

# DLR PPN SECRETARIAT MEETING

**4th November 2024, 5.00 - 6.10 pm, online**

In attendance: Kay Gleeson, Aileen Eglington, Ronan Browne, Sharon Perry, Gavin Harte, Simone Sav, Colette Downing

Apologies: , Bill O'Dea, Viola di Bucchianico, Hilda Arenas

## **1. Call to order.**

The meeting was facilitated by Simone Sav.

## **2. Declaration of conflict of interest:**

Aileen Eglington declared that she is on the board of DLR Chamber as the hosting situation is on the agenda

## **3. Review of previous meeting minutes and matters arising**

Discussion  
No matters arising.

Actions/Agreed  
Proposed: Kay Gleeson  
Seconded: Ronan Browne

## **4. Review of Membership Applications**

The following applications were approved by the Secretariat.  
The Alzheimer Society of Ireland  
Marley Court Resident's Association  
Barnardo's  
HUGG  
Foroige Dun Laoghaire Neurodiverse Youth Club  
20th Dublin (Dundrum) Scouts  
Newpark Music Centre t/a Newpark Academy of Music  
Dublin Central Mission DAC  
Johnstown Bridge Club  
Marlay Boules Club  
Ticknock Hill Management Company  
Ticknock Resident Association

Actions/Agreed  
Simone will contact the 2 groups that wish to join the Environment Pillar and request them to complete the IEN forms and then refer them to the IEN for approval.  
Simone will relay the Secretariat decisions and requests to the groups.

## **5. SLA 2024 and Hosting**

Simone relayed some information about the meeting between DRCD and DLR CoCo in relation to the hosting situation of DLR PPN. The DRCD cannot provide indemnities for the

Actions/Agreed  
Simone - Repeat the request to meet with the council once we have heard from the interested party.

<p>hosting of a PPN. All Local Authorities must have a PPN in place.</p> <p>The Secretariat's request to meet with the council has been noted by Mary Ruane however no arrangements have been made or dates suggested.</p> <p>DLR PPN has approached organisations in DLR seeking expressions of interest in hosting the PPN. One organisation has responded favourably and will seek approval to proceed from the board. If their board is in agreement, we will advise the DRCD and Council.</p> <p>DRCD have confirmed that this is a crisis situation and, as such, an emergency. In an effort to prevent DLR PPN from imploding we may proceed to attempt to secure the interested organisation as the new host.</p>	<p>Conversations about the hosting situation to be conducted with the Secretariat and staff, not just the staff.</p>
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<b>6. Finances 2024</b>	
<p>It is estimated that there will be approximately 18K remaining in the bank account as we have ceased spending. The DRCD said that we will be given permission to carry over a contingency fund to cover the Representatives' training and networking meetings that could not be completed due to the council's delay in forming the SPCs</p> <p>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>	<p>Actions/Agreed</p> <p>Simone will follow up on the query with SSP</p> <p>Both Aileen and Sharon have connections with HR organisations and are happy to share should the need arise.</p>

<b>7. Draft SPC Scheme DLR – Submission and timelines<sup>4</sup></b>	
<p>Nothing to report as we have not received any communication from the council we are assuming it will be discussed at the council meeting next Monday.</p> <p>Aileen confirmed that Chambers Ireland had heard noting either.</p>	<p>Actions/Agreed</p>

<b>8. Autumn Plenary and 10 Year Celebration</b>	
<p>a. Final format, schedule and agenda – 75 registered to date.</p>	<p>Actions/Agreed</p>

<p>b. Speakers and panel guests have confirmed attendance. Celebration Cupcakes with anniversary logo &amp; balloons have been organised. We will display a current membership list at the venue.</p> <p>c. Media, interview on Dublin South FM will be broadcast on Wednesday and a press release will be published in Southside People Aileen will moderate the panel and introduce the speakers.</p>	
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## 9. Draft Workplan 2025

<p>Staff attended a workshop with Finbarr of Business Solutions. He made the suggestion that the current work plan format is bulky and we should instead use the actions in the strategic plan and also the actions dedicated to the PPN in the Local Economic &amp; Community Plan. The importance of including the change of host was stressed as it will impact the workplan (changes to procedures, implementing new ones and updating policies)s</p>	<p>Actions/Agreed</p> <p>Staff will circulate the draft before the next Secretariat meeting for their input</p>
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## 11. Other Updates

<p>a. DCU Training for reps – we hope to meet before the end of the month or December. We are not in a rush as the SPCs have not been finalised.</p> <p>b. Social Enterprise Action on the DLR LECP Plan – Helena O’Neill SSP responsible for Social Enterprise and has spoken to Simone because of the action in the LECP about PPN supporting social enterprises in DLR, we will probably have to start attending social enterprise steering group meetings. We think we will get an invite in the new year.</p> <p>c. Other correspondence -invite to the civic forum in December to participate. Kay will represent DLR at this as she is also attending due to her role on the National Secretariat.</p>	<p>Actions/Agreed</p> <p>PPN Staff to attend Social Enterprise meetings in the new year.</p> <p>Kay to represent DLR PPN at Civic Forum</p>
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**12. AOB**

Suggestion that even though this is time of uncertainty we should acknowledge the work of the year and the additional input required from Secretariat and Staff – A meal will be organised in recognition of the contributions made in 2024.

Simone will organise

**13. Date of next meeting**

Next meeting – Monday 9th December