



Record of Meeting

Meeting: LPPN Plenary meeting
Date: 28th April 2022
Venue: Hybrid meeting: Woodlands House Hotel/ 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%)			
2. Presentation on "Autism Friendly Limerick" Program and Ukrainian Response Forum	SK welcomed Seamus O' Connor (SOC) from Urban & Rural Community Development in LCCC and invited him to take the floor: a) SOC gave a presentation on the Limerick Autism Friendly Program, which is in development and will be rolled out LCCC staff and to community Groups through PPN along with the development companies. b) SOC gave a presentation on the Ukrainian Response Forum in Limerick; detailing the placement and supports available to those arriving in Limerick. SK thanked SOC 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 02.12.21 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 Ger Hartigan of Foynes & district Community Council, seconded by Pat Neville of Rathkeale Community Council and adopted by the Plenary	a) Sign agreed minutes b) Post minutes on website	Plenary Facilitator LPPN Staff	ASAP ASAP
4. Matters arising	a) As per the approved 2021 Workplan; the PPN constitution was updated and published on our website b) Regarding Members interest in the Directly Elected Mayor in Limerick SK displayed a letter sent to relevant LG department on behalf of the LPPN outlining LPPN involvement in IAG prior to the vote and requesting an update.	Update members when update is provided.	LPPN Staff	When received
5. Secretariat reports for 2021	SK referred to some items from the progress and financial reports for 2021: 1 Priority actions implemented: a. 2022 Memorandum of Understanding with Limerick City and County Council agreed			

	<p>b. 3 rounds of nominations and elections for vacant seats on all Council committees</p> <p>c. Various training offered to members in line with core functions of the PPN including training on the Public Sector Duty</p> <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. 3 Secretariat meetings held to date in 2022</p> <p>b. Membership of LPPN currently 179</p> <p>c. 100% (39/39) of seats on Council committees filled</p>			
6. Adoption of 2022 Workplan and Budget	The draft Workplan that was available to view on the LPPN website was discussed and agreed on. This includes a Communications Strategy and a Strategy for Inclusion of underrepresented groups.	c)	LPPN staff LPPN members Secretariat	As scheduled
7. Ratification of Mar/April elections	SK presented the outcomes of the March/ April elections. It was noted that all 3 seats (1 Social Inclusion Secretariat seat; 1 Travel and Transportation SPC and 1 seat on the Active Cities Steering Group had been filled. The successful applicants were respectively; Patrick Fitzgerald; Dean Lillis and Eoin Buckley. The election outcomes were ratified by the Plenary			
8. Proposed updated LPPN Constitution and Tabled amendments	<p>The proposed change to LPPN constitution in line with change in PPN Handbook the circular represented an emergency update to the Handbook to address an issue encountered by a number of PPNs in respect of the quorum of member groups required to attend plenary meetings in order for these meetings to be valid. While a 15% quorum remains best practice, the update to the Handbook allows for a more flexible and immediate response in the event that this quorum cannot be met.</p> <p><i>“A Plenary Meeting shall be deemed a valid meeting if at least 15 per cent of the Member Organisations are represented and also only if at least four of those present are members of the Secretariat. There must also be an automatic and guaranteed 21 days’ notice of the meeting.</i></p> <p><i>If a quorum is not available, those present may elect to proceed with either of the following:</i></p> <p>Option A</p> <ul style="list-style-type: none"> <i>The meeting should be postponed and rescheduled for a more suitable date, no later than one calendar month after the date of the original meeting.</i> <i>In the event that a quorum is not present at the rescheduled meeting, and provided that those in attendance consist of a simple majority (that is, half plus one) of all groups registered to attend the meeting, the number of participants present will be deemed to be the quorum and the meeting will be validly held.</i> 	Advise Department that change was not passed by Plenary.		

	<ul style="list-style-type: none"> No objections to proceedings, including resolutions, ratifications and decisions, of the rescheduled meeting shall be permitted on the basis that there was no valid quorum in attendance at the originally scheduled meeting. <p>Option B</p> <ul style="list-style-type: none"> Determine that the current attendance at the plenary is sufficient for the plenary to proceed. Decisions made at this plenary will be validly passed by a simple majority (that is, half plus one) of those in attendance. <p><i>In any event, if over 50% of the Secretariat Members' terms have expired by the date of the holding of the Plenary meeting, or the rescheduled Plenary meeting, whichever shall apply, the requirement that the quorum include four Secretariat Members will cease to apply.</i></p> <p><i>Every PPN must amend its Constitution to provide for the above in respect of a quorum."</i></p> <p>This was discussed and not passed by the Plenary as while some felt that this was a reasonable change others voiced that those making efforts to attend should be facilitated to make decisions. Was also noted that this was a change for those PPN's that struggled to make their Plenary Quorum, which was not an issue for LPPN.</p>			
9. Closing remarks	Sean thanked everyone for attending and closed the meeting.			

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 Dragons	Social Inclusion	Limerick Metropolitan	Vidette Ryan Molyneaux
5. Pallas United Soccer Club	Community	Cappamore-Kilmallock	Noreen Stokes
6. 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. Comhluadar Luimnigh	Community	Limerick Metropolitan	Joanne Ní Challanáin
2. Foynes District and Community Council	Community	Adare- Rathkeale	Gerard Hartigan
3. Garryowen CDP	Social Inclusion	Limerick Metropolitan	John Buttery
4. Great Southern Trail	Community	Newcastle West	Denis McAuliffe
5. Rathkeale Community Council	Community	Adare-Rathkeale	Pat Neville
6. Shannon Dragons	Community	Limerick Metropolitan	Deirdre Ryan

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7. St. Mary's Adult Education Group	Community	Limerick Metropolitan	Brian Thompson
8. NCDP	Social Inclusion	Limerick Metropolitan	Damon Wise Au
9. Adare Womens 20/20 Club	Community	Adare	Bridget Lohen
10. Down Syndrome Limerick	Social Inclusion	Limerick Metropolitan	Paul Burkley
11. Foynes & District and Community Council	Community	Adare-Rathkeale	Ger O Farroll
12. *Alone – Limerick Branch	Social Inclusion	Limerick Metropolitan	Martina Kinnane
13. *BGM Community Council CLG	Community	Cappamore-Killmallock	Declan Hehir
14. *CASP/CSMT	Social Inclusion	Limerick Metropolitan	Mike Walsh
15. *Corran-Deel Voluntary Housing Association	Community	Newcastle West	Siobhán Reidy
16. *Glenroe Ballyorgan Community Council	Community	Cappamore-Killmallock	Helena Hennessy
17. *Hospital Family Resource Centre	Social Inclusion	Cappamore-Killmallock	Martha Potter
18. *Hospital Family Resource Centre	Social Inclusion	Cappamore-Killmallock	Mary McGrath
19. *Irish Wheelchair Association	Social Inclusion	Limerick Metropolitan	Majella Fagan
20. *Kilmurry Arts & Heritage Centre	Community	Limerick Metropolitan	Marian Hurley
21. *Limerick Grow It Yourself	Environment	Limerick Metropolitan	Trish Forde-Brennan
22. *Limerick Pedestrian Network	Environment	Limerick Metropolitan	David Tobin
23. *Mungret Community Council	Community	Limerick Metropolitan	Sarah Mulcahy
24. *Newtown Rovers FC	Community	Limerick Metropolitan	Dean Lillis
25. *Ormston house	Community	Limerick Metropolitan	Mary Conlon
26. *Step Forward Disability Group	Social Inclusion	Cappamore-Killmallock	Maureen Browne
27. *The Gaff Limerick	Community	Limerick Metropolitan	Monica Spencer
28. *The Gaff Limerick	Community	Limerick Metropolitan	Pádraig Hastings
29. *The Haven Hub	Social Inclusion	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-Killmallock	Liz Gabbett
Midwest Migrant Community Network	Community	Limerick Metropolitan	Santhi Corcoran
Moyross Residents Forum	Community	Limerick Metropolitan	Tracy Mcelligott
Environmental Trust Ireland	Environmental	Limerick Metropolitan	Michelle Hayes
Also in Attendance			
Mary Casey	LPPN Support Worker	Limerick PPN	
Lorraine Broderick	LPPN Resource Worker	Limerick PPN	
Seamus O' Connor	(Part of the Meeting)	Limerick City and County Council	

**Please note that due to technical issues in the evening we were unable to finalise details of attendance on zoom. If you are noted as present and were not please let us know and we will adjust*

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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