



Galway City Community Network
Líonra Pobail Chathair Na Gaillimhe

Galway City Community Network
The Public Participation Network in Galway City

GCCN Representative Elections 2024 - 2029 Guidelines and Information

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Introduction

Galway City Community Network (GCCN), as the Public Participation Network (PPN) in Galway City, elects representatives to a variety of policy and decision-making structures in the city, including Galway City Council Strategic Policy Committees (SPCs), the Local Community Development Committee (LCDC), the new Local Community Safety Programme (LCSP) and the Galway Sports Partnership (GSP). This guide explains the GCCN Representative Election process¹, the structures GCCN is involved in, and provides guidance for those seeking nomination to these decision-making bodies.

GCCN Representation

Criteria for GCCN Representation

Representing GCCN is an important task. In order to ensure that representation is informed and based on knowledge of the policy area and on commitment to the values of GCCN, the representatives are required:

- To be a member of a current GCCN member organisation/group;
- To be nominated by a current GCCN member organisation/group;
- To have a demonstrable track record of engagement with GCCN².
- To have knowledge, skills and experience in relation to the general policy area that is covered by the structure you are seeking to represent GCCN on;
- To have knowledge of the GCCN policies in the area and a commitment to promoting these policies and to policy development where necessary;
- To have a proven track record in the ability to represent and contribute on committees, boards and other structures;
- Regularly attend meetings of the structure to which they are elected and actively participate in discussions;
- Promote social inclusion and diversity as underpinning concerns;
- Participate actively as a member of the relevant Linkage Group, supporting engagement of GCCN members in the development of policies and positions to inform GCCN representatives;

For more on GCCN policies and positions please refer to the [GCCN Policies and Positions](#) ³.

Furthermore, for nominations on the Local Community Development Committee (LCDC) a candidate will need to:

- Have a good degree of knowledge of the reforms in local government as outlined in the policy document and legislated for by the Local Government reform Act 2014;
- Have a good degree of knowledge of the Local Community Development Committee, its responsibilities and function;
- Have knowledge of community development and local development;
- Have knowledge of the SICAP programme and other programmes that fall under the jurisdiction of the LCDC;
- Have knowledge of the Local Economic and Community Plan and inter-agency, cross-sectoral planning in general;
- Not be affiliated in any way to Galway City Partnership (GCP). This is because the GCP manages the Social Inclusion Community Activation Program and GCCN wants to avoid a conflict of interest in so far as is possible.

¹ In particular, this version of the guide provides information for the October 2024 GCCN Elections.

² A demonstrable track record of engagement with Galway City Community Network involves active membership in one or more of the GCCN Linkage Groups and attendance at Plenary meetings.

³ https://www.galwaycitycommunitynetwork.ie/wp-content/uploads/2024/07/GCCN_POLICIES_POSITIONS_2023-approved-compressed.pdf

NOTE: All GCCN representatives are elected to represent Galway City Community Network. They are accountable for their representation to the GCCN membership. In GCCN representative capacity, they do not represent their own organisation/group, but the GCCN.

In general:

- Elected representatives of Local Authorities, Oireachtas members or European Parliament members cannot be nominated through the PPN process.
- If anyone nominated to the PPN through this process subsequently decides to enter electoral politics, at either Local Authority, National or European level, they must immediately resign their PPN representative role when they declare their candidacy.
- A person who has stood for election or been co-opted, or who has been an elected representative on any level of government (Local, National or European) may not be chosen to represent the PPN on any representative role **for one year** after the date of the election or after completing their term of office.
- Elected PPN representatives in their role as representing the PPN may not operate as a Local Area Representative or actively support or oppose a candidate running for election or already elected to either the Local Authority, Oireachtas or European Parliament⁴.

Role of a GCCN Representative

The role of a GCCN representative is to:

- Represent the agreed policy positions, values and interests of GCCN on the structure to which they are elected, including relevant subgroups;
- Actively promote the policies, positions and values of GCCN, including by seeking the inclusion of items on the agenda and proposing motions at the meetings;
- Regularly attend meetings of the structure to which they are elected and actively participate in discussions;
- Convene and/or actively participate in the relevant GCCN Linkage Group(s), to which they report and from which they devise a mandate;
- Support engagement of GCCN members in the development of policies and positions to inform GCCN representatives.

Responsibilities of a GCCN Representative

When carrying out the role, GCCN representatives should take the following practical steps:

- Before meetings of the committee or board provide the GCCN staff with the following information for circulation to the Linkage Groups:
 - a. Meeting date;
 - b. Meeting agenda and relevant documents;
 - c. Highlight any items of interest which require GCCN action in advance of the meetings;
- Attend the Linkage Group meeting in advance of the committee or board and support GCCN members to identify issues, research and policy proposals and positions and identify key questions and comments on agenda items;
- Prepare thoroughly for the committee or board meeting including by reading all relevant documentation and meeting in advance with other GCCN representatives if possible;

⁴ CRCD Circular CVSP 8/2018 PPNs and Engagement in the Political Process

- Work strategically with other representatives and non-GCCN members to bring forward the issues raised by the Linkage Group and to advance the policies and positions, vision and values of GCCN;
- Support other GCCN representatives in meetings of the board or committee;
- Agree the role of note taker with fellow representatives and ensure that person drafts a report of the meeting;
- After meetings (two weeks max) submit a meeting report using the GCCN reporting template to the co-ordinator for circulation to the Linkage Group and on the website;
- Work with fellow representatives to prepare the quarterly report to the GCCN Plenary on the work of the committee or board and submit this two weeks in advance of the Plenary to the GCCN staff for circulation to the membership;
- Attend the quarterly meetings of the GCCN Plenary to answer any questions or queries from the membership on the representative's report;
- Bring to the attention of the chairperson any conflicts of interest or loyalties that arise and may impact on their role as a representative.

For more on GCCN Representatives Role and Responsibilities please refer to the [GCCN Representative Charter](#)⁵.

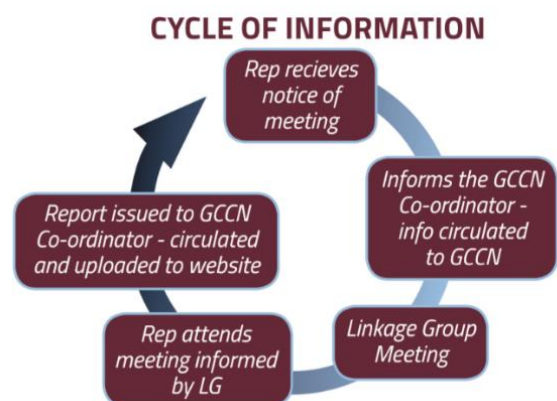
NOTE: GCCN representatives are required to regularly attend the following meetings:

- **The relevant Local Authority meeting for the role.** These meetings are generally held quarterly, during the day time, between 9am and 5pm.
- **The GCCN Plenaries**, which take place four times a year, usually on Wednesdays from 6.30pm to 9.30pm.
- **The Linkage Group meetings**, which take place a few days before the Local Authority meetings, at the time based on the availability of the GCCN representatives (day or evening).

GCCN Commitment to Representatives

GCCN will support its representatives to perform their role by:

- Providing relevant training for the representative role;
- Ensuring regular Linkage Group meetings that support representatives to carry out the role;
- Proactively addressing barriers to participation;
- Supporting attendance at GCCN events where appropriate;
- Responding in a respectful, supportive and timely manner to any concerns or issues regarding their work as a representative.



⁵ <https://www.galwaycitycommunitynetwork.ie/wp-content/uploads/2018/03/GCCN-Reps-Charter.pdf>

GCCN Expectations of Representative Structures

GCCN expects that structures to which GCCN representatives are elected undertake the following:

- Provide timely induction supports from the committee or board, including terms of reference, standing orders, meeting schedules, technical support and contact details for committee or board members;
- Ensure timely access to the relevant meeting documentation for a committee or board in an accessible format;
- Provide updated organisational and staff charts to the members of the board or committee;
- Provide regular written updates from the staff to the members of the board or committee, e.g. the quarterly Galway City Council Departmental reports for SPC representatives;
- Respect GCCN representative as equal partners with due regard to dignity and natural justice;
- Provide expenses for attending meetings, including subgroup and associated meetings, where appropriate and in line with the policy of the committee or board.

For more on GCCN expectations please refer to [GCCN Guidelines for Successful Community Engagement](#)⁶.

Structures Seeking Representation From GCCN

Below you can find an overview of the Local Authority structures seeking representation from GCCN.

Local Structure	GCCN Reps	Pillar	Vacancies
SPC1: Social Development	2	<ul style="list-style-type: none"> • Social Inclusion • Community/Voluntary 	2
SPC2: Operational Development	2	<ul style="list-style-type: none"> • Community/Voluntary • Environment 	2
SPC3: Project Development	2	<ul style="list-style-type: none"> • Community/Voluntary • Environment 	2
SPC4: Urban Development	2	<ul style="list-style-type: none"> • Environment • Community/Voluntary 	2
SPC5: Corporate Development	2	<ul style="list-style-type: none"> • Social Inclusion • Community/Voluntary 	2
SPC6: Tourism Development	2	<ul style="list-style-type: none"> • Social Inclusion • Community/Voluntary /Culture⁷ 	2
Local Community Development Committee	5	<ul style="list-style-type: none"> • Environment • Social Inclusion • Community/Voluntary 	1
Local Community Safety Partnership⁸	tbc	<ul style="list-style-type: none"> • To be confirmed 	tbc
Galway Sports Partnership	2	<ul style="list-style-type: none"> • Any Pillar⁹ 	2
Galway City Partnership	5	<ul style="list-style-type: none"> • Any Pillar 	1
Comhairle na nÓg Steering Group	1	<ul style="list-style-type: none"> • Any Pillar¹⁰ 	1

⁶ <https://galwaycitycommunitynetwork.ie/wp-content/uploads/2016/12/GCCN-Guidelines-for-Successful-Community-Engagement-728x1030.jpg>

⁷ Culture representatives will be drawn from GCCN members with an interest in arts and culture.

⁸ The membership of the Local Community Safety Partnership (LCSP) has not yet been confirmed.

⁹ GCCN Representatives on the Galway Sports Partnership must be members with an interest in sports and recreation. To ensure gender balance, the committee is seeking one female and one male/non-binary representative.

¹⁰ GCCN Representatives on the Comhairle na nÓg must be members with an interest in working with young people.

Strategic Policy Committees

Strategic Policy Committees (SPC) were established to contribute to the formulation, development and review of policy¹¹. The SPCs bring together both Councillors and people actively working with social, economic, cultural and environmental bodies to develop and review policies related to council services. The SPCs provide Councillors with external views as they discharge their strategic role in the development of the local authority, including their policy development and oversight roles within the local authority. The SPC system provides Councillors with a better focus and enhanced capacity for involvement in policy formulation, review and evaluation with inbuilt assistance of relevant sectoral interests and with the support of a Director of Services¹².

Galway City Council are proposing 6 SPCs, with a total of 10 members each comprising 6 Councillors and 4 Sectoral Representatives, that will meet quarterly. The proposed configuration of the SPCs including the different sectors and the number of GCCN representatives sitting on each SPC is as seen below and in the *Galway City Council Strategic Policy Committee Scheme 2024-2029*¹³.

Local Structure	Sector (the GCCN seats are highlighted in bold)	Proposed Strategic Remit
SPC 1: Forbairt Shóisialta Social Development	<ul style="list-style-type: none"> • Social Inclusion • Development/Construction • Business/Commercial • Culture¹⁴ 	<ul style="list-style-type: none"> • Housing Services • Housing Capital • Housing Maintenance • Traveller Accommodation • Homelessness Services • Social Inclusion • Ukrainian Services • Integration
SPC 2: Forbairt Oibriúcháin Operational Development	<ul style="list-style-type: none"> • Community/Voluntary • Business/Commercial • Environment/Conservation • Trade Union 	<ul style="list-style-type: none"> • Roads and Transportation Maintenance • Environment Services • Recreation and Amenity • Water Services • Community Centres • Fire and Emergency Shared Service
SPC 3: Forbairt Tionscadail Project Development	<ul style="list-style-type: none"> • Community/Voluntary • Development/Construction • Business/Commercial • Environment/Conservation 	<ul style="list-style-type: none"> • Project Management Office (PMO) & Capital Development • New HQ Development • City Hall site re-development • Active Travel • GCRR Development • Property Assets & Derelict Sites • Climate Change

¹¹ Circular LG 07/2014 - Establishment of New Strategic Policy Committees (SPCs) and Corporate Policy Group – Strategic Policy Committee Guidance.

¹² Ibid, P 3 & 4

¹³ <https://www.galwaycitycommunitynetwork.ie/wp-content/uploads/2024/09/GCC-Strategic-Policy-Committee-Scheme-2024-2029-adopted.pdf>

¹⁴ Culture representatives will be drawn from GCCN members with an interest in arts and culture.

<p>SPC 4: Forbairt Uirbeach Urban Development</p>	<ul style="list-style-type: none"> • Environment/Conservation • Development/Construction • Community/Voluntary • Business/Commercial 	<ul style="list-style-type: none"> • Placemaking • Forward Planning • Development Control • Architectural Services • Economic Development • Heritage & Conservation • LEO and Library Shared Service
<p>SPC 5: Forbairt Chorporáideach Corporate Development <i>Fochoiste / Subcommittee</i> <i>Gaeilge / Irish Language</i></p>	<ul style="list-style-type: none"> • Business/Commercial • Social Inclusion • Trade Union • Community/Voluntary 	<ul style="list-style-type: none"> • Finance • Corporate Services • Corporate Governance • Communications & Marketing • Gaeilge / Irish Language • ICT & Digital • Corporate Transformation • Change Management • Commercial Services
<p>SPC 6: Forbairt Turasóireachta Tourism Development</p>	<ul style="list-style-type: none"> • Development/Construction • Social Inclusion • Culture¹⁵ • Business/Commercial 	<ul style="list-style-type: none"> • Tourism • Arts • Culture • Community

Local Community Development Committee

Local Community Development Committees (LCDC) were established under the Local Government Reform Act 2014 in each local authority area for the purposes of developing, coordinating and implementing a coherent and integrated approach to local and community development¹⁶. LCDCs bring together local authority members and officials, State agencies and people actively working with local development, community development, and economic, cultural and environmental organisations to implement a joined-up, cross-sectoral approach to local and community development programming. The LCDC is responsible for the development and implementation of the community elements of the Local Economic and Community Plan (LECP) and is the contract holder for the Social Inclusion Community Activation Programme (SICAP). The Community, Social Inclusion, Environment pillars are represented by the 5 GCCN representatives.

Local Community Safety Partnership

Local Community Safety Partnerships (LCSPs), established in each Local Authority area in line with the [Policing, Security and Community Safety Act 2024](#)¹⁷, bring all the relevant state services and the community together at local authority level. This will build on the work undertaken through Joint Policing Committees and supplement it by ensuring that all other relevant stakeholders necessary to constitute a more holistic forum for discussion and decisions on community priorities are present. Each community, its service providers and other stakeholders will be represented on the Local Community Safety Partnership.¹⁸

¹⁵ Idem.

¹⁶ Guidelines for the Establishment and Operation of Local Community Development Committees, July 2014

¹⁷ <https://www.irishstatutebook.ie/eli/2024/act/1/enacted/en/html>

¹⁸ As of 1 August 2024, further details about the Galway City LCSP are available at <https://www.galwaycity.ie/gccfiles/?r=/download&path=L0RlcGFydG1lbnRzL0NvbW11bml0eS1DdWx0dXJlL0pQQy9MQ1NQIEVPSS0gRW5nbGlzaCBWZXJzaW9uLnBkZg%3D%3D>

It is intended that membership of the Local Community Safety Partnership will include: residents; community representatives, including representatives of youth, new communities and the voluntary sector; business and education representatives; relevant public services in the area, including HSE, Tusla, AGS, and the local authority; and local councillors. The LCSP will have a maximum of 30 members.

The membership of the Galway City Local Community Safety Partnership has not yet been confirmed, and GCCN does not know the number of representative seats that will be available on this structure. An update will be shared with GCCN members as soon as possible.

Galway Sports Partnership

Galway Sports Partnership (GSP) is an initiative of the Irish Sports Council to create a structure to coordinate and promote the development of sport at a local level. The Steering Group of GSP is made up of statutory agencies, local development and voluntary organisations that have an interest or role in the provision of physical activity in Galway. The main aim of GSP is to increase the level of participation in sport, recreation and physical activity, to ensure that local resources are used to best effect and that sustainable structures are established to assist those involved in sport development with particular emphasis on groups who have low participation rates, e.g. women and girls, older adults, disadvantaged groups, people with disabilities and the unemployed.

To ensure gender balance, the committee is seeking one female and one male/non-binary GCCN representative.

Galway City Partnership

Galway City Partnership (GCP) is a local and community development company working in Galway City since 1996. The aim of GCP is to tackle disadvantage and social exclusion – and focus particularly on helping those who are long term unemployed. GCCN has a number of representatives on the Board of Galway City Partnership.

The ideal candidate for the role of GCCN Representative on the GCP Board is a GCCN member who:

- Has a broad knowledge of social inclusion, social exclusion and the groups/communities that are most adversely affected;
- Has general knowledge of the work and issues of concern to Galway City Partnership;
- Has the capacity to represent social inclusion issues at board level;
- Is willing to engage with and report to the GCCN Social Inclusion Subgroup.

Please read the [GCP Board Code of Conduct here](#). For more on the work of Galway City Partnership please click [here](#).

All GCCN member groups/organisations are entitled to make one nomination for the place available. The selection process will be cognisant of the need to ensure **gender balance and geographical representation** as indicated by GCP. The required commitment is up to 2 hours every 2 months for Board meetings and may involve additional time if you engage in subcommittee work.

Comhairle na nÓg Steering Group

Comhairle na nÓg is the local council for children and young people, aged 12 – 17, that give them a voice on the development of local policies and services. Galway City Council, through the Community Department, is responsible for the facilitation of Comhairle na nÓg and the Steering Group that is in place in order to ensure that organisations working with young people and those involved in policy and decision-making in the city work together to give young people an opportunity to voice on issues that concern them.

The Galway City Comhairle na nÓg provide a forum for children and young people to discuss local and national issues of relevance to them. Young people can have a say through their Comhairle na nÓg by working on topics of importance to them and by being consulted with on the development of services and plans in their area. Delegates from Comhairle na nÓg are elected to represent their local area at the annual Dáil na nÓg. Comhairle na nÓg and Dáil na nÓg are recognised as the official structures in Ireland for participation by children and young people in the development of policies and services.

As part of the Comhairle na nÓg structure, each Comhairle has a Steering Group which meets a number of times over the course of the year. The Steering Group serves to support the work of Comhairle in two ways. Firstly, members of the Steering Group support young people from their services to attend Comhairle events. Secondly, it serves to develop links between the Comhairle and local decision-makers.

Nominations and Elections

In line with the new council elected on 7 June, 2024, most of the GCCN representatives on structures associated with the Local Authority have to resign (with exception of the LCDC representatives who have not yet reached a 5-year term). New GCCN representatives will need to be elected to the Strategic Policy Committees, the new Local Community Safety Partnership, the Local Community Development Committee, and the Galway Sports Partnership. GCCN are now implementing a process to select new representatives, that will culminate in the elections at the October Plenary Meeting.

The selection process for the new GCCN representatives includes four stages:

- **Open Information Meeting for Potential and Current GCCN Representatives** – held on September 4th, from 6.30pm in the Westside Resource Centre.
- **Nominations** open from 12noon on Monday, 16th of September to Monday, 30th September at 5pm. The nomination period lasts for two weeks, and this can be extended if needed. **Nominations received outside of the determined period are not valid.** Please see further details and the Nomination Form below.
- **Elections** will take place on Wednesday, 2 October 2024 at the Autumn Plenary meeting;
- **Training** (mandatory) for all representatives will take place post-election. Date to be confirmed.



From time to time, GCCN will be implementing a process to select new replacement representatives as needed. All GCCN elections are held at the Plenary meetings held by GCCN four times a year.

Nomination Process

- Nominations will be sought for the seats outlined above for a period of two weeks (from the 16th to the 30th of September 2024) before the Autumn Plenary. Nominations received outside of the nomination period will not be accepted;
- Nomination Forms will be circulated to GCCN members and posted on the GCCN website;
- A number of seats are allocated to particular Pillars (or Electoral Colleges). Please refer to the table below. Where this is the case:
 1. Only members of the Environmental Pillar can nominate and vote for environmental seats;
 2. Only members of the Social Inclusion Pillar can nominate and vote for social inclusion seats;
 3. Only members of the Voluntary Pillar can nominate and vote for voluntary seats;
- GCCN members can nominate a candidate from within their own membership. Where appropriate, these nominations may be confined to the member’s Pillar. To check GCCN membership under the 3 Pillars please visit the [Directory of Members](#) on the GCCN Website¹⁹.
- Elected representatives can only sit on one structure/committee.

Expected number of seats allocated to particular Pillars (Please note these are still to be confirmed)				
	Environmental Pillar	Social Inclusion Pillar	Community/Voluntary Pillar	Any Pillar
SPC1: Social Development		1	1	
SPC2: Operational Development	1		1	
SPC3: Project Development	1		1	
SPC4: Urban Development	1		1	
SPC5: Corporate Development		1	1	
SPC6: Tourism Development		1	1 (Culture ²⁰)	
Local Community Safety Partnership²¹	To be confirmed	To be confirmed	To be confirmed	To be confirmed
Local Community Development Committee			1	
Galway Sports Partnership²²				2 ²³
Galway City Partnership				1
Comhairle na nÓg Steering Group				1

¹⁹ <https://galwaycitycommunitynetwork.ie/about-us/directory-of-members/>

²⁰ To be drawn from GCCN members with an interest in arts and culture.

²¹ The membership of the Local Community Safety Partnership (LCSP) has not yet been confirmed.

²² To be drawn from GCCN members with an interest in sports and recreation.

²³ To ensure gender balance, the committee is seeking one female and one male/non-binary GCCN representative.

Voting Procedure

- Profiles of all the nominated candidates will be circulated to GCCN members;
- Ballot papers will be designed according to the criteria for each structure and issued appropriately to relevant member groups/organisations at the Autumn Plenary on Wednesday, 2 October 2024;
- Elections will be held by private ballot at the same GCCN Plenary meeting;
- Where the number of candidates for a seat that is vacant on any Committee is less than or equal to the number of vacancies available, then those candidates will be deemed elected and subsequently be ratified by the Plenary.
- Where the number of candidates for a Pillar's representation on any Committee is less than the number of vacancies available, then a vacancy will remain.

Post-Election - Training

Following the election, all GCCN members will be notified by email of the full results and ratification of the election, in particular the names of the representatives elected and the Committee for which they have been elected, together with contact details, within 5 working days after the ratification meeting. The Secretariat will also notify the Local Authority of the names and contact details of the new GCCN representatives for the various local structure/committees.

All elected representatives will be subsequently offered focused training which is mandatory. The date for this training is still to be confirmed and communicated following the elections.

Appendix

List of Acronyms	
Galway City Community Network	GCCN
Galway City Partnership	GCP
Galway Sports Partnership	GSP
Linkage Group	LG
Local Community Development Committee	LCDC
Local Community Safety Partnership	LCSP
Local Economic and Community Plan	LECP
Public Participation Network	PPN
Social Inclusion Community Activation Programme	SICAP
Strategic Policy Committee	SPC



Galway City Community Network
Líonra Pobail Chathair Na Gaillimhe

Galway City Community Network
The Public Participation Network in Galway City

GCCN Representative Elections
Nomination Form
16 – 30 September 2024

Name of Nominee		
Nominating Organisation		
Please tick the appropriate box below ↓		
The Pillar of your group/organisation (mark as appropriate)	• Social Inclusion	
	• Environment	
	• Community/Voluntary	

Please tick only one box below ↓			
Structure you want to represent GCCN on	• SPC1: Social Development	• Social Inclusion	
	• SPC2: Operational Development	• Community/Voluntary	
	• SPC3: Project Development	• Community/Voluntary	
	• SPC4: Urban Development	• Environment	
	• SPC5: Corporate Development	• Community/Voluntary	
	• SPC6: Tourism Development	• Environment	
	• Local Community Development Committee	• Community/Voluntary	
	• Local Community Safety Partnership ²⁵	• Social Inclusion	
	• Galway Sports Partnership ²⁶	• Culture ²⁴	
	• Galway City Partnership	• tbc	
• Comhairle na nÓg Steering Group	Any Pillar		
	Any Pillar ²⁷		

²⁴ Culture representatives will be drawn from GCCN members with an interest in arts and culture.

²⁵ The membership of the Local Community Safety Partnership (LCSP) has not yet been confirmed.

²⁶ To ensure gender balance, the committee is seeking one female and one male/non-binary GCCN representative.

²⁷ GCCN Representatives on the Comhairle na nÓg must be members with an interest in working with young people.

What drives your interest in representing GCCN?

Please outline your relevant experience.

Please give details on how you meet the criteria for GCCN Representation²⁸

Are you able to commit to the role and responsibilities of GCCN representatives as outlined in the GCCN Representatives' Charter²⁹? This includes regularly³⁰ attending the relevant Local Authority meetings³¹, the GCCN Plenaries³² and relevant Linkage Group meetings³³.

• Yes

• No

To be returned to communications@gccn.ie before 5pm on Monday 30th September 2024.

²⁸ As outlined in the *GCCN Representatives Elections 2024 - 2029 - Guidelines and Information*.

²⁹ <https://www.galwaycitycommunitynetwork.ie/wp-content/uploads/2018/03/GCCN-Reps-Charter.pdf>

³⁰ Should you not be able to attend the required meetings, you must inform the GCCN staff in advance.

³¹ The Local Authority meetings generally take place during the day time, between 9am and 5pm.

³² The GCCN Plenaries take place 4 times a year, usually on Wednesdays from 6.30pm to 9.30pm.

³³ The Linkage Group meetings take place a few days before the Local Authority meetings, at the time based on the availability of the GCCN representatives (day or evening).