

An Introduction to MyPoint

Limerick Public Participation Network

November 2020

Webinar Summary

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Mypoint.limerick.ie

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 Register new user

Get your free account for creating and managing your submissions to Limerick City & County Council.

 Make a Submission

Once registered you can make various observations as part of your submission, add map locations, upload files and submit.

Welcome to MyPoint

The public collaboration and consultation portal of Limerick City and County Council

Topics covered

- The history and background of MyPoint
- Differences between Consultations and Surveys
- Three types of consultations
- Making a submission and subsequent moderation
- Public surveys
- PPN Elections
- Registering a MyPoint account
- Points of clarification

History and background of MyPoint

- We live in an increasingly Digital world
- Many citizens would not consider writing a formal letter and posting it
- Limerick City & County Council wanted to engage with digitally savvy citizens
- Our Digital Services Department engaged “CiviQ” as a platform supplier
- CiviQ provide a similar consultation portal service to Fingal, South Dublin, Cork City, Kilkenny, Meath, Kildare and Wexford Councils.
- In other councils, the portal is typically named as “Consult”, e.g. (<https://consult.fingal.ie/en>)
- In Limerick, the platform was badged as “MyPoint”
- The name reflects our wish for citizens to get across “my point”
- We continue to cater for traditional consultation methods
- MyPoint is another channel of communication

Differences between Consultations & Surveys

- Consultations and surveys may sound alike, but there can be subtle differences

Consultation	Survey
<ul style="list-style-type: none"> A more formal process 	<ul style="list-style-type: none"> A less formal process
<ul style="list-style-type: none"> Tends to be driven by a legislative requirement, e.g. Planning and Development legislation, EU Habitats Directive, etc 	<ul style="list-style-type: none"> Unlikely to be driven by legislation
<ul style="list-style-type: none"> Part VIII Local Authority developments, Local Area Plans, Development Plans, etc 	<ul style="list-style-type: none"> Objective is to gather public opinion or suggestions about a project or scheme
<ul style="list-style-type: none"> Likely that detailed information is being presented to the public, e.g. reports, maps, sketches, environmental assessments, etc 	<ul style="list-style-type: none"> Can be a mixture of qualitative and quantitative questions
<ul style="list-style-type: none"> Public asked to comment on specific chapters, topics, themes 	<ul style="list-style-type: none"> Comments and opinions can drive future thinking
<ul style="list-style-type: none"> Pre-moderation required by Limerick City and County Council moderators 	<ul style="list-style-type: none"> Submissions are never visible to the general public
<ul style="list-style-type: none"> Approved submissions can be published on MyPoint (visible to fellow citizens) 	
<ul style="list-style-type: none"> Submissions can underpin Chief Executive's Report, where necessary 	

Three different types of consultations

Interactive Document consultation	Simple one-page consultation	Advertising 3 rd party consultation
<ul style="list-style-type: none"> Multiple chapters 	<ul style="list-style-type: none"> A single one-page consultation 	<ul style="list-style-type: none"> LCCC are advertising a consultation for a third party, e.g. An Bord Pleanala
<ul style="list-style-type: none"> Significant level of documents and materials 	<ul style="list-style-type: none"> Moderate level of documents and materials 	<ul style="list-style-type: none"> Moderate level of documents and materials
<ul style="list-style-type: none"> “Make a Submission” button is visible 	<ul style="list-style-type: none"> “Make a Submission” button is visible 	<ul style="list-style-type: none"> There is no “Make a Submission” button. LCCC are not accepting submissions.
<ul style="list-style-type: none"> Citizen can decide which chapter(s) and topic(s) to comment upon 	<ul style="list-style-type: none"> Citizen can decide which themes or questions to comment upon 	
<ul style="list-style-type: none"> Scope to add attachments and draw interactive maps, where activated 	<ul style="list-style-type: none"> Scope to add attachments and draw interactive maps, where activated 	
<ul style="list-style-type: none"> Multiple observations can be made 	<ul style="list-style-type: none"> Multiple observations can be made 	
<ul style="list-style-type: none"> Submissions need to be moderated 	<ul style="list-style-type: none"> Submissions need to be moderated 	

Making a submission and moderation

- To make a submission on a particular consultation, a user must log into his/her MyPoint account..... or register a MyPoint account
- The user can pick what chapter/topic/theme they want to comment upon
- It is possible to make multiple observations within a single submission. You don't have to create a submission for every single observation
- It is possible to save a draft and complete the submission at a later date
- Submissions are subject to a Moderation Policy. They won't appear on MyPoint until the LCCC moderator has reviewed them.
- Reasonable debate is allowed, but unacceptable content won't be permitted (obscenity, libel, hate speech, etc)
- Personal information can be redacted by the Moderation Team before approval (e.g. PPS numbers, phone numbers, etc)

Public Surveys

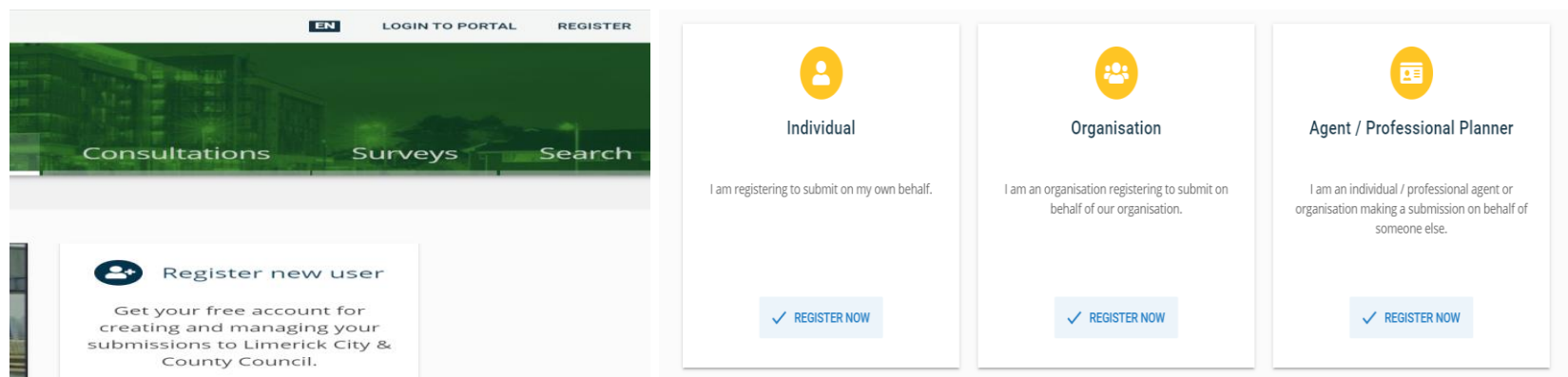
- Public surveys can be a great way to “take the pulse” of the community
- The information gathered during a survey can inform future decision-making
- The survey can be designed to capture
 - Quantitative questions (Yes/No, Ranking, Frequency, etc)
 - Qualitative questions (Tell us what you think about xyz!!)
- Survey responses are not published on MyPoint for the general public to see.
- Survey responses are accessible by the Limerick City and County Council survey editors.
- The Westfields Wetlands Survey was a hugely successful survey that generated 219 separate submissions from engaged citizens.

PPN Elections

- The Covid-19 public health requirements affected the PPN's ability to hold traditional "in-person" elections
- There was a pressing need for the PPN Secretariat to fill vacant PPN seats on Local Authority committees
- Working with Limerick City and County Council, the Secretariat engaged CiviQ to deliver an e-Voting solution on MyPoint
- The first elections were successfully held in July 2020, with further elections since then
- The electorate is formed from the PPN Linkage Groups
- Each Linkage Group member nominates one person to vote on their behalf. Each elector can vote just once.
- The general public cannot see the election. It is private.
- The Secretariat are furnished with the ballot results when the election has closed.
- It is possible to tell who voted, but not how they voted


Registering a MyPoint account

- For individuals, organisations and agent/planners
- Click “Register new user” on the Home Page
- Pick your type




EN LOGIN TO PORTAL REGISTER

Consultations Surveys Search


 Register new user

Get your free account for creating and managing your submissions to Limerick City & County Council.

 Individual


I am registering to submit on my own behalf.

✓ REGISTER NOW

 Organisation

I am an organisation registering to submit on behalf of our organisation.

✓ REGISTER NOW

 Agent / Professional Planner

I am an individual / professional agent or organisation making a submission on behalf of someone else.

✓ REGISTER NOW

- Fill out the form as required. Some questions are mandatory.
- Remember to pick a strong password – upper case, lower case, number and special character
- Confirm that you agree with the Privacy Policy

☐ I have read and accept the Privacy Policy *

- Finally, an email will be sent by noreply@mypoint.limerick.ie to your Inbox or Junk/Spam
- The final step is to click the token link within the email and you're all set!!

Points of clarification

A few points of clarification, based on questions raised during the Webinars

1. MyPoint is not intended to address **planning applications to the Local Authority**, e.g. Mr. Jones objecting to his neighbour Mr. Smith's new extension.
2. Submissions can be edited by the citizen until the Closing Date - even if the submission has already been approved by the moderator.

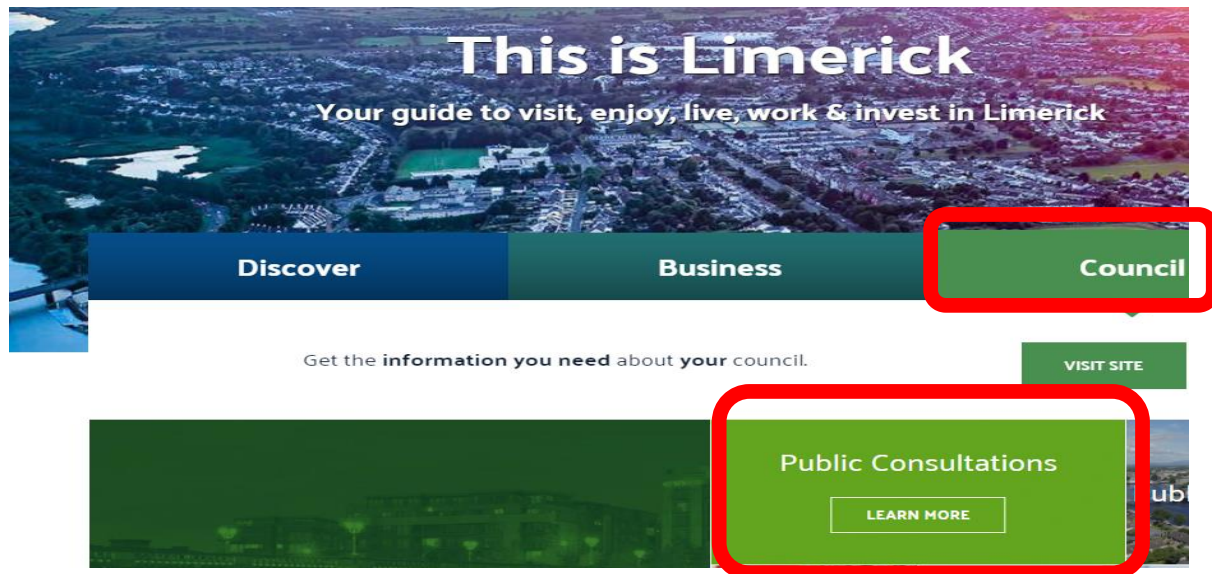
In simple terms, the old submission becomes "Unapproved".

The new submission has to be moderated and approved again.

3. When registering a new MyPoint account, the token link that arrives in your Inbox or Junk/Spam has to be clicked. That is the final step in registration.

Easier access to MyPoint on the Council website

- ✓ Since the webinar, the MyPoint panel on the Council website (www.limerick.ie) has increased in prominence.
- ✓ Less clicks are required.
- ✓ When you access www.limerick.ie, please click “Council”
- ✓ There is now a tile for “Public Consultations”



Thank You!!