

DLR PPN SECRETARIAT MEETING

29th January 2024, 5.00 - 6.00 pm, online.

In attendance: Tony McCarthy, Kay Gleeson, Viola di Bucchianico, Aileen Eglington, Siby Sebastian, Bill O'Dea, Sharon Perry, Colette Downing, Simone Sav

Absent: Gavin Harte

1. Call to order

The meeting facilitated by Simone Sav

2. Declaration of conflict of interest:

No conflict declared

3. Review of previous meeting minutes and matters arising

Discussion

No matters arising

Actions/Agreed

Proposed by Aileen Eglington, Seconded by Viola di Bucchianico

4. Draft Annual Report 2024

Discussion

The change of title of the report to Impact Report 2023 was welcomed. A phenomenal amount of work was done, given the reduced staffing until August 2023. Feedback was invited on the report.

Aileen Eglington suggested that the membership should take time to achieve something themselves. A discussion ensued about the remit of the PPNs when they were set up. DLR PPN is one of the better-performing PPNs.

Tony McCarthy suggested, having regard to the workload could we seek extra funds to take on support staff temporarily when needed.

Actions/Agreed

The secretariat is to send any suggestions and amendments before the next secretariat meeting.

We should wait for the outcome of the Strategic Plan to inform the PPN of what actions are required/suggested.

5. Review of New Member Applications	
<p>Following applications approved</p> <p>MARRA</p> <p>Trident Sub Aqua Club</p> <p>Mount Merrion Craft Hub</p> <p>Galloping Green Tidy Towns</p>	<p>Actions/Agreed</p> <p>Simone will process the memberships and contact the groups. Simone will also contact the groups with outstanding applications to seek clarification.</p> <p>Galloping Green Tidy Towns is to be asked to consider membership of the Environment Pillar.</p>

6. Update on Five-Year (Strategic) Plan	
<p>144 Submissions have been received including feedback collected during the November Network Meeting. The next step is the survey of external stakeholders and interviews with DLR CoCo Community and Culture Department & SSP new CEO. Any further consideration of the survey questions is welcome.</p> <p>The dual relationship with SSP was discussed as they have a significant role in the community as well as the legal role of the employer. It would be good if the survey explored how we advanced their causes and how they have advanced ours.</p> <p>The council have requested that their meeting is chaired by DLR PPN.</p>	<p>Actions/Agreed</p> <p>Simone will collate the secretariat suggestions for survey questions, if any, and ensure that the terms of reference are included, and will liaise with Finbarr Fitzpatrick.</p> <p>Set a date for the meeting with the council. It was agreed that Tony McCarthy would chair the meeting.</p>

7. Relevant Updates and actions	
<p>Discussion</p> <ul style="list-style-type: none"> a. Staff will be meeting with DCU on 6th February as they have offered to include DLR PPN in their summer school project that they have been running with Dublin City PPN. b. Free training seminar on the Archaeology of the Dublin Mountains, details to be sent to the membership, Maria Kelly South Dublin CoCo will share this information with their PPN members. c. Finance. We are still waiting on the Q4 accounts and the bank statement for December 2023 and cannot 	<p>Actions/Agreed</p>

<p>proceed with the Income & Expenditure Report 2023 for the DRCD until they have been received.</p> <p>d. Representatives Network meeting 22 February 2024 will be the last meeting for representatives in this council term. It would be a good time to seek the reps' input as to what supports are needed for the role and other feedback.</p>	<p>Simone to advise reps of the date.</p>
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8. AOB

Discussion	Actions/Agreed
<p>SSP a meeting between the Secretariat and the new CEO should be arranged in the next month or so to make introductions.</p> <p>Local Elections 2024 The PPN is non-political any representative or secretariat member considering running must resign in advance of putting themselves forward for nomination. Details on this are in the PPN Handbook, Constitution & DLR PPN Election Policy. PPN Representatives & Secretariat are not permitted to canvas.</p>	<p>Simone is to approach the new CEO to arrange a meeting.</p> <p>Simone to write to all representatives and secretariat members to remind them of their obligations regarding National/Local Government Elections.</p>

12. Date of next meeting

<p>12 February 2024 Online</p> <p>The draft Five-Year Plan will be presented for consideration.</p>	
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