



LAOIS PUBLIC PARTICIPATION NETWORK

A Guide to being a PPN Representative on a Board/Committee

Laois Sports Partnership

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Laois Sports Partnership

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Introduction

Welcome to Laois Public Participation Network!

The PPN gives us a voice!!

The aim of a PPN Structure is to facilitate and enable public organisations operating within the wider community to give voice to a diverse range of views, issues and interests within the local government system.

The PPN will:

- ***Facilitate the participation*** by the public and representation of communities in a fair, equitable and transparent manner through the environmental, social inclusion and community/voluntary sectors on decision making bodies.
- ***Strengthen the capacity*** of the environmental, social inclusion and community/voluntary groups to contribute positively to the community that they live/participate in.

Provide information to the environmental, social inclusion and community/voluntary sectors and will act as a hub around which information can be received and distributed.

As a Representative of Laois Public Participation Network (PPN), you will be part of the democratic framework which gives our local communities and its groups a voice within the decision making processes within local government.

This document will outline for you the committee on which you will represent Laois PPN, including its scope and membership. It will also outline your role as a PPN representative, and the importance of having the collective voice of the community heard through you on that committee.

Be reassured that you are supported at all times in your role as a PPN representative. If you need to, know that you can ask the silly question, and that you can talk to someone who has the information you need, e.g., your fellow representatives, a member of the Secretariat, or your PPN Resource Worker.

Don't ever feel foolish at being confused by it all! The PPN Framework is a learning adventure in which we are all taking part, and together we will make it stronger by our best efforts and learning from our mistakes! It is your commitment to the PPN that will ensure its strength positive outcomes.

Best of luck in your endeavours!

Laois Sports Partnership

Role of the Committee

The main purpose of Laois Sports Partnership (LSP) is to promote, support and facilitate participation in sport and physical activity and implement the Laois Sports Partnership Strategic Plan 2017-2021 and future plans:

1. To be the main provider of information on sports and physical activity for Laois.
2. To develop a range of activities that promotes and support sports and physical activity in schools and youth settings.
3. To explore how best to promote sports and physical activity in the workplace.
4. To support clubs to provide a range of varied activities to meet the needs of people in Laois.
5. To work with the Laois Partnership, the HSE, Laois/Offaly ETB, Laois Gardaí, community development groups and Laois County Council to reach groups that would be otherwise excluded.
6. To enhance the LSP's management, governance and evaluation structures to support our work.

The key aims of this 2017-2021 Strategy were:

- To develop a coordinated approach to sport and physical activity provision in County Laois
- To increase participation in sport and physical activity in county Laois and build on existing infrastructure
- To support and develop local county-wide networks of sport and physical activity
- To establish and maintain effective links with appropriate County structures (LCC, Local Community Development Committee, HSE, Gardaí etc.)
- To help to ensure clubs/organisations are supported to access appropriate training and achieve quality standards for their club/organisation.
- To ensure equality of access to provision of sport and physical activity for all.
- To reduce social exclusion and increase participation in sport and physical activity.

Each Committee/Board will have its own set of standing orders which you will receive from the Committee / Organisation Administrator. This will also set out how often the Committee/Board meets and the time and venue of the meetings.

In the case of the Board of Laois Sports Partnership, an induction is given to each new member, along with a handbook for Board Members.

Agendas, minutes and any other relevant documentation are issued by the LSP Coordinator, Ms. Caroline Myers.

Terms to be Aware of:

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SPC – Strategic Policy Committee

Laois/Offaly ETB – Laois Offaly Education & Training Board

LCDC – Local Community Development Committee

JPC – Joint Policing Committee

SIDO – Sports Inclusion Disability Officer

Your Role as a PPN Representative

Listen!

It is important to go into such committee meetings with a willingness to listen to (a) the business being discussed and (b) the points being made by all parties at the table. It is especially important to do this at your first few meetings, acknowledging that it will take a while for you to get to know the business of the SPC and the contributions being made by the other members. Listening will provide you with a balanced insight into what's important and what isn't important, when feeding back to the Secretariat and/or the Plenary of groups.

Discuss!

Don't be afraid to enter discussions. Having listened to everyone's opinion, give yours. You have been selected to be a member of this committee because of your interest in the subject matter and because you are a member of the community in which we all live and are affected by policies or plans being made, so be assured that you can participate fully and knowledgeably in the debate.

Represent!

In participating in this committee, remember why you were elected by your fellow PPN members - to represent them in every way possible. You are not just there to voice your own views, the views of a particular group(s) you are a part of, or the local area in which you live, you are there to represent the views of your PPN pillar grouping. This is the most important part of the PPN Framework – that the community sector raises the vital issues at county level with ***one collective voice***.

Feed back!

It is your responsibility to feed back to your peers within the PPN Framework. Feedback is a two-way street, i.e., (a) issues to be raised by you at your particular committee and (b) feedback from the business of the meeting to your pillar group or linkage group, whichever is appropriate.

A copy of contact details for your fellow PPN Representatives and the PPN Secretariat are in Appendix 1 of this booklet.

The PPN Secretariat will assist and advise with the process of providing feedback to the PPN by putting a process in place in due course. In the meantime, allow yourself the time to get acquainted with your new position and its processes, and most importantly, keep in touch with members of the Secretariat in relation to any matters raised at your committee