

## Meath PPN Secretariat - Plenary Document & Member Survey

Dear PPN Member,

As we manage the impact of Covid 19 we know that the PPN Secretariat and groups from every Pillar are continuing their activities under much changed conditions. This Plenary Document and Survey is being sent to you to establish how best we may all work effectively together in the changed circumstances in which we and our communities find ourselves. The results of this Plenary Document and Survey together with the information gathered in our Issues Register will form the basis of our 2021 Workplan.

Not all of you may know that Meath, being the second largest county in the Country, has over 1,000 organisations registered with the Meath PPN. This means that Meath has an enormous volunteer base of all ages committed to giving many hours of their time and energy for the benefit of their communities. This is something of which we can all be proud. It is also something that is really appreciated.

It is clear that for some time to come group activities, the Municipal District Meetings and the Plenary Sessions will require careful planning, and will in some cases only be possible online. Other counties have been trialing online Plenary and we will learn from the experience. Early in the New Year we hope to have news on this.

In the circumstances and to continue working effectively, we would ask that you return this combined Plenary Document and Survey as soon as possible, but on or before 24 November at the latest. This will enable us complete our work for this year.

Stay Safe – Fan sábháilte

The Meath PPN Secretariat

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### Plenary Document

1. The Secretariat proposes the items below to be purchased from the PPN operational budget (€15,000) for Plenary approval. The Secretariat will be purchasing a combination of these items below to be distributed to PPN Groups.

- PPN online leaflet
- Air purifiers
- Upgrade existing Defibrillators
- Meath PPN Branded Face Masks
- Legal training from an approved body
- Covid care items (hand sanitizers, etc)
- PPN Merchandise

Please tick box to accept proposal

## Meath PPN Secretariat - Plenary Document & Member Survey

### Member Survey

**The Survey element below will help us understand the range and depth of the operating difficulties experienced by the various member organisations/groups, and enable us examine how best to formulate an effective Work Plan for the future.**

1. What is the name of your group and contact person?

2. What is your PPPN Number? Go to <https://www.meathppn.ie/membership-search/> to check this.

3. What is the main activity of your group? (Use themes from main cause list in Member Groups)

4. Which Pillar of the PPN is your group a member of?

- Community & Voluntary
- Social Inclusion
- Environmental

5. What Municipal District is your group in?

- Navan
- Ratoath
- Trim
- Laytown-Bettystown
- Ashbourne
- Kells

6. Has your group ceased normal activities during the Pandemic?

- Yes
- No
- Other (please specify)

7. Have you been able to maintain contact with your group members during the Pandemic? If so how?

- No
- Yes - by phone
- Yes - by email
- Yes - by Facebook
- Yes - by Whatsapp
- Yes - by Twitter
- Yes - by video call (Zoom, etc.)

8. What difficulties/risks/issues do you anticipate in re-starting your activity, and do you have plans to manage these risks?

(If you were unaffected because of the type of your activity please say so.)

9. Please list the main Covid related issues experienced by your group;

Issue A

Issue B

Issue C

Issue D

Issue E

10. Did you find help and/or guidance from the HSE, Government Departments, or a national body to which your organisation is linked? If yes, please state which.

11. If your group is active indoors is there a facility, community or otherwise, that you can avail of using the safety guidelines?

12. Is your group capable of re-starting or maintaining your normal activity after Level 5 without assistance?

13. If in need of assistance do you know where you can access information to help you?

14. In normal circumstances in Meath PPN issues arising are addressed through the Issues Register, which is, as you know, a log of all issues raised at MD meetings, Plenary Meetings, and from direct contact by a group or organisation with the PPN Resource Officer.

As the Secretariat have been unable to have Municipal District Meetings and Plenary Sessions during Covid we are giving members an opportunity to raise issues directly through this Survey which will form part of the Issues Register. You may, of course, still continue to contact the Resource Team.

What issues have arisen in 2020 relating to your;

Group/Organisation

MD

Pillar

15. Within the PPN Member Groups there exists a vast range of knowledge and skills. Supports including practical advice and skills on common issues or challenges may be available from members. It is possible that peer support or mentoring could provide a platform for sharing learning and experience within the network. If you would be interested in sharing successful ways of responding to the new challenges that you feel may be useful to other groups please add name and address or email or telephone number below.

16. Is online training accessible to your group?

Yes

No

17. Below is a list of possible training needs some of which could be supplied through peer support, mentoring or through training programmes that the Secretariat has procured for Members through various organisations, including The Wheel.

- Covid-19 safety training for activities and/or facilities
- Compliance with the Charities Regulator's Governance Code
- Financial Planning and Reporting
- Strategic Planning
- Risk Management
- Mental Health Supports in the community
- Community Development
- Environmental Awareness and Sustainable Practices
- Facilitation skills, organisation skills, administration skills, communication skills
- Social media skills including running meetings online, managing group networks, or making video or other types of media
- Other (please specify)

18. Have you found the updates we have been sending useful?

- Yes
- No

We appreciate the time you have taken to complete both the Plenary Document and the Survey.

Your organisation/group will be entered into a Draw for a gift voucher.

Thank you and stay safe.

Meath PPN Secretariat