



Subject:	Requests for use of the City Hall and the provision of Hospitality
Date:	23 rd November 2018
Reporting Officer:	John Walsh, City Solicitor
Contact Officer:	Peter McKay, Facilities Manager

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report
1.1	This paper, together with the attached appendix, contains the recommended approach in respect of each of the requests by external organisations for access to the City Hall function rooms and Council Chamber received up to 13 th November 2018 which appear to the Civic HQ Unit to comply with the criteria previously established by the Committee and are recommended for approval.
2.0	Recommendations
2.1	The Committee is asked to: <ul style="list-style-type: none">• Approve the recommendations made in respect of applications received up to 13th November 2018 as set out in the attached appendix.
3.0	Main report
	<u>Background Information</u>
3.1	Members will be aware that the Committee, at its meeting of 6th January 2017, agreed to

modify the criteria governing access to the City Hall function rooms for external organisations.

- 3.2 The Committee also agreed to the implementation of room-hire charges for some categories of function, and also revised the approach to the provision of civic hospitality for functions on foot of the agreed efficiency programme. Some further modifications to this approach were agreed at the Committee's meetings of 24th March 2017 & 23rd June 2017.

Key Issues

- 3.3 The existing revised criteria and scale of charges have been applied to the various requests received and the recommendations herein are offered to the Committee on this basis for approval.

- 3.4 The schedule attached at Appendix 1 covers a number of applications for functions which are scheduled for 2019 and 2020 and are included in order to permit the organisers to commence their event planning and communications activity as early as possible.

- 3.5 It should be noted that one application received includes a request for use of the Council Chamber at City Hall. British Council requests to hold a Mock Council for the European Union debate for local schools on 7 February 2019. This annual event is usually held at Stormont Parliament Buildings, however it is currently unavailable, so the City Hall Council Chamber is being requested as an alternative venue. It is expected that approximately 30 young people will attend the debate with a further 60 watching the debate. Two debates will take place, one in the morning and one after lunch.

- 3.6 The use of the Council Chamber for events other than the monthly Council meetings requires the approval of the Strategic Policy and Resources Committee.

Financial & Resource Implications

- 3.7 The implementation of charging for external functions has commenced, in line with the Committee's decisions in the matter.

Equality or Good Relations Implications/Rural Needs Assessment

- 3.8 There are no direct good relations or equality implications arising from this report.

4.0	Appendices – Documents Attached
	Appendix 1 - Schedule of Function requests received up to 13 th November 2018.