



14 JANUARY 2019

CIRCULAR CVSP 01/2020

### **National PPN Conference 2020**

Dear Director,

The Department of Rural and Community Development and the National PPN Advisory Group are seeking joint Expressions of Interest (EOIs) from PPNs and their respective local authorities to organise and host the 2020 National PPN Conference.

The purpose of the annual PPN Conference is to showcase the operation and achievements of PPNs in practice. It is also an opportunity for local authorities to showcase their commitment and support of the Network and the fundamental principles behind Citizen Engagement.

The National PPN Conference provides an invaluable networking opportunity for PPN Resource Workers, PPN Secretariats and local authority staff to share experiences and to learn from one another. 2020 will be the fourth such Conference. Each year's Conference builds on the success and experiences gained from the previous years' events to provide further impetus for the ongoing development of the PPN network.

It is proposed to organise the Conference in September/October 2020 on a date that does not clash with any other National

Community type event. It is envisaged that up to 250 delegates will attend.

Following the lessons learned from previous Conferences, the National PPN Advisory Group has recommended that the 2020 Conference takes place **over Friday and Saturday**, starting with field trips on the Friday afternoon, with a full day's Conference on the Saturday.

Past conferences have used field trips to show how public participation works in practice. Imaginative and innovative proposals will be a matter entirely for the hosting PPN/local authority within the time frame for a conference.

With the exception of delegates' accommodation costs, the Department covers the cost of the conference. Accommodation costs are a matter for the relevant individual PPNs and local authorities, as appropriate.

If your PPN/local authority is interested in hosting this year's conference, please provide a joint EOI to the National PPN Advisory Group as soon as possible but certainly before 31<sup>st</sup> January 2020. Returns should be made to [ppn@drccd.ie](mailto:ppn@drccd.ie) with the title "2020 Conference"

The following issues must be addressed as part of the joint EOI:

- Venue; this must meet all reasonable requirements, particularly accessibility, sufficient space for delegates with access to smaller rooms for sub-group events. Consideration could be given to delegates who wish to book rooms for overnight stays, venue must have adequate satisfactory rooms.
- Public transport options;
- Green/Low carbon options;
- Provision for Field Trips: these have been both popular and informative at prior events.
- Proposed collaboration arrangements between the PPN and the local authority
- Details of support resources to be provided by the local authority e.g. staff

- Proposed theme for the Conference
- Cost: please indicate in your proposal expected costs for the following items;
  - Venue
  - Accommodation
  - Transportation
  - Catering
  - Speaker fees
  - Activities
  - Marketing
  - Team members
  - Any other costs

A subgroup of National Advisory Group will review all EOIs received and decide on the successful proposal. This subgroup will then work closely with the successful PPN/local authority in overseeing the preparations for the 2020 Conference.

Any queries, please contact Ellie Corcoran at 076 100 6841

[ellie.corcoran@drccd.gov.ie](mailto:ellie.corcoran@drccd.gov.ie)

Best wishes,



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Ciara Bates  
Principal

cc to each Resource Worker and for onward transmission to the Secretariat.