



PPN National Advisory Group

Meeting Number 5

Date/Time: 11.00hrs Wednesday 18th July 2018

Venue: Department of Rural and Community Development, Conference Room, 5th Floor, Trinity Point, 10-11 Leinster Street South, Dublin 2, D02 EF85.

Attendees: Stakeholder Group: Pillar Representatives:

- Catherine Lane, (C&V pillar),
- Sean Healy (Social Inclusion Pillar).

Stakeholder Group: PPN Volunteers:

- Aileen Eglington (Dún Laoghaire Rathdown PPN; C&V representative),

Stakeholder Group: PPN Resource Workers:

- Helen Howes (Wicklow PPN),
- Annette Barr Jordan (Westmeath PPN),
- Jamie Moore (Fingal PPN).

Stakeholder Group: Local Authorities:

- Dymphna Farrell, (Dublin City Council),
- Donal Brennan, (Director of Services, Laois County Council)

Stakeholder Group: Department of Rural and Community Development:

- Officials – Bairbre Nic Aongusa (Chair), Ciara Bates, Niall Hayden, Ellie Corcoran.

Apologies:

- David Collins (Galway County PPN; Social Inclusion representative),
- Michael Ewing (Environmental Pillar).

Department Officials: Bairbre Nic Aongusa, Ciara Bates, Niall Hayden, Ellie Corcoran.

Secretariat: (D/RCD)

1. Opening remarks

Bairbre Nic Aongusa, Chair, welcomed all to the meeting and introduced new Principal Officer, Ciara Bates, to the group.

It was agreed to defer Agenda Item on the Environmental Pillar matter as the representative was not in attendance.

2. Minutes of last meeting

2.1 The minutes of the meeting held on 16th May 2018 were agreed.

3. 2018 National Conference

The Annual Conference sub-group updated the NAG on the preparations for the Annual Conference confirmed for Thursday 11th and Friday 12th October in Sheraton Hotel, Athlone.

Following discussions, a number of suggestions were made regarding themes for workshops, possible panel discussions, NAG interaction with PPN's, etc. The following was agreed:

- the sub-group would consider the suggestions in terms of finalising the itinerary;
- field trips should not necessitate long periods of travelling;
- the NAG members to be visible and accessible to delegates; and
- a communications link would be put in place from the conference to the Department.

4. Salesforce

An update was provided on the PPN's engaging with Salesforce. As previously agreed, DRCD have withheld funding from the two PPN's currently not engaging on the use of Salesforce.

5. 2017 Annual Report

The Annual Report sub-group updated the NAG on the progress of the 2017 Annual Report. The data gathering exercise is almost complete with the publication and launch of the report on track for end August.

6. GDPR

The LA representative provided an update on the action to engage with LA's on the issue from their perspective. Issue of concern arise in circumstances where PPN email addresses use PPN@localauthority.ie or an individual's name at a local authority address who are acting in a PPN capacity, and in some instances may have more than one areas of work. Essentially the problem is one of separation. The data could be interrupted as the intellectual property of the LA rather than the PPN.

Initial engagement seems to indicate that the issue could be addressed by way of protocols between the PPN and the host (e.g. Local Authority).

It was agreed that protocols need to be developed to ensure clear and unambiguous disjoining of PPN data and that in the interim, a Memorandum of Understanding (MoU) with specific reference to data control could suffice.

ACTION – Clear protocols to be drafted and further discussions to take place with the LGMA Data Protection Group.

7. User Guide

Recognised that progress has not been made in this area due to the demands of work on the Annual Report and Conference. It was suggested that a brief survey be circulated to PPN's to see what aspects of the user guide need reviewing.

ACTION

- DRCD to draft User Guide sub-group TOR for consultation
- Workshop to be held at Annual Conference on User Guide which will invite input from PPN's as a first step in this process

8. 2018 Communications Plan

The merits of and need for a Communications strategy including that of a national identity and logo was discussed at length.

It was agreed that there was still a problem with identify for PPN's and their communities and a more general problem of awareness of PPN's amongst the general public and that any communications strategy needs to be tailored to target different stakeholders. While recognising that this would be a major undertaking, it was considered necessary if PPN's were to develop and grow.

It was suggested that this could be progressed by sub-group who would be given defined project management guidelines with a view to having a Communications Plan /Strategy in place during 2019. All issues relating to identity, promoting public awareness, locally and

nationally, identifying needs of individual stakeholders, inter relationships with state agencies and building on achievements to date etc. would all be looked at in the context of any strategy.

9. Capacity Building and Training.

The meeting was advised that a mixture of team sessions and regional meeting similar to that held during 2018 was proposed for 2019. It was accepted that going forward there would be increasing need for training to be delivered to all stakeholders and in that regard, it was agreed that the NAG would formally submit proposals to the Department for increased funding. DRCD committed to advising the group of any additional funding available for training.

10. AOB.

- Catherine Lane reported on Women for change – a National Women’s Council of Ireland project on women involved in decision making at local level and the construction of a regional cross structure to support and bolster.
- The University College Cork programme have contacted various PPN members to invite participation in a study which appears to be more focussed on the local authority aspect of PPNs. DRCD advised that there has been no contact with the Department.
- The cost of translation of documentation into the Irish language was raised in the context of extra draw on resources for certain PPN’s. This issue will be considered in the context of any additional PPN funding available.
- An issue has arisen in the area of Insurance and indemnification where some local authorities are seeking indemnification from liability where private vehicles are used on PPN duties. The group had no immediate answer to offer and it was agreed that Donal Brennan would follow up on the matter and report back to the group. Jamie was also to look at the position in Fingal.

Date for next meeting: Wednesday 7th November.