



AGENDA FOR PLENARY MEETING

12th June 2025 6:30- 8:30pm

Council Chambers, Dooradoyle, Limerick

Facilitator: Patrick Fitzgerald

- 1. Welcome address.**
- 2. Standing Orders**
- 3. Minutes of last Plenary Meeting**
- 4. Matters arising**
- 5. Secretariat Update**
- 6. Linkage group Meeting**
- 7. AOB**
- 8. Closing Remarks**

Appendix 1: Limerick Public Participation Network Plenary Standing Orders

The purpose of these standing orders is to ensure efficient and effective LPPN Plenary meetings which are aligned with the ethos and purpose of Limerick PPN.

1. Frequency of Meetings

The Plenary will meet twice a year or as requested in accordance with the Constitution (see section 7.1).

2. Voting Rights and Decisions

- 1) Only matters on the Agenda will be the business of the meeting in accordance with the Constitution.
- 2) All decisions taken will be in accordance with procedures set out in Constitution.
- 3) Each named Limerick PPN member group/organisation will have one vote.
- 4) Voting will be by show of hands and in accordance with Constitution.
- 5) Decisions will be by simple majority.
- 6) Voting for election to the Secretariat will be by secret ballot.

3. Attendance at Plenaries

- 1) All named Limerick PPN member group/organisations – both Full Members and Associate Members – are entitled to be represented at the Plenary.
- 2) Only Full Members have voting rights.
- 3) Limerick PPN member group/organisations can send up to three (3) representatives to the Plenary. Only one of those representatives will have voting and speaking rights. Other representatives will have speaking rights only.
- 4) The Secretariat may invite guest speakers to attend the Plenary.
- 5) The Secretariat may invite strategic partner organisations to attend the Plenary in an observer capacity.

4. Agenda

- 1) The Agenda will be prepared by the Secretariat. The order of business will be:
 - a) Welcome address by Facilitator
 - b) Housekeeping Duties, Health and Safety
 - c) Adopting Plenary Standing Orders
 - d) Approval of minutes of last Plenary and matters arising
 - e) PPN Activity Report by Secretariat Member
 - f) Finance/Budget Update
 - g) Ratification of Linkage Group elections
 - h) Election to fill any vacancies arising on the Secretariat (Annual General Meeting only).
 - i) Items and Motions submitted for discussion and decision.
 - j) Workshop / Information Session / Guest Speaker as requested by previous Plenary and / or as organised by the Secretariat.
 - k) Date of Next Meeting
- 2) Items that member group/organisations want included on the Agenda will be presented to the Secretariat at least eighteen (18) days prior to the date of the meeting. Similar items will be taken as a combined item or motion as directed by Secretariat.
- 3) The Plenary meeting will be facilitated by a member(s) of the Secretariat or as set out in the Constitution.

5. Minutes of the Plenary

- 1) The minutes of the Plenary will be taken by a member of the Secretariat or Limerick PPN staff.
- 2) The minutes will include a record of those attending, actions arising, and decisions made.

6. Conduct at Plenary Meetings

Members always will observe accepted practice while taking part in the Plenary business, including the following:

- 1) Be courteous and speak by addressing the Facilitator
- 2) Only address the meeting in order and as directed by Facilitator
- 3) Always comply immediately with directions of Facilitator
- 4) No cross talk or interruption of any speaker addressing the meeting
- 5) Follow the Agenda and strive to reach effective decisions
- 6) Represent the views of your member organisation
- 7) Put mobile phones on silent as you enter the room of debate (where you have an emergency call please leave the room)
- 8) Be prepared for the Plenary by reading relevant documents etc. received before the meeting
- 9) Business will be conducted by the facilitator/s of the Plenary in keeping with Standing Orders

Meeting: PPN Limerick Plenary meeting

Those present: List at end of the minutes

Date: 21th March 2025

Apologies: List at end of the minutes

Venue: Dooradoyle Council, Chambers, Limerick

LPPN = Limerick Public Participation Network

LG = Linkage Group

LCCC = Limerick City and County Council

DRCD = Department of Rural and Community Development

SPC = Strategic Policy Committee

EDEP = Economic Development Enterprise & Planning

Agenda item	Detail	Action	Who	When
1. Welcome address.	PPN Limerick Facilitator Sean Kelly Welcomed all PPN Members to PPN Limericks' start of year Plenary Meeting. A minutes silence as a mark of respect for the recent passing of Patrick Fitzgerald's father Ned Fitzgerald.			
2. Standing Orders for Plenary	Sean Kelly confirmed Standing Orders for Plenary meetings and that the meeting did not currently have a quorum. Sean brought the groups attention to DRCD issued a circular - CVSP 1/2022 – which advises procedure when this occurs. Sean pointed out that we needed to ratify new PPN members this evening so a report can be prepared in advance of the next full council meeting. The group present agreed to go ahead with the Plenary meeting.			
Agenda item	Detail	Action	Who	When
	Sk noted December 2024 Plenary meeting minutes taken as read.			

3. Minutes of last Plenary meeting	Proposed by Jimmy Prior Seconded by Brian Thompson			
4. Matters arising	<p>1. Secretariat Nominations were sought during this round of Elections. Will be discussed in upcoming Secretariat Report.</p> <p>2. As per workplan recommendation to link in with the Mayor, we have a PPN /Mayor meeting set for the 30th of April. LB suggested having questions from members for the meeting by next week. SK suggested having a moderated discussion like the conference.</p> <p>3. Accomodations for Representatives with disabilities. LB communicated with T&T Administration and highlight the specific requirements and accomodations. MB noted documentation for meeting in large print was not available. LB apologised and will be rectified for next meeting.</p> <p>4. Re: Community Safety Partnership Update. There are now 2 administrative staff in place. There are issues nationally with the legislation that are being clarified at the moment. The section of the Act relating to the setup of CSP was not enacted. Issues regarding the appointment of the Chair etc are being discussed.</p> <p>Administration have told us that the first step will be to set up a steering group.</p> <p>5. Re: December elections. A report was prepared for the Full Council Meeting in December. At this Meeting all nominees were appointed to their Committees. SK gave update about PPN Limerick</p>	<p>Done</p> <p>Mayoral Meeting</p> <p>Print outs in large print</p> <p>Ongoing</p> <p>Report to full council to appoint reps to Committees</p>	<p>PPN Limerick Members</p> <p>LB</p>	<p>30th of April 2023</p> <p>ASAP</p>

	<p>membership groups. New members appointed David Tobin, Padraig Lohan, Declan Hehir, Daniel Nedelcu, Eileen Irwin, Eileen McMahon and Mark Ryan.</p> <p>Jim Prior Proposed and Brain Thompson Seconded.</p>			
	<p>6. SK noting that another round of elections would be necessary for the vacant seats, in particular the Environmental seats. Declan Hehir asked why environmental pillar engagement is low? LB clarified that PPN Limerick have only 10 member groups in the Environmental Pillar and that this small membership is typical across all PPNs.</p> <p>The IEN are the administrative body for nominations and are 4csNoIEN approves all PPN environmental pillar members. LB would like to encourage tidy towns</p> <p>BT noted IEN is not helpful and be more exclusive have to go to a Dublin org to be approved. JP asked if PPN Members can forward a letter to encourage environmental groups. SK said Yes a letter could be sent and to get helpful people to engage with PPN. SK asked LB to write a letter to IEN. DT suggested there could be a push back from IEN regarding a letter.</p>	LB to look in environmental matter		


	<p>JOC suggested a letter is well intended but might not go anywhere. JOC noted going to a higher archy might work better. LB is going to meet with other workers to see what there doing to encourage members</p> <p>7. Plenary Meeting Venue. As recommended at December Meeting, Lorraine was able to book this Venue for this evenings Meeting.</p>			
5. Secretariat Update	<p>SK went through the Secretariat Report.</p> <p>The Secretariat continues to function effectively and is meeting regularly with 3 meetings so far this year. We are seeking nominations for the vacant seats and will again in the New Year. We would really encourage people to come forward.</p> <p>Events in line with the core role and functions of the PPN held to date in 2024.</p> <ul style="list-style-type: none"> Meeting re: Memorandum of Understanding LCCC/ PPN partnered with PPN Secretariat Online on 10th April approx. 14 no of participants. Details of Limerick Metropolitan Linkage Group in relation to PPN objectives Governance, Support and Administration. Consultation re: Proposed Market Quarter Public Realm Upgrades (DPO's) partnered with LCCC in Istabraq Hall on 11th of March, Approx. number of 8 participants, Relationship to PPN objectives Inclusion of underrepresented groups. <p>Upcoming</p>	<p>Secretariat Elections</p> <p>Approx. no. of participants</p>	LB, COR	<p>Nov/ December 2025</p> <p>3rd April 10-1pm</p>

	<ul style="list-style-type: none"> Limerick Lifelong Learning event <p>“Céad Mile Fáilte” An interactive event designed to gently introduce Irish language to new communities in Ireland. Inclusion of underrepresented groups.</p> <ul style="list-style-type: none"> “Get Limerick Walking” partnered with Limerick Sports Partnership <p>The Stand Hotel on 3rd April 10-1pm</p> <p>Stakeholder workshop regarding shaping a plan for Limerick. Participation in Decision making</p> <ul style="list-style-type: none"> PPNL/Mayor Meeting Mayoral office/ PPN 30th April Capacity Building Citizen’s Assembly partners UL ENGAGE/ PPN in Garden’s International on 1st May --- An event for citizens to come together and discuss SDG focused actions for Limerick. An opportunity for collective learning and experimentation. Participation and Decision Making. <p>BT asked if citizen’s assembly will be the same as last years and SK confirmed YES.</p> <ul style="list-style-type: none"> Training for Community Groups PPN <p>---The PPN will provide capacity building training for groups.</p> <p>Sk Noted these events fit into the goals of our Agreed workplan below.</p> <p>Please pay attention to our emails, newsletters and social media for news of the upcoming events. He also ask that you share these events with your groups wider membership, particularly when nominations for the vacant seats are sought again.</p>	<p>30</p> <p>Limerick Sports Partnership</p> <p>TBC</p> <p>An event for citizens to come together and discuss SDG focused actions for Limerick.</p> <p>LB to see if these trainings fit in without allowed use of funding.</p>	<p>LCEN/PPN</p> <p>UL Engage/PPN</p> <p>LB</p>	<p>30th April</p> <p>1st May</p> <p>For next meeting</p>
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	<p>Martha Potter asked if training could include items like manual handling and Safepass for groups. LB Stated that she was unsure if this could be covered as a use for our funding, that she would check into this.</p>																			
6. Ratification of SPC and Secretariat Nominees.	<p>SK noted Vacant Seats Nominations were sought for SPC and Secretariat in February. When Nominations closed we had four eligible nominees for the SPC seats and two for the Secretariat. As all ran unopposed an election is not necessary therefore SK requested that the named nominees would be ratified to their committees.</p> <p>This motion passed SK stated LB would prepare a report for the full Council Meeting.</p> <table><tr><th>SPC</th><th>Name</th><th>Pillar</th><th>Group</th></tr><tr><td>Travel and Transportation</td><td>David Tobin</td><td>Environmental</td><td>Limerick Pedestrian Network</td></tr><tr><td>Community, Leisure, Arts, Heritage & Culture SPC</td><td>Padraig Lohan</td><td>Community/Voluntary</td><td>County Limerick Youth Theatre</td></tr><tr><td>Community, Leisure, Arts, Heritage & Culture SPC</td><td>Daniel Nedelcu</td><td>Social inclusion</td><td>Dynamic Formation Association C.L.G</td></tr></table>	SPC	Name	Pillar	Group	Travel and Transportation	David Tobin	Environmental	Limerick Pedestrian Network	Community, Leisure, Arts, Heritage & Culture SPC	Padraig Lohan	Community/Voluntary	County Limerick Youth Theatre	Community, Leisure, Arts, Heritage & Culture SPC	Daniel Nedelcu	Social inclusion	Dynamic Formation Association C.L.G			
SPC	Name	Pillar	Group																	
Travel and Transportation	David Tobin	Environmental	Limerick Pedestrian Network																	
Community, Leisure, Arts, Heritage & Culture SPC	Padraig Lohan	Community/Voluntary	County Limerick Youth Theatre																	
Community, Leisure, Arts, Heritage & Culture SPC	Daniel Nedelcu	Social inclusion	Dynamic Formation Association C.L.G																	

	Home and Social Development	Eileen Irwin	Community/Voluntary	BGM Community Council				
	Secretariat		Seat					
		Eileen McMahon	Community	Rose Fitzgerald Kennedy Autumn				
		Declan Hehir	Cappamore/ Kilmallock	BGM Community Council				
		Mark Ryan	Limerick Metropolitan	Northside FRC				

SK displayed the below table displaying current PPN Committee Membership and the Vacant Seats remaining.

 PPN Limerick Committee Seats- March 2025				
Vacancies	Community/ Voluntary Pillar	Environment /Conservation Pillar	Social Inclusion Pillar	No. of seats
Climate Action Biodiversity & Environment	Bruce Harper Caillum Hedderman	2 Vacant		4
Economic Development Enterprise, Tourism & Planning	Brian Thompson Declan Hehir	1 Vacant	Vadivel Raj	4

		Community, Leisure, Arts, Heritage & Culture SPC	Pete Moles Marian Hurley Pádraig Lohan 1 vacant	1 Vacant	Khurram Iqbal (Raja) Daniel Nedelcu	7	Prepare Report and submit to Corporate for next Full Council Meeting	LB	31 st of March 2025
		Home & Social Development	Una Burns 2 vacant Eileen Irwin		Toyin Salmon - Agora	5			
		Travel & Transportation	Farron Flaherty 1 vacant	David Tobin	Maureen Browne	4			
		Secretariat Member	Eileen McMahon Cappamore/ Kilmallock Declan Hehir	2 Vacant	1 Vacant	10			
		Local Community Development Committee			Mary McGrath	4			

	<ul style="list-style-type: none"> • Community, Leisure, Arts, Heritage & Culture for Community/Voluntary Pillar, SPC, Pádraig Lohan was nominated as a representative for Community/Voluntary Pillar, • Daniel Nedelcu nominated as a representative for Social Inclusion Pillar • Home & Social Development, Community/Voluntary Pillar, Nominated Eileen Irwin • Secretariat nominations: Cappamore/Kilmallock Declan Hehir representative for Community/Voluntary Pillar. • Community/Voluntary Pillar Eileen McMahon representative for Community/Voluntary Pillar. • Local Community Development Committee social inclusion representative Mary McGrath <p>SK proposed the nominees to be ratified by agreement of the Plenary in attendance.</p> <p>SK stated that LB would prepare a Report for the next Full Council Meeting, for the Members to Ratify the PPN Representatives to their SPC Seats.</p>			
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7. Linkage group Meeting	ALL reps gave update for SPC Meetings. Brian Thompson			
8. AOB	JOC noted that the Chambers as a Venue is a great location for the Plenary and noted the turnout as very good. He suggested that where possible, we used this Venue going forward.	LB will endeavour to book Council Chambers for next Meeting.	For next meeting	LB
9. Closing remarks	Sean Kelly thanked everyone for attending the meeting. He thanked Lorraine and Caroline on behalf of the Secretariat for their work, particularly in planning & organising the National Conference 2024, we were looking forward to a busy 2025.			



Attendees

PPN member group/organisation	Pillar	Municipal District	Name of Secretariat member
Secretariat members			
1. Foynes and District 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. Northside Family Resource Centre	Social Inclusion	Limerick Metropolitan	Mark Ryan
PPN member group/organisation	Pillar	Municipal District	Name of representative(s) who attended
1. Limerick Pedestrian Network/ Limerick Cycling Campaign	Community/Environmental	Limerick Metropolitan	Dave Tobin
2. Step Forward Disability Group	Community	Cappamore-Kilmallock	Martha Potter
3. Limerick Migrant Forum	Social Inclusion	Limerick Metropolitan	Khurram Iqbal (Raja)
4. BGM Community Support Services Centre	Community	Cappamore-Kilmallock	Declan Hehir
5. St. Mary's Adult Education Group CLG	Community	Limerick Metropolitan	Brian Thompson
6. Kilmurry Arts & Heritage Centre	Community	Limerick Metropolitan	Marian Hurley
7. Hospital Family Resource Centre	Social Inclusion	Cappamore-Kilmallock	Mary McGrath
8. Dynamic Formation Association C.L.G.	Social Inclusion	Limerick Metropolitan	Daniel Nedelcu

9. Step Forward Disability Group	Social Inclusion	Cappamore-Kilmallock	Maureen Browne
10. Limerick Cycling Campaign	Community	Limerick Metropolitan	Farron Flaherty
11. Tournafulla Tidy Town	Community	Newcastle West	Jennifer Macdonald
12. County Limerick Youth Theatre	Community	Cappamore-Kilmallock	Padraig Lohan
13. Adare Womens's 2020 Club (women's shed)	Community	Adare-Rathkeale	Mary Dundon
14. Adare Womens's 2020 Club (women's shed)	Community	Adare-Rathkeale	Joan Knevene
15. Adare Womens's 2020 Club (women's shed)	Community	Adare-Rathkeale	Nora O Keefe
16. Southill Family Resource Centre	Social Inclusion	Limerick Metropolitan	Jim Prior
17. Southside Women's Group	Social Inclusion	Limerick Metropolitan	Geraldine Minogue
18. Southside Women's Group	Social Inclusion	Limerick Metropolitan	Breda McNamara
Apologies			
19. Ballyhoura Rural Services	Social Inclusion	Cappamore-Kilmallock	Marian Clarke
20. Down Syndrome Limerick	Social Inclusion	Limerick Metropolitan	Caoilinn Shinnors Kennedy
21. Emerging Limerick Filmmakers	Community	Limerick Metropolitan	Pete Moles
22. Limerick Migrant Forum	Social Inclusion	Limerick Metropolitan	Denis Hardi
23. Adare Womens's 2020 Club (women's shed)	Community	Adare-Rathkeale	Bridget Lohan
Also in Attendance			
Caroline O'Reilly LPPN Support Worker		PPN Limerick	
Lorraine Broderick LPPN Resource Worker		PPN Limerick	



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:** _____



Secretariat Report to Plenary Meeting of Limerick PPN 12th June, 2025

PPN Plenary Meetings

12th June 2025

Achievements

The following are the main activities of the PPN to date in 2025.

Membership

Limerick PPN continues to grow and has reached 267 Members.

Breakdown of membership is:

Municipal District	2024	2025	Pillar	2024	2025
Adare Rathkeale	26	5 up 5	Social Inclusion	63	65 up 1
Newcastle West	28	8 up 5	Community	158	191 up 22
Cappamore-Kilmallock	46	10 up 8	Environment	10	10
Metropolitan	131	12 up 5			
Total	231	267		231	267



We have 23 new member groups since March 2025.

Secretariat

The Secretariat continues to function effectively and is meeting regularly with 3 meetings so far this year and 2 update meetings

Constitution

PPNL Constitution is available on our website for reference and viewing.

2024 Annual Report

We will submit our activities for last year when requested to by the DRCDG.



Nomination and Election of PPN Representatives to Local Structures

NO NOMINATIONS RECEIVED during this round of elections.

The Following are now our Committee Vacant Seats.

 PPN Limerick Vacant Committee Seats- June 2025				
Vacancies	Community/ Voluntary Pillar	Environment /Conservation Pillar	Social Inclusion Pillar	No. of seats
Climate Action Biodiversity & Environment		2 Vacant		2
Economic Development Enterprise, Tourism & Planning		1 Vacant		1
Community, Leisure, Arts,	1 Vacant	1 Vacant		2

Heritage & Culture SPC				
Home & Social Development	2 vacant			2
Travel & Transportation	1 vacant			1
Secretariat		2 Vacant	1 Vacant	3
Local Community Development Committee		1 Vacant	1 Vacant	2

	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	Community Safety Partnership	Committee is yet to be formed (Regulations still in Draft stage).								
2	Local Community Development Committee	5	1	2	3	60%	2	2	1	0
3	Travel & Transportation SPC	4	2	1	3	75%	1	1	1	1
4	Climate Action, Biodiversity & Environment SPC	4	2	0	2	50%	2	2	0	0
5	Community, Leisure, Arts, Heritage & Culture SPC	7	4	1	5	71.4%	2	3	2	0
6	Home and Social Development SPC	5	0	3	3	60%	2	2	1	0
7	Economic Development, Enterprise, Tourism & Planning SPC	4	3	0	3	75%	1	2	1	0
9	Limerick Active Cities Steering Group	1	1		1			1		
			20					20		

List of all PPN representatives:

Limerick PPN Representatives on Local Community Development Committee (LCDC)		
Name	PPN Pillar	Nominating body
Mary McGrath	Social Inclusion	Hospital Family Resource Centre
Maurice O' Connell	Community	Abbeyfeale Community Council
	Social Inclusion	
	Environment	
Linda Ledger	Community	St. Munchin's Community Centre
Limerick PPN Representatives on Travel and Transportation SPC		
Name	PPN Pillar	Nominating body
Maureen Browne	Social Inclusion	Step Forward Disability Group
Farron Flaherty	Community	Limerick Cycling Campaign
Vacant	Community	
David Tobin	Environment	Limerick Pedestrian Network
Limerick PPN Representatives on Home and Social Development SPC		
Name	PPN Pillar	Nominating body
Toyin Salmon – Agora	Social Inclusion	Limerick Migrant Forum
Una Burns	Community	Novas
Eileen Irwin	Community	BGM Community Council
Vacant	Community	
Vacant	Community	
Limerick PPN Representatives on Community, Leisure and Culture SPC		
Name	PPN Pillar	Nominating body
Vacant	Environment	
Pete Moles	Community	Emerging Limerick Filmmakers
Marian Hurley	Community	Kilmurry Arts & Heritage Centre
Khurram Iqbal (Raja)	Social Inclusion	Limerick Migrant Forum



Pádraig Lohan	Community	County Limerick Youth Theatre
Vacant	Community	
Daniel Nedelcu	Social Inclusion	Dynamic Formation Association C.L.G
Limerick PPN Representatives on Climate Action, Biodiversity and Environment SPC		
Name	PPN Pillar	Nominating body
Vacant	Environment	
Bruce Harper	Community	Limerick Cycling Campaign
Caillum Hedderman	Community	Ballybricken 46th Scout Group
Vacant	Environment	
Limerick PPN Representatives on Economic Development, Enterprise and Planning SPC		
Name	PPN Pillar	Nominating body
Vadivel Raj	Social Inclusion	Limerick Migrant Forum
Declan Hehir	Community	BGM Community Support Services Centre
Vacant	Environment	
Brian Thompson	Community	St. Mary's Adult Education Group CLG
Limerick PPN Representative on Limerick Active Cities Steering Group		
Eoin Buckley	Community	Ballinacurra Gaels GAA



PPN events

Events in line with the core role and functions of the PPN held to date in 2025.

	Session/ event/ meeting	Presenter/ partner	Where	When	Approx. no. of participants	Other details	Relationship to PPN objectives
1	Meeting re: Memorandum of Understanding LCCC/ PPN	PPN Secretariat	Online	February	14	Limerick Metropolitan Linkage Group	Governance, Support and Administration.
2.	Consultation re: Proposed Market Quarter Public Realm Upgrades (DPO's)	LCCC	Istabraq Hall	11 th March	8		Inclusion of underrepresented groups
Upcoming							
1.		LCEN/PPN	--	--	30	An interactive event designed to gently introduce Irish language to new communities in Ireland.	Inclusion of underrepresented groups.
2.	"Get Limerick Walking"	Limerick Sports Partnership	The Stand Hotel	3 rd April 10- 1pm	---	Stakeholder workshop regarding shaping a plan for Limerick.	Participation in Decision making

3.	PPNL/Mayor Meeting	Mayoral office/ PPN	tbc	30 th April	tbc		Capacity Building
4.	Citizen's Assembly	UL ENGAGE/ PPN	Garden's International	1 st May	---	An event for citizens to come together and discuss SDG focused actions for Limerick. An opportunity for collective learning and experimentation.	Participation and Decision Making.
5.	Rochtain	The Irish Council for Civil Liberties (ICCL) with support from St. Stephens Green Trust	Online	Tuesday May 20 th 18.00- 20.00	-	Political communications and advocacy skills workshop.	- Training
6.	Understanding Your Obligations Under the 2015 Lobbying Act- Training Being Delivered by the Standards in Public Office Commission.	Delivered by the Standards in Public Office Commission	Online	Thursday May 8 th 11:00- 12:30			Training
7.	Training for Community Groups	PPN	July	July	---	The PPN will provide training	Capacity Building

	<p>“Why Wait” Green Transition Training</p>					for community groups	
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2025 Workplan

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.

Participation in decision-making and representation

1. Maintain Representation for Secretariat, SPC's and Committees (endeavour to fill any vacancies that occur in a timely manner).
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

Capacity building

1. Working with Social Justice Ireland, Department of Rural and Community Development, Limerick City and County Council, national Environmental Pillar, The Wheel 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.
Training Program for Members/ Representatives and Secretariat.

Information sharing and communication

1. Continue to keep the PPN Social media and website up to date
2. Continued use of Zoom professional package to support the PPN Secretariat and membership
3. Ongoing sharing of information on opportunities relevant to PPN members through social media and through Salesforce Chatter



4. Seek new routes to Share information to streamline processes and reach as many Members as possible.

Governance, support and administration

1. 4 Plenary meetings – in each Q
2. At least 9 Secretariat meetings over the year
3. Engagement of two full-time support staff employed by Limerick City and County Council
4. Completion of the 2024 annual report
5. 2025 Memorandum of Understanding with Limerick City and County Council agreed and signed.

Upcoming Training

- Green Transition Training- Supporting groups to become sustainable organisations.
- Preparing Grant applications for Community Groups.
- Financial Planning and Management for Community and voluntary Organisations.
- Social Media Training for Community Groups.



2025 Work Plan UPDATE

The work plan is broken down into the key areas of PPN activity and is subject to funding from DRCD and Limerick City and County Council:



IN PROCESS



DONE/ ONGOING

Actions	Indicators	When
a. Participation in decision-making and representation		
1. Maintain full PPN representation for Secretariat, SPC's and Committees (fill vacancies that may occur in a timely manner)	1. % of available PPN seats on external committees filled.	Q1 and ongoing
2. Regular meetings of and ongoing support for the various Linkage Groups 3. Conduct a Trial of in-person, LG meetings at Plenary Meetings.	2. Number of Linkage Group meetings 3. Outcomes of meetings 4. Number of statements of outcomes prepared by PPN representatives for their respective Linkage Groups 5. Number of members in each Linkage Group	Review at Plenary
4. Ongoing support for the elected PPN representatives on various committees	6. Types of support available (including training) 7. Key outcomes from participation of PPN representatives on external committees	Ongoing

5. Working with Limerick City and County Council and other relevant agencies where appropriate to help PPN members have access to information or opportunities that may present over the year.	8. Number and type of opportunities/ events/ engagements etc worked on with LCCC	Ongoing
b. Capacity building		
<p>5. Working with Social Justice Ireland, Department of Rural and Community Development, Limerick City and County Council, The Wheel 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.</p> <p>a) Seek specific training for New Representatives/ Secretariat Members.</p> <p>b) Secretariat to Seek and assess specific requests for training for the benefit of Member groups to be funded by PPNL.</p> <p>c) Develop links with the Mayor's office, affording opportunity to support and</p>	<p>1. Number and type of training programmes delivered</p> <p>2. Numbers of training participants</p>	Ongoing

input to the Mayoral Program.		
c. Information sharing and communication		
10. Continue to keep the PPN Social Media and website up to date	1. Up-to-date social media and website	Ongoing
11. Continued use of Zoom professional package to support the PPN Secretariat and membership	2. Continued use of Zoom for meetings	Ongoing
12. Ongoing sharing of information on opportunities relevant to PPN members 13. Seek new routes to Share information to streamline processes and reach as many members/ prospective members as possible. 14. Initiate policy of 1 Press release to local media per quarter to increase PPN visibility.	3. Number of emails, social media posts, newsletters etc 4. Number and types of public consultations promoted 5. Number and types of dedicated information/resources pages on the website (e.g. SDG's,)	Ongoing
d. Governance, support and administration		
6. 4 Plenary meetings – One per Q	1. Two Plenary meetings held	1 per Q
7. At least 9 Secretariat meetings over the year	2. Number of Secretariat meetings held	Monthly and as required

8. Ongoing promotion to encourage new members	3. Number of PPN members – full and associate 4. Percentage of members from each pillar 5. Percentage of members from each Municipal District.	Ongoing Ongoing
9. Undertake review of policies and procedures. Generate SOPs for Administrative Tasks.	6. Various procedures and reviewed to ensure clarity and functionality.	July/ August
10. Ensure full Staff complement employed by Limerick City and County Council	7. Two full-time PPN staff members in place	Ongoing
11. Completion of the 2024 annual report	8. Annual report submitted to DRCD and published on PPN website.	When requested from DRCD
12. 2025 Memorandum of Understanding with Limerick City and County Council	9. MOU agreed and published on PPN website	Q1
13. Limerick PPN's public profile is positive and growing and its commitment to transparency/accountability is maintained.	2. Number of Twitter and Facebook followers 3. Minutes of Secretariat and Plenary meetings published on website 4. Number of Statements of Outcomes from PPN representatives published in respective Linkage Group pages on website 5. All relevant governance documents published on website	Ongoing

