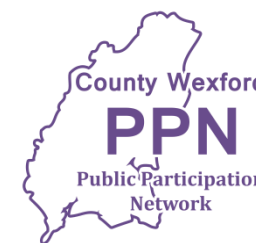


# PPN Meeting Report



<b>PPN Rep Name</b>	n/a
<b>Committee Name</b>	Secretariat Meeting
<b>Date of Meeting Specify in person or online</b>	21 <sup>st</sup> January 2022  Online – MS Teams

<b>In Attendance:</b>
In attendance: Kevin Molloy, KM (Facilitator) Breda Cahill, BC Ann Lacey, AL Noel Stacey, NS Kamal Tribak, KT David Doyle, DD Monica Gaynor, MG Philip Hickey, PH

Agenda Item	Notes	Outcome/Decisions Made	Actions Required - by Whom & When
1. Apologies	John Carr, Tommy Cullen, and Bernard O'Leary,	KM advised that John Carr would be unable to attend meetings until the end of March and it was agreed by those present that this would be acceptable.	None.
2. Minutes from previous meeting	Minutes of the meeting of 13 <sup>th</sup> December 2021.	Minutes proposed by NS and seconded by KT.	MG to update as Final Minutes.
3. Matters arising from minutes	Some matters arising from the minutes are included in the agenda for today's meeting.	N/A	None.
4. Correspondence	<ul style="list-style-type: none"> <li>i. PPN Membership applications for approval.</li> <li>ii. National PPN Report of 11<sup>th</sup> November 2021.</li> </ul>	<p>There are a few applications that KM felt needed to be discussed with other Secretariat Members and asked MG to arrange a meeting for the 24<sup>th</sup> January in County Hall.</p> <p>This has been circulated to Secretariat members.</p>	<p>KM/DD/NS along with MG &amp; PH will attend meeting on Monday 24<sup>th</sup> January in County Hall at 11.30am.</p> <p>None.</p>

	<p>iii. Email of resignation from Colin Redmond from the Secretariat.</p> <p>iv. Email of resignation from Ms Karen Finigan as PPN rep on the Climate Change, Biodiversity &amp; Environment SPC.</p> <p>v. Email from DRCD regarding Carry over of funding.</p> <p>vi. PPN Annual Report 2020 on DRCD website.</p>	<p>This was accepted by the Secretariat and it was decided that nominations for his replacement will likely be sought in early March.</p> <p>This was noted by the Secretariat and it was decided that nominations for her replacement will also be sought in early March.</p> <p>This was welcomed and it was recognised that there was now an urgent need to put into place what the intention to utilise the funding for, which was proposed to the DRCD in the request for this.</p> <p>A link has been notified to Secretariat members of the report on the DRCD website by MG.</p>	<p>A nomination process will begin in early March for both the Secretariat and Climate Change, Biodiversity &amp; Environment SPC</p> <p>Nomination process to being in March.</p> <p>MG to seek guidance from other PPNs regarding the format of a tender for a Strategic &amp; Implementation plan.</p> <p>None.</p>
5. Secretariat Vacancy	As well as the arising vacancy following Colin Redmond's resignation, there needs to be a nomination process initiated for the Gorey MD Representative as well.	It was agreed that the nomination process for all positions will be implemented in early March.	A nomination process will begin in early March for the two available positions on the Secretariat.
6. Filling of Sub Committee seats.	Interest was sought from the attending Secretariat members to fill seats on sub committees.	Interest was noted as following; Disability – NS / JC Development, Training & Communications – AL / DD Staff Liaison – KM / NS / AL / BC	It was noted that all other Secretariat members will be given the opportunity to note their interest in being involved on a sub-committee.

		Interim Committee for LCDC – KM/KT Plenary Committee – KM / AL / NS	MG will email those who could not make this meeting, seeking notices of interest from them.  The 1 <sup>st</sup> meeting for the Plenary Committee is scheduled for the 27 <sup>th</sup> January in the County Hall at 12.15pm and will also include a meeting of the Finance sub-committee.
7. Nominations for LCDC	It was agreed that the members who had applied were all eligible and as the number of applicants equalled the number of seats available, they could all be deemed as elected.	Following discussions with KM, Brian Toomey who had been nominated in 2 pillars, has agreed to take up a seat as a Community & Voluntary Rep. Aislinn Dunne (Medd) will also be offered a seat as a Community & Voluntary Rep. Jonathan King will be offered the Social Inclusion seat and Karin Dubsy will be offered the Environment seat.	The LCDC Executive will be notified by MG of the PPN representatives that will be filling the existing vacancies.
8. Plenary Meeting.	The original date of the 3 <sup>rd</sup> February is not possible owing to the ongoing re-registration of members and the need to give notice.	There will need to be finalisation of the Re-registration process which is envisaged to be completed in early February. Once completed it is a requirement that 21 days' notice is given to members. It is hoped that with the lifting of restrictions that this will be an in-person event where groups can showcase their work.	MG will check availability of venues for early March.
9. Strategic Plan	Discussed earlier in the meeting.	It was stated that this is urgent and in addition to being a plan, there will also be the need for the implementation of it.	MG is going to liaise with other PPNs regarding the tendering and structure for the report.

10. Workplan	Reference only was made for the need for this.	It was recognised that the Secretariat had a lot of work to catch-up with but until a strategic plan had been implemented, only then would the needs of the workplan become apparent.	To be discussed at a later meeting.
11. A.O.B.	<p>I. Condolences</p> <p>II. Wexford MD meeting 24<sup>th</sup> January.</p> <p>III. MG advised of the possibility of there being PPN training provided by the DRCD and sought expressions of interest – this is dependent on how many places are available.</p> <p>IV. MG advised that submissions for the LECP were likely to be requested by the Community Dept of Wexford County Council.</p> <p>V. It was felt that all Secretariat, Sub-committee and County Council committee members should meet to discuss the workings and aims of the PPN</p>	<p>Condolences were offered to AL / BC for recent bereavements in their families.</p> <p>As JC will be unavailable for the meeting, AL agreed to be the facilitator for the meeting.</p> <p>It was suggested that both MG / PH should attend and if other places are available then Secretariat Members would be offered.</p> <p>KM welcomed this and agreed it was likely a meeting with the Chief Officer would be of benefit.</p> <p>A meeting was suggested to be held in Templeshannon, Enniscorthy on the evening of the 3<sup>rd</sup> February.</p>	<p>None.</p> <p>AL will act as the Facilitator for the meeting.</p> <p>MG will contact DRCD to obtain clarification on the number of available places and seek notice of interest from all Secretariat members.</p> <p>MG to refer to Claude Clancy and revert to the Secretariat.</p> <p>MG will check availability of venue and notify the committee members of time and date.</p>

12. Date for next meeting.	Proposed for an evening meeting at a central venue to include refreshments.	As was hoped for before the last imposition of restrictions, it is felt a full attendance for the Secretariat would be beneficial.	MG will seek options for the venue for this meeting.
Date of Next Meeting	February 2022 – date TBC		
Signed PPN Rep	Report Compiled by	Dated.	