



22 November 2018.

Circular CSVP 9/2018

Additional Funding for PPN Support Workers

A Chara,

As you are aware, one of the key recommendations of the 2017 PPN Annual Report, and also of the previous 2016 Annual Report, was the provision of extra resources for PPNs, with an emphasis on additional staff for both administrative and development roles.

Since 2015, the funding model for PPNs has comprised a partnership approach between this Department and the local authorities, with the Department providing up to a maximum of €50,000 per PPN annually provided this was matched by at least €30,000 from each relevant local authority. The purpose of this funding was to cover the cost of a full time Resource Worker and the costs associated with office accommodation, infrastructure and materials required by the Resource Worker, along with expenses incurred by PPNs in carrying out their activities.

Following on from the recommendations of the PPN Annual Reports, I am pleased to inform you that the Department has secured additional funding to facilitate the engagement, on a fixed term one year temporary contract, of a Support Worker by each PPN in 2019 to support the work of the PPN Resource Worker. It is proposed to make an additional allocation of **€25,700** from this Department to each PPN for the purposes of the salary and associated costs of engaging a PPN Support Worker in 2019. This additional funding will be paid in two instalments:

Instalment 1	-	€22,500 before end 2018 (to be paid with second tranche of 2018 funding)
Instalment 2	-	€3,200 in early 2019 (to be paid with first tranche of 2019 funding).

Given the partnership funding model already in place for the funding of PPNs, the Department has recently written to all local authorities requesting them to provide an additional financial contribution of €5,000 in 2019 towards the engagement of Support Workers to support the PPN Resource Workers. This combined potential fund of **€30,700**, inclusive of all associated Employer costs and subject to confirmation from your local authority that they are prepared to increase their

contribution by €5,000, will provide a significant boost to the operation of PPNs by allowing Resource Workers the increased opportunity to focus on growing and developing the PPN and its members, in order to realise the full potential of PPNs as envisaged in the Report of the Working Group on Citizen Engagement with Local Government.

Following consultation with the PPN National Advisory Group, the following conditions have been agreed in relation to the recruitment of Administrative Assistants/Support Workers:

- Recruitment – it will be a matter for each PPN to decide on the recruitment process, for example, either through the local authority or via a hosting arrangement. Whatever process is decided upon, it was specifically recommended by the National Advisory Group that the post be filled by means of open and transparent competition. A draft job specification is attached, for your information, which should be tailored to local requirements.
- Length of contract – strictly one year's fixed term temporary contract. There is no commitment to any further funding of this position, however, the situation will be reviewed in the context of the 2020 Estimates process.
- Remuneration – subject to an all in cost of €30,700 inclusive of all associated Employer costs and conditional on the allocation of €5,000 for this purpose by each local authority. This maximum funding must also cover any additional hosting charges arising from these new arrangements, however any such additional costs should be kept to a minimum.
- Reporting arrangements –Support Workers to report directly to the Resource Workers.

This funding is ring-fenced specifically for the purposes of engaging a PPN Support Worker and may not be used for any other purposes. Early in 2019, the Department will request each PPN to confirm the selection process for this Support Worker and the date of appointment of the person concerned.

Each PPN is now requested to make the necessary arrangements for the recruitment of a PPN Support Worker as early as possible in 2019.

I will confirm the position regarding the additional funding from your local authority as soon as I receive confirmation from them on the matter.

Mise le meas,



Ciara Bates
Principal.

To each DOS and PPN (for onward transmission to the Secretariat)