

## Expo Breakfast Briefing

Wednesday 29 May 2024

8.45am – 11.00am

Mayor's Parlour, City Hall, Sunderland

Find out more about upcoming Expo Sunderland events and city developments, a chance to hear from guest speakers, network with other city businesses and of course, enjoy breakfast refreshments on us.

The link to book additional places is [here](#)

### AGENDA TIMETABLE

08:45 – 09:15:	Arrival to City Hall Please report to the registration table located on Mezzanine Level Breakfast and networking in Mayor's Parlour
09:15 – 09:45:	Welcome and update from Expo Sunderland Sarah Gilley, Event Director, Expo Sunderland
09:45 – 10:00:	City Development Update Chris Healy, Senior Manager (Strategic Asset Management), Sunderland City Council
10:00 – 10:15:	Our University at Expo Sunderland Kath MacLeod, Director of External Affairs, University of Sunderland
10:15 – 10:30:	British Esports in Sunderland Dave Martin, Senior Vice President, British Esports
10:30 – 10:45:	Panel Discussion & Audience Q&A
10:45 – 11:00:	Refreshments and Networking
11.00 onwards	Chance to visit Come outside event (optional)

The Briefing will coincide with our "[Come Outside](#)" event at Keel Edge, next door to City Hall, and will allow you to experience one of our events first hand after the briefing has finished.

There are several TED-style talks, fitness taster sessions and workshops taking place which require booking. Why not have a go at driving an electric car or creating your own hanging basket?

Please check the website for the programme and links to book.

## EVENT INFORMATION

### Badges

Expo Sunderland events are aiming to be carbon neutral, re-use, recycle, reduce. Please bring your own business card for placing in one of our re-usable badge holders.

### Car Parking

St Mary's Car Park is the closest car park (3mins walk) or Riverside car park (4 mins walk) however both can be busy during peak times. Please click this link for more information:

<https://www.sunderland.gov.uk/car-parks>

If you have access requirements, please contact [sarah@exposunderland.com](mailto:sarah@exposunderland.com)

### Catering

Refreshments will be provided for all participants during the event. If you any allergies or dietary requirements, please send to [sarah@exposunderland.com](mailto:sarah@exposunderland.com) before Friday 24<sup>th</sup> May 2024.

### Chatham House Rule

Expo Sunderland Meetings and Events observe the spirit of the rule to encourage open dialogue, allowing participants to use the information received but not the identity or affiliation of the speaker. More information can be found [here](#).

### Data Protection

Expo Sunderland complies with its obligations under the General Data Protection Regulations (GDPR) and our full privacy policy can be found [here](#).

Where Expo Sunderland has utilised the services of a third party event registration platform (in this case, [TicketSource](#)) all registrants must tick the box to confirm they have read the customer purchase policy before completing registration.

Expo Sunderland will never share or sell your contact details to third parties under any circumstances.

Where consent is required, Expo Sunderland will only use your Personal Data in accordance to the consent that you have provided.

However, you can opt out of future Expo Sunderland emails at any time by contacting us at [hello@exposunderland.com](mailto:hello@exposunderland.com)

### Delegate Networking

Only job titles and organisation names that are in the public domain are given in the joining instructions for those registered to attend in the spirit of encouraging networking and timesaving.

Whilst matchmaking cannot be guaranteed, if you would like any individual introductions to other guests on the day, this can be requested via [sarah@exposunderland.com](mailto:sarah@exposunderland.com)

This policy will be regularly reviewed, and all guests are kindly requested to report any canvassing to the event organiser.

### Event Filming

Filming and photography may be taking place at the event and your image may be recorded and made publicly available in Expo Sunderland and Sunderland City Council promotional material for advertising and marketing, website, social media and PR purposes.

If you do not wish to appear in any images captured please tell a member of the filming crew or Expo Sunderland team either on the day itself or by email to [hello@exposunderland.com](mailto:hello@exposunderland.com) so that we can ensure you are not included.

## Fire Drills

The fire alarms are tested at 8.55am every Wednesday morning. If the fire alarm sounds at any other time everyone should make their way to the Fire Muster Point in Keel Square.

## Health & Safety

There is a First Aid kit and defibrillator located in the security office on the ground floor.

In the event of an emergency, if the Event Organiser is not available, please report to the Customer Service Network on the Mezzanine Level or a member of security on duty.

## Press Attendance

All members of the press must provide their UK Press Card to attend Expo Sunderland events in advance and only accredited members will be accepted.

## Smoking and vaping

Smoking and vaping is not permitted in City Hall, on the balconies or the external perimeters of the building.

## Venue (City Hall)

A stylish 191,000 sq ft building occupying a prominent position facing St Mary's Boulevard and at the heart of Riverside Sunderland's new Central Business District. It is a symbol of Sunderland's regeneration and restored civic pride.

Standing next to the Keel Line, City Hall is an open, democratic space, the headquarters of Sunderland City Council but also an accessible meeting place for local groups and organisations.

A vital services point including housing, employment and benefits. City Hall is the city's shop window, with facilities for civic events and a marketing suite to entertain prospective investors. Its location in the heart of the city centre offering excellent access to all the main transport nodes with an array of high-quality retail and leisure facilities on its doorstep.

## Washrooms

Toilet facilities are located directly opposite the Chamber, to the left of the lifts. Once in The Mayor's Parlour, facilities can be accessed from the lift lobby.

## Wi-Fi

Free wi-fi is available, please follow the instructions in your phone settings for guest access to SCC-Public.

## Travel Information:

[Getting to City Hall - MySunderland](#)

## Contact:

Sarah Gilley, Event Organiser, Expo Sunderland  
Mobile or WhatsApp: 07595 082 162  
[sarah@exposunderland.com](mailto:sarah@exposunderland.com)