

## Appendix 1

### SCHEDULE OF APPLICATIONS FOR THE USE OF THE CITY HALL AND THE PROVISION OF HOSPITALITY

Organisation / Body	Event / Date – Number of Delegates / Guests	Request	Comments	Recommendation
Health and Environmental Services Department - Building Control Service	Northern Ireland Building Control Annual Convention Dinner 12 <sup>th</sup> November, 2009  Approximately 150 attending	The provision of hospitality in the form of a pre-dinner drinks reception.	It is estimated that 75 delegates will be staying in accommodation in Belfast and the conference will take place within the city.  This event would contribute to the Council's Key Theme of 'City Leadership – Strong, Fair, Together' and 'Better Services – listening and delivering'.	The provision of a pre-dinner drinks reception in the form of wine and soft drinks.  Approximate cost £600
Northern Ireland Women's European Platform	Northern Ireland Women's European Platform Conference Reception  3 <sup>rd</sup> December, 2009  Approximately 50 attending	The use of the City Hall and the provision of hospitality in the form of a drinks reception.	It is estimated that 40 delegates will be staying in accommodation in Belfast and the conference will take place within the city.  This event would contribute to the Council's Key Theme of 'City Leadership – Strong, Fair, Together'.	The use of the City Hall and the provision of a drinks reception in the form of wine and soft drinks.  Approximate cost £200
Queen's University Belfast	Association of Directors of Estates Conference Reception  29 <sup>th</sup> March, 2010  Approximately 250 attending	The use of the City Hall and the provision of hospitality in the form of a drinks reception.	It is estimated that 400 delegates will be staying in accommodation in Belfast and the conference will take place within the city.  This event would contribute to the Council's Key Theme of 'City Leadership – Strong, Fair, Together'.	The use of the City Hall and the provision of a drinks reception in the form of wine and soft drinks.  Approximate cost £1,000
The National Community Safety Network	National Community Safety Network Conference Gala Dinner  16 <sup>th</sup> June, 2010  Approximately 400 attending	The use of the City Hall and the provision of hospitality in the form of a Civic Dinner.	The conference aims to provide a forum for sharing knowledge and best practice in respect of tackling the issues of crime, fear of crime and antisocial behaviour.  This event would contribute directly to the Council's Key Theme of providing support for people and communities and would be an extension of its role as the lead partner in the Belfast Community Safety Partnership.  The Council's community safety team will work closely with the National Community Safety Network to showcase the work undertaken by Belfast City Council, specifically this will include	The use of the City Hall and the provision of a Civic Dinner.  Approximate cost £14,000

			<p>initiatives such as our city-wide warden service and alleygating scheme.</p> <p>This event would contribute to the Council's Key Themes of 'City Leadership – Strong, Fair, Together', 'Better Services – listening and delivering' and 'Better Value for Money – a can-do, accountable, efficient Council'.</p>	
Association of Port Health Authorities	<p>Association of Port Health Authorities Conference Dinner</p> <p>9<sup>th</sup> September, 2010</p> <p>Approximately 150 attending</p>	The use of the City Hall and the provision of hospitality in the form of a Civic Dinner.	<p>The conference aims to update delegates on current and emerging port health issues, whilst sharing knowledge and best practice between member authorities and learning from approaches taken in other parts of the world.</p> <p>Belfast City Council is a corporate member of the Association of Port Health Authorities and the Chair of the Health and Environmental Services Committee is currently President of the association. Furthermore, the Health and Environmental Services Committee, at its meeting on 8<sup>th</sup> April, agreed that the Strategic Policy and Resources Committee be recommended to provide hospitality at the event.</p> <p>This event would contribute to the Council's Key Themes of 'City Leadership – Strong, Fair, Together', 'Better Services – listening and delivering' and 'Better Value for Money – a can-do, accountable, efficient Council'.</p>	<p>The use of the City Hall and the provision of a Civic Dinner.</p> <p>Approximate cost £5,250</p>
Royal Military Police Association	<p>Royal Military Police Association Annual Conference Dinner</p> <p>21<sup>st</sup> May, 2011</p> <p>Approximately 250 attending</p>	The use of the City Hall and the provision of hospitality in the form of a pre-dinner drinks reception.	<p>It is estimated that 200 delegates will be staying in accommodation in Belfast and the conference will take place within the city.</p> <p>This event would contribute to the Council's Key Theme of 'City Leadership – Strong, Fair, Together'.</p>	<p>The use of the City Hall and the provision of a pre-dinner drinks reception in the form of wine and soft drinks.</p> <p>Approximate cost £1,000</p>
British Society of Periodontology	<p>British Society of Periodontology Conference Dinner</p> <p>26<sup>th</sup> May, 2011</p> <p>Approximately 200 attending</p>	The use of the City Hall and the provision of hospitality in the form of a pre-dinner drinks reception.	<p>It is estimated that 250 delegates will be staying in accommodation in Belfast and the conference will take place within the city.</p> <p>This event would contribute to the Council's Key Theme of 'City Leadership – Strong, Fair, Together'.</p>	<p>The use of the City Hall and the provision of a pre-dinner drinks reception in the form of wine and soft drinks.</p> <p>Approximate cost £800</p>

<p>Office of the First Minister and Deputy First Minister</p> <p>Central Anti-Poverty Unit</p>	<p>Launch of 'Promoting Social Inclusion' Disability Report</p> <p>3<sup>rd</sup> December, 2009</p> <p>Approximately 200 attending</p>	<p>The use of the City Hall</p>	<p>This event, which will launch the 'Promoting Social Inclusion' Disability Report, will take place on the International Day of Persons with Disabilities.</p> <p>The Report seeks to:</p> <ul style="list-style-type: none"> <li>• address the issues of rights, inequality and discrimination;</li> <li>• identify the extent to which disabled people have negative experiences in their everyday lives;</li> <li>• assess the current position in terms of service provision for disabled people and identify any gaps that may exist; and</li> <li>• consider ways of improving how services for disabled people are delivered.</li> </ul> <p>This event would contribute to the Council's Key Themes of 'City Leadership – Strong, Fair, Together' and 'Better Support for People and Communities'.</p>	<p>The use of the City Hall</p>
<p>The HIV Support Centre</p>	<p>Reception to mark World Aids Day 2009</p> <p>1<sup>st</sup> December, 2009</p> <p>Approximately 70 attending</p>	<p>The use of the City Hall</p>	<p>This event, which will mark World Aids Day, seeks to raise awareness of HIV and Aids around the world and to breakdown the associated stigma.</p> <p>The theme for World Aids Day focuses on the 'reality of HIV today' and promotes human rights along with the need for the appropriate access to treatment.</p> <p>This event would contribute to the Council's Key Themes of 'City Leadership – Strong, Fair, Together' and 'Better Support for People and Communities'.</p>	<p>The use of the City Hall</p>
<p>Stop Climate Chaos Northern Ireland Coalition</p>	<p>Reception to mark the United Nations Climate Change Conference</p> <p>5<sup>th</sup> December 2009</p> <p>Approximately 100 attending</p>	<p>The use of the City Hall and the provision of hospitality in the form of a drinks reception.</p>	<p>This reception will follow an event taking place at the front of the City Hall which will include music and other on street entertainment. The event and reception seeks to demonstrate public support for the international climate change negotiations which will be held in Copenhagen on 7<sup>th</sup> December.</p> <p>The aim of the negotiations in Copenhagen is to establish a new global treaty on climate change.</p> <p>This event would contribute</p>	<p>The use of the City Hall and the provision of a drinks reception in the form of wine and soft drinks.</p> <p>Approximate cost £400</p>

			to the Council's Key Theme of 'City Leadership – Strong, Fair, Together' and 'Better care for Belfast's environment'.	
Office of the First Minister and Deputy First Minister Machinery of Government Division	Annual regional Holocaust Memorial Day Commemoration 27 <sup>th</sup> January, 2010 Approximately 100 attending	The use of the City Hall	This event seeks to provide an opportunity to remember the victims of the Holocaust and of genocides in Cambodia, Rwanda, Bosnia and Darfur and to reflect on the horrors of the past and the lessons to be learned.  In addition, the event aims to emphasise the importance of remembering those who have died and the sufferings of survivors with a view to learning from their experiences and seeking to improve the future for our young people.  This event would contribute to the Council's Key Themes of 'City Leadership – Strong, Fair, Together' and 'Better Support for People and Communities'.	The use of the City Hall
Association for Real Change NI	'Telling It Like It Is' Awards Ceremony 30 <sup>th</sup> November, 2009 Approximately 150 attending	The use of the City Hall and the provision of hospitality in the form of a pre-event drinks reception.	The Association for Real Change aims to work with its members to help improve the lives of people with learning disabilities and their families.  This awards ceremony seeks to celebrate the achievements of people with learning disabilities who have taken part on the 'Telling It Like It Is' training programme.  This event would contribute to the Council's Key Themes of 'City Leadership – Strong, Fair, Together' and 'Better Support for People and Communities'.	The use of the City Hall and the provision of a pre-event drinks reception in the form of wine and soft drinks.  Approximate cost £600
Girlguiding Ulster	100 <sup>th</sup> Anniversary Dinner 5 <sup>th</sup> June, 2010 Approximately 300 attending	The use of the City Hall and the provision of hospitality in the form of a pre-dinner drinks reception.	This event seeks to celebrate the 100 <sup>th</sup> Anniversary of Girlguiding Ulster and to acknowledge its contribution to the general life and well-being of the city.  This event would contribute to the Council's Key Theme of 'City Leadership – Strong, Fair, Together'.	The use of the City Hall and the provision of a pre-dinner drinks reception in the form of wine and soft drinks.  Approximate cost £1,200

Northern Ireland School Caterers Association	Northern Ireland School Caterers Association Awards Ceremony 10 <sup>th</sup> July, 2010 Approximately 300 attending	The use of the City Hall and the provision of hospitality in the form of a pre-event drinks reception.	<p>This awards ceremony aims to acknowledge school caterers at primary, post primary and management level who have clearly demonstrated their commitment to continuous service development within their particular school or area.</p> <p>The event seeks to recognise the strong leadership of the school caterers as they worked in partnership with local schools, local communities, Local Government and health authorities in driving forward the recently established nutritional standards.</p> <p>This event would contribute to the Council's Key Themes of 'City Leadership – Strong, Fair, Together' and 'Better Support for People and Communities'.</p>	The use of the City Hall and the provision of a pre-event drinks reception in the form of wine and soft drinks.  Approximate cost £1,200
Army Cadet Force Association	Army Cadet Force Association Awards Ceremony 19 <sup>th</sup> September, 2010 Approximately 500 attending	The use of the City Hall and the provision of hospitality in the form of a pre-dinner drinks reception.	<p>The Army Cadet Force Association aims to develop young people physically and mentally, improving self-confidence, teamwork, friendship and leadership.</p> <p>The Awards Ceremony seeks to recognise the vocational qualifications, which is equal to four GCSEs, achieved by its senior cadets.</p> <p>This event would contribute to the Council's Key Themes of 'City Leadership – Strong, Fair, Together' and 'Better Support for People and Communities'.</p>	The use of the City Hall and the provision of a pre-dinner drinks reception in the form of tea/coffee and biscuits.  Approximate cost £1,250
Upper Springfield Development Company Ltd	Upper Springfield's Got Talent 27 <sup>th</sup> February, 2010	The use of the City Hall	<p>This community event seeks to showcase the talents of the children and young people in the Upper Springfield area with a view to promoting the message that young people can contribute positively to the community within which they live.</p> <p>The event aims to bring together the people of the area in a social capacity and will allow many people who have never had an opportunity to attend an event in the City Hall to do so.</p> <p>This event would contribute to the Council's Key Theme</p>	The use of the City Hall

			of 'Better Support for People and Communities'.	
Ulster Sports Museum Association	<p>Reception to mark the launch of the Ulster Sports Museum Exhibition</p> <p>30<sup>th</sup> November, 2009</p> <p>Approximately 400 attending</p>	The use of the City Hall and the provision of hospitality in the form of Finger Buffet reception.	<p>The Exhibition, which will be on display in the City Hall East Entrance throughout December, seeks to tell the story of Ulster's many sporting heroes and will display memorabilia which will capture their sporting achievements.</p> <p>This event would contribute to the Council's Key Theme of 'City Leadership – Strong, Fair, Together'.</p>	<p>The use of the City Hall and the provision of a Finger Buffet reception.</p> <p>Approximate cost £6,000</p>
The Royal Institute of Chartered Surveyors and the Environment and Planning Law Association	<p>Annual Planning and Development Forum</p> <p>3<sup>rd</sup> March, 2010</p> <p>Approximately 150 attending</p>	The use of the City Hall	<p>This event aims to bring about the successful regeneration of the city through discussion on the latest theory on planning law and practice.</p> <p>The event also seeks to improve the lives of those living and working in the city and empower communities to participate on the future plans for housing, employment and open space.</p> <p>Unfortunately, the criteria relating to the use of the City Hall does not permit the holding of conferences by external organisations.</p>	Not recommended