

# Dun Laoghaire Rathdown PPN Secretariat Meeting

Monday 10th September 2018, 5.30-7pm

Venue: Meeting Room 1, 3rd Floor, Lexicon library, Dun Laoghaire

## MINUTES

Present: Kay Gleeson, Tony McCarthy (convenor), Dara Carroll, Jen Kane-Mason, Goff Lalor, Laura Howe

Apologies: Ben Stafford, Aileen Eglington, David Girvan

1. Review and approve minutes of last meeting a. Matters arising	
<b>Discussion</b>  Laura Howe gave update from Jason O'Sullivan on some items from July meeting.  Discussion re. JPC linkage group and sharing information from JPC meetings with PPN members.  Discussion re. PPN member group requests for funding through the PPN.  Discussion re. running relevant training and linkage groups as one event.	<b>Agreed /Action</b>    Tony McCarthy will look into this.   Agreed: any request for funding would need to come through a linkage group.  Laura Howe will explore this.   Minutes proposed by Kay Gleeson, seconded by Goff Lalor.

PPN timeline - September '18 to May '19	
<b>Discussion</b>  Discussion re. expected work between now and next May., specifically:  Finance and expenditure - quarterly financial reports to DLRCC and expenditure report to Department expected end of October. Avoidance of cash-flow issues experienced last December.	<b>Agreed /Action</b>    Tony McCarthy and Jen Kane-Mason will join finance sub-group.  Finance subgroup will meet on 25th of September.

Membership re-registration	Ben Stafford and Jen Kane-Mason to respond to Laura Howe's email re. GDPR consent agreement.
Wellbeing Statement	Await launch of wellbeing statement toolkit at PPN National Conference and commence online actions to be followed up by workshops in new year.
Discussion re. connection between wellbeing statement activities and linkage groups.	

2. Autumn Plenary	
Discussion	Agreed /Action
Discussion re. which member groups to invite to present, venue and activities. Suggested topics included the Wellbeing Statement, the Joint Policing Committee, Sustainable Development Goals and any upcoming/planned training.	Date of Plenary Wednesday 7th November.  Kay Gleeson, Dara Carroll and Goff Lalor on Plenary Subgroup. Will meet later this month.  DLR PPN will invite Cathaoirleach to open the event - Laura Howe to send invitation.
Noted that any venue must be fully accessible	Agreed that Assembly Rooms would be ideal venue.
Discussion re. content of Plenary and community supports showcase.	Laura Howe to put together draft agenda based on discussions and send to Plenary sub-group.  Agreed that media coverage of the plenary should be sought.  A Secretariat member who has not previously given the update to members at the Plenary needed to volunteer - this to be added to next meeting agenda.

3. 3rd Environmental Pillar member for Secretariat	
Discussion	Agreed/ Action
Discussion re. vacancy on Secretariat for Environmental Pillar member. Laura Howe reported that one person has contacted the PPN to express interest in the role.	As per the DLR PPN election policy, Secretariat members must go through an election process.

#### 4. PPN National Conference 11th & 12th October

Discussion	Agreed/Action
Discussion re. who would like to attend	Tony McCarthy, Kay Gleeson, Goff Lalor, Dara Carroll TBC, Laura Howe
	Aileen Eglinton will be attending as an organiser.
Laura Howe gave update re. DLRCC and Southside Partnership attendance.	DLRCC and Southside Partnership should be encouraged to attend.
Discussion re. attendance at conference workshops.	Each DLR PPN attendee to go to different workshop (subject to availability)
	Laura Howe to book accommodation/travel

#### 5. Make Way Day

Discussion	Agreed/Action
Discussion re. how DLR PPN should support Make Way Day	DLR PPN will spread awareness of the day through social media and ezine.
	Laura Howe will support them to make contact with Dublin South FM as requested by John Nolan.

#### 6. Open Government Association

Discussion	Agreed /Action
Discussion on the proposed Open Government Association and how it could be of benefit to DLR PPN.	Agreed that it would be beneficial to DLR PPN to be informally involved in this association. Will await developments.
Tony McCarthy asked a question re. how being involved may use PPN resources. Dara Carroll and Laura Howe explained that participating organisations can be as involved or not involved as they choose.	

7. A.O.B. (6.50-7pm)

Discussion	Agreed/Action
Discussion re. proposal from PPN member to form an alliance of residents associations to campaign on planning and development issues.	<p>Secretariat agreed that DLR PPN will publicise this proposal in the ezine but decided it was not appropriate to email individually to resident's associations.</p> <p>It was noted that training on Urban Planning and Development has been scheduled for DLR PPN members in November which will build capacity around this issue.</p> <p>It was agreed that anyone within the PPN who has issues with planning and development needs to be encouraged to engage with DLR PPN Planning SPC reps.</p>

8. Date and convenor for next meeting (7pm)

Agreed: Monday 1st of October 2018. Dara Carroll will act as convenor.