

# Dun Laoghaire Rathdown PPN Secretariat Meeting

Monday 10th May 2021, 4pm-5.45pm

Venue: Zoom

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

## MINUTES

1. Review and approve minutes of last meeting a. Matters arising	
<b>Discussion</b> Minutes of March and April Secretariat Meetings. March - no matters arising, proposed by Kay Gleeson and seconded by Aileen Eglinton. April - no matters arising, proposed by Kay and seconded by Aileen.	<b>Actions/Agreed</b> Up load to website.  March minutes passed. April minutes passed.

2. Network Manager Report a. Consultations and submissions b. Martin McEvoy conference article c. Digital Skills d. Elections for SPC representatives	
<b>Discussion</b> <b>a. Consultations and Submissions.</b> It is a busy time with many consultations. Climate Conversations - the report on these workshops has been compiled and sent to the Dept of Environment where it has been very well received. New consultation on Biodiversity with DLR CoCo and the Tree Strategy, no dates yet.  Submissions to the Draft County Plan and to the dlr Housing and Disability Strategic Plan (based on the Housing for Disability workshop in March) have been made.  <b>b. Martin McEvoy conference article</b>	<b>Actions/Agreed</b>          Simone will advise all when the dates have been set.          Simone will complete and submit by 11th

<p>The due date for this submission is the 11th May 2021 it is being finalised at the moment.</p> <p><b>c. Digital Skills</b>, these beginners courses have been run successfully during March and April. The PPN is currently delivering Zoom training for beginners as part of the Beathaine Festival. Feedback is positive. The DRCD have confirmed a carryover of €4000 from 2020 specifically allocated to Digital Literacy.</p> <p><b>d. Elections for SPC representatives</b> There are 3 vacant positions the nomination process will start in 2 weeks time.</p>	<p>May.</p> <p>More Digital Literacy training will be delivered later in 2021.</p> <p>Simone will commence the nomination process 2 weeks from now.</p>
--	---

3. Linkage groups a. Feedback on proposed plan	
<p><b>Discussion</b></p> <p>The draft Linkage Group plan was discussed in general. It was agreed that membership would be open to all DLR PPN members regardless of pillar. We need to build a brief that will be of interest and attract members. The format of the Linkage Group meetings will include a speaker on topics of interest to the groups, the first meeting will determine the groups interests and objectives going forward.</p>	<p><b>Actions/Agreed</b></p> <p>Simone will finalise meeting dates etc and circulate information and registration details to all members about the newly formed groups by Friday 14 May.</p>

4. Vision for Community Wellbeing Feedback on proposed plan	
<p><b>Discussion</b></p> <p>The DRCD advised at the PPN network meeting that PPS could proceed with the Vision in a different format due to restrictions as long as the outcomes are meaningful and in line with the original brief.</p> <p>The draft Vision for Community Wellbeing plan was discussed in general.</p>	<p><b>Actions/Agreed</b></p> <p>Simone will finalise the plan and set dates.</p> <p>The process will start in July with workshops taking place in September 2021.</p> <p>July, information will be sent to members and stakeholders.</p>

<p>People will be given different and varied methods to enable and encourage participation across the entire dlr community. There will be a series of workshops by district and others targeted to specific areas such as social inclusion. local business etc. There will be an opportunity to participate by email, online and printed surveys.</p> <p>It was agreed the meetings should be conducted using a facilitator, it was discussed that there may be a benefit to use a facilitator that has experience in community development. Collaboration from/with the LA would be of benefit and welcomed. A media awareness campaign would also be beneficial in encouraging participation and gaining a wide reach. Consider adverts in local papers, southside people, radio, create a press release list of contacts. Input from social inclusion groups could be linked with the Festival of Inclusion.</p>	<p>Simone will source facilitator(s). Press release will be drafted. Create a list of stakeholders and seek their support.</p>
---	--

5. Secretariat update	
<p><b>Discussion</b> The Secretariat HR Subcommittee updated the Secretariat on recent meetings and correspondence with Southside Partnership in relation to PPN employee remuneration and SLA.</p>	<p><b>Actions/Agreed</b> The subcommittee will draft a response and advise the Secretariat before sending.</p>

6. AOB	
<p><b>Discussion</b> No AOB.</p>	<p><b>Actions/Agreed</b></p>

7. Date of next meeting	
<p><b>Discussion</b> 14th June, 4.00pm</p>	<p><b>Actions/Agreed</b></p>