

# Secretariat Report to Annual General Meeting of Limerick PPN, 2<sup>nd</sup> December 2021

## 1 PPN Plenary Meetings

- 15<sup>th</sup> April 2021 – Launch of 2020 Annual Report by Cllr. Michael Collins, Mayor of the City and County of Limerick
- 2<sup>nd</sup> December 2021 – to ratify Proposed updated PPN constitution

## 2 Achievements

The following are the main achievements of the PPN since the December 2020 Plenary.

### 2.1 Membership

Membership of Limerick PPN continues to grow with current membership standing at 160.

Breakdown of membership is:

Municipal District	2021	2020	Pillar	2021	2020
Adare Rathkeale	14	9	Social Inclusion	51	47
Newcastle West	15	11	Community	99	75
Cappamore-Kilmallock	29	23	Environment	10	10
Metropolitan	102	89			
<b>Total</b>	<b>160</b>	<b>132</b>		<b>160</b>	<b>132</b>

### 2.2 Secretariat

The Secretariat continues to function well and is meeting regularly with 11 meetings so far this year. Three new Secretariat members were elected in March this year. There were a further 2 resignations when we said goodbye to John Buttery and Patrick Fitzgerald whose contribution in facilitating Limerick PPN through the initial period of Covid-19 was much appreciated. One of these seats was filled in the recent elections with one Social Inclusion Pillar seat remaining Vacant.

### 2.3 Constitution

As per the 2021 Workplan, a review of the PPN constitution ratified by the Plenary in February 2020, took place at the beginning of the year. This was carried out with Social Justice Ireland to bring it into line with the updated Handbook for PPNs published by the Government in December 2020, which they had worked on with the Department of Rural & Community Development (DRCD) and other stakeholders. The proposed updated PPN constitution comes before the Plenary for ratification this evening.

### 2.4 2020 Annual Report

The 2020 Annual Report was prepared by the Secretariat and launched by Cllr. Michael Collins, Mayor of the City and County of Limerick, at the April Plenary. It was shared with the DRCD and will be included in the national PPN annual report which is due to be published later this month. A lot was achieved by Limerick PPN in 2020 despite the challenges

presented by Covid-19. The 2020 Annual Report can be viewed on the website and the National PPN annual report will be shared with members once published.

## 2.5 Nomination and Election of PPN Representatives to Local Structures

Two rounds of PPN elections were held in March and November fulfilling a key aim in the 2021 workplan to fill vacant seats on Council or other committees. These were once again facilitated by having access to Limerick City and County Council's MyPoint platform – giving the PPN a secure platform for online elections to take place. All of the successful candidates in the November elections were ratified at the full meeting of Limerick City and County Council on November 22. All PPN seats on external committees are now filled. The current breakdown of the representation across the various Council committees is as follows:

	Committee	No. of seats	No. of PPN Reps		Total occupied seats	% occupied seats	No. of empty seats	No. of Community and Voluntary Pillar Reps	No. of Social Inclusion Pillar Reps	No. of Environmental Pillar Reps
			Male	Female						
1	Joint Policing Committee	7	4	3	7	100%	0	3	3	1
2	Local Community Development Committee	5	3	2	5	100%	0	2	2	1
3	Travel & Transportation SPC	4	2	2	4	100%	0	2	1	1
4	Climate Action, Biodiversity & Environment SPC	4	2	2	4	100%	0	2	0	2
5	Community, Leisure & Culture SPC	7	3	4	7	100%	0	4	2	1
6	Home and Social Development SPC	5	1	4	5	100%	0	4	1	0
7	Economic Development, Enterprise & Planning SPC	4	3	1	4	100%	0	2	1	1
8	Limerick URBACT Health & Greenspace local group	2	1	1	2	100%	0	1	1	0
		<b>38</b>	<b>19</b>	<b>19</b>	<b>38</b>		<b>0</b>	<b>20</b>	<b>11</b>	<b>7</b>
			38					38		

### List of all the PPN representatives:

Limerick PPN Representatives on Local Community Development Committee (LCDC)		
Name	PPN Pillar	Nominating body
Linda Ledger	Community	St. Munchin's Community Centre
Tony Lynch	Community	Moyross Residents Forum
Leona O'Callaghan	Social Inclusion	The Haven Hub
Jim Prior	Social Inclusion	Southill Family Resource Centre
David Tobin	Environment	Limerick Pedestrian Network

<b>Limerick PPN Representatives on Joint Policing Committee (JPC)</b>		
<b>Name</b>	<b>PPN Pillar</b>	<b>Nominating body</b>
Frank Dennison	Community	Abbeyfeale Community Council
Denise Dunne	Social Inclusion	ADAPT Domestic Abuse Services
Cillian Flynn	Social Inclusion	GOSHH
Dr Breda Hayes	Environment	Environmental Trust Ireland
Shirley Johnston	Community	Limerick Suicide Watch
John Nugent	Community	Garryowen Residents Association
Joe Slattery	Social Inclusion	Northstar Family Support Project
<b>Limerick PPN Representatives on Travel and Transportation SPC</b>		
<b>Name</b>	<b>PPN Pillar</b>	<b>Nominating body</b>
Maureen Browne	Social Inclusion	Step Forward Disability Group
Ailish Drake	Community	Limerick Chapter of the Irish Georgian Society
Bruce Harper	Community	Limerick Cycling Campaign
Frank Heffernan	Environment	Environmental Trust Ireland
<b>Limerick PPN Representatives on Home and Social Development SPC</b>		
<b>Name</b>	<b>PPN Pillar</b>	<b>Nominating body</b>
Una Burns	Social Inclusion	Novas
Anne Cronin	Community	Limerick Cycling Campaign
Patrick English	Community	Anglesboro Tidy Towns
Tracy McElligott	Community	Moyross Residents Forum
Siobhán Reidy	Community	Corran-Deel Voluntary Housing Association
<b>Limerick PPN Representatives on Community, Leisure and Culture SPC</b>		
<b>Name</b>	<b>PPN Pillar</b>	<b>Nominating body</b>
Josephine Butler	Environment	Environmental Trust Ireland
Mary Conlon	Community	Ormston House
Padraig Lohan	Community	Oola Tidy Towns
Karen O'Donnell O'Connor	Social Inclusion	Southill Hub
Maura Meaney	Social Inclusion	NCBI Limerick
Pete Moles	Community	Emerging Limerick Filmmakers
Keith Pigott	Community	Limerick Food Group
<b>Limerick PPN Representatives on Climate Action, Biodiversity and Environment SPC</b>		
<b>Name</b>	<b>PPN Pillar</b>	<b>Nominating body</b>
Michelle Hayes	Environment	Environmental Trust Ireland
Caillum Hedderman	Community	Limerick 46th Ballybricken Scout Group
Denis Mc Auliffe	Community	Great Southern Trail
Ailís Ní Chofaigh	Environment	Limerick Pedestrian Network
<b>Limerick PPN Representatives on Economic Development, Enterprise and Planning SPC</b>		
<b>Name</b>	<b>PPN Pillar</b>	<b>Nominating body</b>
Keith Enright	Social Inclusion	ASD Ireland
Declan Hehir	Community	BGM Community Council
Madeleine Lyes	Environment	Limerick Pedestrian Network
Brian Thompson	Community	St. Mary's Adult Education Group
<b>Limerick PPN Representatives on URBACT Health &amp; Greenspace Local Group</b>		
<b>Name</b>	<b>PPN Pillar</b>	<b>Nominating body</b>
Tracey Lynch	Social Inclusion	Limerick Mental Health Association
Kevin Haugh	Community	Monaleen Park Residents Association

## 2.6 PPN events

A number of events in line with the core role and functions of the PPN were held in 2021.

	Session/ event/ meeting	Presenter/ partner	Where	When	Approx. no. of participants	Other details	Relationship to PPN objectives
1	<b>Introductory training on the Public Sector Duty</b>	Community Law and Mediation	Zoom	Jan 26	15	Addresses one of the needs identified in the 2019 annual report; gives support to the Social Inclusion Pillar members; significant piece of legislation that public bodies are required to follow and that civil society's awareness is growing on	Participation in decision-making and representation; capacity-building; information-sharing;
2	<b>Training for current and potential Limerick PPN Secretariat members</b>	Social Justice Ireland	Zoom	Jan 28 Feb 4	18	An overview of the PPN and the role of the secretariat with group facilitation skills included.	Participation in decision-making and representation; capacity-building; information-sharing;
3	<b>Getting the most out of Zoom</b>	Optima Training	Zoom	Feb 18 Feb 25	15	Two 1-hour on-line training sessions delivered by experienced trainers with technical and practical advice on using Zoom for meetings	Participation in decision-making and representation; capacity-building; information-sharing;
	<b>National Dialogue on Climate Action – Community Conversations</b>	Limerick PPN Climate Action, Biodiversity & Environment Linkage Group working with the Department of Environment, Climate and Communications and Limerick City and County Council.	Zoom	March 30	15	Formed part of a national community conversation on the National Climate Action Plan. At the launch of the report arising from the PPN Climate Conversation workshops on Nov 10, PPN Representative Caillum Hedderman, was invited to highlight some of the contributions made at the Limerick workshop	Participation in decision-making and representation; capacity-building; information-sharing;
4	<b>Information session on MyPoint X 2</b>	James McCarthy, Business Improvement, LCCC	Zoom	April 28 1pm & 7pm	20	MyPoint is LCCC's secure online consultation platform also used for PPN elections	Participation in decision-making and representation; capacity-building; information-sharing;
5	<b>Introduction to PPN and LCCC structures x 2</b>	PPN staff	Zoom	May 4 12:30pm & 7:30pm	11	Ongoing – presentations to be delivered as required to PPN members	Participation in decision-making and representation; capacity-building; information-sharing;

6	<b>Participatory workshop introduction to the United Nations Sustainability Goals (SDG's)</b>	Saolta	Zoom	June 3		Introduction to the SDG's & the purpose they serve for local communities in Ireland. The 17 global goals are a "blueprint to achieve a better & more sustainable future for all". Saolta would like to deliver more workshops in 2022 if there is a demand	Participation in decision-making and representation; capacity-building; information-sharing;
7	<b>Focusing on the Environment in your Community Work</b>	The National Environmental Pillar with Limerick City and County Council and the PPN	Zoom	June 10	14	Exploration of how to be an environmentally focused group, with reference to the Criteria for joining the Environmental College of the PPN. Open to PPN members and groups who qualify for PPN membership	Participation in decision-making and representation; capacity-building; information-sharing;
8	<b>Social Analysis Workshop</b>	Social Justice Ireland	Zoom	June 16	11	Limerick PPN teamed up with Social Justice Ireland to run a series of online workshops covering a range of topics that PPN members indicated an interest in. These were Open to PPN members and groups who qualify for PPN membership	Participation in decision-making and representation; capacity-building; information-sharing;
9	<b>Presentation on the Draft Limerick Development Plan 2022 -2028 x 2</b>	Staff from the Forward Planning team of Limerick City and County Council	Zoom	June 30 July 9	37	Part of the consultation process for the recently published first consolidated Draft Development Plan 2022 - 2028 for Limerick City and County.	Participation in decision-making and representation; capacity-building; information-sharing;
10	<b>Communications and Advocacy</b>	Social Justice Ireland	Zoom	July 14	5	Part of the series of online workshops with Social Justice Ireland	Participation in decision-making and representation; capacity-building
11	<b>Representation for the PPN – incl. Local Authority structures</b>	Social Justice Ireland	Zoom	Aug 25	6	Part of the series of online workshops with Social Justice Ireland	Participation in decision-making and representation; capacity-building
12	<b>Local Authority budgets and making pre-budget submissions</b>	Social Justice Ireland	Zoom	Sep 22	7	Part of the series of online workshops with Social Justice Ireland	Participation in decision-making and representation; capacity-building; information-sharing;

<b>13</b>	<b>Group facilitation skills</b>	Social Justice Ireland	Zoom	Oct 26	5	Part of the series of online workshops with Social Justice Ireland	Participation in decision-making and representation; capacity-building; information-sharing;
<b>14</b>	<b>Presentation on the Draft Spatial Framework for the Colbert Quarter</b>	Land Development Agency (LDA)	Savoy Hotel	Nov 16	6	Organised by Community Leisure & Culture Rep Maura Meaney.	Participation in decision-making and representation; capacity-building; information-sharing;
<b>15</b>	<b>'Help Protect Limerick's Rivers, Lakes &amp; Coastal Waters' public consultation event on the Draft River Basin Management Plan</b>	Local Authority Waters Programme (LAWPRO)	Zoom	Nov 25	21	This formed part of the public consultation on the Draft River Basin Management Plan presented by Ruairí Ó Conchúir, Community Water Officer for the Local Authority Areas of Clare, Limerick & Tipperary and Tracy Duffy Catchment Scientist for the Southwest Region	Participation in decision-making and representation; capacity-building; information-sharing;

### 3 2022 Draft Workplan for Consideration

The draft workplan is broken down into the key areas of PPN activity and is subject to funding from the DRCD and Limerick City & County Council. PPN member groups are invited to submit proposals for the 2022 Workplan for consideration by the Secretariat.

#### 3.1 Participation in decision-making and representation

1. Election to fill vacant Secretariat seat (and as required to fill vacancies that may occur)
2. Regular meetings of and ongoing support for the various Linkage Groups
3. Ongoing support for the elected PPN representatives on various committees
4. Working with Limerick City and County Council where appropriate to help PPN members have access to information or opportunities that may present over the year

#### 3.2 Capacity building

1. Working with Social Justice Ireland, Department of Rural and Community Development, Limerick City and County Council, national Environmental Pillar and other relevant partners to help PPN members have access to capacity-building opportunities that may present over the year and that are relevant to the role and functions of the PPN

#### 3.3 Development of Vision for Community Wellbeing for Limerick

1. Development of Vision for Community Wellbeing for Limerick following a comprehensive consultation process with members. Scheduled to have taken place in 2021 but due to the national training associated with the Community Wellbeing consultation toolkit being postponed by the Department of Rural & Community Development has been pushed back to 2022.

*Each PPN is charged with developing a Community Wellbeing Statement at both Municipal District and County level. A wellbeing statement looks at what is required for the wellbeing of individuals and communities, now and for the generations to come.*

### 3.4 Information sharing and communication

1. Continue to keep the PPN Twitter and Facebook pages and website up to date
2. Ongoing publication and sharing of FundingPoint (done with Limerick City and County Council and The Wheel)
3. Continued use of Zoom professional package to support the PPN Secretariat and membership
4. Working with DRCD in the planned national communications plan for PPNs due to take place in 2022
5. Ongoing sharing of information on opportunities relevant to PPN members through social media and through Salesforce Chatter

### 3.5 Governance, support and administration

1. Two Plenary meetings – in Q1 and Q4
2. At least 9 Secretariat meetings over the year
3. Development of Strategic Plan for Limerick PPN to be adopted by Plenary in Q4. A requirement for all PPN's and deferred until 2022 to be overseen by new Resource Worker
4. Engagement of two full-time support staff employed by Limerick City and County Council
5. Completion of the 2021 annual report
6. 2022 Memorandum of Understanding with Limerick City and County Council

### 3.6 Finance

<b>LPPN FINANCES FOR 2021 UP TO 30/11/21</b>			
<b>Expenditure</b>			
Expenditure item	Expenditure	% of total expenditure	% of total 2021 budget
<i>Commitments (approx) (to be reclassified when paid)</i>	€ 125.00	0.24%	0.11%
Office Supplies/Mob Phone/Advertising/FundingPoint	€ 363.67	0.70%	0.33%
Projects/Activities /Events	€ 1,566.00	3.03%	1.42%
Salary Resource Worker incl. PRSI	€ 21,963.51	42.46%	19.84%
Salary Support Worker incl. PRSI	€ 26,910.15	52.02%	24.31%
Training & Development - capacity building	€ 295.00	0.57%	0.27%
Website/Hosting Fees/Online meetings platform	€ 507.56	0.98%	0.45%
<b>TOTAL EXPENDITURE</b>	<b>€ 51,730.89</b>	100.00%	46.73%
Adopted estimate for 2021	€ 110,700.00		
<i>Unspent 2021 Resource Worker costs - approx</i>	€ 29,000.00		
<i>Remaining 2021 underspend - approx</i>	29,969.00		
<b>** Income</b>			
DRCD	€ 75,700.00	<i>Unspent DRCD funding to be carried over and put towards 2022 budget/ unspent LCCC funding not carried over</i>	
LCCC	€ 35,000.00		
	<b>€ 110,700.00</b>		