

**Meeting of Secretariat - Mayo Public Participation Network (Mayo PPN)
Virtual Meeting via Teams**

Wed 3rd November 2021 – 7pm

Minutes

1. Welcome and Apologies:

Present: Maureen Timlin (Convenor), Austin Francis O'Malley, Bernie Finan, Daragh Owens, Edith Geraghty, Margaret Kenny Upton, Mary G Duffy, Kieran Joyce, Catriona Cunniffe, Kathy Rowland and Rosaleen Lally.

In attendance: R/W Mary Costello, S/W Audrey Burke (minute taker).

Apologies: Tom Calvey. In recent correspondence with Tom Calvey, he sends his apologies and due to work commitments, he has decided to step down from his role on the Secretariat Committee.

Convenor Maureen Timlin welcomed everyone to the meeting.

2. AOB:

(a). Edith Geraghty raised concerns regarding PPN Reps on committees. A discussion took place and it was agreed that Daragh will bring the concern it to the National Secretariat Committee (NAG)

(b). R/W Mary Costello will talk on the Climate Action Event happening in Ballina and the involvement of the PPN in this event.

3. Update on Finance.

A discussion took place regarding the PPN financial report and the remaining balance. Expenses outstanding are advertising for the upcoming Plenary and training programmes have still to be completed. A request was put forward that in future budget reports, a line item be included for funds which are committed but not yet spent to give clear picture of the remaining budget.

Kieran Joyce enquired if a business case had been sent to the Dept in relation to the under spend from 2020. Maureen Timlin said that as per previous meeting, Mary G Duffy and Maureen Timlin would put a submission together to submit to the Department.

Proposed: Margaret Kenny Upton and Mary G Duffy.

4. Minutes from meetings – September 1st, 2021.

Proposed by Austin Francis O'Malley and seconded by Bernie Finan.

County Plenary – R/W Mary Costello discussed the running order for the County Plenary as follows: Approval of Budget & Workplan, Community Finance Ireland presentation by Anne Graham, Community Garda talk on security and staying safe, PPN presentation, Community Wellbeing presentation by Karen Mc Hale, Mayo Recovery College. It was decided to invite the Director of Services to speak at the Plenary meeting. Secretariat members agreed to the Plenary agenda and line-up of speakers.

Catriona Cunniffe suggested inviting Theo Cullen-Mouze (from Clare Island) to address the County Plenary. He has strongly advocated for climate justice for many years, and been an active presence outside Mayo Co.Co. offices on the Mall for the Fridays for Future. The Secretariat Committee decided the Plenary would not be the platform for this speaker.

R/W Mary Costello gave an update regarding the PPN's been involved as part of the Mayo Communities Climate Action Gathering in Ballina over the weekend of 13th & 14th November 2021. After a discussion it was agreed the PPN involvement in the Climate Action Event in Ballina is a good idea and all members supported this.

5. Development of PPN Interactive Map

R/W Mary Costello has spoken to the Resource Worker, Caroline in Kerry PPN who have a similar map in place. Mary & Audrey will liaise with Kerry PPN in relation to setting up an interactive map listing all community groups in Mayo registered with Mayo PPN.

6. LCDC Social Inclusion project – Theme for 2021 – Connecting.

Mayo PPN submission

R/W Mary Costello gave an update on the event, over 50 groups had registered for the event. The feedback received from community groups who participated was very positive and have requested more of the same. This will feed into the PPN interactive map and the Wellbeing statement next year.

Mayo PPN also supported the LGBT Webinar that took place as part of Social Inclusion Week. There was good attendance and the webinar proved to be very informative.

7. Update on tenders re The Wellbeing Statement.

The Wellbeing tender was sent to three parties. One expression of interest was received from Dr. Harriet Emerson. She is unable to commence the Wellbeing until 2022.

8. PPN Information & Training Workshop – Dr Harriet Emerson (10th Nov 7pm)

Dr. Harriet will deliver a training and information presentation on the PPN. This training session is for Secretariat members, Director of Services, Heads of Section, Liaison Officer, Resource Worker and Support Worker.

9. PPN Training/meetings.

Training & Meetings

R/W Mary Costello gave an update on the PPN workshops and training. Again, as with the Spring training delivered early in 2021 there was big demand for workshops and training, 314 groups availing of PPN training. There was a discussion around the training programme and how to ensure training is as inclusive as possible. We are currently looking at other options and training programmes.

10. Attendance at Meetings

Convenor, Maureen Timlin mentioned that attendance at Secretariat meetings is part of the constitution and while it is understood that it is not always possible to attend meetings, apologies could be sent prior to the meeting.

AOB continued:

R/W Mary Costello brought it to the committee, a Migrant Integration Action Plan is been developed for County Mayo. Mayo PPN is invited to be involved in the strategy. This is currently only at the early stages of development.

R/W Mary Costello mentioned the Energy Master Plan which was previously discussed at a Secretariat meeting. She had a conversation with Galway PPN who are engaging with SEAI in developing an Energy Master Plan for Galway and their input this to project. Galway PPN are not investing in it financially but are involved. Galway PPN are hosting a public meeting on the 24th of November at 7pm and Mary will attend the meeting. Should any Secretariat member wish to attend, Mary will make a request to Galway PPN.

R/W Mary Costello brought a request to the members of the Secretariat from the PPN Liaison Officer, Maura Murphy if Support Worker, Audrey Burke would be available to cover the reception desk at Mayo House every second Thursday. A brief discussion took place and the Secretariat members wish to abide by the Departments circular which states the Support Worker is employed to do PPN work only. It also stated in the current PPN handbook, there is to be a clear boundary between PPN's and the County Council. It was agreed by all Secretariat members that they would not agree to this arrangement and wish to follow the guidelines in the recently published Departments handbook and the circulars received from the Department in relation the PPN work and the Support Worker.

11. Next Meeting: Wednesday 7th December 2021 at 7pm. This will be quick meeting to discuss the plenary and finances for end of year.

Meeting ended at 8.40pm.

| Actions | Secretariat Sub-committee | End date |
|---|--|---------------------------|
| Sub-committee Interactive Map | Mary G Duffy, Daragh Owens | Ongoing |
| Sub-committee Wellbeing Statement | Margaret Kenny Upton, Bernie Finan, Maureen Timlin | On completion |
| Sub-committee Report to Department on budget surplus | Maureen Timlin, Mary G Duffy | On completion |
| MAYO PPN CONVENORS | | START/FINISH DATES |
| Outgoing Convenor | Mary G Duffy | 01/10/2020 – 14/07/2021 |
| Current Convenor | Maureen Timlin | 01/09/2021 – 28/02/2022 |
| Incoming Convenor | Daragh Owens | 01/03/2022 – 31/08/2022 |
| SECRETARIAT | | Date |
| Resignation | Tom Calvey | 03/11/2021 |