



# 2014

## Annual Report



Aras an Chontae,  
Carrick on Shannon,  
Co. Leitrim.  
Ph 071 9620005



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## INTRODUCTION



**Chief Executive**  
**Frank Curran**



**Cathaoirleach**  
**Councillor**  
**Paddy O'Rourke**

The Annual Report of Leitrim County Council is the principal opportunity to outline its performance in the previous year. The report follows the format of our Corporate Plan 2010-2014, which provides a framework for the organisation to deliver on our agreed mission, key strategic objectives and supporting strategies for the five year period covered. The uncertain economic climate and external factors continued to pose very serious challenges for the Council and the County in 2014. Notwithstanding this Leitrim County Council continued to advance objectives aimed at achieving its ultimate goal of providing high quality efficient services to ensure that Leitrim is a vibrant, growing, accessible and sustainable County for people to live, work, learn, invest and visit. In this context significant progress continued to be made in 2014 in areas such as the provision of physical and social infrastructure, environmental improvements and developing sustainable communities as detailed in this report.

2014 was a year of significant change for Leitrim County Council. Irish Water was formally established on 1<sup>st</sup> January 2014 as the National Water Utility and the Council, operating on behalf of Irish Water, has successfully completed the first year of a twelve year Service Level Agreement with the new National Utility. The Leitrim County Enterprise Board was dissolved in April and replaced by the Leitrim Local Enterprise Office which has been established in the Council's main offices at Aras an Chontae, Carrick on Shannon. The Local Government Reform Act 2014 provides for a major change in local government structures, including the reduction in the Elected Membership of Leitrim County Council from 22 to 18. Following the Local Elections on 23<sup>rd</sup> May 2014 we bade farewell to 11 Members and welcomed 7 new Elected Members. A new system of Municipal Districts came into effect on 1<sup>st</sup> June 2014 with three new Municipal Districts established, corresponding with the Local Electoral Areas. The Local Community Development Committee (LCDC) was formally established in June and work progressed on the preparation of the Local Economic and Community Plan. The establishment of the new Public Participation Networks (PPNs), which replace the Community Forum as the framework for engagement with the community, voluntary and environmental sectors, was also progressed. Other significant initiatives in 2014 include the launch of the County Leitrim Age Friendly Strategy and Action Plan, establishment of a Housing and Disability Steering Group in conjunction with the HSE to facilitate better coordination and delivery of housing and related support services for people with disabilities and the establishment of the Leitrim Tourism Growth Alliance (LTGA) to provide the basis for effective collaboration between stakeholders in the County tourism sector.

Notwithstanding the challenges arising 2014 was another successful year for Leitrim County Council. The performance and outputs detailed in this report were made possible through the combined efforts of the elected members and staff of this authority, working in close co-operation with our key stakeholders, most notably the people of the County themselves. We want to take this opportunity to sincerely thank and publicly acknowledge the role and contribution of all concerned in making continued significant progress throughout 2014.

## Farewell to Outgoing Members



**Councillor Anthony Ferguson**  
June 1979 to June 2014



**Councillor John McTernan**  
June 1991 to June 2014



**Councillor Gerard Reynolds**  
June 1985 to June 2014



**Councillor Gerry Kilrane,**  
June 2009 to June 2014



**Councillor Sean McSharry**  
March 2011 to June 2014



**Councillor Thomas**  
June 1985 to June 2014



**Councillor Francis Gilmartin**  
June 2004 to June 2014



**Councillor Gordon Hughes**  
June 2004 to June 2014



**Councillor Enda McGloin**  
June 2004 to June 2014



**Councillor Siobhan McGloin**  
June 1991- June 2004  
Re-elected in June 2009 to June 2014



**Councillor John Ward**  
June 2009 to June, 2014.

## **Welcome to New Members**



**Councillor Finola Armstrong  
McGuire**



**Councillor Brendan Barry**



**Councillor Padraig Fallon**



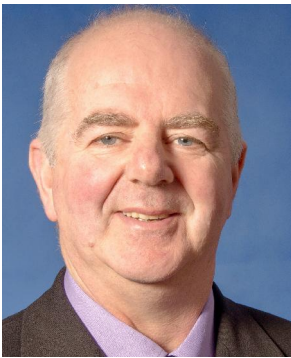
**Councillor Des Guckian**



**Councillor Felim Gurn**



**Councillor Seadhna Logan**



**Councillor Justin Warnock**

## Economic Development

Facilitate and encourage the economic development of the County

### Economic Development

#### Local Enterprise Office (LEO)

On 14<sup>th</sup> April 2014, after 20 years, the 35 County and City Enterprise Boards throughout Ireland were dissolved and 31 Local Enterprise Offices (LEOs) were established within the Local Authority structure. A new Local Enterprise Office Leitrim was established in Aras an Chontae, Carrick on Shannon and was officially opened by Minister Richard Bruton T.D. “An initiative of the *Action Plan for Jobs*, Local Enterprise Offices (LEOs) are committed to delivering an enhanced and more integrated support service for micro and small business in Ireland. “

The LEO Leitrim continues to build on the work already done by Leitrim County Enterprise Board and has an extended brief to assist more people setting up and growing businesses in the County. The five staff of the former Leitrim County Enterprise Board remain the point of contact for enterprise queries in County Leitrim and the LEO is the First Stop Shop for anyone seeking information and support on starting or growing a business in Leitrim.

Leitrim LEO assists SME's in the County through training and mentoring, providing supports to over 400 businesses/individuals and grant supports to over 22 projects. Staff are available to meet clients who wish to discuss, start or expand their business and give sound, confidential advice regarding accessing support and can also act as a sounding board for new ideas providing genuine direction and signposting to help the entrepreneur to avoid pitfalls. The LEO also works to develop an enterprise culture in the County through its Schools Programme (with all seven post-primary schools participating and an average of ten primary schools per annum), Enterprise Week, National Enterprise Awards, National Women's Enterprise Day, Ireland's Best Young Entrepreneur, regular e-zines and other initiatives. Training is provided strategically as the LEO monitors and evaluates sector trends and provides courses to communicate these changes and meet client demands. The LEO continues to be involved in the Leitrim Design House and Leitrim Tourism and works closely with the rurally based enterprises creating awareness and economies of scale. A summary of core activities in 2014 is outlined below:

#### Measure 1 – Financial Supports

Number of Projects Approved	22
Amount Approved	€269,766
Number of Projects paid	17
Total amount paid	€179,071

#### Measure 2 - Training, Mentoring and Networking

Number of Training Courses	33
Number of Networking Events	11
Total Number of Participants	406 (Training) 238 (networking)
Number of clients receiving mentoring	96
Number of Secondary Schools in Student Enterprise Awards.	7 Schools (251 students)
National School Programme	10 Schools (290 students)





**The official launch of the Local Enterprise Office by Minister Richard Bruton.**

### **Leitrim's Best Young Entrepreneur**

The County Leitrim winners of Ireland's Best Young Entrepreneur (IBYE) 2014 were announced at an Awards Ceremony in Lough Rynn Castle in October, 2014. The competition, ran by the LEO, formed part of the national IBYE Competition, a new national competition launched by the Taoiseach and the Minister for Jobs, Enterprise and Innovation in July, 2014. Open to entrepreneurs under 30 years of age the competition involved a Boot Camp, where training was provided on a variety of topics, one to one mentoring on specialist areas required and a business pitch and interview in front of a panel. There were three categories for applications depending on the stage of business and an impressive €50,000 investment fund, targeted at specific needs for the business, up for grabs - Best New Idea (€10,000); Best Start-Up (€20,000) and Best Established Business with New Add On (€20,000) – with an overall winner "Leitrim's Best Young Entrepreneur". There was a strong uptake in the Competition with over 18 applications in County Leitrim. The winners were as follows:

Best New Idea: Brian Moran, Waterwatch, Aughavas.

Best Start Up: Richard Wilson, Wilson Machinery

Best Established

Business with New Add-on: Niall Kiernan, Global Green Consultancy, Carrick on Shannon

Brian Moran, Waterwatch, Aughavas was selected as Leitrim's Best Young Entrepreneur of 2014.



**The County Leitrim winners of Ireland's Best Young Entrepreneur (IBYE) 2014 receiving their awards with Cathaoirleach Councillor Paddy O'Rourke and Chief Executive Frank Curran.**

### **National Enterprise Awards 2014**

The National Enterprise Awards acknowledge the achievements of micro-enterprises and their valuable contribution to communities around the country. Open to businesses who have received financial support from the LEO (or previously from Leitrim County Enterprise Board), the awards serve to promote local businesses and their value to their local communities. The County Leitrim 2014 finalists showcase a flavour of the wide variety of businesses operating in County Leitrim and included Chef Sham Sauces, Event Insure,

Barbelo Chocolates, Carrig Brewing Company, Aliceway Productions and The Primary Planet. With such a high calibre of entrants, the judging process was thorough and in-depth and the successful businesses on the day included:

Emerging Food Business	Barbelo Chocolates
New Product Development	Chef Sham's Sauces
Creative Category	Aliceway Ltd. T/A Bandit Films
ICT	EventInsure.ie
Best New Start Up	Carrig Brewing Company
Overall Winner	The Primary Planet Ltd



**Pictured at the National Enterprise Awards Presentation are the 2014 Award Recipients**

#### **North Leitrim Economic Forum**

A number of meetings were organised to identify particular issues and opportunities for North Leitrim following which a report was prepared based which fed into the Economic Development Strategy.

#### **Upper Shannon Erne Future Economy Project**

The Upper Shannon Erne Future Economy (USEFE) Project commenced in 2013 with the coming together of business people from counties Leitrim, Roscommon, Longford and Cavan led by Bord na Mona and with the support of Leitrim County Council. The purpose of this initiative was to develop a vision for how the region can be developed, led by the actions of the people who already have businesses in the area. Arising out of a number of workshops different sectoral teams emerged in the areas of Food, Creative Sector, Manufacturing, Services and Diaspora Group, Forestry and Energy and Tourism.

In February, 2014 a plenary event took place bringing together all the groups in addition to other businesses in the region. Following that the groups worked on a range of projects. Leitrim County Council and Bord na Mona also worked extensively with the other three County Councils and the ESB in 2014 to put in place funding to run the programme for the next two years initially - as part of this process a Steering Group comprising the Chief Executives of the individual Local Authorities and the CEOs of ESB and Bord na Mona was established. An Operational Management Group was also put in place and met on 4 occasions with staff also heavily involved in the "Play Your Part" Diaspora project. To date approximately



90 businesses have participated in the project, either through attendance at plenary events or within the sectoral teams.

### ***Achievements of Phase 1:***

Arising from the work of the sectoral teams in particular a number of initiatives have been developed and progressed including:

- The Tourism Trade Groups, liaising with key agencies, encouraged a renewed focus on the Shannon Erne system in advance of its twenty year anniversary
- The Services and Diaspora Group worked with Connect Ireland and the GAA County Committees to hold a regional event aimed at highlighting the potential of the Connect Ireland initiative through ex GAA players and families who are now abroad. The event also involved ten companies actively recruiting for over 300 jobs in the region
- The Creative Group focused on identifying priorities for the region and secured agreement from a diverse group on four initiatives around film, use of vacant workspace, international trade opportunities and networking including continued professional development
- The Forestry and Energy Group developed an excellent example of how a full supply chain can be harnessed, in this case in relation to wood chips. The group included the grower, harvester, haulier and end user. This process resulted in sales within the group and the development of a potential solution to the harvesting of small scale plantations.
- The Manufacturing Group developed an audit of skills amongst the diaspora, both in Ireland and abroad, using the LinkedIn social media tool.
- The Food Group brought together businesses of varying sizes within the sector resulting in the identification of an opportunity for mentoring, an idea which will be brought to all sectors in Phase II.

### **Leitrim County Council Economic Strategy**

Work commenced on preparing the Economic Development Strategy for Leitrim County Council in February 2014. Focus Groups were held with business groups including Forestry and Energy; Manufacturing and Services; Town Centres and Retail and Women in Business. Arising from the workshops a summary of objectives, actions and targets was developed which formed the basis of a second round of Focus Groups with businesses in November 2014, which also presented key economic statistical data. A summary report was presented for input to a High Level Advisory Group of key Leitrim businesses and people of Leitrim origin in key positions nationally.

### **Entente Florale Dromod**

Dromod was nominated by the Department of the Environment, Community and Local Government as the Irish nominee in the European Entente Florale competition. The Economic Development Officer was the liaison officer for the initiative and worked with the local community and other Leitrim County Council staff in organising PR, presentations, itinerary and logistics for the assessment. Extensive work was carried out by the Council's Area Office in planting and landscaping for the competition. Areas of concern were identified with the Irish adjudicators, along with suggestions for improvement. At various stages walks of the judging area were held to monitor progress and identify further improvements as well as participation in public meetings on Entente Florale. Dromod was successful in achieving a silver medal in the Awards which were held in Hungary.



**Entente Florale, Dromod**

### **Promotional DVD**

A Promotional DVD was developed to highlight the different economic sectors in the County, with interviews being arranged on-site in businesses in manufacturing, services, food, creative, arts, forestry and ICT in addition to highlighting some of the county's natural assets and potential workspace available. The DVD is available on [www.leitrim.ie](http://www.leitrim.ie) and on the sites of various businesses in the County as well as social media.

## **FORWARD PLANNING**

### **Leitrim County Development Plan 2015 - 2021**

The review of the County Development Plan for County Leitrim 2009-2015 continued throughout 2014. The formal adoption of amendments to the Draft Plan took place at a Special Council Meeting in September. The material amendments public consultation period concluded on 31<sup>st</sup> October 2014 following which submissions and observations on these amendments were assessed. The Managers Report regarding the material amendments public consultation was circulated to the Elected Members prior to year end and the Members will be required to consider the making of the Leitrim County Development Plan 2015-2021, with or without amendment, at the January Council meeting. The Members will also consider the adoption of the detailed supporting documents in regard to the Housing and Retail Strategies 2015 – 2021 at the January 2015 Council meeting.

### **Carrick on Shannon/Cortober Joint Local Area Plan 2016-2022**

An initial meeting with Executives of Roscommon County Council was held in regard to the preparation of a Joint Carrick on Shannon Local Area Plan. Work on the development of the Plan will be progressed in 2015.

## **DEVELOPMENT MANAGEMENT & BUILDING CONTROL**

A total of 188 planning applications, including 20 Extension of Duration applications, were received during 2014. 27% (51) of these applications were invalid, primarily related to poorly prepared applications. A total of 101 decisions were issued in relation to regular planning applications during the year 100% of which were decisions to grant permission. A total of 17 decisions were issued in relation to Extension of Duration applications with a 76% (13) grant rate. There was no option but to refuse permission for the balance of 4 decisions, in accordance with the provisions of the Planning legislation, as the applicants had failed to respond to a request for further information within the prescribed timeframe. The Council successfully brought 8 of its own development proposals through the public consultation process during the year -

these included Active Towns Proposals for Walkways/Cycleways at Attirory, Carrick on Shannon, Drumshanbo and Manorhamilton/Lurganboy area, Artists Studios at Market House, Drumshanbo, Group Sewerage Scheme at Lisduff and Cornaslieve Townlands, Carrick on Shannon in partnership with Lisduff Cornaslieve Group Sewerage Scheme Ltd, Construction of Overflow Pipe between Lough Reane and St John's Lough at Fenagh, a new multi-purpose pathway from Longstones Drain to Garadice Lough and Border Upland Project - Sliabh an Iarainn Boardwalk.

84 pre-planning queries/meetings were dealt with in 2014 and a new Pre-planning clinic structure was introduced in the latter part of the year. A total of 8 applications for a determination on Exempt/Non Exempt status of a proposed development were received of which 6 had been determined by year end with the remaining 2 awaiting determination following receipt of additional information requested. No applications for a Certificate of Exemption under Section 97 of the Planning & Development Act 2000 were received or processed in 2014. 23 Tree Felling and 113 Tree Planting applications were dealt with in 2014, together with 6 applications for permission to erect a monument or headstone.

In 2014 Leitrim County Council continued to work with interested parties to facilitate the design of a wastewater treatment and disposal facility that would have the potential to have a zero discharge of effluent. Currently, sites that fail percolation tests as part of the site assessment process under the EPA publication *Code of Practice: Wastewater Treatment Systems for Single Houses* are not acceptable for the use of conventional wastewater treatment systems that dispose of treated effluent to groundwater. Suitable pilot designs have been identified and eleven landowner applicants have been given initial approval to commence the design process phase of this Pilot Scheme with six of these at an advanced stage of design. It is anticipated that the planning process will commence in relation to a number of these in early 2015 and that works on permitted sites may commence later in 2015.

Responsibility for the Building Control function transferred from the Planning Department to the Fire Services Department in Quarter 4 2014. The number of new buildings commenced in 2014 was 43 and 16.3% of notified developments were inspected in line with the national requirement of a 12-15% inspection rate.

A total of 35 new planning enforcement cases were identified in 2014. 31 cases were investigated and followed up during the year. 19 Warning Letters were issued which resulted in 3 cases being the subject of Enforcement Notices.

## HERITAGE MANAGEMENT

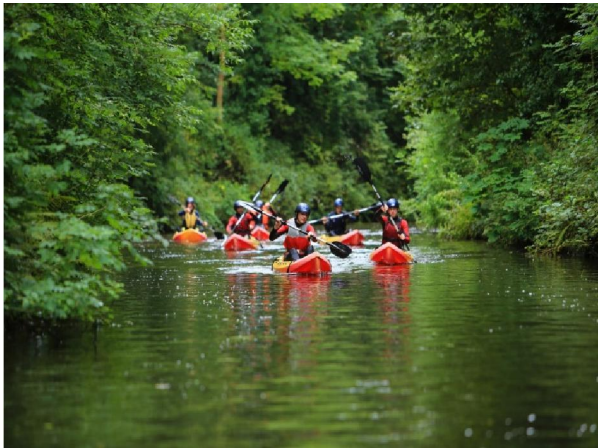
A total of 8 No. Section 57 Declarations were dealt with in 2014 which included declarations on private residences, a church, hospital and a former jail building. The Built Heritage Leverage Scheme, the purpose of which was to encourage the investment of private capital in a number of small-scale, labour intensive projects to repair and conserve historic structures and to support the employments of skilled and experienced conservation professionals, craft workers and trades people, operated in 2014. Three projects were approved in principal for funding under this scheme with a total combined funding allocation of €42,205 – 2 of the 3 projects did not draw down their funding allocation.

A total of 19 events, organized by various groups/organizations, took place during Heritage Week 2014 throughout the County. Events included 'An Evening of Leitrim Songs', 'Nature Ramble' and 'Rock Detective Clubs'. Leitrim County Council's Arts Office organized 'The Leitrim Tradition', a night celebrating the musical heritage of Leitrim, while the Library Service organised an "An evening of Leitrim Songs", 'Surnames of Leitrim', 'Ballinamore in the 1950's and 60's', 'Leitrim in World War 1', and "'Old Crafts and Customs Film'.

In late 2014 a member of the Planning Staff was assigned, with the support of the Heritage Council, to the role of Heritage Officer to work on an 80% basis on heritage related matters.

## TOURISM PROMOTION AND DEVELOPMENT

Leitrim Tourism highlights in 2014 included the hosting of the Canadian Ambassador, Loyola Hearn, who visited Leitrim as part of the 20<sup>th</sup> Anniversary celebrations for the Shannon Erne Waterway in April, welcoming the International Rose of Tralee Tour 2014 in August, which provided an excellent opportunity to showcase the County to an international audience as the tour was broadcast live daily on Rose TV, and the official opening of the Lough Rynn International Rowing Facility in October by Michael Ring, T.D., Minister of State for Tourism and Sports.



The Shannon-Erne Waterway



Canadian Ambassador, Loyola Hearn visiting Leitrim in April, 2014

Leitrim Tourism supported an initiative in North Leitrim to provide a shuttle bus to and from Fleadh Ceoil na hÉireann in Sligo, facilitating accommodation providers in the area to host visitors attending the Fleadh. Under the Harnessing Natural Resources (HNR) Walks Network Programme, Leitrim Tourism conducted a marketing campaign in Counties Leitrim, Fermanagh and Cavan - this included a full page placement in the Irish Independent, an hour long programme on Irish TV and an online marketing campaign. A further radio and online campaign to promote the walking product was conducted over a two week period on Newstalk Radio station (460,000 listeners daily). Interpretive signage was placed at both Eagles Rock and the Glenade Amenity with a trade event to inform tourism providers about these new facilities taking place in Glenfarne in October. Two car-touring routes were also implemented under the HNR programme - the Northern Glens Trail and the Southern Waterways Trail - and maps of these trails are freely available throughout the County and beyond. A website - [www.offthebeatentracknw.com](http://www.offthebeatentracknw.com) - was also set up to accompany these routes and provide users with detailed information on all that is available locally.

Leitrim Tourism's 'The Leitrim Ambassador Programme' was shortlisted for the Chamber Irelands Awards with the ceremony taking place in November 2014. The Launch of the Shannon Blueway, a joint initiative with Waterways Ireland, took place in October. The Shannon Blueway was nominated for a LAMA award in 2014. Promotional material for the tourism market in France, Germany, Denmark, Norway and Sweden was produced and will be available for distribution in early 2015 through Tourism Ireland Offices throughout Europe. The new 'Top Attractions in Leitrim' Guide has been completed and published for distribution to incoming visitors at Ireland West Airport Knock and other relevant locations.





**International Rose of Tralee Tour August, 2014.**

### **Trade Events**

Leitrim Tourism attended the Tourism Ireland Nordic Event which held workshops in Denmark, Norway and Sweden early in 2014 and the Milwaukee Irish Fest, the largest celebration of Irish culture and music in the world. The Tourism Ireland Canadian Workshop in Dublin provided an opportunity to meet 20+ operators from Canada who were interested in including Ireland in their programmes and there was significant interest in the cruising and walking product. Leitrim Tourism also attended Meitheal in 2014 where meetings and appointments were held with overseas tour operators interested in including Leitrim on their itineraries for 2015.

### **Tourism Development**

Consultants Bane & Mullarkey were engaged to carry out a programme that will lead to the production of a Tourism Product Development Strategy for Leitrim for the next six years. The Consultants initially conducted one-to-one and online surveys and also hosted focus groups as part of the overall strategy information gathering phase. Work on the Strategy and Action Plan progressed throughout the year with the first draft of the Strategy made available for consultation with relevant stakeholders in January 2015.

A new Leitrim Tourism Growth Alliance was established in 2014 comprising Council and Trade representatives. Bane Mullarkey Consultants presented the group with their findings to date and their strategic work plan at the inaugural meeting and Terms of Reference for the Alliance were developed.

The inaugural meeting of the 2016 Centenary Committee took place with representatives from each Municipal District and it was agreed to expand the Committee to include experts from historical societies, heritage groups and the Sean Mac Diarmada Summer School.

Regular updates on Social Media via Twitter and Facebook platforms continued throughout the year with in excess of 6,500 followers at home and abroad. 10 new Tourism Ambassadors were appointed under the Gateway Scheme and are now located in Branch Libraries around the County with the remit of assisting in various projects and providing tourist information.

Tenders for the Research and Interpretation of Sliabh an Iarainn Raised Bogs, Glenade Valley and Farnaught Limekiln were issued and a suitable provider will be awarded in January.

Leitrim Tourism also continued the partnership with both Ireland West Airport Knock and Roscommon County Council in operating an information desk in the arrivals hall at the airport. Information relating specifically to Leitrim and Roscommon is offered to all passengers landing at the airport and this partnership is proving very successful.

### **Closing Event for Carrick on Shannon 400**

Following a very successful year of events for Carrick on Shannon 400, a closing event was organised on February 13<sup>th</sup> 2014. The guest speaker for the event was Carole Coleman who spoke about the multitude of events that had taken place as part of the celebrations. The event also provided an opportunity to thank all those who had been involved in making the Carrick on Shannon 400 such a success.



**Guest Speaker - Carol Coleman at the Carrick-on-Shannon 400 Closing Event.**

## **Infrastructural Development**

### **Maintain and develop the physical infrastructure of the County**

Despite significantly reduced funding allocations, 2014 was another successful year in the context of infrastructural delivery both in terms of physical and social infrastructure.

### **TRANSPORTATION – PLANNING AND MAINTENANCE**

Overall spend on roads in 2014 was €12.5m, representing a significant increase on the original budget allocation of €9.5m at the beginning of the year. An increased allocation of €530,000 was secured for Local Roads in addition to additional NRA and other funding for extra works identified by Leitrim County Council.

Works completed in 2014 include:

- Advance Contract for N16 Cornalcoy to Sradrine Phase II contract
- N4 Pavement works – 4km of new road pavement between Masonite and the Dromod Rooskey Bypass on the N4
- New pedestrian crossing facilities on the N4 at the Linear Park, Carrick on Shannon
- New surfacing, footpaths and public lighting on Main Street, Manorhamilton and Dublin Road, Carrick on Shannon
- 71km of roads strengthened
- 45km of roads surfaced dressed
- 23km of roads upgraded under the Community Involvement Scheme - this included a contribution to the costs from the property owners along these roads.
- €287,000 spent on road safety improvement schemes at 8 locations in the County.





**Road re-surfacing at Main Street, Manorhamilton.**



**Road Improvements outside the National School in Carrick-on-Shannon.**



**New footpath on the R201 in Mohill**

## **WATER SERVICES**

Irish Water was formally established on the 1<sup>st</sup> January 2014 as the National Water Utility and Leitrim County Council, operating on behalf of Irish Water, has successfully completed the first year of a twelve year Service Level Agreement with the new National Utility. An Annual Service Plan outlining the targets for the year was agreed in advance and a budget of €6.3 million was provided. In 2014 Leitrim County Council was successful in drawing down substantial funding for refurbishment and health & safety related projects and continues to make submissions for other refurbishment works deemed necessary to various parts of the infrastructure throughout the County. The Council continues to actively engage with Irish Water in developing and progressing the 2014-2017 Transformation Plan.

A number of key projects were progressed under the Irish Water Major Capital Investment Plan 2014 – 2016. In terms of Water, the North Leitrim Regional Water Supply Scheme Project - Stage 3a Water

Treatment Plant Expansion and Stage 3b Pipelines Rossinver and Kiltyclogher – was reviewed by Irish Water Asset Strategy and Gate 2 approval has been granted to proceed with the Planning, design, contract documentation and tendering of these works in preparation for Gate 3 approval. The estimated cost of this project is €4.1 million. In terms of Wastewater Gate 2 approval has been granted for the Manorhamilton Sewerage Scheme and the Mohill Sewerage Scheme Wastewater Treatment Plant upgrades which allows for the planning, design, preparation of contract documents and tendering of the works. The all in cost estimate for these critical upgrade works is €1.8 million euro approx.

In terms of the Irish Water Minor Programmes delivery 2014 – 2016 projects which were ongoing in County Leitrim in 2014 are as follows:

- Energy Efficiency Programme – Carrick on Shannon Water Treatment Plant is selected as a pilot project which is being managed directly by Irish Water.
- Sampling Programme - flow monitoring and sampling at 12 No. WWTP'S in County Leitrim – this project is regionalised with Donegal as lead authority and is being progressed with Leitrim County Council assistance.
- 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.
- HSQE Programme – 8 No. housing wastewater package plants in County Leitrim. Funding is approved to provide for fencing and other safety works to secure these sites and this will be procured from Irish Water Frameworks in Quarter 1 2015.
- DMA Programme – Upgrade and complete the District Metering structure on the networks in County Leitrim – estimated cost €600,000. New Irish Water Frameworks standard documents have been provided for the procurement by Irish Water of contractors to undertake these works from the frameworks. It is hoped that works will commence early in the new year.
- Killenna Watermain replacement (2km) is approved and included in the minor capital programme. Documents for the procurement of a ground investigations contractor by Irish Water have been prepared and these site investigations will be completed in early 2015. Leitrim County Council will design the new pipeline and prepare documentation for procurement off Irish Water Frameworks of a contractor to undertake the works.

Leitrim County Council is continuing to submit Asset Needs Briefs to Irish Water for funding of works on infrastructure improvements.

Works identified in the Minor Reactive Maintenance Works – HSQE Audits are being designed, procured and managed by Leitrim County Council Capital Office Staff and progressed well in 2014.

## HOUSING

### Social Housing Investment Programme

- **Remedial Works Schemes** – funding in the sum of €20,985 was drawn down from the Department in 2014 in relation to the final payment on the Dristernan Remedial Works Scheme. This Scheme involved the refurbishment of 22 No. Houses in the Dristernan Estate, Drumshanbo in 2012/2013 at a total cost of €864,337.
- **Construction Projects** - funding in the sum of €5,081 was drawn down from the Department in 2014 in relation to the final payment on a Special Needs Rural House constructed at Ussaun, Mohill.
- **House Acquisitions** - Leitrim County Council purchased a 4 bedroomed property at Oaklands, Carrick on Shannon in 2014 at a purchase price of €55,000, which was fully recouped from the Department. Minor upgrade works will be completed on the property in 2015 prior to it being allocated to a household on the Housing Waiting List. Upgrade works costing €11,432 were also completed to a



property at Ard na Cuain, Dromod which was purchased in 2013. These costs were part of the approved budget cost for the property and were fully recouped from the Department.

### **Capital Assistance Scheme**

- Approved Housing Bodies operating in County Leitrim were invited to submit potential projects for delivery over the period 2014-2016 under a Capital Assistance Scheme (CAS) Call for Proposals and a shortlist of prioritised proposals was submitted to the Department for consideration for funding. North West Simon was approved for 6 No. acquisitions at various locations to meet special housing needs in Leitrim at a total cost of €260,000. Work was progressing at year end on delivering the units in this regard.

### **Energy Retrofitting Programme 2014**

- Cavity wall insulation, attic insulation & installation of vents completed in 164 No. Units of the Council's Housing stock at a cost of €214,388 which was fully recouped from the Department.
- Special case funding was also secured from the Department for windows/doors replacement works in 11 No. units of our stock at a total cost of €39,871.

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

- This SEAI Scheme which was approved for the Mohill Area included Energy Retrofitting Upgrades to 42 No. Council Houses in the Knocklongford and Cappagh Housing Estates in Mohill in addition to Energy Retrofitting Upgrades to a number of Community Buildings and public lighting in the Mohill Area
- The suite of works to the 42 No. Council Houses, included attic and cavity insulation, door replacement, heating upgrades and energy efficient light bulbs.
- The Total Cost of the Housing upgrade element of the Project amounted to €248,639 with SEAI funding in the sum of €124,800 being provided towards these costs.
- The project involved significant ongoing contact, correspondence and discussion with the tenants involved, including individual home visits to discuss the works to individual properties

### **Voids Programme 2014**

- The Department of the Environment, Community & Local Government announced a new Voids Programme in 2014 aimed at returning long-term vacant (6 months plus) local authority properties to productive use.
- Leitrim County Council secured funding in the sum of €224,000 towards the cost of significant refurbishment works to 15 No. properties in various locations throughout the County.

### **Disability Works to Council Houses**

- Medical/Disability related adaptation works are carried out to individual units of our housing stock where necessary to render the dwelling more suitable to the particular needs of a member of the tenant household. Typical works include, 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.
- Adaptation Works were completed in respect of 19 No. Council Houses at a Total Cost of €62,737 in 2014. 90% funding was recouped from the Department in the sum of €56,243.



**A number of properties upgraded under the Voids Programme and Disability Works to local authority dwellings.**

## **TOURISM INFRASTRUCTURE**

Leitrim County Council has progressed the following projects with the support of funding from Interreg, Fáilte Ireland, Sports Capital and Department of Arts, Heritage and the Gaeltacht during 2014.

### **Sliabh an Iarainn Visitors Centre**

This project involved the refurbishment of the Teach Ceoil building at Acres Lake, Drumshambo and development of same as an Interpretative Visitors Centre. The project was substantially complete at year end and will open for the 2015 tourism season. The Centre will provide an interactive interpretative experience to visitors, while also providing tourist information regarding local attractions and approved accommodation in the area.

### **Market House Artist Studios**

This project facilitated the development of three artist studios, located upstairs in the Market House, Drumshanbo. Works were completed in late 2014 and it is anticipated that the Artist Studios will add significantly to the arts and cultural offering in Drumshambo and County Leitrim generally.

### **Farnaght Limekiln**

This project involved the refurbishment of the existing Limekiln and the provision of interpretation to allow the visitor to understand and experience the function and process of the Limekiln and its operations. The project was substantially completed during 2014 and will be opened to the public in early 2015.

### **Glenade Valley and Eagles Rock**

This project was substantially completed during 2014 and involved the enhancement of Car Park facilities and provision of interpretative signage as a means to enhance visitor access and provide useful information to the visitor on the Glenade Valley and Eagles Rock.

### **Amenity Improvements at Lough Allen**

Leitrim County Council completed amenity improvements works during 2014 at Cormongan and Corry Strand under the HNR programme. These works included the installation of picnic tables and improvement of viewing areas and access to the Amenities.

### **Lough Rynn Rowing Facility**

Phase 1 of the Lough Rynn Rowing facility was completed in early 2014 and included the installation of an eight lane albano course, interchangeable for Rowing, Canoeing and Kayaking, to FISA and international Canoeing standards. Additional funding has been secured to commence Phase 11, where it is proposed to

develop a finish tower, launch pontoon and integrated constructed wetlands. It is proposed to commence the Part VIII Planning Process in this regard in early 2015.

### **Glencar Redevelopment Project**

This project involves the development of looped walks, enhancement of existing Service Block and Car Park, together with the construction of playground facilities. The project planning phase is substantially complete and construction will commence in early 2015.

### **Sean MacDiarmada Car Park**

Leitrim County Council has secured funding in the sum of €150,000 from the Department of Arts, Heritage and the Gaeltacht for the development of Car Parking facilities at the Sean MacDiarmada House in Kilticlogher. The planning phase was completed in 2014 and construction will commence in mid 2015.



**Minister Michael Ring at the Official Opening of the Lough Rinn Rowing Facility**

## **CLEANER AND GREENER ENVIRONMENT**

**Maintain the County's unspoilt natural and built environment, making Leitrim an attractive place to be, whilst addressing the impacts of climate change**

### **ENVIRONMENTAL AWARENESS**

#### **Green Schools**

In Leitrim we are in the unique position to have 100% participation in the Green Schools Programme. 15 Schools were successful in achieving the Green Flag in 2014. 1 school was awarded for works achieved under the Litter & Waste Theme, 2 under the Energy Theme, 6 for Water, 3 for Travel, 1 for Biodiversity and 2 schools were awarded under the Global Citizenship (Litter & Waste) Theme.



**Pictured are students from Tarmon NS who were awarded the Green Flag in 2014 for works under the Energy Theme.**



Pictured are students from St. Brigid's N.S., Drumcong with their teacher Miss Clancy who were awarded the Green Flag for working on the Global Citizenship (Litter & Waste Theme)

### 2014 Gum Litter Campaign



Pictured at the launch of the 2014 Gum Litter Awareness Campaign in Mohill – Carmel Coll, Environment Department with members of Manorhamilton Tidy Towns Committee



Pictured are students from Carrick on Shannon Community School participating in a Gum Litter Workshop.

### Adopt A Road & Adopt a Bring Bank

The Adopt a Road initiative involves business and community groups undertaking to litter pick along a designated stretch of road while the Adopt a Bring Bank initiative involves Community Groups maintaining a Bring Bank in their locality. Materials, signage and collection of litter is provided by the Council. 39 groups actively participated in Adopt a Road while 21 groups were active under the Adopt a Bring Bank initiative during 2014.

### National Spring Clean 2014

Leitrim County Council continued to promote and support the An Taisce National Spring Clean in 2014. A total of 37 Groups signed up for litter-picks in the County with Leitrim County Council assisting by providing litter picking supplies and collection service.



## POLLUTION CONTROL

### Water Protection and Conservation

Routine monitoring of receiving waters upstream and downstream of private discharges and the discharges from the licensed Urban Waste Water Treatment Plants was undertaken in accordance with the provisions of the individual licences.

Mandatory inspection, testing and reporting of results in respect of the designated Bathing Water at Keeldra Lake was undertaken between May and August. Pre swim-week inspections were also undertaken at Gulladoo, Rossinver (Lough Melvin), Fahey (Lough Allen) and Corry Strand (Lough Allen).

As part of the EPA'S National monitoring programme, a Water Quality Survey is conducted on seven representative lakes each quarter. The 2014 results were consistent with previous years but identify no significant progress in meeting the targets set down in the River Basin Management Plans.

### Domestic Wastewater Treatment Systems Inspections 2014.

Domestic waste water, if not managed properly, has the potential to contaminate surface and ground waters, causing pollution and creating a risk to human health and the environment. The *National Inspection Plan 2013: Domestic Waste Water Treatment Systems*, published by the EPA, aims to protect water and human health in two ways: by raising public awareness of the issues involved and by providing a framework for a nationwide risk-based inspection programme to be delivered by Local Authorities. It focuses on areas where the potential risk to public health and water resources is high, and sets out the minimum number of inspections to be carried out by each Local Authority for the period 1<sup>st</sup> July 2013 to 31<sup>st</sup> June 2014.

Two staff members from the Environment Section were trained in February 2014 to undertake inspections on behalf of Leitrim County Council. Following successful completion of the training course, the staff members were registered as Inspectors with the EPA. Following on from the training areas were identified for inspections using the risk based approach adopted by the EPA. The Inspectors called to the houses in the chosen area in advance to meet with the householders, provide notice of the upcoming inspections and assist with any queries related to the inspection process. An Information Pack detailing the process was also distributed to each householder.

The minimum number of inspections required to be carried out by Leitrim County Council during the period was 29. A total of 30 inspections were carried out in Leitrim during the months April to June 2014. The Inspections determined if the domestic wastewater treatment system is fit for purpose and does not pose a risk to human health or the environment. Of the treatment systems inspected in Leitrim 13 passed the inspection. 17 Advisory Notices were issued regarding the systems that failed the inspection, specifying the problem and the measures required to resolve the problem. The majority of failures required minimal work in order to comply with the legislation with the most common reasons for failure including unlicensed discharge to surface water, operation and maintenance issues and roof or surface water entering the system.

Leitrim County Council will continue with inspections in 2015 as per the National Inspection Plan requirements.

## WASTE MANAGEMENT

### Recycling Rates

The rate of recycling in County Leitrim dropped significantly in 2014 to 19%. However, as a result of the introduction of the pay by weight system in the last quarter of 2014, this rate increased to 24% for that quarter. It is anticipated that this rate will continue to grow as households become more familiar with the

system. The percentage of waste to landfill is continuing to reduce however (37.83% - See year on year charts below), largely due to the fact that 39.08% of waste was incinerated for energy recovery in the Incinerator at Dulleek, Co. Meath. The increase in waste collected at kerbside from 2013 to 2014 is approximately 354 tonnes, which is largely attributable to an increased number of households interacting with the Waste Service, arising from the full roll out of the Household Waste Presentation Byelaws.

### **Waste Presentation Byelaws 2013**

The Waste Presentation Bye-Laws were revised in 2013 to provide for the introduction of a Pay by Weight system for household waste. The Bye Laws were adopted by the Council at their October 2013 Council meeting and came into force on 7th November 2013, following the statutory process and including a period of public consultation (under section 35 of the Waste Management Act 1996 – 2010). The pay by weight system came into effect from the 1<sup>st</sup> December 2014. Households are benefitting from significant savings as a result of the introduction of the pay by weight system and it is anticipated that recycling rates will increase as will the diversion of waste to the organic bin. This will reduce the amount of waste to landfill, thereby helping to reach national targets in this regard, but most importantly reducing the cost of the black bin to households. It is anticipated that residual waste (non recyclable and inorganic material) disposal costs will increase significantly over the coming years and it was essential that Leitrim County Council introduced the pay by weight system at this point so as to minimise the impact of such increases on Leitrim householders in the future.

### **Cross Border/Inter Agency Co-Operation**

Leitrim County Council are actively participating in Inter Agency Inspections in order to identify illegal waste collectors, prevent the illegal movement of waste to Northern Ireland during 2014 and to deter diesel laundering activities and its associated waste streams. The inspections again revealed a high level of compliance with waste legislation, possibly related to the level of waste enforcement activity over recent years.



**Checkpoint with Sligo & Leitrim Co. Co., An Garda Siochana, and Road Safety Authority**

## **VETERINARY SERVICES**

Local Authority Veterinary Inspectors are involved in implementing National and EU Legislation in the areas of Food Safety, Animal Disease, Animal Welfare, Dog Control and the Control of Horses.

### **Slaughterhouses**

There are currently seven slaughterhouses operating in County Leitrim. A total of 914 Cattle, 2,440 Sheep and 220 Pigs were slaughtered in Leitrim slaughterhouses during 2014.

### **Dog Warden Service**

A total of 352 dogs were seized or surrendered to the Leitrim Dog Warden Service in 2014. This figure represents a decrease of 33% on the figure for 2013. A re-homing rate of 97% was achieved in 2014. All dogs re-homed are neutered, vaccinated, groomed and wormed and a home-check is carried out after re-homing. A list of dogs available for re-homing is available on the Leitrim Animals website; <http://www.leitrimanimals.com/>

### **Dog Licensing and Micro-Chipping**

Leitrim County Council issued 2,365 dog licences in 2014 with 466 of these issued on-line. On-line licences may be purchased on [www.leitrimcoco.ie](http://www.leitrimcoco.ie). Leitrim Community Wardens continue to carry out Dog Licensing checks throughout the County on a regular basis.

### **Responsible Dog Ownership Campaign**

Leitrim County Council continued to support dog micro-chipping, neutering and responsible dog ownership in 2014. Approx 100 dogs were micro-chipped and neutered at a reduced rate by the participating Leitrim Veterinary practices during the year. Leitrim County Council distributed a number of dog neutering vouchers to qualifying individuals under the Department of the Environment, Community and Local Government / Dog's Trust neutering programme.

### **Stray Horses**

A total of 76 stray horses were collected on behalf of Leitrim County Council in 2014. Many of these horses were abandoned by their owners on roads or public lands. 32 horses were deemed suitable for re-homing and 44 horses were euthanized as they were unsuitable for re-homing.

## **COMMUNITY WARDENS**

Our Community Warden Service, in addition to their enforcement activities in relation to litter and waste disposal, abandoned vehicles and parking offences, continued to monitor our Bring Centre and Amenity Areas and carried out regular Playground Inspections.

## **OVERVIEW OF ENERGY USAGE IN 2014**

A 'Better Energy Community' Project carried out in 2014 in Mohill involved energy upgrade works to homes at Knocklongford and Cappagh Housing Estates, also improvements to insulation, heating and lighting to Mohill Branch Library, Community Building at Hyde Terrace, and the Fire Station, and the replacement of some public lighting with LED lights along Ballinamore Road, and associated residential housing areas and Dromod Walkway, Mailcoach Road, Dromod. The project aims to achieve approximately 39% reduction in energy usage.

In 2014 the Energy Committee, with representatives from the major energy-consuming Departments, met at regular intervals with the purpose of reducing energy (carbon) usage in line with National targets for the public sector (3% per year from 2009).

## **Culture and Recreation**

**Promote and develop a creative, active and vibrant County**

### **LIBRARY SERVICE**

During 2014 over 3,300 people visited their local library in Leitrim every week, demonstrating that quality library services are highly valued by Leitrim people. Internet usage increased by almost 2% in 2014, while book issues remain strong at 114,134. Our key resource – the Library staff team - worked hard to minimise the impact of staff shortages, and continued to deliver a high standard of service across all areas.

A full and varied programme of social and cultural activities took place in Leitrim County Libraries during 2014, celebrating key festivals such as Seachtain na Gaeilge, Bealtaine, Library Ireland Week, National Science Week and Heritage Week.

The Summer Reading Tree programme is an initiative which invites children to read six books over the summer months. Now in its second year, it proved very successful, supporting and encouraging a strong reading pattern during the holiday period with 615 children participated across the branch library network, and over 3,600 titles being read. Awards ceremonies were held in all nine branches. Creative Writing Workshops for children were held in Carrick Library as part of “Wild Words” – Carrick-on-Shannon’s Children’s Literature Festival. Leitrim County Library Service continued to host the exciting CoderDojo Club every second Saturday afternoon in Ballinamore Branch Library. This very popular free club which is run by volunteers teaches children aged 7-17 how to code, develop websites, apps, games and more.

The Children’s Book Festival - a celebration of books and reading, which takes place during the month of October - is a major highlight of the Library calendar, and plays an important part in raising awareness and usage of Children’s Services. In October 2014 a full programme of events took place to mark this festival including visits by acclaimed storytellers, children’s writers and illustrators. Library Reading Groups continued to grow and develop in a number of our branches during 2014. Regular, well-attended monthly meetings prove that demand for Book Clubs and the opportunity to discuss quality literature is flourishing in Leitrim Libraries.



**Pictured in Kinlough Library are children enjoying a Halloween Story-telling event.**



**Pictured in Carrick Library at the launch of Leitrim County Library’s Summer Reading Tree Programme are pupils and teachers from Scoil Mhuire Carrick-on-Shannon with author Gerry Boland and staff from the Carrick-on-Shannon Library.**



Our libraries are seen as civic spaces for all and this is reflected in the wide range of regular ongoing events organised for and in partnership with community groups and public agencies. Examples include Foróige, Citizen's Information, Age Action, Irish Countrywomen's Association, and local History Groups. Film Screenings, Computer Classes and Irish Language Classes were held in a number of branch libraries, while Craft and Games Clubs such as Knitting and Scrabble met on a regular basis across the Library network.

Working in conjunction with the Sligo Mental Health Awareness Association and Breffni Family Resource Centre, Carrick-on-Shannon, Leitrim County Library Service acquired a new collection of Self-Help resources, the "Overcoming" series, which was launched in Carrick Library.

Our Local Studies Department proved a hive of activity in 2014 supporting local history research, family history enquiries, presenting lectures, exhibitions and the well-received 'Picture of the Month' which runs in the Leitrim Observer. A most notable event in May 2014 was the launch and publicity of 'Milestones in Leitrim', an open air event at Cornacreegh, which received local and national publicity. Other highlights include the Model Railway Exhibition in Ballinamore Library and specific events organised in Ballinamore and Mohill Libraries to mark Heritage Week. A limited County Archive Service was also provided by Local Studies Staff on an appointment basis only during 2014.



**Pictured in Ballinamore Library, Dr. Hugh McShane at his lecture on "Ulster, Ireland and World War 1".**

Substantial refurbishment took place in Drumshanbo Branch Library in 2014 as part of major works carried out on the Market House. The Library was closed for a period in May and June in order to facilitate these works. Energy-proofing works also took place in Mohill Branch Library in September 2014, comprising internal ceiling/insulation and lighting replacement.



**Pictured in Ballinamore Library are children who took part in the Summer Reading Tree Programme, having been presented with their Certificates by Cllr. Caillian Ellis and Library Staff.**

2014 saw the implementation of many elements of Leitrim County Council's Art Strategy 2012-2017 which provides for the development of the arts in the context of the social, cultural and economic development of the County in partnership with local, national and international agencies and organisations.

In collaboration with Leitrim County Enterprise Board, SPARK is a programme which develops ideas around creativity, involving the arts in conventional business environments. In 2014 writer Monica Corish began working with the Leitrim Observer and artist Padraig Cunningham was based in the Hive, Carrick on Shannon.

2014 saw the second year of the EU funded LOCIS Artist in Residence Programme which Leitrim County Council is leading in collaboration with the Centre of Contemporary Art in Torun, Poland, and Residence Botkyrka, Sweden. This year Swedish artist Johan Thurfjell worked with a group of four artists at the Dock in Carrick on Shannon while Irish artist Seamus Nolan led a project with four artists in Poland throughout the year. The entire programme culminated in an exhibition and seminar in The Dock in Carrick on Shannon in November to which all the participating artists and project partners were invited.



### **Launch of the EU funded LOCIS Artist in Residence Programme**

The numbers of young people wanting to join Leitrim Youth Theatre Company continues to rise in Carrick on Shannon, Manorhamilton and Carrigallen which has increased from 3 to 4 groups and now has over 70 children enrolled. The programme is organised in partnership with The Dock, The Glens Centre and the Cornmill Theatre.

Four schools were involved in the 2014 Artist in Schools Scheme which provides the opportunity for an artist to spend 50 hours working with a group of young people in a Leitrim primary school. The artists and schools involved included Naomi Draper at Four Masters National School, Kinlough; dramatist Ciaran Taylor at Aughawillan National School; musician Cathal Roche at Masterson National School, Manorhamilton and filmmaker Roisin Loughrey at SN Bhrí Naofa, Ballinamore.



**Children participating in the Children's Literature Festival 'Monster Doodle' with Artist Adrienne Geoghan.**

The John McGahern Seminar in May attracted a capacity audience for the weekend. Highlights included the Director of the Abbey Theatre, Fiach MacConghail, Donal O'Kelly, Donal Ryan and Marina Carr with readings of John McGahern's work by Brian Leyden and Leitrim Readers and Writers groups at Aughawillan. The 3rd Children's Literature Festival in August, featured thirteen leading national children's authors including David Donohue, Erika McGann, Eddie Lennihan and Sheena Wilkinson and also included the publishing of volume 2 of 'Wild Words', a book of short stories and poetry by young people aged 13 – 18 which attracted a large number of submissions from children across the country. For Culture Night in September an evening of free events was held, encouraging people of all ages to take part in workshops or attend events in theatres, galleries and libraries throughout the County. 5 workshops were held in October and November as part of the Leitrim Equation Traditional Music Programme led by Eleanor Shanley aimed at the professional development of traditional musicians and singers. The Leitrim Equation musicians and guests also took part in a Heritage Week event in August which traced 200 years of Leitrim traditional music with RTE producer Harry Bradley.

The Leitrim County Council Artists Bursary Programme has three strands - the first responds directly to artists own professional development need, ensuring that Leitrim continues to invest in the development of its artists; strand 2 responds to artists who wish to work with an arts organisation and strand 3 is aimed at artists who wish to work with community groups. Leitrim County Council also supports a programme at Leitrim Sculpture Centre for local, national and international artists to undertake projects which involve communities and conclude in an exhibition at the centre. The 2014 Festival Support Programme provided support to a number of festivals throughout the year including the Carrick on Shannon Water Music Festival, Phase One and An Tostal.

The Artist Studios above the Library in Drumshanbo have been completed and artist Kate Wilson and writer Gerry Boland have been selected as resident artists.

Leitrim County Council continues to recognise the value of The Dock as a cornerstone of Leitrim's Arts Infrastructure and is committed, in partnership with the Arts Council, to providing support for The Dock recognizing its pivotal role in the furtherance of arts development locally, nationally and internationally. Similarly, the Glens Centre remains a vital element of the cultural infrastructure to North Leitrim and the Council is very supportive of its work as an active centre developing work with practitioners in the region and inviting practitioners from elsewhere to make work in the Glens Centre. In 2014, Leitrim County Council continued its support of the Cornmill Theatre and Solas gallery recognising their importance, not



only because they service an important need in the South Leitrim region, but because of the extent and quality of their voluntary efforts to maintain very good and well facilitated theatre and gallery spaces.

The Arts Office, ICT Department and The Dock have developed an on-line arts events calendar to provide information to people in, as well as visitors to, Leitrim so that they can access information more readily and plan their visits more easily. The website [www.whatsoninleitrim.ie](http://www.whatsoninleitrim.ie) went live in July.

## IRISH LANGUAGE SCHEME

A meeting took place with the Department of Arts, Heritage and the Gaeltacht in November in relation to the Council's Irish Language Scheme. The Library Service hosted a range of events in conjunction with Seachtain na Gaeilge and Irish Language classes continued in Branch Libraries for members of the public in 2014.

## LEISURE AND RECREATION

In 2014 usage figures for Leitrim Aura Centre were similar to 2013. There were 139,638 users of the Centre which comprises of a 25m pool with children's and learners facilities, a gym, fitness suite, all weather pitches and playground.

Usage figures for the Drumshanbo open-air Swimming Pool, which was open from May to September, were down slightly from 2013 figure of 3170 visitors to 3003 visitors in 2014. Aura Leisure, again managed the facility on behalf of Leitrim County Council.

## LEITRIM SPORTS PARTNERSHIP

Leitrim Sports Partnership aims to increase the number of people involved in sport or physical activity in Leitrim. The 15 person Board comprises representatives from sporting organisations, agencies involved in sport related activities, Community Forum and Elected Representatives. Leitrim Sports Partnership is funded by the Irish Sports Council and receives additional funding for specific programmes from H.S.E., Leitrim County Council, Peace III and Department of Children & Youth Affairs.

In 2014, €232,000 was invested in sports development with the range of activities delivered by the Partnership including:

- **Leitrim Sports Star Awards 2014 and launch of 'Towards a Fitter & Healthier Leitrim' 2014 – 2017:**  
The Leitrim Sports Star Awards Night was held to acknowledge the contribution of individuals, Sports Clubs, Teams, Schools and Community Volunteers for their outstanding contributions and achievements to sport and recreation in Leitrim for 2014. The event also provided the opportunity for Mr. John Treacy (Irish Sports Council) to launch the Leitrim Sports Partnership Strategy 'Towards a Fitter & Healthier Leitrim 2014-2017'.



**Leitrim Sports Partnership Awards 2014 and the launch of 'Towards a Fitter & Healthier Leitrim' 2014-2017.**



- **FAS CE Sports Coaches** co-ordinated and managed the delivery of the sports and recreational programmes in 16 Primary Schools in Leitrim, a total of 2,100 children participated in this Programme
- **Kidz on the Run Programme:** In 2014, a new Programme 'Kidz on the Run' – a 6-week running/fitness programme for primary school children was delivered to 802 children.
- **Operation Transformation Walk in Carrick on Shannon/Manorhamilton:** The Carrick-on-Shannon event attracted 214 walkers and 82 walkers attended the walk in Manorhamilton.



**Participants in the 'Operation Transformation Walk, 2014'.**

- **Code of Ethics Course:** Leitrim Sports Partnership in partnership with the Leitrim GAA County Board delivered 7 Code of Ethics Courses to 87 participants in 2014.
- **Disability Inclusion Training:** Leitrim Sports Partnership in partnership with the Cara National APA Centre, Tralee, held a Disability Inclusion Training Workshop, 13 participants attended the Workshop. and received a Coaching Ireland/CARA APA Centre award and a course resource pack.
- **Cycling Club:** Leitrim Sports Partnership assisted and supported the setting up of Melvin Cycling Club, Kinlough and Manorhamilton Cycling Club with 65 Members in both clubs.
- **Be Active ASAP Programme:** The Be Active ASAP Programme for 7 - 8 years old attracted 142 children 53 parents and 10 teachers.



**Participants enjoying the 'Be Active ASAP Programme'.**

- **Buntus Start Workshop:** Buntus Start Workshops were held in Kinlough and Drumshanbo, 27 Childminders received training on the Programme and 147 children participated.

- **Women's Active Programme:** The Women's Active Programme was rolled out in Manorhamilton, Kiltyclogher and Kinlough, 92 participants completed the 8- week programme.
- **Lough Rynn Castle 10k Mini Marathon:** This was the 4<sup>th</sup> year of the event and 160 runners, walkers and joggers of all ages, abilities and fitness levels participated.
- **Leitrim Athletics School Programme:** Leitrim Sports Partnership in association with Leitrim County Athletics Board held the Leitrim Primary Schools Sports Hall Athletics Competition. 1,020 children from 32 primary schools participated.
- **Scoil Mhuire N.S, Carrick School Completion Programme:** 170 students in the Scoil Mhuire N.S, Carrick-on-Shannon participated in a 4-week Soccer Programme.
- **North Leitrim A.C. -Couch to 5k Programme (Meet & Train Group):** A Couch to 5k Programme in Manorhamilton for people interested in improving their fitness had 38 participants.
- **Ag Sugradh le Cheile:** Twenty workshops were delivered in schools throughout the County with 380 children and 183 parents participating in the Programme.
- **Drumshanbo Vocational School Sports Day:** 42 students had the opportunity to try out different sports including - line dancing, boxercise, tag rugby and team building games.
- **Girls Active Programme and Festival:** The Girls Active Programme was completed in the schools over a 16-week period with 159 participants for the Girls Active Programme and 110 participants attended the Girls Active Festival in Drumshanbo.
- **Rehab Care:** This was a 6- week gym workout, exercise and health programme for adults in Ballinamore, 18 adults completed this Programme.
- **National Learning Network:** 14 young adults from the National Learning Network participated in a programme of chair-exercises, boccia and music to movement.
- **LAPWD:** This programme had 8 participants and featured chair excercises, dance, games and activities.
- **St Ciaran's Day Service:** In partnership with St Ciaran's day service, a 6- week light zumba dancing programme for 8 young adults in the centre was delivered.
- **Manorhamilton Special Olympics Club –Multi Activity Programme:** This was a 6- week programme involving 10 participants from the Manorhamilton Special Olympics Club. All the participants availed of the opportunity to sample a variety of sports including badminton, boccia, exercises to music and target throwing.
- **Childhood Days, Drumshanbo:** This was a 6 weeks Zumba/Fun Activities for children in Drumshanbo, 10 children completed the Programme.
- **Drumshanbo Vocational School Autism Unit Programme:** This was an 8-week light exercise programme, 8 teenagers completed this Programme.
- **Mohill Community School Autism Unit Programme:** This was a 6-week horse riding programme was delivered to 8 for teenagers with a learning disability.
- **IPB Leitrim's Disability Health and Fitness Programme:** This programme involved all the Leitrim Disability Sports Forum agencies and participants getting active through an 8-week swimming, gym and bowling programme.
- **Killennumery ICA Group – Fleetfeet Walking Programme:** 20 walkers of all levels and abilities participated in a 6- week programme.
- **Fenagh Active Age Group:** Fenagh Active Age Group had 20 members complete a 6-week dancing and chair- exercise programme.

- **Ballinamore Active Age Group:** Ballinamore Active Age Group had 12 members complete a 6-week Light Exercise Programme.



**Ballinamore Active Age Group enjoying their 'Light Exercise Programme'.**

- **Mohill Community Schools TY Health & Fitness Programme:** 20 students engaged in kayaking/canoeing, box-exercise, fun games and activities, dancing, health and availed of nutrition information and guidance.
- **Female Bootcamps:** The project offered females the opportunity to take part in a number of activities over 6 weeks. 90 females participated in the programme in locations throughout the County.
- **Body and Soul Workshop:** 88 participants representing 13 Active Age Groups attended the programme in Carrick-on-Shannon and 77 participants representing 10 Active Age Groups attended the Manorhamilton workshop.
- **Hill Walk and Ramble to Dromahair and Lough Gill:** 35 walkers attended these events.
- **Go For Life Games Workshop:** 8 Active Age Groups attended the workshop and 9 participants from Leitrim attended the 'Go-for-Life' Regional Final in Sligo.
- **Cycling Ireland Foundation Level Course:** 13 participants completed this course.
- **Badminton Foundation Level Course:** Leitrim Sports Partnership in partnership with Badminton Ireland organised a shuttle time foundation level course for club coaches and primary and secondary schools in Ireland, 25 people participated in this event.
- **Carer's Programme:** Leitrim Sports Partnership in partnership with HSE and the North Leitrim Carer's group organised an 8 week yoga programme for Carer's in the Manorhamilton area. 9 people attended this event.
- **Leitrim County Council Workplace Activity Programme:** 9 staff from Leitrim County Council completed a 7- week Pilates Programme in partnership with the Physiotherapy and Sports Injury Clinic, Carrick on Shannon.
- **Leitrim Disability Sports Forum Bowling Day:** The Leitrim Sports Partnership in partnership with the Leitrim Disability Sports Forum organised a Christmas bowling day for all the disability service users, 5 Disability Agencies and 22 participants attended this event.
- **National Grant Scheme to Help Older People to Get Active:** Leitrim Sports Partnership assisted groups in preparing applications for the National Grant Scheme for Older People to Get Active. The LSP received €1,400 in funding and grant-aid in the sum of €7,260 was approved for 23 groups in the County.

- **“Active Leitrim” Sports/Physical Activity Grant Programme 2014:** Leitrim Sports Partnership provided grant-aid of €2,100 to 6 recreation organisations in Leitrim for education/training and participation initiatives.
- **National Bike Week 2014:** A number of events were organised in Carrick-on-Shannon, Mamorhamilton and Kinlough as part of National Bike Week with a total of 547 participants taking part in the various events organised as part of National Bike Week.



**Participants in National Bike Week**

## **Sustainable Communities and Social Cohesion**

**Develop the County in a manner which contributes to the positive well being and quality of life for all citizens**

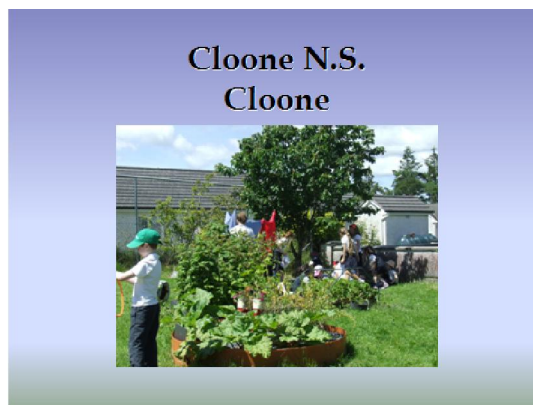
### **SOCIAL INCLUSION**

#### **Floral Pride**

The 2014 Floral Pride competition ran during the summer with a large entry from communities, businesses and schools. Area winners were Drumsna, Dromahair and Cloone, Schools winners were Differeen NS, St Brigid’s NS, Drumcong and Lough Allen College and Business winners were Stanford’s Inn, Dromahair and Rehab Care, Ballinamore. Cloone, who hosted the awards night with an attendance of circa 150 people, was the overall 2014 winner.



**Drifferen National School**



**Cloone N.S.  
Cloone**

**Cloone National School**

#### **Lough Allen Cycle Challenge**

Leitrim County Council sponsored Special Olympics to organise the September 2014 Lough Allen Cycle Challenge. The cycle provided an opportunity to showcase the attractions around Lough Allen, taking a route from the Lough Allen Hotel in Drumshanbo, around Lough Allen into Dowra, Drumkeerin and back



towards Drumshanbo on the R280. Almost 200 cyclists took part resulting in funds being raised locally for the valuable work which Special Olympics does in involving children with special needs in sport.

## **HOUSING SUPPORT**

### **Housing Needs Assessment & Housing Allocations**

A total of 269 new housing applications for social housing support were received and processed in 2014. 118 offers of accommodation issued to housing applicants for casual vacancies arising within our existing Social Housing Stock. 58 tenants completed mandatory Pre-tenancy training – this figure is inclusive of 49 newly appointed local authority tenants, 6 transfer applicants and 3 applicants that were approved for a succession of tenancy.

### **Traveller Accommodation**

The 2014-2018 Traveller Accommodation Programme (TAP) was adopted by the Members at the Council meeting on 13<sup>th</sup> January 2014. The 2014 target under the Programme was for the provision of 9 units of accommodation and this target was exceeded with 10 households having their housing needs addressed as follows: Group Housing Scheme (1), Service Block (1), Standard Local Authority Accommodation (2), Rental Accommodation Scheme (5) and Mobility Aids Grant Scheme (1). Significant tenancy sustainment supports were provided and inter-agency working was undertaken in 2014 in relation to a number of Traveller households. Sanction was secured in December, following a detailed submission, to recruit a Traveller Liaison Officer on a 2 Year Contract basis, part-funded by the Department. The availability of this resource will facilitate Traveller Specific Resource to facilitate the implementation of a targeted and pro-active Traveller Liaison Programme.

### **Local Traveller Accommodation Consultative Committee (LTACC)**

The (LTACC) is a statutory body established under the Housing (Traveller Accommodation Act) 1998 to assist in the delivery of accommodation options for Members of the Traveller Community. The role assigned to the LTACC is to facilitate consultation between the Council and Travellers and to advise on any aspect of accommodation for Travellers, assist in the preparation, adoption and implementation of Leitrim County Council's Traveller Accommodation Programme, advise on the management of accommodation for Travellers and to provide a link between Travellers, Elected Members and Officials of the Council.

Following the local elections held on 23<sup>rd</sup> May, 2014, Leitrim County Council established a new Local Traveller Accommodation Consultative Committee (LTACC). Membership of Leitrim County Council's LTACC is made up of Elected Members (6), Traveller Representatives (4) and Officials from Leitrim County Council (2). The Membership of the LTACC was approved by the Elected Members at the November Council Meeting. The first meeting of the new LTACC which was scheduled for December 2014 had to be deferred to January however due to a bereavement.

### **Homelessness**

The Housing Department responded to 41 homeless presentations in 2014 - 8 deposits to the value of €2,575 were paid to secure private rented accommodation and expenditure of €1,759 was incurred in the provision of emergency B&B accommodation. Quarterly reports and recoupment claims were submitted to Sligo Local Authorities as the Lead Authority for the North West Homelessness Region. A number of meetings of both the Management Group and the wider North West Regional Homeless Forum were held in 2014 and Leitrim hosted the September meeting.

### **Rental Accommodation Scheme & Long Term Leasing Scheme**

Long term housing needs of 97 RAS tenancies were maintained in 2014. 50 RAS contracts were due for renewal in 2014 - 42 were renewed and an additional 8 were in progress at year-end. Supply issues, particularly in Carrick-on-Shannon, impacted on our ability to deliver new units under the Long-Term

Leasing Scheme. An advertising campaign to secure units under RAS and/or the Long-Term Leasing Scheme in Carrick-on-Shannon only resulted in the yield of one additional unit.

### **Private Rented Inspection Programme**

A total of 1241 tenancies in the private rented sector in County Leitrim are registered with the Private Residential Tenancies Board (PRTB). Leitrim County Council completed 62 inspections under our standards in private rented accommodation inspection programme in 2014.

### **Housing Grants**

A total of 60 applicants had their properties upgraded under the Housing Aid for Older People, the Housing Adaptation Grant Scheme for People with a Disability and the Mobility Aids Grant Scheme in 2014 to the value of €301,784. The total allocation received for 2014 was fully committed by year-end.

### **Tenant Purchase Scheme**

The Department of the Environment, Community & Local Government extended the deadline for the completion of all legal aspects of purchases under the terminated 1995 Tenant Purchase Scheme from 31<sup>st</sup> December 2013 to 30<sup>th</sup> June 2014 and a total of 3 tenants finalised the purchase of their dwellings by 30<sup>th</sup> June 2014. There is provision in the Housing (Miscellaneous Provisions) Act 2014 for a new Incremental Tenant Purchase Scheme but these provisions had not been commenced at year end.

### **Estate Management Programme**

Tenancy liaison work was ongoing throughout the County in 2014 under our Estate Management Programme in relation to individual tenancies, including participation in multi-agency Case Conferences in individual cases. We also liaised closely with North West Simon and other agencies in relation to specific tenancies.

Estate Management Grants were paid to 18 active Residents Associations under our Annual Estate Management Grants Scheme. The Estate Management Programme is also supplemented by a Community Employment Scheme which is part-funded by the Council, and a Jobs Initiative Scheme, with participants making a very valuable contribution to the maintenance of the communal and green areas within a number of estates throughout the County.

A number of properties in the Ath na Ri Estate, Aughameeny, Carrick-on-Shannon were upgraded under the 2014 Voids Programme. An inter-agency approach was also progressed in partnership with Leitrim Development Company and the Gardaí with the objective of creating a more sustainable community in the estate and to address integration issues which had in the past contributed to the number of vacancies arising in this estate. An inter-agency approach was also initiated by the Housing Department in relation to the Cappagh Estate in Mohill in the context of particular estate management issues and this approach has proven successful.

### **Housing Maintenance**

A total of 940 Housing Units were maintained in 2014. 614 repair requests were recorded in 2014 with 530 of these dealt with in full in 2014. 46 No. Pre-Letting Repairs (Casual Vacancies), many of which involved significant works, were also completed in 2014.

Initiatives to upgrade the Council's housing stock are detailed elsewhere in this report.

### **Establishment of Housing & Disability Steering Group**

The National Housing Strategy for People with Disability 2011 – 2016 provided that a Housing and Disability Steering Group would be established in each local authority area. Leitrim County Council established the Housing & Disability Steering Group in August 2014 and work is ongoing on the preparation

of the Housing and Disability Strategy. The Group will facilitate better co-ordination and delivery of housing and related support services for people with disabilities.

## **PEACE III PARTNERSHIP**

The Peace III Programme concluded at the end of 2014. Phase 2 of the Programme ran since 2012 and addressed areas such as Building a Diverse, Integrated and Cohesive Society in Leitrim, Embedding Cross Border Relationships, Developing the Peace Building Potential of Young People in County Leitrim and Sustaining the Peace Effort in County Leitrim. A total of €2,153,455 was spent in delivering the action plan agreed with SEUPB, the funding body. This plan had been developed by County Leitrim Peace III Partnership made up of representatives from various development bodies, councillors and social partners (farmers, community, employers and unions). A new Peace IV initiative is expected to be announced in 2015. A notable project supported by the programme in 2014 was the development of Kiltyclogher Heritage Centre in the Court House, Kiltyclogher.

## **CIVIL DEFENCE**

2014 was another busy year for Leitrim Civil Defence with Volunteers providing assistance to the Community on over 50 occasions for a variety of activities including agricultural shows, regattas, charity swims, athletic events, cycling races and scout activities. Volunteers were also tasked by the Emergency Services during the year on a number of occasions and assistance was also provided to the Coastguard to deal with a number of incidents on our inland waterways with all incidents brought to a successful conclusion without injury. Volunteers were also tasked on a number of occasions to assist the Gardaí with searches. Over the last number of years our Volunteers have developed a particular expertise in the area of water based search for missing persons and these skills are now being shared with Volunteers from other regions. Training has been provided throughout the year for these regions and it is hoped to continue this joint training in 2015.

Assistance was provided to Leitrim County Council Environment Staff during the year to allow them to carry out the Lake Water sampling programme. In addition Civil Defence Volunteers remained available to assist Environment Staff with any water based environmental incidents.

Training continued throughout the year with Volunteers learning new skills and refreshing existing skills to ensure that they will be in a position to respond to requests for assistance on a local or regional basis. During the year Civil Defence moved to a new training centre at Drumshambo Business Park. This centre occupies an area of approximately 5000sq ft and provides Volunteers with an excellent facility for training and storing equipment and vehicles.

There were no major severe weather events or major emergency incidents during the year

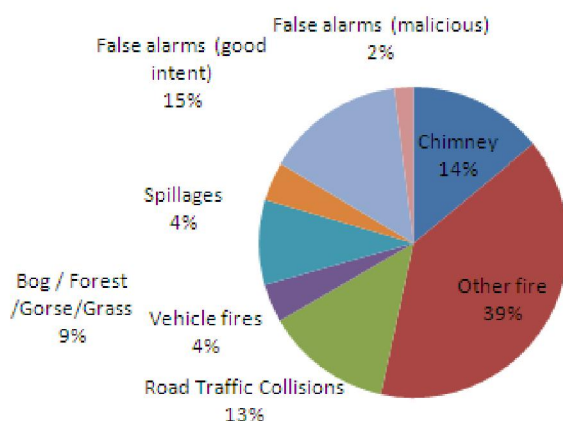
Funding for the Civil Defence is provided on a 70/30 split between the Department of Defence and Leitrim County Council. The Budget for 2014 was €112,365 (€80,000 provided by the Department of Defence & €32,365 by Leitrim County Council). Additional grants were secured from the Department of Defence in the sum of €47,781 bring the total for the year to €160,146.

## **FIRE SERVICES**

Leitrim Fire Service provides an emergency response service to Leitrim and part of north Roscommon by agreement with Roscommon County Council. Fire brigades in the adjoining counties of Donegal and Cavan (Bundoran, Killeshandra, Dowra and Ballyconnell) also provide first attendance cover to parts of Leitrim. In 2014 there were a total of 249 emergency incidents in Leitrim generating 263 callouts serviced by Leitrim brigades. A breakdown of the incidents by type is detailed below.

Type of incident	Total 2014
Chimney	35
Other fire	98
Road Traffic Collisions	33
Vehicle fires	10
Bog / Forest /Gorse / Grass	22
Agricultural buildings	10
False alarms (good intent)	36
False alarms (malicious)	5
<b>Total</b>	<b>249</b>

### Emergency incidents in Leitrim in 2014



### New Class 4x4 Vehicles

Approval was received from the Department of the Environment Community and Local Government for the purchase of two new 4x4 vehicles for the Manorhamilton and Drumshanbo Fire Service units. The vehicles will be delivered to Leitrim Fire Service by the end of the first quarter 2015.

### Inspections

Leitrim Fire Service carried out a total of 136 inspections under the Fire Services Act 1981 (Section 24,, Indoor Licensing Bill, 2003, Building Control Act, 1990, Local Government Planning and Development Acts, 1963 – 2001, Dangerous Substances Act, 1972, Intoxicating Liquor Acts, 1833 and 1988, Dance Halls Act, 1935 and 1977, Gaming and Lottery Act, 1956 and Registration of Clubs Acts 1904 and 1981.

### Major Emergency Management



On Tuesday 9<sup>th</sup> of December 2014 the Principal Response Agencies from County Leitrim staged a live Major Emergency exercise on the N4 Dromod/Rooskey bypass. The exercise was code-named “Exercise N4”. A number of other agencies also took part in the exercise including Leitrim Fire Service, Irish Coast Guard,

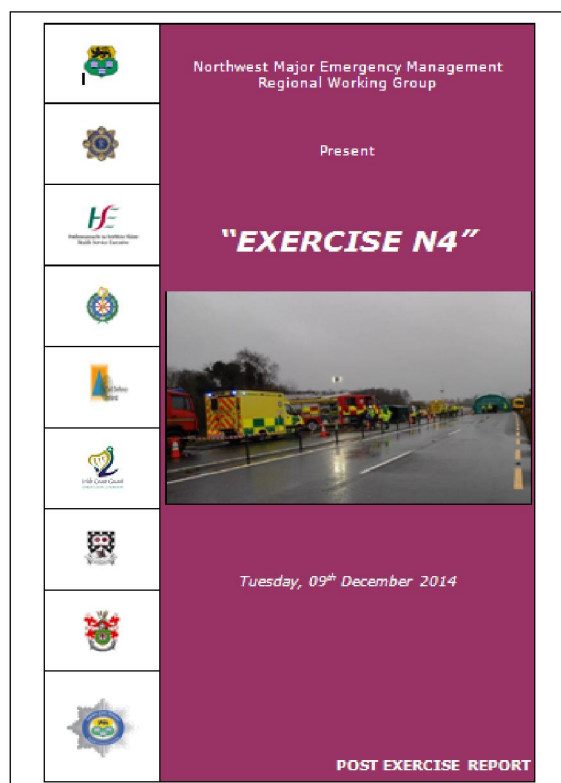


and the Civil Defence. This was the first time since the introduction of the *Framework for Major Emergency Management (2006)* that a full-scale live Road Traffic Collision (RTC) based exercise was held in County Leitrim for the North West Major Emergency Management Region. The aim of the exercise was to provide the opportunity to test the interagency Major Emergency response protocols in the Leitrim County Council area to a serious RTC with multiple casualties. In a full-scale, live exercise a scenario is created and acted out in a real-world manner. Emergency responders are expected to act in accordance with their established plans and procedures like they would while attending a real incident. Due to certain constraints some parts of the exercise had to be simulated. *Exercise N4* involved a simulated a major RTC involving a bus and a number of other vehicles on the N4. This resulted in the declaration of a Major Emergency with a large number of casualties. Civil Defence members played the role of live casualties for the exercise. In addition, a number of life-size mannequins were strategically placed around the crash site to facilitate the search and rescue operation. Approximately 75 people attended on-site at Dromod, as either participants or observers, while approximately 15 people attended the Local Co-ordination Centre in Carrick on Shannon. Over 15 Emergency Service vehicles and special purpose appliances responded to the incident. This included Fire appliances from Carrick on Shannon and Mohill, The Gardai and their specialist command vehicle from Sligo, the Civil Defence and the Sligo based Rescue 118 Coast Guard Helicopter.





Responding personnel demonstrated search, rescue and recovery procedures as well as emergency medical intervention skills and techniques. Overall the feedback from the attending personnel was very positive and they found that attending the exercise was very beneficial to them. A comprehensive final report on the exercise was produced based on feedback and lessons learned.



Leitrim County Council personnel also took part in a number of Major Emergency Management training courses and the exercise in 2014.

### **National Fire Safety Week 2014**

National Fire Safety Week took place in October 2014 and was jointly launched by the Cathaoirleach, Councillor Paddy O'Rourke and the Chief Executive, Frank Curran. The theme for the week was "**Working Smoke Alarms Save Lives: Test Yours Every Month**" National Fire Safety Week is jointly run with the Northern Ireland Fire and Rescue Service and is about enhancing fire safety, particularly in the home.





# Local Democracy

Encourage and facilitate greater community participation while appreciating the democratic representational role of the Elected Members

## MEMBERSHIP OF THE COUNCIL

**Pictures of Elected Members - split up into each of the Three Electoral Areas**

## MEETINGS OF COUNCIL

### Meetings of Council

#### County Council Meetings Held:

Monthly Meetings	8
Special Meetings	2
Budget Meetings	2
Area Roads Meetings	1
Annual Meeting	1

At the Annual Meeting in June 2014, following the Local Elections, Councillor Paddy O'Rourke was elected Cathaoirleach.

The Agenda and Minutes of Council meetings can be viewed on the Leitrim County Council website [www.leitrimcoco.ie](http://www.leitrimcoco.ie)

### **Establishment of Municipal Districts**

Section 19 of the Local Government Reform Act 2014 inserted a new Part 3A into the Local Government Act 2001 providing that every County be divided into Municipal Districts consisting of specified local electoral areas. The elected members for the local electoral areas in each municipal district are known as "the municipal district members" and act in that collective capacity for the purpose of performing a range of reserved functions of the county council in respect of the municipal district. The functions of the members at district level involve a local policy/regulatory role in areas of planning, roads, traffic, housing, environmental services, recreation, amenity, community matters etc.

County Leitrim has three Municipal Districts – Ballinamore, Carrick-on-Shannon, and Manorhamilton – with each District having 6 Members, one of whom is elected Chairperson of the Municipal District. Following consultation with the Elected Members, pre and post the Local Elections in May 2014, it was agreed that Municipal Meetings would be held on a monthly basis with Council Meetings held on a bi-monthly basis. The bi-monthly Council meeting generally takes place on the first Monday of the month with the Municipal District Meetings generally scheduled for the second, third and fourth Mondays.

Each Municipal District is serviced by a Director of Service and a Meetings Administrator who is responsible for agenda and minutes and associated reports and correspondence. Relevant supporting staff e.g. area engineer, housing officer etc also attend meetings as required. Devolved 'reserved functions' are considered at district level e.g. parking place byelaws; casual trading byelaws; extinguishment of public rights of way; taking in charge public road etc. Notices of Motion in relation to local issues are also considered at Municipal level as opposed to County level with Motions in relation to County/National policy listed for consideration at bi-monthly Council Meetings. Details in relation to Municipal District structures and activities are outlined below:



<b>Ballinamore Municipal District 2014</b>		
<b>Chairperson</b> Cllr. Caillian Ellis	<b>Director of Services</b> Ms. Katrina Murphy	<b>Meetings Administrator</b> Ms. Ann Warnock
<b>Meetings Held:</b> 6	<b>Matters Considered:</b> <ul style="list-style-type: none"> <li>- Election of Cathaoirleach &amp; Leas Cathaoirleach</li> <li>- Adoption of Standing Orders</li> <li>- Consideration of Budgetary provisions</li> <li>- Approval of General Municipal Allocation</li> <li>- Nominee to Leitrim 1916 Centenary Committee</li> <li>- Nominee to Leitrim Tourism Growth Alliance</li> </ul>	

<b>Carrick on Shannon Municipal District 2014</b>		
<b>Chairperson</b> Cllr. Sean McGowan	<b>Director of Services</b> Mr. Joseph Gilhooly	<b>Meetings Administrator</b> Mr. Vincent Dwyer
<b>Meetings Held:</b> 6	<b>Matters Considered:</b> <ul style="list-style-type: none"> <li>- Election of Cathaoirleach &amp; Leas Cathaoirleach</li> <li>- Adoption of Standing Orders</li> <li>- Declaration of Public Road</li> <li>- Consideration of Budgetary provisions</li> <li>- Approval of General Municipal Allocation</li> <li>- Cumann na mBan Commemoration</li> <li>- Nominee to Leitrim 1916 Centenary Committee</li> <li>- Nominee to Leitrim Tourism Growth Alliance</li> </ul>	

<b>Manorhamilton Municipal District 2014</b>		
<b>Chairperson</b> Cllr. Mary Bohan	<b>Director of Services</b> Ms. Mary Quinn / Mr. Martin Dolan	<b>Meetings Administrator</b> Ms. Aideen McGovern
<b>Meetings Held:</b> 6	<b>Matters Considered:</b> <ul style="list-style-type: none"> <li>- Election of Cathaoirleach &amp; Leas Cathaoirleach</li> <li>- Adoption of Standing Orders</li> <li>- Consideration of Budgetary provisions</li> <li>- Approval of General Municipal Allocation</li> <li>- Report on Speed Limits and Traffic Management in Manorhamilton</li> <li>- Road paving works at Main Street, Manorhamilton</li> <li>- Traffic Management in Kinlough</li> <li>- Review of Creamery Road Junction with R280 in Kinlough</li> <li>- Nominee to Leitrim 1916 Centenary Committee</li> <li>- Nominee to Leitrim Tourism Growth Alliance</li> </ul>	

#### **Corporate Policy Group (CPG):**

The Corporate Policy Group (CPG) consists of the Cathaoirleach, the Chairpersons of the Strategic Policy Committees, and in the case of a municipal district without an SPC chair, a representative of the municipal district concerned, and is supported by the Chief Executive. The role of the CPG includes advising and assisting the Elected Council in the formulation, development, monitoring and reviewing of policy for Leitrim County Council. Full decision making power however remains with the Elected Council. The Corporate Policy Group met on 12 occasions in 2014.

### **Strategic Policy Committees (SPC's):**

A new Strategic Policy Committee Scheme was adopted in September 2014 following the 2014 Local Elections. Three (3) Strategic Policy Committee (SPC) Meetings were held under the old SPC Scheme prior to the Local Elections on 23<sup>rd</sup> May 2014.

### **Strategic Policy Committee Meetings**

#### ***No. of Meetings held in 2014***

#### **Community, Cultural and Enterprise Development SPC**

**1**

##### ***Issues considered by SPC:***

- Local Economic and Community Plan
- Leitrim Local Enterprise Office
- Casual Trading Review
- Library Action Plan 2014-2018

#### **Housing and Corporate Services SPC**

**1**

##### ***Issues considered by SPC:***

- Housing Adaptation Grants Scheme
- Overview of Housing Activity 2013/Work Programme 2014
- Update on Traveller Accommodation Programme 2014-2018
- Update on National Housing Policy Objectives

#### **Planning, Environment & Emergency Services SPC**

**1**

##### ***Issues considered by SPC:***

- Development Contributions Scheme
- Draft County Development Plan 2015-2021
- Pay By Weight System

#### **Infrastructure SPC**

**No meetings held in 2014**

### **Establishment of New SPC's:**

Following the Local Elections Local Authorities were required to establish new SPC's in line with the guidelines set out in Circular LG 07/14 from the Department of the Environment, Community & Local Government and in accordance with the provisions of Section 48 of the Local Government Act 2001 as amended by Section 41 of the Local Government Reform Act 2014.

At the Annual Meeting of Leitrim County Council the establishment of three (3) SPCs, in the context of the total number of elected members on the Council, the range of sectoral and other interests to be represented including facilitating a reasonable spread of interests, the organisational arrangement of service groupings within the authority and the remit envisaged for each SPC, the need to ensure that the organisational and financial resources of the particular local authority are not over-stretched and integration with other meeting requirements and committee structures and ensuring streamlined procedures generally, was approved by the Members to be configured as follows:

- **Economic Development, Enterprise and Planning**
- **Housing Policy, Social and Cultural Development**
- **Environmental, Transportation and Infrastructural Policy**

The Chairs-designate for the SPCs were selected at the Annual Meeting (details outlined at Appendix 5) and these, together with the Cathaoirleach, assisted the Chief Executive in drafting the SPC Scheme and advancing the process of establishing the new SPC's. Following a public consultation process on the Draft SPC Scheme it was adopted by the Council at its meeting on 1<sup>st</sup> September 2014.

Each SPC is to consist of six (6) elected members and four (4) nominees from sectoral interests. The Council is and remains the decision making Authority, and it is the task of the SPCs, as committees of the Council, to advise and assist the Council in the formulation, development and review of policy. The SPC system is intended to give Councillors and relevant Sectoral Interests an opportunity for full involvement in the policy making process from the early stages.

The nomination process for the sectoral interests requires that the new Public Participation Network (PPN) be in place and this delayed the formal establishment of the SPC's, which is scheduled to be completed early in 2015.

#### **County Development Board:**

The County Development Board was dissolved in June 2014 and is replaced by the new Local Community Development Committee (LCDC).

#### **Leitrim Local Community Development Committee (LCDC)**

Section 36 of the Local Government Reform Act 2014 provides for the establishment of a Local Community Development Committee (LCDC) in each Local Authority Area. Leitrim LCDC was one of ten pilot sites established in June 2014. The LCDC has 17 Members in total, 8 of whom represent the Statutory Interests - Elected Members (3), Local Authority Officials (2) and State Agencies (3) - with the remaining 9 Members representing Non-Statutory interests – Community & Voluntary Interests (2), Environmental & Sustainable Development (1), Social Inclusion Interests (2). The make-up of the remaining three member positions was determined by the Chief Officer of the Committee in consultation with the Corporate Policy Group according to Departmental Guidelines. In broad terms representation was required that would provide appropriate balance across a range of interests with a focus on sustainable social and economic development along with socially excluded or marginalised communities. Based on experience of the front runner Committee and the role and functions of the Committee the remaining places were assigned to:

- One representative of the other local or community development bodies operating in the county i.e. 2 Family Resources Centres and one Community Development Project
- One representative of the Business Community
- One representative of the Farming Community

The above representation also reflected the requirement that neither public authorities nor any single interest group represent more than 49% of the voting rights of the Committee. The membership was agreed both by the CPG and Leitrim County Council in June 2014.

The functions of the LCDC are to:

- Prepare the community elements of a six year local economic and community plan and to implement or arrange the implementation of the community elements
- Review the community elements of the plan at least once during the term of the plan and to monitor on an ongoing basis the implementation of the community elements and revise or amend as necessary
- Co-ordinate, manage and oversee the implementation of local and community development programmes that have been approved by the local authority or in agreement with another relevant public authority

- Seek to ensure effectiveness, consistency, co-ordination etc between public funded and community development programmes and co-ordination of all local and community development programmes
- Report annually on the performance of its functions.

The LCDC met twice in the period from June to December 2014 (June 16<sup>th</sup> and September 17<sup>th</sup>) with three sub-committees also being established - one to work on the Local Community Plan, one to assist with the evaluation of the Social Inclusion Community Activation Programme (SICAP) and one to oversee the process involved for the next Rural Development Programme (RDP). Draft Standing Orders were prepared and presented to the June, 2014 meeting with final amendments to the draft being agreed at the September meeting.

Significant work had already been commenced on the Local Community Plan in the pilot/ front-runner phase and this was continued with the assistance of the Community Plan Sub-Committee in 2014. The preparation of the Local, Economic and Community Plan was advanced in 2014 and included a public consultation phase, public meetings were held in each of the 3 Municipal Districts, Focus Groups with the business community in relation to the preparation of the economic plan. In May, 2014 the high level goals and objectives on the Community Plan were presented to the LCDC. Arising from the public consultation phase, three main themes emerged - Health and Well Being/Access to Services, Job Creation (focus on Education, Training and Upskilling) and Sustainability/Inclusion and Anti-Poverty. The Draft Local Community Development Plan was considered by the Members at a meeting on 19<sup>th</sup> December, 2014.

#### **Audit Committee:**

The Council's existing Audit Committee was dissolved with the dissolution of the Council following the Local Elections in May 2014 and a new Audit Committee was established by resolution at the Council meeting in July 2014 (with an amendment to the membership approved at the November Council meeting). The Committee comprises 2 (two) Elected members and 3 (three) External Members. The Elected Members appointed to the Committee are Councillor Sinead Guckian and Councillor John McCartin. The external membership of the Committee is Mr. Bryan Kelly (Chairperson), Mr. Stephen Hennessy and Mr. John McDwyer.

The role of the Audit Committee is to advise the Council on financial reporting process, internal control, risk management and audit matters. A total of 3 meetings were held in 2014, two prior to the Local Elections and the inaugural meeting of the new Committee in December 2014. Matters considered in 2014 included:-

- Internal Audit Programme 2014
- Statutory Audit Report 2012
- Audit Committee Annual Report 2013
- Local Government Auditor's report on 2013 Audit
- Annual Financial Statement 2013

#### **Bye Laws:**

The following Bye-Laws were made by Leitrim County Council in 2014:

- County of Leitrim Road Special Speed Limit Bye-Laws Review 2014

#### **Section 140:**

No 'Section 140' Motions were submitted by the Council during 2014



## Members Expenses

<b>Payments to Members of Leitrim County Council in 2014</b>	
Cathaoirleachs' Allowance	€ 23,812.50 (net of tax levied in line with National Regs)
Leas Cathaoirleachs' Allowance	€ 5,925.00 (net of tax levied in line with National Regs)
Strategic Policy Committee Chairpersons' Allowance	€ 21,000.00 (in line with National Regulations)
Municipal District Chairpersons' Allowance	€9,000 (in line with National Regulations)
Members' Representational Payments	€325,779.12
Members' Annual Allowance	€100,043.07
Members' Mobile Phone Allowance	€ 3,877.46
Gratuity Payments	€294,955.68
<b>Total</b>	<b>€784,392.83</b>

Note: 22 Elected Members to 31<sup>st</sup> May 2014; 18 Elected Members from 1<sup>st</sup> June 2014

The Council was represented on deputations and receptions at meetings of the Irish Central Border Areas Network, Local Authority Members Association, LAMA Awards Ceremony, Chamber Awards Ceremony and Border Regional Authority.

Representatives of the Council attended a total of 26 conferences, courses and seminars and 12 training events during 2014. The total cost of these activities, together with ad-hoc expenses paid in respect of attendance at meetings of ICBAN and a meeting with Minister McHugh and Minister Alex White in Dáil Éireann, which was made up of travel and subsistence and course fees as appropriate amounted to €31,268.15 (Details of conferences/seminars/training attended by Councillors are contained in Appendices 6 & 7). The total cost of foreign travel in 2014 was €3,334.67 (inclusive of dinner dance ticket and associated presentation pieces).

## Public Participation Network (PPN)

The establishment of the Public Participation Network (PPN), a new structure to replace the Community Forum, was announced in 2014. The PPN has, as its primary purpose, to facilitate the representation of the community and voluntary sector on Council committees and this is done through three 'Colleges' - Environment, Social Inclusion and Voluntary. The process of the formation of the new structure began in mid-2014 and there were 156 groups registered at year end. Community representatives on the Local Community Development Committee were in place and work was underway to identify the community representatives to the various Strategic Policy Committees of the Council. The new PPN structure comprises representation at Municipal as well as County level so as to engage as many people as possible.

## Inter Agency Traveller Services Group (IATSG)

The Inter Agency Traveller Services Group (IATSG) met on three occasions in 2014. A review of membership took place during the year to ensure that all bodies that should be represented were included in the group. Work commenced, towards the end of the year, on a new Action Plan for the period 2015-2017 with the three working groups - Accommodation and Integration; Health and Wellbeing; and Education and Employment - all meeting to ensure that the new plan will be both comprehensive and achievable. The new plan is scheduled for completion early in 2015.

## Driving Forward Project

The Driving Forward Project is a training programme aimed at 18 to 25 year olds who are unemployed and offers participants the opportunity to obtain a number of certifications ranging from Safe Pass to various sports related awards. The project, which is funded by the International Fund for Ireland, will complete in 2015.

## Pride of Place

Leitrim entered the national Pride of Place competition in 2014 after a gap of some years with the two communities involved - Dromod and Glenfarne – putting huge work into their entries. Judging took place in August and the Awards Ceremony was held in Ennis in November, 2014. Both communities sent strong delegations and Glenfarne was announced as the winner in the category for Communities with a population of less than 250.



**Community Representatives from Glenfarne pictured receiving their Pride of Place Award.**

## Comhairle Na n'Óg

Comhairle Na n'Óg Liatroma, Leitrim's Youth Council, has continued to have representation from all second level schools in the County. Its AGM in 2014 was enhanced to recognise the 25<sup>th</sup> anniversary of the UN Charter on the Rights of the Child and attracted 150 young people from all parts of Leitrim to Lough Rynn Castle in October. 15 members attended the national networking event in Croke Park in November and hosted an excellent stand at the event.



**Participants in a Comhairle na n'Óg Workshop.**

## Leitrim Age Friendly Initiative

The purpose of the Leitrim Age Friendly County Initiative is to increase the participation of older people in the social, economic and cultural life of Leitrim for everyone's benefit, improve the health and well being of older people in the County and show how services and supports for older people can be made more responsive, caring, professional and accessible through imaginative and cost effective partnership working.



The Leitrim Age Friendly County Strategy was launched in March 2014 and committed the agency members of the Leitrim Age Friendly Alliance to developing creative partnerships to deliver twenty-three strategic actions which will improve the lives of older people in the County over the next three years.

The Council, in conjunction with Age Friendly Ireland, has also worked on developing an Age Friendly Town Plan for Mohill which will serve as a template for similar planning exercises in other parts of the County. Work on the preparation of the Plan began in April 2014 with desk research and analysis of local population statistics undertaken, followed by the mapping of community infrastructure and assets. A series of consultation exercises was also carried out, involving a walkability audit following two different routes through Mohill, followed by consultations with older people and key stakeholders.

## Service Delivery

**Strive for continuous improvement and innovation in delivering efficient and effective services which represent value for money**

### CUSTOMER SERVICE

The provision of high quality services tailored to meet the needs of all our customers remained a key focus for Leitrim County Council in 2014. Our approach in relation to all of our activities continues to be underpinned by a commitment to the continuous review and rationalisation of our structures, processes and services with the focus firmly on quality service delivery and ensuring that the organisation is best placed to respond to the challenges ahead.

### CUSTOMER COMPLAINTS

Leitrim County Council operates a formal Customer Complaints system and a total of 6 Customer Complaints were received in 2014 – all six complaints had been fully responded to at the end of the year.

Leitrim County Council also received 5 complaints through the Office of the Ombudsman in 2014 in relation to the following categories:

- waiver of local property tax,
- noise pollution,
- alleged non reply to correspondence,
- planning enforcement
- payment of NPPR.

On conclusion of the examination of 4 of these complaints the Ombudsman's Office regarded these complaints as closed without requiring any action by Leitrim County Council. A decision was outstanding in relation to one complaint at year end.

### CONTACT MANAGEMENT

Our Customer Contact Management System continues to be operated successfully to track and monitor response times to customer queries which are not recorded in other systems eg. Housing repair requests are recorded in the dedicated Housing System, Environmental complaints are logged on our EMIS system etc.

### INFORMATION DISSEMINATION

Leitrim County Council continued to pro-actively interact with the local and national media throughout 2014 as a notice board for activities and with articles and reports on various initiatives and services. All media queries and responses are co-ordinated through the designated Media Liaison Officer, providing a more streamlined communications link with the local and national media.

A corporate text messaging system facilitates significantly enhanced communication with customers, staff and elected members while our websites are also valuable conduits for the dissemination of information. Leitrim County Council has also embraced social networking as a means of disseminating information to a wider public audience with the establishment of Twitter and Facebook sites that provide up to the minute information on Council notices and announcements.

## **MOTOR TAXATION**

During 2014 a total of 40,547 vehicle licence transactions were processed for Leitrim which represented a 0.97% increase on 2013 transactions. The details are as follows:

Motor tax counter transactions	18,685 (46.08%)
Motor tax postal transactions	4,014 ( 9.90%)
Online transactions	17,848 (44.02%)

The online motor tax service allows customers to renew their Motor Tax 24 hours a day, 7 days a week, through the website [www.motortax.ie](http://www.motortax.ie).

## **HIGHER EDUCATION GRANTS**

A total of €597,509 was spent in 2014 on Higher Education fees and maintenance grants, broken down as follows: €247,423.51 (Fees), €261,474 (Ordinary Maintenance) and €88,611.33 (Special Rate of Maintenance Grant).

Leitrim County Council continues to process student grants for students who are currently in receipt of a student grant from Leitrim County Council and who are progressing to the next year of the same course, until such time as those students have completed their current courses. All new applications, including applications from existing students changing courses or progressing to new courses, are made online to SUSI (Student Universal Support Ireland). A total of 46 renewal applications were received as at 31<sup>st</sup> December 2014 of which 46 were approved grant assistance for the 2014/15 academic year.

## **REGISTER OF ELECTORS**

The Register of Electors for 2014/15 was published in February 2014, reflecting the new 3 Local Electoral Area structure arising from the Local Electoral Area Boundary Commission Report 2013, and showed a voting population of 25,800. There was a significant level of application activity however in relation to the Supplement to the Register which was published in advance of the Local Elections in May 2014, with the breakdown of the 27,227 registered electors across the 3 new Local Electoral Areas as follows:

Ballinamore	9,490
Carrick-on-Shannon	8,800
Manorhamilton	8,937





## RESOURCE MANAGEMENT

**Maximise the potential of our human, financial and ICT resources to improve organisational performance**

### HUMAN RESOURCES

Leitrim County Council recognises that one of its most valuable assets is our staff and, against a backdrop of reduced human resources and a difficult financial operating environment, the Council continues the drive to reduce costs through organisational rationalisation and restructuring and by service delivery organised in different ways with the ongoing support and cooperation of all staff. One of the initiatives implemented in 2014 was the rationalisation of the Directorate structure from 5 Directorates to 3. A detailed Business Process Review exercise was also completed in relation to the Housing Department, with further such exercises planned for other Departments in 2015.

Performance evaluation and training needs identification are essential steps in supporting the development of both employees and the organisation. Performance evaluations were introduced in 2014 under the re-invigorated Performance Management and Development System (PMDS). A Learning and Development Committee was established during the year with the remit of guiding learning and development throughout the organisation so that corporate and individual objectives can be achieved. A comprehensive training programme was implemented in 2014 with a particular emphasis on Health and Safety for Outdoor Staff, training for Water Services Staff, PMDS training and Employee Assistance Programme briefing. A Mentoring Programme was also launched in October 2014 with 20 staff availing of the programme at year end. A Continuous Professional Development (CPD) Committee was also established in 2014 to prepare a submission to the Institute of Engineers of Ireland (IEI) for accreditation under its CPD Programme.

### RECRUITMENT AND WORKFORCE PLANNING

Leitrim County Council, in common with other public bodies, continues to be subject to the public sector staffing moratorium. Under the terms of the moratorium Leitrim County Council must apply for sanction to the Department of the Environment, Community and Local Government for each new position prior to any recruitment process being commenced. Only positions which are required to meet statutory or health and safety obligations, or that have specific external funding committed to pay for the cost of the positions, are being approved by the Department. Sanctions secured in 2014 (excluding sanctions in the context of the

Irish Water Service Level Agreement) include the positions of Arts Officer, Senior Planner, Acting Senior Executive Librarian, Clerk of Works, General Services Supervisor (South Leitrim), Traveller Liaison Officer and Project Administrator (Driving Forward Programme). Through ongoing Human Resource effectiveness, focused workforce planning and the implementation of various measures aimed at organisational efficiencies, the Council has continued to maintain services with reduced staff numbers. Due to retirements, staff numbers in 2014 were reduced by eight over that which applied in 2013. The gender breakdown of staff as at end 2014 was 32.8% female and 67.2% male. With the co-operation of Staff the Haddington Road Agreement has delivered increased working hours, restructured leave arrangements, overtime and payroll savings.

Leitrim County Council continued to support labour activation initiatives in 2014 with fourteen (14) Interns employed during the year under the Job-bridge Internship Scheme, the purpose of which is to give job seekers experience and training on a nine-month work placement which will assist them in their search for employment. Forty nine (49) persons were also placed on the 'Gateway' Labour Activation Initiative in 2014, providing short-term work and training opportunities for long-term unemployed people who have been on the Live Register for over 2 years. The work opportunities will benefit areas such as local amenity upkeep, tourism promotion etc.

### **Implementation of the HR Management System**

As part of ongoing efficiency and modernisation, the HR Department completed the implementation of the HR Management System with the implementation of payroll integration with the Local Authority Shared Payroll Centre in Portlaoise. The system now provides an integrated end-to-end modular IT solution inclusive of Personnel Management, Superannuation, Training, Payroll, Time & Attendance, Recruitment, Performance Management and Business Intelligence Reporting. Employees can access their individual employment records, pension calculator, online payslips, and submit leave requests and queries with significant automation. Manager self-service supports approvals, automated reminders and team analytics. The system is based on meaningful real time data, user centric technologies and employee engagement. It provides immediate HR value and support with an efficient focus on the organisations' most important assets - the Workforce.

## **FINANCE**

Although the economic climate showed some signs of improvement during 2014, the Council finances continued to require tight budgetary control. The financial results for 2014 improved on previous years and returned a surplus of €153,120. This surplus resulted from a higher than expected level of income from the NPPR (Non Principal Private Residence Charge) in 2014. The Statement of Financial Position (Balance Sheet) at 31<sup>st</sup> December 2014 reflects the removal of Water and Waste assets due to their statutory transfer to Irish Water. Additionally, loans relating to Water and Waste Assets are now reflected as redeemable through the Department of the Environment, Community and Local Government.

## **PROCUREMENT**

The Office of Government Procurement (OGP) commenced operations in 2014 and, together with four key sectors (Health, Defence, Education and Local Government), takes responsibility for sourcing all common goods and services on behalf of the Public Service. Public Service spend is €8.5 Billion per annum on goods and services and €3.5 Billion per annum on works – over €23 Million a day. The OGP will also take full responsibility for procurement policy and procedures.

The Procurement process within Leitrim County Council sets out to:

- Deliver Value for Money and Best Value – challenging economic environment.
- Make it easy for suppliers of goods and services to do business with the Council and so promote equality of access.

- Provide clear manageable procurement processes and lines of responsibility to promote consistency, best practice and quality across all Council services.
- Contribute to the achievement of the Governments' efficiency saving targets and beyond.
- Develop the use of technology to streamline services and so achieve savings.
- Collaborate to maximise purchasing power.
- Include the requirements of the Sustainable Procurement Policy in the specification of all new contracts.

The public procurement process spans the whole project life cycle, from initial conception and definition of the needs of the public service through to the end of the useful life of an asset or the end of a contract.

## **INFORMATION COMMUNICATIONS TECHNOLOGY (ICT)**

In 2014 the ICT Department provided ICT equipment and facilities to newly Elected Members. The ICT Department also designed, developed and deployed an Environmental Management Information System (EMIS) to manage and report on all Water & Waste inspections and complaints. The Asterisk IP Telephony system was extended to the Tourist Office and the Dock as part of the continued implementation of cost savings. Work also commenced on the process of re-developing the Council's website with the re-launch of the updated website to go live in 2015. The ICT Department responded to 2,800 ICT Support calls from staff within the organisation and from the Elected Members in 2014.

## **HEALTH AND SAFETY**

Leitrim County Council continues to eliminate the hazards that give rise to safety, health and welfare risks for employees and those who may be affected by our activities. Where elimination is not possible, control measures are implemented that manage such hazards and risks, so as to prevent injuries at work. Guidance and a series of actions on how to prevent injury and/or ill-health associated with our activities have been further developed throughout the organisation, positively striving towards our objective of continuous improvement.

Key initiatives by the Health & Safety Function in 2014 included:

- Ancillary Safety Manuals developed to reflect requirements of OHSAS 18001.
- Inspections of Council managed works carried out by both the Safety Section and individual sections.
- Five Guidance Documents for Local Authority Policies and Procedures reviewed, amended and adopted.
- Consultative groups to manage the amendment and adoption of Guidance Documents have been established.
- Continued to raise awareness of safety matters.
- Accident/incident investigation.
- Active engagement with Irish Water on safety specific issues.

## Appendix 1

### STATEMENT OF COMPREHENSIVE INCOME (INCOME & EXPENDITURE ACCOUNT STATEMENT) FOR YEAR ENDING 31st DECEMBER 2014

The Income and Expenditure Account Statement brings together all the revenue related income and expenditure.  
It shows the surplus/(deficit) for the year. Transfers to/from reserves are shown separately and not allocated by service division.

#### Expenditure by Division

	Gross Expenditure	Income	Net Expenditure	Net Expenditure
	2014	2014	2014	2013
	€	€	€	€
Housing & Building	3,752,059	3,197,202	554,857	300,033
Roads Transportation & Safety	14,132,265	10,993,256	3,139,009	3,181,022
Water Services	4,006,170	3,977,146	29,024	5,292,533
Development Management	3,313,286	918,743	2,394,543	2,351,052
Environmental Services	3,763,400	546,680	3,216,720	3,032,591
Recreation & Amenity	2,861,853	248,964	2,612,889	2,620,209
Agriculture, Education, Health & Welfare	1,104,632	602,088	502,544	80,700
Miscellaneous Services	3,355,783	1,938,374	1,417,409	516,908
County Charge	-	-	-	-
<b>Total Expenditure/Income</b>	<b>36,289,447</b>	<b>22,422,452</b>		
<b>Net cost of Divisions to be funded from Rates &amp; Local Government Fund</b>			<b>13,866,995</b>	17,375,048
Rates			5,177,063	4,982,914
Local Government Fund - General Purpose Grant			8,282,319	11,952,743
Pension Related Deduction			673,996	765,029
County Charge			-	-
<b>Surplus/(Deficit) for Year before Transfers</b>			<b>266,383</b>	325,638
<b>Transfers from/(to) Reserves</b>			(113,263)	(425,885)
<b>Overall Surplus/(Deficit) for Year</b>			<b>153,120</b>	(100,246)
<b>General Reserve @ 1st January 2014</b>			(1,579,451)	(1,479,205)
<b>General Reserve @ 31st December 2014</b>			<b>(1,426,331)</b>	(1,579,451)



**Appendix 2**  
**STATEMENT OF FINANCIAL POSITION (BALANCE SHEET) AT 31st DECEMBER 2014**

	<b>2014</b> €	<b>2013</b> €
<b>Fixed Assets</b>		
Operational	101,737,697	101,676,512
Infrastructural	734,173,996	841,689,539
Community	4,465,510	3,865,553
Non-Operational	-	-
	<b>840,377,203</b>	<b>947,231,604</b>
<b>Work in Progress and Preliminary Expenses</b>	17,104,679	19,782,018
<b>Long Term Debtors</b>	10,833,538	10,906,388
<b>Current Assets</b>		
Stocks	-	-
Trade Debtors & Prepayments	11,464,574	6,629,602
Bank Investments	9,570,864	10,746,600
Cash at Bank	164,813	-
Cash in Transit	-	-
Urban Account	-	-
	<b>21,200,250</b>	<b>17,376,202</b>
<b>Current Liabilities (Amounts falling due within one year)</b>		
Bank Overdraft	-	669,183
Creditors & Accruals	9,043,883	3,700,231
Urban Account	-	-
Finance Leases	-	-
	<b>9,043,883</b>	<b>4,369,414</b>
<b>Net Current Assets / (Liabilities)</b>	<b>12,156,367</b>	<b>13,006,788</b>
<b>Creditors (Amounts falling due after more than one year)</b>		
Loans Payable	7,393,563	13,007,139
Finance Leases	-	-
Refundable deposits	3,383,073	3,438,279
Other	1,864,624	1,716,919
	<b>12,641,260</b>	<b>18,162,337</b>
<b>Net Assets</b>	<b>867,830,527</b>	<b>972,764,462</b>
<b>Represented by</b>		
Capitalisation Account	840,377,203	947,231,604
Income WIP	17,981,771	20,820,021
Specific Revenue Reserve	956,814	956,814
General Revenue Reserve	(1,426,331)	(1,579,451)
Other Balances	9,941,071	5,335,474
<b>Total Reserves</b>	<b>867,830,527</b>	<b>972,764,461</b>

### APPENDIX 3

#### Corporate Plan Annual Progress Report 2014

Dear Chairperson & Members,

This report is being presented to the Council in accordance with the requirements of Section 134 of the Local Government Act 2001 as amended. The report sets out in summary fashion progress made in relation to commitments set down in the Council's Corporate Plan for the period 2010-2014. The report specifically highlights the progress made during 2014 and follows the same format as the Corporate Plan itself.

#### **Economic Development**

The Council continued to promote economic development through targeted infrastructure provision, proactive forward planning and active marketing and collaboration with other agencies.

In response to the publication of Local Government Reform Act, 2014 Leitrim County Council commenced the preparation of the Economic Strategy which will form part of the overall Local, Economic and Community Plan. Focus groups were held in March and April with the Agriculture and Food, Energy and Forestry, Manufacturing and Services, Creative, Town Centre Development and Women in Business sectors. In tandem with the preparation of the Community Plan, work was also carried out into profiling the County and more detailed economic profiling and follow up workshops were held in November. The focus on marketing the County as a positive location to do business continued throughout 2014 with the completion of the upgrading of the Council's investment website - [www.leitrim.ie](http://www.leitrim.ie) – which provides a central portal to high-level information and signposting in relation to investing and/or moving to Leitrim. A DVD is also nearing completion, highlighting the different business sectors operating in the County, which will be promoted through social media and on the website. The Leitrim Business Database was promoted in local media leading to an increase in new businesses being included and the addition of logos and additional contact details.

Leitrim County Council continued to facilitate an Upper-Shannon-Erne Business initiative, led by Bord na Mona, aimed at businesses identifying key areas for action in the region. A number of meetings and workshops took place with businesses across different sectors in the participating Counties. In this context Leitrim County Council organised with local business the "Play Your Part" initiative which was supported by the four participating Councils and the four GAA County Committees. Several hundred people attended the event which included local businesses offering highly skilled jobs which are available within the region currently. This project will be expanded in 2015 to include additional companies, projects and partners, including ESB, and a number of key projects will be identified for action in 2015.

As one of ten front-runner Local Community and Development Committee (LCDC) sites, Leitrim County Council continued to work closely with the Department in the development of the LCDC Set Up Guidelines and the Guidelines for the Preparation of the Local, Economic and Community Plan (LECP). The LCDC was formally established in June 2014 by Leitrim County Council and ten focus groups and workshops were held.

The Council also engaged with the national requirements in relation to the planning for the establishment of the Local Enterprise Office. The Leitrim County Enterprise Board was dissolved on 14<sup>th</sup> April 2014 and replaced by the Local Enterprise Office Leitrim which has been established in the Council's main offices at Aras an Chontae, Carrick on Shannon. The level of supports under the Local Enterprise Office remains as with the former Enterprise Boards with grant supports in the form of Priming, Expansion and Feasibility/Innovation Grants for eligible businesses ongoing. Strong demand continues for soft supports, with approximately 500 attending training and network events during the year and over 100 clients availing of mentor support in 2014. A number of new initiatives were also rolled out in 2014 including the

Online Trading Voucher Scheme where applicants can apply for a voucher to the value of €2,500 at a rate of 50% towards developing, inter-alia, a digital media strategy and ecommerce website. 18 people participated in the IBYE - Ireland's Best Young Entrepreneur competition, for entrepreneurs in the County aged between 18 and 30, with the County Final taking place at the end of September 2014. Applications can also be made for loans between €5,000 and €25,000 with Micro Finance Ireland - applications are assessed and processed by the Head of Local Enterprise.

Dromod was assisted in their entry in the European Entente Florale competition making it the second entrant from the County to achieve a medal in this prestigious competition, which assists in promoting the County as an attractive location to live and visit. The Lough Allen Area was also marketed through support for the Special Olympics Cycle taking cyclists from across the country through the area on the route.

The Draft Leitrim County Development Plan 2015–2021 was placed on public display from 31<sup>st</sup> January 2014 to 11<sup>th</sup> April 2014. Public participation events on the Plan were held in Ballinamore, Carrick-on-Shannon and Manorhamilton during the display period. The formal adoption of amendments to the Draft Plan took place at a special meeting of the Council in September. The proposed Material Amendments to the Draft Plan were placed on public display from 3<sup>rd</sup> to 31<sup>st</sup> October 2014. Submissions and observations received have been assessed and will be before the Members for consideration in early 2015.

In order to further assist those considering carrying out a development in County Leitrim, and in addition to the pre-existing correspondence-based pre-planning system, a new weekly Pre-Planning Clinic System, which is by appointment only, was introduced in November.

The Leitrim Tourism Growth Alliance (LTGA) was established in 2014 to provide the basis for effective collaboration between stakeholders in the county tourism sector, which in turn will contribute to the potential growth of the tourism sector in the County. The LTGA comprises representatives of the various agencies, trade members, Elected Members and Executive of Leitrim County Council. The main focus of the group initially is the preparation of the Tourism Marketing Strategy and Action Plan for Leitrim 2015 -2021, which is being developed by Bane and Mullarkey Consultants following an extensive engagement process. The final draft of the Strategy and Action Plan is scheduled to be completed by February 2015.

Leitrim Tourism undertook a range of marketing activities in 2014 to promote Leitrim as a tourist destination including the Canadian Ambassador visit, International Rose of Tralee Tour 2014, support to events around the County including an initiative in North Leitrim to provide a shuttle bus to and from the All Ireland Fleadh Ceoil in Sligo and marketing programmes under the various Tourism Infrastructure projects. The partnership of the Leitrim/Roscommon destination marketing programme continued in 2014 with a tourist information point serviced at Ireland West Airport, Knock and display adverts on bill boards and arrivals hall featuring both counties, and advertising in the Ireland West magazine. Leitrim Tourism also attended various trade shows and workshops in Europe, the UK and the USA in 2014 while the production of promotional material also continued. An extensive Social Media programme was also delivered with various campaigns throughout the year and regular updates on social media platforms. Comprehensive Public Relations campaigns were delivered, receiving national and international publicity for the Canadian visit and also the new Lough Rynn International Recreational Facility. Further coverage was obtained from various media outlets which included TV coverage, TV3, TG4, RTE, Irish TV, Press Coverage National and international Online.

Another successful Sean Mac Diarmada Summer School programme was delivered with a high calibre of speakers. Following on from 'The Gathering' the Community Diaspora Fund funded over 15 events around the County to the value of €25,000. Funding under IPB/Failte Ireland and Leitrim County Council supported a range of events including school reunions, family, music and angling festivals, Agriculture, GAA and Fair

Days. Leitrim Tourism also managed the Tourist Office in Carrick on Shannon, opening from April to October. Under the Gateway Scheme the Council has also recruited 10 Tourism Ambassadors who are placed in Libraries around the County and will provide tourist information for visitors to the area.

Leitrim County Council continues to develop a positive business environment by ensuring its suppliers are paid on time. During 2014 84% of Suppliers were paid within 15 days of receipt of the supplier invoice and 98% were paid within 30 days.

### **Infrastructural Development**

Despite significantly reduced funding allocations, 2014 was another successful year in the context of infrastructural delivery both in terms of physical and social infrastructure.

In terms of our National Road network, planning work continued for Phase II of the N16 Cornacloy to Sradrine Realignment Scheme with the Compulsory Purchase Order for the land acquisition completed. Phase II of the Scheme, which comprises the realignment of a further 2km at this location, is ready to advertise for construction early in 2015, subject to the necessary funding being secured from the NRA. A new road pavement on a 5km stretch of the N4 between Masonite and the Dromod Rooskey Bypass was completed in 2014.

Our Non-National Roads Budget for 2014, at €9m, was slightly up on 2013 and included extra funding during the year for road pavements and the Community Involvement Schemes. A total of 44km of road was surface dressed and 62km of road strengthened in 2014. These figures are down on previous years but 30km of road was strengthened under the Community Involvement Scheme, which is an increase on 2013.

The Rural Water Programme had an investment allocation of €0.4m. €0.15m was spent on upgrading of Group Water Schemes at Corlea-Drumgowla, Drumaleague, Mullaghboy-Drumbranned and Drumcree while €0.2m was spent on construction of new Group Sewerage Schemes at Drumshanbo-Corlough, Lisduff-Cornaslieve and Ballinagleragh.

A number of key tourism infrastructural projects were further progressed in 2014, supported on an individual basis through agencies and programmes such as Fáilte Ireland and Interreg. Projects completed included the Glenade Lake and Eagles Rock project, the Limekiln at Farnaught, Kiltyclogher Heritage Centre, Teach Ceoil redevelopment in Drumshanbo, the Artists Studios over Drumshanbo Library, the Car Touring route signage for Lough Allen and upgrade works at Cormongan Pier and Corry Strand. Significant progress was made on the Lough Rynn Recreational Facility in 2014 where the Rowing Course was opened by Minister Michael Ring T.D. and launched on the 3<sup>rd</sup> October 2014. The National Canoe Championships were held on this new course in August 2014. Work is continuing on the design of a number of projects including the Slieve an Iarainn Boardwalk Project, the SLNCR (Sligo Leitrim Northern Counties Greenway) in partnership with Sligo, Cavan and Fermanagh Council's and the proposed Dromod to Belturbet Greenway in partnership with Cavan County Council. Kinlough Astro-Turf pitch was also completed by the end of 2014, funded under the Sports National Funding Scheme from the Department of Transport, Tourism and Sport. The pitch will become operational and be officially opened in early 2015.

To ensure the improvement of water infrastructure our Water Services Department worked with Irish Water within the Service Level Agreement during 2014. In addition to the Capital projects already approved by Irish Water there are ongoing Assets Needs Briefs submissions by Leitrim County Council highlighting deficiencies in existing networks and where priorities should be focused. The Capital Office in Leitrim County Council provides follow up information to support the applications. Although Irish Water determines what works are priority and how these projects are funded, Leitrim County Council continues to promote where investment is necessary - this includes investment in Water and Waste Water services.



Drinking water projects which received approval by Irish Water in 2014 include the North Leitrim Regional Water Supply Scheme Stage 3a Water Treatment Plant Expansion and Stage 3b Pipelines/ Reservoir Rossinver and Kiltyclogher. This Project has been reviewed by Irish Water Asset Strategy and Gate 2 approval has been granted to proceed with the planning, design, contract documentation and tendering of these works in preparation for Gate 3 approval. Briefs are being prepared for the appointment of the Consultants from Irish Water Frameworks to commence this stage. The new extended water treatment plant at Moneyduff will have a capacity of 5,500cum/day, an increase of 50% on its current design. Pipelines will also be provided under separate contract for the extension of the NLRWSS to Kiltyclogher and Rossinver. The estimated cost of these two contracts is €4.1 million.

Waste Water projects that have been approved in 2014 are the Manorhamilton and Mohill Sewerage Scheme Wastewater Treatment Plant upgrades. Gate 2 approval has been granted for both projects which allows for the planning, design, preparation of contract documents and tendering of the works. Irish Water has sought fee proposals for the appointment of Consultants. The full cost estimate for these critical upgrade works is approximately €1.8 million.

There was also continued progress in upgrading the Council's Housing Stock through the Energy Efficiency Improvement Scheme in 2014 with investment of €254,259. Cavity wall, attic insulation and ventilation upgrades were completed on 164 No. houses at a total cost of €214,388 with 11 of these houses also benefiting from 'special case energy efficiency upgrades' in the form of window and door replacement at a total cost of €39,871. Energy Retrofitting works to 42 No. Houses in the Knocklongford and Cappagh Housing Estates in Mohill, completed under a broader SEAI Better Energy Communities Scheme project, are referenced elsewhere in this report.

Works were completed on the Remedial Works Scheme at Dristernan Estate, Drumshanbo in early 2014. This Scheme comprised the upgrading and improvement of 22 no. dwellings and extensive estate improvement works at a final Budget Cost of €864,377. The works were funded by the Department of the Environment, Community & Local Government with a 10% contribution by Leitrim County Council from our Internal Capital Receipts (ICRs).

In terms of the housing construction/acquisition programme one no. 4-bedroomed Family-type house was purchased in 2014. Approval was also secured for the purchase of 6 No. dwellings at various locations by the North West Simon Community under the Capital Assistance Scheme and these acquisitions are being actively progressed.

Adaptation works were carried out to 19 no. houses under the Disability Works Programme for Council houses including one extension to provide ground floor bathroom facilities on medical grounds in one unit. €229,000 was also secured from the Department under the newly introduced Voids Programme for works to 15 No. vacant properties at various locations throughout the County, facilitating extensive works and the return of these properties to productive use.

### **Cleaner and Greener Environment**

The Council continues to participate in the delivery of three River Basin Management Plans that relate to County Leitrim. Activities in 2014 included site characterisation assessments and the application of the EPA Code of Practice for Single House Wastewater Treatment Systems, risk assessment and sample selection for the second phase of the programme of inspection of septic tanks, bathing water and drinking water source protection, monitoring of all licensed discharges to the environment, responding to complaints or information received regarding pollution and liaising with organisations tasked with the Risk Assessment and Management of Flooding. Septic tank inspections, under the National Inspection Plan, were undertaken upstream of the intake for the South Leitrim Water Supply (32) and close to the shoreline of

Lough Gill (16). Necessary remedial works have been prescribed and follow up inspections are being arranged.

Leitrim County Council also took action during 2014 to regulate and reduce emissions to air, including:

- Development of a Climate Change Policy and the implementation of an Action Plan to achieve a 33% reduction in energy usage over an 11 year period (2009 – 2020). The Plan proposes measures to ensure at least 20% of energy usage will be from renewable sources by 2020.
- Energy efficiency improvement works undertaken, with financial assistance from SEAI under their Better Energy Communities Scheme in Mohill and in Carrick on Shannon. Works in Mohill included insulation and fabric improvements in Council houses, installation of efficient condenser oil-fired boilers, air to air and air to water heat pumps with similar improvement works to the Fire Station, Library and Community House building together with public lighting improvements (from sodium to LED). Works in Carrick on Shannon included window replacement in a Heritage building together with retrofitting of internal and some external lighting at the Aras building. The total investment in both projects was €413,157 with grant aid received of €201,899. The estimated savings annually are 36,108 kgs of CO<sub>2</sub> and 858,500 kWhrs of energy. The financial savings to Leitrim County Council are generated only from Council operated buildings but these will save an estimated €12,900 annually.
- The licensing and inspection of installations under the Deco Paints, VOCs and Petroleum Vapour Emissions Regulations continued during 2014 involving car body repair shops and dry cleaners.
- Several complaints regarding illegal burning of waste and noise nuisance were also investigated and followed up as appropriate.

Two Authorised Treatment Facilities (ATF's) for the reception and dismantling of end-of-life vehicles in an environmentally friendly manner, licensed during 2011, were fully operational throughout 2014.

2014 also saw the continuation of the enforcement of the use by commercial premises of the third bin for organic wastes and the roll-out of the third bin for householders in accordance with the Waste Presentation Bye-Laws and the public consultation on the new Connaught Ulster Regional Waste Management Plan which will supersede the Connaught Waste Management Plan when it is adopted (expected end of January 2015). Following two postponements, the new pay-by-weight system for the collection of household waste was finally implemented on 1<sup>st</sup> December 2014. In the lead up to this, three bins were distributed to each household availing of the service, there was a significant increase in the amount of waste being collected and an improvement in the quality of the material being recycled. Participation rates are good and rising but overcoming the physical impediments to providing a universal service will require a prioritised and co-operative approach by the Collectors and the Council during 2015.

In 2014 the Council continued environmental monitoring as part of the risk-assessment being undertaken on six historic Landfills in the County involving studies of the geology, hydrology, surface water and waste mass together with gas, water and leachate analysis. Contract documents have been prepared in-house for the Tier 3 risk-assessment now required for the old landfill at Ballinamore.

Inspections and enforcement continued under a wide range of other environmental regulations and the provision of assistance to other agencies such as the EPA, the Gardaí and the Customs Service in the manning of regular inter-agency roadblocks aimed at the detection and prevention of transportation of illegal waste.

The Council's Green Schools programme also continued to advance in 2014 with all schools now involved and many of them at advanced stages of the programme.

Water Services continued to maintain the water and waste water plants to the highest standards within the resources available from Irish Water, ensuring that all plants were EPA compliant.

Local Procurement policy now incorporates national policy on green procurement to encourage and develop sustainable procurement.

### **Culture and Recreation**

2014 saw the continued implementation of many elements of Leitrim County Council's Art Strategy 2012-2017. The LOCIS 2 year multi-national artists exchange programme, involving artists from Poland, Sweden and Ireland and with the Arts Office as the lead partner, concluded in November with a major gathering of 60 artists in Carrick on Shannon. The SPARK Programme is currently ongoing with artists in residence in two local businesses. The Artists in Schools programme was also continued in 2014 with the assistance of the Dock and other Centres throughout the County. The John McGahern Seminar in May 2014 was once again an outstanding success bringing large numbers from the literary world to Leitrim. Work was completed on the conversion of the former Sliabh an Iarainn Visitors Centre in Drumshanbo into a suite of artists' studios. Expressions of interest have been sought for lease of the studios and the applications are currently being assessed. The Arts Office is also involved in the fitting out of the art and culture related elements of the Interpretative Centre which has been developed in the former Teach Ceoil, Drumshanbo.

The Artist Bursary Scheme has again proven hugely popular with the 52 applications received currently being assessed. The 4<sup>th</sup> Leitrim Equation project, involving musicians John McCartin, Eleanor Shanley, Dave Sheridan and John Carty, is ongoing since early 2014. An extensive programme of professional development in musicianship has been included in the projects and a number of workshops have been held with musicians and students throughout the County. Funding has also been secured to prepare a theatrical production to mark the WB Yeats Centenary and work is ongoing on the project.

The Library Service continued to expand its range of services throughout 2014. Events were held at a wider number of branches to mark Heritage Week. A "Picture of the Month" initiative was launched to encourage art and photography in the libraries and to encourage greater use of the library service. Refurbishment works were completed on the Drumshanbo Branch Library while plans are being advanced to relocate the Dromahaire Branch Library to the former Area Office in Dromahaire.

The Council's Sports and Recreation Department continued to deliver, in conjunction with the Leitrim Sports Partnership, an ever expanding range of sports and recreational activities and coaching. Work continued in over 30 primary schools and with some secondary schools. New initiatives introduced in 2014 included a "Kids on the Run" fitness programme for children, Rehab Care exercise programmes, light exercise programmes for Active Age Groups, National Learning Networks multi-activities programme and a soccer programme for Travellers. An astro-turf outdoor facility in Kinlough was also developed and the annual Sports Star of the Year Awards were again an outstanding success. The Leitrim Sports Partnership Committee worked throughout 2014 on the preparation of a Strategic Plan for the period 2014-2017, which was launched by John Treacy, Irish Sports Council Chief Executive in November. A new Sports Partnership was established in December with new members replacing some of the long serving members. Work is also well advanced on the provision of a playground in Drumsna while tenders have been sought for the redevelopment of the playground at Acres Lake, Drumshanbo.

### **Sustainable Communities and Social Cohesion**

The involvement of the citizens of the County in local government is critical for a shared understanding of what the local authority is trying to achieve. The Council's Environmental Awareness Programme and Tidy Towns Programmes are good examples of community participation which once again worked well during 2014. In terms of Environmental Awareness initiatives Leitrim once again participated in the Gum Litter

Task Force Campaign with involvement from all the local National Schools, the very active Tidy Towns Group and members of the National Learning Network. The Mid-Campaign Boost was held in Carrick on Shannon in mid July supported by Carrick Tidy Towns. The Environment Department continues to liaise with the ICA, Active Age and Youth Groups to promote environmental awareness and it is hoped to engage on a more formal basis with the Business Community in 2015.

One of the most significant changes in 2014 has been the establishment of the Public Participation Networks (PPNs) which replaces the Community Forum. Community, voluntary and environmental groups were invited to register during the summer period with public meetings held throughout the County in August to publicise and explain the process. To date the Secretariat has been established and nominees have been appointed to the County Leitrim Local Community Development Committee (LCDC). The PPN will continue to be utilised to appoint members to the Council's Strategic Policy Committees (SPCs) and the Joint Policing Committee. The Council also continued to support the activities of Comhairle na nÓg during 2014.

County Leitrim Age Friendly Strategy was launched in 2014, followed by the launch of the Action Plan in October. Work is ongoing on the implementation of the strategies which include the designation and development of Mohill as an Age Friendly Town.

The PEACE 111 Programme terminated at the end of 2014 following a one year extension. Projects funded under the Programme included the conversion of the former courthouse in Kiltyclogher to the Seán Mac Diarmada Visitor Centre which was officially opened by the Minister for Arts, Heritage and the Gaeltacht, Ms. Heather Humphries, in November

In terms of meeting housing needs the Council maintained its implementation of the Rental Accommodation Scheme in 2014. A total of 96 households currently have their long-term housing need met through RAS transfers and the Long Term Leasing Scheme. A total of 47 new local authority tenancies were also created in 2014 in addition to 5 existing tenancies being transferred to alternative accommodation. A further 8 households were assisted with deposits to secure private rented accommodation to meet emergency accommodation needs.

Work continued throughout 2014, in co-operation with other agencies, on meeting the accommodation needs of the Traveller families affected by the closure of the Tawlaughtmore, Mohill Halting Site and on supporting their transition and integration into standard local authority accommodation. The procurement process in relation to the demolition of the former Halting Site, which proved very complex, was nearing completion at year end with works anticipated to commence in January 2015. Extensive inter-agency work was also undertaken in conjunction with the Residents Association in the Ath na Ri Estate in Carrick on Shannon to address integration and anti-social behaviour issues. A new Traveller Accommodation Programme for the period 2014-2018 was adopted in January 2014 and 10 Traveller Households had their accommodation needs addressed during the year, exceeding the 2014 target of 9 households. The Local Traveller Accommodation Consultative Committee was reconstituted following the Local Elections and is scheduled to hold its first meeting in January 2015. A submission was also made to the Department for sanction and funding for a Traveller Liaison Officer post to work with the local Traveller community.

In line with the National Housing Strategy for People with Disability 2011-2016 a Housing and Disability Steering Group was established in conjunction with the HSE to support and enhance current local interagency structures in order to facilitate better coordination and delivery of housing and related support services for people with disabilities. The Steering Group will be meeting regularly over the coming months to develop a Housing Strategy to meet the short, medium and long-term housing needs of people with disabilities.



Leitrim's Fire Service completed the implementation of the balance of the 47 SOGs (Standard Operational Guidance) to fire fighting personnel and entered into a Memorandum of Understanding with the Northern Ireland Fire Services in regard to fire services from the other jurisdiction providing assistance at Road Traffic Collisions in locations adjacent to the Border. The Leitrim Fire Service also continued to implement the Regional Major Emergency Framework Plan in conjunction with the services in Sligo and Donegal and hosted a major emergency full scale exercise on the N4 near Dromod in December. Funding approval was also secured from the Department in 2014 for the purchase of 2 no. 4x4 fire service vehicles.

Funding from Leitrim County Council and the Department of Defence has allowed for the necessary infrastructure and training to enable Leitrim Civil Defence to continue to develop its capacity to respond to emergencies as a high quality second line emergency service. This funding also facilitates community support activities while preserving the voluntary nature and ethos of the organisation. Civil Defence has continued to work closely with other units in the region to ensure mutual support in the event of unforeseen situations arising in the community in order that a coordinated response can be facilitated.

### **Organisational Objectives**

The enactment of the Local Government Reform Act 2014 reduced the number of Members of Leitrim County Council from 22 to 18 following the May 2014 Local Elections. The legislation and associated regulations introduced new structures including 3 new Municipal Districts coinciding with the Local Electoral Areas - Carrick on Shannon, Manorhamilton and Ballinamore - together with a range of other requirements and reforms all of which have been, or are in the process of being, implemented.

A new Strategic Policy Committee Scheme was also adopted following the Local Elections with the new SPC's, which will be established early in 2015, reconfigured as follows: Economic Development, Enterprise and Planning SPC; Housing Policy, Social and Cultural Development SPC and Environmental, Transportation and Infrastructural Policy SPC.

The workforce planning process has been ongoing throughout 2014 with a view to streamlining operational processes and to assist in making the best use of diminishing staff resources. There were a total of 12 staff retirements in 2014—three members of the outdoor staff and nine members of the management/administrative/technical staff. The challenge of delivering an increasing workload with a continually diminishing staff complement necessitated the reconfiguration of the Directorates and their reduction in number from five to three – Economic Development, Planning, Environment and Transportation; Housing and Community, Corporate Services, Culture and Emergency Services; Finance and Water Services. Each Director of Services has also been allocated responsibility for a Municipal District. A detailed Business Process Review of the Housing function is also underway to determine the most appropriate structure and identify potential areas where administrative or other efficiencies can be achieved. Further such processes are planned for other areas in 2015. Work also continued in 2014 on a number of ICT projects aimed at improving efficiency across the organisation.

The Performance Management Development System (PMDS) was rolled out to Council staff in 2014, requiring the development of an individual set of objectives for the year for agreement between individual staff members and their line manager. Progress on delivery of these objectives is reviewed at mid-year and again at year end. The objectives are based on Directorate Work Programmes and Team Plans which are prepared and agreed at the commencement of the year. These plans are in turn based on the Council's Corporate Plan. A Learning & Development Team has been established in-house to address continued professional development while a newly introduced Mentoring Programme provides staff with the opportunity to avail of the advice, assistance and support of more senior staff in relation to aspects of their work and/or career development. The Council has also entered into a Service Level Agreement for the provision of new Employee Assistance Programme.

Leitrim County Council delivered its services within budget in 2014 and continues to implement financial and budgetary control over its available spend. Procedures for claiming grants and sources of funding were further refined to ensure that all sources of financial assistance were availed of during 2014. Internal Audit, currently provided by a 3<sup>rd</sup> Party Auditor, continued its program of work during 2014, ensuring appropriate procedures and standards are in place. The independent Audit Committee was also reconstituted following the Local Elections and has an advisory role in promoting good accounting practices, ensuring better and more informed decision-making and improving the focus on value for money throughout the organisation.

The Office of Government Procurement (OGP) commenced operations in 2014 and has taken over the role of the NPS (National Procurement Service) in relation to the four key sectors of Health/ Defence/ Education and Local Government. The OGP, which has taken the responsibility of sourcing goods and services on behalf of the Public Service and for procurement policy and procedures, will speak with one voice to the market, avoid duplication and take advantage of the scale of public procurement to best effect. Leitrim County Council continued to develop its internal Procurement Unit with a specific focus on ensuring compliance with national contracts, making use of all such central arrangements where possible. Work is ongoing to complete a spend analysis identifying where further savings and efficiencies can be achieved.

As part of the implementation of the National Shared Services Delivery Plan, the payment of wages and salaries is now delivered on behalf of Leitrim, and all local authorities, by Laois County Council in line with a Service Level Agreement. Other areas where delivery of shared services are currently under consideration include the Library Service and the Fire Service, both of which will be the subject of more detailed discussion and negotiation in 2015. Work is also in progress on the implementation of a shared veterinary service among the local authorities in the Connacht and Border Region.

Leitrim County Council continues to engage in a proactive approach in meeting its legal and moral obligations in the management of health and safety in the organisation. In 2014, in addition to the normal programme of work of inspections, risk assessments and consultation, the Safety Monitoring Committee, in conjunction with the Health & Safety Section, led the development and implementation of a range of Health & Safety Policies.

A cross-functional Customer Services Working Group was re-established in 2014 to drive a renewed customer service focus and agenda. The main reception area at Aras an Chontae was also redeveloped as a Customer Care Desk in 2014 in conjunction with the relocation of the LEO Office to the Council HQ. The provision of high quality services tailored to meet the needs of all our customers remained a key focus for Leitrim County Council in 2014. Our approach in relation to all of our activities continues to be underpinned by a commitment to the continuous review and rationalisation of our structures, processes and services with the focus firmly on quality service delivery.

## **Conclusion**

The foregoing achievements were made possible through the combined efforts of the Elected Members and Staff of this Authority and, as the Council reaches the end of the implementation period for the current Corporate Plan, I wish to sincerely thank the Members – current and former – and Staff for their efforts and support in achieving very considerable progress over the period of this Plan notwithstanding the extremely challenging operating environment. I look forward to similar progress being made in the context of the new Corporate Plan which has recently been adopted for the period 2014-2019.

While 2014 was a successful year, as reflected above, it was nonetheless another difficult and volatile year for Leitrim County Council. While to date the Council has endeavoured to maintain service levels with

minimal impact on frontline services, the impact of the reduced resources available to Leitrim County Council, in terms of both human and financial resources, is impacting and will invariably continue to impact on the level of services and initiatives that can be delivered. A process of continuous improvement and efficiency gains will be fundamental to the sustainability of the Council's operations in 2015 and in future years and this together with strict budgetary control and monitoring will continue to be a priority for the year ahead.

Yours sincerely,

**Frank Curran**  
**Chief Executive**

## APPENDIX 4 MEMBERSHIP OF COMMITTEES

(following the Annual Meeting of Leitrim County Council held on 6<sup>th</sup> June 2014)

<b>Border, Midland and Western Regional Assembly</b>
Councillor Justin Warnock Councillor Frank Dolan
<b>Ballinamore/Ballyconnell Joint Drainage Committee</b>
Councillor Paddy O'Rourke Councillor Caillian Ellis Councillor John McCartin Councillor Gerry Dolan Councillor Martin Kenny
<b>Association of Irish Local Government (AILG)</b> Voting delegates at the AILG Annual Conference and also the permanent delegates to the Standing Policy Council of the AILG for the full five year term
Councillor Mary Bohan Councillor Sinead Guckian Councillor John McCartin
<b>Local Authority Members Association (LAMA)</b>
Councillor Sean McGowan
<b>PEACE III Partnership</b>
Councillor Brendan Barry Councillor Mary Bohan Councillor Sean McDermott
<b>Leitrim County Enterprise Fund Limited</b>
Councillor Felim Gurn Councillor Justin Warnock
<b>Irish Central Border Areas Network</b>
Councillor Caillian Ellis Councillor Sean McDermott  The Cathaoirleach is an ex-officio member.
<b>Irish Public Bodies Mutual Insurances Limited</b>
Councillor Mary Bohan
<b>Local Traveller Accommodation Consultative Committee</b>
Councillor Finola Armstrong-McGuire Councillor Des Guckian Councillor Sinead Guckian Councillor Seadhna Logan Councillor John McCartin Councillor Enda Stenson
<b>Regional Drugs Task Force</b>
Councillor Sinead Guckian
<b>Mayo, Sligo and Leitrim Education &amp; Training Board</b>
<b>Councillor Mary Bohan Councillor Paddy O'Rourke</b>



<b>Councillor Enda Stenson</b>
<b>Local Community Development Committee</b>
<b>Councillor Finola Armstrong-McGuire</b> <b>Councillor Felim Gurn</b> <b>Councillor Paddy O'Rourke</b>
<b>Governing Body of The NUI Galway</b>
Councillor John McCartin (elected on 14 <sup>th</sup> January 2013)
<b>Library Advisory Committee</b>
All Members
<b>Lough Oughter and Gowna and River Erne Drainage Committee</b>
Councillor John McCartin Councillor Paddy O'Rourke
<b>Western River Basin District Advisory Council</b>
Councillor Frank Dolan Councillor Sean McGowan
<b>North Western River Basin District Advisory Council</b>
Councillor Sean McDermott Councillor Justin Warnock
<b>Shannon River Basin District Advisory Council</b>
Councillor Des Guckian Councillor Paddy O'Rourke
<b>Regional Health Forum West</b>
Councillor Finola Armstrong-McGuire Councillor Caillian Ellis Councillor Felim Gurn
<b>County Leitrim Local Sports Partnership</b>
Councillor Frank Dolan Councillor Caillian Ellis Councillor Enda Stenson
<b>Audit Committee</b>
Councillor Sinead Guckian Councillor John McCartin
<b>Disability Advisory Group</b>
Councillor Finola Armstrong-McGuire Councillor Des Guckian Councillor Felim Gurn
<b>Leitrim Joint Policing Committee</b>
Councillor Finola Armstrong-McGuire Councillor Brendan Barry Councillor Mary Bohan Councillor Gerry Dolan Councillor Caillian Ellis Councillor Padraig Fallon Councillor Des Guckian Councillor Sinead Guckian

Councillor Felim Gurn Councillor John McCartin Councillor Sean McDermott Councillor Enda Stenson Councillor Justin Warnock
<b>Leitrim Tourism Growth Alliance</b>
Councillor Finola Armstrong-McGuire – Carrick Municipal District – appointed 8 <sup>th</sup> September 2014 Councillor Caillian Ellis – Ballinamore Municipal District – appointed 7 <sup>th</sup> October 2014 Councillor Felim Gurn – Manorhamilton Municipal District – appointed 15 <sup>th</sup> September 2014
<b>Leitrim 1916 Centenary Committee</b>
Councillor Sinead Guckian – Carrick Municipal District – appointed 8 <sup>th</sup> September 2014 Councillor Sean McDermott – Manorhamilton Municipal District – appointed 15 <sup>th</sup> September 2014 Councillor Paddy O'Rourke – Ballinamore Municipal District – appointed 7 <sup>th</sup> October 2014

## Appendix 5

### Leitrim County Council SPC's 2009 – 2014 – Membership at 31<sup>st</sup> December 2014

The nomination process for the sectoral interests to the SPC's requires that the new Public Participation Network (PPN) be in place and this delayed the formal establishment of the SPC's, which is scheduled to be completed early in 2015.

The chairs-designate of the SPC's were selected at the Annual Meeting on 6<sup>th</sup> June 2014:

SPC	Chair Designate
Economic Development, Enterprise & Planning	Councillor Frank Dolan
Environmental, Transportation & Infrastructural Policy	Councillor Sinead Guckian
Housing Policy, Social & Cultural Development	Councillor Enda Stenson

**Appendix 6**  
**Training Events Attended 2014**

Month	Details of Training Events	Location	No of Members attending
June	Association of Irish Local Government Training	Sligo	12
	International Centre for Local and Regional Development Training	Armagh	1
	Association of Irish Local Government Training	Offaly	1
July	International Centre for Local and Regional Development Training	Monaghan	1
September	Association of Irish Local Government – Finance	Monaghan	2
October	Institute of Public Administration - Audit Committee Training	Sligo	1
	Association of Irish Local Government – Housing	Cavan	2
	Local Authority Members Association Autumn Seminar	Donegal	5
	Association of Irish Local Government – Planning	Donegal	3
	Association of Irish Local Inaugural Annual Conference 2014	Cavan	7
November	Association of Irish Local Government	Meath	1
	Association of Irish Local Government	Donegal	3

## Appendix 7

### Local Election 2014

#### Expenditure and Donations in respect of each Candidate

Local authorities are required in their Annual Report for 2014 to include the aggregate details of election expenditure in respect of each candidate, designated person and third party, as well as details of donations received.

Name	Local Election Expenditure 2014	Donations Exceeding €600
Armstrong McGuire, Finola	€2,910.65	Nil
Barry, Brendan	€3,003.64	Nil
Bohan, Mary	€5,247.00	Nil
Dolan, Frank	€2,630.00	Nil
Dolan, Gerry	€3,610.00	Nil
Ellis, Caillian	€2,459.30	Nil
Fallon, Pdraig	€3,297.13	Nil
Finnegan McElgunn, Siobhan	€5,298.16	Nil
Gilmartin, Francis	€3,357.75	€1,000 (Drumshanbo Fianna Fáil Cumann)
Guckian, Des	€2,120.00	Nil
Guckian, Sinead	€1,799.24	Nil
Gurn, Felim	€4,102.00	Nil
Hughes, Gordon	€1,453.50	Nil
Kelly, James Vincent	€200.00	Nil
Kelly, Thomas	€1,425.98	Nil
Kenny, Martin	€2,566.79	Nil
Logan, Séadhna	€2,334.04	Nil
Martin, Maureen	€520.00	Nil
McCartin, John	€1,000.00	Nil
McDermott, Sean	€1,100.00	Nil
McGloin, Enda	€3,426.62	Nil
McGloin, Siobhan	€2,826.16	Nil
McGowan, Sean	€4,509.38	Nil
Mulligan, Thomas	€1,491.54	Nil
Munday, Pat	€3,499.86	Nil
O'Rourke, Paddy	€5,820.00	Nil
Rooney, Philip	€4,632.57	Nil
Stenson, Enda	€1,610.00	Nil
Ward, John	€2,034.76	Nil
Warnock, Justin	€3,103.57	Nil
Wisley, Desmond	€457.00	Nil



**Appendix 8**  
**PERFORMANCE INDICATORS 2014**

**National Performance Indicators 2014**

Ref	Functional Area	Metric/Performance Indicator	2014
H1	Housing	<b>Social Housing Stock:</b> A. Overall total number of dwellings provided by Leitrim County Council in year comprising: B. Number of dwellings constructed (B1) or purchased (B2) during year C. Number of units provided under RAS during year D. Number of units provided under HAP during year if operated E. Number of units provided under Social Housing Leasing Initiative (including unsold Affordable Scheme units and NAMA sourced properties and the Mortgage to Rent Scheme) during year F. Overall total number of social housing dwellings at end year comprising: G. Total number of dwellings directly provided (constructed or purchased) H. Total number of units provided under RAS I. Total number of units provided under HAP if operated J. Total number of units provided under the Social Housing Leasing Initiative (including unsold Affordable Scheme units and NAMA sourced properties and the Mortgage to Rent Scheme)	A = 4 B = 1 (purchased) C = 3 D = 0 (not in operation in Leitrim) E = 0  F = 1,014 G = 940 H = 74 I = 0 (not in operation in Leitrim) J = 0
H2	Housing	<b>Housing Voids:</b> A. % of the total number of dwellings at H1G that were vacant at year end	A. 8.72%
H3	Housing	<b>Average Re-Letting Time and Cost:</b> A. Time taken from the date of vacation of dwelling to the date in year when a new tenancy had commenced in the dwelling, averaged across all units re-let in year B. Cost expended on getting the re-tenanted units in year ready for re-letting, averaged across all units re-let in year	A. 57.8 weeks (includes a significant number of long term void properties) B. €8,237.84 (includes properties significantly refurbished/upgraded under Voids Programme)

H4	Housing	<b>Housing Maintenance Cost:</b> A. Expenditure during year on the repair and maintenance of housing bought or built by the LA compiled on a continuous basis from 1 January to 31 Dec, divided by the no. of directly provided units in the LA stock at 31/12 i.e. data at indicator H1G.	A. €1,329.85 per unit
H5	Housing	<b>Private rented sector inspections</b> A. Total number of registered tenancies in the Local Authority area B. Number of inspections carried out	5% A. 1,241 B. 62
H6	Housing	<b>Long-term Homeless Adults</b> A. Number of adult individuals that are long-term homeless as a % of the total number of homeless adult individuals.	0% (No homeless adult individuals at 31/12/14)
R1	Roads	<b>Ratings in Pavement Surface Condition Index</b> A. The % of (a) Regional, (b) Local Primary, (c) Local Secondary, and (d) Local Tertiary road surfaces in each of the 10 PSCI rating categories (1 to 10) at 31/12.	See Table below **
R2	Roads	<b>% of motor tax transactions conducted online</b> A. Percentage of motor tax transactions which are dealt with online (i.e. transaction is processed and the tax disc is issued).	44.02%
W1	Water	<b>Unaccounted For Water as % of total volume of water supplied under LA schemes</b> A. Unaccounted for water (UFW) as percentage of total volume of water supplied in year under water supply schemes that the local authority is responsible for under a Service Level Agreement	47.07% (68 GWS's taken in charge late 2013 which increased the network significantly)
W2	Water	<b>% Drinking water (public and private schemes) in compliance with statutory requirements</b>	100% - Microbiological 99.3% - Chemical
E1	Waste/Env	<b>Number of Licensees operating in Local Authority Area</b> A. The number of waste facility permits and certificates of registration granted by the LA and not yet expired as at 31/12/14.	3
E2	Waste/Env	<b>No./% of Households with access to a 3 bin service</b> A. The number of households, based on the 2011 Census, who are in receipt of a 3 bin service at 31/12/2014 B. The percentage of households within the LA area (also as per the 2011 Census) that	A. 6,698 B. 54.77%

		the number at A above represents	
E3	Waste/Env	<b>No. of Waste complaints lodged with the EPA Office of Environmental Enforcement</b> A. The number of distinct complaints relating to waste within the LA area that were referred to OEE in period 1/1/14 to 31/12/14 because the problem persisted after investigation of the complaint by the LA.	0
E4	Waste/Env	<b>% of other (i.e. not waste) environmental pollution complaints closed</b> A. % Litter Pollution cases closed by 31/12/2014 B. % Air Pollution cases closed by 31/12/2014 C. % Noise Pollution cases closed by 31/12/2014 D. % Water Pollution cases closed by 31/12/2014	A. 81.82% B. 40% C. 80% D. 36.36%.
E5	Waste/Env	<b>% of Local Authority area within the 5 levels of litter pollution</b> % of the area within the LA that when surveyed in year was 1) unpolluted or litter free, 2) slightly polluted, 3) moderately polluted, 4) significantly polluted, or 5) grossly polluted.	Surveys not carried out by Leitrim County Council in 2014
P1	Planning	<b>New Buildings Inspected</b> Buildings Inspected as a percentage of new buildings notified to the local authority	16.28%
P2	Planning	<b>No./% of Planning decisions confirmed by An Bord Pleanála</b> A. Number of LA planning decisions which were the subject of an appeal to <i>An Bord Pleanála</i> that were determined by the Board on any date in the last year B. % of the determinations at A which were to confirm either with or without variation the decision made by the LA	60% A. 5 B. 3
P3	Planning	<b>% of Planning Enforcement cases closed as resolved</b> A. Total number of planning cases (as opposed to complaints) referred to or initiated by the local authority in the period 1/1 to 31/12 that were investigated B. Total number of cases that were closed during year C. % of cases at B that were dismissed under section 152(2), Planning and Development Act 2000 D. % of the cases at B that were resolved to the LA's satisfaction through negotiations E. % of the cases at B that were closed due to enforcement proceedings (i.e. remedied in response to a warning letter issued under section 152 of the Act or to an enforcement notice issued under section 154 of the Act or where a prosecution was brought under	38.71% A. 31 B. 12 C. 66.67% (8) D. 25% (3) E. 8.33% (1)

		section 157 or an injunction was sought under section 160 of the Act) F. Total number of planning cases being investigated as at 31/12.	F. 19
P4	Planning	<b>Cost per Capita of the Planning Service</b> A. The <b>Annual Financial Statement (AFS)</b> Programme D data divided by the population of the LA area per the 2011 Census.	€39.44
F1	Fire Service	<b>Cost per Capita of the Fire Service</b> A. The <b>Annual Financial Statement (AFS)</b> Programme E data divided by the population of the LA area per the 2011 Census.	€69.49
F2	Fire Service	<b>Service Mobilisation</b> A. Average time taken, in minutes, to mobilise fire brigades in Part-Time Stations (retained fire service) in respect of fire B. Average time taken, in minutes, to mobilise fire brigades in Part-Time Stations (retained fire service) in respect of all other (non-fire) emergency incidents	4.92 mins 4.7 mins
F3	Fire Service	<b>Percentage of Attendances at Scenes</b> A. % of cases in respect of fire in which first attendance at the scene is within 10 minutes B. % of cases in respect of fire in which first attendance at the scene is after 10 minutes but within 20 minutes C. % of cases in respect of fire in which first attendance at the scene is after 20 minutes D. % of cases in respect of all other emergency incidents in which first attendance at the scene is within 10 minutes E. % of cases in respect of all other emergency incidents in which first attendance at the scene is after 10 minutes but within 20 minutes F. % of cases in respect of all other emergency incidents in which first attendance at the scene is after 20 minutes	A. 46.94% B. 46.94% C. 6.12% D. 50.00% E. 36.51% F. 13.49%
L1	Library	<b>Library Visits</b> A. Number of visits to libraries per 1,000 population for the LA area per the 2011 Census.	6,206.37 (relates to full time libraries only in 2014)
L2	Library	<b>Cost of operating a Library Service</b>	

		A. The <b>Annual Financial Statement (AFS)</b> Programme F data divided by 1,000 population of the LA area per the 2011 Census.	€43,113.59
Y1	Youth/ Community	<b>Participation in <i>Comhairle na nÓg</i> scheme</b> A. Percentage of local schools and youth groups involved in the local Youth Council/ <i>Comhairle na nÓg</i> scheme	100% (Youth Groups not part of <i>Comhairle na nÓg</i> in Leitrim)
Y2	Youth/ Community	<b>No. of Gateway participants employed as % of target</b> A. Number of Gateway participants who commenced a work placement during year expressed as a % of the placements allocated to the LA.	89.09% (49 of 55)
Y3	Youth/ community	<b>% of nominees to LCDC membership via the PPN structures from the most marginalised SICAP groups</b>	40% (2 of 5 nominees)
Y4	Youth/ Community	<b>Number progressing to FT, PT or self-employment within 6 months of receipt of a Goal 3 employment support</b> A. The no. of people in the 'Individuals supported into employment or self-employment' category, who commenced that employment within 6 months of receiving a Goal 3 support, included in the Local Community Development Programme Annual Report	Not applicable in 2014 – SICAP commencing 2015
C1	Corporate	<b>Total Number of WTEs</b>	258.7 (excludes 48 Retained Fire-fighters)
C2	Corporate	<b>Working Days lost to Sickness</b> A. Percentage of working days lost to sickness absence through medically certified leave B. Percentage of working days lost to sickness absence through self-certified leave	A. 3.42% B. 0.27%
C3	Corporate	<b>No. of page visits to LA website</b>	333,958
C4	Corporate	<b>Overall cost of ICT provision per WTE</b> A. All revenue expenditure on hardware and software plus depreciation (20% straight-line) on existing hardware plus IT consultancy and IT contracts plus IT licensing fees and the relevant proportion of the central management charge for the period from 1/1 to 31/12, divided by the WTE no. supplied under the C1 indicator.	€4,342.31
M1	Finance	<b>5 Year summary of Revenue Account balance</b>	<b>2010</b> -€34,857 (Deficit) <b>2011</b> +€5,476 (Surplus) <b>2012</b> -€1,361,560 (Deficit)



			<b>2013</b> -€100,246 (Deficit) <b>2014</b> +€153,120 (Surplus - unaudited)
M2	Finance	<b>5 Year summary of % collection levels for major revenue sources</b>	<b>2010</b> Rates – 78% Rents – 94% Loans – 74%  <b>2011</b> Rates – 72% Rents – 93% Loans – 71%  <b>2012</b> Rates – 64% Rents – 91% Loans – 65%  <b>2013</b> Rates – 65% Rents – 91% Loans – 63%  <b>2014</b> Rates – 60% Rents – 87% Loans – 60%
J1	Economic Development	<b>No. of jobs created</b> The no. of jobs created with assistance from the Local Enterprise Office during the period 1/1 to 31/12	19 new (through LEO grants)

The National Oversight and Audit Commission (NOAC), established in July 2014, reviewed and amended the National Performance Indicators to be reported on by Local Authorities. The details below reflect the final NOAC approved listing of Performance Indicators for 2014. Given that this is the first year of reporting on this new set of Indicators comparative data from previous years is not available.

**\*\* Re Indicator R1**

<b>R1</b>	<b>PSCI Rating</b>									
<b>Road Type</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>
<b>Regional</b>	0%	0%	0%	0%	74%	20%	2%	3%	1%	0%
<b>Local Primary</b>	0%	0%	0%	2%	7%	15%	33%	30%	12%	0%
<b>Local Secondary</b>	0%	0%	1%	6%	21%	30%	32%	8%	2%	0%
<b>Local Tertiary</b>	1%	3%	4%	13%	25%	26%	18%	8%	2%	0%
<b>National Primary</b>	0%	0%	0%	0%	68%	14%	12%	0%	6%	0%

