

FAO Stephen  
To be brought to SP&R. For info

Mrs Suzanne Wylie  
Chief Executive  
Belfast City Council  
Belfast City Hall  
BELFAST  
BT1 5GS

Chief Executive's Office		
Date	6/10/14	
Seen by CX		
Referred to		
ACX	Corp Comms	Dem Serv
GR	SPP	Bus Supp.
Div	F&R	H&ES
P&L	P&P	Other
Ref	SW 13/10	

3<sup>rd</sup> October 2014

Dear Mrs Wylie,

## 2015 Local Government Recognition Event

Friday 20<sup>th</sup> February 2015

La Mon Hotel, Castlereagh

In April 2015, following over 40 years of service, 26 local councils will complete their work. This is a milestone for Northern Ireland's communities and local government. Senior Managers and 462 elected members of 11 new councils – with enhanced powers and responsibilities – will take local government forward. The role each new council will play in serving and developing their communities will take on a very different emphasis but quality, affordable, innovative local services and representation will remain at the core of each Council.

NILGA does not wish to let this change take place **without collectively recognising the civic and community roles played by the aggregate of outgoing 26 councils, since 1973.**

On Friday 20<sup>th</sup> February 2015, the Association (with the support of our partners) aims to deliver a special, stand alone, 2015 Recognition Event for all of Northern Ireland's 26 councils. The DOE Minister has confirmed his willingness to attend this milestone event.

Each of the First Citizens of the final 26 councils will be awarded a Local Government Community Achievement piece at the event, recognising the outgoing local authority in regard to the overall civic, community and service roles it has achieved since 1973. With support from each council, SOLACE, and our Local Government Award partners, the Association also seeks to develop a Local Government Commemorative brochure for the event, providing visual, corporate and human resource contributions from each of the 26 District Councils. We will make contact with your communications unit in order to deliver this.

We very much seek the attendance of councillors and staff from your council. We are offering **two free places** at the event for your First Citizen and a senior council representative. Up to 10 representatives from your Council are invited to attend. We will do our best to accommodate extra representatives from your Council if they wish to attend.

the voice of local government

Invoices for council bookings will be issued one week after the event. The highly subsidised delegate rate for the event will be £55 per person + VAT.

Please complete the attached booking form and return to the NILGA offices by Friday 28<sup>th</sup> November 2014.

Should you have any queries please do not hesitate to contact Mark Maher, Communications and Engagement Officer at the NILGA office.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Derek McCallan', written in a cursive style.

**Derek McCallan**

Chief Executive, Northern Ireland Local Government Association

Cc: Councillor Nichola Mallon, Lord Mayor

Enc: 2015 Local Government Recognition Event Booking Form



**BOOKING FORM  
LOCAL GOVERNMENT RECOGNITION EVENT  
20<sup>th</sup> FEBRUARY 2015  
LA MON HOTEL, CASTLEREAGH.**

Please return payment and booking forms by Friday 28<sup>th</sup> November 2014 to: Antoinette McBride, Northern Ireland Local Government Association (NILGA), Unit 5B Castlereagh Business Park, 478 Castlereagh Road, Belfast, BT5 6BQ or via email to [a.mcbride@nilga.org](mailto:a.mcbride@nilga.org)

Cost per delegate: Please note that all council invoices will be issued one week after the event.

**Standard Rate per delegate: £55 + VAT**

Contact name of person responsible for bookings and for making payment: \_\_\_\_\_

Council/organisation: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Email: \_\_\_\_\_

Contact telephone number: \_\_\_\_\_

I would like to register for \_\_\_\_\_ places at the 2015 Local Government Recognition Event as detailed below:

	<b>Title and Name</b>	<b>Phone</b>	<b>Email</b>	<b>Dietary/access requirements</b>
<u>Free Place</u>				
<u>Free Place</u>				

Please invoice me at the address provided for (the total amount) £ \_\_\_\_\_

Quoting Order No \_\_\_\_\_ **OR** I enclose a cheque for £ \_\_\_\_\_ made payable to NILGA.

**By signing the form I accept the terms and conditions as detailed below**

Authorised Signature \_\_\_\_\_ Please Print Name \_\_\_\_\_

**Accommodation:** Please contact reservations at the La Mon Hotel on +44 (0) 28 9044 9520 to arrange accommodation at preferential rates quoting "NILGA" (£65.00 single B&B, £80.00 Double B&B and £110.00 Triple B&B). Accommodation is offered on a first come, first served basis.

**Terms and Conditions:**

**Substitutions:** Substitutes will only be accepted if NILGA is informed in writing two weeks prior to the event, otherwise the full price will be charged to delegates not on the official list. **Cancellations** made after 27<sup>th</sup> January 2015 will be liable for the full delegate fee.

