

Sligo Public Participation Network

Secretariat Meeting

10 November 2021, MT Virtual Meeting Room at 10:30 am



Present:

Ms Pippa Black (PB)	Social Inclusion College
Mr Brendan Lynch (BL) <u>Chair</u>	Social Inclusion College
Mr Mark Kupczak (MK)	Ballymote - Tubbercurry MD
Mr Patrick Benson (Pat B)	Community & Voluntary College
Ms Jean Finnerty (JF)	Community & Voluntary College
Ms Lisa Moore (LM)	Borough District of Sligo MD

Apologies:

Mr Michael Bell (MB)	Environment College
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No Apologies:

Ms Patricia Gardiner (PG)	Environment College
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In Attendance:

Ms Sarah Wetherald (SW)	Sligo PPN staff
Ms Emer McGrath (EM)	Sligo PPN staff

1. Welcome

All members of the Secretariat welcomed by the Chair Brendan Lynch who stepped in as Chair in Patricia Gardiners absence.

2. Operational Items

Sarah will circulate a one-page document to all Secretariat Members on the key operational items that are ongoing.

3. Promotion/Publicity

- Consensus from the Secretariat was that the publication in the Sligo Weekender was too small and was not legible. Dorothy Creen from The Sligo Weekender has agreed to rerun the piece at no extra cost. It was agreed to rerun the piece after the Annual Meeting, and we will include an update from the Annual Meeting about prize winners etc.
- JF raised the issue of the allocation for Promotion and Publicity in the 2022 Budget. Initially the allocation was 4k but Secretariat agreed to increase this to 8k.
- Pat B suggested approaching Tommy Gorman to help do a profile of Sligo PPN and to potentially act in a PPN ambassador role. Pat to speak with Tommy to see if this is possible.

4. Budget and Emerging Project Ideas

- 2021 and 2022 proposed Budget presented to Secretariat.

ACTIONS / AGREEMENTS

- I. The presented business case for Carryover will be made to the Department. Approx carryover of 14k requested. This is for activities that could not take place in 2021 due to Covid-19.
- II. Total Project Budget for 2022 would be €74,000. This combines allowed carryover (14k) plus the contribution from SCC (35k) plus shortfall from RW Salary (25k)
- III. Agreement that each MD & College to receive 2k and 3k respectively towards a project in their locations/area/sector. Reps of the relevant college or MD will take responsibility for organising event/information/project based on engagement with members and PPN staff to support from an operational perspective.

- PAT B queried what the funding Digest was and whether that money could be used elsewhere. Funding Digest is an annual subscription and is up for renewal in October 2022 and decision made by Secretariat to review at that stage.
5. Community Health & Wellbeing
 - SW offered an update on how the PPN Team are working to incorporate the data. As well as being presented to SCC to inform LECP and CDP, SW is also making contact with Healthy Ireland and Age Friendly Ireland, encouraging them to use the H&W data. It has also been provided to CYPSC, LAWPRO and a community information session was held for all members to attend.
 - Pat B raised the issue of Accessibility of Mental Health Services for Children. We need to influence change and support community groups. Community Reps need to take it to the tables, especially at SPC 1 & SPC 3. Suggestion made that we could employ researcher to go out and see what the problem is.
ACTION: Pat B to do research into this and review PPN remit.
 - JF suggested getting in contact with ISPCC and getting some data from them.
 - General agreement on a proposal to host a wellbeing event in 2022 using the data which brings together organisations and community group (subject to Covid restrictions)
 6. Communications Subgroup- Why we do what we do
 - Discussion about having interactive videos on the PPN Website of the Secretariat introducing themselves and explaining why they are representing the community. What their intentions are and why they got involved. Comms Subgroup to have a think about how we could progress this. Look to a meeting in early 2022 to review and upgrade the current communications strategy.
 7. PPN Membership Review- Update on Jean's Project
 - JF has decided to take a leave of absence from her college course so is unable to fulfil the membership review through that avenue. Jean has offered to take on the project in a voluntary capacity and take the lead and reach out to groups. Secretariat have agreed to Jean taking on this project and initially starting with a small number of groups and have asked Jean to come back with her findings.
 - Sarah & PB will revisit the questions and discuss an approach with Jean
 - Emer will look into getting Jean access to Salesforce and purchasing a mobile phone for calls. Emer will also set up a dedicated Gmail account for email communications.
 - LM has agreed to be a support person for Jean on this project
 8. Preparation for Meeting with Martin Lydon
 - Secretariat are meeting with Chief Executive of Sligo County Council on Monday 29 November.
 - Secretariat want to be very clear to CE on the guidelines from the government on the role of the PPN. They want a good working relationship with the CE but also want clarity around their roles and want their roles respected and honoured.
 - One member of the Secretariat to take the lead at the meeting. As PG is chair, decision made to offer her that role at the meeting. If PG does not want to take the lead, BL is happy to do so.
 - PB wants to discuss with CE about a review of the Memorandum of Understanding.
ACTION: Sarah to forward Secretariat the two most recent submissions that PPN with regard to committee operation so they can review same before the CE meeting.
 9. Proposing & Voting
 - JF has asked for clarity on the procedure for proposing and seconding items for discussion at meetings. Jean to email Margaret McConnell seeking clarification so that the PPN reps have a clear outline of what the official process is for future meetings.

10. 2021 Annual Meeting

- MC- PG to be asked to be MC as she is chair. If PG is unable to take this on another member of the Secretariat to step up.
- BL to deliver key presentation on PPN Update. Sarah to assist BL with the preparation for this.
- Secretariat members asked to confirm their attendance for Annual Meeting to Emer via email or whatsapp group. Each member to send on a short description on what they plan on saying as their introduction at the start of Annual Meeting.
- Quiz will take place at the end of the Annual Meeting and Secretariat to send on questions.
- Secretariat to discuss and confirm with EM the final 'prize' amounts they want allocated
- Decision made not to ask Chief Executive or Elected member to open the Annual Meeting on this occasion.

11. AOB

- Community Group Insurance- case studies for the Tanais te email to be sent to all PPN Member groups.
- Training with Social Justice Ireland – decision needed as to whether to hold initial session in December or wait until the new year. SW/EM to check in with reps and assess availability. If only a small number are available decision to postpone until next year.
- PPN National Secretariat Network Meeting- PB to ask DRCD about what consultations they have coming up so we can keep informed. In discussion with SW she will put forward the idea around having a national database of Wellbeing Consultation data which will give a national picture of wellbeing priorities.

12. Next Meeting

- Decision made that the next Secretariat meeting will take place in Jan 2022. Date to be confirmed in due course.

Time Meeting Ended: 13:15