



**Fingal
Public
Participation
Network**

Fingal PPN Resource Worker Report

27th August 2019

Goal 1: Improving our Network

Action	Activity
<p>Action 1:</p> <p>Grow PPN membership in a planned and sustainable way.</p>	<p>New administrative process and controls introduced. These involve:</p> <ul style="list-style-type: none"> • 2 Checks by PPN staff before applications are approved and final third check. • New Registration Status introduced to monitor stages of applications and contact with registrants. • Historical applications almost cleared. • New unsuccessful mechanism introduced. • New membership dashboard introduced for PPN and for FCC. • New controls in place around data management and retention. • Associate membership capacity currently being introduced to system. • Re-registration process in place.
<p>Action 2:</p> <p>Increase the operational capacity of the PPN.</p>	<p>PPN Support Worker:</p> <p>Jenny Foley appointed in August 2019 on 12 month contract. Induction and training on-going.</p> <p>Review of Staff Titles:</p> <p>Request submitted to PPN Staff Support subgroup to review titles of staff to reflect growing structure of PPN. To be discussed by staff support subgroup, followed by the Secretariat subgroup.</p>

<p>Action 3:</p> <p>Operate the network to the highest possible standard.</p>	<p>Governance Review: Constitution steering committee setup and undertaking work. Separate report included.</p> <p>MOU: Review with Fingal County Council Community Development Office formally commenced. To be discussed at review meeting in September 2019.</p> <p>PPN Review Meeting: 24th September 2019. Draft report for discussion.</p> <p>Staff Support Subgroup: Meeting scheduled 24th September 2019 prior to PPN Review Meeting.</p> <p>Plenary: No meaningful follow up action on May motions to date. Planning for November to commence.</p>
<p>Action 4:</p> <p>Further develop Linkage Groups.</p>	<p>Linkage Group Hub on new Website:</p> <ul style="list-style-type: none"> • Each LG has their own section on the PPN website. • Each section has PPN Reps, Documents, Events (i.e. Meetings), Contact Form. • Each LG now has a public email address <p>PPN Elections: JPC elections to be held on 5th September. Operating under assumption that PPN allocation is the same as previous JPC as no formal request yet received from the JPC for representation (Same assumption made for SPCs).</p> <p>Training: Training needs survey conducted. Report attached. Further day of induction training will be held following the election of JPC Reps. Reps who did not make the induction in May will be required to attend. Induction training is mandatory before a Rep may take up their role. Induction also includes existing Secretariat members and LCDC Reps.</p> <p>Resourcing: The Linkage Groups now have a dedicated support from the new PPN Support Worker. A new administrative Linkage Group activity framework has been introduced in draft in order to ensure consistency across all LGs.</p>

Fingal PPN Resource Worker Report

21st January 2019

Goal 2: Improving our Communications

Action	Activity
Action 5: Showcase our achievements.	Activity report due for November. Has Secretariat suggestions on what should be included?
Action 6: Continue to develop communications.	Website: Website now live. Population on-going.
	Branding: PPN Notebooks, PPN Pin Badges and PPN Pens distributed to all inducted PPN Reps.
	Training: Resource Worker to attend two workshops with the Wheel on Planning Communication Strategies.
	PPN Attire: Proposed to procure PPN branded attire for PPN Reps. For discussion.
Action 7: Work closely with Fingal County Council in communicating to citizens.	New Fingal County Council website to be launched shortly. PPN to support promotion of this.

Fingal PPN Resource Worker Report

21st January 2019

Goal 3: Improving our Representation

Action	Activity
<p>Action 8: Further develop relationships between the PPN and Public Representatives.</p>	<p>PPN Secretariat representatives met with Corporate Services.</p> <p>No update on this action.</p>
<p>Action 9: Foster key partnerships and explore further public participation initiatives.</p>	<p>Opportunities currently identified on an ad-hoc basis.</p> <hr/> <p>Discussion on-going with Arts Office on involvement of PPN in progression of Swords Cultural Quarter. Potential for PPN (SPC Rep and RW) to be involved in Site Visit to New York.</p> <hr/> <p>Potential Community Group Toolkit project identified as collaboration between community office and PPN.</p>
<p>Action 10: Establish the PPN as a mandatory consultative and participatory structure.</p>	<p>National Advisory Group: On-going participation in National PPN Advisory Group.</p> <p>Member of PPN User Guide Review subgroup, work on-going.</p> <p>Member of Annual Report subgroup, 2018 report to be published in September. Fingal PPN led on the design of the report.</p> <p>National conference to take place in Carlow. Good delegation expected from Fingal PPN. Linkage Group facilitators invited to co-facilitate a workshop on Linkage Groups. RW invited to sit on final panel discussion and Q&A: The Future of Volunteerism – Improving Governance – Overcoming Challenges – Promoting Best Practice.</p> <p>RW led on the development of a submission proposing the establishment of a National Worker to support the implementation of PPNs. Submission received input and backing of Social Justice Ireland, PPN Worker Reps and PPN Secretariat Reps on the NAG.</p> <p>National Secretariat Network established and meets for the</p>

	second time in September.
Action 11: Provide more information sharing opportunities and supports for PPN Representatives.	Next Rep Forum takes place on 28 th August. October forum scheduled and December social scheduled.
	Further induction to take place as previously noted.
	Public facing emails to be setup for Reps.
	Training needs for Reps being identified as previously noted.
	WhatsApp groups setup for Secretariat, PPN Reps and LG Facilitators.
	Submission made on FCC SPC Scheme. Workshop planned on FCC Corporate Plan – pre-consultation.
	PPN Representatives handbook to be prepared. Potential working group could be setup. (No progress)
Action 12: Develop the Social Inclusion Pillar.	Social Inclusion, Rural Development, Enterprise and Youth Linkage Group have setup a subgroup to act as steering committee for Social Inclusion Week 2019 - a €25,000 project. Proposal to be discussed at next LG meeting to host a Social Inclusion Seminar during SIW, which may lead onto exploring the development of the Pillar.
Action 13: Develop policies to make the PPN more accessible.	No further progress.

Fingal PPN Resource Worker Report

21st January 2019

Goal 4: Improving our Membership Supports

Action	Activity
Action 14: Provide a range of training supports.	Training organised and published for October 2019.
Action 15: Establish an efficient signposting and referral service.	Signposting on an ad-hoc basis. Salesforce to be developed further to record engagements – currently identifying needs and in discussions with developers on approaches on how to do this efficiently and effectively while producing meaningful datasets.
Action 16: Develop an open data membership database online.	Directory of new website near completion. Report submitted.
Action 17: Collaborate across the Greater Dublin Area.	Meeting held in June 2019. Report submitted.
Other	
Workload	For discussion: <ul style="list-style-type: none">• PPN Activity, Workload and Resources are operating at its highest level since setup. Important to prioritise activity and ensure sustainability. Also important to improve member awareness of level of work on-going.• Unplanned activity / responding to unplanned issues continue to put pressure on operations.• On-going heightened level of scrutiny provides for uneasy operating environment.