An Roinn Forbartha Tuaithe agus Pobail
Department of Rural and Community Development

PPN User Guide Review

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Thank you for your submission. Please keep this document as a record of your submission.

Queries

Please contact ppnuserguidereview@drcd.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?

As an Individual

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Organisation Details

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Your Submission

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

The user guide explains the structure in a very prescriptive way. There is no leeway for local adaptation for what structure may/will work in any given area based on grass roots organisation at local level. This should be acknowledged and built on in the guide.

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

This section is too wordy and complicated. It also looks very cheesy. It requires some good editing and application of Plain English Guidelines from NALA.

A designer should be engaged who understands Plain English to design the whole guide- diagrams should be consistent and related, pop up dialogue boxes look cheesy and should have a uniform design that attracts the eye.
Professional drawings would make the guide more attractive. A colour scheme should also be uniformly adapted . This should be recognisable as a PPN colour scheme over time.

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

Too wordy again some of the verbiage is more suited to an appendix rather than in the main body which should outline the information clearly. if people want more information they can got to the appendix.

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

Same as above- maybe some examples of how PPN's and LA's have managed that relationship to be independent - its a hard one to get right.

MONITORING AND EVALUATION (Budget, Workplan, Resource Worker)

PPN National Advisory Group is outlined here and could be expanded on. Their role outlined how they are elected/Selected to the Advisory group, any achievements to date - how they have influenced the structure and resourcing of the PPN's .

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.)

Any templates or guidelines that are currently being used should be included as a separate section called resources and templates or something like that- they should be presented in a way that they can be used and easily adapted for local use.

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

Colour coding the book by sections-
Engaging a designer to enhance the presentation and uniformity of the guide
Engage and editor familiar with NALA Plain English guidelines
Adapt a colour scheme that is easy to read and easy to recognise
perhaps consider a spiral binder with colour coded sections that can be used a resource with pages that can be photocopied etc.

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.