

## MINUTES OF THE PROTOCOL COMMITTEE MEETING HELD ON THURSDAY 29 APRIL 2021

### 1 **Minutes of the meeting held on 1st April 2021 and matters arising.**

The Chief Executive has welcomed the invitation to attend the June meeting of the Protocol Committee to discuss Councillor Membership of the Eurocities network and other matters. The Members to identify areas of interest to raise with the Chief Executive.

**Order: Minutes Agreed.**

### 2 **Review of Standing Orders**

The Protocol Committee thanked the members of the working group and the administrative staff for the considerable time and effort that they had dedicated to the review and agreed to recommend the Draft Standing Orders 2021 to the City Council, to be included on the agenda for the May City Council meeting.

**Order: Agreed and recommended to Council.**

### 3 **IT Sub Committee Update**

Councillor Michael Pidgeon informed Members that they had held a meeting of the IT Sub-Group on 20<sup>th</sup> April where the provision of a Councillor portal on the on the new CRM system was discussed. During the meeting they identified four areas of importance; Communication Channels, Tracking & Follow up, Response Times and Communication with Constituents. He also confirmed that the system would not replace person to person contact between Councillors and officials.

Ruth Dowling confirmed that the development of the system is at an early stage and that once further progress had been made a full report would be brought to the Protocol Committee as well as wider consultation through the Area Committees.

**Order: Report Noted.**

### 4 **Women's Sub Committee Update**

Councillor Darcy Lonergan informed Members that the Women's Committee had met on 22<sup>nd</sup> April and highlighted the following areas that the Committee was involved with:

- The drafting and proposing of the Emergency Motion on the design of public spaces and public transport to enhance the safety of women and marginalised groups which was approved at the April Council meeting.
- The development of a mentoring programme with Comhairle na nÓg.
- The development of a Women's Safety Initiative
- Voice Training and Storytelling Training

**Order: Report Noted.**

## 5 **Arrangements for Future Council Meetings**

The Manager informed Members that changes in the Covid-19 restriction levels would have an impact on the arrangements surrounding City Council meetings, mostly notably the reintroduction of hybrid meetings. Under previous public health guidance hybrid meetings had a maximum length of 2 hours which would have implications for meetings such as the Development Plan.

Members were keen to see the reintroduction of physical meetings while retaining the facility for Councillors to participate remotely, particularly for the Annual City Council Meeting at the end of June.

The issue would be revisited following any change to the national restriction level.

**Order: Noted.**

## 6 **Covid Mobility Report to the City Council**

The Members confirmed that they wished the Covid Mobility report to continue to be presented to the City Council meeting on a monthly basis as it remains an important issues with significant implications for the City. However, the situation will be reviewed in six months.

**Order: Noted.**

## 7 **City Hall Illumination Policy**

The Members welcomed the new Illumination Policy for City Hall. The following amendments were proposed and approved:

- The addition of May Day (1<sup>st</sup> May) and Republic Day (24<sup>th</sup> April) as days of special significance where City Hall would be illuminated.
- The additional of the caveat “unless otherwise deemed appropriate by the Protocol Committee”, to Section 7 a & b.

**Order: Policy as amended approved and recommended to Council**

## 8 **Managers’ Report**

The Manager informed the Members on the following matters:

- The sad news of the passing of Ed Bowden who worked as Parks Supervisor in the Central Area for many years. The Committee extended their condolences to Ed’s family and colleagues.
- Fanchea Gibson will be on leave from the Lord Mayor’s Office for the next three months. Miriam Walsh will be taking over her duties in her absence.
- A new Lord Mayor will be elected at the Annual Meeting in June and as is customary any Committee established by a sitting Lord Mayor comes to a conclusion unless it is taken under the auspices of an existing SPC. The current Lord Mayor has made such arrangements for her Committee on Homelessness. The Manager to bring details of other such committees to the next meeting, including the Lord Mayor’s Forum on Moore Street.

- The current Covid 19 restrictions in City Hall will remain in place for the safety of both visitors and staff. They will be reviewed in light of changes to the national level 5 restrictions. The Manager welcomed the Members request for greater involvement in the governance of City Hall.

9 **A.O.B.**

- Councillor Mannix Flynn informed Members that he is intending to stand in the upcoming Dublin Bay South Bye-Election.
- Councillor Dermot Lacey expressed disappointment that Elected Representatives had not been invited to the recent National Investment Framework for Transport in Ireland event.

**Order: It was agreed to write to the Minister on this matter.**

10 **Proposed date of next meeting: 3rd June 2021**

**Order: Agreed.**

**Councillor Anne Feeney**  
**Chairperson**  
**Thursday 29 April 2021**

**Attendance:**

**Members:**

Anne Feeney (Chairperson)  
 Racheal Batten  
 Joe Costello  
 Dermot Lacey  
 Briege MacOscar  
 Michael Pidgeon

**Members:**

Anthony Connaghan  
 Mannix Flynn  
 Darcy Lonergan  
 Naoise Ó Muirí

**Members:**

Donna Cooney  
 Deirdre Heney  
 Micheál MacDonncha  
 Cat O'Driscoll

**Officers**

Ruth Dowling

Michael Gallagher

Deirdre Ní Raghallaigh

**Apologies:**

Lord Mayor Hazel Chu

