

Guidelines for Nominations by PPN Member Groups to a SPC

Term of Representative Post:

In accordance with the PPN Representatives Charter, the term of a representative on the SPC's is 5 years in length, in line with the term of office of the Elected Council. A representative can serve a maximum of two consecutive terms. A representative who has served two terms cannot serve a third consecutive term on the same committee.

Representative Commitments:

PPN nominees are required to represent the interests of all community & voluntary, social inclusion or environmental interests and are accountable to the PPN Membership – they do not represent their own group, body, or interests on the SPC. There are generally 4 SPC Meetings per year, in addition to meetings of any linkage group or representatives' groups set up by the PPN to support representatives in their role. All PPN representatives must comply with the roles and responsibilities outlined in the PPN Representatives Charter.

Nomination Process and Conditions:

- Nominating Groups must have full membership of the PPN and be a member of the relevant Pillar relating to the post, i.e., Community & Voluntary Pillar, Social Inclusion Pillar, Environmental Pillar.
- Each PPN Group can nominate only 1 candidate per seat – if a group nominates more than one candidate for the same seat, their first nomination will be accepted.
- Nomination Forms must be signed on behalf of each nominating group by members of the Management Committee of the relevant group, i.e., Chairperson, Secretary, Treasurer, or other elected officers. [All groups should ensure that their contact details are up-to-date and if in doubt, contact ppn@galwaycoco.ie]
- Nominations can only be made with the candidate's knowledge and approval.
- Nominated Candidates must have no political affiliations.
- Nominated candidates are requested to submit a short profile of themselves (written in the first person) to accompany their nomination form (no more than 150 words) outlining their relevant experience in the relevant SPC policy area, and their skills and capacities to represent these interests effectively by ensuring meaningful participation with the PPN to identify priorities, solutions, or initiatives.
- Where there is only 1 candidate nominated for a vacant role, this person is automatically elected without any voting by the relevant PPN Pillar Groups. In the event that there are multiple nominations received for an available seat, elections will be held and each group within the relevant Pillar will have one vote. Further details will issue after the closing date regarding any posts which are subject to the elections process. Prospective Candidates should note that if elections are necessary, it is proposed that these will take place online in the 3rd week of October 2024.
- All Groups are asked to bear in mind Governmental objectives to achieve a 40% gender balance, as well as the need to foster social inclusion and equality when nominating and selecting representatives.

Strategic Policy Committees

Galway County Council invites nominees from Galway County Public Participation Network for 11 vacant representative roles on its Strategic Policy Committees, as follows:

Strategic Policy Committee (SPC)	Community & Voluntary Pillar	Social Inclusion Pillar	Environmental Pillar
Housing	1	1	
Economic Development, Enterprise & Planning	1		
Physical Development, Transportation & Emergency Services	1		1
Community, Tourism & Integration	1	1	
Environment Protection & Agriculture	1		1
Climate Action, Biodiversity & Heritage	1		1

Background to Strategic Policy Committees:

In accordance with the provisions of Section 48 of the Local Government Act 2001, as amended by Section 41 of the Local Government Reform Act 2014, the Council shall establish by resolution committees to be known as Strategic Policy Committees (SPCs) to consider matters connected with the formulation, development, monitoring and review of policy which relate to the functions of the local authority and to advise the Council on those matters. Guidelines were published by the Department in June 2024 for the establishment and operation of Corporate Policy Groups and Strategic Policy Groups – *Corporate Policy Groups and Strategic Policy Committees: Revised Guidelines for Establishment and Operation*. Galway County Council has now developed a Strategic Policy Committee Scheme 2024-2029 setting out the processes for establishment and operation of its Strategic Policy Committees as set out below.

Role of the Strategic Policy Committee:

The Council is, and remains, the decision-making authority, and the task of the SPCs is to advise and assist the Council in its work in the formulation, development, and review of policy in relation to functions of a strategic nature reserved to the Elected Members of the County Council, subject to the relevant statutory framework. While it is the task of each SPC to assist the Council in the formulation and development of policy, the final policy decisions rest with the full Council (Section 130 Local Government Act 2001 – 2014).

The SPC system is intended to give Councillors and relevant sectoral interests an opportunity for full involvement in the policy-making process from the early stages, when policy options are more fluid. Therefore, much of the preliminary and background work, discussion and recommendation should be completed at SPC level for final consideration and decision by the Council.

A key role for SPCs will be to focus on strategic issues and to take a strategic overview of relevant policy areas in the wider context. Accordingly:

- Each SPC will agree its annual programme, linked to the strategic policies in the Council’s Corporate Plan.
- SPC chairs will report to the Council on the proceedings of the Committee.
- Each SPC’s work will take account of the Council’s overall corporate policy and objectives, comply with statutory provisions, integrate with statutory plans, where relevant, and link realistically to financial resources.
- Each SPC may decide on appropriate consultative arrangements, having regard to statutory provision, the interests already represented on the SPC and any guidelines provided by the Council.

The nomination process for sectoral representatives from the Agriculture/Farming, Development/Construction and Business/Commercial sectors will be conducted through their relevant national nominating body. The nomination process for sectoral representatives from the Community/Voluntary, Social Inclusion and Environmental/Conservation Pillars will be conducted through the Public Participation Network. Each sector is asked to bear in mind the objective to achieve a 40% gender balance in the making of appointments, as well as the need to foster social inclusiveness and equality when selecting their representatives. All selected members should be representative of local organisations active in County Galway because it is the local perspective of the sectoral pillars that the members would be expected to bring to the SPC’s. Statutory/State Agencies and Local Development Agencies represented on the LCDC should not be represented on an SPC.

Policy Framework of Strategic Policy Committees:

The following framework for the Strategic Policy Committees sets out examples of typical policy issues which may be considered by the relevant SPC:

Strategic Policy Committee:	Typical Policy Issues:
Housing	Traveller Accommodation Programme, Scheme of Letting Priorities/Allocations/Accessibility/Priority, Housing Construction Programme, Homeless Strategy, Housing Strategy
Economic Development, Enterprise & Planning	Economic Development, Enterprise Support, Revitalisation of Towns, Development Plans, Local Area Plans, Development Control, Economic Elements of the Local Economic and Community Plan (LECP).
Physical Development, Transportation & Emergency Services	Transportation Policy, Sustainable Travel, Active Travel, Marine Policy, Road Safety, Traffic Management, Public Lighting Policy, Local Improvement Schemes, Water Quality Management Plan, Rural Water Services, Fire and Emergency Planning.

Community, Tourism & Integration	Library Development Policies, Cultural Policy and European Capital of Culture Legacy, Tourism Strategy, Arts Plan, An Scéim Teanga, Community Grant Schemes, Community Elements of the Local Economic and Community Plan (LECP).
Environment Protection & Agriculture	Climate Mitigation Policies, Climate Adaptation Policies, Public Awareness and Education, Beach Byelaws, Waste Management, Litter Management, Burial Grounds
Climate Action, Biodiversity & Heritage	Implementation of Climate Action Plan, Climate Mitigation Policies, Climate Adaptation Policies, Energy Management Policy, Fleet Policy, EV Charger Policy

Meetings of Strategic Policy Committees:

A calendar of SPC meetings should be agreed at the start of each year. Meetings of SPCs should generally be held a minimum of twice yearly at suitable times for all SPC members. However, each SPC may choose to meet with a greater frequency, depending on the demands of their work. The SPC meeting calendar should be structured in such a way as to fit in with policy-making timeframes, including statutory timeframes, to allow SPCs to perform their role in supporting the plenary council's policy-making as fully as possible.