

31 March 2025

## **Cost of any single hospitality item greater than £500**

**Under FOI, can the Belfast Trust provide details of any single hospitality item where the cost incurred by the Belfast Trust was greater than £500, including date; a description of the gift/event; its purpose/rationale; and the role/position of the recipient.**

**Can I have this information for the last most recent full financial year of 2023/24 please.**

The Trust is unable to identify within our financial systems any single hospitality items where the cost incurred was greater than £500 per recipient.

However, the Trust has set maximum expenditure limits that have been prescribed by the Trust Board for the provision of hospitality as follows;

### **PRESCRIBED MAXIMUM EXPENDITURE LIMITS FOR THE PROVISION OF HOSPITALITY**

**1. Hospitality for Internal Meetings:**

Maximum Limit: £5 per head.

**2. Residential or Non-Residential Events Organised by the Trust:**

Lunch	- £10 per delegate
Evening Meal	- £20 per delegate
Beverages supplied with meals	- one third of cost of meal.

**3. Extension of Hospitality to Individuals External to the Trust:**

Lunch	- £20 per Head
Evening Meal	- £30 per Head
Beverages	- one third of cost of meal

**4. Provision of Nominal Gifts to Guest Speakers, Volunteers etc:**

Small gifts or gift tokens may be provided to a maximum value of £50