



Secretariat Meeting

Tuesday 22nd January 2019 | 7pm to 9pm

County Hall, Blanchardstown

Facilitator: John Melvin

Minutes

Present

Denise McDermott (DM), Ema Idowu (EI), John Melvin (JMV), Maria Tormey (MT), Micheal Walsh (MW), Slju Jose (SJ), Tony Brennan (TB)

Apologies

Hanumantha Rao (HR), Mary Harford (MH)

In Attendance

Jamie Moore (JM)

Item	Note	Decision
1. Open and Apologies	JMV opened the meeting, apologies were noted.	Noted.
2. Minutes and Matters Arising	<p>No matters arising. Proposed by TB and seconded by DM.</p> <p>JMV noted the resignation of Bob Dowling and a letter of thanks has been issued to him in that regard.</p> <p>Members noted the original date for this meeting was 29th January. JM noted that this was changed due to a clash with a pre-organised Linkage Group meeting.</p> <p>Members acknowledged receipt of 2019 Diaries.</p>	Noted.

Item	Note	Decision
3. Correspondence	<p>CVSP 1/2019: PPN Toolkit for the Development of Community Wellbeing Visions.</p> <ul style="list-style-type: none"> - Resource for development of PPN Wellbeing Visions. - Applicable to PPNs who do not already have a Wellbeing Statement in place. - Could be used by Fingal PPN in review of Fingal Wellbeing Statement in the future. <p>National PPN Secretariat Network</p> <p>Nominations from each PPN are being sought by the DRCD for a National Secretariat Network. Nominees from Fingal are:</p> <ul style="list-style-type: none"> - Environment: MT - Community: TB - Social Inclusion: HR or EI, to be decided. 	<p>Noted.</p> <p>Noted.</p> <p>HR and EI to decide between themselves who will go forward as the nominee for Social Inclusion.</p> <p>JM to submit nominees to DRCD.</p>
4. Resource Worker Report	<p>JM provided a written Resource Worker report covering activity under each action of the Strategic Plan with some brief discussion.</p> <p>The Secretariat requested to be kept abreast of developments in the review of the PPN User Guide.</p>	<p>Noted.</p>
5. Finance	<p>No update.</p>	<p>Noted</p>
6. Events and Training	<p>2019 Calendar</p> <p>List of dates from Secretariat meetings, Linkage Groups, PPN Rep meetings and Plenary meetings circulated for 2019.</p> <p>May Plenary</p> <p>The upcoming Plenary scheduled for May was discussed.</p>	<p>. Noted.</p>

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	<p>The Carlton Dublin Airport, Crowne Plaza Northwood and City North Hotels are to be explored as potential venues.</p> <p>Feedback from previous plenaries included:</p> <ul style="list-style-type: none"> - Members wanting to talk about actual community issues. - Separate area for food works well. - Meeting and greeting delegates is important - Circular theatre setup worked well. <p>Focus of this Plenary will be on Elections, Governance, and other networks in Fingal. This will be the 'AGM' Plenary of 2019.</p>	<p>Venues to be explored.</p> <p>Noted.</p>
<p>7. Fingal PPN Membership</p>	<p>Current membership stands at 715 member groups.</p>	<p>Excel sheet of current PPN member groups to be circulated to Secretariat members.</p>
<p>8. Policies and Procedures</p>	<p>Governance</p> <p>Carmichael Ireland have been appointed to support the PPN to review and strengthen a range of governance procedures and policies. A subgroup is to manage this process led by JMV. EI also volunteered for the subgroup.</p> <p>Website</p> <p>Tender currently being prepared for the redevelopment of the PPN website. A subgroup consisting of SJ, DM, MW and EI was setup.</p>	<p>Email on subgroups to circulate for any further interest.</p>
<p>9. Representation</p>	<p>Update on JPC</p> <p>JMV and JM provided an update on this issue.</p>	

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	<p>TB requested further detail on the meeting held immediately prior to the Secretariat meeting.</p> <p>The issue was discussed in detail.</p> <p>It is hoped a resolution is agreed without delay.</p>	<p>Noted.</p> <p>Secretariat to be kept updated on developments.</p>
10. Linkage Groups	<p>Linkage Group meetings resume this week. Covered previously.</p>	<p>Noted.</p>
11. FCC / DRCD / National Update	<p>Covered previously.</p>	<p>Noted.</p>
12. AOB	<p>TB queried the potential impact of Brexit in Fingal.</p>	<p>Noted.</p>
Next Meeting	<p>26th February 2019 in Swords.</p>	