



**CAVAN**

PUBLIC PARTICIPATION NETWORK

# 2023 Workplan

*A proposal from The Staff*

# Introduction

The 2023 Workplan has been broken specifically into the:

- 3 Pillars of PPN group categories.
- 3 Areas of PPN group locations.
- 3 Anchors of PPN group work.

The methodology for this 2023 workplan is to devise it by staff according to needs within the PPN. This is then presented to the Secretariat (who are elected from among the groups to run the PPN) for their consideration and passed by the entirety of the Network of member groups, sometimes called 'A Plenary'.

The timeframe for this is to present at Sept/Nov Secretariat and then have it mandated by The Network at the end of November each year.

# CavanPPN

## Pillars

1.1  
Environment

1.2 Social  
Inclusion

1.3  
Community  
Voluntary

## Area

2.1 Cavan  
Belturbet

2.2  
Ballyjamesduff

2.3  
Bailieborough  
Cootehill

## Anchors

3.1  
Networking

3.2  
Representing

3.3  
Capacity  
Building

# CavanPPN-Actions

## Pillars

Development of an Environmental Network from among the member groups.

ID missing networks & assist to establish

Provide promotion of Volunteer Centre at regional roadshows

## Area

Public Roadshow in Blacklion

Public Roadshow in Arva

Public Roadshow in Shercock

## Anchors

- Weekly Enews
- Qtrly Newsletter
- Monthly reports
- Adverting Campaign

- Host Plenary Session with all reps presenting.
- Workspace the Reps

- How to apply for funding
- How to get insurance
- How to est a group



# CavanPPN-Enactors

## Pillars

Aisling Blackburn  
Fintan McCabe

Rafaela Radulescu  
Seamus McGrath

Leanne Coyle  
Fiachra Keogh

## Area

Brid ni Dhoilain  
Jet Calders

Clare Willis  
\*vacant\*

Sridevi Balan  
\*vacant\*

## Anchors

STAFF

STAFF

STAFF

# CavanPPN-Timeframe

## Pillars

## Area

## Anchors

3<sup>rd</sup> Quarter  
July-Aug-Sept

April

Ongoing

Jan-mid Feb:  
Womens  
Mid-Feb to end Mar:  
LGBTQ+

May

June Plenary

@3 roadshows:  
April-May-June

June

Jan  
April  
July

## 1.1 Environment 'Build a network'

Development of Terms of Reference 1<sup>st</sup> week of June. Calls for at least 1 person from each Environment group to meet in person to adopt same and elect officers of the Environment Network.

- Development of at least 1 action to achieve by years end.
- Offer to publish an Annual Env Newsletter for the network.
- Promise to develop a workplan for 2024.
- Elect link to Irish Env Network

## 1.2 Soc. Inclusion 'Est 2 Networks'

Early Jan write terms of ref for both.  
Call in Jan for at least 1 person from each self identified womens group in Cavan to come to a meeting to replicate ← Env idea by mid Feb.

Replicate this process with LGBTQ+ individuals in the county between mid Feb and end of March.

KEY: Offer of dedicated page for each in newsletter, annual newsletter & promise of 1 action for 2023 from them.

## 1.3 Comm Vol 'Promote Vol Centre'

Liaise with Vanda Brady of Cavan Vol. Centre to encourage community group use of the service..

Invitation to co-host Community Raodshows (see next page), co-host monthly podcast and dedicate a page on weekly Enews to 'stories of volunteering' to encourage use of Cavan Volunteer Centre among member groups.

## 2.1 Cavan Belturbet 'Host a Roadshow'

### APRIL – BLACKLION

*Week 1: Organise guest speaker & funder for roadshow. General public advertisement.*

*Week 2: Collect registrations & push member advertisement.*

*Week 3: Last push for advertisement & confirm attendees.*

*Week 4: Host Roadshow*

## 2.2 Ballyjamesduff 'Host a Roadshow'

### MAY – ARVA

*Week 1: Organise guest speaker & funder for roadshow. General public advertisement.*

*Week 2: Collect registrations & push member advertisement.*

*Week 3: Last push for advertisement & confirm attendees.*

*Week 4: Host Roadshow*

## 2.3 Bailieborough Cootehill 'Host a Roadshow'

### JUNE – SHERCOCK

*Week 1: Organise guest speaker & funder for roadshow. General public advertisement.*

*Week 2: Collect registrations & push member advertisement.*

*Week 3: Last push for advertisement & confirm attendees.*

*Week 4: Host Roadshow*



### 3.1 Networking 'Maintain & Advance system in use'

*Weekly:* Maintenance of the weekly Enews Newsletter

*Monthly:* Report to the groups on CavanPPN actions/work.

*Qrtrly:* Hard Print Newsletter.

Hosting of 6 Secretariats.  
Hosting of 2 Plenaries.

Funding of general advertisement campaign in 1<sup>st</sup> Qrtr using ALicePR guides.

### 3.2 Representing 'Plenary & Workspace'

*1<sup>st</sup> Qrtr:* Get in touch with each Rep ensuring their attendance at Plenary and having each sign their Reps Charter and return Reps Reports.

*2<sup>nd</sup> Qrtr:* Identify 5 key reps to present at the Plenary in June to showcase PPN representation to the member groups

*3<sup>rd</sup> Qrtr:* Establish a Workspace inclusion & Whatsapp connection between all reps.

### 3.3 Capacity Building 'Fund-Insure-Establish Training'

*Jan:* How To Apply For Funding  
Guest speaker: LEADER

*April:* Gaining Insurance  
Guest Speaker: BHP Insurance

*July:* How to set up a Community Group  
Guest Speaker: The Wheel

30 mins Guest speaker  
20 mins Q&A  
10 min Break  
40 mins Training  
20 mins Open Floor Session

# Aims with Key Performance Indicators

- Quantitative Indicators on maintenance or advancement of CavanPPN.
- Aims should be reached but objective should be to exceed these in each case.

AIM	KPI	Review Timescale
Group Growth	10% growth in 2023	June & November
Networking	10% attendance at Pleanries & 75% at Secretariats	June & November
Representation	Maintain or advance numbers in representatives	June & November
Cap Building	10% attendance in training sessions	June & November



# Thank You

*Daniel Downey – Coordinator*

*Finian McNamra – Administrator*