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## **Breviate of the Meeting of the Protocol Committee held on 7<sup>th</sup> May 2020**

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In accordance with Standing Orders of the City Council, the Breviate of the Meeting of the Protocol Committee held **on 7<sup>th</sup> May 2020** is submitted herewith.

### **1) Covid-19 Protocol Guidelines for Remote Meetings and Video Conferencing**

The Members were broadly supportive of the guidelines and the following issues were discussed:

Why was Microsoft Teams recommended as the preferred platform rather than Zoom which appeared more user friendly?

Councillor MacDonncha recommended that all Councillors be assisted in downloading the Teams software to their laptops and iPads and be provided with a tutorial on logging into a meeting and using the platform.

The Members agreed with Cllr. O'Muiri's suggestion that the guidelines be amended to include a recommendation that the minutes of video conferenced meetings should be recorded in the same way as physical meetings and that they be published in similar fashion.

The Manager reported that the IS Department had advised on using Microsoft Teams platform as it was the most secure. Furthermore, all Councillors had been setup with a Teams account and would be assisted in downloading and using the software. The Manager confirmed that any Committee could meet online provided they were not making legally binding or statutory decisions.

**Order: The guidelines as amended were approved.**

### **2) Europe Day Declaration of Renew Europe Mayors and Regional Ministers**

The Members agreed that the Lord Mayor could exercise authority to sign the Declaration if he so wished but he would do so as Lord Mayor not necessarily on behalf of and with the endorsement of the City Council. Various Councillors expressed reservations about certain aspects of the Declaration but they would not prevent the Lord Mayor from signing it if he so wished.

**Order: Agreed**

### 3) A.O.B

Cllr. Lacey requested that the administrators of the Strategic Policy Committee's make contact with the non-Councillor members of the SPC's to update them on the current situation and to outline plans for resuming remote meetings from June onwards.

**Order: Agreed**

**Councillor Deirdre Heney**

**Chairperson**

**7<sup>th</sup> May 2020**

#### **Attendance:**

##### **Members:**

Deirdre Heney (Chairperson)

Donna Cooney

Joe Costello

Daithí Doolan

Mannix Flynn

Dermot Lacey

Micheal Mac Donncha

Briege MacOscar

Naoise O'Muirí

Michael Pidgeon

Noeleen Reilly

##### **Officers:**

Ruth Dowling

Michael Gallagher

Deirdre Ni Raghallaigh