



**Fingal  
Public  
Participation  
Network**

**Secretariat Meeting**

Tuesday 27<sup>th</sup> November 2018 | 7pm to 9pm

County Hall, Swords

Facilitator: John Melvin

**Minutes**

**Present**

Denise McDermott (DM), John Melvin (JMV), Micheal Walsh (MW), Siju Jose (SJ), Tony Brennan (TB)

**Apologies**

Ema Idowu, Maria Tormey, Hanumantha Rao, Mary Harford, Bob Dowling

**In Attendance**

Jamie Moore (JM)

<b>Item</b>	<b>Note</b>	<b>Decision</b>
<b>Open and Apologies</b>	JMV opened the meeting, apologies were noted.	Noted.
<b>Minutes and Matters Arising</b>	No matters arising. Proposed by DM and MW.	Noted.
<b>Correspondence</b>	CVSP 8/2018: PPNs engagement in the political process. <ul style="list-style-type: none"><li>- This covers political affiliations from Local Area Rep level and beyond.</li><li>- To be circulated to all PPN Reps.</li><li>- To be circulated on the PPN website.</li><li>- In the governance review this letter will be interpreted and elaborated on.</li></ul>	Noted.

Item	Note	Decision
	<ul style="list-style-type: none"> <li>- Letter of thanks to BD who is required to step down immediately as per circular.</li> </ul> <p>CVSP 9/2018: Additional Funding for PPN Support Workers</p> <ul style="list-style-type: none"> <li>- The DRCD has confirmed an allocation of €30,700 specifically for the employment of additional PPN staff in 2019. €5,000 of this is to come from FCC. Recruitment in relation to this is to be confirmed.</li> <li>- Queries around recruitment were raised but no information is available yet.</li> </ul> <p>Fingal Ethnic Network</p> <ul style="list-style-type: none"> <li>- Fingal Ethnic Network are celebrating their 10 year anniversary and have invited 2 Secretariat members to attend as stakeholders.</li> <li>- Two members to attend: Siju and one other. Text to be circulated.</li> </ul> <p>CVSP 7/2018: Statement of Expenditure</p> <ul style="list-style-type: none"> <li>- Copy of statement of expenditure returned to the DRCD.</li> </ul>	<p>Letter to BD.</p> <p>Noted.</p> <p>Text to circulate to members.</p> <p>Noted.</p>
<b>Resource Worker Report</b>	Verbal report provided. All items to report on are upcoming on the agenda.	Noted.
<b>Finance</b>	No update.	Noted
<b>Events and Training</b>	<p><b>Plenary Meeting Feedback</b></p> <ul style="list-style-type: none"> <li>- Discussion on plenary took place.</li> <li>- Facebook live stream of fireside chat worked well. Intention to continue this at future Plenary meetings. 500+ views were generated online.</li> <li>- Final number to be confirmed. In the region of 140 people.</li> <li>- Layout of room worked really well.</li> </ul>	. Noted.

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	<ul style="list-style-type: none"> <li>- Meet and greet was worthwhile at the door, include in next one.</li> <li>- Fireside chat: Didn't have a clear heading and would be worthwhile promoting this in advance.</li> <li>- Next Plenary: Network slots for county structures.</li> </ul> <p><b>National Conference</b></p> <p>Michael Walsh circulated a report on the conference since the last meeting.</p> <p><b>Training</b></p> <p>The final workshop for 2019 will take place in December and will be focused on Active Citizenship.</p>	<p>Thematic County Networks to be invited to give 5 minute presentation.</p> <p>Noted.</p> <p>Noted.</p>
<b>Fingal PPN Membership</b>	No update.	Noted.
<b>Policies and Procedures</b>	<p><b>Governance</b></p> <p>Draft governance tender was discussed with issues raised around indemnity for PPN Reps and Secretariat members. Conflict of interest was raised as an issue also.</p> <p>Potential suppliers to be invited to bid for work.</p> <p>Suggestions from Secretariat members welcome.</p> <p><b>MOU</b></p> <p>Postponed until Q1 2019.</p>	<p>Tender to go live this week.</p> <p>Noted.</p>
<b>Representation</b>	<p><b>Update on JPC</b></p> <p>JMV and JM gave a full overview on the on-going JPC Grievance and Issue.</p> <p>The Secretariat have authorised the current Secretariat JPC Subgroup (Ema, John and Mary) to act on behalf of the PPN as long as information is provided to the Secretariat with 2 working days to make a decision.</p> <p>While the subgroup would act on behalf of the PPN and</p>	Noted.

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	they would have the authority to make decisions, these decisions would be provisional, that any agreements, etc. would need to be approved / not approved by the secretariat.	
<b>Linkage Groups</b>	<p>Linkage Group meetings on-going.</p> <p>Housing merged with Planning and Transport.</p> <p>Community Safety Linkage Group meetings paused until further notice.</p>	Noted.
<b>FCC / DRCD / National Update</b>	<p>Enquiry made on FCC diaries.</p> <p>PPN Resource Worker CPD planned for February 2019.</p> <p>Nominations required for National Secretariat network.</p> <p>NAG subgroup setup to review user guide which will now be known as a handbook.</p> <p>NAG subgroup setup for annual report.</p> <p>NAG subgroup setup for communications strategy.</p>	<p>Noted.</p> <p>Email to circulate to Secretariat on nomination to national network.</p>
<b>AOB</b>	<p>TB noted the LCDC vacancy has been temporarily filled by Aneta Laska of the Social Inclusion, Rural Development and Youth Linkage Group.</p> <p>TB noted the on-going vacancies on the Secretariat and whether there was a co-option process available to the Secretariat to fill these.</p> <p>JMV thanked all Secretariat members for their on-going participation and wished everyone a Happy Christmas.</p>	<p>Noted.</p> <p>To be examined.</p>
<b>Next Meeting</b>	29 <sup>th</sup> January 2019 in Blanchardstown.	