



## Record of Meeting

**Meeting:** LPPN Plenary meeting  
**Date:** 26<sup>th</sup> September 2019  
**Venue:** Woodlands House Hotel, Adare, Co Limerick  
**Those present:** List at end of the minutes  
**Apologies:** List at end of the minutes

*LPPN = Limerick Public Participation Network*

*LCCC = Limerick City and County Council*

*SPC = Strategic Policy Committee*

*DCRD = Department of Community and Rural Development*


Agenda item	Detail	Action	Who	When
<b>Welcome address</b>	<p>Vidette Ryan Molyneaux welcomed everyone on behalf of the LPPN Secretariat. Key points:</p> <ul style="list-style-type: none"> <li>• There has been a significant time lapse since LPPN members last met</li> <li>• LPPN is now hosted by LCCC for the time being at least. This is an important development that shows the positive and collaborative relationship the Secretariat has built over the past year and a half with LCCC</li> <li>• LPPN now has the findings of LCCC’s independent review which highlights some key issues that need to be addressed as a matter of priority</li> <li>• This meeting is about LPPN – learning from the past and re-energising it for the future - so that member groups and the many other volunteer-led organizations in Limerick can benefit, and in turn the citizens of Limerick can benefit</li> <li>• A 5-year strategy to support the community and voluntary sector in Ireland was recently published by the DCRD. One of its 11 objectives is very much about recognizing and supporting PPNs in Ireland as the primary mechanism for communities to engage with local government decision-making</li> <li>• The agenda tonight has two main items. Firstly, Seamus O’Connor of Limerick City and County Council will address the 2018 independent review of LPPN. Secondly, we need to find a way forward and we need to do this in a way that honours the principles and values of PPN’s. Mo Foley Walsh, LPPN interim resource worker, will facilitate the discussion. This second item has to be the focus of tonight. The desired outcome of tonight is that we have an agreed workplan for the coming months.</li> </ul>			
<b>Agenda item</b>	<b>Detail</b>	<b>Action</b>	<b>Who</b>	<b>When</b>
<b>LPPN Review of Governance and Recruitment Process 2018</b>	<p><b><u>Item 2. LPPN Review of Governance and Recruitment Process 2018</u></b>  <i>(The report was circulated in advance of this meeting with the Plenary meeting notice and agenda to the <u>named contacts</u> on the LPPN database.)</i></p> <p>Seamus O’Connor addressed the 2018 independent review – key points:</p> <ul style="list-style-type: none"> <li>• LCCC is committed to supporting the LPPN and recognises the importance of its role in enhancing democracy at a local level through representation on Council committees.</li> <li>• LCCC fully respects the independence of the LPPN.</li> <li>• LPPN is joint-funded by the DCRD and LCCC – €110,000 [€75,000 from DCRD and €30,000 from LCCC].</li> <li>• LCCC is responsible for the administration of these public funds and has a duty to account for all public monies it manages.</li> <li>• Following concerns raised by representatives of LPPN members in 2017, LCCC took the decision to withhold funding to LPPN. The concerns were around procedural and governance issues.</li> </ul>	Recirculate the independent review to LPPN members via the contacts on the LPPN database	MFW	ASAP

- An independent review was commissioned using existing internal audit processes within LCCC and was done to look at LCCC’s decision to withhold the funding.
- Some of the recommendations in the report have been implemented, some are in progress and some are outside LCCC’s remit.
- In addition to LPPN governance and procedural issues, the review also highlights areas for improvement for LCCC, particularly around communications.
- New national guidelines for PPNs are due later this year and are based on learning at a national level.
- With the recent Local Elections and a new Council and new SPCs in place, this is an ideal time to start afresh.
- There is a need now to look forward and focus on the future. Hopefully a stronger LPPN will emerge from the learning gained.

Key points from the discussion that followed:

- A small number of those present (4-5 people) stated they did not see/receive the report. *(The report was circulated in advance of this meeting with the Plenary meeting notice and agenda to the named contacts on the LPPN database.)*
- No communications happened between the Secretariat and the LPPN members because there was no access to the membership database. The DCRD closed down all access to this database and only reopened limited access to it in last 3 months. This shutdown was due to a breach of the database in early 2018.
- A reason for taking so long to have a Plenary meeting was there was a need to first have a concrete proposal to bring to the Plenary to move things forward and there was an expectation of having the new national PPN guidelines from DCRD at this stage. There has also been no way to contact members of LPPN as there was no access to the LPPN contacts database.
- There is a recommendation in the independent review to explore dissolving the LPPN company. This cannot be actioned as long as there are any potential liabilities. The LPPN company directors have a shared responsibility to act in the best interests of the company. As the setting up of the LPPN company was a Plenary decision. Closing it will be a Plenary decision.
- The choice of solicitors was queried and whether there is a conflict of interest/a question over the independence of the LPPN from LCCC in the choice of solicitors (the current solicitor for the LPPN directors is a LCCC solicitor). Vidette Ryan Molyneaux clarified that the company directors

	<p>initially received free legal advice through Citizens Information, and subsequently from a private solicitor, Leahy and Partners Solicitors. Legal proceedings are ongoing and therefore are not for discussion.</p> <ul style="list-style-type: none"> <li>• It was queried who is paying for the legal costs of the LPPN company. Some Secretariat members are company directors. It is they who decide on company issues and have access to the LPPN funding to cover legal costs.</li> <li>• It was alleged that one of the current Secretariat members has been bullied by other current Secretariat members. Seamus O'Connor advised that this was a serious allegation and this should be addressed through the appropriate channels.</li> <li>• It was generally acknowledged that 1) LPPN Plenary decisions need to be respected and followed through on by the Secretariat at all times, 2) differences of opinion within the Secretariat have been unhelpful and 3) a mechanism for LPPN representatives on SPC's to report back is necessary (i.e. Linkage Groups).</li> <li>• It was stated by one of those present that what was needed now was to move forward, learn from the past and not have 2-3 people dominating tonight's meeting. This was generally applauded and the discussion concluded.</li> <li>• <i>[At least two people left during this part of the meeting]</i></li> </ul>			
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Agenda item	Detail	Action	Who	When
LPPN going forward	<ul style="list-style-type: none"> <li>Mo Foley Walsh gave some information on national guidelines and local circumstances to set the context for the discussion on the LPPN going forward.</li> </ul> <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;"> <p><b>To keep in mind: wider context</b></p> <p><i>Working Group Report on Citizen Engagement with Local Government (2014)</i></p>  <p><u>Functions:</u></p> <ol style="list-style-type: none"> <li>Facilitate participation &amp; representation of communities</li> <li>Strengthen the capacity of communities &amp; groups</li> <li>Provide information...a hub</li> </ol> </div> <div style="text-align: center;"> <p><b>To keep in mind: local context</b></p> <ol style="list-style-type: none"> <li>PPN Review</li> <li>New Limerick City &amp; County Council Strategic Policy Committee (SPC) Scheme</li> <li>November 2019 Council meeting</li> <li>Joint Policing Committee (JPC)</li> <li>Local Community Development Committee (LCDC)</li> </ol> </div> </div> <ul style="list-style-type: none"> <li>There was some discussion on whether those present wished to proceed to discuss priority actions for the coming months. It was proposed by the representatives of one member group that this discussion not proceed.</li> <li>The proposal was put to the vote [each member group had one vote and a representative raised a card that had been in their voting pack to show their position on a given question].</li> <li>To the question, “Do you agree to now proceed to answer this question, ‘What should be our priorities up to June 2020?’, 41 raised their cards to say yes, 1 raised a card to say no and 1 raised a card to abstain</li> </ul>	Progress agreed workplan	MFW  MFW and Secretariat	ASAP  ASAP

- Round table discussions then started with all the ideas noted on the flipchart assigned to each table (10 tables). Once people in the small groups were clear about what was on their flipcharts, each LPPN member group represented at the small tables rated the ideas by putting little stickers beside their preferred choices of immediate (blue dots) and medium (red dots) term.
- Each table was invited to feedback their most highly rated immediate and medium term priority.
- The highest rated priorities for all those who attended the Plenary were noted on a flipchart and summarised as follows:

Priority actions	When
<b>Two plenary meetings – one in October and one in November</b> <ul style="list-style-type: none"> <li>• First plenary meeting to elect new Secretariat</li> <li>• Second plenary meeting to ratify nominations to represent the LPPN on SPC's</li> </ul>	<b>October 2019</b> <b>November 2019 (before LCCC meeting on 25<sup>th</sup> November)</b>
<b>Establish Linkage Groups who elect PPN representatives to SPC's</b>	<b>ASAP</b> <i>(following correspondence from LCCC to invite LPPN representatives to sit on Council committees)</i>
<b>Training on PPN and LCCC structures for all interested representatives of LPPN members</b>	<b>ASAP before year-end</b>

- The above workplan was voted on. 43 votes in favour. Workplan was adopted by the Plenary.
- *[The flipcharts from each of the tables were gathered after the meeting and are pasted into this document]*

**Closing remarks**

Mo Foley Walsh briefly concluded the meeting that had run overtime by 30 minutes. Everyone was thanked for coming. Limerick PPN now has a workplan for the coming months that needs to be implemented and accounted for.

• (LEARN THE AIR - W.A.T.)  
 • REFORM PPN & ADMIN  
 AT SEPARATE MEETING

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• REPS IN THE SAME MEETING SITTING  
 @ SAME TABLE

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• ESTABLISH CLEAR TOR, PURPOSE  
 PROCEDURES & COSTS OF WORKING  
 (COMM. COSTS)

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• INVESTIGATION/EXAMINATION  
 WHAT PPN IS

① WORKSHOP - WORKING GROUP  
 ON SECRETARIAT

② FRESH START by  
 Electing a new  
 Secretariat

③ Fill Positions  
 S.P.C.s

④ Current members of  
 S.P.C.s shall be  
 with responsibilities

① Workshop - induction  
 hold secretariate  
 elections

② Share which  
 organisations are  
 members

③ Agree new procedures  
 frameworks agreements

① Elect New Secretariat

② Clarify Governance Policy  
 & Procedures

③ TOR Clarify TOR Linkage  
 groups

④ Clarify LG & Nominate

• ELECT NEW SECRETARIAT BY NOV/DEC-1

• SET UP OF REFERENCE FOR LINKAGE  
 GROUPS ETC BY JUNE 2020 - 4

• EXTEND REFERENCE TO SPC NOMINATION  
 OR CLARIFY WHY THIS IS NECESSARY?

• INVOLVEMENT DELIVER RECOMMENDATION  
 ASAP - 5

• RE-ESTABLISH LINKAGE GROUPS BY 3

• Considered as an introduction  
 for the meeting  
 the PPN should be  
 prepared

① Linkage Groups to  
 be formed

② Reminders for SPC  
 Linkage  
 Groups

③ Clarification on  
 Company/Structure  
 And a re-deal

• The Code of Conduct  
 Clear

• Full explanation of  
 SPC structure, linkage groups  
 & responsibilities + role

• Mandate Secretariat election  
 Consent to start work +  
 financial for initiation

• Dates - to help

• Actions - the report to  
 be discussed & implemented ASAP

• Regular (by quarterly) meetings  
 Core Committee between  
 SPC & Secretariat

① A Clear NEW  
 Code of Conduct

② Write a speaker from  
 one of the PPNs  
 to present to this group

③ Prioritise setting up  
 SPC groups

④ Policies + Procedures  
 to be developed

⑤ Workshops on working of PPN

• NEW SECRETARIAT

• TRANSPARENCY

• FAIR PROCEDURES  
 +  
 NATURAL JUSTICE

• NEW SECRETARIAT

• Consistent & important what  
 we give - transparency  
 • IMPROVED MEETING  
 • GOOD GOVERNANCE REQUIRED

New Secretariat - begin process

Setup Linkage Groups

Election of Reps onto the SPC

New Coordinator for PPN  
 ↳ Independent Coordinator

Review of the structure +  
 existence of PPN

<b>LPPN member group/organisation name</b>	<b>Group Pillar</b>	<b>Municipal District</b>	<b>Name of representative(s) who attended the Plenary meeting</b>	<b>Apologies received</b>
ACM Community Development Society Limited	Community	Limerick Metropolitan	Breda Casey	
Acquired Brain Injury Ireland	Social Inclusion	Limerick Metropolitan	Alan O'Connell	
Adare Business Association	Community	Adare-Rathkeale	Proinsias McMahon	
Adare Community Trust	Community	Adare-Rathkeale	Dan Neville	
An Taisce	Environment	Limerick Metropolitan	Breda Hayes	
An Taisce	Environment	Limerick Metropolitan	Michelle Hayes	
Anglesborough Tidy Towns	Community	Cappamore-Kilmallock	Patrick English	
Athea/Carrigkerry/Old Mill Dev. Ass. Ltd	Community	Newcastle West	John O'Sullivan	
Athea/Carrigkerry/Old Mill Dev. Ass. Ltd	Community	Newcastle West	Pat King	
Barnardos Limerick	Social Inclusion	Limerick Metropolitan	Aoife Browne	
Barnardos Limerick	Social Inclusion	Limerick Metropolitan	Laura Keane	
Doras Luimní	Social Inclusion	Limerick Metropolitan	Donna Vuma	
Down Syndrome Limerick	Social Inclusion	Limerick Metropolitan	Paul Burkley	
Feale Biodiversity	Environment	Newcastlewest	Anneke Vreiling	
Garryowen CDP	Community	Limerick Metropolitan	John BATTERY	
Garryowen CDP	Community	Limerick Metropolitan	Kieran Walsh	
Glin Going Strong Club	Social Inclusion	Newcastle West	Patrick Cummins	
GROW in Ireland	Social Inclusion	Limerick Metropolitan	Rob Stephen	
Hospital Family Resource Centre	Social Inclusion	Cappamore-Kilmallock	Noreen Meagher	
Kantoher Development Group	Community	Newcastle West	Jack O Connor	
Kilfinane Community Council	Community	Cappamore-Kilmallock	Tommy O'Sullivan	



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Kilmurry Arts & Heritage Centre	Community	Limerick Metropolitan	Marian Hurley	
Knocklong Development Association CLG	Community	Cappamore-Kilmallock	Mary Harty	
Limerick Civic Trust	Community	Limerick Metropolitan	Rose Anne White	
Limerick Community Education Network	Social Inclusion	Limerick Metropolitan	Kay Flanagan	
Limerick Cycling Campaign	Community	Limerick Metropolitan	Bruce Harper	
Limerick Dragons	Social Inclusion	Limerick Metropolitan	Vidette Ryan Molyneux	
Limerick Grow It Yourself	Environment	Limerick Metropolitan	Trish Forde Brennan	
Limerick Seniors Forum	Community	Limerick Metropolitan	Oliver Creighton	
Limerick Seniors Forum	Community	Limerick Metropolitan	Noreen Waters	
Mayorstone Coolrairie Residents Association	Community	Limerick Metropolitan	Eoin O Conchuir	
Monaleen Park Residents' Association	Community	Limerick Metropolitan	Kevin Haugh	
Moyross Residents Forum CLG	Community	Limerick Metropolitan	Tracey Mc Elligott	
NCCWN Limerick Women's Network	Social Inclusion	Limerick Metropolitan	Edel Geraghty	
Novas	Social Inclusion	Limerick Metropolitan	Anne Cronin	
Ormston house	Community	Limerick Metropolitan	Niamh Brown	
Patrickswell Community Council CLG	Community	Limerick Metropolitan	Stephen Moore	

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Patrickswell Community Council CLG	Community	Limerick Metropolitan	Stephen Moore	
Rape Crisis Midwest	Social Inclusion	Limerick Metropolitan	Miriam Duffy	
Rape Crisis Midwest	Social Inclusion	Limerick Metropolitan	Catherine Duffy	
Rescue the River Shannon Group	Environment	Limerick Metropolitan	Jim Long	
Saint Mary's Cathedral	Community	Limerick Metropolitan	Catherine Caball	
Shine	Social Inclusion	Limerick Metropolitan	Rachel Collopy	
SMILE SCP	Social Inclusion	Limerick Metropolitan	Susan O'Neill	
Southill Family Resource Centre	Social Inclusion	Limerick Metropolitan	Jim Prior	
Southill Men's Shed	Community	Limerick Metropolitan	Shane Burke	
Southside Women's Group.	Social Inclusion	Limerick Metropolitan	Geraldine Minogue	
St Marys Athletic Club Rathkeale	Community	Adare-Rathkeale	Jim Galvin	
St. Mary's Adult Education Group	Community	Limerick Metropolitan	Brian Thompson	
St. Mary's Adult Education Group	Community	Limerick Metropolitan	Helen Flanagan	
St. Munchins Community Centre	Community	Limerick Metropolitan	Linda Ledger	
Step Forward Disability Group	Social Inclusion	Cappamore-Kilmallock	Martha Potter	
Step Forward Disability Group	Social Inclusion	Cappamore-Kilmallock	Maureen Browne	

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Tait House	Social Inclusion	Limerick Metropolitan	Michael Quilligan	
Tournafulla Community Council	Community	Newcastle West	Jojo Collins	
Tournafulla Community Council	Community	Newcastle West	Laura Hogan	
YOUNG MUNSTER RFC	Community	Limerick Metropolitan	Michael Foley	
YOUNG MUNSTER RFC	Community	Limerick Metropolitan	Nay Cantillon	
Local Link Limerick Clare	Social Inclusion	Newcastle West		Ann Gaughan
Community Companions Moyross	Social Inclusion	Limerick Metropolitan		Anne-Marie O'Connor
Limerick City CDP	Social Inclusion	Limerick Metropolitan		Cally Jeffers and Deborah Tannehill
Limerick City Build	Social Inclusion	Limerick Metropolitan		Catherine O'Halloran
LPPN Secretariat				Cian Devane and Margaret O'Sullivan
GOSHH	Social Inclusion	Limerick Metropolitan		Cillian Flynn and Ann Mason
Limerick Mental Health Association	Social Inclusion	Limerick Metropolitan		Claire Flynn
Our Lady of Lourdes Community Services Group	Social Inclusion	Limerick Metropolitan		Eimear O'Connor
Mid West Deaf Community	Community	Limerick Metropolitan		Ger Boyce
Pallas United Soccer Club	Community	Cappamore-Kilmallock		Noreen Stokes
Raheen Active Retirement Association	Community	Limerick Metropolitan		Peg Grimes and Anne Ryan
Headway	Social Inclusion	Limerick Metropolitan		Richie Reeves

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Jigsaw Limerick	Social Inclusion	Limerick Metropolitan		Siobhán Wilmott
The Paddy Dakar	Community	Cappamore-Kilmallock		Stephen Byrne
EMPLOYABILITY LIMERICK	Social Inclusion	Limerick Metropolitan		Ursula Mackenzie
BERGERIE TRUST CLG	Social Inclusion	Limerick Metropolitan		
BGM community council CLG	Community	Cappamore-Kilmallock		
BGM Community Support Services Centre	Community	Cappamore-Kilmallock		
Cappamore Historical Society	Community	Cappamore-Kilmallock		
Castleconnell Project Limited	Community	Limerick Metropolitan		
Central Buildings Community Project	Community	Limerick Metropolitan		
Dooradoyle raheen mens shed	Community	Limerick Metropolitan		
Extern	Social Inclusion	Limerick Metropolitan		
Herbertstown & District Mens Shed	Community	Cappamore-Kilmallock		
Irish Georgian Society - Limerick Chapter	Community	Limerick Metropolitan		
Irish Wheelchair Association	Social Inclusion	Limerick Metropolitan		
Knocklong, Glenbrohane and Elton Voluntary Housing Association CLG	Community	Cappamore-Kilmallock		

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Limerick City Community Radio CLG	Community	Limerick Metropolitan		
Limerick Food Group	Community	Limerick Metropolitan		
Limerick Regeneration Community Consultative Forum	Social Inclusion	Limerick Metropolitan		
NCBI - working for people with Sight Loss	Social Inclusion	Limerick Metropolitan		
Order of Malta Ireland Ambulance Corps Limerick	Community	Limerick Metropolitan		
Soroptimist International Limerick & District	Community	Limerick Metropolitan		
Southill Dining Club / Retirement Group	Social Inclusion	Limerick Metropolitan		
Southill Hub	Community	Limerick Metropolitan		
Southill residents	Social Inclusion	Limerick Metropolitan		
St. Michael's Rowing Club	Community	Limerick Metropolitan		
The Limerick Writers' centre	Community	Limerick Metropolitan		
Vale View residents Kilfinane	Community	Cappamore-Kilmallock		
<b>In attendance:</b> Mo Foley Walsh, LPPN Interim Resource Worker Seamus O'Connor, Limerick City and County Council [for first half of the meeting]				

**Record of the meeting taken as a fair and accurate reflection of the discussion and adopted at Plenary meeting:**

**FACILITATOR: Signature** \_\_\_\_\_ **Print Name** \_\_\_\_\_ **Date:** \_\_\_\_\_