

Dun Laoghaire Rathdown PPN Secretariat Meeting

Monday 8th July 2019, 6.00pm-8.00pm

Venue: Southside Partnership, Blackrock

In attendance: Laura Howe, Kay Gleeson, Tony McCarthy, Dara Carroll, Aileen Eglington, David Girvan, Sharon Perry

Present: Simone Sav, DLR PPN support worker

Apologies: Gavin Harte, Goff Lalor, Jen Kane-Mason

MINUTES

<p>1. Review and approve minutes of last meeting</p> <p>a. Matters arising</p>	
<p>Discussion</p> <p>i. The meeting with the Councillors was discussed. Laura explained the difficulties with the venue. Suggestions were made to host the meeting in County Hall.</p> <p>A discussion ensued about the timing of the meeting. Several considerations touched upon: the date of the SPC selection of reps, the date of the issue of the PPN annual report.</p> <p>Also discussed was who would attend from of the PPN (Secretariat only, or Secretariat and SPC reps).</p> <p>ii. Laura apologised on behalf of the DLR PPN staff for not contacting groups who may want to consider transferring to the Social Inclusion pillar.</p>	<p>Actions/Agreed</p> <p>Laura to contact DLR to inquire with DLRCoCo and Dundrum about the venue. Laura to approach Dom Marmion for the Dundrum venue for the same meeting.</p> <p>It was agreed that DLR PPN would write to the Councillors in September inviting them to a meeting in October.</p> <p>It was agreed that only Secretariat members would attend the meeting with the councillors if SPC reps were not elected at that time.</p> <p>PPN staff to contact groups who may want to consider transferring to the Social Inclusion pillar.</p>

	<p>Minutes approved David Girvan proposed. Tony McCarthy seconded.</p>
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2. MOU update	
Discussion	Actions/Agreed
<p>Based on discussion of the MOU sub-committee (held on the 8th of July, 5pm-6pm), the following items were discussed:</p> <p>Meeting with the DLRCoCo to take place on the 9th of July.</p> <p>Aileen Eglington raised the issue of the language used in the draft MOU that the Council have sent to the PPN Secretariat.</p> <p>Another item of discussion was the designated liaison person on the part of the Council.</p> <p>An item was raised about whether or not, for the MOU to be ratified, the approval of the plenary was needed. Based on current practice, that is not the case.</p>	<p>It was agreed that the meeting would also be attended by Laura Howe as well as the 3 delegated representatives of the Secretariat.</p> <p>The Secretariat, via its delegated representatives for the meeting on the 9th of July, would ask the Council to change the language used.</p> <p>The designated representatives of the PPN Secretariat will request that the liaison person be a Senior administrative officer for the purposes of stability and efficiency.</p> <p>It was agreed that the plenary approval was not needed, and that the signing of the MOU can go ahead, as soon as the draft is acceptable for the PPN Secretariat.</p>

3. Review of DLR PPN election policy	
Discussion	Actions/Agreed
<p>Laura Howe brought forward for discussion: Does the PPN need to alter its</p>	

<p>Election policy in relation to candidates canvassing for elections if they are going forward as PPN reps.</p> <p>A discussion ensued about what stance the PPN should have on the matter.</p>	<p>It was agreed that DLR PPN cannot stop people from canvassing however DLR PPN will not support it, for example by releasing information about member groups to candidates wishing to canvas.</p> <p>It was agreed that nothing on canvassing should be added to the election policy.</p>
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<p>4. Matters arising from monthly report</p> <ul style="list-style-type: none"> a. SPC update b. Vision for Community Wellbeing - training from SJI c. Festival of inclusion d. Public Sector Duty e. SDC PPN Insurance workshop/ Alliance for Insurance Reform f. Membership database g. Any other matters. 	
<p>Discussion</p> <p>a. SPC Update Laura Howe explained the estimated timeframe for the SPC, which would see the first meeting in January 2020.</p> <p>A suggestion was made to move the Plenary meeting earlier.</p> <p>b. Vision for Community Well-being</p> <p>c. Festival of Inclusion Several ideas and suggestions were brought to the table.</p>	<p>Actions/Agreed</p> <p>Laura Howe is to circulate minutes of the last JPC meeting with the reminder to members for nominations/election and before the 1st of August meeting.</p> <p>Laura Howe to follow up on JPC interim report with Council.</p> <p>It was agreed that the Plenary meeting would be moved earlier so that prospective DLR PPN representatives have an opportunity to make themselves known to members.</p> <p>Laura Howe is to contact Social Justice Ireland to clarify if the training being provided in September is the same as that provided last March.</p> <p>Tony McCarthy will join the Vision for Community Wellbeing sub-group to represent the C&V pillar.</p>

<p>It was pointed out that due to the National PPN Conference and the election of representatives it will be a very busy time of year for DLR PPN.</p> <p>d. Public Sector Duty Laura Howe presented a copy of the Public Sector Duty Statement and a discussion followed.</p> <p>e. SDC PPN insurance workshop/ Alliance for Insurance Reform The question of whether the PPN should become a member was discussed. Aileen Eglintgton highlighted that it was our duty of care to inform the members about this opportunity.</p> <p>A question arose about our ability to partner as we have no legal status.</p> <p>f. Membership database</p> <p>g. Any other matters</p> <p>i. Participants to the National conference</p>	<p>It was agreed that the DLR PPN staff would organise a special edition of the Ezine for the month of September and a radio programme for the festival (4th - 12th of October)</p> <p>DLR PPN staff to upload a copy of the Statement on our website and to send round information about the information session in September.</p> <p>It was decided that the word “support” would be used instead of “partner.”</p> <p>Laura Howe will contact SDC PPN re supporting the workshop.</p> <p>Laura Howe advised to look at Bray Partnership’s directory</p> <p>Sharon Perry unable to attend. Dara Carroll will join for one day. Kay Gleeson offered to cover the expense of her own accommodation. Laura to look at allowance in the budget.</p>
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<p>5. Secretariat meetings</p> <p>a. Processes and procedures</p> <p>b. Decision-making outside of meetings</p>	
<p>Discussion</p> <p>a. Laura Howe asked about the practice of her setting the agenda. The Secretariat feels that this is a good practice, and are</p>	<p>Actions/Agreed</p>

<p>happy to include items on the agenda as they arise.</p> <p>b. This item was not discussed due to a short time.</p>	
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6. AOB	
<p>Discussion</p> <p>The JPC election was brought up.</p> <p>Laura Howe suggested inviting Maria Kelly and Eoin Kelly from DLRCC Community & Cultural Development department to the next Secretariat meeting. It was suggested that Joe Connor should be invited also to give a presentation on the Community and Cultural development section to Secretariat members.</p>	<p>Actions/Agreed</p> <p>Laura Howe to send reminders about the JPC meeting.</p> <p>Laura Howe to invite Maria and Owen.</p> <p>It was agreed that the workplan would be placed as a standing item on the agenda.</p>

07. Date for next meeting/convenor
Provisional date - Monday 16th of September