

Kilkenny County Council Service Delivery Plan 2015

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Corporate

Key actions for 2015:	Progress Report at 31/12/2015
The ongoing provision by the Chief Executive and his staff of advice & guidance to Elected members in relation to the strategic direction of the Council, in the exercise by the Council of their reserved functions, in support of the policy making role of the elected members and in the delivery of day to day services.	Support at all levels is ongoing to the Elected Council and its Cathaoirleach, the Councils Corporate Policy Group, Each Strategic Policy Committee, each Municipal District & through its various other committees and working groups in the provision of appropriate advices, information, draft strategies & plans.
The organization of and the provision of staffing support to , the Meetings of the Council, its Strategic Policy Committees, meetings of the Municipal Districts and meetings of the Committees of the Council .	Meeting Administrators appointed to assist the Plenary Council & the Three Municipal Districts, the SPC's are supported by managerial, administrative and professional in matters such as policy and regulatory advice, and on the procedures for meetings.
The provision by the Chief Executive of regular information reports to Members including reports on key Council activities.	The Report of the Acting Chief Executive has been issued monthly.
The provision of ongoing administrative support to the Cathaoirleach in his/her role.	The Senior Executive Officer Corporate provides the ongoing support to the Cathaoirleach
The organisation of civic events	Numerous Civic events were held including: Contract signing St. Mary's Restoration and Conservation Project, Reception for Mr. Jim Kavanagh, Student Enterprise Awards Final, Reception for European Commissioner Phil Hogan, N25 Bridge renaming, Reception for Mayor of Kilkenny Minnesota, U.S.A. Reception for Minister Ann Phelan, Relaunch of "Treasures of Kilkenny" Book, Conferral of Freedom of the City – Kieran Crotty, Presentation to Keep Kilkenny Beautiful Committee at Freedom of the City Event, Festival and Community & Cultural Grants Presentation

	Night, Civic Reception for Defence Forces, James Stephens Barracks, Visit by Austrian Ambassador and Trade Commissioner, Official Dedication of Lands at Dunmore by Kilkenny County Council to Kilkenny County G.A.A. Board, Opening of Ballyragget Village Renewal Scheme and Freshford Wastewater Treatment Plant, Book Launch of "In the Shades of Slievenamon – The Flying Column West Kilkenny 1916 to 1921, Tidy Towns Reception in Kilkenny Castle – President Michael D. Higgins, Visit by Polish Ambassador, National Commemoration Day Regional Ceremony,
The provision of administrative support to the Elected Members with regards to Members training & development.	Members training & development events are brought to Members attention and the appropriate arrangements have been put in place to facilitate Members attendance at events.
The preparation & adoption of the Annual Report for 2014	The Councils Annual Report for 2014 was adopted by Members at its meeting of 18th May 2015.
The preparation & adoption of the Service Delivery Plan for 2015	The Service Delivery Plan was adopted by the Council at its meeting held on 25th March 2015. The 1st Progress Report was Considered & noted at the July Meeting, This is the 2nd Progress report.
The preparation & adoption of a Schedule of Municipal Works for each Municipal District.	Schedules of Municipal Works have been adopted for Each Municipal District.
The appointment of an Ethics Registrar and the implementation of the Ethics Framework	Ethics Registrar appointed. Ethics Frameworks being implemented in that all Elected Members & relevant Staff have completed their declarations in respect of 2014.
The publication of the Register of Electors in February 2015, the publication of the Supplement to the Register in advance of the Carlow Kilkenny Bye Election, the ongoing maintenance of the Register and publication of the new Draft Register in November 2015.	Register of Electors published in February 2015. Supplement published in May 2015. The Register was updated as new applications were made. The revised Draft Register was published in November 2015.

Implementation of Shared Payroll Service (My Pay) in Q1-Q2 .	Shared Payroll Implemented in April 2015-All Staff, Elected Members & Pensioners being paid by the Shared Payroll Service Centre-My Pay.
- Undertaking a Workforce Plan and Staff Reorganisation. - The implementation of revised staffing structures following the completion of a workforce planning exercise which will include the alignment of staff to the Municipal Districts. - Aligning work areas with the Municipal District Areas and assigning staff accordingly.	The Workforce Plan & Restructuring proposals are being developed by the new Management Team for finalization in Q1 2016 The first phase of staff restructuring has been undertaken in that the outdoor workforce was reorganized by Municipal Districts. Engineering Areas and the Outdoor Staffing Structures were aligned with Municipal Districts from February 2015. Additional staff as identified in the draft Plan have been assigned to the Housing function.
Providing a Staff Training & Development Programme.	A Comprehensive Training & Development Programme was prepared in April 2015 so as to meet obligations under Health & Safety & Workplace legislation & other obligations and the plan is being implemented.
Implementing the Council's Staff Performance Management & Development System.	PMDS will be implemented following workforce restructuring.
Continue to utilise best practice and the appropriate industrial relations mechanisms, including third parties, to resolve workplace issues.	The Council continues to utilize best human resources practices in its management of staff and in resolving staff issues. Every effort is made to resolve issues raised at a locally level or through the appropriate third parties
Introduce the Local Government Sectors' Competency Framework for Senior & Middle Management staff in Q3-Q4 for 2016.	Will be introduced when the restructuring & workforce planning is bedded down.

Housing

Key actions for 2015:	Progress Report at 31/12/2015
Complete Housing Strategy for Kilkenny County Council 2015 – 2017. 25 units to be provided directly by the Local Authority as construction, acquisition or turnkey developments in 2015.	Housing Strategy presented at the Housing SPC in May and approved at the June Council meeting. 10 units under construction at Gaol Road and 6 units at Rosehill, Kilkenny 2 Rural cottages under construction. 12 units commenced in Friary Walk and 5 units in Thomastown under the CAS 2014 Scheme. 24 Acquisitions by KCC 10 Acquisitions by AHB's under CAS
Traveller Accommodation - identify lands or units to meet objective in Traveller Accommodation Programme for third group housing scheme in Kilkenny City & environs. Provide 11 units of accommodation to meet traveller housing need in 2015 as provided in our Traveller Accommodation Programme. Complete the construction of 2 group housing units at Wetlands and commence the next stage of providing 4 additional units in 2015 subject to Department funding.	-2 Group Housing units at Wetlands completed -Phase 2 (4 units) commenced -No lands or units identified at present for the third group housing scheme. Process ongoing. - 20 offers of accommodation were made in 2015 and 15 accepted since Jan 2015 under the traveller Accommodation Programme.
a) Return 7 Long Term Voids to productive use in 2015 and b) carry out adaptations works to 24 Council houses to meet disability needs of tenants.	a) All seven houses under the Long term Voids Scheme were completed and allocated. The Council proceeded successfully to include a further 17 units under this scheme with grant assistance of €381,638 for the 24 units b) 32 houses were adapted to meet special needs in LA Houses at a cost of €303,869 of which 273,482 (90%) was refunded from the Department.
Return Casual Vacancies within 4 weeks for letting unless improvement works required.	15 vacant units at end of year.
Transfer 295 houses to the Housing Assistance Payment Scheme as part of national Pilot Project	394 units signed up to HAP since 1st January bringing the overall total to 498.

Maintain the current Rental Accommodation Scheme stock of 500 houses and seek a further 50 under the scheme in 2015	The current RAS stock is at 532 with 75 taken on in 2015 and 36 leaving the scheme.
Promote the uptake of the Leasing Initiative with Approved Housing Bodies where 63 units are targeted for delivery in 2015 subject to available funding.	35 Units were provided at the Weir View, Castlecomer Road and 6 in Aylesbury, Ferrybank by Tuath and Focus Ireland respectively. A number of other schemes are still at planning stage.
Promote the Capital Assistance Scheme with Voluntary Bodies to meet special category of housing needs subject to Department funding.	Special Call announced by the Department with closing date 29th April 2015. Advertisement placed in local newspaper. 14 Applications received and assessed in full. 9 Applications successful amounting to €7.1ml for provision of 62 units covering homeless, disabled and the elderly.
Maintain Council stock to good living standard for all tenants which average at 86 requests for repairs per week.	In the 52 weeks to end of December 2015 there were 4,233 (81 on avg p.w) requests for repairs and 3,025 (92%) completed to end October 2015.
Undertake Energy upgrades to 300 local authority houses under the Departments Energy Scheme (attic & wall insulation & draught proofing to windows and doors)	The Council was notified of its allocation on 4th June. Work completed on 259 units to date with a budget of €396,662 expended and claimed in full from the Dept.
Inspect all units transferred under the Housing Assistance Payment Scheme within timeframe set out in Department guidelines.	155 HAP Inspections completed. Backlog will be carried forward into 2016.
Homeless Actions- Source appropriate suitable accommodation for clients living in emergency accommodation and eliminate dependency on accommodation provided by local hotels and B&B's	399 presentations received a homeless service in 2015. The Good Shepherd and AMBER (homeless service providers) are both fully occupied at year end. 6 Presentations remain in Hotel/B&B accommodation at end of year.
Investigate all anti social behaviour complaints and seek additional resources to combat growing number of investigations	Provision made in manpower Plan to support the current ASB officer. All complaints are investigated with 156 complaints made in 2015 The majority of these cases are completed

Private Grants- Backlog of HOP applications to be eliminated in 2015 and remainder of funds to target grants based on medical need. Review need to advertise HOP scheme in last quarter of 2015.	All backlog of HOP grants assessed, approved and completed in 2015. Total number of grants processed were 209 as follows; HOP 100; HGD 72 & MAG 37 Allocation of €1,543,614 was expended in full and 80% refunded from the Department.
Advance Loans to support eligible first time buyers to purchase their own home or carryout improvement works.	50 loans issued amounting to €4,454,696 (44 Annuity and 6 Reconstruction Loans) since 1st January 2015
Implement the Five year Estate Management Strategic Plan 2015-2020, key activities to include the promotion of estate management in Kilkenny County Council Housing Estate & to provide funding for projects and supports to residents through the estate management grants scheme.	-5 Year Plan presented and approved to Housing SPC. Advertised estate management grant scheme. All applications assessed and grant allocation approved and notified to all successful candidates. Strategic Plan: -Phase 1 - Consultations commenced with the service providers and community groups. Phase 11 - aligning of funding to implement actions and implementation of annual plan to commence.

Transportation

Key actions for 2015:	Progress Report at 31/12/2015
Undertaking of Health & Safety (work practices) Schedule of Inspections	10 Inspections completed in 2015.
Preparation of County Kilkenny Road Safety Plan 2015-2020	Draft Plan signed off by Road Safety Together Committee. Draft Plan ratified by the SPC2 at the July Meeting. Plan Adopted at the July Council Meeting.
Completion of HGV Management Plan for Kilkenny City	Under review. Presented to Elected members.
Provision for Traffic Calming measures in Housing Schemes	Phase One of the Introduction of 30km/h Speed Limits & Slow Zones in Residential Area completed in November 2015.

	In accordance with DTTaS requirements funding for Phase 2 applied under the 2016 Non-National Low Cost Safety Improvement Scheme.
Complete the N77 Ballyragget Pavement Improvement Scheme	Works completed in full in Q2 2015 and officially opened by the Cathaoirleach Cllr. Pat Millea on the 28 th May 2015.
Bus Stops/Rural Transport Policy/Bus Shelters	Bus pull in area and weighbridge at N25 Glenmore Hill under construction and to be completed Q1 2016.
Low Carbon Local Bus Link-Kilkenny City	
Complete the N77 Ballynaslee Road Realignment Scheme	Scheme completed in September 2015 and officially opened on the 22nd October 2015 by Mr. Paschal Donohoe T.D., Minister for the Department of Transport, Tourism and Sport and the Cathaoirleach Cllr. Mary Hilda Cavanagh.
Undertake a Speed Limit Review	Pre-draft consultation stage completed Q4 2015.
Road Safety Together Committee/Traffic Safety	Road Safety Together Committee to meet four times per year to monitor implementation of Kilkenny Road Plan 2015-2020.
Restoration Improvement/Restoration Maintenance and Discretionary Maintenance Programmes as provided in the 2015 Roadwork's Scheme	2015 Scheme completed in full.
Undertaking of identified Low Cost Safety Schemes	All works completed in Q4 2015.
Implement the Community Involvement in Road Works Scheme	2015 Scheme completed in full.
Construct the Kilkenny Central Access Scheme from Castlecomer Road to St. Canice's Place	Q1 and Q2 Bridge support substructures on east and west banks constructed. Q3 Instream bridge support substructures constructed. Q4 Installation of bridge superstructure (bridge beams).
Pilot Flood Management Schemes for Thomastown & Graiguenamanagh. (Currently OPW approval for Stages 1 & 2 of brief only, progression to Stages 3-5 (Tender Construction) subject to OPW funding and approval)	Tender advertised for consultancy services in Q4 2015. To complete brief up to design stage. Construction / Implementation stage dependent on OPW.

Complete Graiguenamanagh, Thomastown and Ballyragget Urban and Village Renewal Schemes	Graiguenamanagh and Ballyragget Village Renewal Schemes completed. Thomastown VRS was completed in Q4 2015.
Deliver the Winter Maintenance Plan	Completed.
Completion of two mobile weighbridge stations adjoining the N25 Glenmore Hill and R912 Paulstown.	Design complete for Paulstown weighbridge Q2 2015. Glenmore Hill weighbridge under construction expected completion in Q1 2016.
Develop a Smarter Travel Strategy for Ferrybank	Detail design for key elements progressed.
Review the Kilkenny City Mobility Management Plan	Under review.
Complete conveyance for M8/M9 Motorway Schemes	120 cases closed since January 2014, 60 cases remain outstanding going into 2016.
Bohernatounish Road Improvement Scheme-	Completed in full in 2015.
Progress Medieval Mile Infrastructure Provision in Parliament Street and Dean Street	Completed in 2015 Phase 4.
Complete N24 Mooncoin Pavement Rehabilitation & Traffic Management Scheme	Works completed Q4 2015.
Ongoing Maintenance of 10,000 public lights	Ongoing.
N76 Callan Road Realignment Scheme	Notice to Treat served in Q1 2015. Land Acquisition - Legal and Valuer services procured to represent LA in Q2 2015. Land Acquisition advanced in Q3 & Q4 2015 - Ongoing. Site Investigations contractor appointed in September 2015. Archaeological Consultancy Services Contract - Stage (i) - (iv) Services, awarded October 2015 - works ongoing. Detail design and preparation of contract documents ongoing.

Ring Road/Freshford Rd/ Callan Road Constraints Study and Preliminary Proposals	To be progressed.
Progress the approved scheme for the Northern Ring Road Extension (N77 Castlecomer Rd to R693 Freshford) to detail design stage (Subject to outcome of Judicial Review & funding).	No update on Judicial Review.
Belview Port, develop and agree a strategy with the National Roads Authority to service zoned lands adjoining the N29 National Primary Road	Consultant appointed to assist with preparation of application to TII in July 2015. Prepare submission to TII under Exceptional Circumstances of the Spatial Planning and National Roads Guidelines for Planning Authorities - ongoing.
Progress the planning stage of the N78 Damerstown Realignment Scheme and complete the Project Appraisal Report and Preliminary Design Report	Project Appraisal Report with Recommendation submitted to TII in December 2015, awaiting decision.
Complete the National Road Safety Barrier Repair Contract	Consultants from TII Framework Panel engaged to review site - Ongoing.
Provide assistance as required with respect to the construction of the N25 New Ross Bypass	Ongoing.
Continue to liaise with our scheme partners to develop the New Ross to Waterford Cycle Greenway along the disused railway line through the southeast of the county.	Ongoing.
N77 Knockroe Pavement Improvement Scheme (Subject to TII Funding)	Appointed survey company to undertake topographical survey Q4 2015. Appointed PMS to undertake road testing and pavement design Q4 2015.
N78 Hennebry's Cross to Corbettstown and Damerstown West to Dysart Glebe Pavement Improvement Scheme. (Subject to TII Funding)	Appointed survey company to undertake topographical survey. Appointed PMS to undertake road testing and pavement design.

Water Services. Public Supplies.

The key supporting strategy in respect of the public water & wastewater supplies is the Service Level Agreement between the Council and Irish Water to provide the following services:

Key actions for 2015:	Progress Report at 31/01/2016
Water treatment (including source protection) – 19 no. schemes	Delivered in accordance with Service Level Agreement with Irish Water
Water network and related operations (including water conservation) – network 1050km approx	Delivered in accordance with Service Level Agreement with Irish Water
Delivery of water to customer connections and collection of wastewater from customer sewers in accordance with Irish Water protocols	Delivered in accordance with Service Level Agreement with Irish Water
Waste water treatment and related operations (including sludge management) – 32 no. schemes	Delivered in accordance with Service Level Agreement with Irish Water
Waste water network operations including combined sewers which discharge into the collection network	Delivered in accordance with Service Level Agreement with Irish Water
Sampling and testing in accordance with Irish Water protocol – (2000 approx waste water),(900 approx water)	Water Quality - 252 samples up to 31/12/2015, > 6000 tests up to 31/12/2015 Waste Water Quality - 1192 samples up to 31/12/2015, > 5000 tests up to 31/12/2015
Regular reporting on activities	Reports submitted in accordance with Service Level Agreement with Irish Water
Project management of and support for the water services capital programme	All projects are progressed in consultation with Irish Water. Regular meetings and communications along with updating Irish Water's Project Management Systems to manage progress of different tasks.
Freshford/Goresbridge/Johnstown WWTP under construction	Under construction Civil work substantially complete on all three sites M & E works completed

	Flows turned over in Freshford Flows turned over Johnstown & Goresbridge before end January 2016 Proposed completion date 5th May, 2016
Castlecomer/Urlingford/Stoneyford WWTP upgrade – contracts with Irish Water for approval	Contract signed - Design Build Contract Works commenced on site on 6th July, 2015 Detailed Design in progress Work on site expected to commence mid June Contract duration 30 weeks Design & Build, 12 weeks Process Proving Expected completion date: end June 2016
All Capital Investment Projects	Inistioge WSS - Planning decision due from An Bord Pleanala March 2016. Contractors being prequalified Inistioge WWTP - Consultants appointed. Detailed desing being progressed. Purcellsinch WWTP - Approval Granted, Consultant to be appointed by IW, Q1 2016 Kilkenny City RWSS –Consultant appointed, currently preparing AA and EIS Screening, Design Review Report, planning documents - Archaeological, ecological and topographical surveys substantially completed. Documents for Site Investigation being prepared. Design Review Report due 12th February, 2016. Outrath Reservoir Upgrade – Tender documents being finalised. Due to go to tender

	before end February 2016 Mullinavat WWTP – Consultants appointed and advancing the detailed design Watermain Rehabilitation Phase 2B [Graiguenamanagh, Leggestrath, Newrath, Cherrymount-Knocktopher, Belline]– Delayed due to need for extra site investigations. Belline being progressed under Minor Programmes. Further S.I. to be completed on the others. Gowran WSS Upgrade – Consultants have completed the Project Implementation Plan
All Minor Capital projects	Water Access to Water Tower Johnstown Negotiations ongoing to purchase lands. Survey and design ongoing. Clonassy WTP – upgrade substantially complete Tender for Replacement Highlift Pump at Troyswood substantially complete. Reservoir Refurbishment Programme – Ballyragget Water Tower and Glenmore Reservoir. Stage 1 inspections completed. Stage 2 to be carried out in Q2 2016. Provision of UVA and UVT monitoring at Clonassy WTP, Bennettsbridge WTP and Troyswood WTP - contractor has been appointed and has commenced work. Monitors to be installed in Toobergoolick also. Disinfection Programme - tendered with Counties Carlow and Wexford. Expected to commence Q2 2016.

	Water Conservation Watermain Rehabilitation Advance Works completed in Graiguenamanagh New Service Connections Provided at Upper Patrick Street (6 houses) - completed. New services connections provided to 6 houses on Dublin Rd., Kilkenny Watermain rehabilitation projects:- (1) Ballygriffin – Curraghmartin, (2) Sweep to Owing, (3) Belline - tenders due back Feb 2016. Work expected to commence on site in March 2016.(4) Norelands Road - Stoneyford Hill & (5) Gowran Road, Goresbridge - tenders being prepared, expected to go to tender Q1 2016. (5) Jerpoint Abbey = preliminary reports have been completed. Tender docs to be prepared. Expected to go to tender Q2 2016 Wastewater Callan WWTP. Inlet Screens, Piltown WWTP Inlet Screens & Replacement Filter Media. Tenders received by IW to be reviewed. Expected to commence on site Q2 2016. Kells WWTP, Approval Granted. Detailed design to be prepared Q2 2016. Replacement of 4 no pumps and other works at Market Yard Pumping Station – work has commenced. Expected to be completed by end Feb 2016. Mooncoin WWTP – Diffused Aeration and other items. work ahs commenced. Expected completion date end March, 2016.
Management, engineering and administration support in relation to the above	Management, Engineering and Administration support provided by both the Council & Irish Water

Rural Water Programme

Key actions for 2015:	Progress Report at 31/12/2015
Annual Service Plan with Irish Water	
Implement the Annual Service Plan, as agreed with Irish Water	Monitored at Tier 2 and Tier 3 Meetings between KCC and IW. Meetings held in February, March, May, June, July, September and November 2015.
Meet a number of key performance indicators (these are joint KPI's between IW and KCC) under the following categories:	
Customer, e.g. response times to customers, customer complaints handling	KCC are operating IW Workflow Management System introduced in 2015
Compliance with Water and Waste Water Regulations, water leakage management, Capital Investment Plan	Compliant with Water & Waste Water Regulations Water Leakage - Measured and meeting targets Capital Investment Plan meeting targets
Financial, e.g. budget compliance/financial targets	Invoicing and recoupment of costs up to date
Health & Safety, Irish Water Reporting Requirements, Transformation Initiatives	H & S issues being addressed on an ongoing basis. Meeting reporting requirements of IW Transformation Initiatives - 100%
Compliance with Irish Water Protocols	Generally in compliance. Protocols currently being reviewed by IW
Rural Water Programme	
Key actions for 2015:	Progress Report
Allocate grants and subsidies in accordance with Schemes as soon as allocations are known	55 GWS subsidy applications and 70 well grant applications processed. €876,000 in grants paid out in 2015 under the Rural Water Programme
Monitor water quality in the Group Water	Sampling Plan beng carried out.

Schemes – target to undertake 1800 tests in 2015	
Public Conveniences	Progress Report at
Provide new public convenience in Thomastown in 2015.	Existing toilets are demolished and replacement toilets substantially complete at year end.
Continue to maintain public conveniences at Kilkenny City, Johnstown, Callan and Inistioge.	€50,000 spent on maintenance in 2015

Economic Development & Enterprise Support

Key actions for 2015:	Progress Report at 31st December 2015
Promote Council support & the Local enterprise office to existing and new Kilkenny businesses	The unit continues to meet with local businesses and business networks promoting the Council and its business activities.
Access European and National funding for economic development initiatives.	ERDF funding application submitted for the St.Francis Abbey Creative Quarter.
Build commercial property information base and create relationships with businesses and individuals involved with commercial property throughout Kilkenny	Commercial property database developed and used in assisting business in moving, expanding and locating in Kilkenny. Appropriate properties marketed through the IDA for FDI clients.
Develop an Information & Knowledge base on Kilkenny for businesses and investment	Knowledge base sourced during the LECP process, presentation material to be developed.
Relationship building: Internal, External (SME's), External (Large / FDI), Public sector.	Ongoing meetings and networking with local companies, state agencies and educational institutions.
Prepare the economic elements of the LECP, through the SPC for Economic Development and Enterprise Support.	The LECP was completed and adopted by the Council on 21st December 2015, as per the statutory deadline o year end.
Input into Regional Enterprise Strategy	Sean McKeown as Head of LEO is on the South East Regional Enterprise Committee.

Strategic Objective:	YTD Status as at end December 2015
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1.1 Deliver the Student Enterprise Awards (SEA) in second level schools	13 Second Level Schools Participating in SEA	13 Second Level Schools
	600 Students Participating in SEA	625
	Contract Project Worker to deliver SEA in schools	Complete
	Sponsor Outside Radio Broadcast at Co Final to raise awareness of SEA	Complete
	Participate in National Review of SEA and enterprise education	Complete
1.2 Promote entrepreneurship and enterprise throughout the local community	More integrated, consistent and targeted Local Media Campaigns	On-going
	Annual Meetings with Stakeholders	On-going
	Pilot Business Ideas Workshop for Unemployed	Complete
	Target at least 50% of Participants to progress to SYOB Programmes	On-going
	Provide regular content and annual news bulletin on LEO for local media	On-going
	Develop a communication plan for all stakeholders	On-going
	Update suite of promotional material for LEO	Complete
	At least Annual Meeting with key stakeholders (e.g. Banks, etc.)	On-going
	Hold exchange of information briefing sessions with the financial institutions	Complete
	Develop Programme content for 'idea generation' workshops in conjunction with DSP case officers	Complete
1.3 Champion Local Enterprise	Ensure all frontline access points have relevant information on LEO	On-going
	Support Kilkenny Chamber Business Awards	Complete
	Nominate company to National Enterprise Awards	Complete - We had national winner
	Participate in IBYE Competition	Complete - We had national winner

	Publicise local success stories	On-going
	Annual Meeting with Key Stakeholders	On-going
	Arrange events as part of 'The Start-up Gathering'	Complete
	Provide regular case studies and success stories for local media	On-going
	Support Savour Kilkenny and Women in Business Initiative	Complete
2.1 Provide First Stop Shop Service	360 Business Advisory Sessions	414
	6 Mentoring Clinics	11
	Issue Twice Yearly Mailshot to client database	Complete
	Update printed "How to Guides" and other material	On-going
	Build two-way referral process with DSP, SEBIC, ITC, WIT, EI, financial institutions, etc.	On-going
2.2 Develop Enhanced On-line Information Resources	20 new case studies on website	On-going
	12 eZines issued	12
	Increase followers Twitter and facebook	1,685 followers on Twitter; 846 on facebook
	Update content of website on an on-going basis to better meet the information needs of new and developing businesses	On-going
	Expand range of FAQs on website and case studies of supports provided	On-going
	Maintain a regular social media presence to promote the services and supports available from the LEO	On-going
3.1 Deliver Start Your Own Business (SYOB) Training	4 SYOB Programmes	4
	75 Participants	81
	Pilot a SYOB Programme specifically for food companies (10 Participants)	Complete

	Work with DSP case officers to target participants on the Back to Work Enterprise Allowance to participate in SYOB training	On-going
	Target participants on 'Ideas Generation Workshops' to progress to SYOB	Complete - 35 Participants
	Encourage bank advisers to refer start-ups for SYOB training	On-going
	Provide follow-up review of participants completing SYOB	On-going
	Sign-post participants for mentoring support and/or financial support	On-going
	Target food companies not deemed suitable for the Food Academy Start Programme for SYOB Support	Complete
3.2 Provide comprehensive range of core Enterprise Training	60 Programmes	64
	690 Participants	630
	Devise Spring & Autumn Schedule of Programmes	Complete
	Each programme to have specific measurable objectives	Complete
	Evaluate all Programmes and feedback to be used in design of future training delivery	Complete
3.3 Provide mentoring support to start-up and existing entrepreneurs, in particular to assist them overcome obstacles in developing their business	120 Mentor Assignments for Start-ups	202
	150 Mentor Assignments for Existing Businesses	87
	7 Applicants assisted to apply to MFI	11
	Continue to support Kilkenny Business Networking Group and grow membership	On-going - 8 meetings with 116 Participants
	14 Applicants assisted to apply to SBSL Scheme	17
	Review mentor panel to ensure mentors have	On-going

	required level of expertise and experience	
	Avail of EI Mentor Network as appropriate	On-going
	Appoint mentors to assist applicants make application under MFI and SBSL loan schemes	On-going
	Work with SEBIC to explore how the Entrepreneur Partnering Programme can be rolled out in County Kilkenny	On-going
	Facilitate and encourage peer networking between businesses	On-going
3.4 Provide selective financial assistance to eligible businesses to support job creation	€360,000 Grant-Aid Approved with €120,000 in Refundable-Aid	€428,530 with €128,553 Refundable
	10 Priming Grants	10
	8 Business Expansion Grants	8
	3 Feasibility Studies	5
	36 New Jobs Associated with Projects Supported	43
	Foster ongoing relationships with clients on the AES portfolio to assess their growth and development potential	On-going
3.5 Develop Progression Pathways for Companies to Enterprise Ireland	Collaborate with LEO Carlow and Irish Exporters Association to run pilot 'first time exporters' programme with 5 clients	Complete
	Develop formal progression pathway protocol	On-going
	Transfer 3 clients from AES portfolio to EI for more appropriate support to take them to the next level in their growth	Complete - 3 transferred
	Develop progression pathways with EI and at least annually review AES	On-going

	portfolio to identify potential clients for transfer	
	Identify suitable clients interested in exporting, and liaise with EI to give them access to network of overseas offices	On-going
3.6 Provide Specialist Support for small business to research and enter new markets	30 Specialist Support Grants Awarded	42
3.7 Target client companies that have the potential to grow for specialist management development support	3 management development programmes with 25 companies: including 'Accelerate' and 'Food Academy Start' Target programme at enhancing the skill set of the owner manager who is operating a relatively new business in addition to the Accelerate Programme	Food Academy Start Commenced - 11 companies Complete
Key actions for 2015:		Progress Report at (date)
Engage with educational partners to support enterprise and wider economic development in Kilkenny		Constructive meetings and relationships established with both Waterford IT and IT Carlow.
Connect with the local enterprise centres and identify how KCC can work with them to support jobs locally.		Work has begun on building relationships with Castlecomer and Piltown business centers.
Develop business case studies of successful Kilkenny businesses		Suite of businesses identifies and material under development.
Maintain marketing platform of "Invest Kilkenny" through Web & Social networking		Development made on Invest Kilkenny website, including a new news and information section. Social media activity has continued and followers grown to Facebook:160 Twitter:1,445 LinkedIn:94
Develop "Living in Kilkenny" proposition.		Program is under development as part of LECP process.
Explore Financial supports for businesses in Kilkenny		Engagement with state agencies for funding and grant opportunities.
Develop a marketing programme for former Brewery site.		Marketing strategy is currently in development subject to funding arrangements and structures for the brewery project.

Launch Kilkenny Film Commission Office	Website under redesign to accommodate upgrades in compatibility.
Devise conference offering/package	The conference opportunities will be reviewed in conjunction with Kilkenny Tourism in 2016.
Explore the potential for sports and outdoor tourism in Kilkenny	Council has entered into negotiations a sporting organizations to promote events in Kilkenny in 2016.
Support promotion of Belview.	Meetings held with Port of Waterford company and IDA regarding Belview. Promotional material under development.

Tourism

Key actions for 2015:	Progress Report at 31-12-2015
Provide a Scheme of Grants for Festival and Community Support.	Kilkenny County Council provided €60,000 in funding for the Festival support scheme A total of 42 applications were received of which 33 grants were approved.
Produce and distribute an updated 2015 Kilkenny Tourism Brochure	A revised brochure was produced in 2015. 30,000 copies were distributed. 100,000 Kilkenny Tourism maps were revised to reflect infrastructural updates.
Run four Tourism marketing and advertising campaigns, targeting specific audience markets. Designated themes for 2015 are Culture & Heritage, Culture & Adventure, Artisan Culture and Culture & Romance	Four themed campaigns were rolled out during 2015, each driven by separate communications campaigns. The 4 Themes were Romantic/Medieval/Adventurous and Artisan Kilkenny. Dedicated tourism initiatives promoted Kilkenny as a destination under the 'Your Country Your pace' and 'Your County /Your Call' campaigns and featured Artisan Craft and Food tourism .'
Engage with Kilkenny Tourism members on marketing campaign design	Kilkenny Tourism received €55k as an operational budget from Kilkenny County Council.
Develop partnerships within the South East region – specifically on rolling out the new Failte Ireland proposition being launched in 2015	Examples the regional team collaboration working toward the European Capital of Culture title bid under 'The 3 sisters' title. Working with Failte Ireland to promote and develop Tourism offerings under the banner, such as the Medieval Mile Museum.
Hold a number of member/stakeholder social	B2B engagement strong

evenings and workshops to encourage participation and promote bundling of county and regional offering	throughout 2015.
• Increase business tourism and supporting the economic team in promoting Kilkenny as a conference destination	This will feature strongly in 2016 with an established working group targeting business from the conference market. Kilkenny Tourism promoted Kilkenny at the international 'WTM' B-2B Trade show as well as at a number of national high profile events.
• Target International coverage and awards with familiarisation trips/media engagement/contacts networking	Participated in the World Travel Market Show London partnering with the hotels, attended BITE show in RDS to promote artisan food producers, promoted craft and designers by attending the showcase trade forum and hosted a stand at the National Crafts and Design Fair taking place in the RDS again linked to the Q4 Craft Artisan themes. PR Activity included Press / Fam trips by the Irish Times, Indo, farmers journal, Belfast telegraph, Guardian, the Irish Post, and many others; Radio PR involved radio OB's with Today fm and morning Ireland, TV3 AM, Nationwide and Irish tv. Participation in national and international trade events led to positive engagement with media and consumer ins 2015. Kilkenny entered and won an award at the Kamloops Event in Canada with a special commendation for Rothe House. Other accolades included IBAL Top 10, Finalist in Foodie town for second year, Tidy Town Award and members retained Michelin star accolade.
• Increase the circulation of Kilkenny Tourism's ezine by 10%	The ezine was developed as a member only distribution and circulation increased in 2015. A consumer ezine will be developed in 2016.
• Build international social media networks,	Kilkenny was profiled extensively

particularly on twitter and facebook and engage with target audiences by developing calls to action via the Tourism website	on Tourism Ireland's global suite of websites- social media and email newsletters. Ireland.com had 14M+ visitors in 2014, 3M Facebook fans and 270K followers on twitter, it was estimated this was worth €20m in positive publicity for Kilkenny. 13 video are on the You Tube Channel which were promoted quarterly and facebook likes hit 13k in September 2015
Support the calendar of festivals in the county, particularly focusing on embedding Kilkenny's newest festivals - 'Medieval Week' and 'Kilkenny Free day' and rolling them out nationally.	Both new events were managed by the Kilkenny Tourism members and promoted via radio interviews, the Tourism website and associated online marketing, newspaper advertising and flyer circulation. Kilkenny Free Day was oversubscribed and Medieval week received extensive domestic coverage.
Support the communication and marketing of other Council promoted events such as the Failte Ireland/IPB Community Tourism Diaspora initiative and the 1916 Centennial celebrations	Promoted Year 2 of the Gathering legacy grant initiative 'Community Diaspora Grant scheme' by circulating to members to encourage participation. Kilkenny County Council's economic development unit administers the community diaspora grant scheme on behalf of the Council, IPB Insurance and Failte Ireland. 11 Diaspora focused events were approved funding of €22,500; Workshop engagement with Fáilte Ireland on Ireland's Ancient East initiatives and how Kilkenny can position itself as a hero site. Invest Kilkenny developed two v-log videos and a brochure to promote Kilkenny for tourism and economic development, the latter in association with Connect Ireland to target Diaspora Tourism.
Report and monitor performance of marketing and PR strategies	Quarterly reports are presented to the Board of Kilkenny Tourism, an Annual presentation given to the Council members to showcase performance of all initiatives.
Support Community Enterprises, to bring tourists to the area and based on their economic impact .	Diaspora tourism initiatives aforementioned, marketing support to individual festivals, funding and soft support for self promotion.
Provide support to festivals including capacity building to local communities to develop & grow their festival events.	AS above

Broadband.

Key actions for 2015:	Progress Report at 31/12/2015
Work closely with enet and the Chamber of Commerce to ensure that the fibre to business project is delivered for Kilkenny City.	Fibre City project is now live.
Maximise the use of the Kilkenny MAN for Kilkenny County Council by upgrading the council's internet connection from 50mb to a 1gb connection	Connection completed and in use.
Identify opportunities for expanding the MAN coverage via new infrastructure projects.	Ongoing.
Assist where possible with the rollout of broadband initiatives in line with the government national broadband plan	Ongoing

Planning, Sustainable Development & Conservation

Key actions for 2015:	Progress Report at (date)
Provide an efficient planning control service by ensuring all applications are dealt with within a timely manner and in accordance with the relevant legislation.	All planning decisions issued within the statutory timeframe.
Provide Pre Planning Clinic service in all Municipal Districts at Council offices in Ferrybank, Thomastown Castlecomer, Callan & Co Hall on a fortnightly basis subject to available staff resources.	Planning clinics have been provided on a weekly/ fortnightly basis in all municipal districts and other meetings facilitated in County hall as required
Complete review of Development Contribution Scheme by April 2015 and implement new scheme thereafter	Development Contribution scheme adopted by members on the 20/4/2015.
Prepare Draft Local Area Plans for Ferrybank and Castlecomer and amend the Callan Local Area Plan. Work on these to be completed by the end of December 2015.	Work in progress on draft plan for Ferrybank. No work commenced on draft plan for Castlecomer due to other commitments. Proposed amendment to Callan LAP complete and ready for public consultation in January, 2016.
Prepare Master Plan for Abbey Quarter during 2015 including the implementation of a public engagement strategy in Q2.	Public Consultations has been held in January and May. Master Plan & Variation to City & Environs Development Plan approved by Council on the 31/7/2015.

Monitor bonds on a monthly basis and submit claim on bonds as required.	All bonds have been monitored on a monthly basis.
Implement provisions of the Building Control Act and Regulations, maintain Public Register and inspect at least 12% -15% of construction sites.	Public Register is maintained. Inspections have been undertaken on 11.11% of building sites notified to Kilkenny County Council.
Advance progress on current applications for taking in charge, complete the taking in charge of a minimum of 10 estates by the end of 2015.	Memorandum of understanding has now been signed with Irish Water. There has been 10 developments formally taken in charge in 2015 by the elected members.
Avail of government grants for site resolution works on unfinished housing developments.	Work has commenced on one unfinished development in May with the aid of site resolution funds from the Department. Grant of €60,000 claimed and received in November, 2015.
Deal with all planning complaints within 6 weeks of receipt, take appropriate action by the issue of warnings letters or enforcement notices where required	Appropriate action has been taken in relation to 99% of complaints received

Conservation

Actions for 2015 are as follows

Key actions for 2015:	Progress Report at (date)
Subject to having adequate funding in place, carry out emergency works to the roof of the Carnegie Library with assistance from Structures at Risk Fund.	Funds not sought for Carnegie library as it was decided that application for funds for Tea House was a higher priority. Grant of €15k approved and works completed by end of October.
Subject to having adequate funding in place undertake conservation works to Evans's Turret, Brewery site, with funding from Irish Walled Towns Network	No application for funds has been made as the brewery site will not be in the possession of KCC in time to enable works to be completed on these structures by the end of 2015
Carry out preliminary condition audit of all protected structures in the Council's ownership.	No audits undertaken.
Provide advisory service in relation to protected structures and avail of government grants to assist owners to improve and preserve protected structures	Advisory service is on going.

Environmental Protection

Waste Management

Key actions for 2015:	Progress Report at 31-12-2015
Prepare, adopt and implement the Southern Region Waste Management Plan 2015 - 2021	Plan signed by KCC Chief Executive on 12th May 2015. Implementation on-going with emphasis on waste prevention. Activities included; A "Stop Junk Mail" Campaign Secondary School Competition "Funk Up a Jumper for Xmas" Launch of the "Kilkenny Repair Directory"
Operate a full service waste recycling and disposal centre at Dunmore	Service fully operational and on-going.
Operate 40 bring facilities throughout the county including a Saturday service at Newrath & Dunmore	Service fully operational and on-going. Newrath service suspended in October 2015 and relocated to Piltown in December, 2016.
Prepare and implement RMCEI Environmental Inspection Plan 2015 (Recommended Minimum Criteria for Environmental Inspections-a European Parliament Recommendation).	RMCEI Plan prepared and signed off by DoS on 29th Jan 2015. End of Year Implementation report being finalised for submission to the EPA by 1st February, 2016.
Respond to environmental complaints from members of the public (over 900 in 2013)	980 complaints were received in 2015 and 41 were carried over from the previous year. 911 investigations were concluded with 110 investigations on-going.
Prepare, adopt and implement Litter Management Plan 2015 – 2017, including 78 litter pollution and 24 litter quantification surveys	The Litter Management Plan was adopted at the June Council meeting. Implementation is on-going. Campaigns included; National Spring Clean Gum Litter Taskforce Green Dog Walker Talking Lamp Posts Initiative
Prepare and implement Education and Awareness Strategy 2015	Strategy highlights included; 10 WEEE Mobile Collections Days collected 75 tonnes of electrical

	waste 33 school visits completed 33 workshops completed as part of the Spring Educational Programme 4 tidy town forum meetings held National Spring Clean completed 2 Food Waste Bin Surveys completed in Ferrybank and Kilkenny City
Assess Waste Permit applications and issue permits	8 waste facility permit applications were received in 2015 to-date, 7 were granted subject to conditions and assessment is on-going on 1.
Implement street cleansing and litter management programme	Implementation of programs is on-going. Procurement of new replacement street cleansing equipment has run into contract difficulties so interim arrangements are currently in place in two towns.

Water Quality

Key actions for 2015:	Progress Report at 31-12-2015
Prepare River Basin Management Plan 2015 – 2021 for adoption in 2017	Public Consultation has concluded on the SWMI report (Significant water management issues). Kilkenny and Tipperary County Councils have been jointly designated as lead authority for local authority implementation and public consultation. A national review of LA structures for future implementation has commenced with KCC on the review group.
Prepare Water Quality Implementation Plan 2015 to include for inspection of rivers, businesses and over 100 farms	Implementation Plan prepared as part of PMDS. 170 farm inspections were carried out, 22 inspections of premises holding a discharge licence, 150 samples taken from EPA priority locations, 248 river water samples taken from upstream and downstream of public waste water treatment facilities and 10 biological assessments undertaken.
Prepare and implement Septic Tank Inspection Plan 2015	Inspection plan prepared in accordance with EPA requirements with 32 inspections completed in 2015 of which 12 were compliant with the Regulations and 20

	required works to be carried out.
Assess Discharge Licence applications and Nutrient Management Plans (NMPs) and issue authorisations	19 NMPs were assessed in 2015

Water Safety

Provide summer Lifeguard Service at five river locations on Rivers Nore and Barrow	18 lifeguards were employed to provide a service at 5 locations in June, July and August. They supervised over 3,000 swimmers, prevented 600 accidents, rescued 9 people and 1 craft and performed 620 first aid procedures.
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Veterinary Services

Key actions for 2015:	Progress Report at 31-12-2015
Implement FSAI food safety service contract for Counties Carlow and Kilkenny	Implementation on-going. FSAI audit of official controls took place in September. Awaiting official audit report.
Operate Dog Shelter, collect Dog Licence fees and implement Control of Dogs Act	Visitor Centre opened on 19th June 2015. Agreement reached with ISPCA to continue as service provider for 2016 following collapse of tender process.
Inspect and register Dog Breeding Establishments	13 premises have been registered in Kilkenny and inspections are on-going.
Implement Control of Horses Act	75 stray horses were impounded in 2015. 2 were licensed and reclaimed by their owners, 5 were rehomed and 68 were put to sleep.

Burial Grounds

Operate 14 burial grounds throughout the County	Operation of burial grounds on-going.
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Casual Trading

Issue licences for designated casual trading bays in urban areas throughout the County	3 licence applications were received and granted in 2015 along with 1 special event licence which was also granted.
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Environmental Information

Process requests for environmental information under Access to Information on the Environment Regulations	18 requests for Access to Information on the Environment were received and assessed in 2015.
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Tidy Towns

Key actions for 2015:	Progress Report at 31-12-2015
Set up pilot Tidy Towns Forum to improve networking among community groups	Four forum meetings held, each focused on different tidy town themes. Forums were well attended and provided great networking opportunities between groups.
Assist tidy towns groups through education and awareness initiatives	The forum meetings encouraged groups to partake in different campaigns for example; "No Junk Mail Campaign". The use of the awareness face book page and linking it to other tidy town pages is also promoting on-going awareness initiatives. The Environmental Awareness Officer continued to provide evening talks to community groups on various environmental topics throughout the year.
Provide anti-litter and environmental partnership grants to community groups	26 community groups received anti litter and anti graffiti funding; total funding provided was €16,413. 15 community groups received Local Agenda 21 Funding amounting to €15,000.

Energy

Key actions for 2015:	Progress Report at 31-12-2015
The Energy Office will carry out feasibility studies on the following areas:	
Public Lighting	The Energy Office is continuing the development of energy efficient public lighting projects both through national strategies and the EU Streetlight EPC Project. The EPC Streetlight Project is still on-going and will conclude in March 2017. This work is carried out in conjunction with the Roads Section.
Energy Management	The pilot Library energy management system is on-going, with other buildings to be added to the system.
Internal Lighting	Under the SEAI BEC grant scheme, an energy efficient LED lighting retrofit was carried out in Urlingford and Castlecomer libraries.

Insulation of Council building stock	Insulation works have been carried out on 6 Council buildings. Attic insulation, wall insulation and draught proofing was carried out under the SEAI BEC scheme.
Energy Reduction measures	Energy reduction measures were identified in County hall, Kilkenny Fire Station and other local authority buildings.
Use of Renewable Technology (Solar PV & Solar thermal)	A feasibility study was carried out on the installation of solar panels on County Hall to heat water for the Berkeley buildings. This project did not proceed due to time constraints on the BEC Scheme.
Identify suitable projects for the Better Energy Communities (BEC) scheme for 2015	The Energy Office identified a number of energy efficiency projects that were included in the SEAI Better Energy Communities grant scheme in 2015. These projects included lighting upgrades in Urlingford and Castlecomer Libraries, fabric improvements to 7 local authority buildings (door replacements, attic and wall insulation and improved thermal performance).
Partner with the OPW to deliver a staff Energy Awareness Campaign	The Energy Office partnered with the OPW to deliver the Optimising Power at Work Scheme for County Hall. An Energy Noticeboard was installed in the Berkeley Pavilion to display Energy notices and information for the Council.

Kilkenny Fire and Rescue Service

Key actions for 2015:	Progress Report at 31st December 2015
Respond to fire and other non fire emergencies 24hrs a day 365 days a year - on average 800p.a. Ongoing to Q4	attended 667 incidents in 2015
Implement the Primary Schools Programme – Q3 2015 .	Completed- We have attended 56 primary schools to date - 1547 school children have received the primary schools fire safety programme
Carry out talks/Demonstrations Road Safety Programme- Q4 2015.	Completed- We have given 13no. road safety talks/demonstrations to date
Carry out Fire Safety in the home	Completed- We have given 16 no. fire safety in the home talks to

talks/demonstrations- Ongoing to Q4 2015.	date.
Deliver a Fire Safety Management in Crèches Seminar – Q1 2015	Completed
Carry out incident safety inspections- Ongoing to Q4 2015.	Completed 12 no incident inspections and 6no fire safety inspections
Implement Standard Operational guidance- Ongoing to Q4 2015.	Ongoing- 3 hazardous materials standard operation guidances completed
Review of Risk assessments – Q3 2015.	120no. Risk Assessments reviewed
Implement Local Authority Safety Management System- Q2 2015.	Completed and ongoing
Provide effective supervision, quality training and up to date equipment and safe system of work- Ongoing to Q4 2015.	Provided 58no. training courses given to date
Administer Fire Safety Certificate Application and Assessment process –Ongoing to Q4 2015.	Completed 65no Fire Safety Certificates applications
Assess Dangerous Substances licence applications- Ongoing to Q4 2015.	Ongoing- 3no. received to date
Assess Licensing applications under Intoxicating Liquor Acts- Ongoing to Q4 2015.	Ongoing- 72no. licenses assessed to date
Review of buildings under the Fire Services Act- Ongoing to Q4 2015.	Ongoing- 30no buildings assessed to date.

Emergency Planning

Key actions for 2015:	Progress Report at 11th May 2015
Review Major Emergency Management Plan- Q1 2015.	Completed- Q4 2015
Review and Test Nitrofert under Seveso Regulations – Q3 2015.	Completed Q4- 2015
Carry out annual review of the Estuarial Pollution Emergency Plan –Q4 2015.	For this plan to be reviewed , the Coastal Pollution has to be approved. We await Irish Coast Guard approval of Coastal Pollution Plan.-
Review Coastal Pollution Plan- Q4 2015.	Reviewed and with Irish Coast Guard for consideration.- Subject to Outside approval
Review and adopt Section 26 of the Fire	Completed

Services Act- Q2 2015.	
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Library Services

Key actions for 2015:	Progress Report at December 2015
Provide library services at Callan, Castlecomer, Urlingford, Thomastown, Graiguenamanagh, Ferrybank, Johns Quay & Loughboy, Local Studies, Mobile Library & through the Schools Programme including evening and/or Saturday opening at all branches, class visits to local branches and teacher visits to Library H.Q. Schools Dept.	Library Services and opening hours maintained at all service points. On going class visit from local schools (Primary, Secondary and Special) to branches/Mobile Library. Teacher visits for block loans to Library H.Q. School's Dept. continued. In addition there were Class visits for special events e.g. Science Week, Children's Book Festival and Ócaid Liteartha í Leabharlann Loch Buí etc. Local Studies Dept. visits by 6th Class and Transition year students for presentations by Local Studies staff and research including 1916 commemorations.
Undertake an ongoing programme of maintenance works at all service points during 2015 including work on the cupola/ tower and roof in the City Library and replacement of solar film on roof in Graiguenamanagh Library.	Refurbishment works were carried out in Castlecomer and Urlingford Libraries during October. Thomastown Library benefited from a remodelled customer service desk. Emergency works carried out on Cuppola a the City Library.
Provide more energy efficient systems in two more library branches in 2015.	New energy efficient lighting systems were installed in Castlecomer and Urlingford Libraries in October grant aided under BEC (Better Energy Communities)grant scheme. Insulation works were also carried out at Urlingford Library under the same.
Co –funding/support of literary activities, with KCC Arts Office, including Creative Writing	Events held included :Creative Writing workshops Creative Prose,

workshops, the Writer in Residence programme and Teen writing workshops.	Poetry workshops R3VERSE - FREE Poetry Workshops for teenagers
Provide activities/classes in libraries in partnership with local ETB, LEADER and Sports Partnerships, Age Action, etc. in branches around the County.	FREE events/classes were held in collaboration with others as follows: Failte Isteach English Conversation classes, MABS advice clinics, Citizen's Information Clinics, Local chiropractor talks, CATTS Speech and Language Development talk.
Support language/conversation groups around the County through provision of venue, staff support, relevant collections and events. This includes a Ciorcal Comhrá Gaeilge (Loughboy, Ferrybank and Castlecomer), a French circle at the City Library and English Language classes in Ferrybank Library.	For Culture Night, the City Library and Alliance Française Kilkenny, co-hosted an evening of international music with Congolese musician, George Tchilumba. Loughboy Library held an evening of music, dance and song with Comhaltas Ceoltóirí Éireann for Culture Night Members of Loughboy Library's Ciorcail Comhrá Gaeilge were in attendance. Bhí Ócaid Litertha i Leabharlann Loch Buí. Irish Language authors Ré O'Laighléis and Rita Kelly were guest speakers/readers at a special literary event at Loughboy Library on 19th November. This event was made possible through funding from Foras na Gaeilge.
Enhance employment skills and provide work experience for current Gateway and Access 2 employment scheme participants in libraries.	LEO Business Advisory Clinics took place during November new business start-ups and small businesses. The City Library and Loughboy Library continued to employ a member each of S.O.S Kilkenny A number of Transition Year Students were also facilitated with work experience opportunities in some branches around the County. Ferrybank Library provides a weekly work placement for a user of Parkside Training and Crafts, Brothers of Charity Services to adults with special needs.
Promote the Six book challenge for lapsed	Transition year students at

and emerging readers.	Ferrybank Library were involved in a tailored Library and Information skills programme including the Six Book Challenge over 4 x weekly visits to the Library per group.
Organise the annual national Children's Book Festival throughout the service in October 2015	The Children's Book Festival in October provided a bumper month of activities for children in all branches around the County.
Provide Maths classes for parents of 3rd to 6th class pupils to help their children, at Ferrybank Library	The classes took place in the first six month period of 2015 and are planned for the same in 2016
Roll out of a national summer reading challenge "Summer Buzz" for children in all service points across the County.	6450 books were read by 645 children across the County who took part in the Summer Buzz Reading challenge in library branches. There were three shows with storyteller Niall de Burca in the Watergate Theatre in celebration for participants and their families.
Improve the public Internet/PC service through KCC IT section using Citrix/VDI or another means	7 x new/replacement Public Access Pc's were purchased for the City Library, John's Quay and 8 x new/replacement Public Pc's for Loughboy Library.
Increase the use of Wi-Fi in the City, Loughboy and Ferrybank, through promotion of the facilities in the media, online and at library events.	Wi-Fi installed in Castlecomer Library. Overall usage of Wi-Fi increased from 1063 sessions in 2014 to 2726 sessions in 2015
Provide elearning opportunities and digital skills courses for the public with partner organisations in branches around the County, using the library public internet access pcs/Wi-Fi.	Age Action computer classes continued in Ferrybank Library Five Presentation Secondary School transition year students gave weekly one- to -one IT sessions for older library users, covering use of mobile phones, laptops and ipads
Promote and increase use of existing 24/7 services through www.kilkennylibrary.ie	Continued promotion of Library 24/7 services for the Public through website, local and social media. At library and other events.
Introduce e-books	A suite of New E-services is being be rolled out nationally during 2016 in conjunction with FREE

	Library membership for All, from 1st January 2016.
• Increase the number of followers/users, by enhancing and updating the library website and social media on Facebook, Twitter, Blogs, Pinterest and providing appropriate staff training.	The Library Service now has 918 likes on Facebook, 1,176 followers on Twitter and growing.
• Prepare for the new national library management system in 2016 by providing the required information for the national LMS project and aiming to commence the cleanup process of the current system.	The Library Management System is being implemented in 2016.
• Update Kilkenny Library Collections Policy, in line with "Opportunities for All: The Public library as a catalyst for economic, social and cultural development, A Strategy for Public Libraries 2013-217.	Awaiting national template/information in order to update Kilkenny Library Collections Policy
• Develop Local Studies outreach activities/services including 1916 commemorations	On going support for both Primary and Secondary school 1916 programmes. Support for planning of Library Branch commemoration activities as well as general overall Library 1916 initiatives
• Undertake a structured annual cultural programme, incorporating events across the library network e.g. author visits, art and craft workshops, book club meetings, an annual book clubs gathering, Seachtain na Gaeilge, Bealtaine, Heritage week , Science Week, Easter, Halloween and Christmas, etc.	The Cultural programme continued and incorporated events for a number of National Festivals etc. Heritage week examples were: An illustrated talk on the Bridewell Thomastown by Andrzej Gwozdizik D-day lecture by Paul McDonald Tracing your WW1 Ancestors by Gordon Power Introduction to Library Online services of Historical Interest including Irish Historic Newspaper Archive and www.Roots.ie. Science week was celebrated in a number of branches. Science Foundation Ireland held "Learnit".classes whereby local schools took part in Lego Robotics workshops. Christmas celebrations included: Traditional Storytelling Mrs Claus story time etc Christmas Recital Christmas Crafts and Craft fairs.

Provide a community space, support and resources for regular activities e.g. Mother and Toddler groups, Active Retired, Mental Health/Special needs groups, Art and Craft Groups etc.	Regular group activities continued to take place across the network. Library Branches provided venues, support collections and staff facilitation /support. These included Book clubs, Writing groups, Knitting and Craft groups, Irish and French circles, Local History Society meetings, Parent and Toddler groups, Grow your Own group, FREE Exhibition Space for local groups and individuals
Provide books for patients in general and psychiatric units in St Luke's Hospital, Kilkenny from withdrawn stock and donations	On going provision of books for patients in general and psychiatric units in St Luke Hospital, Kilkenny from withdrawn stock and donations Kilkenny Library Service is providing FREE block loan membership to volunteers of Kilkenny Carlow Contact (Befriending and Support Organisation for Older People) to encourage them to bring Library books etc. to older people whom they visit.

Community & Culture

Key actions for 2015:	Progress Report at 31/12/2015
The submission of a joint bid for the European Capital of Culture by Q3 2015 (Joint bid by Waterford, Kilkenny & Wexford)	The bid preparation for the first phase was successful. Work is being undertaken on the next phase of the bid process.
Preparation of community element of the Kilkenny Local Economic and Community Plan (LECP) in conjunction with the LEO and the Economic Development Unit of KKCC by December 2015.	Local Economic and Community Plan complete and adopted by Kilkenny County Council at their last meeting of 2015
Convening and organising a minimum of 5 Local Community Development Committee (LCDC) meetings in 2015	7 LCDC meetings held in 2015
Establishing a SICAP sub-group of the LCDC to oversee and monitor the Social Inclusion and Community Activation Programme (SICAP) through the web-based IRIS monitoring system and the provision of regular reports to the LCDC- to commence in April, 2015.	Terms of reference circulated to LCDC members Regular meetings with SICAP subgroup held. SICAP subgroup reports given to Kilkenny LCDC
Support the LCDC as the Local Action Group to make a submission of interest for the Rural Development Programme 2015 – 2020	Kilkenny LCDC agreed in line with government policy to pursue LAG

followed by a Rural Development Plan for Kilkenny.	status for the new LEADER Programme 2015-2020. The process of preparing the Kilkenny Local Development Strategy commenced in September with a completion date set for early February 2016.
Complete the establishment and operation of the Public Participation Network (PPN) in Kilkenny by December	PPN secretariat established. The focus of their work centred on the following. 1) The election process for representation on local government structures took place in May 2015. 2) Two Plenary meetings held over 2015. PPN office established. 3) Work also progressed in terms of the PPN office set up and recruitment of the PPN Resource Worker
Ensure the Kilkenny PPN membership is represented on all relevant committees of Kilkenny County Council.	Kilkenny LCDC 6 PPN members, SPC members & JPC members elected and ratified by PPN Plenary.
Re-convene the Traveller Interagency Committee, as may be decided nationally by the Department of Justice Equality and Law Reform.	3 KTIG meetings held in 2015 and 2 consultation meetings for the development of the LECP
Resource and support Kilkenny Traveller Community Movement (KTCM) to develop capacity to be a viable Traveller Voice in Kilkenny by participating on the Steering Committee of the KTCM as well as providing financial supports	Budget allocated and Service Level agreement in place for 2015 for the employment of Traveller outreach workers for the Traveller Participation Programme.
Delivery of the Horse Project in conjunction with County Kilkenny Leader Partnership (CKLP) and Kilkenny Traveller Community Movement (KTCM).	Phase 1 Complete- Department of Agriculture funding to develop grazing land. Phase 2 has commenced. Planning issues and funding allocations to be sorted in early 2016 for same.
Support the implementation of key actions in the Kilkenny Integration Strategy	Priority actions have been identified for implementation under the LECP.
2014 – 2017.	
Support the implementation of the Ferrybank Community Development Strategic Plan 2015 – 2020.	Active member of Ferrybank Steering Committee (SC) who has met 6 times throughout the year. The SC officially launched the

	Strategic Plan in April 2015. The SC have agreed their action plan for this year (year 1 of the Strategic plan actions) and are monitoring its implementation progress at each meeting.
Provide small scale financial support to the key activities of the following groups – Kilkenny Men's Shed, International Women's Day, Kilkenny Gay Pride and LGBT supports, Africa Association – Africa Day events.	Funding allocated for Kilkenny Integration Forum for actions identified in LECP, small supports for community groups in rural areas. Kilkenny Gay Pride week supported and Kilkenny CIC Directory supported.

Amenity, Sport & Recreation

Key actions for 2015:	Progress Report at (date)
Secure funding from the Department of Transport Sport and Tourism to roll-out activities for National Recreation Week, National Bike Week and National Play Day in conjunction with Kilkenny Sports and Recreation Partnership.	€15,000 secured from Dept of Transport, Sport and Tourism for Bike Week which ran from Sunday 14th to Sun 21st of June. €1700 was secured from Dept Children & Youth Affairs (DCYA) for National Recreation Week which ran from June 28th to July 4th. €650 secured from DCYA for National Play Day Lead Partner is Kilkenny Recreation & Sports Partnership with support from Community & Culture
Continue to support Kilkenny Recreation and Sports Partnership (KRSP) to implement the KRSP Strategic Plan through the provision of grant aid, office space and staff .	Increase in funding allocation for 2015 other elements of support on-going.
Roll out and administer the Community and Cultural Facilities Capital Scheme 2015.	The closing date for applications under the CCFC Grant Scheme was 19th June 2015. €250,000 was available for allocation to projects in 2015. A total of 18 applications were received 9 projects deemed eligible under the criteria and 7 projects funded as a result of

	budget limitations.
Maintenance and inspection of playgrounds around the county.	On going weekly inspections and repairs as necessary by playground inspector. Quarterly inspections also by in house staff and annual inspections by independent registered playground inspector.
Maintenance of parks, open spaces and sports pitches.	On going routine maintenance of pitches, parks and sports facilities including grass cutting, litter picking, graffiti removal in city and county. The main spend occurs in the grass cutting season, with an overall spend of 110,000 during the year on all aspects of maintenance.
Provide advice to all service departments	On going advice to planning, roads, housing, corporate as required
Provide high quality maintenance of Woodstock Gardens	On going to present the gardens as a high quality tourism product.
Develop trails in conjunction with Trail Kilkenny from Inistioge to Woodstock	On hold pending the outcome of legal dispute between landowner and lease holder of lands around Inistioge and wider Woodstock estate
Assess forestry and tree felling referrals from the Department of Agriculture	On going as referrals are received for tree felling and afforestation in areas of high amenity. Parks department issues comment only, final decision lies with Forest Service, Department of Agriculture. 35 referrals to date.
Preparation of Ferrybank Enhancement Plan in conjunction with Ferrybank Steering Committee and Residents Groups and the Community & Culture Section of KKCC.	In progress in consultation with area office and area engineer and in consultation with the various residents committees.
'Greenway' project for Waterford to New Ross along old railway line. Walking and cycling track along disused but intact former railway line.	A joint project with Wexford County Council and Trail Kilkenny/ Kilkenny Leader Programme. Funding will be sought following successful planning application.
Implement the Amenity Grants Scheme	Over 120 applicants granted assistance to upkeep amenities in local areas.
Urban tree management in City and County	On going on a case by case basis as city's tree population matures. Locations to date include Glendine, The Sycamores/Aylesbury, Loughboy, Larchfield, Abbeypark, Ferrybank, Slieve Rue, Castlecomer

	Square. Preparation of an urban tree strategy also underway as a tool to assist in the more strategic management of our urban trees.
Assist Planning in taking in charge and completing unfinished estates	Assisting Planning in finalising the taking in charge of estates countywide. Many large areas of derelict open space being rehabilitated to the benefit of residents.
Participate in the Town of Blooms Competition	Several projects developed across the city to upgrade public open spaces or formerly derelict lands.

Older People & Kilkenny Age Friendly County

Key actions for 2015:	Progress Report at 31/12/2015
Kilkenny County Council will support the Age Friendly Alliance to implement the Kilkenny Age Friendly Strategy and its key actions that cover eight specific areas through participation and engagement of key staff at alliance level.	
The eight areas are as below:	
-Outdoor spaces and public buildings	All new seating in the city are now age friendly seating (i.e. wooden with backs and armrests) Provided public-realm improvements at the Dean Street/Irishtown junction, improved footpaths and street-lighting, works to improve disability access together with rehabilitation of the area leading to St Canice's steps Upgrade of footpaths and streetscapes in Graiguenamangh, Ballyragget and Callan
-Transportation	The Alliance continues to work across the private, public and volunteer sector to find solutions to the complex programme which is transport.
-Housing	Housing audits have taken place as have advice on upgrading and ensuring that where possible grants are available to ensure homes are adapted and made more age friendly. The Older People's Forum provide

	a variety of information and stands including technology stands and information from the Health Promotion team on planning and ageing well
-Respect and Social Inclusion & Social participation	A number of spaces and places such as Mens Shedshave become “hubs for older people” to meet, socialise and acquire information and advice. The Kilkenny Age Friendly County Office has built an extensive library of information for older people of services and information. The new St. Canice’s Neighbourhood Centre in the City has a number of services and activities for older people as does the Newpark Close Family Resource Centre, and in Callan the Family Resource Centre and Mount Carmel.
-Communication and information	The Alliance since 2010 published a weekly Age Friendly column in the Kilkenny People with updates, information and advice. Kilkenny Age Friendly facebook page also provides weekly updates and important reports, interesting information and news of activities. The website www.kilkennyagefriendlycounty.ie is provided by the IT team at Kilkenny County Council.
-Civic participation and employment	The Local Enterprise Office promotes senior enterprise with dedicated programmes and training for the over 50’s. Taking Stock and Ageing with Confidence are two 8 week programmes for older adults devised by Age & Opportunity. The Older People’s Forum attends public meetings and makes submissions, eg to the plans for the brewery site, as well as a making a submission for a number of part 8 projects relating to village renewal and other civic matters.
-Community support and health services	The long term objective relates to services provided by the HSE. Kilkenny County Council member of staff proposed support at the service providers meetings for any HSE projects where needed.

Resourcing and supporting the Kilkenny Older People's Forum in developing a plan for 2015.	Allocation of funding supports for OPF meetings and events, provision of mobile phone for the chair person of the OPF for communication, staff allocated to support with meetings of the OPF. Staff member coordinates the programme and to provide a point of contact for other agencies
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Children & Young People

Key actions for 2015:	Progress Report
Continue to provide a dedicated staff member to participate in the Children's and Young Persons Services Committee.	Participant on Carlow Kilkenny Children & Young People's Services Committee and subgroups.
Actively work with the committee to prepare a "Children and Young Peoples Development Plan" for Kilkenny.	Kilkenny Committee to be convened.
The preparation of an annual work plan for Kilkenny Comhairle na nÓg which is a plan developed from issues and topics as identified by young people themselves and to oversee the implementation of that plan.	Action Plan developed in January which was approved by DCYA resulting in the annual funding allocation of €20,000 for Comhairle development for 2015. Key work undertaken by Comhairle during the year 1) focused consultation with young people re Brewery site held in February 2) 'Lets Go Mental Health' Day organised by Comhairle members and held on the Parade in June 3) pilot programme of 'Mental Health School Flag' project was undertaken in 3 post primary schools across the county 4) As part of Annual General meeting process –focused workshops were held across the 4 electoral areas where 150 young people from schools and youth clubs in those areas had the opportunity to discuss their areas and key issues and challenges for young people living there. 5) 4 young people from Kilkenny Comhairle attended Dáil na nÓg in

	Croke Park in November.
Support and facilitate a minimum of 5 meetings of the interagency Comhairle Steering Committee who oversee and guide the work of Comhairle na nÓg.	Seven meetings of the Steering Committee were held in 2015 with a focus on supporting and guiding the delivery of the annual work plan.
To support the hosting of the Comhairle na nÓg AGM.	The AGM was held in October 2015. The Steering Committee held three focused meeting to discuss the format for the AGM and workshops.
Continue to build on Kilkenny Comhairle na nÓg as a consultative forum and facilitate the interaction of Comhairle na nÓg with policy makers and service developers locally and nationally to ensure that the views of young people are included in shaping policies and services e.g. Brewery ReVisioning Project, Childrens & Young Persons Development Plan etc.	Comhairle na nÓg, working in conjunction with the Planning Dept, organised a Youth Consultation for the Brewery Visioning Project in February.

Arts

Literature: promoting public access, participation and engagement

Key actions for 2015:	Progress Report at December 2015
Poetry Broadsheet: Including the further development of our partnership with Kilkenny Arts Festival and the MyPoem Project in partnership with Kilkenny Arts Festival and Poetry Ireland	Completed. Broadsheet printed, launched and distributed. Broadsheet has been reviewed with a view to its progression and development in 2016
Engagement of a Writer in residence who will realize and facilliate a range of writing projects.	WIR completed and evaluated
Rhyme Rag online poetry journal for young people to get their poetry professionally critiqued, published and professionally illustrated.	On-going publishing of poems, residencies and fundraising of the programme. New editor has been appointed.
REVERSE poetry workshops and school residencies for teenagers	All residencies and workshops have been undertaken and further funding secured to engage with new schools.

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Community / Education / Lifelong Learning

Key actions for 2015:	Progress Report
Continue to research and design high quality community and education programmes to suit diverse sectors of the community.	On-going
Culture night - Annual collaborative event celebrating the Arts in all its guises.	Culture Night was not administered this year by KCC due to lack of capacity and resources.
Siamsa - children's programme	Spring programme completed. Plans for 2016 programme and its expansion in 2016 underway
National Drawing Day –collaborative community project celebrating the visual arts	completed
Open Circle Community Arts Collective: This programme develops quality arts engagement for women in Kilkenny	On-going planning and research and fundraising. 2015 members have graduated to the next phase. New graduate programme has been established. New relationship being developed. Plans for outreach and projects for 2016 completed.

ArtLinks:

Professional development opportunities for emerging and professional artists in all disciplines. Partnership with Carlow, Wexford, Waterford Local Authorities

Key actions for 2015:	Progress Report
Continue to develop our partnership with our ArtLinks partners. During 2015 the programme will continue to provide its bespoke developmental supports and services which currently include the:	on-going
ArtLinks Bursary Programme for professional and emerging artists and artistic collaborations	Completed, bursaries distributed
ArtLinks Programme Mentoring programme	Completed
ArtLinks CPD Training	reviewed.

Artists supports / awards

Key actions for 2015:	Progress Report at
Administration of the Arts Act Grants for	Completed

artists and communities	
Blackstack Fine Art Print Studio: support the next phase of the development of the studio	In progress

Exhibitions

Key actions for 2015:	Progress Report at
Still we work Exhibition in collaboration with Kilkenny and Dublin based Freelance Curators	Completed
Assisting the facilitation of a community outreach programme to enhance the exhibition	Outreach and complementary activity completed.

Other

Key actions for 2015:	Progress Report at
The provision of ongoing services & support to the Watergate Theatre.	On- going
Report to Strategic Policy Committee 3 (Planning & Development, Heritage, Community, Arts & Culture)	On-going
Continued advice and support to groups and individuals	On-going
Input to Arts planning and policy initiatives	On-going. Public Art policy Adopted 15th June 2015.

Heritage.

Key actions for 2015:	Progress Report at 31/12/2016
Co-ordination of the Kilkenny Heritage Forum	Co-ordinated Kilkenny Heritage Forum meetings 24th March & 13th October On-going liaison with Heritage Forum
Implementation of the Kilkenny County Heritage & Biodiversity Plans	Successful Heritage Plan application to Heritage Council (awarded €27,000) On-going implementation of actions from KK County Heritage and Biodiversity Plans - see projects below

County wide audit of civic memorials & plaques	Audit completed Nov 2015 310 memorials, signs and plaques recorded, photographed & mapped Produced and distributed 3000 copies of " <i>Kilkenny Signs and Stories</i>" calendar, using data collected in the audit
Kilkenny Fieldnames Recording Project	Recorded over 1000 fieldnames in 25 townlands Provided training & support to volunteers in Castlecomer, Conahy, Freshford, Inistioge, Lisdowney and Goresbridge; also to teachers of transition year students Colaiste Mhuire Johnstown. Exhibitions about the project were organised for Heritage Week, in Castlecomer Library; Ionad Dara Centre Goresbridge; Abhainn Ri Community Centre Inistioge. Analysis of all 6000 fieldnames collected to date and translation of Irish fieldnames
Co-ordination of National Heritage Week in County Kilkenny	90 Heritage Week events held in county Organised local press coverage Supported community groups Co-ordinated, with the NRA, a Roman Reenactment family day Sponsored heritage events including childrens' archaeology workshop in Rothe House, launch of interpretive signage at St. Lachtain's, Freshford and a military history talk at Ferrybank library.
Study on the Economic Value of Heritage (in partnership with Meath, Kildare and Cork City Council's)	Completed Stage 1 Scoping Report to identify evidence-based data on the value of heritage
Complete and launch dedicated Kilkenny	www.kilkennyheritage.ie launched at Kilkenny County Council meeting

heritage website	of 20th April 2015 on-going data upload
Provision of Biodiversity Teacher Training in partnership with Kilkenny Education Centre and Green Schools	Provided biodiversity training & Biodiversity Action Plans for teachers in 7 primary schools.
Provision of Forest School Training in partnership with Kilkenny County Childcare Committee	Piloted Forest School Training for pre-school providers at Oasis Childcare Centre Freshford
"My Heritage" poems recorded for radio	Recorded 28 primary school children reading their "My Heritage" poems, in partnership with Kilkenny Education Centre and BEAT FM. Poems will be aired on BEAT FM in early 2016.
Primary School lesson plans	Editing 9 lesson plans & 5 activity sheets based on Kilkenny's heritage in partnership with Kilkenny Education Centre. To be completed in 2016
Co-ordinate and promote Kilkenny Military Heritage Project	On-going updates to kilkenny military Heritage Project website www.KMHP.ie
Advise and input to projects relating to Kilkenny City Walls in partnership with Kilkenny Municipal District Engineer	Successful grant application to Irish Walled Towns Network (€4,500 awarded) . Construction of 7 interpretive panels at Talbots Tower, telling the story of the 13th century Tower and the circuit of medieval walls around Kilkenny City. Panels to be erected in early 2016.
Providing heritage advice on the European Capital of Culture project "Ireland South East 2020"	Attended meetings on 24.02.15, 31.03.15, 30.04.15 and provided facilitation services at public meeting 18.03.15
Providing heritage advice, support and news to local authority staff, Elected Representatives and communities on all aspects of heritage	On-going. weekly/two weekly ezine
Input to heritage planning and policy initiatives	Co-ordinated a submission, on behalf of the Cultural Services Team of Kilkenny County Council, to <i>Culture 2025</i> (a discussion document produced by the Department of Arts Heritage and the Gaeltacht to inform a proposed new <i>National Cultural Strategy</i>). Prepared submission for CoCo on

	heritage aspects of the proposed boundary change
Reporting to Strategic Policy Committee 3 (Planning & Development, Heritage, Community, Arts & Culture)	Prepared new "Policy on Civic Memorials". Presented to SPC 3 on 24.03.15 and 27.05.15. Adopted at June Council meeting.
Kilkenny Free Day	Sponsored a medieval themed day, including medieval re-enactments and guided tours, at Rothe House
Tidy Towns support	Provided biodiversity training and Biodiversity Action Plans to 3 Tidy Towns committees (Inistioge, Thomastown, Stoneyford) in partnership with Environmental Awareness Officer
Granny Castle Interpretive Signage	Produced 3 heritage interpretive signs for Castle amenity area. To be erected in 2016
1916 Commemoration-Appointment of coordinator, Appointment of Coordinating Committee., Development of commemoration plan, following public consultation process & Liaising the plan in accordance with National Programme being devised by Dept. of Arts and Heritage	1916 Programme of events prepared and launched
Irish Language	Ongoing implementation of the Councils Irish Language Plan.

Financial Management & Motor Taxation

Key actions for 2015:	Progress Report at 31/12/2015
Monthly management reports to be provided to all Department Managers / Directors of Services detailing actual Expenditure / Income against budget for both the Revenue and Capital Accounts.	Management Accounts Packs being issued on a monthly basis since February 2015
Regular meetings to be held with Managers / Directors to review performance against budgets.	On-going as part of the monthly management accounts process. Dedicated finance personnel assigned area for liaison with section. Any issues are highlighted to Management Team
Daily / Weekly monitoring of cash balances to ensure optimum use of the cash/overdraft facilities.	Daily review of cash balances and recording of same.
Complete the Annual Financial Statement 2015 in a timely manner.	On-going monitoring of accounts will assist in this year end objective for Q1 2016.

Complete Budget 2016 within the statutory deadlines.	Q4 2015 Objective remains in place.
Issue all Customer communications in a timely manner.	All demand notices and reminders have been sent on schedule
Deal with all customer queries promptly.	Objective remains in place
Monthly reporting on debt collection performance.	Monthly reports given at finance team meetings
Provide regular updates to the public on new legislation.	The Kilkenny People Page is used to inform the public on new legislation as appropriate.
Ongoing engagement with mortgage loan customers and implementation of the MARP procedures where necessary.	On going
Continue to develop efficient payment methods for all categories of customers.	Meeting have taken place with Pay point to introduce their services to customers of KCC thus broadening their payment options
Motor Taxation – Continue to provide a flexible service to meet customer requirements.	Motor Tax Office open 9.10am to 3.30pm each day including lunchtime opening excluding bank holidays. Council website provides guidance for Motor Tax online facility.
Submit all Statutory / EU returns within the prescribed Timelines.	Target deadlines being meet.
Commence the upgrade of the Council's Financial Management System as part of the national roll out of the upgrade.	Project implementation team put in place beginning of July 2015.
Implement agreed training plan for all staff in Finance / Motor Tax.	Training plan being developed.

Information Technology

Key actions for 2015:	Progress Report at (date)
Implementation of the new Eircode address database across the Council systems	IS Department continuing to engage with the LGMA re implementation of Eircodes on key systems. Work ongoing.
Complete the upgrade to a new Traffic Fines System	Work ongoing.
Commence the process of upgrading the Financial Management System	Project team now in place and expected go live date is Oct 2016.

Continue to maintain and update the council web sites	Ongoing. New site consult.kilkenny.ie now being used for public consultations such as the LECP consultation, Proposed Variation No. 1 to Kilkenny City & Environs Development Plan 2014-2020 and Draft Masterplan for Abbey Creative Quarter.
Complete the upgrade of the councils core network switching backbone	Completed.
Upgrade of Internet Connection from 50mb to 1gb	Connection installed and in use.
Continue to maintain the computer network and carry out required software and security updates.	This work is continuous. Ongoing replacement of old network PCs.
Complete the upgrade to the new public Geographical Information System (GIS) and make this GIS system available via the web site.	Completed.

Risk Management

Key actions for 2015:	Progress Report at 01/01/2016
Complete the Internal Audit Plan 2015 Q1-Q4.	The Internal Audit Plan 2015 is substantially complete.
Facilitate South East Region Audit Committee Workshop on 19th February 2015.	The South East Region Audit Committee Workshop was successfully completed on the 19th February 2015.
Assist & Facilitate the Local Government Audit- June to September.	Internal Audit assisted the Local Government Auditor as requested and the audit was completed on schedule.
Address appropriately any issues raised in the Local Government Audit.	All issues raised through internal & external audits are addressed.
Facilitate four meetings of the Audit Committee in 2015.	Four meetings of the Audit Committee have been facilitated in adherence with Statutory Guidelines.
Participation as required in several external Audit & Validation assessments including with the Food Safety Authority the Fire & Emergency External Validation Groups assessment, the Service Indicator verification process, Irish Water's reporting & audits and with Enterprise Ireland's Cascade Audit of the micro enterprise programme and its other	Internal Audit stood by to participate in any external audit validation assessments as required.

quarterly & annual verifications.	
Identify & manage Corporate Risk, document the risks & management of those risks in the Corporate Risk Register.	The Internal Audit Plan is based on the Corporate Risk Register.
Insure the Organisation as appropriate against relevant risks.	The Council has in place appropriate Insurances against the key risks to the Organisation.
Implement the recommendations of Value for Money Reports/Studies undertaken in the Local Government Sector	Internal Audit studies VFM Reports and assesses how they are implemented through Internal Audit Reports.

Procurement

Key actions for 2015:	Progress Report at 31/12/2015
Ensure that all formal Kilkenny County Council tenders as advertised on the eTenders website and OJEU (European Journal) as appropriate are completed successfully by Service Areas.	Ongoing. All tenders are approved by the Procurement Unit before publication on eTenders and OJEU. Follow up of draft notification letters, submission of authorized Performance Bonds and Insurances and correct execution of contracts etc is undertaken with the relevant Service Areas.
Ensure that Kilkenny County Council participate in all relevant available SupplyGov.ie (previously LA Quotes) Frameworks and ensure that all mini competitions are conducted by Service Areas in accordance with the rules of the relevant Framework Agreements.	Ongoing. We are liaising closely with the Kerry County Council Working Group to help finalise two national frameworks for contract Plumbers and contract Electricians - these are due to be published in Q2 2016.
Ensure that Kilkenny County Council participate in all relevant available Office of Government Procurement (OGP) Frameworks and ensure that all Service Areas comply with the terms of these Framework Agreements.	Ongoing. Lists of current and future OGP and Supply Gov frameworks are updated regularly on the Procurement page in SharePoint for Service Areas.
Monitor the implementation of the Kilkenny County Council Legal Services Frameworks 2012 – 2016 by Service Areas and their replacement by new OGP Frameworks	The new OGP Legal Services Frameworks for the Local Authorities sector are due to become available in Q2 2016 - these will replace the Council's own Frameworks which expire in June 2016. This process (excluding Debt Recovery legal services) will be monitored closely and Service Areas will be informed of any

	progress in this matter.
Achieve further savings (where possible) in all areas	Work continues to identify further savings. The Head of Finance and Procurement Officer have participated in 2015 in an OGP Working Group to devise procurement savings methodologies for the LG Sector.
Carry out an SME engagement seminar - Meet the Buyer - in early 2016 in conjunction with the Local Enterprise Office	We intend to run this seminar later in 2016 - 2 sessions will be held - A. contract plumbers and electricians and B. professional services providers (Architects, Consulting Engineers etc).
Update Kilkenny County Council Procurement Procedures document in Q2 2016	Ongoing - draft document in progress and will be finalized once the Corporate Procurement Plan is published in Q1 2016 and new Irish Procurement Regulations are issued in April 2016.
Publish a new Kilkenny County Council Corporate Procurement Plan in Q1 2016 for a three year period	LGSPC/LGMA Guidance documents received in 2015 and plan drafted. To be finalized and adopted at March 2016 meeting of the Council.
Undertake training for Council technical staff in the area of Construction Procurement	Training was booked in 2015 but had to be cancelled due to the trainer not being available. Awaiting new trainer for 2016.

Health and Safety

Key actions for 2015:	Progress Report at 31/12/2015
Development and roll out of a IT based interactive Safety Management system	Document and Construction Management tool element being tested and demonstrated to senior staff. Implementation and roll out is pending.
Driving for Work Policy and procedure review and implementation	At review stage.
Health & Safety Staff Training programme roll out	The Councils Staff Training & Development Plan includes a large proportion of Health & Safety training aimed at meeting our statutory obligations
Ongoing review and development of safety statements across each work area	Fire & Rescue Service approved in use.

	Waste Water Treatment Plants (x 7) approved and issued.
Monitoring of our safety management system through a Safety Inspection Programme & Incident Investigation.	An on-going programme of Safety Inspections is in place which is monitored by the Safety Management Committee.
Prioritising preventative/ corrective action programme within each Department	Any issues arising from risk assessments, Safety Inspections, Safety Audits , incidents and staff observance are included in a tracking register for reporting appropriate corrective action & follow up as required.