

## Analysis of system entries by Head of Service (18 February 2011 – 28 August 2013)

<b>SD</b>	<b>HoS</b>	<b>2011 - 2013</b>
<b>David Williams</b>	Julian Wooster	1
	Kathy Wadsworth	23
	Margaret Geary	4
	Michael Lawther	30
<b>David Williams Total</b>		<b>58</b>
<b>Julian Wooster</b>	Di Mitchell	6
	Jon Bell	26
	Stephen Kitchman	23
<b>Julian Wooster Total</b>		<b>55</b>
<b>Kathy Wadsworth</b>	Alan Cufley	32
	John Slater	2
	Simon Moon	46
	Stephen Baily	41
<b>Kathy Wadsworth Total</b>		<b>121</b>
<b>Margaret Geary</b>	Ed Woodhouse	11
	Louise Wilders	25
	Owen Buckwell	108
	Robert Watt	34
<b>Margaret Geary Total</b>		<b>178</b>
<b>Michael Lawther</b>	Chris Ward	46
	David Williams	7
	Kay White	17
	Mel Burns	24
	Rachael Dalby	22
	Suki Binjal	4
	Tony Nicholas	9
<b>Michael Lawther Total</b>		<b>129</b>
<b>Grand Total</b>		<b>541</b>

### Notes:

1. Analysis is by current Head of Service (actions in year would be by HoS in post at that time)
2. SD's as Heads of Service are in respect of actions on entries by Heads of Service as HoS cannot self-approve.
3. Actions by Michael Lawther include entries for staff at the Port

## **Analysis by Head of Service to show Accepted / Donated / Rejected**

SD	HoS	Accepted	Donated	Rejected	Grand Total
David Williams	Julian Wooster	1	0	0	1
	Kathy Wadsworth	18	0	5	23
	Margaret Geary	4	0	0	4
	Michael Lawther	14	1	15	30
<b>David Williams Total</b>		<b>37</b>	<b>1</b>	<b>20</b>	<b>58</b>
Julian Wooster	Di Mitchell	6	0	0	6
	Jon Bell	9	1	16	26
	Stephen Kitchman	23	0	0	23
<b>Julian Wooster Total</b>		<b>38</b>	<b>1</b>	<b>16</b>	<b>55</b>
Kathy Wadsworth	Alan Cufley	30	0	2	32
	John Slater	2	0	0	2
	Simon Moon	33	2	11	46
	Stephen Baily	39	1	1	41
<b>Kathy Wadsworth Total</b>		<b>104</b>	<b>3</b>	<b>14</b>	<b>121</b>
Margaret Geary	Ed Woodhouse	11	0	0	11
	Louise Wilders	21	4	0	25
	Owen Buckwell	100	1	7	108
	Robert Watt	26	8	0	34
<b>Margaret Geary Total</b>		<b>158</b>	<b>13</b>	<b>7</b>	<b>178</b>
Michael Lawther	Chris Ward	45	0	1	46
	David Williams	6	0	1	7
	Kay White	2	0	15	17
	Mel Burns	23	0	1	24
	Rachael Dalby	20	2	0	22
	Suki Binjal	4	0	0	4
	Tony Nicholas	3	1	5	9
<b>Michael Lawther Total</b>		<b>103</b>	<b>3</b>	<b>23</b>	<b>129</b>
<b>Grand Total</b>		<b>440</b>	<b>21</b>	<b>80</b>	<b>541</b>

## Items donated to Lord Mayor's Appeal

Count of Accepted/Rejected		Accepted/Rejected			Grand Total
HoS	Receiver	Accepted	Donated	Rejected	
Alan Cufley	Colin Walker	1	0	0	1
	Peter Mountford	0	1	0	1
<b>Alan Cufley Total</b>		<b>1</b>	<b>1</b>	<b>0</b>	<b>2</b>
Jon Bell	Nicola Waterman	0	1	0	1
<b>Jon Bell Total</b>		<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>
Louise Wilders	Peter Smith-Parkyn	0	2	0	2
	Claire Green	0	1	0	1
	Alison Herod	0	1	0	1
<b>Louise Wilders Total</b>		<b>0</b>	<b>4</b>	<b>0</b>	<b>4</b>
Margaret Geary	Paula Day	1	0	0	1
<b>Margaret Geary Total</b>		<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
Michael Lawther	Phil Gadd	0	1	0	1
<b>Michael Lawther Total</b>		<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>
Rachael Dalby	Amanda McKenzie	1	0	0	1
	Uta Schmidtblaicher	0	2	0	2
<b>Rachael Dalby Total</b>		<b>1</b>	<b>2</b>	<b>0</b>	<b>3</b>
Robert Watt	Laura McMahon	0	1	0	1
	Caroline Broadbent	1	0	0	1
	Margaret Cox	0	1	0	1
	Zoe Ford	0	1	0	1
<b>Robert Watt Total</b>		<b>1</b>	<b>3</b>	<b>0</b>	<b>4</b>
Simon Moon	David Moorman	0	1	0	1
<b>Simon Moon Total</b>		<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>
Stephen Baily	Stephen Rees	1	0	0	1
	Heather Todd	1	0	0	1
	Michael Gunton	2	0	0	2
<b>Stephen Baily Total</b>		<b>4</b>	<b>0</b>	<b>0</b>	<b>4</b>
Tony Nicholas	Claire Ridout	0	1	0	1
<b>Tony Nicholas Total</b>		<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>
<b>Grand Total</b>		<b>8</b>	<b>14</b>	<b>0</b>	<b>22</b>

### Notes:

1. Although entry may show as "Accepted", text in the "Description" or "Reason" field indicate that the item has been passed to the Lord Mayors Appeal.
2. Lord Mayor staff have been asked to verify that all items identified as donated to the appeal have been received (awaiting confirmation).

## Donated to charity

	Alan Cufley	Di Mitchell	Jon Bell	Louise Wilders	Margaret Geary	Michael Lawther	Owen Buckwell	Rachel Dalby	Robert Watts	Simon Moon	Stephen Bailly	Tony Nicholas	Grand Total
<b>Donated to</b>													
Portsmouth Carers Centre									1				1
Service User Group									2				2
Stamshaw Children's Centre		1											1
Unknown									1	1			2
Wecock Church							1						1
Young Persons Support Team							1						1
Lord Mayor	2		1	4	1	1		3	4	1	4	1	22
<b>Grand Total</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>4</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>8</b>	<b>2</b>	<b>4</b>	<b>1</b>	<b>30</b>

### Notes:

1. Of 30 entries shown as donated 22 were to the LM Appeal.
2. The remainder have been donated to various charities relating to their area of work as approved by managers.
3. It is unknown where one gift was donated to as the member of staff has since left PCC

## Cash or Vouchers received.

<u>HoS</u>	<u>Receiver</u>	<u>Cash or Voucher</u>	<u>Value</u>	
Alan Cufley	Stephen Henwood	V	£50.00	Retained
	Stephen Hogan	V	£50.00	Retained
Di Mitchell	June Taylor	C	£10.00	Donated (Stamshaw Children's Centre)
Kathy Wadsworth	Stephen Bailey	V	Unknown	Rejected
Margaret Geary	Paula Day	C	£15.00	Retained
Owen Buckwell	Stephen Jackson	V	Unknown	Retained
	Allan Cox	V	Unknown	Retained
	Annette Kemp	V	Unknown	Rejected
	Rachel Fagan	C	£5.00	Donated (Wecock Church)
Rachael Dalby	Alan Knobel	V	£20.00	Retained
	Amanda McKenzie	V	£25.00	Donated (LM)
	Uta Schmidtlaicher	C	Unknown	Dontated (LM)
Robert Watt	Laura McMahan	V	£10.00	Donated (LM)
	Caroline Broadbent	V	£50.00	Donated (LM)
	Zoe Ford	V	Unknown	Donated (unknown)
Stephen Baily	Stephen Rees	C	£20.00	Donated (LM)
	Isobel Price	V	Unknown	Rejected
<b>Summary</b>		<b>Cash</b>	<b>£50.00</b>	
		<b>Vouchers</b>	<b>£205.00</b>	

### Notes:

1. Total values do not include entries where exact value has not been specified
2. Amount not known – 7 entries
3. Recorded as 'donation to Lord Mayor's Appeal' – £105.00  
Recorded as donation to other charity - £15.00

## Analysis of Adult Social Care entries (restricted under Protocol to under £5)

Count of Year	Receiver	Approx Value				Grand Total	NOTES
		<£5	>£25	£5-£25	Null		
Robert Watt	Carole Knight	1				1	✓
	Caroline Broadbent			1		1	Donated to LM Appeal
		1				1	✓
	Caroline Foster	1				1	Donated to service user group
	Debbie Bates			1		1	Accepted on behalf of team
	Frances Reed	1				1	Shared with team
	Hannah Radice	1				1	Shared with team
	Heather Charley	1				1	✓
				1		1	Accepted on behalf of Vanguard Centre
					1	1	Accepted on behalf of Vanguard Centre
	Helen Bence	1				1	✓
	Janneke Klos			1		1	Shared with colleagues
	Jayne Gentle	10				10	✓
	Jon Brown	1				1	Shared with colleagues
	Julie Roberts	1				1	Shared with colleagues
	Karen Ellins	1				1	✓
	Kerry Lawrence	1				1	✓
	Laura McMahon				1	1	Donated to LM Appeal
	Margaret Cox			1		1	Donated to LM Appeal
	Marina Martin			1		1	Donated to service user group
	Melissa Daniells			1		1	General hospitality – not client gift
	Sarah Vance			1		1	✓
	Sue Galvin	1				1	✓
Yvonne Anthony	1				1	Gift donated	
Zoe Ford				1	1	Donated to LM Appeal	
<b>Robert Watt Total</b>		<b>23</b>	<b>2</b>	<b>9</b>		<b>34</b>	

Notes: ✓ = accepted by receiver and retained

Count of Year HoS	Approx Value			Null	Grand Total
	<£25	<£5	£5-£25		
Alan Cufley		11	15	6	32
Chris Ward		26	10	10	46
David Williams		0	2	5	7
Di Mitchell		2	2	2	6
Ed Woodhouse		6	4	1	11
John Slater		0	2	0	2
Jon Bell		5	17	4	26
Julian Wooster		1	0	0	1
Kathy Wadsworth		2	9	12	23
Kay White		3	9	5	17
Louise Wilders		3	16	6	25
Margaret Geary		3	1	0	4
Mel Burns		8	14	2	24
Michael Lawther		1	14	15	30
Owen Buckwell		66	34	8	108
Rachael Dalby		8	14	0	22
Robert Watt		24	8	3	35
Simon Moon		5	15	26	46
Stephen Baily		26	11	3	40
Stephen Kitchman		7	14	2	23
Suki Binjal		1	2	1	4
Tony Nicholas		3	5	1	9
<b>Grand Total</b>		<b>211</b>	<b>218</b>	<b>112</b>	<b>541</b>

## Analysis by Head of Service to show Gifts & Hospitality over £25

		HoS	Total
Accepted	General Hospitality	Alan Cufley	4
		Chris Ward	3
		David Williams	4
		Jon Bell	1
		Kathy Wadsworth	10
		Louise Wilders	2
		Michael Lawther	4
		Owen Buckwell	1
		Simon Moon	8
		Suki Binjal	1
		Study Trips	Kathy Wadsworth
	Simon Moon		7
	Onwardly Donated	Louise Wilders	2
		Robert Watt	1
		Stephen Baily	1
	Aggregated items	Alan Cufley	2
		Chris Ward	6
		David Williams	1
		Di Mitchell	2
		Ed Woodhouse	1
		Louise Wilders	2
		Mel Burns	1
		Michael Lawther	1
		Owen Buckwell	2
		Simon Moon	1
		Rob Watts	2
		Stephen Baily	2
		Stephen Kitchman	2
	<b>Accepted Total</b>		<b>75</b>
	<b>Grand Total</b>		<b>75</b>

Of the 112 items over £25 in value

- 37 were "Rejected"
- 4 were recorded as donated to the Lord Mayor's Appeal
- Of the 25 aggregated items accepted, 5 of these were accepted on behalf of a service rather than as a personal gift, which was retained or donated
- The remaining "Accepted" entries were recorded as above.

An increase in gifts & hospitality above £25 was seen during 2012 & 2013 due to staff representing PCC in the Great South Run and Caen 10kms road race, which included race entry and for the latter event travel.