

# Secretariat Report to Plenary

## 14<sup>th</sup> May 2026

### 1 PPN Plenary Meetings

26th February 2026

### 2 Achievements

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

#### 2.1 Membership

Limerick PPN continues to grow and has reached 308 Members.

Breakdown of membership is:

Municipal District	2026	2025	Pillar	2026	2025
Adare Rathkeale	34	31	Social Inclusion	68	65
Newcastle West	44 <b>up 2</b>	39	Community	230	208
Cappamore-Kilmallock	68 <b>up 5</b>	61	Environment	10	10
Metropolitan	162 <b>up 2</b>	152			
<b>Total</b>	<b>308 up 8</b>	<b>283</b>		<b>308</b>	<b>283</b>

We have 8 new member groups since February 2026.

#### 2.2 Secretariat

The Secretariat continues to function effectively and is meeting regularly with 5 meetings so far this year.

#### 2.3 Constitution

PPNL Constitution is available on our website for reference.

#### 2.4 2025 Annual Report

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

## 2.5 Nomination and Election of PPN Representatives to Local Structures

The Following are our Nominees and remaining Vacant Seats.

Discussion Regarding outstanding appointments will be a separate agenda item.

We have 7 vacancies across the SPC's. Propose we seek nominations in the coming months, before the next Plenary in September

 PPN Limerick Nominations received November 2025				
Vacancies	Community/ Voluntary Pillar	Environment /Conservation Pillar	Social Inclusion Pillar	No. of seats
Climate Action Biodiversity & Environment		1 Vacant		4
Economic Development Enterprise, Tourism & Planning				4
Community, Leisure, Arts, Heritage & Culture SPC	1 Vacant	1 Vacant		7
Home & Social Development	2 vacant			4
Travel & Transportation	1 vacant			4
Secretariat		2 Vacant	1 Vacant	10
Local Community Development Committee				5

	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	2 nominations received Verena Tarpey Pat Fitzpatrick. To be appointed by the Department of Justice								
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 Mcilfratrick	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

## 2.6 PPN events

Events in line with the core role and functions of the PPN held to date in 2026.

	Session/ event/ meeting	Presenter/ partner	Where	When	Approx. no. of participants	Other details	Relationship to PPN objectives
<b>Events</b>							
1.	<b>Training for Community Groups/Manual Handling</b>	Platinum Safety	HFC	13 <sup>th</sup> April	9	Manual Handling Training	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	Limerick Racecourse	30 <sup>th</sup> April	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.

## 3 2026 Workplan

The workplan is broken down into the key areas of PPN activity and is subject to funding from the DRCD and Limerick City & County Council.

### 3.1 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

### 3.2 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.

### 3.3 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.

### 3.4 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 2025 annual report
5. 2025 Memorandum of Understanding with Limerick City and County Council agreed and signed.

## 2026 Work Plan

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>		
6. Working with Social Justice Ireland, Department of Rural and Community Development, Limerick City and County Council, The Wheel and other relevant	1. Number and type of training programmes delivered 2. Numbers of training participants	Ongoing ****

<p>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><b>a) Seek specific and practical training for Members.</b></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	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
<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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### 3.5 Finance

The 2025 financial report will be sent to the Department at the end of May 2026.

LPPN 2026 PROPOSED BUDGET		
<b>Income</b>		
DRCD	€ 100,540	
LCCC	€ 35,000	
<b>Estimated budget for 2026</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%
<b>Training &amp; Development - capacity building*</b>	<b>€15,000</b>	<b>11.1%</b>
Equipment and Merchandise/ promotional materials for PPN	€4,000	2.9%
Website/Hosting/Texting service Fees	€1,000	0.7%
<b>Projects/Activities/Events*</b>	<b>€13,372</b>	<b>9.8%</b>
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>

### 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).*