

**Secretariat of Wexford Public Participation Network (PPN)
Meeting on 09.04.2019**

**Minutes of Secretariat Meeting for the Wexford Public Participation Network (PPN)
Held on Tuesday 9th April 2019 at 10.00am 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. Pat Rath	Community & Voluntary Sector
Mr. Jonathan King	Community & Voluntary Sector
Mr. Thomas Cullen	Social Inclusion Sector
Mr. Tom Leahy	Social Inclusion Sector

Other Attendees

Ms Annette Dupuy	PPN Support Officer
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Apologies:

Mr. David Doyle	Enniscorthy Municipal District
Mr. Noel Stacey	Social Inclusion Sector

1. Welcome & Introduction:

As facilitator, Keven Molloy welcomed new member Tom Leahy and all introduced themselves.

2. Adoption of the Minutes:

The minutes of the PPN Secretariat meeting of the 12th March 2019 were approved as proposed by John Carr and seconded by Jonathan King

3. Matters arising from the Minutes:

a) None

4. Correspondence

Items not dealt with on the main agenda:

- a) Correspondence from Michael Sheehan re Youth Forum – marked as read
- b) Department correspondence regarding Annual Report – PPN SO advised that Wexford PPN submission was made on 8th April - including Section A & Section C.

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5. Secretariat Nomination Review

Following request for interim Secretariat members for New Ross and Environment seats, PPN SO Advised that one nomination was received for New Ross. The nomination of Ann Lacey for this seat was unanimously agreed. **Action:** PPN SO to advise nominee.

With concern raised over lack of interest in seats it was agreed to include this as an agenda item for next meeting. **Action:** PPN SO to action.

A discussion was held regarding David Doyle advice immediately prior to the meeting that he needed to step back from commitments due to personal circumstances. With some confusion regarding position it was agreed that PPN SO would discuss with him and revert. **Action:** PPN SO to discuss with David Doyle and revert.

6. User Guide Submission

Draft was reviewed and with some minor amends was agreed as proposed by John Carr and seconded by Pat Rath. This revised draft to be provided to Reps for final comment before submission on 12th April. Jonathan King is also to attend the Waterford Consultation event on 10th April on behalf of Wexford PPN.

Action: PPN SO to revise and issue to Reps for review.

7. Community Wellbeing Vision

A discussion was held on the proposed plan for development and the following agreed as proposed by John Carr and seconded by Jonathan King;

- Dates to be progressed as proposed by PPNSO in planning document.
- Dr Harriet Emerson to be engaged to be the lead facilitator for all workshop consultations with an expectation that this will cost circa €2,000.
- Dates to be revised if necessary depending on Dr Emerson availability.
- Agency meeting agreed for Friday 3rd May 10-11 at County Hall.
- Decision on facilitation training to be made depending on Reps feedback at Reps roundtable. This will cost €600 if progressed and would be general facilitation training by Social Justice Ireland. If progressing would take place 10-11 on 9th May.

Action: PPN SO to progress based on agreed actions above.

Members in attendance were asked to agree facilitation commitment for the event. Absent members to confirm commitment also, if not already advised. Six facilitators are needed for each consultation session. PPN Reps to be recruited for same also.

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8. Report from Disabilities Consultative Group (DCG) Sub-Committee

A report was given on meeting outcome to date and all proposals of the recent sub-committee meeting of 3rd April, including agenda and set up, were agreed as proposed by Jonathan King and seconded by John Carr.

Details of costs for a hearing loop were advised by Jonathan King at €75 for eight headsets. However, these require collection and return to Dublin. As proposed by Pat Rath, and seconded by John Carr, it was agreed that Jonathan King would collect and return and would receive standard expense rates for same.

Event planning is to be progressed as proposed and the next sub-committee meeting will be in County Hall on 30th April at 11am, as scheduled.

9. Wexford PPN & WCC Meeting

A discussion was held on the agenda for the upcoming meeting and it was agreed that Kevin Molloy would facilitate the meeting for Wexford PPN.

10. Plenary Feedback Review

As proposed by PPN SO it was agreed to include this item on the next agenda to ensure feedback is reviewed and actioned. PPN SO to aim to have the Plenary Feedback Report completed for that meeting. **Action:** PPN SO to include for next agenda and finalise feedback report.

11. Report from Secretariat Code of Conduct Sub-Committee

With some sub-committee members absent, a decision was taken to include the report at next meeting. **Action:** Sub-committee to agree report feedback for next meeting. PPN SO to include as agenda item.

12. GDPR Discussion

PPN SO Advised that concerns raised were included in the User Guide submission for national guidance. It was agreed that if any further discussion is required on the item by absent members it can be included for discussion again. **Action:** Members to revert if further discussion needed.

13. AOB

- PPN SO advised of cancellation of SE Radio Meeting. Agreed to reschedule but to try to plan a radio interview for 1st May to promote upcoming events. Agreed attendees are Pat Rath (to focus on Voice for Disability Event) and Jonathan King (to focus on

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Community Vision sessions). **Action:** PPN SO to try to schedule and revert to proposed attendees.

- It was agreed to seek interest from the membership in attending the Wheel Summit as a PPN Representative, with per diem applying. Four places are available and if interest exceeds seats decision will be by draw of lots. **Action:** PPN SO to progress.
- PPN SO reminded of Reps Roundtable event and suggested consideration of making a submission of participative practices and SPC scheme in advance of new Council. This is to be discussed at Reps Roundtable event.
- PPN SO advised of mass CPR training that is in planning for 11th May with Wexford PPN collaborating for same.
- PPN SO Advised that WIN event proposed for May now postponed to June 14th with next WIN meeting on 2nd May.

The facilitator of the next meeting is Ann Lacey. At the request of PPN SO the scheduled date for the next meeting has been changed and is now being held at **11.00 on Friday 3rd May 2019** in County Hall, in the Members Canteen (beside Council Chamber).

This concluded the business of the meeting.

Facilitator

Dated _____, 2019.

Second Member