



Breviate of the Protocol Committee meeting held on 29th June 2023

In accordance with Standing Orders of the City Council, the Breviate of the Meeting of the Protocol Committee held 29th June 2023 is submitted herewith.

1. **Minutes of the meetings held on 1st June and 7th June 2023 and matters arising**

Order: Agreed.

Matters arising included the following:

Members requested an update on the position re. Green waste. The Manager agreed to follow up with John Flanagan, Assistant Chief Executive and to email an update to the Members.

An update was also sought on the unredacted copy of the St. Patrick's Festival Review. The Manager informed Members that the Department who commissioned the report were still awaiting a decision of the Office of Information Commissioner.

The Members requested that the Dublin MEPs be circulated with copies of correspondence in relation to EU wide legislation to combat online abuse (item 8 on the minutes).

2. **Lord Mayors Receptions and Engagements of the Deputy Lord Mayor**

Reports noted. It was proposed and agreed that former Lord Mayors would be invited to future Freedom of the City Functions and other major Civic Events.

3. **Proposal to enter into a Friendship Agreement with the City of Ramallah, Palestine**

The Members commended Fanchea Gibson for her work in drawing up the proposed friendship agreement. The Members welcomed the support of the Department of Foreign Affairs. The priorities outlined with the agreement were noted, members suggested that community development could also be incorporated as a priority.

Order: Establishment of a Friendship agreement and delegation of elected Members to be led by the Lord Mayor (or nominated representative) and Chairs or nominated representatives of the Climate Action, Environment and Energy SPC, Economic Development and Enterprise SPC and Traffic and Transport SPC. It was also agreed that Cllr Doolan would be included in the Autumn delegation.

4 **Vouched Expenses Management System**

Joanna Travers from the CE Department gave a presentation to the Members on an expenses app that could assist in completing quarterly vouched expenses returns. The Members welcomed the opportunity to trial the app. The Manager assured Members that it was voluntary and that the two systems would run in tandem.

5 **Heating and Air Conditioning in the Council Chamber**

The Manager informed Members that HVAC had carried out a complete survey and identified areas to be remedied, these works would be complete before the next Council meeting.

Cllr O'Driscoll requested that a policy around minimum and maximum temperatures would be developed for City Hall. The Manager will discuss with HVAC and Health & Safety and revert to the Committee.

6 **Request to illuminate City Hall on Thursday 22nd February 2024 in support of World Encephalitis Day**

Order: This request was agreed.

7 **Manager's Report**

Noted that the Election of a Chairperson and Vice Chairperson would be listed in September as there is no meeting in July or August.

8 **A.O.B.**

The following items were discussed:

- Request that the MacGill Summer School would be included as an approved conference as was the case in previous years.
Order: Agreed
- The Members approved Cllr Donna Cooney's request to use her conference allowance for attendance at the "Mobility for all" conference on 16th November in Oslo, Norway.
- The Members raised the issue of the notice period for events. It was agreed that at least 1 week notice would be given.
- The issue of planting on the steps of the Mansion House was raised. The Manager confirmed that the planting had already been removed from the steps.
- Members requested that a reminder should issue to Group Leaders outlining the procedures for the informal event in the Mansion House after an election of a Lord Mayor.

9 **Proposed date of next meeting: 21st September 2023 at 8am**

Agreed.

Attendance:

Members:

Racheal Batten
Joe Costello
Janet Horner
Micheál MacDonncha
Cat O'Driscoll

Officers

Ruth Dowling

Members:

Anthony Connaghan
Anne Feeney
Dermot Lacey
Briega MacOscar
Michael Pidgeon

Joanna Travers

Members:

Donna Cooney
Mannix Flynn
Darcy Lonergan
Naoise Ó Muirí
Noeleen Reilly

Fanchea Gibson