

# Dun Laoghaire Rathdown PPN Secretariat Meeting

Monday, 11th October, 4.00 - 5.30pm

Venue: Zoom

In attendance: Tony McCarthy, Sharon Perry, Kay Gleeson, Viola Di Bucchianico, Simone Sav, Colette Downing

Apologies: Aileen Eglington, Bill O'Dea, Dara O'Carroll, Gavin Harte,

## MINUTES

### 1. Call to order

Tony McCarthy, Sharon Perry, Kay Gleeson, Viola Di Bucchianico, Simone Sav, Colette Downing, Present

### 2. Declaration of conflict of interest

A declaration of conflict of interest will have to be in place if the proposed outdoors team building event is to go ahead.

### 3. Review and approve minutes of last meeting

#### a. Matters arising

#### Discussion

No matters arising

#### Actions/Agreed

Tony McCarthy proposed. Sharon Perry seconded. Minutes passed.

### 4. Network Manager Report

#### Discussion

Simone Sav presented the Network Manager's Report.

**Disability Linkage Meeting** took place on 27 September, they worked on a submission to the Public Consultation on Disability Social Care Services to guide the plan for the next 4 years (2022 - 2025). The

#### Actions/Agreed

<p>submission was completed and made on 11th October 2021.</p> <p><b>Training Winter 2021</b>, we are finishing identifying course material and trainers available. Details will be circulated to the secretariat for their input and approval at the end of this week.</p> <p><b>Older Person's International Day</b> Simone Sav ran a Zoom training for beginners on 1st October as part of International Older Persons Day.</p> <p><b>Southside Partnership</b> new CEO. Simone Sav had an introductory conversation with Sharon Commins, the new CEO of Southside Partnership. The secretariat would like to arrange a meeting with SSP. Tony will have completed the review of the SLAs by the end of October and would like the meeting to take place after this.</p> <p><b>Draft Expenditure Report</b> up to the 30 September was presented. We are within budget. The official figures are still awaited from SSP.</p> <p><b>DLR CoCo</b> we have been liaising with the council and residents associations regarding sourcing nominations to the new Dundrum Stillorgan Policing Forum and have also been assisting with consultation in relation to the Carrickmines Shanganagh River scheme.</p>	<p>Finalised Training suggestions to be circulated to the Secretariat by 15 October 2021.</p> <p>Simone to organise a meeting between SSP and the Secretariat.</p> <p>Report will be amended when confirmed figures are received from SSP.</p>
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5. Vision for Community Wellbeing	
<ul style="list-style-type: none"> <li>a. A runthrough of the workshop format with Lyn Hagin Meade was completed.</li> <li>b. Registrations for workshops are slow, there was only one registration for Blackrock so the participant transferred to another date and the Blackrock workshop was cancelled.</li> <li>c. We have been busy publicising the workshops via email and social</li> </ul>	<p><b>Actions/Agreed</b></p> <p>Where there are too few registrations, area workshops will be combined. The special interest workshops with councillors and stakeholders etc will go ahead as planned. Any cancelled area workshops can be used to provide an additional workshop in spring 2022 if needed.</p>

<p>media, members were also contacted by phone. The video introduction has been widely circulated to increase awareness.</p> <p>There seems to be a fatigue in the community regarding consultations and the word Wellbeing is being perceived as mental health, only. This perception was addressed through a social media campaign, posters and specific targeted invitations to members in the different Electoral Areas explaining the term community wellbeing and that mental health is one element of this.</p> <p>d. DLR CoCo have been very supportive and are providing note takers for most of the workshops and circulating information on the workshops.</p> <p>e. Survey, we are picking up responses but again the numbers are a little disappointing.</p>	<p>We will offer three vouchers, each of €100, in a draw for anyone who submits a survey.</p>
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6. Updating policies	
<p>The updated constitution and policies will be put before the Plenary for ratification.</p> <p>We need to look in particular at the length of the term of office for secretariat members i.e. what is the optimum term of office to enable the secretariat to be as effective as possible.</p> <p>Membership of DLR PPN and the documentation required to process membership was discussed. The secretariat reviews membership applications at the monthly secretariat meeting and will need to have the documentation prior to that.</p>	<p><b>Actions/Agreed</b></p> <p>The subcommittee will have the documents agreed prior to the plenary.</p> <p>Update website membership area to state that secretariat meetings usually take place on the second Monday of the month.</p>

7. Plenary
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<p>Date agreed for Plenary 30/11/2021.</p> <p>Format of the Plenary discussed in person versus online. Online format was chosen as there is still a lot of uncertainty regarding covid, restrictions and in person meetings and we head into winter.</p>	<p><b>Actions/Agreed</b></p> <p>Plenary online via Zoom 30/11/2021</p> <p>Date to be relayed to members 1 month in advance and agenda circulated 10 days prior by Simone.</p>
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8. AOB	
<p>Representatives.</p> <p>Recognition of the representatives and the interaction between the representatives and the PPN was discussed.</p> <p>Secretariat Christmas get together to take place early December, before December 8th.</p>	<p><b>Actions/Agreed</b></p> <p>A 'Thank you' pack will be sent to reps before the year end to acknowledge their work by Simone.</p> <p>Simone to arrange and revert to Secretariat with dates/venues.</p>

5. Date of Next Meeting	
<p><b>Discussion</b></p> <p>Second Monday of every month.</p>	<p><b>Actions/Agreed</b></p> <p>Next meeting 8th November 2021</p>