

**Minutes of Meeting of SPC 1
– Economic Development, Enterprise Support & Tourism**

Held in County Hall on 23rd March, 2016 at 2.30pm

Present: Cllr. Pat Millea (Chair), Cllr. Pat Fitzpatrick, Cllr. Patrick McKee, Cllr. Tomas Breathnach, Cllr. Peter Cleere, Mr. Phil Funchion, Ms. Theresa Delahunty, Mr. Charles Wani

Apologies: Cllr. Patrick O' Neill, Cllr. Michael Doyle, Ms. Deirdre Shine, Mr. John Bambrick,

In Attendance: Martin Prendiville, Head of Finance; Fiona Deegan, Senior Enterprise Development Officer; Aisling Hayes, Administrative Officer; Stephen O'Connor, Administrative Officer

The Chairman informed the committee that Sean McKeown, Head of LEO had been seconded for a 2 year period as Director of the South East Action Plan for Jobs, and welcomed Fiona Deegan as Sean's interim representative for the meeting.

1. Minutes of Previous Meeting

The Minutes of the meeting held on 11th December 2015 were proposed by Cllr. Peter Cleere, seconded by Cllr. Patrick McKee and agreed.

2. Matters Arising

Mr. Phil Funchion raised the item in relation to the inclusion of compliance with labour law as a requirement for payment of a grant by the Local Enterprise Office (LEO). Ms. Deegan stated that she had just received copy of a letter to Mr. Funchion from John Maher, Private Secretary to Minister Bruton dated 18th September 2013, stating that the *'policy and procedures for the new LEOs are currently being reviewed and the inclusion of compliance with labour law as a requirement for payment of a grant will be included in that review'*.

Ms. Deegan stated that compliance with labour law was not a specific condition in the letter of offer but that the general regulations attaching to the payment of grant aid from the LEO provides that all permits, licences, and authorisations required under any statute, regulation or order having the force of law must be complied with and copies of any relevant documentation will be furnished to the LEO, if required. Ms. Deegan further stated that salary costs could not be paid in the absence of the following documentation:

- (a) Copy of Employment Contract for the new employee;
- (b) Confirmation from the company Auditor confirming commencement of employee and annual salary;
- (c) Confirmation that the employee is registered with Revenue for tax purposes;
- (d) Copy of payslips and company bank statements for the first 6 months of employment prior to drawdown of the second tranche of salary costs;
- (e) Copy of P30s submitted to Revenue for 6 months prior to drawdown of second tranche of salary costs;

Following a lengthy discussion and on the recommendation of Cllr. Patrick McKee, it was agreed to obtain legal opinion on the current letter of offer.

3. Update on Local Enterprise Office

Ms. Deegan provided an update on the work of the LEO and circulated a Review of Activity for 2015 highlighting the numbers achieved under jobs created, training programme participants, mentor assignments, Trading Online Vouchers and Specialist Support Grants. Ms. Deegan further stated that Kilkenny had won the National Enterprise Awards, the Best Business Idea Award at the National Final of Ireland's Best Young Entrepreneur and also the National Intellectual Property Awareness Award at that National Student Enterprise Awards in 2015.

Ms. Deegan stated that LEO Capital Budget Allocations for 2016 were received on 4th March with the approval of €200,634 (an increase of €9,634 on 2015) approved under Measure 1 and €186,532 (a decrease of €10,468 on 2015) approved under Measure 2.

Ms. Deegan further stated that the Local Enterprise Development Plan for 2016 had been submitted to Enterprise Ireland and she awaited approval of same prior to preparing the Annual Service Delivery Plan for approval by the SPC.

Ms. Deegan stated that to date in 2016 €105,000 had been approved to 5 businesses supporting the creation of 10 jobs. Ms. Deegan stated that the €50,000 approved by Kilkenny County Council for LEO activities would be approved for businesses that fall outside the criteria of Enterprise Ireland eligibility but are an integral part of the actions in the Local Economic and Community Plan (LECP), for example, capital items for tourism projects and businesses employing greater than 10 employees.

Ms. Deegan further informed the Committee that following a competitive process, Goatsbridge Trout Processors would represent Kilkenny at the National Enterprise Awards in 2016 to be held in the Aviva Stadium in June.

The members complimented the LEO staff on the quality of work being carried out and recommended that the positive impact of same should form part of the Local Authority newspaper articles going forward.

4. Draft Annual Economic Action Plan

Ms. Stephen O' Connor circulated a copy of the draft LECP Economic Elements Annual Action Plan 2016 – 2017. Mr. O' Connor stated that the plan is the first of the annual plans devised from the LECP and that 49 actions had been identified for implementation, of which 22 are currently in progress. Mr. O' Connor outlined each action in turn and following discussion, it was proposed by Cllr. Pat Fitzpatrick, seconded by Ms. Teresa Delahunty and agreed that the draft plan be approved. Mr. O' Connor stated that the plan would be updated and reviewed at each meeting going forward.

5. AOB

LECP Advisory/Monitoring Subgroup

Following a discussion on the LECP Advisory/Monitoring Subgroup, the role of which is oversight and monitoring of the implementation of the LECP, it was agreed that the following members would represent SPC1 as follows:

Cllr. Patrick Mc Kee (as nominee for the Chair of SPC1)

Cllr. Pat Fitzpatrick

Cllr. Tomas Breathnach

Boundary Commission Submission

Cllr. Pat Fitzpatrick wished to note the committee's appreciation to the executive and members of the Piltown Municipal District in relation to the work carried out on the Boundary Commission submissions, which was agreed by the committee.

6. Date of Next Meeting

It was agreed that the next meeting of the Committee would take place on Wednesday 25th May at 2.30p.m.

There being no further business, the Chairman concluded the meeting at 4.15p.m.

Signed: _____

Date: _____

CHAIRMAN