



**Tipperary PPN Secretariat Meeting**

**Thursday 24th March 2022**

**Venue: TCEC and via Zoom @6.00pm**

**Minutes**

**Facilitator:** JJ O Sullivan

**Minute taker:** Derry O Donnell

**Present:** Michael Kealy, Mike Edwards, Alan Moore, Charles Stanley Smith, Derry O Donnell, JJ O Sullivan, Mary Ryan and Sean O Farrell.

**Apologies:** Anne Williamson and Josephine O Connor

**In Attendance:** Ruth Smith (Co-ordinator), Sharon Melbourne (PPN Support Worker)

No **conflict of interest** declared.

The **agenda** was agreed and there is no opportunity for AOBs to be added to the agenda.

**Minutes** of last month's meeting have been sent by email and there were no matters arising;

Proposed by Mike Edwards and seconded by Michael Kealy.

**Correspondence:** none.

**Directors Update:** No meeting held so no update.

**Finance Update:** Report circulated in advance. Bank balances on Coordinators report as circulated in advance. Operating balance €10648 Company balance €20435

Dept want Inc & Ex 2021, expected expenditure for 2022, & Work Plan

JJ. O'S & ME to sign them on behalf of Secretariat

**Co-ordinators Report:** Circulated in advance.

Emer Leahy all county Rep CYPSC. Julie O Halloran resigned to go on LCDC. Brian Boyle had to step down from Tipp Sports Partnership, new Rep call for his position.

PPN was looking after insurance for community call.

Intercultural Diversity Awareness, Ukraine families wanting to help, but don't know how, can act as translators, potential MD welcome event for refugees, Garda Vetting required if children will be in house.

Plenary date? Thurs 5th May. ME, SOF, MK, DOD, sub group for Plenary

Co. Development Plan consultation 4 week plan, will be sent around.

Any Tidy Towns groups wishing to be in Env Section has to apply to Env Pillar for inclusion singularly, as they have to qualify due to nature of environmental work.

SOF recent resignation from LCDC due to new job with NTDC, vacant seat on LCDC. No conflict of interest re SOF on Secretariat.

Env meeting to support Rep call

MD county council can't have PPN reps,

LCDCs must have a minimum of 5 PPN reps

New Dept. Assistant Secretary General, strong on community, Mary Hurley

PPNs will be put on mailing list for all Gov. national consultations,

Opportunities where PPNs could be acknowledged as stakeholders

New layer of staff support for Sharon, someone from secretariat

### **National Secretariat update**

CSS - DCRD had meeting re Ukraine assistance, they are expecting local Dev Co.s to do something through SICAP, they need to find and integrate any of those who are outside the system, most of the work will be done by volunteer sector,

RS to talk to Dev Companies to see what they are doing re Ukraine.

### **National PPN Structural review.**

Mazars report hasn't been launched yet, waiting on signature from Minister. Suggestion at meeting to have an oversight body for all PPNs, counter suggestion that maybe a body that offers help and assistance rather than oversight would be more beneficial,

**Workplan:** Next sub group meeting 12pm Wed 30th, look at the timelines. RS met with mentor re strategic planning

### **Municipal District subgroups.**

Who should be on them? -Reps of secretariat, important to keep new people coming in for continuity. Can use these to organise MD meetings,

Mon 4th April RS meeting with Mike

**Rep vacancies:** Survey going out to existing Reps. LCDC alternates, SOF has resigned, Cora's 2nd term as SI LCDC rep has finished. Margo suggested that 1 alternate we'd be lucky to get & thinks it's too much to have 1 for each pillar as it might diffuse it for someone who wouldn't get to attend many meetings. Suggestion that Alternate can attend LCDC meeting in a non-voting capacity being considered.

**SE Region PPN Environmental meeting.** Coordinators of 5 regional PPNs Waterford, Carlow, Kilkenny, Tipperary and Wexford. TPPN will contribute towards cost €500 approx.  
Sat 9th April in Cabragh, Tipperary Environmental group meeting 10.30am.

**Evaluation Checklist/Policy Updating:** Mary, Sharon & Ruth policy sub group meeting today, looked at 2 policies, complaints procedure - Sharon will copy into word and circulate draft for approval & Reps Charter - no mention of Reps rights, will amend accordingly. Need to do Remote working policy. Bring up remote working at Directors meeting

**Date of next meeting:** Thursday 21st April

Secretariat Development, - Caroline Egan, can do workshops on GDPR, HR. Ruth to get dates from her

Secretariat Reconnection Event, Fri 8th April, Mikey Ryan's, if full then Mitchel House, Thurles.

#### **AOB & Close**

Contract for Sharon.

Meeting for Plenary subgroup Mon 4th April 7pm.