



**MINUTES OF THE PROTOCOL COMMITTEE MEETING**

**HELD ON THURSDAY 22 DECEMBER 2022**

**1 Minutes of the meeting held on 24th November and matters arising**

Councillor Dermot Lacey requested that details of the Membership of the City Hall Working Group be circulated and that a meeting of the group be arranged for January 2023. The Manager agreed to this request.

**Order: Minutes agreed.**

**2 City Hall Illumination Requests:**

a) Request to illuminate City Hall from Saturday 21st - Sunday 29th January 2023 in support of the Year of the Rabbit Lunar New Year Festival

**Order: Agreed.**

b) Request to illuminate City Hall on 22nd February 2023 in support of World Encephalitis Day

**Order: Agreed.**

**3 Women's Committee Update**

**Order: Minutes of the Women's Committee noted and the Chair paid tribute to Councillor Lonergan and the Committee for the valuable work they are engaged in.**

**4 "Freedom of the City of Dublin" - Report of the Standing Orders Working Group**

The Members welcomed the report and were supportive of the process outlined therein. They requested that the following elements be included:

- Nominations should not be publicised in advance
- The policy to explicitly preclude motions on nominations being submitted to Committees of Council
- The removal of the Freedom of the City Award should require a two thirds majority of Members.

**Order: The policy as amended was agreed and recommended to Council.**

## 5 Discretionary Role of the Lord Mayor in relation to the Mansion House

The Members thanked the Manager for the report. Following a discussion the following issues were highlighted:

- The opening of a Book of Condolence should be included as a discretionary role.
- The Round Room is not included in the prohibition on party political fundraising or events as it is operated as a commercial venture by Fire Restaurant.
- There was a discussion on the hours of the Mansion House, while it was noted that the Mansion House is not staffed on Sundays and as a result carry additional costs, it should be clearly stated that events are at the discretion of the Lord Mayor
- Councillor Lacey suggested that former Lord Mayors who are still Members of the City Council should meet to review the existing welcome briefing pack for a new Lord Mayor.

**Order: It was agreed that the Manager would bring a revised report to the January Protocol Committee meeting which would reflect the comments and observations of the Members.**

## 6 St. Patrick's Festival Board - Correspondence from Minister Catherine Martin

**Order: Correspondence noted. The Members agreed to write to the Chair of the Board of St. Patrick's Festival requesting that the organisation provide for full Councillor representation on the Board.**

## 7 Maintenance of the City Hall Lift

The Members, although concerned with the operation of the lift and the impact of possible outages and entrapments, broadly accepted the findings of the report. However, they requested further information on the usage of the lift which the Manager agreed to provide.

**Order: Report noted.**

## 8 Approval of Councillor Attendance at Conferences:

- a) Association of Irish Regions (AIR), Regional Seminar and Training Event, "Regional Planning, Climate Change & Economic Development". 7th - 9th February 2023, Four Seasons Hotel & Leisure Club, Coolshannagh, County Monaghan.  
**Order: Agreed and recommended to Council.**
- b) "The Finance Act 2022". 6th-8th January 2023, The Four Seasons Hotel, Carlingford, Co. Louth.  
**Order: Agreed and recommended to Council.**
- c) "Local Authority Procurement Process". 20th - 22nd January 2023, O'Donovan's Hotel, Clonakilty, Co. Cork  
**Order: Agreed and recommended to Council.**

d) "Modular Housing in Ireland". 3rd - 5th February 2023, The Four Seasons Hotel, Carlingford, Co. Louth.

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

e) "Protecting your mental health as a Public Representative". 3rd - 5th March 2023, O'Donovan's Hotel, Clonakilty, Co. **Cork**

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

9 **Manager's Report**

The Manager reported that City Architects would be installing an acoustic curtain to the entrance to the Council Chamber to help reduce noise interference from the Rotunda. A sound survey would also be carried out in the Rotunda which would help determine if acoustic panelling could assist in reducing noise levels.

**Order. Noted.**

10 **A.O.B.**

The Chair reported that prior to Covid 19, Councillors were invited to the Pro Cathedral Midnight Mass on Christmas Eve with the Palestrina Choir and also to the New Year's Day Peace Mass. However, this year they have yet to receive such invitations.

**Order: The Manager would make enquiries on behalf of the Members on this matter.**

The Chair and all Members in attendance extended their thanks and appreciation to the Manager, Ruth Dowling and the Administrator, Michael Gallagher, for their support and assistance throughout the year.

11 **Proposed date of next meeting: 26th January 2023 at 8am.**

**Order: Agreed.**

**Councillor Deirdre Heney**

**Chairperson**

**Thursday 22 December 2022**

**Attendance:**

**Members:**

Deirdre Heney (Chairperson)  
Anthony Connaghan  
Joe Costello  
Naoise Ó Muirí  
Noeleen Reilly

**Members:**

Caroline Conroy  
Anne Feeney  
Cat O'Driscoll

**Members:**

Donna Cooney  
Dermot Lacey  
Michael Pidgeon

**Officers**

Ruth Dowling

Michael Gallagher