



PPN User Guide Review

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Queries

Please contact ppnuserguidereview@dracd.gov.ie or Alan Monks at (076) 100 6907.

Your Details

Are you making this submission as an individual or on behalf of an organisation?

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PPN User Guide Review

Your Submission

STRUCTURE OF THE PPN (County/City, Plenary, Secretariat, Municipal Districts PPNs, Linkage Groups, Membership)

The introduction of an official volunteer PPN representatives Forum/Network in each PPN. This would enable communication & dialogue between rep's on different SPC's, Boards, and other committees to share knowledge, discuss Policy and Cross Policy implementation, monitoring and reviewing analysis of various programmes at local level and to keep each other informed about decisions that have been taken and h impact on our communities at local level. Also, training needs analysis should be conducted annually for all rep's.

ACTIVITIES OF THE PPN (Participation and Representation on Decision/Policy Making Bodies, Capacity Building and Training, Information Sharing and Communication)

As above. Also, induction training to new reps about the local authority structures and other decision making bodies and the role of the volunteer PPN Rep.

OPERATION OF PPNs (Budget and Work plan, Resource Worker, Support Worker)

The resource worker should support the volunteer PPN representatives were practicable at all meetings/committees/boards of which the representative is a member and in attendance. Debrief notes and type reports for the rep', assist in research prior to rep's meetings as required.

RELATIONSHIPS BETWEEN THE PPN AND THE RESPECTIVE LOCAL AUTHORITY (Budget, Resource Worker, Support Worker)

Secretariat should have an annual meeting with the local authority executive members.

MONITORING AND EVALUATION (Budget, Workplan, Resource Worker)

Audit and evaluation by the department should be ongoing.

What Templates would you regard as being helpful to include in a revised PPN User Guide (Constitution, Grievance Procedure, Representatives Charter, Expense Policy, Memorandum of Understanding, etc.)

1. Constitution
2. Grievance procedures manual and appeal process clearly defined and outlined.
3. Declaration of interests form.

Any other Recommendations in relation to the review of the User Guide?

Consider changing the name from User Guide to "PPN Operational Handbook".
The word 'Guide' implies lack of authority and may be seen as not definitive enough.



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Supporting Documentation

Freedom of Information

All materials received by the Department will be subject to the Freedom of Information (FOI) Act. This means that all materials submitted during this consultation period could be released to a wider audience on request.