

Dun Laoghaire Rathdown PPN Secretariat Meeting

Monday 1st April 2019, 5.30pm

Venue: Meeting Room 2, level 5, dlr lexicon, Dun Laoghaire

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

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

MINUTES

1. Welcome and introductions
Sharon Perry introduced herself to the other members.

2. Review and approve minutes of last meeting	
a. Matters arising	
Discussion	Actions/Agreed
a. no matters arising	Aileen Eglington proposed. Dara Carroll seconded.

3. DLRCC’s amendments to Draft 2019 workplan	
Discussion	Actions/Agreed
The amendments proposed by Dearbhla Lawson (HOD, Community & Cultural Development, DLRCC) and Mary Ruane (SEO, Community & Cultural Development, DLRCC) were discussed.	<p>Most of the proposed amendments were agreed by the Secretariat and included in the draft workplan to be ratified by members at the Plenary.</p> <p>Laura Howe to write to Community & Cultural Development thanking them for their input and including the amended draft workplan.</p>

4. Update - Memorandum of Understanding with DLRCC	
Discussion	Actions/Agreed

Laura Howe informed members that Community & Cultural Development in DLRCC were working on an amended MOU.	
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5. PPN 2018 Report a. agree proposed amendments, further amendments	
Discussion Secretariat members went through Laura Howe's draft submission and some items were amended. It was noted that the new SPC scheme would be passed at the first meeting of the new Council on June 7th. It was generally felt that the report template did not give an adequate opportunity to report on the PPN's achievements.	Actions/Agreed Once the new support worker is in place all new members are to be contacted by phone. A survey for evaluation purposes should be sent out to members in Autumn.

6. Plenary meeting Wed April 3rd a. Update b. Agree roles	
Discussion Roles were assigned for the Plenary meeting.	Actions/Agreed Minutes and time keeping - Aileen Eglington Registration - Kay Gleeson and Dara Carroll Speaker hospitality - Tony McCarthy Introduction - Aileen Eglington Gavin Harte to introduce himself Launch of Plain English booklet - David Girvan PPN 2018 report and update - Tony McCarthy Workplan explanation and ratification - Jen Kane Mason Vision for Community Wellbeing - Laura Howe

7. Disability linkage group - David Girvan	
Discussion	Actions/Agreed

A discussion followed regarding the PPN's involvement with a public meeting.	The PPN will not be involved with this meeting.
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8. Letter from Mary Ruane, DLRCC re. LDCD reps	
Discussion	Actions/Agreed Laura Howe to contact Mary Ruane to clarify some points for the Secretariat.

9. Proposed review of the Strategic Policy Committees	
Discussion No time remained for this item.	Actions/Agreed

10. AOB a. consultation on User Guide	
Discussion No time remained for this item.	Actions/Agreed

11. Date for next meeting/convenor	
Tuesday 14th May. Dara Carroll will be convenor.	