



**MINUTES OF THE PROTOCOL COMMITTEE MEETING  
HELD ON THURSDAY, 2 MARCH 2017**

- 1 Minutes of the Meeting held on 2nd February 2017 and matters arising  
**Order: Agreed**
- 2 Lord Mayor's Receptions and Engagements of the Deputy Lord Mayor  
**Order: Noted and Recommend to Council**
- 3 Conferences:
  - a) Conferences attended by Councillors  
**Order: Agreed and recommend to Council**
  - b) Conference Reports Received:  
**Order: Noted.**
- 4 Proposed Irish Cancer Society Banner for Liberty Hall  
**Order: Agreed and Recommended to Council. To be approved under Lord Mayor's Business at the monthly meeting of Council on 6<sup>th</sup> March.**
- 5 Report of the Working Group on Parental Support  
**Order: Recommend to Council. Sessional Crèche places for the children of Councillors are available at the Civic Office crèche, subject to staff ratios. Early booking is recommended. The conversion of the gent's toilets (off the cloak room) into a parenting room is recommended. While no unaccompanied child can sit in the public gallery at meetings the working group requested that children be facilitated on the floor of the Chamber at Area and SPC meetings for child minding emergencies. Children to sit adjacent and be under the control of their parent at all times. Webcasting protocols will have to be amended accordingly**
- 6 Requests for use of the Council Chamber
  - a) Dublin City Archives request to hold a seminar on "Irish involvement in World War 1 - the Battle of Messines" in the Council Chamber on Friday 19th May 2017  
**Order: Agreed.**

- b) Request for the use of the Council Chamber and Richard O'Carroll Room on Easter Monday 17th April as part of Cruinniú Na Cásca - National Day of Culture.  
**Order: Agreed.**
- c) Request from Dublin City Archives for use of the Council Chamber on 14th October 2017 for a seminar on the History of Planning in Dublin city.  
**Order: Agreed.**

7 Current Governmental Legislative Programme (For Noting Only)

**Order: Noted**

8 Managers Report

➤ **Deputy Lord Mayor:**

The Manger reported that if the Lord Mayor is out of the country the official car would be made available to the Deputy Lord Mayor for transportation to and from events. The Members were of the view that the Deputy should be told when accepting an event if the car was available. Consideration should be given to providing transport when the Deputy Lord Mayor or deputising Councillor is attending a high priority event.

To facilitate Councillors deputising for the Lord Mayor, the Clancy Chain will be couriered to the deputising Councillor if required subject to insurance arrangements being in place.

The Members suggested that the provision of a replica of the Clancy Chain would solve many of the difficulties.

**Order: The Manager to investigate the commissioning of a replica to the Clancy Chain and other matters raised and to report back to the Committee.**

➤ **Extension of Dublin City Council Boundary**

The Manager asked the Members how they wished to proceed with implementing Councillor David Costello's motion, which called for the revision of the boundary between Dublin City Council and Fingal County Council.

The Members suggested Cllr. Costello convene a working group to examine the matter and invite all Councillors to participate.

➤ **Tourism Action Plan 2016-2018**

The Manager reported that Local Government Tourism Seminar '**Collaborate Locally to Compete Globally – Local Authorities Supporting Tourism**' will take place in The Riverside Park Hotel, Enniscorthy, County Wexford on Wednesday 29th and Thursday 30th March 2017. Elected Members may wish to attend.

**Order: Agreed**

➤ **Direct Dialogue between EU Capitals Mayors & The European Commissioners for Regional Policy**

The Lord Mayor was invited to attend an EU Conference in Riga from 11-

12 May, 2017. The Lord Mayor is unable to attend and wishes to appoint a Deputy to represent him. However, the cost of this would be covered by the Councillors own annual conference allowance. Cllr. N. O'Muire also informed the Committee that a similar situation had arisen with a Conference for the "Covenant of Mayors for Climate and Energy". The Members were of the opinion that in situations where a Councillor is deputising for the Lord Mayor the cost should be covered by the relevant Department and that in future a properly costed budget should be identified for the Deputy Lord Mayor.

**Order: The Manager to revert with a draft procedure on Deputising in such situations.**

9 A.O.B.

- Cllr. Micheal MacDonncha requested that during the tour of the Mansion House guests be allowed access to the Round Room when it is not in use. And if an event was in the process of being set up that guests be allowed to view the room from the entrance doorway.

**Order: Request to be made to lessee of Round Room.**

- Cllr. Ray McAdam informed the Committee that he was aware of the practice of political/community groups requesting the attendance of Dublin Council Officials at public meetings and that normal protocol's were not being applied.

**Order: To remind staff in relevant Departments about the agreed protocols on the attendance of City Council Officials at public meetings where elected and unelected politicians are in attendance.**

10 Date of Next Meeting - Thursday 30th March at 8am in the Richard O'Carroll Room

**Order: Agreed**

**Councillor Dermot Lacey**  
**Chairperson**  
**Thursday, 2 March 2017**

**Attendance:**

**Members:**

Dermot Lacey (Chairperson)  
Brendan Carr  
Deirdre Heney  
Ray McAdam  
Naoise O'Muire  
Sonya Stapleton

**Members:**

Aine Clancy  
Teresa Keegan  
Rebecca Moynihan  
Damian O'Farrell

**Members:**

Patrick Costello  
Micheal Mac Donncha  
Michael Mullooly  
Ciaran O'Moore

**Officers**

Michael Gallagher

Deirdre Ni Raghallaigh

**Apologies:**

Ray McHugh