

Goal 1: REPRESENTATION “The PPN delivers effective representation for the community and voluntary sector in County Wicklow.”

Actions	Timeframe	Key Performance Indicator	Relevant Strategic Plan Objectives
Community Outreach including PPN Connect sessions Processing New Membership applications Re-registration of member groups Campaign to encourage associate members to become Full Member where appropriate. Campaign to encourage groups to become members of the Environment Pillar	Ongoing Ongoing Q1	Min 10 event attended/organised Notes & Minutes from events 20 new members Sign off by Secretariat April 5% increase in Full Membership 10% increase in Environment Pillar	1.1 & 1.2 & 1.9
Networking & Consulting through our: <ul style="list-style-type: none"> • Annual Members Survey • Secretariat, Monthly Reps meetings, Training sessions • Networks (MD & Environmental Networks) • And other ad hoc events/communications 	Ongoing	Member directed plans, submissions & representations.	1.2
Consultation/Focus groups/Research Submissions made	Ongoing	Record of all consultations shared and submissions made.	1.3
Nomination & Elections run to elect PPN Representatives to County policy & decision-making committees & Boards Raising Awareness of role of PPN in representing the voice of community	Ongoing Ongoing	All Rep seats filled within 6 months of vacancy. Rep Reports & Work Reports circulated.	1.4 & 1.8 & 1.9
Meetings & collaborative work with:	Ongoing	Record of meetings & joint actions.	1.3 & 1.5 & 1.6

<ul style="list-style-type: none"> • Wicklow County Council Committees (including DISC & SING) • Partnership Companies • Comhairle na nOg • Older Peoples Council • Other PPNs Regionally & Nationally • Dept. Rural & Community Development & the Gaeltacht • Other local groups and networks 			
PPN Reps attending meetings & circulating reports	Ongoing	Record of matters raised/ addressed and ultimate outcomes (Rep Reports, Work Reports, Submissions)	1.3, 1.4, 1.5 & 1.6
Make Submissions on behalf of PPN membership	Ad Hoc	Submissions made	
Review & Evaluation with Reps	Min 2 per year	Report from Meetings	
Engagement with PPN SE Regional & National Workers Network, National Sect. Network, National PPN Housing Reps Network	Ongoing	Minutes of meetings & Submissions on nationally agreed positions.	1.7
Make Submissions			
Highlighting connection between policy and practice	Ongoing	Resources available & circulated.	1.9
Circulate Council MD Agendas	Monthly	Min 60 Agendas circulated	
Request agenda & minutes of meetings (from committees) on which PPN reps sit	Ongoing	Pre committee meetings for PPN Reps enabled.	

Work with KWETB & WCC to encourage engagement through National Voter Registration Day 30 April	Q3	Increase on the National Voter Register	
Reps Induction, Training & Support (Peer support locally, regionally and nationally)	Ongoing	Induction resources circulated & induction training provided Two Reps & Secretariat meetings held Rep reports shared	1.10
Continue to lobby for access to training provided to elected reps on the function of LAs & their committees.	Ongoing	Record of letters/submissions made.	

Goal 2: MEMBER SUPPORT “The PPN provides member groups with supports tailored to increasing their capacity and ability to achieve positive results for their communities.”			
Actions	Timeframe	Key Performance Indicators	Relevant Strategic Plan Objectives
Annual Members Survey	Q1	Member direct training & supports.	2.1 (1.2)
Community Outreach	Ongoing	Record of member challenges faces, training & support needs	
Ad Hoc contacts, meetings and communications	Ongoing	Regular, comprehensive feedback from all member groups on their needs.	(1.1)
Sect & Reps meetings	8 per year	Minutes of meetings	(1.2)

<p>Hold 2 (min) in person training/information sessions</p> <p>Provide access for member groups to avail of the Carmichael Training Programme on an individual level</p>	Q1 -Q4	<p>2 (min) training Sessions held minimum.</p> <p>Resources shared and Receipt of positive evaluations on training</p> <p>Directory of all training on website</p> <p>Groups accessing up to 22 training sessions that suits their individual needs</p>	2.2 & 2.4
<p>Continue to lobby individually and collaboratively for increased funding etc.</p>	Ongoing	Secure increase in funding	2.3
<p>Continue to highlight funding streams and opportunities.</p> <p>Peer Support re funding applications.</p>	Ongoing	<p>Funding streams shared via News Update & social media</p> <p>Increasing range of supports made available.</p>	2.4
<p>Continue to Support and Develop Networking Channels to ensure the voice of community is heard.</p> <p>Continue to work with SING and actively support under represented marginalised groups</p>	<p>Ongoing</p> <p>Ongoing</p>	<p>Record of Network meetings, events, actions & engagement with Reps</p> <p>Minutes & Reports from SING</p>	2.5 (1.2 & 1.5)
<p>PPN events will be organised to ensure presence in each MD over the year.</p>	Ongoing	Records of meetings & events held	2.6 (1.1 & 1.9)
<p>Re-registration of Member Groups 3 calls, 1 in Jan, Feb & March</p>	Q1	April sign off by Secretariat	

GOAL 3: COMMUNICATIONS “The PPN maintains consistently excellent communications. It gathers and disseminates relevant information to all member groups, supports internal networking by member groups, representatives and secretariat members, and successfully promotes the role of the PPN and the work of its members.”

Actions	Timeframe	Key Performance Indicators	Relevant Strategic Plan Objectives
Produce & Circulate Regular News Update Social Media Posts Current information on website Press release & articles Radio coverage Develop promotional tools to support PPN Reps to communicate the PPN message and encourage groups to engage	Ongoing One per working day Ongoing One each quarter Ad hoc Q4	Min 24 News Updates (including feature articles/editions) Active Social Media pages Website up to date Record of articles Record of radio coverage Resources developed	3.1
Build relationship with local media providers	Ongoing	Regular slot in local media	3.2 & 3.3
Community Outreach events	Ongoing	Min 10 events attended/organised Increase PPN membership by 20	3.3 (1.1 & 1.2)

GOAL 4: GOVERNANCE/OPERATIONS “The PPN is fully compliant with all governance requirements and demonstrates best practice in its operations.”			
Actions	Timeframe	Key Performance Indicators	Relevant Strategic Plan Objectives
HR subgroup Meetings	Quarterly	Minutes of meetings	4.1
Support & Appraisals	Annual	Successful staff appraisals	
Weekly staff meetings for updates & handover	Ongoing	Efficient staff team	
Hold 2 – 3 externally facilitated staff support, reflection, & development sessions	Q1 – Q4	Strong resilient staff team	
Develop staff induction & skill sharing resources	Q1 – Q4	Resources to support continuity & PPN resilience	
Collaborate with other PPNs	Ongoing	Record of meetings & actions taken	
Continue to lobby	Ongoing	Record of actions & responses	4.2 (2.3)
Policy Subgroup Meetings	2 meetings min	Minutes of meetings & Policy documents	4.3
Develop a Schedule of Policy development & review	Q1	Schedule developed & implemented	
Meet Governance requirement & Complete compliance checklist	Ongoing	Compliant with PPN Handbook	

Lobbying Returns	Quarterly	Record of Lobbying Returns	
Secretariat & Subgroup meetings	Ongoing	Minutes of meetings	4.5 & 4.3
Plenary meetings	2 per year 24 May & 29 Nov	Minutes of meetings	
Prepare Work and finance reports	Monthly/Annually	Reports	
Review of actions	Ongoing	Record of Review & Minutes of meetings	
Sharing and documenting procedures in a PPN Procedures Handbook	Ongoing	Handbook developed	
Development & Distribution of PPN resources	Ongoing	Resources developed and distributed.	4.6
Community outreach	Ongoing	Increased membership	