

Sligo Public Participation Network

Secretariat Meeting

03 March 2020, Mayors Parlour, City Hall at 10am



Present:

Mr Michael Kirby	Environment College
Mr Michael Bell	Environment College
Mr David Tuffy	Ballymote - Tubbercurry MD
Ms Lisa Moore	Borough District of Sligo MD
Mr Paul Tolan (Chair)	Sligo Drumcliff MD
Mr Gerry O'Connor	Community & Voluntary College
Ms Ann Marie Snee	Community & Voluntary College
Mr Patrick Benson	Social Inclusion College

Absent:

Ms Ann Donegan	Social Inclusion College
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In Attendance:

Ms Sarah Wetherald	Sligo PPN
Ms Emer McGrath	Sligo County Council

1. Welcome and Introductions

All members of the Secretariat welcomed by the Chair Paul Tolan.

2. Minutes of last meeting

M Kirby proposed the minutes, seconded by D Tuffy.

3. Matters Arising from Minutes

No matters arising.

4. Correspondence (Dept Circulars)

- Secretariat advised that any department circulars received by PPN must be emailed to all members of the Secretariat as they come in. Most of these circulars are just FYI's but PPN will highlight if a response is needed to a particular circular.
- The National PPN Conference will take place on Friday 2nd & Saturday 3rd October and will be hosted by Wicklow PPN. The reason for one of the days taking place over the weekend is to facilitate people who were having difficulty getting days off work to attend.
- The Income & Expenditure Account for 2019 has been submitted to the Department for review and Sligo County Council have committed to their contribution of €35,000.

5. Update Health & Wellbeing Vision

Health & Wellbeing Vision was held on the 19th Feb and was a well attended event. PPN continue to do targeted consultations around the county. Val Robus has suggested we run a small photo exhibition in City Hall as the final element of the Health & Wellbeing Vision, encouraging people to display the best thing about Sligo. IT Sligo has kindly offered the services of some of their PHD students to help pull all the Health & Wellbeing information

into a report and we hope this will be done by the end of the summer. All this information will also be a main info point for the LECP.

6. Vacant Seats: SPC1 & NWRDATF

- Vacant Environment seat on SPC1 has now been filled and the successful candidate is Melinda Swann. Both the Chairs and co-ordinators of the SPC's have been notified and all seats are now filled. PPN still await information from the co-ordinator of SPC1. PPN have connected newly elected representatives to the chairs of the committees and meetings are being arranged.
- Chris McManus has handed in his resignation as he is now taking up a MEP position, so his role as Chair of the LCDC will need to be filled.
- Still no response from John Moran to letter raising issues from reps training day.
- Jackie Sweeney has resigned from the LCDC. Vanessa Clarke was the next in line on the substitute list but has decided to stay on the JPC. Sarah has approached Mary Murphy who is next in line and she is interested in the position and we await confirmation she is accepting the position.
- NWRDATF- there are four seats available. This was previously done through a linkage group and only opens to the C&V College and SI College but Secretariat are happy to go to all three colleges this time around. GOC may be interested in the NWRDATF and if he decides to take up the position, we will need a replacement for LCDC. There are currently no substitutes so that would need to go for election.
- Heritage Forum, Place Names and Age Friendly Alliance are all potentially up for election this year.

7. Briefing on Awards Programme

Currently only one other PPN run an awards night and that is Leitrim PPN. They do it in partnership with the council who contribute significant resources.

Our proposal is to work with local group Storytracks who have previously done a community voices project in Cork and the feedback was very positive. The idea being that we send out the nomination forms to all our member groups with one award in each college. Once we shortlist the nominees, Storytrack will go out to each group and work with them to develop a promotional video. All videos will be show at the Awards Night (September) and the winner will then be announced. All the community will be able to vote – raising the profile of the groups featured. IT Sligo is very keen to support the PPN in this and has offered their arena to host the event and will contribute towards catering. There will be a small cash prize and award for the winner on the night. Storytrack are charging around €5000. PPN have approached large companies and organisations for sponsorship to minimise the impact on the budget. Decision made to approach event as a one off thing and we can evaluate afterwards, whether this is something that should be done on a yearly basis. The idea being to recognise the project, not the individual. Groups who are not shortlisted for the award, PPN will promote these groups through the newsletter and featured member on the website.

ACTION: Agreement for Sarah and Emer to proceed with Awards Night planning as discussed.

8. Briefing on Energy Seminar

Feedback from the AGM was that people are baffled by the range of options and don't have the knowledge to make an informed decision. IT Sligo Innovation Centre will support an Energy Seminar and again have offered us a space to hold the event. MK, MB and other Environment reps are to make contact with Stevie Donnelly to discuss how to proceed with

the event. They have also offered to do follow up clinics to talk to people about their individual needs. IT Sligo may then look to do it on a MD basis if the demand is there.

9. Communications and Publications

PPN currently in the process of publishing three documents- PPN Leaflet, 100 Ideas to help make Sligo more inclusive and a Funding Document Guide. Documents should be finished by the start of summer.

10. Support Worker Role

Draft letter to Dorothy Clarke distributed to Secretariat. Current support worker contract is only until May 2020. PPN have asked internally for an extension but have had no response. Dept have committed to mainstream funding for support worker role until 2025. Department funding covers all of the support worker salary. Recommendation in the new draft version of the User Guide, they recommend PPN Resource & Support Workers are employed by the PPN, subject to the funding, for a minimum period of 3.5 years. Two Secretariat members to sign letter once it is reviewed by Sinead Branley.

ACTION: Letter to be submitted to Dorothy Clarke from the Secretariat asking for an extension to Emer's contract in line with the commitment for Sarah's role.

11. Budget

- Carryover from last year of €8000 has been approved to use in this year's budget.
- Dept have changed their reporting template and each PPN now have to submit their report, with a breakdown of Resource Worker and Support Worker Salaries.
- Dept allocate €50,000 towards Sarah's salary, but as she only works 3 days a week, there is a chance that they may only allocate 3/5 of that budget for 2020. Sarah has approached management previously about making changes to her existing contract, but was advised that request must come from the Secretariat. Secretariat to review Sarah's existing contract so see if changes can be made, and have requested to meet with John Moran, or other appropriate staff to discuss. Await response from the Dept regarding income and expenditure account and whether they will question Sarah's salary.

ACTION : Secretariat requested Sarah to mock up potential contract change options and to send on current Job Specifications

- Secretariat agreed to support Streetfeast again this year. Any group that avail of Streetfeast this year, will be required to tag Sligo PPN in their social media so that PPN is acknowledged. No use of balloons at events.

12. AOB

Attendance by representatives at meetings is still an ongoing issue. Sarah has asked the Dept for guidance on group association also. Guidelines on attendance will need to be included in the new user guide. PB suggested reps get parking passes for Sligo town and this may encourage reps to attend. Secretariat agreed that where attendance is 50% or less, that seat will go back up for election. Where a substitute exists, they will be offered the position first, and then open an election thereafter. Original representative may re-apply.

The National Secretariat Committee who are currently reviewing the draft user guide, have reduced the draft to 80 pages and have until Friday 6/03/2020 to make changes.

13. Next Meeting

The next secretariat meeting will take place on Tuesday 28 April 2020 at 10am in Meeting Room 3 in City Hall.

Meeting Concluded: 12:15