

Record of Meeting

Meeting: LPPN Plenary meeting
Date: 2nd December 2021
Venue: Virtual meeting on Zoom

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

LG = Linkage Group
 DRCD = Department of Rural and Community Development
 EDEP = Economic Development Enterprise & Planning

Agenda item	Detail	Action	Who	When
1. Opening words by Secretariat Facilitator	LPPN Secretariat Facilitator, Sean Kelly (SK): a) Welcomed everyone, thanked them for attending b) Confirmed Standing Orders for Plenary meetings and that the meeting had a quorum (currently 10%) c) Invited everyone to add the name of the organisation they represent to their name on Zoom			
2. Presentation on Local Authority Funding	SK welcomed Maurice O’Connell (MOC); Abbeyfeale Community Council, Pádraig Malone (PM) & Eileen Humphreys (EH) from Urban & Rural Community Development in LCCC and invited them to take the floor: a) PM gave a presentation on Local Authority funding streams for communities b) EH presented on the Limerick Social Inclusion & Community Activation Programme (SICAP) c) MOC gave a presentation on Best Practice for community groups preparing funding applications All presentations were really well received and have since been uploaded to the PPN Website . SK thanked PM and EH who then left the meeting.			
Agenda item	Detail	Action	Who	When
3. Minutes of last Plenary meeting	a) SK took the minutes of the Plenary meeting on 15/04/21 as read b) It was agreed that they were a fair reflection of the discussion at the meeting c) The minutes of the last Plenary meeting were proposed by David O’Brien of Limerick Civic Trust, seconded by David Tobin of Limerick Cycling Campaign and adopted by the Plenary	a) Sign agreed minutes b) Post minutes on website	Plenary Facilitator LPPN Staff	ASAP ASAP
4. Matters arising	a) SK advised that following the proposal to the Plenary to adopt the proposed amended constitution not being progressed at the April members’ meeting it was an Agenda item later this evening with tabled amendments. b) Members could vote via chat with 2 Secretariat members acting as tellers and ensuring there is one vote per member organisation. c) As per Plenary standing orders decisions will be by simple majority			
5. Progress and financial reports for 2021	SK referred to some items from the progress and financial reports for 2021: 1 Priority actions implemented: a. 2021 Memorandum of Understanding with Limerick City and County Council b. 2 rounds of nominations and elections for vacant seats on all Council committees c. Various training offered to members in line with core functions of the PPN including training on the Public Sector Duty			

	<p>d. Review and update of PPN constitution carried out to bring it into line with the PPN Handbook published by the Government Dec 2020</p> <p>2 Key indicators:</p> <p>a. 11 Secretariat meetings held to date in 2021</p> <p>b. Membership of LPPN currently 160</p> <p>c. 100% (38/38) of seats on Council committees filled</p> <p>The underspend for the year was noted due mainly to the following:</p> <ol style="list-style-type: none"> 1. No outlay on Resource Worker wages for 6 months 2. Deferral of development of Community Wellbeing statement due to postponement of training by DRCD in light of Covid-19 situation (added to 2022 workplan) 3. Deferral of development of Strategic Plan until new Resource Worker is in place (2022 workplan) <p>In reply to a query on the status of recruitment of Resource Worker SK explained that Secretariat member Michael Quilligan had been working with the LCCC HR department, interviews had taken place and a new Resource Worker should be in place beginning of 2022.</p>			
6. 2022 Workplan	<p>The draft Workplan which was available to view on the LPPN website was discussed. SK said the workplan would be circulated and members invited to provide feedback and input. Following discussion it was agreed the Secretariat would look at the following in the New Year:</p> <ol style="list-style-type: none"> 1. Actions to strengthen participation in LGs 2. Development of guidelines for LGs 3. Sharing of information between LGs 4. Thematic Groups 	<p>c) Workplan to be circulated</p> <p>d) Provide Feedback</p> <p>e) Examine actions to help LGs</p>	<p>LPPN staff</p> <p>LPPN members</p> <p>Secretariat</p>	<p>ASAP</p> <p>ASAP</p> <p>Q1 2022</p>
7. Ratification of Oct/Nov 2021 elections	<p>SK presented the outcomes of the Oct/Nov elections. It was noted that 6 out of the 7 seats up for election had been filled with one vacant Social Inclusion seat on the LPPN Secretariat remaining.</p> <p>The election outcomes were unanimously ratified by the Plenary</p>			
8. Proposed updated LPPN Constitution and Tabled amendments	<p>The proposed updated LPPN constitution was unanimously adopted by the Plenary.</p> <p>SK invited Brian Thompson (BT), St. Mary's Community Adult Education Group/PPN Rep EDEP SPC to speak to the following amendments he proposed to the LPPN constitution which had been shared with the members in advance:</p> <p>The quoted Constitutional provision is in <i>italics</i></p> <p><i>6.3.1 Role of Linkage Groups</i></p> <p><i>3. To mandate the representative(s) to bring forward the diversity of views within the Linkage Group to the committee(s).</i></p> <p>Proposed that the wording be changed as follows:</p> <p>3. To mandate the representative(s) to bring forward the consensus view within the Linkage Group to the committee(s).</p> <p><i>7.1 Principles Governing PPN Representation</i></p> <ol style="list-style-type: none"> 1. All PPN representatives on external committees will report to and take direction from their respective Linkage Group. 2. Representatives will not represent their own interests or views or those of their own group/organisation. <p>Proposed amendment to 7.1.1 as follows:</p>			

	<p>1. All PPN representatives on external committees will report to and take direction from their respective Linkage Group in accordance with 6.3.1.3 above.</p> <p>Proposed amendment to 7.1.2 as follows:</p> <p>2. Representatives will not represent their own interests or views or those of their own group/organisation except with the express consent of the Linkage Group.</p> <p>PPN Policy positions to be considered with respect to elements underlined:</p> <p>6.3 Linkage Groups</p> <p>3. <i>Linkage Group members discuss and debate the matters being discussed by the external committee(s), to inform the representative(s), and where relevant to prioritise and develop policy positions.</i></p> <p>LGs should have the ability to adopt a policy <u>on behalf of the PPN</u> as the Linkage Group is composed by definition of the most interested and informed members about the subject matter of the relevant Committee and its views and positions should be respected as such and trusted by the PPN membership to be its position as well.</p> <p>4. <i>Agreed policy positions of the Linkage Group are not deemed adopted positions of the PPN unless this is agreed at a Plenary meeting. External communications on behalf of the PPN are issued through the Secretariat or the PPN staff acting on behalf of the Secretariat.</i></p> <p>As Plenary is only held twice a year it is unrealistic for a Linkage Group to take a view, but then withhold its view until a Plenary ratifies it, before letting the Committee know of it. It may be many months before the relevant Plenary that the matter was debated at Committee and thus the view of the PPN is not expressed in order to influence the Committee's recommendations.</p> <p>Following clarification by BT on the tabled amendments, all 3 amendments were adopted by a majority vote on the chat facility on Zoom. The Chat from the Zoom meeting has been saved for the record.</p>	f) Update Constitution & publish on LPPN website	LPPN Staff	ASAP
9. Closing remarks	<p>A question was raised with respect to Directly Elected Mayor (DEM) for Limerick but as it was 9:25 and the meeting was running almost 30mins over SK said this would have to be discussed at a later date.</p> <p>SK then thanked everyone for attending and for their patience as the meeting was over-running, wished everyone a Happy Christmas & closed the meeting.</p>			

PPN member group/organisation	Pillar	Municipal District	Name of Secretariat member
Secretariat members			
1. Foynes District and Community Council	Community	Adare-Rathkeale	Sean Kelly
2. Glin Going Strong Club	Community	Newcastle West	Patrick Cummins
3. Kantoher Development Group	Community	Newcastle West	Jack O'Connor
4. Limerick Civic Trust	Community	Limerick Metropolitan	David O'Brien
5. Limerick Dragons	Social Inclusion	Limerick Metropolitan	Vidette Ryan Molyneaux
6. Limerick Pedestrian Network	Environment	Limerick Metropolitan	Aidan Hogan
7. Maigue Rivers Trust	Environment	Cappamore-Kilmallock	Catherine Dalton

8. Pallas United Soccer Club	Community	Cappamore-Kilmallock	Noreen Stokes
9. Tait House Community Enterprise CLG	Social Inclusion	Limerick Metropolitan	Michael Quilligan
PPN member group/organisation	Pillar	Municipal District	Name of representative(s) who attended
1. Abbeyfeale Community Council	Community	Newcastle West	Maurice O'Connell
2. Ballinacurra Gaels GAA	Community	Limerick Metropolitan	Eoin Buckley
3. BGM Community Council	Community	Cappamore-Kilmallock	Declan Hehir
4. BirdWatch Ireland Limerick Branch	Environment	Limerick Metropolitan	Tom Tarpey
5. Cheshire Ireland	Social Inclusion	Limerick Metropolitan	Catherine Selley; James Stack
6. Corran-Deel Voluntary Housing Association	Community	Newcastle West	Siobhán Reidy
7. Croom Family Resource Centre	Community	Adare-Rathkeale	Eibhlis Bray
8. Down Syndrome Limerick	Social Inclusion	Limerick Metropolitan	Paul Burkley
9. Foynes District and Community Council	Community	Adare-Rathkeale	Ger Hartigan
10. Garryowen Residents Association	Community	Limerick Metropolitan	Helena Kelly;
11. Garryowen CDP	Social Inclusion	Limerick Metropolitan	
12. Hillwalking Community Radio Group	Community	Cappamore-Kilmallock	Denny O'Dwyer
13. Hospital Family Resource Centre	Social Inclusion	Cappamore-Kilmallock	Mary McGrath
14. Kilmurry Arts & Heritage Centre	Community	Limerick Metropolitan	Marian Hurley
15. Limerick Cycling Campaign	Community	Limerick Metropolitan	David Tobin
16. Limerick Grow It Yourself	Environment	Limerick Metropolitan	Trish Forde-Brennan
17. Limerick Market Trustees - Limerick Milk Market	Community	Limerick Metropolitan	Fionán Coughlan
18. Limerick Pedestrian Network	Environment	Limerick Metropolitan	Madeleine Lyes; Ailís Ní Chiofagh
19. Monaleen Park Residents' Association	Community	Limerick Metropolitan	Kevin Haugh
20. Oola Tidy Towns	Community	Cappamore-Kilmallock	Pádraig Lohan
21. Ormston House	Community	Limerick Metropolitan	Mary Conlon
22. PALLS Probation	Social Inclusion	Limerick Metropolitan	Patrick Donovan
23. Rathkeale Community Council	Community	Adare-Rathkeale	Pat Neville
24. Shannon Dragons	Community	Limerick Metropolitan	Deirdre Ryan
25. Step Forward Disability Group	Social Inclusion	Cappamore Kilmallock	Maureen Browne
26. St Mary's Community Adult Education Group CLG	Community	Limerick Metropolitan	Brian Thompson
27. The Haven Hub	Community	Limerick Metropolitan	Leona O'Callaghan
Apologies			
Emerging Limerick Filmmakers	Community	Limerick Metropolitan	Pete Moles
Limerick Mental Health Association	Social Inclusion	Limerick Metropolitan	Elizabeth Stundon
NCBI – Limerick Branch	Social Inclusion	Limerick Metropolitan	Maura Meaney
NCCWN Limerick Women's Network	Social Inclusion	Limerick Metropolitan	Yvie Murphy
Maigue Rivers Trust	Environment	Cappamore-Kilmallock	Liz Gabbett
Midwest Migrant Community Network	Community	Limerick Metropolitan	Santhi Corcoran

Moyross Residents Forum	Community	Limerick Metropolitan	Tracy Mcelligott
Also in Attendance			
Mary Casey LPPN Support Worker		Limerick PPN	
Pádraig Malone (Part of the Meeting)		Limerick City and County Council	
Eileen Humphreys (Part of the Meeting)		Limerick City and County Council	

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

FACILITATOR: Signature _____ **Print Name** _____ **Date:** _____

DRAFT