



Subject:	Requests for use of the City Hall and the Provision of Hospitality
Date:	18th February, 2022
Reporting Officer:	John Walsh, City Solicitor and Director of Legal and Civic Services
Contact Officer:	Aisling Milliken, Functions and Exhibition 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"/>
Sometime 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 report and the accompanying appendix contain the recommended approach for requests from external organisations for access to the City Hall function rooms received up to 7th February, which appear to the Function Management Unit to comply with the criteria previously established by the Committee and are recommended for approval.
2.0	Recommendation
2.1	The Committee is requested to approve the recommendations made in respect of applications received up to 7th February, as set out in the attached schedule.
3.0	Main Report
	<u>Background Information</u>
3.1	Members will recall that the Committee, at its meeting on 6th January, 2017, agreed to modify the criteria governing access to the City Hall function rooms for external organisations.

3.2	<p>The Committee also agreed to implement room-hire charges for some categories of function and 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 by the Committee on 24th March and 23rd June, 2017 and 23rd June and 25th October, 2019.</p> <p><u>Key Issues</u></p>
3.3	<p>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.</p>
3.4	<p>The attached schedule covers four applications for functions, scheduled for 2022 and 2023, however, approval is linked to City Hall recovery and functions will be planned in line with NI Executive guidance.</p> <p><u>COVID implications</u></p>
3.5	<p>In managing and delivering future functions, liaison with and guidance for organisers will be provided by officers to ensure compliance with any relevant social distancing guidelines at the time of their function. Committee approval for their function to take place in City Hall is recommended on the basis of their compliance to this caveat and what is permissible and feasible in City Hall function rooms.</p> <p><u>Financial and Resource Implications</u></p>
3.6	<p>The implementation of charging for external functions has commenced, in line with the Committee's decisions in the matter.</p> <p><u>Equality and Good Relations / Rural Needs Implications</u></p>
3.7	<p>There are no direct good relations, equality or rural needs implications arising from this report.</p>
4.0	<p>Document Attached</p>
	<p>Schedule of function requests received up to 7th February, 2022</p>