

Clare Public Participation Network Report April to June 2018

REPORT ON ACTIVITIES

Clare Public Participation Network's Report to Clare County Council April to June 2018

Introduction:

During the second quarter of 2018 some of Clare PPN's key achievements included the delivery of a series of well attended GDPR training sessions for community groups from which excellent feedback was received and conducting successful elections for representative positions for seats on the Social Development Strategic Policy Committee and on the Local Community Development Committee (LCDC).

'It was well prepared, good info and very interactive with lots of time for Q & A during the session.... Very clear delivery and staff were well able to answer all questions put to them.' - GDPR trainee

'Well Structured, topics were covered clearly. Useful guides and handouts and great trainers. It was informal enough to be comfortable asking questions but still covered everything.' - GDPR trainee



The elections were both contested and the two people eventually elected to the seats were Trudy Leyden of Quinn Community Alert, to represent the Community and Voluntary College on the Social Development SPC, and Ann Marie Flanagan of Clare Leader Forum who will represent the Social Inclusion College on the LCDC. Clare PPN's new member of staff Sarah Ferrigan also took up her role as Office and Communications Manager and this is proving successful and has increased Clare PPN's capacity and work output.

Ann-Marie Flanagan (L) and Trudy Leyden (R) our newly elected representatives

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Voter Registration Day

Clare PPN also collaborated with Clare County Council and the Clare Garda Division to organise a voter registration day 'The One Stop Shop' in advance of the referendum on repealing the 8th amendment and this was a success with approximately 200 people registering to vote on the day.



Social Inclusion Workshop

Clare Public Participation Network's Social Inclusion College partnered with Community Work Ireland and the European Anti-Poverty Network to host a workshop on Social Inclusion in Ennis in advance of the national social inclusion forum and to nominate a delegate, Emma O'Brien from Clare Women's Network to attend the Department's conference in Croke Park on our behalf.



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Public & community participation in decision-making

Clare PPN's environmental college collaborated with Future Proof Clare to host a very successful event in Glor theatre following our plenary meeting. Andy Gheorgiu (visiting from Food and Water Europe) discussed climate change and the proposals for a LPG terminal in the Shannon Estuary.

Clare PPN also organised a workshop for community groups on rural engagement and participation on Saturday June 30th and delivered by US based community organiser and tribal liaison Chas Jewett, who works for www.cureriver.org on their rural democracy project.

(Chas Jewett of www.cureriver.org)

Local Government Studies

Clare PPN has commenced a collaboration with Limerick Institute of Technology which aims to pilot an accredited module on Local Government Structures and Community Engagement which would be suitable for PPN representatives, potential election candidates, and Local Authority Staff with a view to it being piloted in County Clare in early 2019.



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During the second quarter of 2018 Clare PPN also continued its routine work of circulating information about events, funding and public consultations to its members through its newsletters and social media channels. It also maintained its support for its representatives who sit on 11 different committees in the county and region.

Please read on for a detailed breakdown of the work carried out by Clare PPN in Quarter Two of 2018

Numbers:

Membership:

Clare PPN currently has 249 member groups (as of 28/6/18)

Community and Voluntary College 189

Environmental College 13

Social Inclusion College 47

Social Media:

Facebook: 730 'likes'

Twitter: 593 followers.

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Overview of Work carried out by Clare PPN in Quarter Two 2018

Administration:

- Maintained and updated Salesforce database.
- Attended Salesforce training.
- Commenced and completed a re-establishment of consent from PPN member groups in preparation for GDPR.
- Adopted Data Retention and Data Protection Policies.
- Maintained lobbying register.
- Monitored attendance and input by representatives.
- Conducted elections for two representative positions.
- Processing of T&S for representatives and secretariat.
- Management of finances and invoices.
- Completed training and induction for new staff member.
- Renewed contracts for both staff.

Outreach/Policy Work:

- Held one plenary meeting of Clare PPN.
- Held two secretariat meetings.
- Held one representatives meeting and one joint meeting of representatives and secretariat.
- Participated in two of CLDC's Local Area Planning Meetings to promote the PPN.
- Participated in the selection process for Clare Co Co's Public Arts Commissions Gaining Ground and Legacy.
- Participated in two national PPN worker's meetings.
- Clare PPN attended two meetings with LIT's Community Development Programmes Committee with a view to the delivery of a PPN training programme in Clare.
- Assisted representatives with research and/or policy questions.
- Co-hosted workshop on Social Inclusion with EAPN and Community Work Ireland.

Continued:

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- Organised Voter Registration One Stop Shop.
- Participated in Clare County Council's Rural Development Forum.
- Co-hosted guest speaker from Food and Water Europe – 56 Attendees.
- Presented on Clare PPN to delegation of Italian Local Authority staff.
- Clare PPN facilitated 4 of its representatives from a variety of committees to participate in a research project on the Public Participation Networks being carried out by University College Cork.
- Clare Public Participation Network completed a Draft Three Year Strategic Plan and opened this for submissions from member groups. It is expected that this will be adopted at the next secretariat meeting.

Communications:

- Circulation of calls for submissions, grant schemes, event notices to members- see appendix for details.
- Press releases to local media on events and policy issues.
- Continued communication with linkage groups/colleges/public.
- 6 x newsletters to all members – see appendix for details.
- Updating members through social media channels and website.

Training:

- Conducted three workshops for community groups on GDPR – in Ennis, Shannon & Feakle 36 participants.
- Delivered one mediation skills role play session for Clare PPN mediator's Continuous professional development.
- Organised a workshop with visiting rural democracy specialist Chas Jewett – this takes place June 30th so no attendance figures available as yet.

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Appendix One:

Clare PPN mass communications with members – April to June 2018

Date	Subject line	Reason
06/04/2018	Special joint Rural Dev and Social Dev SPC meeting	Notice of joint SPC meeting
10/04/2018	Newsletter April 18	GDPR training, Social Inclusion event, Clare Cultural Companions, Courage project, Broadford plan, Pollinator Award, Community Water Development Fund
11/04/2018	Reps meeting reminder	Reps meeting reminder
16/04/2018	Reps documents and links	Circulation of new reps policy documents
17/04/2018	Secretariat Meeting 23rd April 2018	Call for agenda items
23/04/2018	Rural Dev reminder	Reminder of rural development meeting April 2018
24/04/2018	Reps Minutes	Minutes of reps meeting
25/04/2018	Newsletter April 18 #2	Voter registration, GDPR training, Social Inclusion training, Cooraclare consultation, Loophead lighthouse showcase, CCC Community Support Scheme
30/04/2018	Community Grant Support Scheme	Notification to all groups re: grant
04/05/2018	Healthy Grants Ireland	Notification to all groups re: grant
08/05/2018	GDPR training Shannon	Notification to Shannon MD groups of GDPR training
08/05/2018	Social Inclusion Elections	Notice of Election Social Inclusion Secretariat Representatives
08/05/2018	Economic Dev Spc April	Linkage group notice of Economic Development SPC
09/05/2018	Expenses	an email asking for reps expenses
09/05/2018	Notice of LCDC and JPC Meeting	Notice of LCDC and JPC Meetings
09/05/2018	Economic Development SPC June18	Notice of Economic Development SPC
09/05/2018	LCDC May 18	Notice of LCDC meeting
09/05/2018	Call for agenda items	Call for agenda items for plenary
09/05/2018	Secretariat election reminder	Reminder of Secretariat Social Inclusion election
16/05/2018	Newsletter May 18	National Landscape Forum, Art exhibition at Glor, Town & Village Renewal scheme, Human rights training, Clare flood relief, Pride of Place
22/05/2018	Notice of Elections	Notice of Elections May/June 2018
22/05/2018	Data protection update PLEASE READ AND RESPOND	Email to all contacts to re-establish consent
22/05/2018	Clare PPN plenary meeting 14th June - SAVE THE DATE	First notice of plenary meeting to all contacts
23/05/2018	Rep and sec meeting	REMINDER Notice of rep and sec meeting
28/05/2018	Physical Development SPC	Notice of Physical Development SPC
30/05/2018	Survey re: County Council website	Sent to reps and secretariat
30/05/2018	Newsletter May 18 #2	Creative Ireland scheme, Environmental Partnership Fund, plenary meeting reminder, Future Proof Clare, community news
05/06/2018	REMINDER: Killaloe MD election	Email to remind Killaloe MD groups about secretariat election



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05/06/2018	REMINDER: Social Inclusion for LCDC	Email to remind Social Inclusion groups about LCDC election
05/06/2018	REMINDER: C&V for Social Development	Email to remind Community & Voluntary groups about Social Dev SPC election
05/06/2018	Joint secretariat and reps meeting minutes May 2018	Minutes of joint meeting
05/06/2018	Secretariat meeting minutes May 2018	Minutes of secretariat meeting
05/06/2018	Notice of Social Development SPC meeting	Notice of Social Development SPC meeting
07/06/2018	Newsletter June	Community Enhancement Programme, plenary meeting change of venue, water safety
12/06/2018	PPN plenary notice	Notice to all contacts re: plenary meeting/Futureproof
28/06/2018	Newsletter June #2	Workshop with Chas Jewett, Ennis Art Festival, Marine Consultation, National Lottery Awards, Peatlands Community Engagement Scheme, community news

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Appendix Two:

Clare PPN expenditure report 1st April to June 2018:

MAIN BANK ACCOUNT			PETTY CASH ACCOUNT		
3rd April 2018	Bank fees	62.50	13th April 2018	O'Sullivan Hansbury	6.50
11th April 2018	Activelink	90.00	23rd April 2018	LIDL	6.57
11th April 2018	Register 365	19.67	16th May 2018	ATM Clare Bus.	60.00
20th April 2018	CLDC HOSTING	10,000.00	1st June 2018	LIDL	14.94
1st May 2018	CLDC HOSTING	7,000.00	7th June 2018	Irish Rail	71.98
27th June 2018	Reps expenses	50.44	8th June 2018	Kay's Kitchen	9.00
27th June 2018	Reps expenses	67.45	8th June 2018	M&S	6.95
27th June 2018	Petty Cash	300.00	8th June 2018	LUAS	5.40
27th June 2018	Glór (plenary)	281.00	22nd June 2018	Facebook	31.33
30th June 2018	Bank fees	5.90	30th June 2018	Chas Jewitt travel	200.00
			30th June 2018	Centra	17.50