

DLR PPN SECRETARIAT MEETING

9th December 2024, 6.00 – 8.00 pm, in person

In attendance: Kay Gleeson, Aileen Eglington, Ronan Browne, Gavin Harte, Bill O’Dea, Viola di Bucchianico, Hilda Arenas, Simone Sav, Colette Downing

Apologies: Sharon Perry

1. Call to order.

The meeting was facilitated by Simone Sav.

2. Declaration of conflict of interest:

No conflict of interest declared.

3. Review of previous meeting minutes and matters arising

Discussion
No matters arising.

Actions/Agreed
Proposed: Aileen Eglington
Seconded: Kay Gleeson

4. Review of Membership Applications

A number of membership applications were reviewed by the Secretariat but no new membership applications were approved.

Actions/Agreed

5. Hosting Updates

A meeting was held with dlrCC and DRCD regarding hosting arrangements for the PPN. The board of dlr Chamber have approved in principle the hosting of the DLR PPN. The PPN has advised dlrCC of same. Further meetings will be sought with dlrCC in relation to the SLA and MOU.

Actions/Agreed
Staff to continue liaising with dlr Chamber and dlrCC about the hosting.
Simone to update the Secretariat of any development and proposed dates for the meeting.

6. Finances 2024

It is estimated that there will be approximately 16K remaining in the bank account as we have ceased spending. The DRCD have approved the carry-over of a contingency fund to cover the

Actions/Agreed
Staff to update the Secretariat of any developments.

<p>Representatives' training and networking meetings that could not be completed due to the council's timeline for forming the SPCs. We also have to keep funds to assist with the change of host for any legal, HR and IT charges that will be incurred as part of any migration.</p> <p>Q3 Accounts have been received and a query has been raised concerning salaries as there may be a discrepancy between the amounts deducted in relation to salaries</p>	
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7. Draft Workplan 2025	
<p>The Draft Workplan was discussed, which follows the new format of the Strategic Plan 2024-2028.</p> <p>A detailed roadmap for the change of host and the individual tasks involved have been documented.</p> <p>It was agreed that the staff and Secretariat will focus on the transition to a new host and the additional tasks involved, as well as on finalising the recruitment of PPN representatives and the training required.</p> <p>Other tasks, including the ezine, will recommence once the transition to a new host has been completed and the PPN is fully up to speed, most likely March 2025.</p>	<p>Actions/Agreed</p>

8. SPC Representatives Nominations	
<p>14 nominations were received after the first call for nominations. Staff have been liaising with all interested candidates and there seems an election will take place for the Housing SPC.</p> <p>Simone will send out a second call for nominations. Gavin Harte is actively supporting the recruitment efforts from the Environmental Pillar, which was appreciated by all the Secretariat members. Simone will liaise with Gavin directly about prospective candidates.</p> <p>The deadline for nominations of PPN reps is the 6th of January. dlrCC have confirmed that, due to the time of the year when the recruitment is taking place (groups are not meeting in the lead of to the Christmas and New Year break), the</p>	<p>Actions/Agreed</p> <p>Simone to prepare the election forms for the Housing SPC and run it over the Christmas break.</p> <p>Simone to update the Secretariat of any new nominations received after the second call for nominations.</p> <p>Simone to forward list of reps to Secretariat for approval and send same to dlrCC by the 6th of January.</p>

PPN can continue to recruit representatives in the new year.	
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9. dlr Age Friendly Alliance Representative	
After the departure of Tony McCarthy from the Age Friendly Forum, the Secretariat have approved Kay Gleeson as the new PPN representative on this forum.	Actions/Agreed Kay Gleeson to attend the Age Friendly Alliance forum going forward.

10. AOB	
No AOB	

11. Date of next meeting	
Next meeting – Monday 13th January	