

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
Northern Ireland Hospice	International Conference on Pushing Boundaries in Palliative and End of Life Care 5 th October, 2009 Approximately 80 attending	The provision of hospitality in the form of a drinks reception.	It is estimated that 150 delegates will be staying in accommodation in Belfast and the conference will take place within the city.	The provision of a drinks reception in the form of wine and soft drinks. Approximate cost £320
The Law Society of Northern Ireland	The Law Society of Northern Ireland Council Dinner 23 rd October, 2009 Approximately 300 attending	The provision of hospitality in the form of a pre-dinner drinks reception.	This event seeks to provide an opportunity for representatives from the judiciary, business, voluntary and community sectors to come together to acknowledge the achievements of the Society. The event aims to highlight best practice and to develop relations with key stakeholders. This event would contribute to the Council's Key Theme of 'City Leadership – Strong, Fair, Together'.	The provision of hospitality in the form of wine and soft drinks. Approximate cost £1,200
Institute of Directors Northern Ireland Division	The Institute of Directors' North South Dinner 20 th May, 2010 Approximately 150 attending	The use of the City Hall and the provision of hospitality in the form of a pre-dinner drinks reception	The Institute of Directors is an international organisation which champions the entrepreneur and seeks to provide an environment conducive to business success. The North South Dinner aims to celebrate partnership between business people and to facilitate a valuable networking opportunity. 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 hospitality in the form of wine and soft drinks. Approximate cost £600

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