



**Kildare
Public
Participation
Network**

**Quarterly Report
Q3 2021**

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INTRODUCTION

Quarter three saw the workplan progress and a number of priorities were undertaken in order to deliver key elements for the Secretariat before the end of the year.

Four key elements were committed to:

- 1) The development of an Autumn/Winter Training schedule which was designed following consultation with the membership through a training needs analysis in Q2.
- 2) The design and build of a website which could support an Information Hub, Translation facility and a disability function. This was a Kildare PPN commitment in support of the Kildare Integration Strategy.
- 3) The preparation and delivery of Social Inclusion Week in collaboration with the County Kildare Leader Partnership.
- 4) The start of the tender process for the Strategic Plan 2022-2026

As always Governance and Compliance is high on the list of priorities and a number of issues identified will be addressed in Q4 through further policy development.

We Consulted on:

The Wheels Strategic Plan

Mazar - PPN Structural Review

As we start Q4, we look forward to progressing in a proactive and positive manner strengthening our processes and increasing our engagement with member organisations.

We expect that the Department of Rural & Community will conduct an audit in Q4, however we await formal notification of this.

AIMS & OBJECTIVES

Aims

- ❖ To facilitate and encourage public participation in local decision making
- ❖ To facilitate the representation of the Community and Voluntary, Social Inclusion and Environmental groups onto decision making bodies
- ❖ To strengthen the capacity of organisations to contribute positively to the community

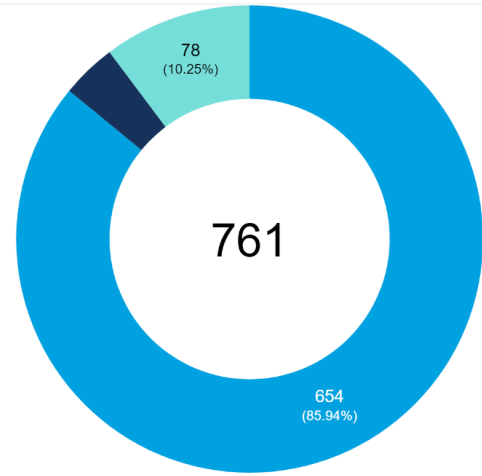
Objectives

- ❖ 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 Kildare PPN

MEMBERSHIP

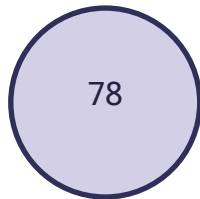
Total Membership as of the Sept 30th 2021

Community = 654
Social Inclusion = 78
Environment = 29

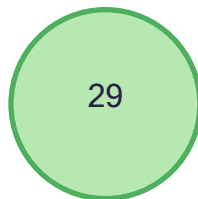


Group Pillar | Community Environment Social Inclusion

By Pillar



Social Inclusion



Environmental



Community & Voluntary

REPRESENTATION

Kildare PPN currently has representation on the following committees:

Committee	College	No.
Local Community Development Committee	Community/Voluntary	2
Local Community Development Committee	Social Inclusion	2
Local Community Development Committee	Environmental	1
Joint Policing Committee	Community & Voluntary	2
Environment Services & Water SPC	Community & Voluntary	1
Environment Services & Water SPC	Environmental	1
Housing Strategic Policy Committee SPC	Community & Voluntary	1
Housing Strategic Policy Committee SPC	Social Inclusion	1
Transport Strategic Policy Committee	Community & Voluntary	1
Local Community and Cultural SPC	Environmental	1
Local Community and Cultural SPC	Community & Voluntary	1
Local Community and Cultural SPC	Social Inclusion	1
Economic Development, Enterprise & Planning SPC	Social Inclusion	1
Economic Development, Enterprise & Planning SPC	Environmental	1
Climate Action SPC	Community & Voluntary	1
Climate Action SPC	Environmental	1
County Kildare Heritage Forum	Community & Voluntary	2
County Kildare Heritage Forum	Environmental	1
Drehid Liaison Committee	Community & Voluntary	2
	Total Representatives	24

Kildare PPN Secretariat

Seat	Representative
Athy MD Seat	Declan Nolan
Celbridge - Leixlip Seat	Dermot O'Donnell
Clane Maynooth Seat	Naomi Scott Hayward
Kildare - Newbridge MD Seat	Sarah Shakespeare
Naas MD Seat	Liz Denieffe
Community & Voluntary Seat	James Cotter
Community & Voluntary Seat	Vacant
Environmental Seat	Cliona Kelleher
Environmental Seat	Suzanne Murphy
Social Inclusion Seat	P.J. Fagan
Social Inclusion Seat	Anne Crowe

Q3 PRIORITIES

Training

<https://www.kildareppn.ie/kildare-ppn-launch-training-calendar/>

The following eight modules will be delivered by the end of 2021

<p>Committee Roles & Responsibilities</p> <ul style="list-style-type: none"> • Legal duties • Regulation and Compliance • Levels of decision making • Conflicts of interests • Risk management • Sub-committees 	<p>Sept 8th (Wed)</p>	<p>7-9pm - Complete</p>
<p>Running an effective Meeting</p> <ul style="list-style-type: none"> • Best practice • Individual and collective roles • Challenging behaviour at meetings • Keep meetings focused and productive • Produce effective agendas • Produce accurate, brief and clear minutes • Online meetings 	<p>Sept 15th (Wed)</p>	<p>7-9pm - Complete</p>
<p>Understanding & Preparing Budgets</p> <ul style="list-style-type: none"> • What a budget is and the typical content • The budgeting process and how it fits into the charity's annual and strategic planning processes • Benefits (and potential downsides) of budgeting • Tips for preparing a budget • Measuring actual outcomes against budgets • Importance of review and update 	<p>Sept 22nd (Wed)</p>	<p>7-9pm - Complete</p>
<p>Intercultural Awareness & Anti Racism</p>	<p>Sept 29th (Wed)</p>	<p>7-9pm - Complete</p>
<p>New options for funding & Grant Applications</p> <ul style="list-style-type: none"> • Map out their own plan for improving the flow of funds into their organisation • Become up to date with a wide variety of available grants and funds • Identify new ways of raising money and saving resources as a result of the impacts of Covid-19 • Choose the online and digital applications best suited to assist in raising funds and resources • Be more ready to answer c. 20 key questions commonly asked when applying for funds • Learn how to create strong team support and public backing for their fund raising actions • Gain more confidence in the work of attracting funds. 	<p>Oct 6th</p>	<p>7-9pm</p>

Best Practice using Zoom to host meetings

Oct 20th 7-9pm

This online course is for anyone needing to get a better understanding of how to run and attend meetings using Zoom. It covers how to set up Zoom meetings, registration, waiting rooms, zoom etiquette, webcams, chat, breakout rooms and how to use polls.

Social Media to promote your work

Nov 3rd (Wed) 7-9pm

This online course will include an introduction to Facebook, Twitter, and Instagram as well as tips and advice on how to use each platform to communicate different messages to various audiences. Participants will have a better understanding of how each social media platform is used, and what it is best used for.

Essentials of Volunteer EngagementNov 10th (Wed) 7-9pm**Website Design & Development**

The new website was launched on September 27th during Social Inclusion Week. It is now fully in line with the remit and catering for all. As this is a main conduit by which we communicate and share information with our network, it is multilingual and has an accessibility function.

The introduction of an Information Hub which was designed and implemented by Kildareppn in support of the Integration Strategy has had very positive feedback.

Social Inclusion Week 2021 - (sept 27th - Oct 1st)

Social Inclusion Week 2021 ran over a period of five days. During which time twenty-four key events happened. It has become an important event catering for the needs of many in the community. It was fun packed, educational, and an insightful week with opportunities for services, organisations, community groups and educators from right across the County to showcase the work they do. Kildare has many initiatives that support individuals and communities affected by issues which can lead to social exclusion, such as poverty, unemployment, homelessness, disabilities, and migrant re-location to name just a few. It is imperative that these services have an opportunity to promote how they can support and engage people in the most positive way. Likewise, it is imperative that everyone in the county is aware of services available and how to access them.

This year we were privileged to have Minister O’Gorman launch the Kildare Integration Strategy 2020 - 2026 at the closing ceremony. A special thanks to Ellen and her team at the FRC in Newbridge for hosting the closing event.



EVENTS AND MEETINGS

Meetings

It was a busy quarter for meetings:

Staff Liaison x 2

Social Inclusion meetings x 4

Coordinators Meetings CKLP x 6

MRPPN x 1

Secretariat Meetings x 3

Kildare Integration Strategy x 1

Representative Meetings x 2

KCC Climate Action Team Meetings x 1

Website Designer x 4

Resource workers meeting x 2

Structural Review (Department) 2

The Working Group x 1

The Staff Liaison Group x 2

County Kildare LEADER Partnership Strategic Plan Consultation x1

COMMUNICATIONS

Social Media



1,175 Followers
6 % increase in Followers



478 Followers
6% increase in Followers

Kildare PPN Twitter Activity between July 1st -Sept 30th, 2021
41,000 impressions

Facebook Reach between July 1st - Sept 30th, 2021
Reach: 101,827 people

National Public Consultations advertised: 6
Regional Public Consultations advertised: 10
Funding Opportunities shared: 13
Training Opportunities shared: 10
PPN and Community Information: 25



4 E-bulletins were sent in Q3 of 2021 via Salesforce containing information on, grant opportunities, public meetings, public consultations, training, and anything we felt was beneficial to our member groups.

ADMINISTRATION

2021 Work Plan

The workplan is progressing with work on schedule to meet all objectives by the end of Q4

Strategic Plan 2022-2026: Tender

The tender is advertised for the recruitment of an external consultant to start work at the end of October 2021. It will be advertised until October 18th

Formation of Staff Liaison Group

The staff liaison group have met twice and will meet on the second Thursday of every month

The Working Group

Is established and have met once.

The Finance Sub-committee

Is established, and the first meeting is scheduled

Q3 FINANCIAL REPORT



Financial Report (Jan - Oct 2021)

	Amount
INCOME*	
Dept. of Rural and Community Development	€65,630.51
Kildare County Council	€58,310.00
Maximum Potential Total Income *	€123,940.51
EXPENDITURE	
Fixed Expenses	
Old Resource Worker Salary + PRSI * 1 Month	€3,478.45
Staff Salaries + PRSI	€71,225
CKLP Administration Fee	€3,000.00
Insurance	€569.00
Total Fixed Expenses	€78,272.68
January	
Zoom Subscription	€162.72
Stationary (Printer Ink, Paper)	€618.42
Total January	€781.14
February	
Facilitator Fees (CPD)	€369.00
Resource Worker Laptop and Equipment	€999.98
Total February	€1,368.98
March	
Postage	€17.50
Total March	€17.50
April	
Support Worker Travel	€13.73
Total April	€13.73
May	
The Wheel Membership Fee	€150.00
Total May	€150.00
June	
Survey Monkey Subscription	€432.00
Consultant Sessions - Plenary	€1,000.00
Total June	€478.00
July	
Microphone & Speakers harvey Norman	€963.74
Total July	€963.74

Aug	
Graphedia Ltd Website	€1,963.00
Total Aug & Sept	€1,963.00
September	
Social Inclusion Week	€502.04
Filmora	€43.78
Microsoft Sharepoint	€123.98
Zoom	€62.61
Staff Travel Expenses	€41.19
HR Training (Staff Liasion Committee)	€360.00
Total September	€1,133.60
Total Spent to Date	€85,142.37