

# Facilities

Spring  
2024

Meetings & Conferences for Positive Change





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# Why Holywell?



## Partnership

We are a partnership of third-sector organisations based in Derry - Londonderry, working on community development and good relations.

## Our values

We work towards a more equitable, shared society. This building is designed as a safe, shared space for constructive, fact-based conversations.

## A unique setting

Our modern, purpose-built building within the historic walled city offers a range of meeting rooms for up to 80 people.

## Accessibility

We are fully accessible, with hearing-aid loop systems, autism-friendly signage, automatic doors, lifts, and accessible bathrooms. Our staff undertake training such as Deaf Awareness and basic sign language, and the JAM card scheme.

# Spaces

## The Junction

The Junction is named after the pioneering peace-building centre of the same name, one of the founding members of our partnership.

As our largest, most flexible space with integrated visual and audio systems, The Junction is ideal for large scale meetings or multimedia events.

The Junction is equipped with an acoustic wall that can be used to divide the space in two, ideal either for smaller meetings, or as a meeting room with a breakout space.

For catered functions, our café bar can also be booked to give an especially spacious setting for dinners or lunchtime events.

### Capacity

Theatre Style: 100 | Cabaret Style: 40 | Circle Of Chairs: 40 | Boardroom Style: 30 | Classroom Style: 30



## Café Bar

The Café Bar is the ideal setting for informal lunches and gatherings. The Café is adjacent to the Garden Of Reflection, a tranquil city centre oasis that truly comes into it's own in good weather!

A hanging rail system allows this space to host your exhibitions in a busy community setting.

### Capacity

Café Bar (Informal) layout: 30



# Spaces

## Carol Simpson Room

Our ground floor boardroom, ideal for small team meetings and conveniently located next to the Café Bar.

Capacity

Boardroom Style: 10

## Rose's Room

Rose's Room is a special, peaceful place designed for sensitive conversations and one-to-one counselling.

Capacity

Informal Layout: 4

## Connect Room

A spacious, flexible room on our Second Floor, popular for medium-scale meetings and training sessions. The Connect Room is perfect for workshops and group work too, with plenty of adjacent breakout spaces and rooms to give your participants all the space they need.

Capacity

Theatre Style: 30 / Cabaret Style: 16 / Boardroom Style: 16 / Circle Of Chairs: 16 / Classroom Style: 10



# Spaces

## Long Room

Soft furnishings give this space a cosier feel, and the flexibility to reconfigure the space to a deep theatre-style layout, or as a small meeting room.

### Capacity

Theatre Style: 16 / Cabaret Style: 10 / Boardroom Style: 10 / Circle Of Chairs: 10



## Frances Shiels Room

A compact, yet multifunctional room with plenty of natural light, tucked into a quiet corner of our Second Floor.

### Capacity

Theatre Style: 16 / Boardroom Style: 8 / Circle Of Chairs: 8



## Huddle Room

The Huddle Room is designed to promote focus and concentration, an ideal workspace for individuals or small teams.

### Capacity

Boardroom Style: 6



# Spaces

## Bridget & Barney Room

The Barney Walsh & Bridget O'Toole Room is a quiet, compact boardroom adjacent to our second floor shared office space.

Capacity

Boardroom Style: 8



## Roof Garden

Our roof-garden is a hidden gem, where we nurture wildflowers and grow fresh produce. Elevate your events with a beautiful view over the city centre, River Foyle and beyond.

Capacity

Informal Layout: 16



# Facilities

	Capacity <sup>1</sup>	Wi-Fi	Flipchart	Screen	Web Cam	Mics	Projector
The Junction	100	Yes	Yes	Yes	Yes	Yes	Yes
The Junction A	25	Yes	Yes	Yes	Yes	No	No
The Junction B	25	Yes	Yes	Yes	Yes	No	No
Connect Room	30	Yes	Yes	Yes	Yes	No	No
The Long Room	16	Yes	Yes	Yes	Yes	No	No
Frances Shiels Room	16	Yes	Yes	Yes	Yes	No	No
Carol Simpson Room	10	Yes	Yes	Yes	Yes	No	No
Bridget & Barney Room	8	Yes	Yes	Yes	Yes	No	No
Huddle Room	6	Yes	Yes	Yes	Yes	No	No
Café Bar	30	Yes	Yes	Yes	No	No	No
Rose's Room	4	Yes	Yes	No	No	No	No
Roof Garden	16	Yes	No	No	No	No	No

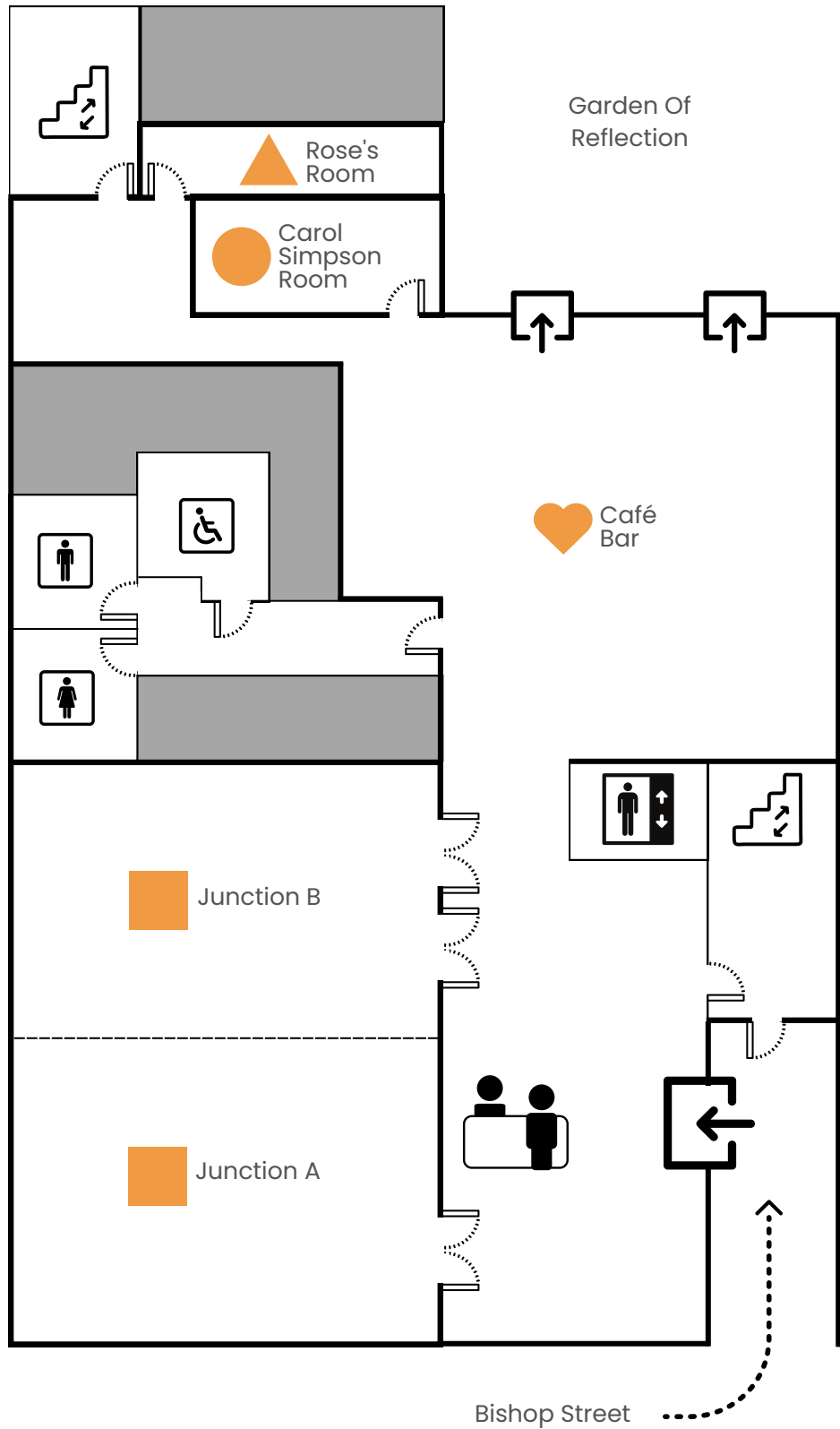


# Pricing

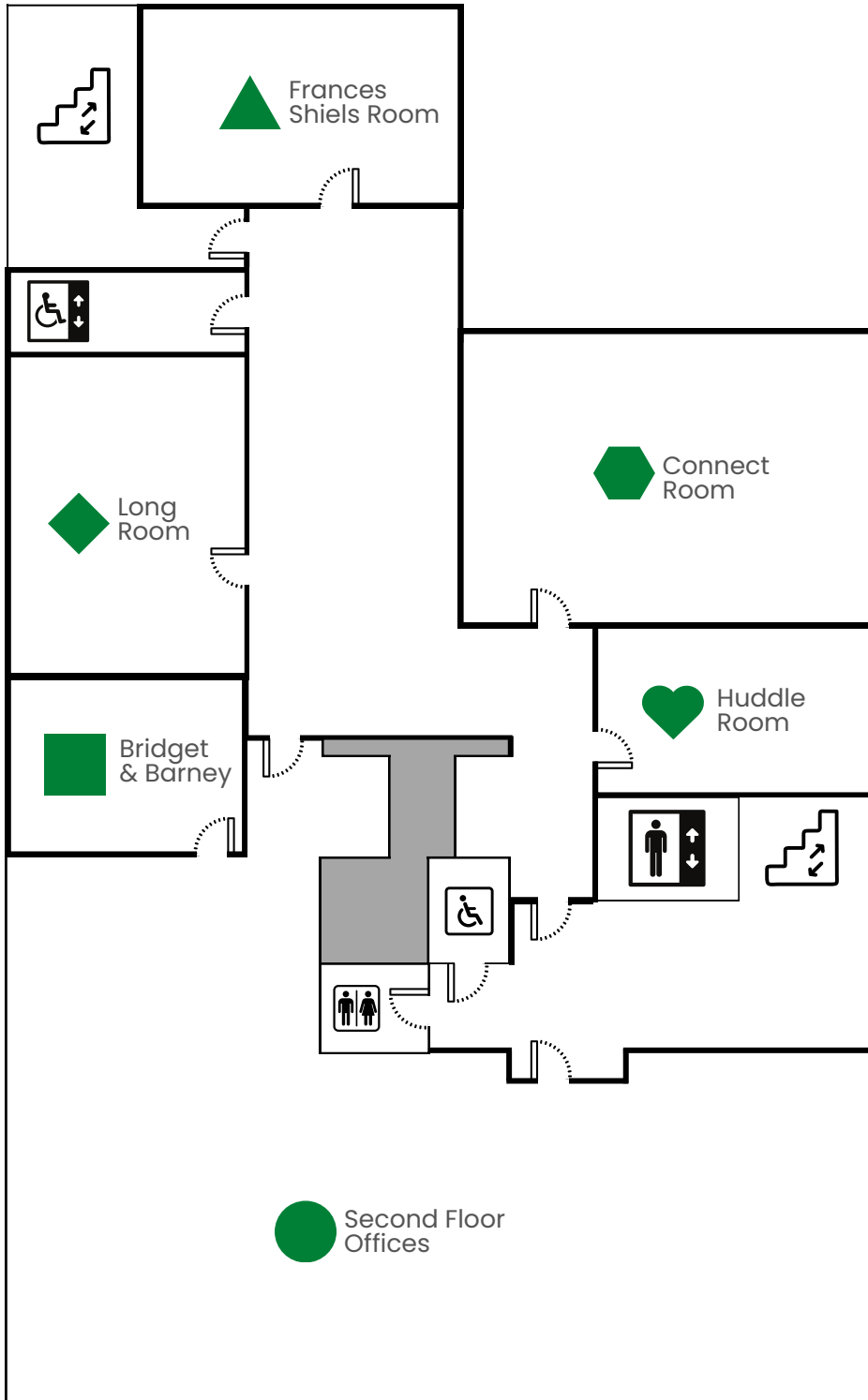
	<b>Capacity</b> <sup>1</sup>	<b>Hour</b>	<b>Half Day</b> < 4 hours	<b>Full Day</b> > 4 hours
The Junction	100	£50.00	£75.00	£150.00
The Junction A	25	£25.00		£75.00
The Junction B	25	£25.00		£75.00
Connect Room	30	£37.50	£62.50	£125.00
The Long Room	16	£25.00		£75.00
Frances Shiels Room	16	£18.75		£87.50
Carol Simpson Room	10	£18.75		£87.50
Bridget & Barney Room	8	£18.75		£87.50
Huddle Room	6	£18.75		£87.50
Café Bar	30	£18.75		£87.50
Rose's Room	4	£12.50		
Roof Garden	16	£18.75		£87.50

<sup>1</sup> Actual capacity is dependent on room layout.

# Ground Floor



# Second Floor



# Terms

## 1 Ethos

Holywell is a shared space, and we will not accept or honour any booking that advocates a specific political view or religious belief. For example, a political party meeting would not be compatible with our ethos, but an elections hustings event would be.

## 2 Confirmation

All bookings are considered as provisional until the booking is confirmed by email. The booking email will act as a contract between HOLYWELL – DCCP and the client. Clients must, upon request, complete booking forms where necessary.

## 3 Requirements

Final room layout, equipment set-up, arrival / departure times, participant numbers and special requirements (especially catering) must be confirmed at least 5 days prior to the event to allow for arrangements. We will make best efforts to meet late requests, but these can't be guaranteed.

## 4 Cancellations




- Where cancellation occurs more than 48 hours from the booking, there will be no charge.
- Where cancellation occurs within 48 hours of the booking, 50% of the fee will be charged.
- Where cancellation occurs within 24 hours of the booking, 100% of the fee will be charged.

# Get in touch



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