



**NOTIFICATION TO ATTEND MEETING OF THE PROTOCOL COMMITTEE TO BE  
HELD BY REMOTE VIDEO CONFERENCE ON THURSDAY 21 NOVEMBER 2024 AT 9.30 AM**

**AGENDA**

**THURSDAY 21 NOVEMBER 2024**

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2	Receptions of the Lord Mayor and Engagements of the Deputy Lord Mayor.	<b>5 - 7</b>
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4	Approval of Councillor attendance at the 2024 United Nations Climate Change Conference or Conference of the Parties of the UNFCCC (COP29)	
5	Proposed Deadline for submission of Councillor Questions and Motions to the January 2025 Council meeting - Tuesday 17th December 2024.	
6	Manager's Report.	
7	A.O.B.	
8	Proposed date of next meeting: 19th December 2024 at 9.30pm.	

**Lorraine Brogan**  
**Senior Executive Officer**

**15<sup>th</sup> November 2024**



**MINUTES OF THE PROTOCOL COMMITTEE MEETING**

**HELD ON THURSDAY 24 OCTOBER 2024**

- 1 **Minutes of the meeting held on 26th September 2024 and matters arising.**

**Order: Minutes agreed**

- 2 **Receptions of the Lord Mayor and Engagements of the Deputy Lord Mayor**

**Order: Receptions and Engagements noted and approved. It was also agreed to review the role of the Deputy Lord Mayor.**

- 3 **Legal Opinion on Dublin City Council's Obligations regarding the UNCRPD**

**Order: Noted**

- 4 **Motion in the name of Cllr. Mannix Flynn:**

*That Dublin City council immediately set out to develop a policy guideline and protocol regarding how the council respond to the highly sensitive issue of commemorating and remembering sites of residential institutions and places of detention where children and women were detained within the Dublin city Council administrative area these places of detention and imprisonment are well described in the Ryan report, the Murphy report and many such other reports. A clear policy outlining the procedures for any plaques or other such acknowledgements needs to be clearly set out by Dublin city Council bearing in mind the same local authority was responsible for placing many of the individuals in institutions under the non-attendance at school act that was administrated by the then Dublin corporation school inspector section in the meantime all commemorative plaques regarding such institutions should be put on hold until we come up with a robust sensitive fit for purpose policy.*

**Order: Motion agreed. The motion to be forwarded to the Commemorations and Naming Committee for implementation once it is re-established under the Community, Gaeilge, Sport, Arts & Culture SPC**

**It was also requested that the motion be brought to the attention of the Area Managers for their information when dealing with commemorative requests.**

- 5 **Establishment of City Hall Sub-Committee**

It was proposed by Cllr. McAdam and seconded by Cllr. Flynn that Cllr. Dermot Lacey be chair the sub-committee.

**Order: It was agreed to appoint Cllr. Lacey as the Chair of the sub-committee and Councillors Cunningham, O'Driscoll and Flynn as the other members. The first meeting to take place in early December to agree the terms of reference.**

6 **Approval of Councillor attendance at the Environmental Protection Agency's National Air Event 2024 Conference on 6th November 2024 in Kilkenny.**

**Order: Conference attendance approved. It was agreed that going forward Councillors could attend conferences organised by National Organisational Bodies without prior approval of the Protocol Committee.**

7 **Request from the Irish Deaf Society to fly the National Deaf Flag on City Hall in support of National Sign Language Day on 14th December 2024**

**Order: Agreed**

8 **Request from Cllr. John Lyons for the Council Chamber to be made available for a talk by Professor Mazin Quimsiyeh to Councillors on ethical procurement and human rights**

**Order: Agreed.**

9 **Protocol for considering City Hall Lighting Requests**

**Order: It was agreed to relist for the December meeting.**

10 **Introduction of new payment scheme for the Local Representative Allowance (Vouched Expenses)**

The Members were briefed on the proposed change in the payment of the Local Representative Allowance (vouched expenses allowance). Where previously the allowance was paid on a monthly basis in advance, from January 2025 it would be paid in arrears once the expense was submitted. The system was already in place for newly elected councillors and was working well. It would ensure the prompt payment of expenses once they are incurred and would remove the prospect of Members being overpaid and having to refund the allowance at the end of the year.

A presentation on the new processes and expenses in general would also be given to the Councillors before the introduction of the changes.

**Order: Noted and agreed.**

11 **Managers' Report**

A briefing document on Conferences and Training was circulated to Group Leaders. Any additional queries could be raised at the Expenses Workshop. The Manager agreed to re-circulate the document after the meeting.

**Order: Noted**

The provision of digital access to payslips for Councillors was being investigated by the CORE Project Board.

**Order: Noted**

The Councillor Portal is currently nearing completion. It will provide a platform to manage Council Questions, motions and representations. The first phase of the implementation will focus on questions and motions to the Area Committees. The Central Area will pilot the portal in November & December with a general roll out in January 2025. The representations phase is earmarked for quarter 3 of 2025. The Members were cautiously supportive of the new application provided it

improves the service to Members. It was agreed that the Protocol Committee would be consulted before it is rolled out in full and that adequate training be provided to all Councillors.

**Order: Noted**

The Manager confirmed that the selection of the Sectoral SPC Membership was in process. The Chairs have been notified of the nominations and it was a matter for the Committees to decide on their appointments. A report would be brought to the November City Council meeting. The Members expressed their dissatisfaction with the nomination process including the lack of Trade Union representation. The Manager acknowledged the comments and advised that CPG would be the appropriate forum to discuss the issue.

**Order: Noted.**

12 **A.O.B.**

Cllr. O'Muire reported issues with receiving email notifications from Mod Gov when meeting documentation was published.

**Order: The Manager agreed to investigate the issue and report back to the Member.**

Cllr. Flynn expressed concern at the lack of acknowledgment of Dublin City Council at events and exhibitions organised by the Hugh Lane Gallery. The City Council provide vital support to the Gallery and its role should be properly recognised.

**Order: Noted.**

Members raised the issue of informal consultation carried out by Dublin City Council and expressed concern at the lack of consistency in approach across the organisation. There is a need for an agreed protocol to improve the coherence of approach.

**Order: The Manager agreed to bring the matter to CPG.**

13 **Proposed date of next meeting: 9.30am on 21st November 2024**

**Order: Agreed.**

**Councillor Ray McAdam**

**Chairperson**

**Thursday 24 October 2024**

**Attendance:**

**Members:**

Ray McAdam  
Fiona Connelly  
Barry Heneghan  
Naoise Ó Muirí

**Members:**

Patricia Roe  
Ray Cunningham  
Deirdre Heney  
Cat O'Driscoll

**Members:**

Conor Reddy  
Mannix Flynn  
Dermot Lacey  
Punam Rane

**Officers**

Lorraine Brogan

Michael Gallagher

**Apologies:**

Anthony Connaghan

Lord Mayor James Geoghegan



15/11/2024

**Ms. Lorraine Brogan**  
**Senior Executive Officer**  
**Chief Executive's Department**

Dear Lorraine,

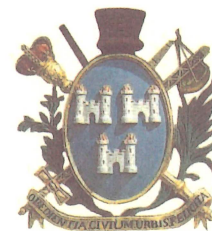
Please see below, list of functions, receptions and events in which I had a Deputy/Representative attend on my behalf for October 2024:

<b>Date:</b>	<b>Function:</b>	<b>DLM/Cllr:</b>
02/10/2024	Brian Maguire: La Grande Illusion Exhibition Opening	DLM Donna Cooney
04/10/2024	Forum Polonia Conference	DLM Donna Cooney
09/10/2024	Money Advice and Budgeting Service (MABS) Reception	Cllr Pat Dunne
09/10/2024	Dublin Local Government Authorities Photo-op	DLM Donna Cooney
10/10/2024	Friends of the Elderly Reception	DLM Donna Cooney
10/10/2024	National Traveller Educational Achievement Awards 2024	DLM Donna Cooney
16/10/2024	DCC Retirement Function	DLM Donna Cooney
17/10/2024	Opening Ceremony of the Embassy of Iraq in Dublin	DLM Donna Cooney
21/10/2024	Community Group Tour of Mansion House	Cllr Supriya Singh
21/10/2024	Gavin Glynn Foundation Charity Cycle	Cllr Colm O'Rourke
23/10/2024	British Irish Trading Alliance Event	Cllr Colm O'Rourke
24/10/2024	Maser Art Installation Opening	Cllr Claire Byrne
25/10/2024	'Mayors for Peace' Signing Ceremony	DLM Donna Cooney
26/10/2024	Launch of ONE's National Fuchsia Campaign 2024	Cllr Dermot Lacey
31/10/2024	Moore Street Book Launch	DLM Donna Cooney

Yours sincerely,

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James Geoghegan  
Lord Mayor of Dublin



15/11/2024

**Ms. Lorraine Brogan**  
**Senior Executive Officer**  
**Chief Executive's Department**

Dear Lorraine,

I would be obliged if you would bring the following receptions for the month of October 2024 to the attention of the Protocol Committee:

Date	Function	Nos
01/10/2024	Afternoon Tea	48
01/10/2024	UCD History Students Event	20
02/10/2024	DCC Festival of History Event – <b>Room only</b>	80
03/10/2024	Afternoon Tea	48
04/10/2024	Forum Polonia Conference	40
05/10/2024	Lord Mayors Play Date	60
06/10/2024	Lord Mayor's Autism Friendly Play Date	60
07/10/2024	National School Tour	26
08/10/2024	Afternoon Tea	48
08/10/2024	Dublin Chamber Council and DCC Councillors Reception	60
09/10/2024	Money Advice and Budgeting Service (MABS) Reception	80
09/10/2024	DCC Heritage Talks – <b>Room only</b>	80
10/10/2024	Friends of the Elderly Tour	45
10/10/2024	DCC Festival of History Event – <b>Room only</b>	80
14/10/2024	Dublin Cycling Campaign Event	50
14/10/2024	Community Reception	70
15/10/2024	Dyspraxia DCD Ireland Conference	30
15/10/2024	1916 Relatives Association Reception – <b>Room only</b>	80
16/10/2024	Afternoon Tea	48
16/10/2024	DCC Retirement Function – <b>Room only</b>	80
17/10/2024	Women's Aid Report Launch	80
17/10/2024	Community Arts Reception	80
18/10/2024	DRHE Report Launch	50





18/10/2024	DCC Retirement Event – <b>Room only</b>	100
21/10/2024	Afternoon Tea	48
22/10/2024	National School Tour	65
22/10/2024	Afternoon Tea	48
22/10/2024	Community Men's Shed Reception	53
23/10/2024	New York City Council Delegation Visit	12
23/10/2024	British Irish Trading Alliance Event – <b>Room only</b>	60
24/10/2024	Disabled Women and Intimate Partner Abuse Launch	60
24/10/2024	Howard County Delegation Visit	10
27/10/2024	Dublin Marathon Breakfast – <b>Room only</b>	80
29/10/2024	Afternoon Tea	48
30/10/2024	Mansion House Halloween Event	900 +

Yours sincerely,

James Geoghegan  
Lord Mayor of Dublin



## Eurocities European Declaration for Sustainable and Attractive Public Transport in Cities

Dublin City Council has been approached by Eurocities to consider signing a European Declaration for Sustainable and Attractive Public Transport in Cities.

### Overview of Opportunity:

- Eurocities; in collaboration with leading cities and UITP (the public transport organisation), has signed a political declaration on public transport.
- This declaration reaffirms members shared commitment to sustainable urban mobility and calling for more actions from the side of the European and national policymakers.
- This declaration highlights the critical role of accessible, efficient, and environmentally-friendly public transport in shaping the future of our cities.
- Eurocities would like to invite political representatives from Dublin City to add their name to this list of signatories. Those who wish to join can do so by submitting a hand-written signature, which will be incorporated into the official document.
- This declaration will be used for advocacy purposes towards the new EU institutions and builds upon the recommendations of the Eurocities Mobility Forum's policy recommendations for the new mandate 2024-2029.

**Deadline: 29 November 2024, 12:00**

### European City signatories: Current:

European Cities who have signed the Declaration, at an event hosted by Barcelona City Council, on 5<sup>th</sup> November 2024:

- |   |                    |
|---|--------------------|
| 1. City of Barcelona                            | 2. City of Braga   |
| 3. City of Porto                                | 4. City of Utrecht |
| 5. City of Rome                                 | 6. City of Vienna  |
| 7. City of Tallin                               | 8. City of Madrid  |
| 9. City of Milan                                |                    |
| 10. UITP also signed on behalf of their members |                    |

### Please note:

- Each city was signed by the Deputy Mayor whom have responsibility for either Transport / Mobility / Urban Planning etc.
- Dublin City Deputy Lord Mayor Cllr Donna Cooney was also in attendance but did not sign the declaration as it is required to be considered by Protocol Committee.

### Items to note:

#### Eurocities:

Dublin City Council is a member of Eurocities; which is the largest network of European cities. With 75% of people in Europe live in cities; Eurocities has over 200 large cities among its membership, representing more than 150 million people across 38 countries, from within and outside the European Union.



### **UITP:**

UITP (Union Internationale des Transports Publics) is the International Association of Public Transport and a passionate champion of sustainable urban mobility. Established in 1885, with more than 135 years of history, it is the only worldwide network to bring together all public transport stakeholders and all sustainable transport modes.

### **UITP Europe:**

In Europe, UITP's main activity consists of working closely with **European Union Institutions**, bringing together more than 450 urban, suburban and regional public transport operators and authorities from all member states. UITP represents the perspective of local passenger transport services by all sustainable road, rail and waterborne modes.

A team of UITP experts monitors **EU legislative developments impacting the public transport sector**. They assist and advise members and EU decision-makers concerning all aspects of relevant European policies and inform of these developments through various publications and activities.

Furthermore, UITP has been a leading partner in a wide range of **EU-funded research projects** for many years, with the European Commission recognising UITP as a key interlocutor in promoting public transport stakeholders' priorities for research and innovation.

### **Irish Members of UITP:**

1. ARUP Dublin office
2. Dublin Bus / Bus Atha Cliath
3. Bus Eireann
4. CIE Group / Coras Iompair Eireann
5. Irish Rail / Iarnrod Eireann
6. Jacobs
7. TransDev Dublin

### **Recommendation to Protocol Committee:**

- Whilst the opportunity for involvement in European declarations is beneficial for Dublin City's promotion and involvement at European level; a majority of the content in these declarations are outside our remit; as our European counterparts have wider remits than Dublin City Council.
- However; Dublin City Council has a role in public infrastructure and it would be beneficial to be supportive and commit to this European declaration for Sustainable and Attractive Public Transport in Cities.
- European Declarations when received, should be provided to SMT for information and presented to Protocol Committee for consideration and review for decision on signing.
- All declarations agreed upon should be aligned to Dublin City Council's Corporate Priorities.

### **Next Steps:**

- We will implement the decision of Protocol Committee on this declaration.
- If approved to proceed; confirmation will be provided to Eurocities to include Dublin City on the European Declaration.



# European Declaration for Sustainable and Attractive Public Transport in Cities

Barcelona, 5 November 2024

We, the representatives of major European cities and public transport organisations, have gathered in Barcelona to reaffirm our commitment to supporting sustainable and attractive public transport systems that guarantee the daily mobility of people in European cities.

Considering that the role of public transport has never been more crucial in urban areas facing multifaceted challenges such as rising costs of living, the need to preserve social cohesion, and the growing urgency to address climate change;

Considering that public transport remains a key lever in addressing these challenges by offering a convenient, affordable, and sustainable mode of transport for millions of urban dwellers, peri-urban residents and tourists;

Considering that the public transport sector is a key ally for urban authorities in achieving their ambitions in air quality, health, and climate, as it serves as an exemplary sector in terms of sustainability;

Considering the recent crises that have significantly affected the public transport sector, including the severe impact of the COVID-19 pandemic on passenger traffic, the rising costs of energy, staff shortages, and rampant inflation in many countries, which have increased operational costs and reduced revenue streams;

Considering that the challenges posed by the twin digital and environmental transitions that the sector is undergoing require concerted efforts among all levels of government to ensure a smooth and achievable transition for the vast majority of urban areas;

Considering that public transport is increasingly vulnerable to the impacts of climate change, which can lead to service disruptions and additional costs for both operators and responsible authorities;

Considering the need to maintain the leadership position of the public transport industry in Europe, aligned with the calls to improve industrial competitiveness and the challenges

of the sector in a globalised market

### The signatories of this declaration commit to:

- Promote the development of public transport within their territories based on the principles of **sustainability, resilience, convenience, security, inclusiveness and accessibility**.
- Collaborate with other levels of government to make public transportation a **credible and high-quality option for the majority of the population**, while addressing appropriate measures to mitigate potential threats, including lessons learned from the COVID-19 pandemic.

- Develop seamless **multimodal integration of public transport** with other modes of transport, encouraging interoperability between public transport, cycling, walking, and shared mobility solutions.
- Fully address **the affordability and convenience of public transport** as a means to empower vulnerable communities and ensure equal access to jobs, education, and public services.
- Prepare the **public transport sector for climate adaptation**, strengthening its resilience in the face of increasing disruptions caused by climate-related disasters.
- Enhance **the attractiveness of the sector** to address staff shortages and invest in training and skills development to meet future labour market demands, ensuring more gender balance among those working in the public transport sector.
- **Prioritise public transport** over individual private modes of transport to fully unleash its potential in urban and peri-urban areas.
- Position **public transport at the core of smart mobility strategies** to increase ridership and leverage the latest technologies to improve services.

### The signatories of this declaration call:

- On European policymakers to adopt a **European declaration on public transport** setting collective objectives to be achieved for the public transport sector, highlighting the multiple positive externalities of the public transport sector, recommending best practices and committing to support actions.
- On European policymakers to support the sector's transition to zero-emission mobility, as well as on digitalisation, the implementation of network projects, and innovation in new services and products, through the **EU multi-annual financial framework**.
- On European policymakers to preserve the freedom of local and regional authorities to **set public services obligations** on public transport, highlighting the role of public transport in addressing transport poverty and decarbonising urban mobility.
- On European and national policymakers to **mainstream adaptation policies** in public transport policies to help the sector better identify risks and vulnerabilities on the network and set up dedicated climate adaptation plans.
- On European and national policymakers to **unlock new funding streams for public transport investments** based on beneficiary payers and already existing polluter-payer schemes at the national or European level such as the Emissions Trading System.
- On European and national policymakers to work with local powers and public transport authorities on the evaluation of existing **public procurement tools** to ensure they are still fit for purpose in view of the latest developments in the public transport sector.

- On national policymakers to **better channel their national budget** to provide a sustainable and long-term development of the public transport sector and support the twin transition of the sector.
- On national policymakers to **draw up ambitious Social Climate Plans putting public transport at their core**, ensuring a fair share of the funds allocated under these plans is used to improve access to public transport for vulnerable communities at risk of transport poverty.
- On the supply industry to further **develop innovation in public transport products and services** as a way to address the current challenges faced by the public transport sector and improve its reliability and convenience.

The future of urban mobility in Europe depends on decisive and coordinated action across all levels of government. As Deputy Mayors of European cities and representatives of the public transport community, we stand united in our commitment to transform public transport systems into the backbone of sustainable, inclusive, and liveable cities. We call upon national and European policymakers to endorse this vision and to work with us in creating a greener, more equitable future for all.

Together, we can make Europe's cities leaders in sustainable urban mobility, setting a global standard for accessible, innovative, and environmentally responsible public transport, ultimately leading the transition toward a future of zero-emission mobility.


**Signatories:**



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**Laia Bonet**

First Deputy Mayor for Urban Planning,  
Ecological Transition, Urban Services and  
Housing  
City of Barcelona



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**Kristjan Järvan**

Deputy Mayor for Transport  
City of Tallin



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**Arianna Censi**

Deputy Mayor for Mobility  
City of Milan



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**Filipe Araújo**

Vice-Mayor for Environment, Climate,  
Innovation and Digital Transition  
City of Porto



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**Eugenio Patané**

Deputy Mayor for Mobility  
City of Rome

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**Thomas Avanzata**

Spokesperson of the European Union  
Committee (EUC)  
UITP Secretary General



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**Olga Maria Estves de Araújo Pereira Martingo**

Deputy Mayor for Mobility  
City of Braga



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**Eva Oosters**

Deputy Mayor for Environment and Zero  
Emission Transport  
City of Utrecht

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**Jürgen Czernohorszky**

Executive City Councillor for Climate,  
Environment, Democracy and Personnel  
City of Vienna



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**Maria Jose Aparicio Sanchez**

General Coordinator for Mobility  
City of Madrid