

DECEMBER 2018 CITY HALL FUNCTION APPLICATIONS

NAME OF ORGANISATION	FUNCTION DATE	FUNCTION DESCRIPTION	CRITERIA MET	ROOM CHARGE	HOSPITALITY OFFERED	CIVIC HQ RECOMMEND
2019 EVENTS						
Sustrans	28 January 2019	Launch of Bike Life 2040 project – Sustrans, the walking and cycling charity, has completed research about cycling and future plans. Bike Life 2040 report is aligned with Belfast Agenda to encourage cycling. Numbers attending –50	C	No (Charity)	Yes – Tea, Coffee and Biscuits	Recommend to approve, No charge, Tea and Coffee Reception
Participation & the Practice of Rights	12 February 2019	Bereavement by Suicide: Exploring models of support and good practice – a workshop to explore issues with system of support for bereavement by suicide and improvements for families. Numbers attending –50	C & D	No (Charity)	Yes – Tea, Coffee and Biscuits	Recommend to approve, No charge, Tea and Coffee Reception
Nepalese Community NI	20 February 2019	Nepal Day – a cultural event to celebrate Nepali food and culture. This event is jointly organised by the Embassy of Nepal and Nepali Community NI. Numbers attending – 300	C & D	No (Community)	No (they provide their own themed menu)	Recommend to approve, No charge, No hospitality
Northern Ireland Institute for the Disabled	21 February 2019	Celebration of 140 years of NIID – an event to celebrate the work of NIID over the past 140 years, allow people to know more about the charity, its history and work and unveil new branding. Numbers attending –200	C & D	No (Charity)	Yes – Tea, Coffee and Biscuits	Recommend to approve, No charge, Tea and Coffee Reception
Northern Ireland Community of Refugees and Asylum Seekers	28 February 2019	Showcase and networking event to discuss, learn and share refugee women experiences across UK and Ireland. Numbers attending –200	C	No (Charity)	Yes – Tea, Coffee and Biscuits	Recommend to approve, No charge, Tea and Coffee Reception

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Malaysian Student Society of Northern Ireland	2 March 2019	<p>Malaysian Night – a cultural showcase event to promote and celebrate Malaysian culture with entertainers, dance, music and food.</p> <p>Numbers attending – 300</p>	C & D	No (Community)	No (they provide their own themed menu)	Recommend to approve, No charge, No hospitality
Womens Tec Student Gala Awards	21 March 2019	<p>2019 Women’s Tec Gala Awards – part of 21st anniversary year of events, this event will be a celebration of education and learning and will recognize student achievement.</p> <p>Numbers attending - 100</p>	C	No (Charity)	Yes – Tea, Coffee and Biscuits	Recommend to approve, No charge, Tea and Coffee Reception
Belfast Islamic Centre	8 June 2019	<p>Celebration of Eid Al-Fitr – is the biggest Muslim celebration to mark the end of Ramadan. The format will include dinner and speeches.</p> <p>Numbers attending – 300</p>	C & D	No (Charity)	Soft Drinks Reception	Recommend to approve, No charge, Soft Drinks reception
Queens University Belfast	22 August 2019	<p>5th IFAC Conference on Intelligent Control and Automation Sciences - Dinner with speeches and entertainment as part of 3 day conference.</p> <p>Numbers attending – 200</p>	A&B	No <i>(linked to Visit Belfast)</i>	Yes, Wine Reception <i>(linked to Visit Belfast)</i>	Recommend to approve, No Charge, Wine Reception
The British Institute of Cleaning Science	6 September 2019	<p>NI Cleaning Operative of the Year Awards – Awards Ceremony recognising excellence across the industry.</p> <p>Numbers attending - 100</p>	C	Yes Charge £115	No - as commercial	Approve Charge £115 No Hospitality