DLR PPN SECRETARIAT MEETING

2 March 2026, 5.00 – 6.30pm,

Online

In attendance: Anne Harrington, Bill O'Dea, Ronan Browne, Simone Sav, Colette Downing

Apologies: Viola di Bucchianico, Gavin Harte, Sharon Perry, Hilda Arenas

Absent: Hope Adjenughure

1. **Call to order.** The meeting was facilitated by Simone Sav.
2. **Declaration of conflict of interest:**
No Conflict Declared

3. **Review of previous meeting minutes and matters arising**	
Discussion Amendment to draft January meeting minutes to correct the carryover figure to 19K not 17k as recorded in the draft circulated. Amendment made. Quorum: as per standard practice, when the meeting does not reach a quorum of participants, Simone would send a report to all members of the Secretariat via email and request input and confirmation of agreement with decisions made.	Actions/Agreed Proposed Bill O'Dea Seconded Ronan Browne

4. New Membership Applications	
Stepaside Management Company CLG - Approved Full	Actions/Agreed Staff will contact the remaining applicants and relay Secretariat decisions and/or queries.

5. Draft Budget 2026	
General Discussion. It was noted that due to change in hosting arrangements there was an increase cost of providing IT support and Banking Charges these changes were included. Also increase in transport was 5%. Staff will not attend Workers Retreat to reduce this spend. Cost of Employment approved. Aim to bring the contingency fund to 20k by 2027, €500	Actions/Agreed Secretariat approved Budget 2026 and will bring to the Plenary on the 24 March 2026 for ratification by membership.

allocated as well as any unspent funds to achieve this.	

6. Plenary – Spring Network Meeting 2026	
a. Date 24th March - Registration from 7 and networking meeting start at 7.30pm. All governance questions to be submitted by email beforehand. Agenda, Speakers and schedule include: - Rediscovery Centre - Tim Ryan updates on DLR Harbour Master Plan - New initiatives Green Kite in collaboration with Community Foundation will promote their grants, b. Documents to be ratified - Workplan 2026, Annual report 2025, Budget 2026, Constitution and Code of Conduct. Will circulate the docs around the 11th of March so if any other questions let us know before then.	Actions/Agreed Documents for ratification to be circulated around the 11th March 2026.

7. Documents to be Reviewed	**Actions**
Constitution and Code of Conduct. Both documents discussed and approved. These documents to be circulated again to absent secretariat members to seek confirmation of their approval before circulation on 11 March.	Actions/Agreed Simone to circulate to secretariat members then circulate to all the membership.

8. Secretariat Vacancy - Update	
a) HR Subcommittee confirmation that the members of this committee are Sharon, Bill, Gavin b) Financial Subcommittee confirmation that the members are Ronan, Bill, Hilda. Income & Expenditure report is due to be submitted to Council then DRCDG by month end.	**Actions/Agreed** Hilda and Ronan will review and sign off on Income & Expenditure Report 2025

9. Correspondence and other	
a) Correspondence - has been received from a group who are in dispute between themselves about becoming members of PPN. b) Income and Expenditure Report 2025 - for DRCDG draft is nearly completed the only thing we are waiting for is the breakdown from host on revenue and payroll. Once we get this it will be approved by finance committee and then council will check before we submit with all relevant documents etc by the 31st of March 2026 c) Grant Application for equipment - at last meeting it was suggested that we apply under LEP. Decision to apply for a grant during the call for the Universal grants scheme 2027. d) Pay Parity Initiative is to hire a consultant to do a bench marking exercise. Paul Allen and Assoc, pr company. Proposal mentions a point in the road map that does not exist. e) Training Sessions update - video fully booked. Training proved by Dublin college will take place in March. Gavin is near completion of his workshops on home energy technology. Staff are currently working on the Summer School f) National Worker's Meeting update - no workers retreat as subcommittee decided the 13K allocated the previous year was not enough funding and asked for 20K. the DRCDG reduced the funding down to 4K. g) National Secretariat Meeting update – On the 12th February Gavin attended the meeting – no explicit decisions made.	Actions/Agreed No action until the dispute resolved by the group. We will apply funding from council for training and/or equipment this autumn. Secretariat discussed this and, although it is supportive of any initiative that supports and improves workers terms and conditions, all stakeholders are involved and with the knowledge of the department. There were numerous issues in relation to the tender process and decision-making process within the PPN Workers' Network. The DLR PPN staff to reply to the NWN with the decision of the Secretariat.

10. Governance vacancy	
a) One nomination received from Great Care Coop, with good experience especially in governance.	*Action/Agreed* Secretariat approved and will put forward for ratification at the plenary. If approved start at the May meeting

11. AOB	
Anne Harrington confirmed that she represented the PPN at an As I Am event in Airfield. Airfield is now accredited for people with additional needs or on the autism spectrum.	*Action/Agreed*

13. Date of next meeting	
• May – Monday the 11th May • 3rd June followed by the Representatives Networking Meeting	*Action/Agreed*