



## **AGENDA FOR PLENARY MEETING**

**26<sup>th</sup> February 2026, 6.30pm- 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. SPC Representation Updates**

### **Motion 1 From Farran Flaherty**

That the Public Participation Network (PPN) formally request that Limerick City and County Council, in the interest of increasing public participation, commit to public live-streaming of all public meetings and to archiving these recordings in a publicly accessible online repository.

### **Motion 2 From Farran Flaherty**

That the Public Participation Network (PPN) formally request that Limerick City and County Council, in the interest of improved public accessibility, establish and implement a formal process to ensure that all documents relevant to public meetings are uploaded online in accessible, non-proprietary, and screen-reader-friendly formats.

### **Motion 3 From Annette Waters**

That the PPN will stream Meetings for accessibility

### **Motion 4 from David Tobin**

That PPN Limerick will invite LCCC officials to Plenary meetings

- 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

**Draft Minutes, November 2025**

**Meeting:** PPN Limerick Plenary meeting

**Those present:** List at end of the minutes

**Date:** 27<sup>th</sup> November 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.	<p>PPN Limerick Facilitator Patrick Fitzgerald Welcomed all PPN Members to PPN Limericks' s third Plenary Meeting of the year.</p> <p>PF confirmed Standing Orders for Plenary meetings and that the meeting did not currently have a quorum.PF brought the groups attention to DRCD issued a circular - CVSP 1/2022 – which advises procedure when this occurs. The group present agreed to go ahead with the Plenary meeting.</p> <p>Noted that there is a QR code to view the documents online.</p>			
2. Standing Orders for Plenary	<p>PF confirmed Standing Orders for Plenary meetings.</p>			

Agenda item	Detail	Action	Who	When
3. Minutes of last Plenary meeting	<p>Patrick Fitzgerald noted June 2025 Plenary meeting minutes taken as read.</p> <p>Proposed by Linda Ledger</p> <p>Seconded by Sean Kelly</p>			
4. Matters arising	<p>Patrick Fitzgerald went through matters arising with PPN Limerick members.</p> <ol style="list-style-type: none"> <li>1. Patrick Fitzgerald noted training for Groups. After receiving feedback from PPN Limerick members from the last Plenary meeting. Patrick Fitzgerald noted he would like to deliver and research the training and deliver the training within the PPN remit in 2026. Details of the training would be in Workplan and budget.</li> <li>2. Patrick Fitzgerald noted Members in attendance will have A copy of PPN Limerick's ``Glossary of terms and acronyms available this evening. As requested in the previous meeting. It is a Plain English guide for new members. A Guide to PPNs document will be developed in Q1 of 2026.</li> <li>3. RE: proposed Market quarter and Cruises Street Upgrades had no consultation and was unable to view documents. PF asked DT to email information to <a href="mailto:PPN@limerick.ie">PPN@limerick.ie</a>. As PF would like to bring it to the attention of Secretariat members. PF suggested writing a letter from the Secretariat members to the Director as requested from DT. PF suggested putting onto the agenda for the next Secretariat meeting. Patrick Fitzgerald noted as Resource worker was ill for an extended period this did not occur.</li> <li>4. Question as to whether we need to name explicitly in Constitution that Reps will attend Plenary Meetings. Declan Hehir asked how many representatives attended tonight's Plenary, Nine representatives were in attendance. LB proposed send an email with dates for 2026 Plenary. Brian Leddin noted if there is 280 members in Limerick should they have to attend. Brian Lennon was part of PPN Limerick in order to attract and while forum. Noted not going to get attendance if theirs no reason for the members to attend.</li> </ol>	<p>Training</p> <p>A Guide to PPNs document will be developed.</p> <p>Motion tabled</p> <p>PPN Limerick Representatives attending PPN Meetings.</p>	<p>PPN Limerick</p> <p>LB, COR</p> <p>By Dave Tobin</p> <p>PPN Limerick</p>	<p>2026</p> <p>First quarter of 2026</p> <p>Next Plenary Meeting</p> <p>2026</p>

	<p>Brian Thompson noted there was a special duty for representatives and they put themselves forward and if they don't turn up, they should depart from PPN Limerick.</p> <p>Mark Ryan noted on funding applications it is a tick box exercise, and it might not be possible for everyone to attend. There is a 7/10 days to display a motion. Would there be a platform to display? LB suggested PPN Limerick have a YouTube Channel/ PPN Limerick Website that it could be displayed.</p> <p>Declan Hehir asked why is Salesforce not being used? Patrick Fitzgerald suggested discussing that in a later discussion within the meeting.</p>	<p>Dates set for 2026. Notify Representatives</p>		
<p>5. Secretariat Update</p>	<p>Patrick Fitzgerald noted PPN Limerick meeting in September was unavoidably cancelled and gave a Secretariat update.</p> <p>The Secretariat continues to function effectively and is meeting regularly with 5 meetings so far this year and 2 update meetings</p> <p>PPN Limerick gave our annual report when requested in May. National report is not available yet. PPN Limerick received 5 nominations for the Council Committees and 2 for the Community Safety Partnership in this round. The nominations are for</p> <p>Climate Action Biodiversity &amp; Environment - Environment/Conservation Pillar - Seán Mcilpatrick An Taisce Limerick</p> <p>Economic Development Enterprise, Tourism &amp; Planning - Environment /Conservation Pillar - Brian Leddin An Taisce Limerick</p> <p>Community, Leisure, Arts, Heritage &amp; Culture SPC - Community/Voluntary Pillar Eileen McMahon Rose Fitzgerald Kennedy School</p> <p>Local Community Development Committee Environment/Conservation Pillar Darragh Boyce An Taisce Limerick</p> <p>Local Community Development Committee Social Inclusion Pillar Tanya Dunworth Thomondgate Residents Association</p>	<p>Prepare a report for the next full council meeting where they will be appointed to their committees.</p>	<p>LB</p>	<p>January 2026</p>

	<p>Patrick Fitzgerald noted all are deemed appointable and ran unopposed and asked the Plenary present to ratify them?</p> <p>- All members agreed. Patrick Fitzgerald thanked the nominees and advised that Lorraine will prepare a report for the next full council meeting where they will be appointed to their committees.</p> <p>Patrick Fitzgerald noted we now have 5 SPC seats Vacant and 3 Secretariat We will seek nominations again in the new year. It was noted as seen in the report we have delivered and supported more events than any previous years. We were lead in several LCCC consultations / delivered political advocacy training from Rothain and created links for training with the Irish Council for Civil Liberties. Our own meeting with Mayor John Moran was very well received.</p> <p>PPN Limerick delivered practical training for fundraising skills/ financial planning and / grant applications training.</p> <p>PPN Limerick will build on this next year as discussed in the Workplan/ budget. Our workplan and budget as always follows the 4 principals shown in the workplan.</p> <p>Patrick suggested that a community event be added such as engaging with lifelong learning week.</p> <p>Martha Potter suggested the capacity building training, if a practical as possible could assist groups who do not have budget for necessary training.</p> <p>The Workplan and budget for 2026 was adopted.</p>			
<p>6. Irish Cement Committ</p>	<p>Patrick Fitzgerald gave an Update Re: Irish Cement Castlemungret Community Liaison Committee.</p> <p>In April 2018, An Bord Pleanala granted permission to Irish Cement Ltd., for a development to facilitate the use of alternative fuels and alternative raw materials in the cement manufacturing process at Mungret</p>			

<p>ee Update</p>	<p>Cement Factory. The grant of permission was subject to 13 conditions. Conditions 11 and 12 relate to the establishment of a Community Liaison Committee (CLC) and the establishment of a Community Gain Fund (CGF) respectively.</p> <p>The Community Gain Fund was to be established at a rate of €1 per tonne of alternative fuels/alternative materials utilised (Current estimated value of the fund is €38,000). The Community Liaison Committee, once established, would have responsibility for the administration of the Community Gain Fund.</p> <p>Limerick City and County Council was given responsibility for the establishment of the CLC. An Bord Pleanála mandated that the Committee “shall comprise 7 members having an Independent Chairperson, 2 local Community Representatives, 2 Elected members of the Local Authority, 1 official of the Local authority and 1 representative from the operators of the cement works.”</p> <p>The CLC will have responsibility for the administration of the community gain fund account to be set up in accordance with condition 12 and for decisions on projects to be supported by the fund in addition to acting as a liaison committee with the local community in relation to ongoing monitoring of the operation of the cement works.</p> <p>Following a Request from Limerick City and County Council it was agreed that it would be appropriate for two Secretariat members to sit on the Community Liaison Committee (CLC) on an interim basis during its establishment phase.</p> <p>Once the committee is fully established with its procedures and Terms of Reference in place, an election will be held through the PPN Plenary to select formal representatives in line with PPN policy.</p> <p>The two Secretariat Members nominated to serve on an interim basis are:</p> <ul style="list-style-type: none"> <li>• Jack O’Connor</li> <li>• Sean Kelly</li> </ul>			
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	<p>In line with PPN procedures, a Linkage Group associated with this representative role is now set up, to ensure that interested members can stay informed and contribute to the committee’s work. Members can join this Linkage Group by emailing <a href="mailto:ppn@limerick.ie">ppn@limerick.ie</a>.</p> <p>The Committee will comprise of:</p> <table data-bbox="472 395 1332 667"> <tr> <td>Independent Chair</td> <td>Shay Riordan</td> </tr> <tr> <td>City and County Council</td> <td>Anne Rizzo</td> </tr> <tr> <td>Irish Cement</td> <td>Brian Gilmore</td> </tr> <tr> <td>Representing PPN Limerick (interim basis)</td> <td>Jack O’ Connor</td> </tr> <tr> <td></td> <td>Sean Kelly</td> </tr> </table> <p>*Local Councillor</p> <p>*Local Councillor</p> <p>*(expected to be confirmed at the upcoming Full Council Meeting on the 24th of November)</p>	Independent Chair	Shay Riordan	City and County Council	Anne Rizzo	Irish Cement	Brian Gilmore	Representing PPN Limerick (interim basis)	Jack O’ Connor		Sean Kelly			
Independent Chair	Shay Riordan													
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	Sean Kelly													
<p>7. Linkage group Meeting</p>	<p>Representatives present gave updates regarding their committees.</p> <p>Linda Ledger gave an update regarding LCDC which expressed concerns regarding meetings and how much can be actually influenced at the meetings.</p> <p>Lorraine clarified for the group that the LCDC differed from the SPC in that while policy was discussed at SPC’s; authorising funding for community projects in the city and county was the role of the LCDC.</p> <p>Linda spoke about the difficulties in gaining funding for community centres and how she had been making effort to get LCDC admin to send a request for more funding to the department.</p> <p>Lorraine suggested that as a group, with all the community centres, a letter could go from the PPN if she wished.</p>													

	<p>Lorraine asked that Linda get in touch with her regarding coordinating with the groups and a letter to be generated.</p> <p>Declan Hehir spoke of salesforce being a great platform to keep in touch with the other members and expressed surprise that others found it difficult. Lorraine stated that she had a lot of people with issues with it.</p>	L. Ledger,		
8. AOB	Proposed motion received by Dave Tobin re: Formally Inviting LCCC Officials to each Plenary going to be discussed in the next Plenary 2026.	February Plenary		
9. Closing remarks	PF thanked all members for attending the final plenary of 2025.			

**Attendees**

PPN member group/organisation	Pillar	Municipal District	Name of Secretariat member
<b>Secretariat members</b>			
1. Glin Going Strong Club	Community	Newcastle West	Patrick Cummins
2. Limerick Community Education Network	Social Inclusion	Limerick Metropolitan	Patrick Fitzgerald
3. BGM Community Support Services Centre	Community	Cappamore-Kilmallock	Declan Hehir
4. Foynes and District Community Council	Community	Adare-Rathkeale	Sean Kelly
5. Northside Family Resource Centre	Social Inclusion	Limerick Metropolitan	Mark Ryan
6. Rose Fitzgerald Kennedy Autism School	Community	Cappamore-Kilmallock	Eileen McMahon
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. Limerick Migrant Forum	Social Inclusion	Limerick Metropolitan	Vadivel Raj
5. GOSHH	Social Inclusion	Limerick Metropolitan	Verena Tarpey

6. Mungret Saint Pauls Gaa	Community	Limerick Metropolitan	Fintan Hynes
7. Tait House Community Enterprise CLG	Social Inclusion	Limerick Metropolitan	Michael Quilligan
8. Limerick Cycling Campaign	Community	Limerick Metropolitan	Pat Fitzpatrick
9. St. Mary's Adult Education Group CLG	Community	Limerick Metropolitan	Brian Thompson
10. Kilmurry Arts & Heritage Centre	Community	Limerick Metropolitan	Marian Hurley
11. Step Forward Disability Group	Social Inclusion	Cappamore-Kilmallock	Maureen Browne
12. Limerick Cycling Campaign	Community	Limerick Metropolitan	Farron Flaherty
13. St. Munchins Community Centre	Community	Limerick Metropolitan	Linda Ledger
14. Limerick Migrant Forum	Social Inclusion	Limerick Metropolitan	Kate Njoku
15. Thomondgate Residents Association	Community	Limerick Metropolitan	Tanya Dunworth
16. Womensshed Limerick Dooradoyle /Raheen	Community	Limerick Metropolitan	Annette Murphy
17. An Taisce	Environment	Limerick Metropolitan	Brian Leddin
18. An Taisce	Environment	Limerick Metropolitan	Seán Mc ilpatrick
19. An Taisce	Environment	Limerick Metropolitan	Darragh Boyce
20. Limerick Seniors Forum	Community	Limerick Metropolitan	Noreen Waters
21. Meadowbrook Residents Corbally	Community	Limerick Metropolitan	David Buckley
22. Meadowbrook Residents Corbally	Community	Limerick Metropolitan	Karla
<b>Apologies</b>			



23. Tournafulla Tidy Towns	Community	Newcastle West	Jennifer Jean
24.			
<b>Also in Attendance</b>			
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 26<sup>th</sup> February 2026

### PPN Plenary Meetings

26th February 2026

### Achievements

The following are the main activities of the PPN to date in 2026.

#### Membership

Limerick PPN continues to grow and has reached 300 Members.

Breakdown of membership is:

Municipal District	2026	2025	Pillar	2026	2025
Adare Rathkeale	34	31	Social Inclusion	67	65
Newcastle West	43	39	Community	223	208
Cappamore-Kilmallock	63	61	Environment	10	10
Metropolitan	160	152			
<b>Total</b>	<b>300</b>	<b>283</b>		<b>300</b>	<b>283</b>



We have 17 new member groups since November 2025. (up 69 over 2025)

## Secretariat

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

## Constitution

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

## 2025 Annual Report


PPN Limerick will submit to the National annual report when requested.



## Nomination and Election of PPN Representatives to Local Structures

The Following are our Nominees and remaining Vacant Seats.

We have 7 vacancies across the SPC's. Propose to seek nominations in the coming months, before the next Plenary in May. Our ratified nominees from November should be on the agenda for the March Full council meeting and we have been speaking to members as well as corporate to advocate that there be no further delay to our appointments.

 <b>PPN Limerick Nominations received November 2025</b>				
<b>Vacancies</b>	<b>Community/ Voluntary Pillar</b>	<b>Environment /Conservation Pillar</b>	<b>Social Inclusion Pillar</b>	<b>No. of seats</b>
<b>Climate Action Biodiversity &amp; Environment</b>		<b>1 Vacant</b>		<b>4</b>
<b>Economic Development Enterprise, Tourism &amp; Planning</b>				<b>4</b>

<b>Community, Leisure, Arts, Heritage &amp; Culture SPC</b>	<b>1 Vacant</b>	<b>1 Vacant</b>		<b>7</b>
<b>Home &amp; Social Development</b>	<b>2 vacant</b>			<b>4</b>
<b>Travel &amp; Transportation</b>	<b>1 vacant</b>			<b>4</b>
<b>Secretariat</b>		<b>2 Vacant</b>	<b>1 Vacant</b>	<b>10</b>
<b>Local Community Development Committee</b>				<b>5</b>

	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						
2	Local Community Development Committee	5	2	3	5	100%	0	2	2	1
3	Travel & Transportation SPC	4	2	1	3	75%	1	1	1	1
4	Climate Action, Biodiversity & Environment SPC	4	3	0	3	75%	1	2	0	1
5	Community, Leisure, Arts, Heritage & Culture SPC	7	3	2	5	71.4%	2	4	1	1
6	Home and Social Development SPC	5	0	3	3	60%	2	2	1	0
7	Economic Development, Enterprise, Tourism & Planning SPC	4	4	0	4	100%	0	2	1	1
8	Limerick Community Safety Partnership	2	1	1	2	40%	3	5	0	0
9	Limerick Active Cities Steering Group	1	1		1	100%		1		
			26					26		

**List of all PPN representatives:**

<b>Limerick PPN Representatives on Local Community Development Committee (LCDC)</b>		
<b>Name</b>	<b>PPN Pillar</b>	<b>Nominating body</b>
Mary McGrath	Social Inclusion	Hospital Family Resource Centre
Maurice O' Connell	Community	Abbeyfeale Community Council
Tanya Dunworth	Social Inclusion	Thomondgate Residents Association
Darragh Boyce	Environment	An Taisce Limerick
Linda Ledger	Community	St. Munchin's Community Centre
<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
Farron Flaherty	Community	Limerick Cycling Campaign
Vacant	Community	
David Tobin	Environment	Limerick Pedestrian Network
<b>Limerick PPN Representatives on Home and Social Development SPC</b>		
<b>Name</b>	<b>PPN Pillar</b>	<b>Nominating body</b>
Toyin Salmon – Agora	Social Inclusion	Limerick Migrant Forum
Una Burns	Community	Novas
Eileen Irwin	Community	BGM Community Council
Vacant	Community	
Vacant	Community	
<b>Limerick PPN Representatives on Community, Leisure and Culture SPC</b>		
<b>Name</b>	<b>PPN Pillar</b>	<b>Nominating body</b>
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

Eileen McMahon	Community	Rose Fitzgerald Kennedy Autumn School
Vacant	Social Inclusion	
<b>Limerick PPN Representatives on Climate Action, Biodiversity and Environment SPC</b>		
<b>Name</b>	<b>PPN Pillar</b>	<b>Nominating body</b>
Seán McIlpatrick	Environment	An Taisce Limerick
Bruce Harper	Community	Limerick Cycling Campaign
Caillum Hedderman	Community	Ballybricken 46th Scout Group
Vacant	Environment	
<b>Limerick PPN Representatives on Economic Development, Enterprise and Planning SPC</b>		
<b>Name</b>	<b>PPN Pillar</b>	<b>Nominating body</b>
Vadivel Raj	Social Inclusion	Limerick Migrant Forum
Declan Hehir	Community	BGM Community Support Services Centre
Brian Leddin	Environment	An Taisce Limerick
Brian Thompson	Community	St. Mary's Adult Education Group CLG
<b>Limerick Community Safety Partnership</b>		
Verena Tarpey	Community	Goshh
Pat Fitzpatrick	Community	Limerick Cycle Campaign
<b>Limerick PPN Representative on Limerick Active Cities Steering Group</b>		
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
<b>Upcoming</b>							
1.	<b>Training for Community Groups/Manual Handling</b>	TBC	TBC	TBC	TBC		Capacity Building
2.	<b>Lifelong Learning Festival</b>	LCEN/PPN	Limerick City Library	23 <sup>rd</sup> April 2026	20	“Public Participation Networks: Participative Democracy in Action”.	Capacity Building
4.	<b>Citizen’s Assembly</b>	UL ENGAGE/ PPN	Garden’s International	30 <sup>th</sup> May	100	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.

## 2026 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.

## Draft 2026 Work Plan for consideration

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:

Actions	Indicators	When
<b>a. Participation in decision-making and representation</b>		
1. Maintain 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. Linkage group updates from Representatives at each Plenary Meeting.	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	Ongoing
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/ consultations etc worked on with LCCC	Ongoing

<b>b. Capacity building</b>		
<p>6. 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 style="text-align: center;"><b>a) Seek specific and practical training for Members.</b></p>	<p>1. Number and type of training programmes delivered</p> <p>2. Numbers of training participants</p>	<p>Ongoing</p> <p>****</p>
<b>c. Information sharing and communication</b>		
7. Continue to keep the PPN Social Media and website up to date	1. Up-to-date social media and website	Ongoing
8. Continued use of Zoom professional package to support the PPN Secretariat and membership	2. Continued use of Zoom for meetings	Ongoing
9. Ongoing sharing of information on opportunities relevant to PPN members	<p>3. Number of emails, social media posts, newsletters etc</p> <p>4. Number and types of public consultations promoted</p>	Ongoing

	5. Number and types of dedicated information/resources pages on the website (e.g. SDG's,)	
<b>d. Governance, support and administration</b>		
10. Four Plenary meetings – One per Q	1. Four Plenary meetings held	February, May, September, November
11. At least 9 Secretariat meetings over the year	2. Number of Secretariat meetings held	Monthly and as required
12. 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
13. Undertake review of policies and procedures.	6. Various procedures and reviewed to ensure clarity and functionality.	Ongoing
14. Ensure full Staff complement employed by Limerick City and County Council	7. Two full-time PPN staff members in place	Ongoing
15. Completion of the 2025 annual report	8. Annual report submitted to DRCD and published on PPN website.	When requested from DRCD
16. 2026 Memorandum of Understanding with Limerick City and County Council	9. MOU agreed and published on PPN website	Q1



17. Limerick PPN's public profile is positive and growing and its commitment to transparency/accountability is maintained.	<ol style="list-style-type: none"> <li>2. Number of Twitter and Facebook followers</li> <li>3. Minutes of Secretariat and Plenary meetings published on website</li> <li>4. Number of Statements of Outcomes from PPN representatives published in respective Linkage Group pages on website</li> <li>5. All relevant governance documents published on website</li> </ol>	Ongoing
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## Finance

The 2025 financial report will be prepared and sent to the Department 31<sup>st</sup> of March 2025.

<b>LPPN 2026 PROPOSED BUDGET</b>
<b>Income</b>

DRCD	€ 100,540	
LCCC	€ 35,000	
<b>Estimated budget for 2025</b>	<b>€ 135,540</b>	
<b>Expenditure</b>		
<b>Expenditure item</b>	<b>Expenditure</b>	<b>% of total expenditure</b>
PPN staff salaries incl. PRSI	€93,528	69%
Travel & Subsistence for staff	€ 1,200	0.9%
Secretariat Travel & Subsistence	€1,200	0.9%
Online communications tools (e.g. online meeting software, survey software)	€2,000	1.5%
Office Supplies/Stationery/Printing	€1,040	0.8%
Training & Development - staff	€1,000	0.73%
Training & Development - capacity building*	€15,000	11.1%
Equipment and Merchandise/ promotional materials for PPN	€4,000	2.9%
Website/Hosting/Texting service Fees	€1,000	0.7%
Projects/Activities/Events*	€13,372	9.8%
Plenary/ Meeting Costs (excl. Room Hire /Refreshments/ Meeting Software)	€1,000	0.73%
Room Hire/Refreshments	€1,200	0.9%

<b>TOTAL EXPENDITURE</b>	<b>€ 135,540</b>	<b>100.00%</b>
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**Assumptions:**

1. 4 plenary meetings
2. Trainings and events will be a combination of online and in person.
3. Secretariat meetings to alternate online/ in person.

\* Training/ Projects/ Events to facilitate:

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.
2. Training Costs
3. Contributing to Events in which we are Stakeholders i.e. Citizens Assembly/ Social Inclusion events and partnerships with groups delivering training/ events of benefit to the Wider membership.
4. Costs of delivering Training being delivered by external experts/ Institutes/ PPN Member Groups.

**FROM NATIONAL PPN HANDBOOK RE FUNDING**

*The Department of Rural and Community Development (majority funder) and each Local Authority (co-funder) provide funding for the PPNs. PPNs may apply for funding from other sources for specific projects, subject to these projects being in line with the core work of the PPN as set out by the Plenary. They must also be consistent with the role and objectives of the PPN. This funding provided by the Department and the Local Authorities is ring-fenced and can only be used for the purposes of developing and maintaining the PPN. The most common usage which the Department envisages for the funding would be:*

- Cost of employment of a Resource Worker and Support Worker (full time equivalent)*
- Office space, infrastructure and materials for the Resource Worker and Support Worker*
- Expenses incurred by the PPN in carrying out its activities i.e. holding meetings, training, elections, publicity materials, insurance etc.*
- Expenses of Secretariat and PPN representatives on Local Authority committees (where these cannot be recouped elsewhere).*