

Secretariat of Wexford Public Participation Network (PPN) Meeting on 18.12.2018

Minutes of Secretariat Meeting for the Wexford Public Participation Network (PPN)
Held on Tuesday 18th December 2018 at 9.30am 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. David Doyle	Enniscorthy Municipal District
Mr. Thomas Cullen	Social Inclusion Sector
Ms. Ann Lacey	Social Inclusion Sector (interim)
Mr. Noel Stacey	Social Inclusion Sector (interim)
Mr. Jonathan King	Community & Voluntary Sector (interim)

Other Attendees

Ms Annette Dupuy	PPN Support Officer
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Apologies:

none

1. Adoption of the Minutes:

The minutes of the PPN Secretariat meeting of the 13th November 2018 were approved as proposed by Ann Lacey and seconded by Thomas Cullen.

2. Matters arising from the Minutes:

- No matter arising

3. Correspondence

Items not dealt with on the main agenda:

- a) Correspondence from JPC to be added to January Agenda and PPN SO to seek clarity for SPCs for this date also. **Action:** PPN SO to progress as noted
- b) Circular CVSP 8/2018 Political Affiliation – agreed to send to all members for information. **Action:** PPNSO to send to membership
- c) Thank You card to PPN Volunteers from Volunteer Ireland following award nomination received and noted.

4. PPN Staffing

A discussion was held regarding Circular CVSP 8 and employment of the Support Worker following information from Wexford county Council that they were not in a position to employ the Support Worker. It was unanimously agreed that the PPN did not want to become an employer and as proposed by Kevin Molloy and seconded by David Doyle it

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was agreed to write to the Department to seek advice as to current options. **Action:** PPN SO to draft letter for Secretariat review and to issue.

5. Registration update & Registration Review

- PPN SO advised that current membership was 315 member groups.
- Pat Rath noted that for re-registration in 2019 a call around activity would need to be built in to PPN Activity before the closing date. **Action:** To be included in Re-reg strategy
- Groups to be reviewed by Secretariat were completed and the following agreed in relation to South Leinster CIS – Group valid and approved once 6 months in existence. As proposed by Kevin Molloy & seconded by Ann Lacey Secretariat member Noel Stacey to remain in interim position on Secretariat until Secretariat Nominations in March 2019

6. Representation Update & Nomination Review

PPN SO provided an update as to nominations received for current vacant seats and advised that no nominations had been received for the vacant JPC seat or the new TIG seats. PPN SO advised that despite positive engagement and working collaboratively with WLD no interest could be generated in the TIG seats.

Nominations received were reviewed and approved as follows;

- Delores Stacey nominated to Housing Community & Environment SPC – proposed by John Carr, seconded by Thomas Cullen
- Martin Reading nominated to LCDC – proposed by Kevin Molloy, seconded by John Carr
- Noel Stacey nominated to Connecting for Life Wexford ISG – proposed by Thomas Cullen, seconded by John Carr
- Geraldine Shiel Timmons nominated to Courtown Riverchapel LPF – with late application proposed as interim Rep by Kevin Molloy and seconded by David Doyle

Action: PPN SO to contact nominees and committees to advise of same and to conduct induction with new Reps.

Pat Rath noted disappointment with seats filled with no contest.

7. 2019 Scheduling

With some minor revisions the draft schedule was agreed. Changes were as follows:

- Membership meetings in May changed with Enniscorthy now scheduled on 13th May & Gorey 20th May.
- Secretariat Meeting agreed with a start time of 10am. Decision taken to maintain daytime meetings for Secretariat.

Action: PPN SO to revise as discussed and distribute to Secretariat members

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8. District Meeting Feedback & Plenary Planning

- Secretariat noted with disappointment that the District Update from Enniscorthy MD was still outstanding. **Action:** PPN SO to follow up once again.
- PPN SO advised that Summary Actions from MD Meetings sent to Reps and membership. **Action:** PPN Reps and Secretariat to action as outlined in document.
- A discussion was held around Plenary Planning . The following was agreed;
 - Plenary agreed for Riverside Park Hotel on Monday 4th March
 - Peter Boland, Alliance for Insurance Reform to be approach to present for 15mins max
 - Roundtable Discussions to be maintained as part of the structure
 - Suggestion to have Communities who took part in Creative Communities expo at the event and short Programme Introduction to be discussed with Art Office
Action: PPN SO scheduled to meet with Arts Office on 8th January.
 - Presentation of PPN Reps activity to be considered

Action: PPN SO to progress above and Plenary Planning to be added to January Agenda

9. Conference Feedback & Recommendations:

- Recommendations provided by David Doyle & Noel Stacey were discussed and it was noted that many of the recommendations were incorporated in the workplan.
- Pat Rath advised that Wexford LCDC has approved WLD to provide an unaccredited Capacity Building Course in each of the four districts to focus on developing community Leaders. This is to be promoted through Wexford PPN. **Action:** PPN SO to engage with WLD to promote course

10. DFI Presentation Discussion:

It was agreed that the next step should be to invite WCC Access Officer come to the next Secretariat meeting to discuss engagement opportunities. **Action:** PPN SO to invite
A suggestion was raised about having an Access for All Event/Seminar – To be discussed further at a later date.

11. Structures Review:

With no time for discussion this item was deferred to January Meeting **Action:** PPN SO to add to agenda

12. AOB

Items raised were:

- a. Lack of **Secretariat Network** and contacts for Secretariat to NAG. **Action:** John Carr to draft letter to Department and circulate to other Secretariat members for approval at January meeting.

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- b. **Newsletter** draft provided requires addition of current Reps and then to be issued to members **Action:** PPN SO to progress.
- c. **MOU re-signing** was completed by Secretariat members **Action:** PPN SO to have WCC sign
- d. Jonathan King advised that at recent Town & Village meetings WCC Community Department advised that they would be actively conducting **Village Health Check** activity. Agreed that Wexford PPN should be a visible collaborative partner. **Action:** PPN SO to discuss with WCC.
- e. With Pat Rath's six months completed the **Facilitator** for next six months is to be confirmed. **Action:** PPN SO to refer to agreed rotation and advise
- f. Sub Committee meetings for January were scheduled as follows:
 - a. Communications - Friday 4th January @10am, County Hall
 - b. Capacity Building – Friday 4th January @11.30, County Hall

The facilitator of the next meeting is tbc. The next meeting will be held at **10.00 on Tuesday 15th January 2019** in County Hall, in upstairs meeting room in Block A.

This concluded the business of the meeting.

Facilitator

Dated _____, 2019.

Second Member