

**Secretariat of Wexford Public Participation Network (PPN)  
Meeting on 17.01.2018**

**Minutes of Secretariat Meeting for the Wexford Public Participation Network (PPN)  
Held on Wednesday 17<sup>th</sup> January 2018 at 10:30 am in Block A,  
County Hall, Carricklawn, Wexford.**

**Attendance:**

PPN Secretariat Members:

Mr. Kevin Molloy	Gorey Municipal District (Facilitator)
Mr. John Carr	Wexford Municipal District
Mr. David Doyle	Enniscorthy Municipal District
Ms Frances Ryan	New Ross Municipal District
Mr. Thomas Cullen	Social Inclusion Sector

Other Attendees

Ms Annette Dupuy	PPN Support Officer
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**Apologies:**

PPN Secretariat Members:

Mr. Pat Rath	Community & Voluntary Sector
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**1. Adoption of the Minutes:**

The minutes of the PPN Secretariat meeting of the 18<sup>th</sup> December 2017 were proposed by Frances Ryan & seconded by John Carr.

**2. Matters arising from the Minutes:**

None outside of those items on the agenda

**3. Correspondence**

Items not dealt with on the main agenda:

- a) It was agreed that David Doyle & John Carr will represent Wexford PPN at the Traveller Mental Health/Wellbeing event on 31<sup>st</sup> January. **Action:** PPN SO to advise of attendance and arrange with David Doyle re stand materials.
- b) Agreed to offer Wexford MABS the opportunity to Expo at the Plenary & to present at the April/May district meetings. **Action:** PPN SO to respond re same.

**4. Regional Spatial & Economic Strategy (RSES) Consultation**

It was agreed to progress with the joint consultation approach as proposed by Cork City PPN. PPN SO to also follow up on WCC Planning Contact to determine if there are any information or workshop sessions locally and if not if WCC would engage with Wexford PPN in organizing same. **Action:** PPN SO to progress same.

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### **5. Review of Nomination Forms for Vacant PPN Representative Seats :**

Nomination forms were reviewed with the following outcomes;

- Election Required as more than one nominee received;
  - Social Inclusion seat on Economic Dev. & Enterprise SPC
- Deemed elected as no competing nominee received for each seat;
  - Tina Smith – Community & Voluntary Rep, Joint Policing Committee
  - David Doyle - Community & Voluntary Rep, Joint Policing Committee
  - Tony Clyne - Community & Voluntary Rep, Courtown Riverchapel LPF
  - John Carr – PPN Community Rep, Sports Active
- Accepted as Interim Rep based on late application;
  - Breda O’Sullivan, Social Inclusion Seat, Transportation & Water SPC
- To revert to linkage group as no nominees received;
  - PPN Community Rep on SERDATF
  - Social Inclusion seat, Courtown Riverchapel LPF

**Action:** PPN SO To advise nominees and progress with election and seat filling as outlined above. Election Count agreed to take place at 11.30am in County Hall on Tuesday 6<sup>th</sup> February with Kevin Molloy, Frances Ryan, & David Doyle agreed to attend to conduct and oversee count.

### **6. Tablet Purchase for Reps & Secretariat**

PPN SO advised that on investigation costs exceeded that projected at last meeting by WCC official. Therefore it was agreed to postpone decision to purchase based on increased spend – with this to be revisited when experience of LCDC Reps with tablets is reviewed and a grant funding source identified for tablet and software funding. Proposed by Frances Ryan and seconded by John Carr **Action:** Item to be revisited following implementation by WCC for LCDC Reps.

### **7. Plenary Planning**

A discussion was held regarding the Plenary and the following was agreed;

- Final date of 1<sup>st</sup> March to facilitate WCC CE and hotel
- Drop in information sessions to be progressed as suggested on draft poster
- Structure provided on draft poster agreed with member section to include a discussion on Workplan and Budget, and Travel and Expenses policy
- Promotion – PPN SO to investigate cost of radio ad. No press ad but flyer of poster to be circulated
- No new giveaways for attendees – we will use water bottles and mugs
- Roles to be agreed and pre-planned as in previous events

**Action:** PPN SO to progress as agreed.

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**8. Capacity Building**

PPN SO advised of initial work in this area which included;

- Sourcing GDPR trainer dates
- First Aid training progression

Agreed to progress with one GDPR in central county location on Sat 3<sup>rd</sup> March and to progress with four first aid sessions over course of year

**Action:** PPN SO to progress as outlined

**9. AOB**

Items raised were:

- a. David Doyle raised concerns about engaging the new Syrian community in Wexford.  
**Action:** It was agreed that PPN SO will engage with Resettlement Support Worker with a view to arranging a meeting to create awareness and engagement with Wexford PPN.
- b. PPN SO advised of PPN Worker CPD event on 30<sup>th</sup> & 31<sup>st</sup> January in Athlone. Department now funding this event so no Wexford PPN budget required outside of travel.
- c. SJI Regional meeting on 3<sup>rd</sup> February in Dun Laoghaire – Agreed by Secretariat that no need for PPN SO to attend.
- d. PPN SO suggested taking up the offer of a Tour of the Council Art Collection in County Hall as offered by the Arts Department. This was agreed and a decision to offer daytime in February. **Action:** PPN SO to progress
- e. PPN SO advised of Parental Leave granted by WCC from 28<sup>th</sup> July to 28<sup>th</sup> August 2018. **Action:** Budget will need to be adjusted with this change.
- f. Decision taken to postpone final strategy session to after plenary to include member feedback in longer term strategy. **Action:** PPN SO to source possible dates.
- g. Kevin Molloy asked for March meeting date to be reviewed. It was agreed March Secretariat meeting will now take place on Monday 12<sup>th</sup> March @ 10.30

The facilitator of the next meeting will be Kevin Molloy. The next meeting will be held at **10.30 on Tuesday 13<sup>th</sup> February 2018** in County Hall, upstairs meeting room in Block A

This concluded the business of the meeting.

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Facilitator

Dated \_\_\_\_\_, 2018.

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Second Member