

Dun Laoghaire Rathdown PPN Secretariat Meeting

Tuesday 13th July 2021, 4pm-5.30pm

Venue: Zoom

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

Apologies: Bill O'Dea

MINUTES

1. Review and approve minutes of last meeting a. Matters arising	
Discussion No matters arising	Actions/Agreed Kay Gleeson proposed. Sharon Perry seconded. Minutes passed.

2. Network Manager Report a. Elections for SPC representatives b. Network Managers' Meeting c. Training for PPNs d. Continuous Professional Development	
Discussion a. Elections for SPC representatives There was one nomination for each vacancy, all candidates suitable, as seats not contested there will be on election. Nominees: Dara Carroll, nominated by ACTS for the Transport & Marine SPC, David Girvan nominated by St John of God Carmona, Housing SPC. David King nominated by DLR Cycling Campaign for Environment and Climate Change SPC.	Actions/Agreed Secretariat ratified the nominees. Tony McCarthy proposed. Kay Gleeson seconded. Simone will arrange an induction meeting with the new reps.

<p>b. Network Managers' Meeting</p> <p>The Mazars review of the PPNs was discussed in general, the PPN workers are considering making a submission, as the review survey did not cover all aspects of the PPNs work. There will be another meeting to discuss further. The secretariat said they are willing to show support for the PPN workers should it be required.</p> <p>Concerns by the PPN workers were expressed regarding boundaries, demands and issues regarding reporting were discussed.</p> <p>c. Training for PPNs</p> <p>The Department has approved in principle to provide funding for training of PPN staff. Simone advised that she conducted a review to identify the training needs of PPNs and will put a proposal to the Department on behalf of the PPN staff.</p> <p>d. Continuous Professional Development</p> <p>Development training for DLR PPN staff discussed.</p>	<p>Simone will circulate the email RW Network - PPN Annual Budget and the attachment PPN Financial Controls received from DRCD on 2 July 2021</p> <p>Simone to put training proposal to DRCD</p> <p>The Secretariat agreed to consider providing training. The next step is to explore training requirements and revert back to secretariat.</p>
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3. Updating policies	
<p>The draft policies contained in the Handbook 2020 are being reviewed. Some of the existing DLR PPN policies will also have to be updated at the same time. It was felt that the Constitution should be the starting point. Policies Committee will be set up for this purpose and will work over the summer on this.</p>	<p>Actions/Agreed</p> <p>Policies committee: Kay Gleeson and Sharon Perry.</p>

3. Vision for Community Wellbeing	
<p>Harriet Emmerson had been approached to facilitate by Simone, but declined. Community Action Network (CAN) are good community facilitators and should be approached.</p> <p>There is a resource pack and guidelines available from the SJI website..</p>	<p>Actions/Agreed</p> <p>Colette and Simone will create a facilitators brief.</p> <p>Simone to approach CAN</p> <p>Vision Sub Committee: Dara Carroll, Kay Gleeson, Tony McCarthy & Aileen Eglington</p>

<p>Secretariat subcommittee will be set up for the Vision Project.</p> <p>The Vision in general was discussed. It is hoped that this project will be up and running in the autumn and that the summer will be used to put the structures and resources in place. Every effort will be made to engage participation and feedback for all sections of the DLR PPN membership.</p>	
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4. AOB	
<p>a. Linkage Group Meeting Mary Henchy had been requested to speak at the next My Neighbourhood meeting about planning SHDs . No response received, yet.</p> <p>b. Finance A brief outline of financial status will be given to the Secretariat meeting every quarter.</p> <p>c. Conflict of Interest This should be declared for each meeting.</p>	<p>Actions/Agreed</p> <p>Simone will look after this.</p> <p>Finance Report on the Secretariat Meeting Agenda, quarley.</p> <p>Agreed</p>

5. Date of Next Meeting	
<p>Discussion No meeting in August.</p>	<p>Actions/Agreed Next meeting 13th September 2021</p>