

Secretariat of Wexford Public Participation Network (PPN) Meeting on 13.11.2018

Minutes of Secretariat Meeting for the Wexford Public Participation Network (PPN)
Held on Tuesday 13th November 2018 at 11:00 am in Block A,
County Hall, Carricklawn, Wexford.

Attendance:

PPN Secretariat Members:

Mr. Pat Rath	Community & Voluntary Sector (Facilitator)
Mr. John Carr	Wexford Municipal District
Mr. Kevin Molloy	Gorey Municipal District
Mr. Thomas Cullen	Social Inclusion Sector
Ms. Ann Lacey	Social Inclusion Sector (interim)

Other Attendees

Ms Annette Dupuy	PPN Support Officer
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Apologies:

Mr. Jonathan King	Community & Voluntary Sector (interim)
Mr. David Doyle	Enniscorthy Municipal District
Mr. Noel Stacey	Social Inclusion Sector (interim)

1. Adoption of the Minutes:

The minutes of the PPN Secretariat meeting of the 15th October 2018 were approved as proposed by John Carr and seconded by Thomas Cullen.

2. Matters arising from the Minutes:

- PPN SO advised of actions outstanding due to current capacity and workload. They were progression of nominations for vacant and new representative seats. To be progressed by month end.
- Meeting with John Carley re staffing requested but not scheduled and to be followed up.

3. Correspondence

Items not dealt with on the main agenda:

- a) Correspondence from Access Section at Wexford County Council noted
- b) Correspondence from Wexford County Council regarding revision to Travel & Subsistence Policy . **Action:** PPNSO to respond advising change noted

4. Registration update

- PPN SO provided an update on registrations to date and asked members to continue to encourage those who have not yet re-registered.

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- Registrations referred to Secretariat for review were discussed and actions agreed for all. **Action:** PPN SO to respond to members as agreed.

5. District Meeting Planning

- As agreed, District Meetings to be managed by the following members:
 - 19th Nov – New Ross – Noel Stacey
 - 20th Nov - Gorey – Kevin Molloy
 - 26th Nov – Enniscorthy – David Doyle
 - 27th Nov – Wexford – Ann Lacey
- Following available speakers revised agenda discussed. Agreed to focus on opportunity for groups to bring forward local issues and that meeting open to all. Event to be promoted by Secretariat locally and on facebook. **Action:** PPN SO to progress as agreed.
- Rep attendance was discussed. **Action:** PPNSO to send email to Reps re attendance.

6. Communication Sub Committee

- Ann Lacey, Kevin Molloy, & John Carr in attendance expressed interest in being part of this sub-committee. **Action:** PPN SO to consult absent members on interest in joining and to arrange meeting of this group.

7. Community Resilience Working Group Update

- PPN SO provided details of the project to date including focus group she completed with staff regarding the concept and proposed leaflet. **Action:** Copy of Focus Group insights discussed to be distributed to members.
- Workshops planned for same two weeks as PPN meetings but agreed important to have PPN representation. The following agreed attendees for each meeting (with per diem payable):
 - 20th Nov - Wexford (Whites Hotel) – Ann Lacey
 - 22th Nov – Gorey (Amber Springs) – Pat Rath
 - 27th Nov – Enniscorthy (Riverside Park Hotel) – Thomas Cullen
 - 29th Nov – New Ross (Brandon House Hotel) – John Carr
- Community Resilience advert discussed. **Action:** PPNSO o revert to WCC with comments

8. Conference Feedback & Recommendations:

- PPN SO & Pat Rath provided verbal report on WLD event.
- Discussion on Recommendations provided from members attending Community Connect & National PPN Conference postponed due to members absent **Action:** To be added as agenda item for next meeting.

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9. South East Environment Gathering:

PPN SO advised that the proposed date for the event is 23rd February 2019 to be held in Thomastown. Planning meeting to happen pre-Christmas, with PPNSO to attend same. Funding discussed and Secretariat agreed that they are open to contribution to be reviewed when details of contribution required is provided.

10. Meeting Structure:

Following suggestions provided by a member it was agreed that future PPN Secretariat meetings will be held at 9.30, with tea/coffee delivered to room at 10.30.

11. AOB

Items raised were:

- a. Following **DFI presentation** earlier it was agreed to send copy of materials for members absent and to include as agenda item for next Secretariat. **Action:** PPN SO to progress same.
- b. Pat Rath suggested that the Secretariat take some time to **review structures**. It was agreed that this would be included as an agenda item for next Secretariat with all to have reviewed PPN Guidelines in advance. **Action:** Members to review guidelines and PPN SO to include as agenda item.
- c. PPN SO advised that **Strategy Meeting** needs to be scheduled in order to prepare workplan and budget for 2018. Following discussion it was agreed to schedule for this Friday 7th December, 10am – 4pm at County Hall. **Action:** PPN SO to arrange room . Members to review current workplan & budget in preparation.
- d. PPN SO Advised that another **Reps Roundtable** should be scheduled. This was agreed for Tuesday 11th December 6-9pm venue Riverside Park (TBC). Secretariat attend this meeting also. **Action:** PPNSO to schedule and advise attendees.
- e. PPN SO reminded members that she is to present to **Wexford Federation ICA** on Monday 26th November at 9.30pm.
- f. PPN SO reminded members that she is attending **PPN Workers meeting** in Dublin on Wednesday 21st November.

The facilitator of the next meeting will be Pat Rath. The next meeting will be held at **9.30 on Tuesday 18th December 2018** in County Hall, in upstairs meeting room in Block A.

This concluded the business of the meeting.

Facilitator

Dated _____, 2018.

Second Member