

Report on	Policy on Room Hire
Date of Meeting	Thursday 5 th November 2020
Reporting Officer	Philip Moffett, Head of Democratic Services
Contact Officer	Philip Moffett, Head of Democratic Services

Is this report restricted for confidential business?	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	x

1.0	Purpose of Report
1.1	The purpose of is paper to provide committee members with an opportunity to review and consider the application if the council Policy on Room Hire.
2.0	Background
2.1	<p>The Council has a policy in place developed specifically to deal with room hire and the availability of Council Civic Buildings and facilities for the transaction of council business. The hirers are categorised within the policy as:</p> <ul style="list-style-type: none"> (i) Internal (council) Hirers (ii) Elected Members (iii) External Hirers
2.2	The policy refers specifically to Council Civic Buildings and Council facilities, with the latter being all facilities, except the council offices, where rooms are available for hire.
2.3	<p>In summary, the policy allows for Internal (Council) Hirers and Elected Members to hire/use a room in either of the council offices. Whilst only External Hirers with elected member representation from the Council are given a room in either of the council offices. In terms of council facilities, rooms available for hire are available in line with the policy. The current policy is attached as appendix A to this report.</p>
3.0	Main Report
3.1	It was requested and agreed at the October meeting of Policy and Resources that the policy be scheduled onto the agenda of a future meeting of committee, with specific to the hire of council facilities and civic buildings by political parties and/or political representatives.
3.2	<p>The Policy is attached as appendix A to this report for consideration. For ease of reference, the following is the relevant extract to which it is interpreted the Member requesting that it be scheduled on the agenda was referring.</p> <p>Extract from the Policy on Room Hire:</p> <p>5.3 Exclusions to Hire</p>

	<p><i>5.3.1. Council facilities and Civic Buildings shall not be hired for the purposes of;</i></p> <ul style="list-style-type: none"> <i>Events and activities which could be viewed as promoting the profile and interests of political parties over other political parties. This refers to all political parties and independent representatives irrespective if they have representation on Mid Ulster Council or not. This does not extend to hiring rooms to undertake and progress business in the course of their representative role as a group of elected representatives of the Council.</i> <i>Activities deemed to be outside the ethos of the Council business</i> <p><i>5.3.2. Decisions on the use of all premises, except for the 3 Council Civic buildings, shall be delegated to any Director of Council as referenced within Council's Scheme of Delegation for Senior Officers. The Chief Executive has ultimate responsibility for the 3 Council Civic buildings.</i></p> <p><i>5.3.3 When it is felt that requests for the use of rooms within either of the Council's Civic Buildings or Facilities requires Council consideration, for events deemed as controversial these will be reported to Council. Where there is not sufficient time for Council to be consulted approval shall only be given following consultation with the Chair of the relevant Committee and Council.</i></p>
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: not applicable
	Human: not applicable
	Risk Management: not applicable
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: not applicable
	Rural Needs Implications: not applicable
5.0	Recommendation(s)
5.1	That the committee reviews the contents of the report and give consideration, as appropriate to the council's Policy on Room Hire.
6.0	Documents Attached & References
	Appendix A - Policy on Room Hire