

Secretariat of Wexford Public Participation Network (PPN) Meeting on 12.06.2018

Minutes of Secretariat Meeting for the Wexford Public Participation Network (PPN)
Held on Tuesday 12th June 2018 at 10:30 am 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. David Doyle	Enniscorthy Municipal District
Mr. Pat Rath	Community & Voluntary Sector
Mr. Jonathan King	Community & Voluntary Sector (interim)
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:

PPN Secretariat Members:

Mr. Noel Stacey	Social Inclusion Sector (interim)
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1. Adoption of the Minutes:

The minutes of the PPN Secretariat meeting of the 15th May 2018 were proposed by David Doyle & seconded by Kevin Molloy.

2. Matters arising from the Minutes:

Updates to items not on the agenda:

- RSES Workshops reports still pending
- PPN SO advised that due to personal circumstances only Kevin Molloy attended The Wheel Summit, with report pending.

3. Correspondence

Items not dealt with on the main agenda:

- a) Secretariat agreed that Joy L Rice should remain in interim on Courtown/Riverchapel LPF but that a replacement Social Inclusion Rep should be sought at with next nominations for vacancies. **Action:** PPN SO advise of same.
- b) Provision of Circular CVSP 6/2018 was noted with content to be discussed at PPN workers meeting and further discussed with Secretariat at next meeting.
- c) Proposed South East Environmental Gathering as outlined received broad agreement. **Action:** PPN SO to feedback same and continue with planning.

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- d) Information from Caitriona at IEN was discussed and it was agreed to look into bringing SDG training to Wexford in September. **Action:** PPN SO to investigate options.
- e) Kevin Molloy is to attend launch of Loneliness Taskforce Report on behalf of Wexford PPN
- f) Pat Rath & John Carr to attend launch of Changing Places on behalf of Wexford PPN. **Action:** PPN SO to RSVP
- g) Local Government Funding (Baseline) consultation **Action:** Secretariat to review and PPN SO to discuss at Workers meeting and revert.

4. GDPR Sub-Committee Update

A summary of activity had been provided to members in advance.

- With no revisions required to the draft provided the Secretariat adopted the Data Protection Policy as proposed by Ann Lacey and seconded by Kevin Molloy **Action:** PPN SO to include the policy on website and to include the policy as an item for ratification at October Plenary.
- It was agreed to postpone the discussion around a deputy Data Controller until a meeting where Noel Stacey is in attendance.
- Following a discussion regarding the Salesforce progression it was agreed for PPN SO to discuss the Comm-IT DPA at the workers meeting to determine numbers who have signed to date. **Action:** PPN SO to revert.

5. Capacity Building

- Following review of Facilitator costs provided as proposed by Pat Rath and seconded by John Carr it was agreed to commission John E Warren to facilitate the Education Need Development Workshops in September **Action:** PPN SO to advise and arrange a planning meeting with the Capacity Building sub-committee.
- Following feedback on local provider option it was agreed to progress with Committee Roles & Responsibilities /Managing Meetings Better through Carmichael Centre on 21st July. **Action:** PPN SO to book
- PPN SO advised of SJI training on understanding the LA Budget Process which she attended in Waterford on 16th May. Potential capacity building option depending on feedback from educational need workshops.

6. Representation Update

- Kevin Molloy & PPN SO gave overview of the Rep Meeting with WCC and associated agreed actions.
- Representation request from Traveller Interagency Group discussed. Agreed that summer would not be a good time and that the request should be actioned in September in conjunction with WLD Community Development Workers & PPN Social

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Inclusion Reps to engage the Traveller membership. **Action:** PPN SO to revert to TIG to advise of timing revision.

- PPN SO advised of current vacancies and plan to seek nominations following outcome of LCDC elections for all current vacancies **Action:** PPN SO progress as outlined.

7. Plenary & District Meeting:

- Members discussed the Plenary & District Meetings for the purpose of learning for the future. **Action:** Agreed that the next District Meetings would be publicized as public meetings, open to non-members, with newspaper advertising used to promote in addition to other means.
- It was agreed that for the October Plenary Wexford PPN would engage with WLD under the topic of 'Understanding the work of Wexford Local Development and how it can assist in supporting your communities' Ideally to include case studies. **Action:** PPN SO to get in touch with Wexford Local Development to discuss.
- It was agreed that the Autumn Municipal District meetings would include introduction to the new Syrian Community. **Action:** PPN SO to discuss and plan with Hannah Culkin.

8. Understanding SICAP

This item was discussed under the previous topic and would now be included in the proposed Plenary event.

9. Wexford PPN Annual Report

As proposed by PPN SO a sub-committee was formed to progress development of this document beyond the draft provided and to organize launch event. This sub-committee includes Kevin Molloy, Ann Lacey, John Carr, David Doyle & PPN SO. As the launch is to be planned for late July the Secretariat gave authority to the sub-committee to approve spend for this production and event. **Action:** Sub-committee to meet at 7pm on Monday 18th June in Templeshannon.

10. Discussion on approach for sub-committee/working group minute approval

It was unanimously agreed that all sub-committees would have 'meeting notes' which included summary of discussion and agreed recommendations to be brought forward to the Secretariat. No signed minutes required for these meetings but all to sub-committee/working group members to be provided with the written record.

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11. AOB

Items raised were:

- a. PPN SO reminded attendees that she is attending PPN Workers Meeting on Wednesday 20th June.
- b. PPN SO reminded members of the WLD Public Sector Equality & Human Rights Duty workshop on 27th June and advised that she will attend.
- c. PPN SO advised of a public meeting on Insurance Reform happening on Gorey on 15th June.
- d. PPN SO reminded members that Wexford PPN will have a stand at Gorey show on 16th June, with Kevin Molloy & John Carr manning on the day.

12. Facilitator Plan

Following a discussion it was agreed that Pat Rath would act as Facilitator for the next six months.

The facilitator of the next meeting will be Pat Rath. The next meeting will be held at **10.30 on Tuesday 10th July 2018** in County Hall, in upstairs meeting room in Block A

This concluded the business of the meeting.

Facilitator

Dated _____, 2018.

Second Member