



## MINUTES OF KILDARE PUBLIC PARTICIPATION NETWORK SECRETARIAT MEETING HELD VIA ZOOM ON 21<sup>ST</sup> FEBRUARY 2022

Item	By	Action	Responsibility	Timeline
<p><b>Secretariat attendees :</b> Liz Denieffe (LD) , Naomi Scott Hayward (NSH) , Anne Crowe (AC) , Dermot O'Donnell (DOD) , PJ Fagan (PJF), Cliona Kelleher (CK),Sarah Shakespeare (SS),James Cotter (JC)</p> <p><b>In attendance:</b> Grainne Fleming</p> <p><b>Apologies:</b> Declan Nolan</p>				
<ol style="list-style-type: none"> <li>1. Welcome &amp; Introduction</li> <li>2. Up-Date the Strategic Plan: Jennifer Van Aswegen delivered primary and secondary data and process undertaken. Feedback on identified themes given. CK queried KPIs, environment and measurables. Draft plan for feedback until Mid-March with finalised plan 31<sup>st</sup> March</li> <li>3.               <ol style="list-style-type: none"> <li>a) Minutes from Dec13th</li> <li>b) Minutes from Jan 17<sup>th</sup> ( Public)</li> </ol>               Minutes from Jan 17<sup>th</sup> (Private)             </li> <li>4. Matters arising (one set of minutes) Going forward unless discussion of a sensitive nature one sets of minutes will be presented .Climate Action proposed dates 11/12<sup>th</sup> June or 18/19<sup>th</sup> June</li> <li>5. Correspondence: Breach of confidentiality complaint received . AC and CK (as last Chair) 3 weeks ago due to Covid. AC felt matter was resolved . PJF suggested correspondence circulated to members. LD requested a letter to Secretariat officially responding on correspondence. DOD agreed with LD yet clarity needed. DOD left meeting at this stage 8.20pm</li> </ol>	<p>AC</p> <p>JVA</p> <p>AC</p> <p>AC</p> <p>AC</p>	<p>40 min Presentation Feedback from Secretariat prior to Plenary.</p> <p>Proposed AC Seconded CK Proposed LD Seconded AC Proposed PJF Seconded LD</p> <p>Proposed SS Seconded AC</p> <p>AC to make contact with person and all in agreement for AC and CK to meet if needed.</p>	<p>All Sec members Link on document</p> <p>AC</p>	<p>28<sup>th</sup> February</p> <p>Immediate</p>





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piece on each Secretariat. Transport, Housing and Climate Action. Identify actions for 2022 to meet linkage group needs.				
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**Next Meeting : March 21<sup>st</sup> 7pm**