DLR PPN SECRETARIAT MEETING

20 July 2026, 5-5.45pm, online

In attendance: Bill O'Dea, Sharon Perry, Anne Harrington, Hope Adjenughure, Viola di Bucchianico, Simone Sav, Colette Downing

Apologies: Gavin Harte, Rory Farrelly, Hilda Arenas

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	Actions/Agreed
No Matters Arising	Proposed Hope Adjenughure Seconded Bill O'Dea

4. New Membership Applications	
Discussion Following associate approved: Green Kite Green Ocean Foundation	Actions/Agreed Staff will contact the remaining applicants and relay Secretariat decisions.

5. Financial Updates	
Simone reported on the spend up to the end of second quarter 2026, all on schedule, no surprises. We aim to send Q2 report to the council before end of July. Anne Harrington has agreed to take on Ronan's finance oversight role, her contribution was acknowledged and she was thanked for taking on these additional duties	Actions/Agreed Anne and Simone will meet on Thursday 23 July to review the financial transactions and reports to date.

6. Plenary and upcoming events	
Colette and Simone to meet on Tuesday to work on the exhibitor list and the meeting in general. Confirmations have been received from some council departments; the community Department have been very supportive. The event title was put forward for discussion. It was also suggested that this event	Actions/Agreed Meithael 2026 title approved.

be run at most on a biannual basis (due to cost) on a year where the Age Friendly event is not taking place. The council have announced the Festival of Inclusion 2026 date and it is taking place the same week as the Plenary meeting. We will try to keep the event fresh by changing the offering each time so that it does not become stale and lead to apathy.	

7. LCDC representative	**Actions**
One nomination received. Simone will contact nominating organisation and nominee to say that the Secretariat have approved putting the candidates name forward to the council and that there will be no election as only one nomination received.	Simone to make contact and notify LCDC administrator.

8. Correspondence	
a. Correspondence from the member of the public is continuing, staff following Secretariat instruction not to engage. b. National Worker's Meeting update – if appliable. No meeting c. National Secretariat Meeting update – Gavin does not wish to continue as the Secretariat Representative on this committee, he did only take the role as a temporary measure. Volunteers were requested. Disability consultation -council wish the consultation to proceed with individual submissions and no meeting.	*Action/Agreed* Simone will notify Stephen the facilitator. Simone will contact David Girvin to arrange PPN consultation if there is an appetite.

9. **Governance and admin**	
Training - Hope queried whether the AI suggestion for training had progressed. Training for 2026 already determined as per workplan. When we look at Workplan 2027 this can be revisited. Anne advised that DCU covered the use of AI for training during Summer School and that we should use their slides when discussing this topic in the future. **Biannual Meeting DLR CC** – went well, council have since changed the date of the Community Awards back to the usual date of November.	*Action/Agreed*

10. **AOB**	
No AOB	*Action/Agreed*

11. **Date of next meeting**	
14 September @5pm online	*Action/Agreed*