

Public Document Pack

**Democratic Services Section
Legal and Civic Services Department
Belfast City Council
City Hall
Belfast
BT1 5GS**

19th January, 2023

MEETING OF STRATEGIC POLICY AND RESOURCES COMMITTEE

Dear Alderman/Councillor,

In addition to those matters previously notified to you, the following items will also be considered at the meeting to be held at 9.30 a.m. on Friday, 20th January, 2023.

Yours faithfully,

John Walsh

Chief Executive

AGENDA:

8. Operational Issues

- (b) Requests for Use of the City Hall and the Provision of Hospitality
(Pages 1 - 4)

9. Issues Raised in Advance by Members

- (a) Levelling Up Fund
(Councillor McLaughlin to raise)
- (b) Dual-Language Street Signage
(Councillor McLaughlin to raise)

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Subject:	Requests for Use of the City Hall and the Provision of Hospitality
Date:	20th January, 2023
Reporting Officer:	Nora Largey, Interim 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, 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 received up to 6th January, 2023.
2.0	Recommendation
2.1	The Committee is asked to approve the recommendations, as set out in the attached appendix.
3.0	Main Report
3.1	<p><u>Background Information</u></p> <p>The current criteria for use of the function rooms used to review external applications is:</p> <p>Functions permitted:</p> <ul style="list-style-type: none"> functions which support other events in the City and which are of demonstrable economic benefit to Belfast whether organised by the council or not;

	<ul style="list-style-type: none"> • functions which demonstrably enhance the City’s image nationally or internationally as a desirable commercial, business or tourist destination; • functions designed to celebrate or commemorate a notable achievement or significant anniversary (25, 50, 100 years) by an organisation or body with close links to the city or province; and • functions organised by recognised local community or voluntary sector groups for non-profit and non-political purposes
3.2	<p>Functions not permitted:</p> <ul style="list-style-type: none"> • conferences, meetings, seminars, performances, wedding receptions, private parties or receptions and similar booking requests in the prestige function rooms; • functions, which have as their principal purpose the generation of commercial gain for the organisers. Charity-fundraising functions are managed by the Lord Mayor’s Office; • functions which have no compelling links to the council or the city specifically and which could instead use local private sector facilities; • functions which have as their primary purpose the advancement of any political or religious cause or campaign or are otherwise potentially contentious or involve significant reputation risks for the council; and • functions which involve exceptionally large or disruptive set-ups or pose a real and tangible risk to the fabric of the building or grounds
3.3	<p><u>Key Issues</u></p> <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 schedule attached covers five applications for functions, scheduled for 2023.</p>
3.5	<p><u>Financial and Resource Implications</u></p> <p>None.</p>
3.6	<p><u>Equality or Good Relations Implications / Rural Needs Assessment</u></p> <p>None.</p>
4.0	<p>Document Attached</p>
	<p>Schedule of function requests received up to 6th January 2023.</p>

JANUARY 2023 CITY HALL FUNCTION APPLICATIONS

NAME OF ORGANISATION	FUNCTION DATE	FUNCTION DESCRIPTION	CRITERIA MET	ROOM CHARGE	HOSPITALITY OFFERED	CIVIC HQ RECOMMEND
2023 EVENTS						
Blackie River Community Groups	23 February 2023	Discrimination in Sport review relating to people with disabilities, ethnicity, gender in various sports. Numbers attending – 60	D	No charge as community group	Yes, tea and coffee reception as community group	Approve No Charge Tea and Coffee Reception <i>£500 given to their chosen caterer for tea and coffee</i>
Royal Town Planning Institute	23 March 2023	NI Annual Dinner The RTPI is the leading professional body for spatial planners in the UK and annual dinner invites leading figures in the planning and construction profession. Numbers attending – 150	B	No (Charity)	No Hospitality	Approve No Charge No Hospitality
UKinbound	21 September 2023	Annual Conference and Awards for Excellence Gala Dinner for guests attending their 2-day conference taking place in ICC. UKinbound is a leading travel trade association, focuses solely on the interests of the UK's inbound tourism sector. This event will showcase Belfast to to over 70 of the UK's leading inbound tour operators. Numbers attending – 300	A & B	No (Waivered as linked to Visit Belfast)	No hospitality	Approve No Charge No hospitality
Queens Graduates Football Club	14 October 2023	Queens Graduates Football Club 50th Anniversary Celebration- Drinks Reception, Awards, Dinner and entertainment.	C & D	No Charge as voluntary group	Yes, Wine Reception as significant anniversary	Approve No Charge Wine Reception <i>£500 given to their chosen caterer for wine on arrival</i>

JANAURY 2023 CITY HALL FUNCTION APPLICATIONS

		Numbers attending – 250				
Image Nation NI	4 November 2023	<p>Belfast Diwali Celebrations – an evening of food and entertainment to celebrate one of the biggest celebrations in Hindu Calendar.</p> <p>Numbers attending – 100</p>	C	No charge as not for profit group	Yes, Soft drinks reception.	<p>Approve No Charge Soft Drink Reception</p> <p><i>£500 given to their chosen caterer.</i></p>