

# DLR PPN SECRETARIAT MEETING

**11 Sept 2023, 5.00 - 6.45 pm, online.**

In attendance: Tony McCarthy, Kay Gleeson (Chair, Viola di Bucchianico, Gavin Harte, Aileen Eglington, Siby Sebastian, Colette Downing, Simone Sav

Apologies: Sharon Perry, Bill O'Dea

1. Call to order Meeting was facilitated by Kay Gleeson.
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2. Declaration of conflict of interest:
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No conflict to declare
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3. Review and approve the minutes of the last meeting. a. Matters arising	
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Discussion	Actions/Agreed
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Aileen proposed the minutes and Siby seconded them.	
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	Actions/Agreed
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	July 2023 minutes approved.
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4. Review of Membership Applications	
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Discussion	Actions/Agreed
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The Secretariat reviewed the member registration applications received. The following were approved.	
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This is Me Neurodiversity. Full Social and Cultural Integration Centre. Full Shankill & District Pigeon Racing Club. Full Dalkey School Project – Full	
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	Actions/Agreed
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	Simone will follow the processing of the approved applications and will relay the secretariat queries and instructions to the other groups.
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5. LCDC & SPC Vacancies	
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Discussion	Actions/Agreed
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There are currently two vacancies on the LCDC one each from the Social Inclusion and Community and Voluntary pillars. We have completed the nomination process and have received one nomination from each pillar.	
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	Actions/Agreed
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	The secretariat approved the nominations and requested Simone to advise the candidates and notify the council, following confirmation of acceptance of the role. The nominations are: Valerie Snow - Glencullen Tidy District
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	and John Doyle - Dun Laoghaire Drug and Alcohol Task Force
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6. October Representatives Network Meeting format/speaker	
<p>Discussion</p> <p>General discussion re format of the meeting and the role of representatives.</p> <p>Kay will speak about the experiences of Reps nationally as this is discussed regularly at NAG meetings.</p> <p>Gavin will facilitate discussion on the role and needs of the representatives and how they wish to link with the membership and what they can as a group bring to the November Plenary meeting</p>	<p>Actions/Agreed</p> <p>Simone will meet with Kay and Gavin to finalise the format of the workshop.</p> <p>Colette will send the format and timings of previous Representative Network Meetings.</p>

7. Community Climate Action Funding	
<p>Discussion</p> <p>Gavin informed the secretariat of this funding which is designed to resource Local Authorities to work in partnership with communities. Strand 1 requires the appointment of dedicated Community Climate Action Officers (CCAO) in Local Authorities to guide and support communities from the very start. In DLR this is Cynthia O'Mahoney. It is envisaged that PPN involvement is essential.</p> <p>Community projects eligible for this guidance and potential funding will address the following five themes:</p> <p>home/energy, travel, food and waste, shopping and recycling, local climate and environmental action</p> <p>There is to be an 8-week turn around which will be difficult for many C&amp;V groups. Gavin advised that as more information becomes available, we can work on how we can best</p>	<p>Actions/Agreed</p>

assist our members to avail of this opportunity.	
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8. Training a. Autumn 2023 Training Update	
<p>Discussion</p> <p>Registration for the Autumn training programme is now open. The partnership with Dublin City PPN is welcomed and it has enabled both PPNs to provide a wide choice of training for their members.</p>	<p>Actions/Agreed</p>

9. Tender – Strategic Plan update	
<p>Discussion</p> <p>The second-highest bidder, Business Improvement Solutions (BIS), has been approached and is available to start the project if the timelines are revised.</p>	<p>Actions/Agreed</p> <p>The Strategic Plan committee have arranged an interview with BIS for Friday 15 Sept.</p>

10. November Plenary Meeting	
<p>Discussion</p> <p>General discussion suggests it could be good timing to share information about Community Climate Action Funding, Barbara Scully about her book Ask the reps to report to the plenary/linkage. Heritage the new Harbour Trail Review of training and the uptake and collaboration with Dublin city.</p>	<p>Actions/Agreed</p>

11. Linkage Groups	
<p>Discussion</p> <p>Gavin is willing to assist with this and it should follow on from the discussion at the Representatives Network meeting in October</p>	<p>Actions/Agreed</p>

12. Workplan	
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Discussion	Actions /Agreed
2024 We aim to have the plan ratified in November so we will work on the draft by October and circulate it for feedback, input, and changes from the Secretariat so that it can go to the membership. A meeting would also have to be set up with the council to approve the plan.	Simone to start working on the plan and arrange a meeting with the council for late October 2023.

13. Financial update	
Discussion At the end of August payments totalled €62,221.03, 50% of overall budget. Payment of €8500 hosting fee and the cost of attendance at the National Conference are the next major payments to be made.	Actions/Agreed

14 Other updates/ activities	
Discussion a. National Conference 6 ppl going Wicklow has announced 3 additional spaces we are waiting to hear from the council if they wish to attend.  b. Resource workers' national meeting update Discussed Community Climate Action officer roles, Catherine O'Toole addressed the meeting as she wants to open and grow the Environment Pillar.	Actions/Agreed

15. AOB	
Accommodation at the National Conference some members of staff and secretariat are staying in Arklow on the 4 <sup>th</sup> as there is a meeting arranged for that afternoon.	It was agreed that the cost of 2 nights' accommodation would be paid for those who wished to travel on the 4 <sup>th</sup> of October.

15. Date of next meeting	
9 <sup>th</sup> October 2023	Secretariat were thanked for their attendance and the meeting was closed.