



Secretariat Meeting  
 Tuesday 30<sup>th</sup> March| 7.00pm to 9pm  
 Meeting conducted by Zoom  
 Facilitator: Tony Brennan  
 Minutes

Minutes		
	<p><b>Present</b></p> <p><b><u>Facilitator:</u></b> Tony Brennan</p> <p>Angela Rogers, Hanumantha Rao Marepalli, John Melvin, Todd Pocius, Robert Loughlin</p> <p>Apologies: Robert Loughlin</p> <p>Denise McDermott (In attendance for first 10 minutes)</p> <p><b><u>In attendance:</u></b></p> <p>Laura Barton (FCC)</p> <p>Adam Rudden (FCC)</p>	
<b>Open and Apologies</b>	<p>AB opened the meeting</p> <p>DMcD has stepped down from the Secretariat. Secretariat thanked and acknowledge DMcD's work as a secretariat member.</p> <p>MW stated he would also be stepping down from secretariat after plenary meeting.</p>	
<b>Minutes</b>	<p>Proposed by MW</p> <p>Seconded by JM</p>	
<b>Correspondence</b>	<p>Meeting with Lusk Community Council and Fingal PPN Secretariat.</p>	<p>Meeting to take place on 06/04/2021</p>

<p><b>Report</b></p>	<p><b><u>PPN Resource Worker Report</u></b></p> <p>Membership Numbers.</p> <p><b><u>Finance</u></b></p> <p><b><u>Expenditure Update</u></b></p> <ul style="list-style-type: none"> <li>• Dept Finance return</li> <li>• Fingal PPN Spring/Summer Training Courses €1,650</li> <li>• Election Buddy.</li> <li>• Salesforce Licence €200</li> </ul>	<p>Figures needed to be corrected in report as figure breakdown for community, Environment and Social Inclusion are the same for both February &amp; March.</p> <p>Noted</p>
<p><b>Projects, Initiatives, Events and Training</b></p>	<p>Projects, Initiatives, Events and Training Update: Working Group February 15th Meeting</p> <p>Spring/Summer Training Courses</p> <ul style="list-style-type: none"> <li>• Training pushed back to June</li> </ul> <p>Insurance Covid Insurance</p>	<p>Approved</p> <p>To renewed for groups that requested it.</p>
<p><b>Fingal PPN Dashboard and Membership Update</b></p>	<p>Membership Numbers</p> <p>Figures needed to be corrected in RW Report as figure breakdown for community, Environment and Social Inclusion are the same for both February &amp; March.</p>	<p>Report will be corrected</p>
<p><b>Policies and Procedures</b></p>	<p>Plenary</p> <p>Pushed back to June 23<sup>rd</sup> due to the work schedule involved.</p> <p>Plenary Elections:</p>	<p>Approved</p>



	<p>relation to training of JPC Representatives and six-year strategy:</p> <p>Director of Operations and Water Services Replied:</p> <p><b>6 Year Strategic Plan</b> – The strategic plan is required link in with the Local Economic and Community Plan (LECP) and the Annual Policing Plan. The current Fingal LECP expires in 2022. There is currently no Strategic Plan in place. Generally the yearly work programme will feed out from that. I will raise this with the Steering Committee and will report to the next meeting. A Meeting of the Steering Committee will be taking place prior to the next JPC. The Steering Committee in accordance with the Guidelines is the Chair, CE and Chief Superintendent</p> <p><b>Training for JPC Members (Including PPN Members)</b> – Following the meeting last October I sought training from the IPA. Local Authorities would normally go through the IPA for such training. There is currently no training programmes in place for JPC's. I am not aware if the PPN nationally has specific training which covers the JPC's. Laura will be able to clarify this for you.</p> <p>Secretariat will write to Mary Daly – requesting that she ask chairperson Adrian Henchy to approve training for JPC Representatives and for Fingal County Council to source and finance it.</p> <p>Fingal staff to circulate correspondence with Mary Daly to JPC Representatives.</p> <p>In relation to Mary Daly's response to the six year strategy, the Secretariat will welcome an update on this matter from the JPC Representatives when appropriate.</p>	<p>Fingal Draft letter for letter for JM to sign.</p> <p>Fingal Staff will do this.</p>
<p><b>Fingal County Council / Dept. of Rural and Comm. Dev.</b></p>	<p>Fingal County Council / Dept. of Rural and Comm. Dev.</p> <ul style="list-style-type: none"> <li>➤ Memorandum of Understanding</li> </ul> <p>Memorandum Of Understanding Between Fingal PPN &amp; Fingal County Council was signed 16th March by AnnMarie Farrelly, John Melvin and Anthony Brennan.</p> <ul style="list-style-type: none"> <li>➤ Department Meeting</li> </ul> <p>Department are seeking to attend secretariat meetings. Attendance at secretariat meeting to be pushed back to August after plenary.</p> <ul style="list-style-type: none"> <li>➤ Climate Action Plan Consultation See RW Report</li> </ul>	<p>Noted</p> <p>Noted &amp; Agreed</p>

	<p>➤ Department of Rural and Community Development return SW sent the financial returns to DRCD on 30<sup>th</sup> March 2021</p>	
<b>Staffing</b>	<p>On the 05/03/2021, Lisa Moran Interim Admin Support to the PPN. Lisa is currently helping with registration and re-registrations.</p>	Noted
<b>AOB</b>	<p>Secretariat's Network Update was given on Secretariat's Network.</p> <ul style="list-style-type: none"> <li>• Submission was made to department to see if Laptops could be provided to representatives.</li> <li>• Submission to see if travel expenses could be covered up to €10</li> <li>• Any money not used from 2019 to 2020 to be brought forward.</li> </ul> <p>Framework for planning submissions from PPN needs to be put back on agenda.</p> <p>IT Device Policy needs to be uploaded to website.</p> <p>An induction needs to be arranged for new PPN Members.</p>	
<b>Date of next meeting</b>	<p><i>27<sup>th</sup> April 2021</i></p>	