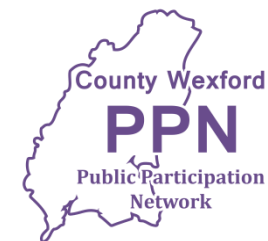


PPN Meeting Report



PPN Rep Name	n/a
Committee Name	Secretariat Meeting
Date of Meeting Specify in person or online	22nd November 2021 Commenced at 10.00 am In person. Council Chamber - Enniscorthy Presentation Centre

Other Reps who fed into this report (if applicable)
In attendance: Bernard O'Leary (Facilitator) BO'L Simon Boyse, SB Breda Cahill, BC Thomas Cullen, TC Ann Lacey, AL Kevin Molloy, KM Noel Stacey, NS Kamal Tribak, KT Monica Gaynor, MG

Agenda Item	Notes	Outcome/Decisions Made	Actions Required - by Whom & When
1. Welcome and Introductions	<p>BOL introduced all the Secretariat to the new members of the Secretariat.</p> <p>New Secretariat Committee: Bernard O'Leary - Enniscorthy MD Kevin Molloy - Gorey MD Ann Lacey - New Ross MD Simon Boyse - Rosslare MD John Carr - Wexford MD Noel Stacey - Environmental Kamal Tribak - Environmental Breda Cahill - Comm & Vol David Doyle - Comm & Vol Thomas Cullen - Social Inclusion Colin Redmond - Social Inclusion</p>	Simon Boyce, Breda Cahill and Kamal Tribak were introduced to all.	None

2. Apologies	John Carr, David Doyle and Colin Redmond		
3. Brief outline of PPN activities, meeting frequency, location and etiquette	BOL called upon KM to give a brief outline of PPN activities, meeting frequency, locations etc.	The Secretariat to decide when and where to hold all future meetings for the Secretariat at the next meeting 13 th December, 2021.	MG to send email to Secretariat to get suitable dates and times of future Secretariat Meetings and co-ordinate responses to be discussed at meeting of 13 th December, 2021.
4. Minutes from previous meeting	Minutes of the meeting of 8 th November, 2021.	Proposed by Kevin Molloy Seconded Thomas Cullen	MG to update as Final Minutes and make minor amendments to items nos. 4 and 11.
5. Matters arising from minutes	Training Nominations for LCDC	HR Training was discussed, MG advised that she had contacted various training providers Wheel, Carmichael, Peninsula, DCRD and Social Justice regarding training. It appears there are no providers with any availability before Christmas. Nominations for LCDC are to be sought immediately as this has an impact on meeting quotas and grant allocations by LCDC.	MG to contact the Dept. regarding training that they may provide to PPNs. MG to give priority to requesting nominations for LCDC.
6. Correspondence	Letter from Ann Phelan from Lawco Letter from John Hawkes, Waterford PPN	Lawpro requested a meeting with all the PPN members regarding River Basin Management Plan to be held before Christmas. Secretariat agreed to facilitate the meeting. Requesting an elected environmental representative to represent Wexford PPN in holding an exploratory meeting for a regional event. – Kamal Tribak was elected to represent Wexford PPN.	MG to contact Ann Phelan to agree a date if to be carried out before Christmas or offer to attend Plenary and have a presentation for same. MG to contact John Hawkes with Kamal Tribak's email details.

	<p>Annette Dupuy, Healthy County Coordinator correspondence requesting time to speak at the Plenary to discuss the “Not Around Us” campaign.</p> <p>Letter from Ger Mackey, Chief Officer, LCDC</p>	<p>It was decided to invite Annette Dupuy to attend the Plenary regarding the “Not Around Us” campaign.</p> <p>LCDC requested representatives from the PPN Secretariat to form an interim liaison committee with the PPN and LCDC members to solve issues. To be discussed at the meeting of 13th December, 2021.</p>	<p>MG to contact Annette Dupuy to inform her of date of Plenary.</p> <p>MG to put on agenda of 13th December, 2021 for further discussion.</p>
7. Appointment of Meeting Facilitator – Agreed period of term	BOL has stepped down from his position as Facilitator.	<p>KM was proposed by Ann Lacey and seconded by NS to become new Facilitator for a period of 4 months. It will be decided at a future meeting the period of term and how many Secretariat members are interested in becoming Facilitator over the 3 year term.</p>	MG to inform all Secretariat members of new Facilitator.
8. Term of newly elected and existing members	Terms of each Secretariat Member	<p>Kevin Molloy is due to leave in March and can seek re-election for a period of 2 years.</p> <p>John Carr & Thomas Cullen are due to stand down in 2 years.</p> <p>Simon Boyse, Breda Cahill, David Doyle, Ann Lacey, Bernard O’Leary, Colin Redmond, Noel Stacey and Kamal Tribak have just been elected for a 3 year period.</p>	None

<p>9. Filling of Sub-Committee seats</p>	<p>Finance Sub-Committee</p> <p>DT&C (Development, Training and Communications. Staff Liaison Committee, Disability and Plenary Committee</p>	<p>It was decided to keep 5 Municipal District reps on the Finance Sub-Committee ie, KM, BOL, JC, AL and SB.</p> <p>It was agreed that AL, KM and NS to stay on DT&C committee but open to others. It was decided to discuss further at the meeting of 13th December if the new Secretariat members has had time to think about these positions. A full attendance is anticipated at the December meeting.</p>	<p>None</p> <p>MG to send Terms of Reference for each sub committee to all Secretariat Members and put on the Agenda for the 13th December meeting.</p>
<p>10.Appointments to Co. Co. and other Committees</p>	<p>Vacancies have been notified by the Community Dept and have asked the PPN to seek nominations for 3 new members.</p>	<p>It was noted that 2 Community & Voluntary members is required and 1 Social Inclusion member is required.</p>	<p>MG to give priority to requesting nominations for LCDC. Eligible groups will be contacted regarding nominations for the positions.</p>
<p>11.Training</p>	<p>MG contacted Wheel, Carmichael, Peninsular HR, Social Justice Ireland and DCRD regarding PPN HR Training but no is training available before Christmas.</p>	<p>It was proposed to contact Yvonne Byrne and check if she has any training at the required level and to be decided at the next meeting on 13th December.</p>	<p>MG to contact Yvonne Byrne, Consultant and report to next meeting.</p>
<p>12.Proposed Dates for Plenary and Municipal District Meetings</p>	<p>There is a requirement of 2 Plenary meetings and Municipal District Meetings each year.</p>	<p>It was decided as the Plenary and the Municipal District Meetings were postponed in 2021 that extra meetings would be held in 2022. BC suggested that all PPN groups would have a representative to attend all meetings. Meeting dates for your diary: 10.01.22 - Enniscorthy MD 12.01.22 - Gorey MD 17.01.22 - New Ross MD</p>	<p>MG to inform all members of times and dates of meetings to be held in new year.</p>

		18.01.22 - Rosslare MD 24.01.22 - Wexford MD 03.02.22 - Plenary Meeting It was suggested that all meetings should be planned to be held on zoom and commence at 7.30 pm	
13. Finance Report	MG presented a finance report of all money spent to date.	It was decided to hold a Finance Sub Committee meeting next Friday 26 th November to discuss outstanding balances of finance for 2021 and plans for carry over of spending to 2022.	MG to book meeting room in County Hall for 2 pm on Friday 26 th November.
14. Re-registrations of PPN members	It was advised that there is a lot of work involved to prepare for the re-registrations and that training on Salesforce may not be completed until early December for the PPN workers.	It was suggested that along with the Salesforce invitations, that Wexford CC could be asked to publicise the requirement for members to re-register.	MG to proceed with preparation of Re-registrations as soon as possible.
15. A.O.B.	PPN Annual Report	It was suggested that a report should be compiled using the minutes of the Secretariat & other PPN committees.	MG will investigate what was contained in the 2018 report and begin preparations of the 2019 and 2020 report. NS agreed to help to confirm details.
Other Comments/Actions required from PPN			

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Date of next meeting	13 th December, 2021	Signed (PPN Rep)	Report compiled by Monica Gaynor Dated 24.11.21
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