

Register of Gifts & Hospitality – Senior staff - 2016

Members of staff should not place themselves under any obligation to outside individuals or organisations that might influence them in the performance of their job or, just as importantly, that might give rise to a perception that they might be so influenced. Members of staff should avoid accepting hospitality or gifts that might call into question their independence or impartiality.

You should disclose for publication any gift, hospitality or benefit received in your capacity as a member of staff or connected to the performance of your duties. It is not necessary to record gifts with a value of less than £20 or hospitality such as a light lunch as part of a working event, but a declaration should be made every time the benefit provided is significant and could therefore be perceived as having an actual or potential influence on your conduct. You should err on the side of declaration if unsure whether or not to disclose.

Below is the Register of Gifts & Hospitality for the year from **1 January 2016** showing items received that have been declared.

Date	Member	Item	From whom received	Approx Value
18/03/16	Duncan Rudkin	Attendance at Asian Business Awards 2016	Day Lewis	475.00
26/04/16	Vivienne Murch	Hamper	RA Advertising	50.00
10/11/16	Claire Bryce-Smith	Lunch	Henderson Chambers & QEB Hollis Whiteman Chambers	40.00
30/11/16	Hugh Simpson	Dinner	KPMG	35.00
21/12/16	Vivienne Murch	Tapas box gift	RA Advertising	20.00