

OCTOBER 2023 CITY HALL FUNCTION APPLICATIONS

NAME OF ORGANISATION	FUNCTION DATE	FUNCTION DESCRIPTION	CRITERIA MET	ROOM CHARGE	HOSPITALITY OFFERED	CIVIC HQ RECOMMEND
2023 EVENTS						
Queen University Student Law Society	15 December 2023	QUB Student Law Society 85th Anniversary Celebration- Drinks Reception, Dinner and entertainment. Numbers attending – 175	C & D	No Charge as charity 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>
2024 EVENTS						
OMNI (Organisation of Malayalees in Northern Ireland)	6 January 2024	PONNONAM 2023 - A Cultural dinner and entertainment programme to celebrate New Year. Numbers attending 400	D	No charge as community group	Yes, Soft drinks reception.	Approve No Charge Soft Drink Reception <i>£500 given to their chosen caterer.</i>
Confucius Institute at Ulster University	23 February 2024	Chinese Year celebration – Year of the Dragon – cultural event of speeches, prize giving and a range of musical / dance performances. Numbers attending - 200	B & C	Charge £300 as not charity or voluntary	No hospitality	Approve Charge £300 No hospitality
Lough View Integrated Primary School	19 April 2024	Celebrating 30 Years of Lough View IPS Drinks Reception, Dinner and entertainment. Numbers attending – 200	C & D	No charge as school	Yes, Wine Reception as significant anniversary	Approve No Charge Wine Reception <i>£500 given to their chosen caterer for wine on arrival</i>
Electronic & Security Services Limited (ESS)	20 April 2024	ESS 50th Anniversary Celebrations- Drinks Reception, Dinner, and entertainment. Numbers attending – 120	C & D	Charge as £825 as commercial company	Yes, Wine Reception as significant anniversary	Approve Charge £825 Wine Reception <i>£500 given to their chosen caterer for wine on arrival</i>
Queens University	2 July 204	International Conference on Population Geographies	A & B	No (Waiver as linked to Visit Belfast)	No hospitality	Approve No Charge No hospitality

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		Dinner Reception for guests attending their 3-day conference taking place in QUB Numbers attending – 160				
2025 EVENTS						
Girls' Brigade Northern Ireland	16 May 2025	Queen's Award Presentation Ceremony to girls who've been actively involved in their communities and initiative in completing tasks and developing their educational skills. The Queen's Award is the highest award a girl can attain in Girls' Brigade. Numbers attending – 160	C & D	No charge as charity	Yes, Tea and coffee Reception as significant anniversary	Approve No Charge Tea and Coffee Reception <i>£500 given to their chosen caterer for wine on arrival</i>
The Royal College of Anaesthetists (RCoA)	21 May 2025	RCoA Annual Dinner Dinner and entertainment for guests attending their 3 day congress taking place in ICC Numbers attending - 100	A & B	No (Waiver as linked to Visit Belfast)	No hospitality	Approve No Charge No hospitality