

MINUTES OF THE PROTOCOL COMMITTEE MEETING HELD ON
WEDNESDAY, 23rd JUNE 2016 AT 8 AM IN THE
RICHARD O'CARROLL ROOM, CITY HALL

1. Election of Protocol Chair

Dermot Lacey was nominated by Cllr. R McHugh and seconded by Cllr. T Keegan.
Order: Cllr. Dermot Lacey was unanimously elected as Chair of the Committee.

2. Election of Protocol Vice-Chair

Cllr. Ciaran O'Moore was nominated by Cllr. D Lacey and seconded by Cllr. T Keegan.
Order: Cllr. Ciaran O'Moore was unanimously elected as Vice-Chair of the Committee.

3. Minutes of the Protocol Meeting held on the 9th June 2016.

Order: Agreed

4. Receptions notified by the Lord Mayor

Date	Function	Nos
1/06/2016	Hosting Mark Crosbie, family & Colleagues	20
1/06/2016	Addiction Response Crumlin Groups	30
3/06/2016	Strike Force cheerleading Group based in Finglas & Ashbourne	42
3/06/2016	Michael Mallin Community	60
8/06/2016	St Josephs Co Ed East Wall School	25
8/06/2016	Liberties Training Centre Staff	30
8/06/2016	Delegates attending EU funded project on cyber bullying conference	26
9/06/2016	Ashling Project Ballymun East after school project	25
10/06/2016	Contributors to "Peter Ennis The Man Who Kept Liberty Hall" by Paul Ennis	25
10/06/2016	Delegates at Irish Association for Palliative Care 9th World Research Congress	60
11/06/2016	St. John's Choir, Minnesota	55
12/06/2016	John McCormack Society Concert & Presentation of Bursaries	60
17/06/2016	Darndale Community Groups	70
18/06/2016	Craobh Sean Tracey (Comhaltas) & Ulster Traditional Singers	40
18/06/2016	Representatives of Volunteer Community Groups	80
20/06/2016	Irish Homeless World Cup Street Soccer Team	70
21/06/2016	1916 Commemorations Thank you reception	70

Order: Agreed & recommend to Council

5. Conferences:

a. Conferences attended by Councillors

No Conferences attended

b. Conference Reports Received from Councillors

No Reports received

6. Motion in the Names of Councillor Mary Freehill & Dermot Lacey

“Since the termination of Dublin Tourism, Dublin city no longer has any democratic representation and oversight in the development of tourism policy for the City of Dublin. DCC therefore calls on the Minister for Transport to appoint a member elected by Dublin City Council to the Board of Tourism Ireland”

Order: Agreed & Recommend to Council. The Manager to write to the Minister for Transport, Tourism and Sport as outlined and report to City Council.

7. Corporate Media Strategy

Alan Breen gave a report on the role of the Media Relations Office which covered the scope of its work, how it is developing a distinctive brand for Dublin City Council and the relationships it has built with contacts in the media as well as the challenges the organisation faces in getting its message across in a crowded media landscape. The Members thanked Alan for his presentation and highlighted areas where they thought the corporate strategy could be developed such as communication with public and being pro-active when dealing with contentious Area issues, the greater involvement of SPC Chairs & Vice-Chairs in explaining City Council policy and balancing the representation of the corporate and political positions of the Council. Alan welcomed the input of the Members and would take onboard their concerns. There was further debate on the release of Agenda and Reports to the media in advance of Committee meetings and also about the volume of Freedom of Information requests each Department had to deal with

Order: Report Noted. A report to be brought before the Committee regarding a corporate policy on the release and circulation of reports to Members and Media.

8. Meetings Management System update

The Manager reported that the new system was currently undergoing testing to determine which tablet device was most appropriate. The Protocol Committee will be provided with devices and training in August with a view to piloting the system in September.

Members stressed their concerns with regards encryption and emphasised that one device must serve all their requirements without cumbersome security.

Order: Noted

9. Managers Report:

- The Manager reported that the Chief Executive, Owen Keegan would be on a period of extended leave and that Brendan Kenny was stepping into the role as Chief Executive.

Order: Noted and the Members requested that their best wishes be extended to the Chief Executive

- Cllr. Michael O'Brien raised the issue of other Local Authority Correspondence on the Council Agenda and enquired if there was a mechanism that could enable him to register his opposition to their contents.

Order: The Members were of the opinion that to allow debates or votes on Correspondence would adversely affect the ability of Council to get through the agenda. Furthermore, Council only notes the Correspondence it does not indicate if it supports or opposes it.

10. AOB

Order: Nothing to report

11. Proposed date for next Protocol Meeting: **Thursday, 1st June 2016, 8am, Richard O'Carroll Room, City Hall.**

Order: Agreed

Cllr. Dermot Lacey
Chair Protocol Committee

Dated: 23rd June 2016

ATTENDANCE:

Members

Cllr. Dermot Lacey (Chair)

Cllr. Paddy Bourke

Cllr. Ciaran O'Moore

Cllr. Teresa Keegan

Cllr. Patrick Costello

Cllr. Deirdre Heney

Cllr. Ray McHugh

Cllr. Sonya Stapleton

Cllr. Ray McAdam

Non-Members

Cllr. Michael O'Brien

Apologies

An tArdmhéara, Críona Ní Dhálaigh

Officials

Deirdre Ni Raghallaigh, Acting Executive Manager

Alan Breen, Media Relations & Marketing Manager

Michael Gallagher, Staff Officer