



Secretariat Meeting
 Tuesday 23rd February | 7.00pm to 9pm
 Meeting conducted by Zoom
 Facilitator: Tony Brennan
 Minutes

Minutes		
	<p>Present</p> <p><u>Facilitator:</u> Tony Brennan</p> <p>Denise McDermott, Angela Rogers, Hanumantha Rao Marepalli, John Melvin, Todd Pocius, Robert Loughlin</p> <p>Apologies: Michael Walsh.</p> <p>Denise McDermott needed to leave early.</p> <p><u>In attendance:</u></p> <p>Laura Barton</p> <p>Adam Rudden</p> <p>Sinead Wiley (FCC)</p>	
Open and Apologies	<p>AB opened the meeting</p> <p>Laura Barton newly appointed acting resource worker introduced herself.</p>	
Minutes	<p>Issue: The word 'representative' missing from a sentence under item 2.</p> <p>Proposed by AR</p> <p>Seconded by DMcD</p>	<i>Minutes to be corrected.</i>
Correspondence	DRCD requesting to attend secretariat meeting.	29 th June to be sent to DRCD as a suggested date. – including a invite to discuss

		structural review
Report	<p><u>PPN Resource Worker Report</u></p> <ul style="list-style-type: none"> • Update given membership numbers • MOU needs to be signed for 2021. • Fingal Integration Forum update given. Discussion took place around PPN's involvement/relationship with Fingal Integration Forum after it is established and handed over to community department. <ul style="list-style-type: none"> ➤ The secretariat previous decided not to incorporate the Fingal Integration Forum into its structure as it could not commit the necessary resources it would require. ➤ Discussion was had as to whether the PPN should maintain a link with Fingal Integration Forum via Social Inclusion Linkage Group. <p><u>Finance</u></p> <p><u>Expenditure Update</u></p> <ul style="list-style-type: none"> • Subscription Graphic Tool Design- subscription renewed €107.88 • Gravity Forms – subscription renewed €60.13 <p>Request to purchase BEEFREE PRO</p>	<p>Noted</p> <p>Constitution and induction pack to be issued to new member</p> <p>To be signed by TB and JM</p> <p>It was decided to Let Linkage Group decide whether it wishes to establish this connection with Fingal Integration Forum.</p> <p>Noted</p> <p>Approved</p>
Projects, Initiatives, Events and Training	Projects, Initiatives, Events and Training	

	<p><u>Fingal PPN Review & Development</u></p> <p>LB updated secretariat on working group's February 17th meeting.</p> <p>Seek commitment from Fingal HR that a Secretariat member be present on interview board for PPN staff.</p> <ul style="list-style-type: none"> • Discussion took place on consultant's report around plenary quorum, the criteria of groups assigned environment pillar being approved by the national environment pillar, geographical spread of secretariat and gender. <ul style="list-style-type: none"> ➤ The decision-making around groups being approved to Environment pillar should remain at a local level. <p>Secretariat Minutes should be uploaded to website once approved.</p> <p>PPN Linage Group Reports to be uploaded to website</p> <p><u>Plenary - working group update</u></p> <p>AR updated secretariat on Plenary working group who met on 18/02/2021.</p> <ul style="list-style-type: none"> • Secretariat were shown proposed agenda for May's plenary meeting. • Issue was raised about voting in a digital environment. <ul style="list-style-type: none"> ➤ Constitution states candidates must be present at plenary in order to be eligible. This could cause problems if voting was done in advance of meeting. 	<p>Noted</p> <p>To be brought to working group to fit in somewhere.</p> <p>Secretariat will challenge/appeal the need for this decision-making power to be administered by the national environment pillar as opposed to at a local level.</p> <p>Agreed</p> <p>Agreed</p> <p>Agenda approved.</p>
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	<ul style="list-style-type: none"> ➤ It was suggested that voting could happen on the night and counted afterwards. ➤ The possibility of getting in external company to take care of the voting on night. <p><u>Spring training</u></p> <ul style="list-style-type: none"> • Email was 17/02/2021 seeking some suggestions. • The plan will be to email groups in a jotform some training choices. 	
<p>Policies and Procedures</p>	<p><u>Micro PPN/Subgroup committee</u></p> <p>LB gave update on Lusk micro PPN subgroup who met on 22/02/2021.</p> <p>New Secretariat members stated that they have not been given enough background information/documentation in relation to the Lusk Micro PPN development/engagements to date.</p> <p>Lusk subcommittee to link in with Lusk Community Council and Lusk Community Network once terms of reference has been established.</p> <p>AR to be added as a member of subcommittee.</p> <p><u>Development of Framework for submission to planning on behalf of Linkage Group.</u></p>	<p>PPN staff will piece together a timeline for Secretariat.</p> <p>PPN staff to write to both groups informing them of this</p> <p>To be put on agenda and discussed at next meeting</p>
<p>Linkage Group and Representation</p>	<p>Report was given on Linkage Group Round 1, 2021.</p> <ul style="list-style-type: none"> • Social Inclusion, Rural Development, Youth and Enterprise linkage group <ul style="list-style-type: none"> • Secretariat updated on Department in relation to LCDC representatives status in relation to their six-year term ending. • Discussion took place around under 18s attending Linkage Group meeting. It was 	<p>Noted</p>

	<p>felt that the PPN structure could not accommodate this. A more suitable approach for PPN Linkage group structure would be, getting a youth leader over 18 attending meetings or getting a youth council like Comhairle na nOg to link in with the Linkage Group.</p> <ul style="list-style-type: none"> • Community Safety, Crime and Policing <p>Update was sought on piece of JPC work carried out by JM.</p> <ul style="list-style-type: none"> • Linkage Group requested that an invite be send to JPC chair meeting to give presentation on plans/vision for JPC. 	<p>Work has not been carried out yet – but aims to commence soon. Fingal staff will send reminder.</p> <p>It would be better to push this back until new chair has had time to settled into role as JPC is only having their first 2021 meeting in March.</p>
<p>Fingal County Council / Dept. of Rural and Comm. Dev.</p>	<p><u>Climate Action Plan consultation</u></p> <p>Updated given: Climate Change, Environment and Water Linkage Group have decided to take on this piece of work. Planned date for events is March 10th.</p> <p><u>Staff subgroup to be established</u></p>	<p>To be put on agenda for next meeting.</p>
<p>AOB</p>		
<p>Date of next meeting</p>	<p>30thMarch 2021</p>	