

# Secretariat of Wexford Public Participation Network (PPN) Meeting on 15.10.2018

Minutes of Secretariat Meeting for the Wexford Public Participation Network (PPN)  
Held on Monday 15<sup>th</sup> October 2018 at 10:30 am in Block A,  
County Hall, Carricklawn, Wexford.

## Attendance:

PPN Secretariat Members:

Mr. Pat Rath	Community & Voluntary Sector (Facilitator)
Mr. John Carr	Wexford Municipal District
Mr. David Doyle	Enniscorthy Municipal District
Mr. Thomas Cullen	Social Inclusion Sector
Mr. Noel Stacey	Social Inclusion Sector (interim)

Other Attendees

Ms Annette Dupuy	PPN Support Officer
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## Apologies:

Mr. Kevin Molloy	Gorey Municipal District
Ms. Ann Lacey	Social Inclusion Sector (interim)
Mr. Jonathan King	Community & Voluntary Sector (interim)

## 1. Adoption of the Minutes:

The minutes of the PPN Secretariat meeting of the 4<sup>th</sup> September 2018 were approved as proposed by John Carr and seconded by David Doyle.

## 2. Matters arising from the Minutes:

- PPN SO advised of actions outstanding due to current capacity and workload. There were progression of nominations for vacant and new representative seats and follow up with WIT re Advocacy course. Aim to have nomination request sent out and nominations returned in advance of next Secretariat meeting.
- PPN SO updated on meeting to be arranged with Personnel Section. Following response from Personnel this is now to be held with John Carley and to be arranged.

## 3. Correspondence

Items not dealt with on the main agenda:

- a) Member correspondence regarding joining Alliance for Insurance Reform. As proposed by Noel Stacey & seconded by David Doyle this is to be discussed with members at upcoming District meetings and following same decision to be made at subsequent Secretariat meeting **Action:** PPN SO to advise member and add to MD PPN Meeting agendas
- b) Correspondence provided by Noel Stacey was discussed and noted and it was agreed, as proposed by Pat Rath and seconded by John Carr, to try again to form the Communication Working Group of the Secretariat. Secretariat

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members to consider if they would like to join this group and for it to be formed at the next Secretariat meeting **Action:** PPNSO to add as agenda item for next Secretariat

- c) Department Circular was noted and PPN SO advised that some work was required to prepare. **Action:** PPNSO to progress
- d) PPN SO updated members on the event and it was agreed that Pat Rath & Kevin Molloy would attend the official launch representing Wexford PPN and a per diem would apply. **Action:** PPN SO to reserve places.

#### **4. Salesforce Adoption & Re-registration**

- PPN SO advised of progress with Salesforce and with Registration and degree of time required for this activity.
- Registration promoted through Libraries, Local Notes, email to Council Members and Executive Team.
- New Member registrations need to be reviewed by Secretariat Rep.
- Currently circa 107 applications received for 2018/19 registration - less than one third of current membership. Therefore all to continue to encourage re-registration of current members and new memberships

**Action:** PPN SO to continue processing and to arrange for Secretariat Review of new applications.

#### **5. District Meeting Planning**

- PPN SO reminded of agreed District Meeting dates:
  - 19<sup>th</sup> Nov – New Ross
  - 20<sup>th</sup> Nov - Gorey
  - 26<sup>th</sup> Nov – Enniscorthy
  - 27<sup>th</sup> Nov – Wexford
- Following discussion agreed agenda items to include:
  - Introduction to new Syrian Families
  - Community Guard presentation
  - District Updates
  - Discussion on Alliance for Insurance Reform
- Agreed that Noel Stacey will manage New Ross meeting as we do not have District Rep currently.
- All meetings to commence at 7pm, with the exception of Wexford which is to be trialed at 6pm.
- **Action:** PPN SO to liaise with Doras Luimni and Community Guard to see if this agenda is possible and following same to progress set up.

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### **6. Disability**

- Correspondence received relating to International Day of Persons with Disabilities was noted and it was agreed to ask the WCC Access Office to let us know of any countywide events and we would promote same to members. **Action:** PPN SO to correspond with Access Office.
- A discussion was held around the concept of a Disability Linkage Group and as proposed by Noel Stacey and seconded by Thomas Cullen it was agreed to invite DFI to the next Secretariat meeting to make a presentation on 'Best practice for PPNs in relation to setting up Disability Thematic Networks or Linkage Groups) To facilitate this it was agreed to an earlier start to the next meeting. **Action:** PPN SO to engage DFI for same.

### **7. Blood Donation**

- It was agreed that notice of upcoming clinics would be provided in the Information Bulletins.

### **8. Wexford Local Development:**

- Correspondence noted and Member advised to refer to LCDC Reps regarding this concern.

### **9. AOB**

Items raised were:

- a. Following a discussion on approval of Secretariat agenda items it was agreed that the PPN SO can use discretion on **Secretariat agenda** inclusions subject to the ethos and principle of the PPN and the committee. With all present in agreement this was proposed by John Carr and seconded by David Doyle.
- b. David Doyle advised, following attendance at the **National Secretariat Members Meeting** in Athlone (as part of the PPN Conference) that Secretariats were required to provide details of a Secretariat member to act as a contact for Wexford PPN Secretariat for the purposes of this Secretariat network. As proposed by Pat Rath and seconded by David Doyle John Carr was agreed as the contact and he gave permission for details to provided for same.
- c. PPN SO advised of a new **Community Resilience Working Group** involving WCC and other agencies which she has been asked to join and represent Wexford PPN. This will involve promotion of upcoming workshops to be held in each district in late November.
- d. PPN SO advised that **SJI Waterford Training** has been cancelled but Dublin sessions on 5<sup>th</sup> November.
- e. PPNSO reminded members about upcoming **Befriending & SDG events**. It was agreed that Pat Rath would act as the PPN Rep for the Befriending Session and would introduce the ALONE team on the evening. A per Diem will apply for same.

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- f. PPN SO confirmed that the **Needs Assessment Feedback** from John Warren would go ahead on 31<sup>st</sup> October at County Hall as proposed (11.00-12.30).
- g. **Conference feedback** reports to be provided from attendees by next meeting.

The facilitator of the next meeting will be Pat Rath. The next meeting will be held at **10.00 on Tuesday 13<sup>th</sup> November 2018** in County Hall, in upstairs meeting room in Block A.

This concluded the business of the meeting.

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Facilitator

Dated \_\_\_\_\_, 2018.

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Second Member