

**MINUTES OF THE PROTOCOL COMMITTEE MEETING**

**HELD ON THURSDAY 22 FEBRUARY 2024**

**1 Minutes of the meeting held on 25th January 2024 and matters arising.**

The Chair informed the meeting that the Seoul Metropolitan Government responded to the Committee's request for clarification regarding the proposed Animal Welfare legislation. They confirmed that on January 9th, the National Assembly passed a special bill prohibiting the slaughter, breeding, and propagation of dogs for the purpose of consumption. The law was enacted on February 6th and it will come into effect from 7<sup>th</sup> February, 2027, after a three-year grace period. It was agreed that the correspondence would be circulated to the Committee.

**Order: Minutes agreed.**

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

**Order: Receptions and Engagements noted.**

**3 Human Resources Workforce Planning - Presentation by E. Quinlivan, Deputy Chief Executive. 4 - 8**

Eileen Quinlivan gave a presentation to the Members on the issues facing the Council with regard to the recruitment and retention of employees. (Presentation attached).

The Members thanked Eileen for the presentation and raised the following issues:

- The delays in appointing Rangers to Bull Island
- GO recruitment and targeted recruitment in areas such as Ballymun, Cherry Orchard and Darndale.
- Recruitment from within the Traveller Community.

**Order: Presentation noted.**

**4 Newcomen Bank - verbal update from Donncha Ó'Dúlaing**

Donncha Ó'Dúlaing gave an update to the Committee. He confirmed that Newcomen Bank will be a flexible space providing cultural, social and meeting facilities. The usage will be determined in part by the capacity of each floor. The Pre Part 8 consultation had been completed before Christmas and the Preliminary Business case has been approved. The Part 8 Application will be lodged within the next two weeks. Thereafter, there will be a six week period for submissions which will be hosted through Citizen Space. It was agreed that Councillors would be notified when the application goes out for public consultation. It was envisaged that the Part 8 application would come before the City Council at the July meeting, with detailed designs finalised in August and a tender issued in September.

Costs for the construction phases are estimated at €10 million. Currently, no funding source has been identified. However, the City Council is investigating Central Government funding through the URDF, as well as through the DCC Capital Programme and the European Office.

Cllr. Mannix Flynn asked if efforts could be made to improve the visual appearance of the building and to inform the public of what is proposed as in its current state it is attracting anti-social behaviour. Donncha confirmed that they were considering temporary ground floor use in the interim and would also look at creating formal signage for the front of the building. Ruth also confirmed that Michael Ryan in the Press Office was working on improving the branding of Capital Projects.

Donncha also confirmed that he was happy to facilitate an onsite inspection of the building for the Protocol and South East Area Committees. A possible date was after the Protocol Committee meeting in March.

Ruth confirmed that she would bring an update to the Members on works in City Hall at the next meeting and would investigate shower facilities and report back.

**Order: Report noted.**

**5 Manager's Report**

- The Manager reported that the Lord Mayors Awards would take place on 22<sup>nd</sup> March 2024 at 7pm in the Round Room of the Mansion House. Members were asked to RSVP.
- The March Council agenda would be published in English in advance to allow Members to prepare for the meeting as Gaeilge. A bilingual version would be published on the Wednesday prior to the meeting.
- The deadline for registering to vote in time for the Referenda was 20<sup>th</sup> February. The Franchise Section has received thousands of applications and was working extended hours and weekends to process all the requests. The Franchise Section will also be operating a customer care service on polling day, operating from 7am until 10pm to assist with those who encounter difficulties on the day. The Manager will circulate details of the service to the Councillors in advance of polling day.

**6 A.O.B.**

The Members proposed a formal event to acknowledge the contribution made by all Members of the current council but in particular those not standing for re-election. The Manager agreed to raise the matter with the Lord Mayor and would report back at to the next meeting.

**Order: Noted.**

**7 Proposed date of next meeting: 28th March 2024 at 8am**

**Order: Agreed.**

**Councillor Deirdre Heney**  
**Chairperson**  
**Thursday 22 February 2024**

**Attendance:**

**Members:**

Deirdre Heney (Chairperson)  
Anthony Connaghan  
Mannix Flynn  
Briega MacOscar  
Michael Pidgeon

**Members:**

Fiona Connelly  
Janet Horner  
Naoise Ó Muirí  
Noeleen Reilly

**Members:**

Donna Cooney  
Darcy Lonergan  
Cat O'Driscoll

**Officers**

Ruth Dowling  
Donncha Ó'Dúlaing

Michael Gallagher

Eileen Quinlivan

**Apologies:**

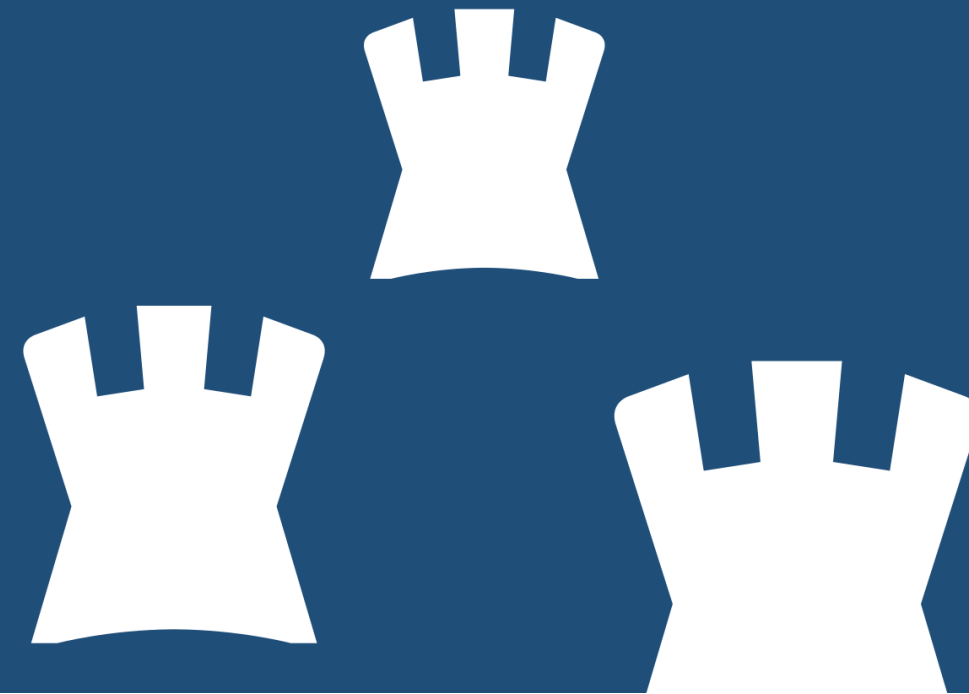
Daithí de Róiste

Dermot Lacey

# HR Department:

# Attracting and retaining employees

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Comhairle Cathrach  
Bhaile Átha Cliath  
Dublin City Council

Eileen Quinlivan, Deputy Chief Executive  
Protocol Committee  
22<sup>nd</sup> February, 2024

Recruitment & Resourcing Activity	Number
Competitions	102
Applications received	7,457
Panels formed	95
New starts	540
Promotions	190

Total employees (HC)	
31 Dec 2022	31 Dec 2023
5,897	6,085

Staffing Numbers (WtE)	2016	2023	% change
Management	35	30.8	-12%
Clerical/Admin	1585.2	1792.2	13.05%
Prof/Tech	420.2	537.9	28%
Operational	2193.1	2088	-4.79%
DFB Operational	898.0	1019	13.47%
Contract	132.7	223	-11%
Seasonal	26	23	55%
<b>Total</b>	<b>5290.2</b>	<b>5713.9</b>	<b>8%</b>

# Attracting new employees

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## Attracting and retaining staff:

- Employer branding and marketing
- Employee onboarding and support

A screenshot of a LinkedIn job search page. The top navigation bar includes the LinkedIn logo, a search bar, and options for 'Jobs', 'Dublin City Council', and 'Worldwide'. Below the navigation bar, there are filters for 'Any Time', 'Dublin City Council', 'Job type', 'Experience level', and 'On-site/remote'. The main content area shows a list of job postings for Dublin City Council. The first job is 'Assistant Chief Executive' with a salary range of €154,134 - €154,134. The second job is 'Accountant' with a salary range of €53,345 - €65,172. The page also features a notification to 'Get notified about new Dublin City Council jobs in Worldwide' and a 'Sign in to create job alert' button.

### Welcome to Dublin City Council

We're delighted that you've decided to join us!

We understand that starting a new job can be daunting, so we've created this site to help you to get to know the Council. Click the 'Play' button for a Welcome Message from our Chief Executive.

After that, the site is yours to explore as you begin your adventure with us!

A blue banner with white text and a crown icon. The text reads: 'Comhairle Cathrach Bhaile Átha Cliath Dublin City Council' and 'A Welcome Message from our Chief Executive'. There is a 'Play' button icon on the left side of the banner.

A video thumbnail showing a woman in a headset talking to a man. The text 'Introduction to Your Job' is overlaid at the bottom.

A video thumbnail showing a modern building with a glass facade. The text 'Guide to the Civic Offices' is overlaid at the bottom.

A video thumbnail showing a desk with a pencil and pushpins. The text 'Work and Leave Arrangements' is overlaid at the bottom.

A video thumbnail showing three people sitting around a table in a meeting. The text 'Support and Resources' is overlaid at the bottom.

A video thumbnail showing a man in a plaid shirt smiling. The text 'DCC Employee Benefits' is overlaid at the bottom.

A video thumbnail showing a pattern of question marks on a blue background. The text 'Frequently Asked Questions' is overlaid at the bottom.

## Promoting an inclusive, diverse workplace

- Inclusion in the Workplace e-modules
- Public Sector Duty roll-out
- New Disabled Persons Organisation consultation process
- Women in Leadership Programme
- Traineeship programme through ETB
- Access to Apprenticeship Programme



Retaining our people

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Home / My courses / Equality/Diversity/Inclusion / Racial Inclusion in the Workplace / Racial Inclusion in the Workplace

### Racial Inclusion in the Workplace

Review mode

#### What is Unconscious Bias?

People can have negative attitudes towards colleagues based on their racial, ethnic or national status and not even be consciously aware of it. Such attitudes can lead to discrimination.

Watch the scenario below to see an example.

## Promoting employee Health & Wellbeing

- Launch of Health & Wellbeing Strategy
- Programme of over 25 events or courses scheduled for 2024

## Priorities 2024

- Employer branding
- New entry pathways
- Targeted recruitment Cherry Orchard
- Proactive recruitment programming
- Strategic Workforce Plan
- Blended Working Policy Review
- Employee Onboarding Phase 2
- Learning and Development Strategy