

Meeting: LPPN Secretariat meeting

Date: 28th February 2023, 7-9pm

Venue: On-line meeting

Present: Patrick Fitzgerald (PF) - Facilitator, Vidette Ryan Molyneaux (VRM), Noreen Stokes (NS), Patrick Cummins (PC), Michael Quilligan (MQ), Jack O Connor

In Attendance: Lorraine Broderick (LB) LPPN Resource Worker, Caroline O'Reilly (COR) LPPN Support Worker

LPPN = Limerick Public Participation Network

LCCC = Limerick City and County Council

DRCD = Department of Rural and Community Development

RW = Resource Worker

LG = Linkage Group

CL&C = Community, Leisure & Culture

JPC = Joint Policing Committee

DEM = Directly Elected Mayor

MOU = Memorandum of Understanding

Agenda Item	Detail	Action	Who	When
1. Apologies	David O Brien DOB, Ailís Ní Chofaigh ANC			
2. Conflicts of interest	None noted.			
3. Minutes of last meeting	Taken as read. Proposed by NS, seconded by MQ.			
1) Matters Arising	<p>The following was noted:</p> <ol style="list-style-type: none"> 1. Response from DEM enquiry place on website 2. It was noted that if a member of Limerick PPN would like to take part on an interview or post on social media publically about LPPN, Beforehand needs to notify LPPN Secretariat members or Lorraine The event that occasion, If a member spoke about LPPN without approval and resulted negatively on Social Media or Interviews it would then reflect negatively on all members of LPPN. All members agreed: PF noted to issue a reminder re existing guidelines for public engagement. VRM noted on chat that she was sure ANC sent an email. LB stated she was on annual leave that day. 3. PF noted the request for information re: equipment stored by LCCC belonging to LPPN limited company. PF stated this would not be possible as Limerick PPN has no connection to the previous LPPN Limited Company. It would bring Negative attention to LPPN. VRM noted in chat I am a director of the company so I need to ask. LB noted that she could enquire as if there is any equipment in the office she is based in but any formal inquiries should come from the directors of that company . 4. Letter sent to Minister with Invitation to speak at the April Plenary meeting. 	<p>Remind Reps and members of existing policy/ consider new policy.</p> <p>LB to check in office storeroom</p>	<p>LB</p> <p>LB</p>	<p>Next meeti</p> <p>Next meeti</p>

5. Correspondence	The following items of correspondence were noted:		
	<p>5. (a) LB went through the direct correspondence LPPN received. LB noted the correspondence from Linkage Group regarding engagement and PF noted he spoke with LB earlier and suggested arranging one or two meetings a year with members of LPPN and a member from the council to outline yearly plans (b) Meeting with the reps of each linkage group to outline yearly plans. MQ noted it was a good idea and NS said it was a good idea.</p> <p>6. MQ stated it is in the constitution if reps don't attend a number of meeting or engage they will have to step down. LB stated she was in contact with Reps and would engage with more in the coming month.</p> <p>7. Limerick PPN will be holding elections for a number of vacant seats in the coming weeks. There is one Seat available on the Secretariat (Environmental Pillar); 2 on the Community, Leisure and Culture SPC (1 social inclusion pillar, 1 Community/ Voluntary pillar); 1 seat on the Climate action, biodiversity and Environment (environmental pillar and one seat on the Economic Development, Planning and Enterprise (social inclusion pillar) SPC. Closing Date for nominations is 2pm Friday, 24th of February. All information and documentation can be found on the Limerick PPN website under Resources/ Election Resources section. https://www.limerickppn.ie/limerick-ppn-election-resources/Please email us at ppn@limerick.ie if you have any questions regarding the roles or process.</p> <p>8. Correspondence from Climate Action Biodiversity Environmental Linkage group Hi Lorraine,</p>	<p>Link in with Reps</p>	<p>LB</p> <p>During cor Month.</p>

	<p>At tonight's meeting the group raised many issues that we collectively decided the secretariat should be made aware of in relation to this group.</p> <ol style="list-style-type: none"> 1. Communication with the reps. 2. LCCC Minutes from CABE SPC have not been put on the LCCC website since February 2022. 3. It is proposed the Secretariat have a formal meeting with LCCC in relation to the issues the LG and SPC are experiencing. i.e. agendas are not received 10 days before meetings. A gentle reminder of the MOU may be appropriate. Neither does this SPC issue reminders for motions for agendas. It is proposed that formal minutes are taken at the meeting and circulated thereafter 4. At the September SPC Ailis had forwarded a motion, however on the day the chair changed the motion to a question without discussion or consultation. totally unacceptable 5. At the December meeting Ailis asked a question in relation to air monitoring and was told " check the website" This is a completely unsatisfactory response. At the last 2 SPC meetings the councillors and the LCCC staff were eager to finish the meetings, during one meeting repeatedly referring to a function they wanted to attend, the other meeting rushing through items without time for response from our rep regarding question submitted & the answer given. <p>All in all Lorraine, I have to say the Secretariat needs to be made aware of the dissatisfaction the group is feeling. If we wish to improve, things have to change.</p> <p>VRM</p> <hr/> <p>9. National PPN Campaign Minister Joe O'Brien urges community groups to join Public Participation Networks as national awareness campaign launched From Department of Rural and Community Development Published on 21 February 2023 Last updated on 21 February 2023</p>		
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	<ul style="list-style-type: none"> • new public awareness campaign for Public Participation Networks (PPNs) launched • call for community groups to join PPNs and have greater voice in local decision-making • 18,000 groups across Ireland already helping to 'Build a better future' through their involvement <p>Minister of State with responsibility for Community Development, Charities and Integration, Joe O'Brien, has today (Tuesday, 21 February) launched a new national awareness campaign to encourage community groups to join their local Public Participation Networks (PPN).</p> <p>Public Participation Networks allow local authorities to connect with community groups around the country and give people a greater say in local government decisions that affect their communities. Each county and city in Ireland has its own PPN and more than 18,000 community and voluntary groups are currently members.</p> <p>The websites of all local PPNs are available at www.gov.ie/PPN.</p> <p>10. Limerick PPN Logo</p> <p>Correspondence from PPN</p> <p>We are pleased to announce that the PPN awareness campaign and rebranding will be officially launched on 21st February.</p> <p>Digital and regional radio advertisements will be live from 20th February for five weeks – please keep your eyes and ears peeled. We are also creating a dedicated campaign web page where people who wish to find out more can view more information on the PPNs and find their local PPN.</p> <p>The launch on 21st February will be marked by a photoshoot that for press and social media featuring Minister of State Joe O'Brien as well as a group of PPN staff and volunteers, including members of the communications sub-group, and individuals from the six PPNs whose case studies were selected to feature on the campaign page.</p>			
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	<p>We encourage you all to use your local social media platforms to spread the word by liking and sharing the campaign visuals/messages that will be posted by DRCD. Please keep an eye on DRCD's social media channels:</p> <ul style="list-style-type: none"> • Twitter: @DeptRCD • LinkedIn: https://www.linkedin.com/company/department-of-rural-and-community-development • Facebook: https://www.facebook.com/profile.php?id=100089499545338 • Instagram: https://www.instagram.com/deptrcd/ <p>11. Dear Limerick PPN,</p> <p>Please find attached your final logos and Style Guidelines (with a small amendment on the Irish versions), please delete any logos previously emailed.</p> <p>We would encourage you to update your website and social media channels as soon as possible with your new branding!</p> <p>12. Pilot approach to Quiet Areas</p> <p>Dear Members, Limerick PPN would to invite you to attend a Soundwalk and Webinar in the City – Pilot approach to Quiet Areas The Council is piloting a novel approach to designating Quiet Areas in Limerick City. Join us for a Soundwalk and Webinar!</p> <p>Webinar A webinar, entitled: A novel approach to designating Quiet Areas in Limerick, is scheduled for Thursday 2nd March at 7:00pm to discuss this pilot project further and to understand the importance of tranquility for our health and well-being. Just click on the link below to attend.</p>			
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<p>Topic: A novel approach to designating Quiet Areas in Limerick Time: Thursday, 2nd March 2023 Join Zoom Meeting HERE Meeting ID: 947 8263 4879 Passcode: LPPN</p> <p>Soundwalks The Council invites you to attend at least one of a series of soundwalks (listening walks) in March, to collect data using a mobile App called Hush City. Soundwalks for the public are scheduled for: Click here to download Hush City app on iTunes Click here to download Hush City app on Google Play</p> <p><u>Public Realm Strategy for Limerick City</u></p>	<p>We have recently been linking in with the LCCC Planning and Place making Team around the upcoming development of the below detailed Strategy. We are pleased to have ourselves and a good number of our groups named as Stakeholder in the upcoming conversations. The LCCC team will be getting in touch with groups in the coming days regarding the first round of the discussions planned. We will share more information as we receive it.</p> <p>The Place-Making & Public Realm team of Limerick City and County Council recently appointed consultants to prepare a Public Realm Strategy for Limerick City. The Strategy will explore the current condition of central Limerick's townscape, network of public and green spaces, and set out a vision and strategy for improvements to guide development in the future.</p> <p>Project Aim</p> <ul style="list-style-type: none"> · The aim of the Strategy is to guide the enhancement, management, use and development of the public domain in collaboration with all stakeholders. · The Public Realm Strategy will support the implementation of national policy and identify opportunities within the public realm for future projects. · At a more granular level, a key aim of the Strategy will be the development of a simple, uncluttered and consistent design approach to be taken across the city's public realm. 		
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	<p>LUC are the consultants appointed, and they are also involved with the Blue & Green Infrastructure Strategy. They have set out a 4 stage programme for the Public Realm Strategy that is set to complete in May 2023.</p> <p>13. Public Consultation</p> <p>Could you add the below Public Consultation to the newsletter or share it with the members due to the time constraints.</p> <p>In March, our Local Link bus services are going out to tender. We have started an online consultation for people to let us know how our services can work better for you. Our services are based all over Limerick and connect small villages to larger villages and towns. Some services travel daily, and some weekly or fortnightly.</p> <p>To get the best out of our transport services, it would be great to get feedback from you. The consultation closes on Friday 24th February 2023. We would really appreciate your input.</p> <p>Follow the link to complete the form Click Here For Form</p> <p>A link is also on our website locallink.lc.ie under Surveys, or call the office on 069-22311 and Eilish or Siobhan will post you out the form.</p> <p>Invite to Minister to attend Plenary LPPN Plenary Invitation to Minister O' Donnell.pdf</p> <p>Good Afternoon, Please see letter/ Invitation attached regarding or upcoming (in April) Limerick PPN Plenary Meeting.</p>		
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	<p>I hope that this invitation can be considered and please bear in mind that we are open to setting the date to suit the Minister's availability. I look forward to hearing from you and would appreciate an initial acknowledgement that this communication has been received.</p> <p>Kind Regards, Lorraine Broderick</p> <p>Lorraine Broderick Limerick PPN Resource Worker Urban & Rural Community Development Community Tourism & Culture Directorate Limerick City and County Council Merchant's Quay Limerick V94 EH90 087 253 4059 email: ppn@limerick.ie limerickppn.ie @limerick_ppn</p> <p>14. Dear Members,</p> <p>Invitation from the Limerick Branch of Wildlife Trust.</p> <p>A reminder of our next talk 'Some of my favourite botanical sites and plants in Limerick ' by Sylvia Reynolds on Wednesday 22 February in Mary Immaculate College, Limerick, in Room T117 (Tara building) at 7.30pm.</p> <p>Sylvia is the author of Flora of Limerick, and recently retired as Limerick recorder for Botanical Society of Britain and Ireland.</p> <p>Please note that there is a small entry fee of €3 to defray costs.</p> <p>In addition, if you would like to raise your identification skills to National standard to become a citizen scientist, we will have ID swatches, prepared by the National Biodiversity Data Centre, for sale at €5 each. There is one each of Butterflies, Dragonflies and Damselflies, Bumblebees, Ladybirds, Shieldbugs, Land Mammals, and Trees & Shrubs.</p>		
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	<p>15. Positive outcome from Climate Action Biodiversity & Environmental Linkage group</p> <p>Members of the committee agreed to write to the Environment Minister to determine whether Limerick could set its own standards in relation to Air Quality.</p> <p>They have also requested the Government to consider supporting a nationwide transition to the Air Quality Monitoring Standards. A great result on an issue brought from our Climate Action, Biodiversity and Environment Linkage group, presented to the SPC by their Representative sitting on the committee. Please go to https://limerickppn.ie/about/linkage-groups/... to find out more about all our linkage groups.</p> <p>As quoted from Limericks live 95FM</p> <p>Limerick should lead the way when it comes to air quality, a Council committee has heard.</p> <p>A report identified air quality readings in Askeaton, The People's Park and Henry St as reading above World Health Organisation guidelines for pollutants.</p> <p>At an environmental meeting of Limerick Council, representatives from Limerick Public Participation Network called for the council to adapt WHO guidelines, which are lower than Ireland's current limits. Caillum Hedderman who sits on the committee says Limerick could lead the way nationally if it adapted the WHO guidelines.</p> <p>Members of the committee agreed to write to the Environment Minister to determine whether Limerick could set its own standards in relation to Air Quality.</p> <p>They have also requested the Government to consider supporting a nationwide transition to the WHO Air Quality Monitoring Standards.</p> <p>The Public Participation Network (PPN) in Limerick is a network of community groups throughout the City and County. The groups represent a range of volunteer and community organisations that fall under three areas of interest or Pillars.</p> <p>The three Pillars are Community & Voluntary, Social Inclusion and Environment. Funding for the PPN is provided by the Department of Rural Affairs and Community.</p> <p>Last year the EPA Air Quality report urged Ireland to adopt the lower WHO guidelines and recommended that Local Authorities increase resources for air quality enforcement. Their report showed air pollution levels above WHO guidelines in Henry Street, The People's Park and Askeaton.</p> <p>Air pollution is directly linked to asthma, and Limerick has the highest rates of asthma in the country.</p>		
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	<p>Poor Air Quality impacts health in many ways and is associated with dementia, stroke and premature deaths. It also has a negative impact on the local environment and for this reason, the Linkage Group urged the Council to adopt the WHO health-based guidelines.</p> <p>16. Please see below information to share with the PPN.</p> <p>As part of the Limerick Cultural Strategy 2016 -2030, informed by research and consultation, Limerick City and County Council have prepared a new Festival and Events Strategy 2022 - 2027.</p> <p>We are inviting feedback from the public on the draft Festival and Events Strategy 2022 – 2027, which is available to view online until Friday 3rd March.</p> <p>Please see the following link Consultation: Draft Culture and Creativity Strategy 2023- 2027 limerick.ie</p> <p>A copy of this document is also available to view in-person during normal opening hours, at the following locations:</p> <ul style="list-style-type: none"> • Limerick City and County Council Corporate Headquarters, Merchants Quay, Limerick • Public Libraries as follows: Limerick City Library, Dooradoyle Library, Kilmallock Library, Newcastle West Library and Adare Library. <p>If you require further assistance or to provide feedback, please email festivalsandevents@limerick.ie</p> <p>17. Padraig Malone, Administrative Officer in the Community Development Directorate of LCCC, has requested the opportunity to present the Community Recognition Program to PPN Member Groups. The presentation will be 15 minutes long with time allowed for Q&A to follow.</p> <p>This brief will be held via Zoom at 19:30 on Monday, 20th February.</p>		
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<p>2) Finance</p>	<p>1. Finance</p> <p>a) Low value purchase card for LPPN expenses will be issued in first batch.</p> <p>b) 2022 financial reporting document is due the 31st of March 2022.</p>			
<p>3) Governance</p>	<p>1. Strategic Plan for LPPN. The following was noted:</p> <p>First on Panel withdrew his tender so position was offered to next; Finbarr Fitzpatrick, was offered the contract it was accepted and Contract has been sent and signed. First meeting to be this week.</p> <p>Elections for vacant SPC/ Secretariat seats were published on the 10th Feb. All Plenary were notified directly as well on social media/ LG pages. All plenary reminded on same channels the second week. <u>There were no nominations made.</u></p> <p>PF suggested that we initiate elections again in a few Months.</p>	<p>LB to work with FF on this and report back as necessary.</p>	<p>LB</p>	<p>As Required.</p>
<p>4) Participation in decision-making and representation</p>	<p>1. Update on Linkage Groups. It was noted:</p> <p>a) The MOU has been signed and sent to all the SPC Chairs as well as the administrators. It reminds of the responsibilities that are agreed to through this to the PPN.</p> <p>b) There has been 2 LG meetings; CABE and Travel and transportation</p>			

<p>5) Membership/registrations</p>	<p>Membership/registrations. It was noted:</p> <p>2. Membership/registrations – Update</p> <p>No New Members</p>			

4. Communications

	<p>a. PPN Newsletter: will be monthly, befree platform has been reinstated.</p> <p>b. New LOGO was discussed and the requested change (Limerick in green) has been made. LB stated it would take time to change this logo on all documents and online.</p> <p>c. Social Media was discussed and was noted the followers were growing. New Interactions, A lot more engagement, Social Media Posts has increased Caroline has been updating Social Media and tracks how people are engaging PF noted that tracking it is a good idea as you can see the growth and what is causing it,</p> <p>d. Social media: Instagram 72 posts 182 followers</p> <p>e. Facebook 234 likes 347 followers (581)</p> <p>f. Twitter 567 Media was discussed</p> <p>g. Salesforce app will be more assessable for group members to engage on chatter and interact with other group members more interaction on salesforce,</p>	<p>Begin changing logo online, website</p>	<p>LB COR</p>	<p>As possible</p>
	<p>Encourage members to download the App. Offer training.</p>	<p>LB</p>	<p>During Coming months</p>	

<p>A. AOB</p>	<p>A. UL 50 PF explained about UL50 citizens Assembly scheduled on the 25th of May and benefits of engaging. Patrick and Lorraine are on the planning steering group.</p> <p>B. LB described the Quiet Areas project. Simon Jennings (LCCC environmental) is holding a sound walk and webinar and two sound walks could be scheduled. A good project to be involved in that they hope will get some fair engagement.</p> <p>C. Public Realm Strategy Consultation. There are a significant number of LPPN groups named as stakeholders in this consultation.</p>			

	<p>a.</p> <p>D. Padraig Malone held Community Recognition Fund Zoom meeting with 8 LPPN members attending</p> <p>E. New Leader Programme- LB noted Seamus O Conner or Eileen Humphreys would like to present about new Leader program at April Plenary. This was thought to be a good idea and LB will accept this for the meeting.</p> <p>F. (RE: REP speaking on radio regarding SPC engagement) Jack O Connor wished it to be noted that he did not agree with ppn taking a stance on particular issue without agreement of Secretariat/ Staff.</p>	<p>Leader presentation for plenary meeting.</p>		
<p>B. Next Meeting</p>	<p>28th of March at 7pm</p>			

Record of meeting taken as a fair and accurate reflection of the discussion and was proposed and seconded at subsequent Secretariat meeting

FACILITATOR: Signature *Patrick Fitzgerald* **Print name:** *Patrick Fitzgerald* **Date:** *07.04.2023*