**Secretariat minutes February 2023**

Present: John, Gavan, Catherine, Mick, Ernie, Gerry, Steven, Deirdre

Apologies: Rachel

Staff: Ruth (note taker),

**Minutes: represent, educate, network**

1. The minutes from the last meeting, on 13 January were proposed by John, and seconded by Ernie and are on the PPN website [here](https://dublincityppn.ie/secretariat/).
2. Resource Workers updates:

* The 2022 Workplan Report for Q4 was accepted, with one amendment; the Disability Thematic Group meet on the second Monday of the month, and not the first. Ruth to update and send the report to DCC/DRCD.
* The amended 2023 budget was discussed. The additional 10,000 euro from DRCD will be spent on expenses for the Disability Thematic Group, the Migrant Thematic Group and for organising hybrid events for the two plenary events in 2023. Ruth to get three quotes on the technology required for hybrid events by the March meeting.
* Johnny Sheehan from the Wheel would like to come and discuss the PPN supports and services available, at the next meeting. Ruth to invite Johnny, and to find out if PPN Member Groups can have a username and password for the Wheel’s training.
* Secretariat were reminded of the “how to” training for Representatives and Secretariat in Carmichael on 24 and 25 February. Ruth to ask the trainer, and developer of the training manual, if there can be an additional online course, after the 24 and 25 February, for those people who cannot attend.

1. Updates from the Secretariat.

Members of the Secretariat are to decide which SPC Representative they would like to follow/work closer with, to facilitate a better stream of communication, within the PPN.

Deirdre suggested that people wait until after the “how to” training on 24 and 25 February, before making contact with SPC Reps. Ruth to send everyone a list of Reps, to think about who they will work closer with, after the training. Ruth to ask Ellenora to mention this aspect of the work, during the “internal and external communications” section of the training.

John, Gerry and Mick are keen to meet with the Housing SPC Reps, before the next meeting, and Ruth will send on details. This is in regards to a number of issues: primarily, if a community development and environmental aspect of the PPN work could be focused on certain areas in Dublin City. This would be in addition to policy discussions at committee level, and would complement it.

Mick would like the Secretariat to write to DCC in regard to the Active Travel sub-committee, and the Secretariat suggested that the Disability Thematic Group waits until the new consultant facilitator, Adrienne Boyle, begins her work with the group (scheduled after the “how to” training).

1. Local filmmaker, Paul Woodward, made a presentation to the Secretariat as a report on the two film projects he made for the PPN in 2022 and 2021. 10 of the films are on the PPN website [here](https://dublincityppn.ie/category/member-spotlight/) and a further five will be uploaded to the website in the near future.

Paul would like to arrange an event where all 15 films are shown, which could take place in a member organisation’s venue, and Paul would like to continue this type of work with the PPN in the future. The Secretariat thanked him for his films, his commitment to the project and his time, experience and skills. In particular for promoting the work of the PPN, and for working so closely with the Member Groups who were filmed.

1. No other business; date of the next meeting Tuesday 14 March, 2023, from 6.30pm – 8.30pm online, on zoom.
2. Close the meeting.