

Dun Laoghaire Rathdown PPN Secretariat Meeting

5.30-7pm Tuesday 29th of August

Venue: Meeting Room 1, dlr Lexicon, Dun Laoghaire

MINUTES OF MEETING

Present: Kay Gleeson, Tom Kivlehan, Claire Carroll, Goff Lalor, Laura Howe
Apologies: Sheila Moore, Aileen Eglinton, David Girvan, John Nolan, Ben Stafford.

1. Review and approve minutes of last meeting

Matters arising:

1a. Update on LH's discussion with Southside Partnership re. extra support during busy periods.

Agreed: DLR PPN to employ admin support from now to December. Quick recruitment of a person with the desired skillset is needed, therefore it was agreed going through a temp agency would be most effective option. This will be reviewed in the new year by HR subgroup who will look at recruiting a permanent admin worker subject to funds being available in the budget.

Action: LH to contact temp agencies.

LH to advise SSP of this decision.

4. LH and KG to raise issue of required skillsets for PPN reps with Council.

This was done and council staff said they would look into it.

Action: TK may have this list and will look for it.

Minutes approved - proposed by KG, seconded by TK

2. Representative elections

Discussion on the recently held LCDC election and issues that arose over one nomination to the LCDC that was identified as potentially posing a conflict of interest.

Secretariat members reviewed the correspondence received relating to this matter, discussed the LCDC guidelines and regulations and PPN Guidelines as per the PPN User Guide.

LH updated Secretariat members regarding advice she received from Council staff on this issue.

Action: KG and TK to discuss with Chief Officer of LCDC.

LH to write response and suggest meeting with nominee.

LH advised Secretariat that Sharon Perry won the election. This was noted.

3. Draft Policies - Elections & Expenses

This item was deferred due to lack of time. LH raised issue that the draft policies have to go out to PPN members at least a month before the Plenary meeting if they are to be ratified at the Plenary.

Agreed: LH to send out policies to all Secretariat members to be approved for circulation to PPN members.

4. Financial Update

LH reported that action was needed to agree financial expenditure to year end.

Agreed: To employ a temp admin; to hold an event toward Christmas to say thank you to PPN volunteers. Financial expenditure to be reviewed again in November.

5. October Plenary meeting

LH advised that meeting has been scheduled for Wednesday 11th October at the Glenalbyn Sports Club in Stillorgan. As it is during the Festival of Inclusion the aim is to highlight the work of members who are involved in Social Inclusion.

A discussion followed on who to ask to give a talk at the meeting. It was suggested speakers should be chosen based on the capacity of members to get involved in the activities presented or refer family or friends to these activities.

CC suggested giving speakers some guidance on what was required.

Agreed: To invite Joe Connor, Social Inclusion Officer to the meeting.

Action: LH to look at schedule to see how much time will be available for speakers.

6. AOB

LH advised Secretariat she was working with the other Dublin PPNs and Quality Matters to apply for IHREC funding to develop Intercultural Awareness training for PPNs.