



**Kildare
Public
Participation
Network**

**Quarterly Report
Q1 2022**

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INTRODUCTION

Quarter 1 2022 started quickly, and no time was wasted in addressing key priorities and progressively moving the workplan forward.

February 2022 saw a long standing and valued member of the Secretariat, James Cotter step down and we were notified that our Environmental Representative on the Climate Action SPC, would be stepping down in Quarter 2. We would like to sincerely thank both James and Ali for the dedication, loyalty, and unending volunteer hours which they have given to the Kildare Public Participation Network.

The focuses for Q1 were as follows:

- Hold a Plenary meeting of all member organisation
- Run elections for vacant Secretariat seats and one Representative seat
- Continue consultations for the Strategic Plan 2022 - 2026
- Complete returns to the Department of Rural & Community in line with best practice and governance
- Complete returns to Kildare County Council

We Consulted on:

- The Wheels annual members survey
- The Healthy (Ireland) Kildare Plan Consultation
- The Kildare Digital Strategy
- CKLP Strategic Plan
- KCC Volunteer engagement post covid

Submissions:

- The Kildare Digital Strategy

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

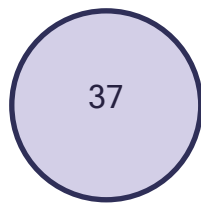
Objectives

- ❖ 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

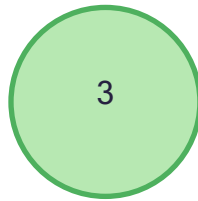
MEMBERSHIP

Kildare PPN's membership between 1st January 2022 - 31st March 2022.

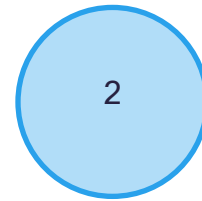
New Membership in Quarter 1



Social Inclusion

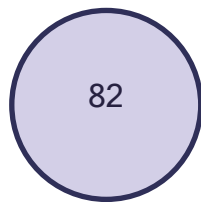


Environmental

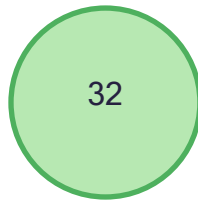


Community & Voluntary

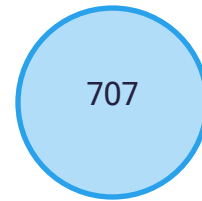
Total Membership as of the 31st of March 2022



Social Inclusion



Environmental



Community & Voluntary

REPRESENTATION

Representatives

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	Jill Mulhern*
Community & Voluntary Seat	Anthony Egan*
Environmental Seat	Cliona Kelleher
Environmental Seat	Vacant
Social Inclusion Seat	P.J. Fagan
Social Inclusion Seat	Anne Crowe

~ James Cotter stepped down from his position in February 2022

*Jill Mulhern and Anthony Egan were nominated to the Secretariat in March 2022

EVENTS

2022 Plenary Meeting

Kildare PPN's first Plenary meeting of the year took place on the 28th of February and was held online via Zoom. 18 member groups were in attendance on the night.

Ian Russell, past Chair of Kildare Volunteer Centre, was the guest speaker for the meeting, highlighting the power for volunteering.

The Plenary were presented with an overview of Kildare PPN's activities during 2021, the proposed 2022 Work Plan and Budget for the year and all new policies that were developed since our last Plenary meeting.

The Secretariat launched the 2022 Elections, giving an overview to the Plenary on the vacant positions on the Secretariat and the upcoming representative position on the Climate Action Strategic Policy Committee.

The Draft Framework for the Strategic Plan was also presented to the Plenary, where a consultation window was launched to gather further feedback from the Plenary on the framework.

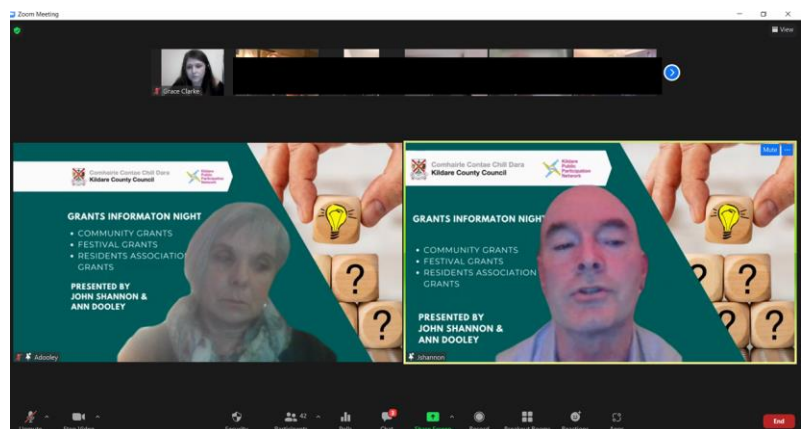
The second Plenary of the year is scheduled for September 2022, and it is hoped that it can be held as an in-person event.

Community Grant Information Evening

Kildare PPN hosted a Community Grant Information Sessions on Zoom in collaboration with the Community Section in Kildare County Council on the 7th of February 2022.

Forty Kildare PPN member organisations were in attendance.

The session highlighted the grant scheme guidelines covering what groups could /couldn't apply and what projects would be eligible. At the end of the information session, there was a Question-and-Answer session where participants had the opportunity to ask any questions in relation to the scheme or their applications. The feedback was very positive.



Women's Health Fair and Seminar - International Women's Day

In celebration of International Women's Day, the Community Section in Kildare County Council hosted a Women's Health Fair and Seminar on the 9th of March in Newbridge Town Hall. The event was opened by Minister for Health Stephen Donnelly.

We were delighted to be invited to attend and operate an information stand for the Kildare Public Participation Network where, members of our Secretariat promoted the work of Kildare PPN.



Members of the Secretariat in Newbridge on March 9th to Celebrate International Women's Day

TRAINING

Governance Code Training

During quarter 1, we held training for Kildare PPN members on the Charity Regulator's Governance Code. This training was identified by our member organisations in our 2021 training needs analysis.

The training took place on Zoom and highlighted the requirements of the code, including actions and evidence needed to demonstrate compliance, and covered the following:

- the six principles of governance which all charities should apply
- how to meet the core standards for each of the six principles
- the additional standards that reflect best practice for more complex charities
- how to report on compliance to the Charities Regulator.



PARTICIPATION IN DECISION MAKING

Consultations

Kildare Digital Strategy

Kildare PPN made a submission to the Kildare Digital Strategy, highlighting the importance of education, digital poverty, sustainability, and accessibility.

Healthy (Ireland) Kildare Plan Consultation

In early February Kildare PPN attended an online focus group to feed into the development of the Healthy Kildare Plan.

Volunteer Engagement Post Covid

In collaboration with Kildare County Council, Kildare PPN carried out a survey with member groups to determine if the Covid-19 pandemic has had a negative impact on volunteer retention / recruitment in community and volunteer groups in Kildare, and if so, to identify any specific support needed by Kildare County Council to ensure that all groups can continue to operate effectively into the future.

Kildare Public Participation Network Strategic Plan 2022 - 2026

JVA Consultancy continued work in this quarter, with additional consultations for the Plenary, Secretariat, Staff and Key Stakeholders taking place through online focus groups and questionnaires.

A final draft of the Strategic Plan was presented to the Secretariat in March, and it is expected to be signed off in April of this year.

Elections

Elections for vacant positions with Kildare PPN were launched on March 1st and nominations were sought for the following seats:

- 2 x Community & Voluntary seats (Secretariat)
- 1 x Environmental seat (Secretariat)
- 1x Climate Action SPC seat (Representative)

Both Community and Voluntary seats on the Secretariat and the Climate Action SPC seat were filled. As the number of nominations received didn't exceed the number of positions available, elections did not take place.

A vacancy remains on the Secretariat and this seat will be ran in upcoming elections.

GOVERNANCE

Memorandum of Understanding and Service Level Agreement

The Memorandum of Understanding between Kildare County Council, along with the Service Level Agreement with Kildare County Council and County Kildare LEADER Partnership for 2022 was signed and came into effect.

Income and Expenditure

The 2021 Income and Expenditure Report was finalised and signed off by the Finance Subcommittee on the Secretariat and Kildare County Council and returned to the Department of Rural and Community Development in March.

POLICIES

Communications Policy

The Kildare PPN Communications Policy was developed and approved by the Secretariat at the March Secretariat meeting. This Policy outlines the internal and external communication processes of Kildare PPN to promote effective and positive communication between stakeholders.

Ratified Policies

The following Kildare PPN policies were ratified by the Plenary on 28th of February 2022

- Kildare PPN Data Protection Policy
- Kildare PPN Data Breach Policy
- Kildare PPN Finance and Procurement Policy
- Kildare PPN Terms of Reference for the Staff Liaison Committee

COMMUNICATIONS

Social Media

In early Quarter one, Kildare PPN established a new Instagram page as an additional platform to communicate with members and further strengthen our capacity to share information and reach communities.



100% Increase in Followers

174 Followers



23% Increase in Followers

1659 Followers



7% Increase in Followers

571 Followers



7 E-bulletins were sent in Q1 of 2022 via Salesforce containing information on, grant opportunities, public meetings, public consultations, training, and anything that may be beneficial to our member groups.

FINANCIAL REPORT



Financial Report (Jan - March 2022)

Amount

INCOME*

Dept. of Rural and Community Development	€75,000.00
Kildare County Council	€35,000.00
Maximum Potential Total Income *	€110,000.00

EXPENDITURE

Fixed Expenses

Coordinator Salary + PRSI	€48,454.00
Support Worker Salary + PRSI	€33,909
County Kildare LEADER Partnership Hosting Fee	€3,000.00
BHP Insurance	€528.46
Total Fixed Expenses	€85,891.46

January

Total January	€0.00
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February

Zoom	€344.15
Support Worker Travel Expenses	€27.46
Total February	€371.61

March

Total March	€0.00
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Total Spent to Date €86,263.07

Budget Remaining €23,736.93