total spend of €326k on all programmes.

**Building Positive Relations**
Six out of the seven programmes are now up and running
SEUPB have approved the Ex Prisoners and Former Combatants Partner Proposal from La Nua. LCC are awaiting updated documentation from La Nua before issuing contracts
Terms of Reference assessed for Remembering Leitrim War Dead and no successful tenderer appointed. Out for Tender with closing date 17/01/2019

**Shared Spaces**

<table>
<thead>
<tr>
<th>Location</th>
<th>Budget</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mohill</td>
<td>€210,000</td>
<td>Extension to Mohill Library for Peace Room: Tender Evaluation ongoing.</td>
</tr>
<tr>
<td>Kiltyclogher</td>
<td>€139,621</td>
<td>Refurbishment of Community Centre. TH contractors have won the Refurbishment contract. Works are due to commence in Jan 2019.</td>
</tr>
<tr>
<td>Manorhamilton: Refurbishment/Extension to Sexton House</td>
<td>€173,037</td>
<td>Planning approved. Project Supervisor Rattigan’s appointed. Terms of Reference being drawn up by Rattigan’s for the construction project.</td>
</tr>
</tbody>
</table>

**Comhairle na nÓg**
The contract for delivery of the Comhairle Plan for 2019 – 2021 was put out on eTenders

**Community Enhancement Programme 2018**
€167,288.10 in total has been paid out (€101,867 of this in Dec 2018), to 87 community groups around the county under the Community Enhancement Programme. As the 2nd tranche of funding was not announced by the Minister until 21st September 2018, the deadline for completion of the programme was extended to end March 2019. A balance of €21,809.90 remains to be spent, with 11 projects yet to claim.
Public Participation Network - Leitrim PPN Forestry Policy Review
Over 20 submissions had been received up to the end of December 2018. Closing date for submissions is 11th January 2019 and information will then be collated in readiness for first 2019 meeting of SPC for Economic Development, Enterprise and Planning.

Leitrim PPN Work Planning for 2019
The Work Plan is still under review but the overarching objectives of:
Facilitating participation in decision-making processes;
Capacity building for Leitrim’s community sector;
Providing a hub for community information both through issue and feedback

Defibrillator Mapping
The online map with information collected to date was published on 19th December with supplementary information about calling an Ambulance and disclaimers with regard to the information provided. An official launch in cooperation with Leitrim Volunteering Information Service, Leitrim Development Company, the National Ambulance Service and Leitrim Gardai is planned for January 2019.

Communications
One newsletter was issued during December. Website usage decreased during December: users by 20% and page views by 22%. Bounce rates rose and time on page decreased also. Indicators for early January suggest return to previous usage rates. Facebook engagement increased during December with a reach of over 12,000 during the month.

LEITRIM SPORTS PARTNERSHIP
Leitrim Sports Partnership through Sport Ireland and the Dormant account funding allocation 2018 received €105,600.00 for the following programmes.

<table>
<thead>
<tr>
<th>Funding Measure</th>
<th>Current Programme costs</th>
<th>Capital costs</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Sports and Physical activity Hubs 2018 Phase 1</td>
<td>€34,000</td>
<td>€26,600</td>
<td>€60,600</td>
</tr>
<tr>
<td>Urban Outdoor Adventure Initiatives</td>
<td>€20,000</td>
<td>€5,000</td>
<td>€25,000</td>
</tr>
<tr>
<td>Youth Leadership</td>
<td>€10,000</td>
<td>€-</td>
<td>€10,000</td>
</tr>
<tr>
<td>Sports Inclusion Disability Projects Capital Support</td>
<td>€-</td>
<td>€10,000</td>
<td>€10,000</td>
</tr>
</tbody>
</table>

Drumreilly Men's shed completed 3 weeks of Scooch in the Drumreilly community centre with 20 men engaged and completing the programme. Total 20 participants.

COMMUNITY SOCCER PROGRAMME
Club Futsal Programme U8/U10's
8 week block on Wednesday with u10's and Thursday with u8's. (60 participants)

Sligo/Leitrim Club Futsal Blitz U8/U10's
Two Blitzes held for u8/u10 across two days (350 participants)

Football For All North West session
Football session for adults users from National Learning Networks/Rehabcare (21 participants)

Session held with young kids of Childhood Days (8 participants)
Football For All Connacht Schools session
Football session for u19s from schools who fall under FFA (34 participants)

Walking Football
A walking football taster session ran in Ballinamore with members of Ballinamore and Drumreilly Mens Shed (9 participants)

THE ARTS

Creative Ireland
5 community organisations have collaborated with artists to participate in the Open Call and all the projects have now been completed

Creative Frame
In partnership with Leitrim Local Enterprise Office, the Creative Frame programme has been developed to facilitate the ongoing training and development requirements of practitioners in the creative sector in Leitrim and the wider region and further workshops are being scheduled. In December, the Creative Frame networking event was held in the Glens Centre, Manorhamilton, and 6 Awards made to Artists who had made outstanding contribution to the Arts in Leitrim

Spark
Artist Vanya Lambrecht Ward has completed her residency with Leitrim County Council on the Spark programme with the outcomes in the process of being published

Festivals and Events
The Arts Office funded 10 Festivals across the County during 2018.

Artists in Schools
4 primary schools have been selected for 2018 covering the whole County and 4 artists have been appointed to work with the schools commencing in September which will be completed in January 2019.

Drumshanbo Artist Studios
Artist Cathy Reynolds and musician Cathal Roche are in residency in the two studios.

Leitrim Equation 4
The Leitrim Equation DVD is available in retail outlets and via online sales.

Music Generation
A cross border ukulele project has taken place and we have submitted an application to the dormant accounts fund to purchase €140k worth of musical instruments. We have also developed a singing programmes for pre-school and primary school.

Film
Under the Sligo/Leitrim/Roscommon partnership programme, a call out was made for applications for film bursaries. Out of 15 applications received, 2 bursaries were granted to complete films and 2 were granted for collaborations. These films are now at various stages of production.

Professional Development
The Artist’s Mentorship programme is designed to support the development of Leitrim based emerging and established professional artists from any arts discipline who have identified particular gaps in their knowledge and expertise. 5 artists and 5 leading professionals took part in the programme which concluded this month.

2019 Artist Bursary Programme
A call out was made for the 2019 Artist Bursary programme and 42 applications were received totalling €87000 of which 25 artists were successful.
**LIBRARY SERVICE**

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

**Event Programming**
Regular activities such as the weekly Parent and Toddler Group sessions in Ballinamore Library, craft groups, reading groups, family film screenings, along with creative writing groups continued during December. Dromahair Library held a very festive meeting of their Junior Book Club, and Christmas-themed craft activities for children took place in a number of libraries.

**Highlights**
The Healthy Ireland at your Library programme continued during December and included a talk in Manorhamilton Library on “Cancer Prevention and the Importance of Screening”.

**Right to Read literacy initiative**
To support the national promotion of family reading in libraries each branch held a ‘Family Time at your Library’ event during the month of December, which comprised story time, sing-along and art/craft activities.

**Services to Schools**
Class visits at pre-school, primary and secondary level continued. Drumshanbo Library hosted a number of very enjoyable visits from the children at Childhood Days service, and Manorhamilton Library welcomed the children from Little Learners preschool.

**“Battle of Wits” Quiz**
Leitrim Library Service participated in a Transition Year Quiz programme in a regional collaboration with a number of other library authorities. The final took place in Athlone Civic Centre on December 5th, and featured teams from Mohill Community College and St. Clare’s Comprehensive, Manorhamilton. The overall winner was St Finian’s, Mullingar, Co. Westmeath.

**Craft Display**
The Ballinamore Craft Group produced an array of Christmas inspired pieces which were displayed in the form of an Advent Calendar, with one new item revealed each day before Christmas. This unique display was very popular with the public.

**Book Launch**
Manorhamilton Library held a launch of “Under the Thatch” by Seán Ó Súilleabháin, with special guests Prin Duignan and Tommy Moran.

**Commemorative Lectures**
A most interesting double-bill of lectures was held in Ballinamore Library on Saturday 1st December, featuring Dr John Logan who spoke on “Ballinamore and the 1914-18 War” and Dr. Padraig McGarty who presented on “The Rise of Sinn Fein and the 1918 General Election in Leitrim”. Both lectures were very well-attended.

---

**FIRE SERVICE**

**Capital Funding**
Capital funding received from the Department to procure 2 no. new 4 x4 vehicles. We are moving to purchase the two vehicles under an existing contract from the OGP. The specification for the fit out of the two vehicles has been finalised and tenders will be sought for the provision of this additional equipment.
**Capital Programme**

**Fire Stations**

<table>
<thead>
<tr>
<th>Manorhamilton</th>
<th>Design brief for appointment of Architects currently being prepared. Meeting held with Housing Section to finalise some details.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ballinamore</td>
<td>Construction of new station has begun. Existing station has been demolished and foundations have been poured. Erection of portal frame to commence shortly.</td>
</tr>
<tr>
<td>Drumshanbo</td>
<td>Following discussions with the lowest tender, a submission has been sent to the Department seeking approval of capital funding for the extension to Drumshanbo fire station. We are awaiting approval from the Department to proceed to construction stage.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Building Control Activity</th>
<th>Received</th>
<th>Validated</th>
<th>Granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commencement Notices</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Opt Out Commencement Notices</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fire Safety Certificates</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Regularisation Certificates</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disabled Access certificates</td>
<td></td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Fire Services Act Inspections</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pre-Fire Safety Cert meetings / Inspections / advice</td>
<td>1</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Fire Service Training**

Organised and coordinated the following fire service training programme during December 2018

<table>
<thead>
<tr>
<th>Name</th>
<th>Type</th>
<th>No. Trained</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>TETRA</td>
<td>Train the trainer</td>
<td>5 Officers</td>
<td>1 day</td>
</tr>
<tr>
<td>TETRA</td>
<td></td>
<td>All Fire Fighters</td>
<td>0.5 day</td>
</tr>
<tr>
<td>RTC</td>
<td>Refresher training</td>
<td>1 station, LM24</td>
<td>1 day</td>
</tr>
<tr>
<td>Emergency First Responder</td>
<td>Refresher</td>
<td>4</td>
<td>3 days</td>
</tr>
<tr>
<td>AED</td>
<td>Refresher</td>
<td>9</td>
<td>1 hour</td>
</tr>
</tbody>
</table>

**Direct Provision centre**

We have inspected the premises and have held discussions with the consultants and representatives of the proposed purchasers regarding fire safety requirements for a possible direct provision centre at Shannon Key West Hotel. We are awaiting certification on a number of items and other compliance documentation, before the premises is occupied.

**Erasmus+ ‘BFireSafe@School’ Project**

Our Erasmus+ funded fire safety project ‘BFireSafe@School’ commenced in October 2018 and will run until April 2021. The 3rd meeting of the Irish based Project Working Group took place in Athlone on 10th December. Work on the development of the classroom training material has begun. The project website has been launched.

**CIVIL DEFENCE**

On 1st December an Ambulance and Safety Boats were provided during the annual Head of the River event hosted by Carrick on Shannon Rowing Club.

On 25th December an Ambulance and Safety Boat were provided during the Annual Charity Swim in Carrick on Shannon.

**SIGNED BY THE CHIEF EXECUTIVE**

Signed: [Signature]
Lar Power
Chief Executive

Date: 15th January 2019