Kilkenny Public Participation Network Workplan 2026

Introduction

Kilkenny Public Participation Network (KPPN) is an independent umbrella network of community & voluntary, environmental and social inclusion groups active within county Kilkenny. Public Participation Networks (PPNs) were established by the Irish government under the Local Government (Reform) Act 2014 to be the main link through which the Local Authority connects with these groups.

Kilkenny PPN is governed by the Secretariat, a voluntary board elected from the Kilkenny PPN membership whose responsibility is to oversee the development of the network and ensure that the objectives of the PPN are carried out. The Secretariat are supported by one full time manager and a full-time support worker who manage the day-to-day running of the PPN.

Funding for Kilkenny PPN is provided by both the Department of Rural and Community Development and by Kilkenny County Council through an annual allocation. The PPN in Kilkenny is hosted by Kilkenny County Council.

Government guidelines outline 3 main objectives for PPNs:
- **Facilitate the participation and representation** of communities in a fair, equitable and transparent manner through the environmental, social inclusion, community and voluntary sectors on decision making bodies.
- **Educate and strengthen** the capacity of communities and of the environmental, social inclusion, community and voluntary groups to contribute positively to the community in which they reside/participate.
- **Provide information** relevant to the environmental, social inclusion, community and voluntary sector and act as a hub around which information is distributed and received.

These Government guidelines also specify a number of principles and values that PPNs are expected to operate by; they should be inclusive, participatory, independent, valuing diversity, transparent and accountable.

This Workplan was adopted by the Kilkenny Public Participation Network Members and Secretariat on Friday 16th January 2026.

Kilkenny PPN's 2026 Workplan incorporates the 3 main objectives of PPNs listed above as well as actions assigned to Kilkenny PPN in the Local Economic & Community Plan 2023–2028 relating to building the capacity of community groups to create positive change in their communities and having a voice in local authority decision-making. The Workplan also incorporates actions identified in the newly developed Kilkenny PPN Strategic Plan 2025 – 2030 to sustain a robust, thriving and resilient advocacy and representation network for communities in County Kilkenny.

The focus of Kilkenny PPN's work in 2026 will be to:
- Support and build the capacity of Kilkenny PPN members and representatives to engage with Kilkenny County Council's policy-making structures.
- Build cohesive and engaged Community and Voluntary, Environmental and Social Inclusion pillar groups within the PPN who can support the work of our PPN representatives.
- Continue to engage with groups from under-represented communities, new communities and minority groups to make sure these groups have an opportunity to join the PPN and input into local authority decision-making.

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List of Abbreviations:

KPPN	Kilkenny Public Participation Network
KCC	Kilkenny County Council
LA	Local Authorities
DRCDG	Department of Rural and Community Development and the Gaeltacht
DECC	Department of Environment, Climate and Communications
GDPR	General Data Protection Regulations
KLP	Kilkenny LEADER Partnership
LCDC	Local Community Development Committee
LECP	Local Economic Community Plan
KCETB	Kilkenny & Carlow Education and Training Board
IWA	Irish Wheelchair Association
DP	Development Perspectives
KVC	Kilkenny Volunteer Centre
KRSP	Kilkenny Recreation & Sports Partnership
VI	Vision Ireland (previously National Council of Blind Ireland)
SDGs	Sustainable Development Goals

Objective 1: Participation & Capacity Building

Key Action	Support PPN Members to identify issues of collective concern and to act on these issues and influence local policy			
Planned Actions / Activities / Outputs	**Who Is Responsible?**	**Who Can Help?**	**Timescale**	**Outcome / Impact / Target / KPI**
Publish a proposed training schedule Run training / workshops / seminars based on member's expressed and predicted needs	PPN Workers	Other organisations such as KLP / KVC / KCC	Ongoing	• Training / workshops / seminars run for KPPN members focusing on capacity building. • Attendance numbers. • Feedback for attendees to inform future training.
Ensure PPN representation on decision making bodies	Secretariat / PPN Workers	KPPN Representatives	As required	• Run elections as needed to ensure PPN representative positions are filled. • Develop a process of engagement to maximise the KPPN memberships' participation in all 5 SPC's, the LCDC, as well as other committees and boards.
Facilitate the development of appropriate linkage groups to support the representatives on various committees	Secretariat / PPN Workers	KPPN Representatives	Ongoing	• Develop a plan for creating and supporting linkage groups. • Organise meetings between KPPN members and representatives. • Further develop and build capacity for the Social Inclusion Pillar and linkage group

				• Further develop and build capacity for the Environmental Pillar and linkage group. • Develop and support PPN Champions in local areas through a Scholarship Programme with Equal Ireland
Support KPPN representatives on decision-making bodies	Secretariat / PPN Workers	KCC / DRCD	As required	• Ensure induction training is provided to new KPPN representatives and Secretariat members. • Prioritise training for Representatives on Policy Development. • The Secretariat are to meet with KPPN representatives on a regular basis, at least once a year, to address any issues representatives are experiencing, and to ensure they are receiving the support that they need and to strengthen the connection between Representatives and the Secretariat.
Support KPPN members to take part in public consultations	Secretariat / PPN Workers	KCC	Ongoing	• Members are given timely information about upcoming consultations and are encouraged to take part. • Work with KCC to run consultation workshops when appropriate, including online consultations.

Improve inclusivity and accessibility of KPPN and its activities	Secretariat / PPN Workers		Ongoing	- Run relevant training. - KPPN events held in accessible venues. - KPPN provides one-to-one support to members that are not confident in joining online meetings. - Members are asked about accessibility needs. - Run a series of Community "Get Togethers" – Coffee Mornings, Nature Walks, Peer Learning through Visits to Groups or Organisations". This will also include visiting community groups and organisations throughout the City and County showcasing what the PPN is, how to get involved and strengthen the PPN's profile.
Co-create and annual calendar of county-wide community engagement and events	Secretariat / PPN Workers	KCC / KLP / KVC / KCETB / KRSP	Quarterly	Develop networks & mutually beneficial partnerships
Enhance links and engagement with minority groups to support community engagement and diversity	Secretariat / PPN Workers	KCC / KLP / Kilkenny Community Integration Forum / Kilkenny Intercultural Committee	Ongoing	- Target groups under-represented communities, new communities and minority groups identified. - Outreach to these groups undertaken. - Increased involvement of target groups. - Consider for social inclusion sectors ways to engage with hard to reach Community groups with regard to joining the PPN. - Kilkenny PPN will continue to work with the Kilkenny Community Integration Forum.

				• Continue to support and help develop the Kilkenny Access Group.
Hold Plenary meetings	Secretariat / PPN Workers	PPN members	Twice yearly	• 2 Plenary meetings (May and November) • Attendance at Plenary meetings. • Members input at Plenary meetings.
Ensure key decisions and strategies made by the Secretariat are approved by PPN members	Secretariat / PPN Workers	PPN members	Ongoing	• Workplan and relevant policies and procedures ratified by PPN members.
Continue to work with Community groups to build their capacity	PPN Workers	PPN Members / Other Agencies such as KLP, ETB, IWA, VI, SOS, KCC, Kilkenny Branch Arthritis Ireland, etc.	Ongoing	• Continue to work with the Kilkenny Access Group (the advocacy group for people with disabilities in Kilkenny) to build their capacity. • To roll out the Access for All training to local businesses and community organisations in conjunction with Disability Federation of Ireland and the Kilkenny Access Group. • To support the roll out of free online political communication and advocacy training for community groups.
Programmes Supported by the PPN and Collaborative Projects	Secretariat / PPN Workers		Ongoing	• Kilkenny Access for All Programme – Training for Businesses and Service Providers within the City and County. • Chamber Business Volunteer Award 2025. • Kilkenny Healthy Ireland programme. • Kilkenny Volunteer Centre. Continuous support.

				- Actions identified in LECP 2023-2028 - Actions identified in the Kilkenny Age Friendly Strategy 2025 - 2028
Continued growth and development of the South East Regional PPN and Environment Representatives Network	Secretariat / PPN Workers / Environmental Representatives	PPN members / IEN / DRCD / DECC	Ongoing	- Continued development of the regional network for PPN Environmental, Social Inclusion and Community & Voluntary reps to support them in their respective roles in each LA Strategic Policy Committee - Training and workshop support in relation to the local Climate Action Plan and Biodiversity Action Plan
Update members on progress	Secretariat / PPN Workers	PPN members	Ongoing	- Presentation on progress at Plenary - Opportunity for members to ask questions from the floor at Plenary - Create Annual Report for members. - Continue to update in weekly e-newsletter.
Engagement with voice of youth by continued support for Youth organisations in Kilkenny and Kilkenny Age Friendly Programme	PPN Workers		Ongoing	- KPPN to consult with youth organisations such as Foroige, Ossory Youth, Comhairle na Nog, Macra na Feirme etc - Promotion of Youth activities through KK PPN. - Kilkenny PPN is a member of the Kilkenny Age Friendly Alliance and continues to support and promote Age Friendly projects and programmes. - Develop and support Intergenerational projects.

Objective 2: Communications & Member Engagement

Key Action	Increase understanding of the Public Participation Network within KPPN and externally, build relationships and improve communications.			
Planned Actions / Activities / Outputs	**Who Is Responsible?**	**Who Can Help?**	**Timescale**	**Outcome / Impact / Target / KPI**
Take part in outreach opportunities and support community engagement and participation in Kilkenny	Secretariat / PPN Workers	KCC / PPN Members / External Organisations	Ongoing	- Outreach activities undertaken, including relating to cultural diversity/social inclusion/age friendly (this includes online outreach) - Run community expos with Community Department LA and/or Kilkenny Volunteer Centre - Increased engagement and participation from sport clubs within the PPN - Increased engagement and participation from youth clubs within the PPN
Ensure KK PPN events and activities are documented. Make information about these events publicly accessible.	PPN Workers		Ongoing	- Reports of Plenary meetings available on website - PPN activities shared on website, social media and e-newsletter.
Provide support by email, phone and face to face to	PPN Workers		Ongoing	- Level of engagement with KK PPN members - New membership registrations

KK PPN members and to groups looking to join KK PPN				

Distribute an E Newsletter with relevant information on a weekly basis	PPN Workers		Weekly	• Level of engagement with e-newsletter
				  o within the PPN
				  o external to PPN

Maintain and develop the KK PPN website	PPN Workers		Ongoing	• Evidence of website views • Membership database completed for Kilkennyppn.ie • Membership applications coming through Kilkennyppn.ie, email or post • Build presence on Instagram, Twitter/"X", Eventbrite
Maintain and develop KK PPN Facebook, Instagram & Twitter	PPN Workers		Ongoing	• Relevant posts made regularly • Interactions on social media
Means of communications should reflect the diverse need and capacity of member organisations	PPN Workers		Ongoing	• Diversification of media channels • Plain English • Infographics

Objective 3: Sustainability & Community Wellbeing

Key Action	Prioritise developmental and outreach activities that enhance the wellbeing of communities throughout County Kilkenny.			
Planned Action / Activities / Outputs	**Who Is Responsible?**	**Who Can Help?**	**Timescale**	**Outcome / Impact / Target / KPI**
Become an exemplar for Inclusion & Sustainability	Secretariat / PPN Workers	DECC / DP	Ongoing	• Develop knowledge and skills through active participation in SDG Advocate Training • Schedule member activities and events during Sustainable Development Week *(date TBC)*
Continue to support community-based initiatives to alleviate loneliness, isolation	Secretariat / PPN Workers	PPN Members	Ongoing	• Link in with other initiatives. • Link in with Social Inclusion Week. • Develop new initiatives of interacting online.
Continue to work closely with Healthy Kilkenny on roll out of HI Actions	PPN Workers	PPN Members / Stakeholders / Agencies	Ongoing	• Work with the Healthy Ireland coordinator to deliver on actions identified in the Healthy Ireland Plan

Objective 4: Operations and Accountability

Key Actions	Operate the PPN in a Transparent, Inclusive, and Accountable Manner			
Planned Action / Activities / Outputs	**Who Is Responsible?**	**Who Can Help?**	**Timescale**	**Outcome / Impact / Target / KPI**
Hold regular meetings of Secretariat members and Network Manager	Secretariat / PPN Workers		Ongoing	• Number of meetings held • Number of attendances at meetings
Manager's report to Secretariat on workplan	Secretariat / PPN Workers		Ongoing	• Update on Workplan and Work to date at each Secretariat meeting.
Develop member skills & competences of the Secretariat	Secretariat / PPN Workers		Ongoing	• Training, capacity building and mentor supports for members of the Secretariat to develop its strategic leadership, organisational and project management skills and capabilities
Continue to work on compliance with GDPR	Secretariat / PPN Workers		Ongoing	• Attain continuous training in this regard
Maintain a clear record of expenditure	Secretariat / PPN Workers	KCC	Ongoing	• 2026 budget approved by Secretariat Finance sub-group

				• Quarterly financial reports approved by Secretariat Finance sub-group • KPPN will use the Agresso system to raise Invoices, PO's and liaise with Administrative Officer in the Community Division in respect of LVP receipts and payments.
Financial report produced for DRCD	Secretariat / PPN Workers	KCC	As requested	• Reports submitted. • Any reports or returns must be signed by representatives of both KPPN and KCC
Submit end of year report to DRCD	Secretariat / PPN Workers	KCC	As requested	• Reports submitted. • Any reports or returns must be signed by representatives of both KPPN and KCC
Monitor and evaluate annual workplan on an ongoing basis	Secretariat / PPN Workers	KCC	Ongoing	• Evaluation information included in annual report. • Formal facilitated annual review
Maintain an up to date database of member organisations and contacts	Secretariat / PPN Workers			• Review and update member database and contact details. • Carry out biannual re-registration of member groups
Transparent reporting & feedback from communities	PPN Workers / PPN Representatives			• Notify KPPN members of committee meetings & reports through newsletter • KPPN representatives meeting reports published on KPPN website.

Kilkenny PPN Annual Budget 2026

Resource Worker and Support Worker Salary + incl. PRSI	€95,000.00
PPN Staff Travel & Subsistence paid for by PPN	€2,000.00
Secretariat Travel & Subsistence paid for by PPN	€1,000.00
PPN representatives Travel & Subsistence where paid for by PPN (if applicable)	€1,500.00
Rent and Rates (if applicable)	NA
Postage / Telephone	€2,000.00
Online communications tools (e.g. online meeting software, survey software, Zoom, Canva, Beefree etc)	€3,000.00
Office Supplies/Stationery/Printing	€1,000.00
Light and Heat	N/A
Insurance	N/A
Bank Charges (if any)	N/A
Auditing, Accountancy & Professional Fees e.g. Financial & Legal (if any)	N/A
Training & Development	€8,000.00
Membership of external orgs / Workshops & conferences attended by PPN	€315.00
Equipment for PPN	€4,000.00
IT/Server Support & Maintenance	N/A
Website/Hosting Fees	€656.14
Marketing & Promotion of PPN	€6,000.00
Projects/Activities /Events sponsored by PPN	€4,000.00
Plenary/ Meeting Costs (excl. Room Hire /Refreshments/ Meeting Software)	€4,000.00
Room Hire/Refreshments	€3,000.00
General Maintenance	N/A
Total Income (Funded by DCRD/Kilkenny LA)	**€135,540.00**
Total Expenditure	**€135,471.14**