

Notes from meeting

Meeting: Initial LPPN Secretariat meeting  
 Date: 30 October 2019  
 Venue: Woodlands House Hotel  
 Present: Nuala Geoghegan (NG), Noreen Stokes (NS), John Buttery (JB), Patrick Cummins (PC), Rose Anne White (RAW), Catherine Dalton (CD), Jim Long (JL) (for part of the meeting), Patrick Fitzgerald (PF), Michael Quilligan (MQ), Jack O'Connor (JOC)  
 Apologies:  
 In attendance: LPPN Interim Resource Worker, Mo Foley Walsh (MFW)

LPPN = Limerick Public Participation Network  
 LCCC = Limerick City and County Council

SPC = Strategic Policy Committee  
 DCRD = Department of Community and Rural Development

Detail	Action	When
<p><i>This meeting was scheduled as an informal meeting as a get-to-know-you opportunity and to begin progressing PPN priorities.</i></p>		
<p>Queries raised:</p> <p>What are the legacy issues the new Secretariat should be aware of?</p> <ul style="list-style-type: none"> <li>MFW indicated that members of the previous Secretariat have offered to meet to do a handover. Additionally, PC was a member of the last Secretariat and is a LPPN company director.</li> <li>Additionally, Seamus O'Connor of LCCC has offered to meet with the Secretariat as he is keen to maintain the positive relationship and communication between LCCC and LPPN.</li> </ul> <p>What is the situation with the staffing for the PPN?</p> <ul style="list-style-type: none"> <li>There is funding for a full-time resource worker. The current resource worker is MFW who has been assigned the task by LCCC of supporting Limerick PPN as an interim measure. MFW is part-time in this role.</li> <li>Funding is there for one year's salary for second person – a support worker. It was expected that LCCC would draw someone from an existing Clerical Officer panel for this temporary position. This has not yet happened. It is expected that funding will be available for a second year, but this has not been officially confirmed to LCCC.</li> </ul>	<p>Hold Secretariat meeting on Monday 11 November 7-9pm in Patrickswell community resource house</p> <p>MFW to book venue and confirm with Seamus O'Connor and Vidette Ryan Molynieux (previous Secretariat Facilitator)</p>	<p>Monday 11 November 7-9pm</p> <p>asap</p>
	<p>Clarify staffing situation with LCCC</p>	<p>At meeting with Seamus O'Connor</p>

<ul style="list-style-type: none"> <li>• There was some discussion on the key priority of the nominations and elections processes for nominations of PPN representatives to SPCs – in light of the time constraints of having nominations before both the Plenary and LCCC this year. It was agreed, however, that as it was a unanimous decision of the Plenary at the meeting in September that nominations to SPCs be prioritised, the Secretariat should and will endeavour to implement this decision.</li> <li>• Correspondence from LCCC to the Secretariat is expected in coming days requesting nominations of 24 representatives to sit on SPCs. This is likely to determine the timeline for the nominations/elections processes.</li> <li>• It looks like the date of the Council meeting on 25<sup>th</sup> November should remain the target – otherwise the PPN will have to wait until January 2020.</li> <li>• Plenary date of 19<sup>th</sup> November needs to be pushed out to 21<sup>st</sup> November</li> <li>• It was agreed that once the correspondence from LCCC has been received and it is clear what is requested, the Secretariat should be contacting MFW by email to instruct her to contact all PPN members inviting them to join 5 Linkage Groups, each one aligned to one of the 5 SPCs. Information on the SPCs should be included in the correspondence to the PPN members.</li> <li>• MFW should be contacting the PPN members as early as possible next week. Deadline for the return of nominations for the SPC seats will need to be 15<sup>th</sup> November. This is all assuming a Plenary meeting can be held as late as possible in November and before the Council meeting.</li> <li>• Two Secretariat members will act as facilitators for these Linkage Groups. Dates of when the Linkage Groups will meet is to be confirmed by the facilitators – after the nominations deadline passes and before the Plenary meeting (The Plenary ratifies the nominations).             <ol style="list-style-type: none"> <li>1. Travel and Transportation Linkage Group: Patrick Fitzgerald, Patrick Cummins</li> <li>2. Climate Action, Biodiversity and Environment Linkage Group: Catherine Dalton, Jim Long</li> <li>3. Economic Development, Enterprise and Planning Linkage Group: Jack O'Connor, Michael Quilligan</li> <li>4. Community, Leisure and Culture Linkage Group: Noreen Stokes, Rose Anne White</li> <li>5. Home and Social Development Linkage Group: John Buttery, Nualla Geoghagan</li> </ol> </li> </ul>		
<p>The draft agenda for the meeting on 11 November 7-9pm:</p> <ul style="list-style-type: none"> <li>• Nominate a Facilitator for the Secretariat and decide term</li> <li>• Meeting with Seamus O'Connor (TBC)</li> <li>• Meeting with previous Secretariat members (TBC)</li> <li>• Progress on Linkage Groups</li> </ul>		

**Record of meeting taken as a fair and accurate reflection of the discussion and was proposed and seconded at subsequent Secretariat meeting**

**FACILITATOR: Signature**  **Print name** PATRICK FITZGERALD **Date:** 26/11/19