

APPENDIX 1: REGISTER OF OFFICER GIFTS AND HOSPITALITY JULY TO DECEMBER 2106

Officer	Date	Description	G or H?	Value	Provided by	Justification	Any conflict or future tendering	Approved by	Date
Chief Executive's Office									
Chief Executive	05.07.16	Local Government Chronicle dinner as part of the LGA Annual Conference, Bournemouth	H	£75	Local Government Chronicle	Representing WMCA/CCC, promoting the City and the WMCA and discussing current issues affecting Local Government	No	N/A	
Chief Executive	06.07.16	LGA Chief Executives' Dinner as part of the LGA Annual Conference, Bournemouth	H	£75	Local Government Association/ ENGIE	Representing WMCA/CCC, promoting the City and the WMCA and discussing current issues affecting Local Government	No	N/A	
Chief Executive	14.07.16	Birmingham University Chancellor's Dinner	H	£75	Birmingham University	Representing WMCA and promoting the WMCA geographical area	No	N/A	
Chief Executive	07.09.16	Birmingham Chamber of Commerce Patrons' Lunch	H	£30	Birmingham Chamber of Commerce	Guest speaker representing WMCA	No	N/A	
Chief Executive	03.10.16	Conservative Party Conference HS2 Dinner	H	£75	KPMG	Representing WMCA to discuss how HS2 connectivity will create opportunities for economic benefit and prosperity for	No	N/A	

						Birmingham, the West Midlands and nationally.			
Chief Executive	12.10.16	Zurich Municipal Dinner as part of SOLACE Annual Conference	H	£75	Zurich Municipal	Representing WMCA/CCC, promoting the City and the WMCA and discussing current issues affecting Local Government	No	N/A	
Chief Executive	13.10.16	SOLACE Annual Charity Dinner	H	£75	Zurich Municipal/ Macmillan	Representing CCC and WMCA networking with other Chief Executives and Solace Business Partners to discuss current issues	No	N/A	
Chief Executive	28.10.16	Coventry City of Culture 2021 Bid - working dinner	H	£75	Coventry City of Culture bid Team	Representing CCC and WMCA to discuss the Coventry City of Culture Bid with partners including Arts Council England, Coventry University and University of Warwick	No	N/A	
Chief Executive	05.12.16	Pinsent Masons Client and Partner Dinner	H	£75	Pinsent Mason	Guest Speaker representing WMCA	No	N/A	
People Directorate									
Commissioning Officer	14.12.16	2 Christmas Hampers containing 2 bottles of wine, biscuits, chocolates, panettone	G	£50 each	New Rays Supported Accommodation	Gifts not accepted and told New Rays that they will be donated as raffle prizes for Foster Carers at the LAC Christmas party.	Yes, hampers donated to raffle	Commissioning Team Manager Retention of gift not approved.	16.12.16
Community Care Worker	20.12.16	Flowers in a bag	G	£15	Mother of Service user	Good manners not wishing to offend/return	Case to be reallocated	General Manager	21.12.16

						albeit that it is not expected that staff received gifts for their duties in relation to their role and task as an officer of the LA			
Place Directorate									
Executive Director	28.9.16	Luncheon	H	£20	Warwick Manufacturing Group	To maintain good working relationship between CCC and WMG	No	Chief Executive	
Executive Director	13.10.16	Dinner	H	£30	London Taxi Company	To maintain good working relationship between CCC and LTC	No	Chief Executive	
Executive Director	09.11.16	Dinner	H	£100	Warwick Manufacturing Group	To maintain good working relationship between CCC and WMG	No	Chief Executive	
Executive Director	10.11.16	Dinner	H	£20	Warwick Manufacturing Group	To maintain good working relationship between CCC and WMG re Whitley South	No	Chief Executive	
Executive Director	24.12.16	2 x Tickets to Wasps v Bath (2 additional tickets purchased for total cost £36)	H	£48	Wasps	to discuss the on-going (and hopefully strengthening) partnership support Wasps has of the City of Culture 2021 Bid, which is clearly in the Council's and City's interest	No	Chief Executive	13.12.16
Resources Directorate									
Executive Director	12.07.16	Evening meal	H	£40	Arlingclose	Speaker at CIPFA	No	Chief Executive	30.06.16

Assistant Director Finance	12.07.16	Dinner	H	£40	Arlingclose	Part of the benefits of attending the CIPFA Conference as approved by Cabinet in May 2016.	No	Executive Director, Resources	01.05.16
Executive Director	13.07.16	Lunch	H	£25	Capita	Speaker at CIPFA	No	Chief Executive	30.06.16
Assistant Director Finance	13.07.16	Lunch	H	£40	Capita	Part of the benefits of attending the CIPFA Conference as approved by Cabinet in May 2016.	No	Executive Director, Resources	01.05.16
Executive Director	13.07.16	Evening meal	H	£40	Zurich	Speaker at CIPFA	No	Chief Executive	30.06.16
Assistant Director Finance	13.07.16	Dinner	H	£25	Zurich	Part of the benefits of attending the CIPFA Conference as approved by Cabinet in May 2016.	No	Executive Director, Resources	01.05.16
Place Team Leader	16.08.16	Offer to pay travel expenses to attend a development day for Special Areas of Activity within Lawyers in Local Government in London on 28 November 2016	H	£160.50	Lawyers in Local Government	Ensuring that we are engaged with LLG is important in terms of raising the profile of Coventry in legal circles, but also being able to influence the policy direction of LLG as a representative body for our service.	No	Legal Services Manager (Place & Regulatory)	20.10.16
Legal Services Manager (Place & Regulatory)	16.08.16	Offer to pay travel expenses to attend a	H	£110-£160.50	Lawyers in Local Government	Ensuring that we are engaged with LLG is important in terms of	No	Executive Director, Resources	04.11.16

		development day for Special Areas of Activity within Lawyers in Local Government in London on 28 November 2016				raising the profile of Coventry in legal circles, but also being able to influence the policy direction of LLG as a representative body for our service.			
Systems Management Lead	07.09.16	2 x complimentary tickets to Alton Towers Theme Park	G	£103.20	Capita	Tickets were received unexpectedly from Capita. They were sent as a gesture of goodwill following some issues encountered at a Capita conference that the officer and a colleague attended earlier in the year. Tickets given to Lord Mayors Charity	No	Head of ICT Strategy, Systems and Development	09.16
Executive Director	30.11.16		H	£25	KPMG	Networking with other colleagues re: building better finances.	No	Chief Executive	08.11.16
Head of Transformation and Major Projects	16.12.16	Bottle of white wine	G	£7	Paul Breed	Given to Lord Mayors Charity	No	Assistant Director ICT, Transformation and Customer Services	
Corporate Governance Lawyer	22.12.16	Hamper of food including a bottle of Bucks Fizz	G	£30	A1 Bailiffs	The hamper was a token of appreciation at Christmas for past business. It was shared among all staff in Legal Services. Bucks Fizz given to Lord Mayor's charity.	No	Case Management Team Leader (Legal Services)	22.12.16

