

County Kildare Public Participation Network Constitution

1 Title

The Public Participation Network for County Kildare will be known as the County Kildare Public Participation Network (Kildare PPN) as defined by Section 46 of the Local Government Reform Act 2014,.

2 Aim

The aim of Kildare PPN is to co-ordinate and support the representation of the Community & Voluntary, Social Inclusion and Environmental sectors in County Kildare.

3 Role

The role of Kildare PPN is:

3.1 To act as a platform for the groups/organisations engaged in the Community & Voluntary, Social Inclusion and Environmental sectors in County Kildare.

3.2 To develop policy and positions on issues of common concern to the sectors and to communities and to advocate for these policies and positions to be implemented.

3.3 To facilitate the representation of the Community & Voluntary, Social Inclusion and Environmental sectors on the Local Community Development Committee, the Strategic Policy Committees, the Joint Policing Committee, other local government and local development bodies and any local, regional, national or international body deemed appropriate by the Kildare PPN.

3.4 To contribute to the development and achievement of a vision for the well-being of this and future generations.

4 Values and principles

Kildare PPN is:

- Non-sectarian and non-party political and does not discriminate on the grounds of:
 - Gender
 - Civil status

- Family status
 - Sexual orientation
 - Religion
 - Age
 - Disability
 - Race - including skin colour, nationality or ethnic origin
 - Membership of the Traveller community
 - Socio-economic status
- Committed to models of development that promote equality, social inclusion, achievement of human rights and the protection of the environment.
 - Committed to the development, promotion and implementation of strategies that promote equality of opportunity, participation and outcome.
 - Committed to the promotion of equality for all, including those experiencing social exclusion, discrimination and poverty.
 - Committed to working together on the basis of principles of partnership and mutual respect between members.
 - Recognises the environmental and social responsibilities of County Kildare across its urban centres and its rural areas and recognises that the well-being of the county is best served by having sustainable communities in the county served by county towns and villages with a broad mix of local services.
 - Committed to openness and accountability and promotes openness and transparency in its activities and deliberations.

5 Objectives

Kildare PPN will:

- Encourage greater participation in public decision-making which leads to more effective and better targeted policies and programmes at local level and where necessary at a regional and national level.
- Develop alternative methods and models of working which seek to directly involve and empower groups and individuals within the community.
- Support Kildare PPN representatives to achieve the policy objective of the Kildare PPN.

- Act as a catalyst to influence the sustainable development of County Kildare.
- To develop the Kildare PPN as a resource for the community, voluntary social inclusion and environmental sectors and communities in County Kildare.

6 Membership

6.1 Membership of Kildare PPN is open to all groups and organisations active in County Kildare that fulfil the criteria outlined below.

To be eligible for membership, groups/organisations must be able to establish their bona fides as a Community & Voluntary, Social Inclusion or Environmental Group.

They must register with the Kildare PPN.

They must elect to be a member of one of the three Electoral Colleges:

- Social Inclusion Electoral College;
- Environment Electoral College;
- Voluntary Electoral College.

They must:

- Be active in County Kildare;
- Have three (3) or more members;
- Have Written Guidelines, Constitution or Memorandum & Articles of Association;
- If a company limited by guarantee, the organisation must be "a not for profit";
- Be open to new members;
- Be non-party political and non-sectarian;
- Be broadly representative and accountable;
- Hold an AGM and regular meetings;
- Be independent, with a committee or board (not a substructure or subcommittee);
- Be a minimum of six months in existence.

In the event of a dispute regarding eligibility, Kildare PPN Secretariat will determine eligibility for registration.

6.2 Expulsion of Registered Member Groups:

A proposal to expel a Registered Member Group may be made for:

- a) Acting in a manner contrary to the values, aims or objectives of the Kildare PPN as outlined in Parts 4 and 5 of the Constitution.
- b) Failing to comply with the criteria for membership as outlined in Part 6.1 of the Constitution.

In the event of it being necessary to expel a Registered Member Group from membership of the Kildare PPN, Kildare PPN itself must decide, in accordance with the following procedure:

A proposal to expel a Registered member Group may be made by:

- a) the Secretariat, or
- b) a simple majority of delegates present at a Plenary Meeting of the Kildare PPN.

The proposal to expel will be placed on the agenda for the next Plenary Meeting of the Kildare PPN, and the Registered Member Group concerned will be notified of the intention to raise the matter at least one month before the meeting at which the expulsion is to be considered. The Registered Member Group will be given an opportunity to address the issue at the Kildare PPN plenary meeting.

The expulsion will be effective if passed by a two-thirds majority of the members present at the Plenary meeting.

7 Structures

7.1 Membership: The Kildare PPN membership is the ultimate decision-making authority.

Membership of Kildare PPN will comprise all registered groups / organisations that fulfil the criteria outlined above.

Each Kildare PPN member may elect one person to represent them on the Plenary.

The Kildare PPN membership will meet in plenary at least twice each year, one of these meetings will be an Annual General Meeting.

The Kildare PPN membership will elect a Secretariat for a term of office consistent with that of elected members of the Local Authority at elections to be held within one month of the Local Elections.

Vacancies arising on the Secretariat will be filled at the next Plenary meeting, with the replacement being drawn from the Electoral Pillar in which the vacancy arose.

7.2 Secretariat:

Membership of the Secretariat will comprise of eleven members. Two members will be elected from each of the three Electoral Pillars and the remaining five members one each from the five Municipal Districts. Consideration should be given towards achieving a gender balance of least 40% female and male representation on the Secretariat.

The role of the Secretariat is to:

- Ensure the efficient implementation of the Kildare PPN decisions;
- Co-ordinate the activities of Kildare PPN;
- Manage and direct the work of Kildare PPN Administrator/Coordinator.

The Secretariat will operate as defined under the Section 46 of the Local Government Reform Act 2014.

The Secretariat may open and maintain a bank account in the name of Kildare PPN.

The Secretariat may establish working-groups, subcommittees or task-groups if necessary.

7.3 Linkage Groups:

Linkage Groups will be established to support the work of Kildare PPN.

All the Linkage Groups are open to any member of organisations/groups registered with Kildare PPN regardless of the sectoral interest of the member's group or the Linkage Group.

Linkage Groups may invite non-members of Kildare PPN to participate in an advisory role.

Kildare PPN representatives will be required to be members of and attend Linkage Group meetings appropriate to their representation.

At the first meeting, the Linkage Group members will select a Convenor. The Convenor will then be responsible for convening meetings of the Linkage Groups.

The Linkage Group Convenor where possible will be a member of the Kildare PPN Secretariat. Linkage Groups will issue a report of meetings to the Kildare PPN Administrator/Coordinator.

The role of the Linkage Groups will be to:

- Act as a reference point for Kildare PPN representatives in the thematic areas;
- Facilitate communication between the Kildare PPN representatives and membership;
- Develop policy and positions on relevant areas and topics.

8 Meetings

8.1 The Kildare PPN membership will meet in Plenary session at least twice annually. One of these meetings will be the Annual General Meeting.

The Kildare PPN membership will meet in Municipal session at least once in each Municipal District annually.

Notice of all Kildare PPN municipal, plenary and annual general meetings will be given to all Kildare PPN Registered Member Groups at least one month before the date of the meeting.

The Agenda for the meeting will, having been agreed by the Secretariat, be circulated to all registered groups 7 days before the meeting.

The attendance list and minutes from the previous Kildare PPN Meeting will accompany the agenda.

Member organisations can have items tabled for discussion and included on the agenda for the Kildare PPN meeting. Items for inclusion in the agenda must be received at least two weeks before the meeting.

It will be the aim of the Kildare PPN to arrive at decisions by consensus. However, where consensus cannot be achieved, a decision to be carried will require the support of two-thirds of the members present at the meeting. Voting will be on the basis of one organisation one vote, with one delegate entitled to vote on behalf of each member.

Kildare PPN Secretariat may invite guests to attend meetings.

The quorum for a Plenary Meetings shall be twenty (20) or more Registered Member Groups, with at least three of those present being members of the Kildare PPN Secretariat.

8.2 Extraordinary General Meeting - An Extraordinary General Meeting of the Kildare PPN may be called:

a) by the Secretariat, or

b) following a request to the Secretariat signed by twenty (20) or more of Registered Member Groups.

8.3 The Kildare PPN Secretariat will meet at least six times per year.

8.4 The Linkage Groups will meet as often as they determine but at least twice per year.

9 Decision-making

9.1 Voting:

Each Registered Member Group shall have one vote and must nominate a delegate to vote on their behalf.

Where appropriate, voting may be streamed according to Electoral Pillar.

10 Representatives

10.1 Election of representatives: Nominations for vacant positions on structures on which Kildare PPN is represented will be sought from Kildare PPN membership.

In the event that the vacancy is streamed according to Electoral College, nominations will be restricted to Kildare PPN members in that Electoral Pillar.

Elections to the Local Community Development Committee will be streamed according to Electoral Pillars.

Kildare PPN may not be represented on any agency, committee, or organisation by an elected public representative.

10.2 Deselection of Representatives:

In the event of a representative selected to represent the Kildare PPN on the Local Community Development Committee, Strategic Policy Committees or other agencies, failing to carry out his/ her duties in an appropriate manner, as outlined in this Constitution, the Kildare PPN may deselect the representative in the following manner:

A proposal to deselect a representative may be made by:

- a. the Kildare PPN Secretariat or
- b. a simple majority of delegates at a Kildare PPN Plenary meeting.

The proposal to deselect will be placed on the agenda for the next Plenary Meeting of the Kildare PPN, and the representative concerned will be notified of the intention to raise the matter at least one month before the meeting at which the deselection is to be considered. The representative

will be given an opportunity to address the issue at the Kildare PPN meeting.

The expulsion will be effective if passed by a two-thirds majority of the Registered Member Groups present at the Plenary meeting.

11 Amendments to the Constitution

11.1 Properly submitted amendments to the Constitution will be considered and decided upon at an Annual or Extraordinary General Meeting:

11.2 Proposals to amend the Constitution may be made:

- a) by the Kildare PPN Secretariat;
- b) by a simple majority decision at a Kildare PPN Municipal or Plenary meeting.
- c) by a Registered Member Group.

All submissions to amend the Constitution must be presented in writing to the Secretariat at least 14 days prior to the date of the Annual General Meeting or Extraordinary General Meeting. The amendment will be effective if passed by a two-thirds majority of the Registered Member Groups present at the Annual or Extraordinary General Meeting.

ADOPTED BY –

The County Kildare Public Participation Network Secretariat :

DATE:

RATIFIED BY –

The County Kildare Public Participation Network Plenary Session:

DATE: