

Dun Laoghaire Rathdown PPN Secretariat Meeting

Monday 11th January 2021, 4pm-5.10pm

Venue: Zoom

In attendance: Kay Gleeson, Tony McCarthy, Dara Carroll, Aileen Eglington, Sharon Perry, Gavin Harte, Bill O'Dea, Simone Sav, Colette Downing
Apologies: Viola Di Bucchianico

MINUTES

1. Review and approve minutes of last meeting a. Matters arising	
Discussion Nomatters arising	Actions/Agreed Minutes of December meeting proposed Tony McCarthy, Seconded Kay Gleeson. No Matters Arising

2. Network Manager Report	
Discussion Community Wellbeing Survey Response A. A report on the Digital Needs of the DLR Community has been compiled and circulated to the council as a Digital Literacy/Poverty committee has been set up, the members are from the council, membership may be extended at a later date. Draw for the Survey Participation voucher was held and Dublin Sea Angling Club was drawn from the hat. B. Community Call Forum - Simone attends the bi-weekly meetings, there are no plans to increase the frequency now that we are in level 5 restrictions. The Training Needs	Actions/Agreed Simone will continue working on generating reports from the survey and circulate to the council and on the website etc. Survey Press Release - Aileen Eglington will assist Simone with this. Simone will notify the Dublin Sea Angling Club

report has been shared with them as will future reports generated from the Community Wellbeing Survey.	
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3. Training 1st quarter 2021 a. Schedule of Training b. Community Action Network	
Discussion A. Training schedule was circulated and discussed. Schedule is based on the Digital Needs report and provides training in the areas that the members indicated. B. Community Action Network have been engaged to provide training in 2021, details to be finalised	Actions/Agreed Simone is to ascertain if the Governance training will be certified as people sitting on boards may need to prove that they underwent Governance training. Sharon Perry will work with Simone to identify the training needs and to have the Community Action Network to adapt their training to reflect this. Gavin Harte will also work on identifying suitable training for DLR PPN Reps.

4. Workplan 2021	
Discussion The draft work plan has been circulated to all, suggestions and feedback are welcome, these should be made before the next secretariat meeting as the draft Workplan 2021 will be ratified at the next Plenary. Work has started on the Annual Report 2020, gathering statistics etc, we have not been advised of the submission date and the template has not yet been received.	Actions/Agreed Suggestions will be submitted prior to the next secretariat meeting.

5. Plenary Meeting	
Discussion To be ratified at this meeting: The draft Workplan 2021	Actions/Agreed Simone to seek nominations for Secretariat

<p>Budget 2021 Secretariat Vacancy Rep on the Transport SPC Oisin Connor is now a councillor so can not continue as the PPN rep, this vacant position now has to be filled.</p> <p>Ideas for speakers or breakout rooms for this meeting would be welcomed.</p>	<p>and Transport SPC rep.</p> <p>Plenary will be held via Zoom</p> <p>Agreed date 30th March 2021</p>
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6. System for collecting feedback from DLR PPN Reps	
Discussion	Actions/Agreed
<p>This was discussed at length. The reps should be requested to complete the report form on a monthly basis.</p> <p>The suggestion of holding a monthly reps meeting was felt to be too much of a demand on the reps time yet the importance of communication between the members and reps needs to be improved and a system to facilitate this found. There was a suggestion that there would be time for networking- members could ask questions prior to the upcoming training sessions.</p> <p>Aileen Eglington wants to set up a linkage group to look at the planning issues, there is interest in this in the Community Pillar, in particular with residents associations.</p> <p>A standardised approach to develop long term linkage groups and a process for ad hoc groups within the boundaries and structure of the PPN needs to be identified. DLR PPN needs to facilitate this and encourage engagement.</p>	<p>A case study of other PPN's Linkage Groups would be of benefit. Simone will contact Fingal to ascertain how they run and communicate with their linkage groups and how information and interaction is managed between the linkage groups and SPC reps.</p> <p>Gavin Harte will also carry out research on this topic.</p> <p>The next secretariat meeting will focus extensively on discussing these issues.</p>

7. AOB

Discussion

Tony McCarthy sought permission to sign the book of condolences on behalf of DLR PPN in relation to the death serving garda based in Cabinteely station.

Actions/Agreed

There were no objections.

8. Date of Next Meeting

Discussion

Actions/Agreed

8th February 2021, time TBC