

**Secretariat of Wexford Public Participation Network (PPN)
Meeting on 12.03.2019**

**Minutes of Secretariat Meeting for the Wexford Public Participation Network (PPN)
Held on Tuesday 12th March 2019 at 10.00am in Block A,
County Hall, Carricklawn, Wexford.**

Attendance:

PPN Secretariat Members:

Ms. Ann Lacey	Social Inclusion Sector (interim) (Facilitator)
Mr. John Carr	Wexford Municipal District
Mr. David Doyle	Enniscorthy Municipal District
Mr. Pat Rath	Community & Voluntary Sector
Mr. Jonathan King	Community & Voluntary Sector (interim)
Mr. Noel Stacey	Social Inclusion Sector (interim)

Other Attendees

Ms Annette Dupuy	PPN Support Officer
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Apologies:

Mr. Thomas Cullen	Social Inclusion Sector
Mr. Kevin Molloy	Gorey Municipal District

1. Adoption of the Minutes:

The minutes of the PPN Secretariat meeting of the 20th February 2019 were approved as proposed by Jonathan King and seconded by Ann Lacey.

2. Matters arising from the Minutes:

a) None

3. Correspondence

Items not dealt with on the main agenda:

- a) Correspondence from Peter Boland re Endorsement – **Action:** agreed to bring to next Plenary for member review
- b) Annual Report to Department – following discussion it was agreed to communicate possible delay in delivery to Department due to commitments and leave. **Action:** PPN SO to revert.

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4. Secretariat Nomination Review

Following review of nominations received the following was agreed.

- Social Inclusion Seat – with two nominations received, and as proposed by Jonathan King and seconded by John Carr, both nominees to be accepted with the term to apply to March 2021.
- Community & Voluntary Seat – PPN SO to revert to absent member Kevin Molloy as nominated for Gorey seat also.
- Gorey seat – awaiting feedback from Kevin Molloy
- Seats with no nominations received are to be referred to the membership to be filled on an interim basis for one year. These are the New Ross and Environment seats.

Action: PPN SO to progress as detailed above and set up induction for new member.

5. User Guide Feedback

It was agreed to set up a consultation event on 2nd April to input into Wexford PPN submission. As proposed by Ann Lacey and seconded by John Carr it was agreed that David Doyle, Noel Stacey and Kevin Molloy would plan and facilitate same. Absent members to revert on same. Event to be held in Oylegate or Templeshannon as available.

Action: PPN SO to action as outlined and sub-committee to meet to plan event structure

6. Social Justice Ireland Training

PPN SO reminded attendees of training available and David Doyle, Ann Lacey & Jonathan King confirmed plan to attend Wellbeing Toolkit training in Kilkenny on 13th March. Secretariat members to review training available from SJI, especially event on 10th April in Waterford and to book as desired. It was agreed that per diems would be payable for any SJI training attendances.

7. WIN (Wexford Intercultural Network)

PPN SO gave an overview of work completed to date and proposed event on 17th May. As proposed by Jonathan King and seconded by John Carr it was agreed that Wexford PPN would sign up to be a member of WIN and that Wexford PPN were happy to commit €400 to the event, if required. It was agreed that Jonathan King would represent the Secretariat at the WIN meetings and would achieve a per diem for same.

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8. Disabilities Consultative Group (DCG)

A discussion was held on the meeting outcome document provided and the draft terms of reference for the DCG were agreed as proposed by David Doyle and seconded by John Carr. Pat Rath clarified that these are now adopted and are not for adoption at the inaugural meeting as the meeting outcome document had suggested.

PPN SO gave an update on feedback from agencies contacted and advised that the Access Office were available to make a presentation on their role at the inaugural meeting as are Sports Active. Neither can attend the planning meeting on 14th March. DFI will attend the planning meeting. **Action:** Sub-Committee to meet on 14th March as scheduled to progress planning.

9. Discussion on Meeting between Wexford PPN & WCC

A discussion was held on the topic. PPN SO advised that Ger Mackey had indicated that it would be Easter before the Support Worker would be in place. A discussion was held on LCDC representation and it was agreed to include as a topic on the agenda for next PPN-WCC Meeting on 9th April. It was noted that GDPR was impacting on ability to build networks across PPN and this is to be added to next Secretariat agenda for further discussion. It was agreed that Secretariat are to lead all PPN-WCC meetings but PPN SO will be in attendance. Agenda items for next PPN-WCC meeting is to include – Staffing, LCDC Reps, & Sustainability Event. **Action:** PPN SO to progress set up and Secretariat to revert with any further additions by 1st April.

10. Secretariat Code of Conduct

A discussion was held on the Secretariat Code of Conduct and Ann Lacey presented examples from other areas. It was agreed that Ann Lacey would type up and send through the draft headings and that a sub-committee would be formed to progress same. The sub-committee is to comprise of Ann Lacey, Noel Stacey, John Carr & David Doyle. Absent members to revert if interested in joining also. **Action:** Sub-committee to meet to progress.

11. AOB

- Following review and discussion it was agreed as proposed by John Carr and seconded by Jonathan King that The Makers House did not qualify for membership as they are facilitating people to make profit. **Action:** PPN SO to advise.
- PPN SO advised that the first Hands for Life event will be in Camross on 8th April
- As proposed by Ann Lacey & seconded by Jonathan King it was agreed to buy two of the early bird 'Buy one get one free' Wheel Summit tickets giving 4 attendances for Wexford PPN at the event. **Action:** PPN SO to progress

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- PPN SO provided details of the Convergence Roadshow and it was agreed, as proposed by John Carr and seconded by Ann Lacey to support trying to get this in Wexford. **Action:** PPN SO to express Wexford's interest in same.

The facilitator of the next meeting is tbc as Ann Lacey interim position now filled by another member. The next meeting will be held at **10.00 on Tuesday 9th April 2019** in County Hall, in upstairs meeting room in Block A.

This concluded the business of the meeting.

Facilitator

Dated _____, 2019.

Second Member