

Gifts And Hospitality - All Gifts by Value Report

Data from 1st October 2014 to date

Report Rundate: 27/10/2015

<u>Less than £5</u>	<u>Receiver Details</u>	<u>Approver Details</u>	<u>Strategic Director Details</u>
<u>Adult Social Care</u>			
19/12/2014	Keely Storey Plant Receiver Accepted Reason: Did not want to upset Friday Club members	Approved by Robert Watt Reason: within limits	David Williams
15/12/2014	Channon Dootson Bassetts Jelly Babies Jar 570g Receiver Accepted Reason: Work very closely with the person, see her as a friend as well as a colleague, however she is a volunteer.	Approved by Robert Watt Reason: within limits	David Williams
18/11/2014	Lorna Mooney Diary - File uploaded Receiver Accepted Reason: I visited and the service user was adamant that I accepted one and she had bought for different visitors. She advised me that the cost was £1 and on looking at the website where she purchased them I can verify this. http://www.cardfactory.eu.com/calendars--diaries/product/purple-2015-index-diary/colour/ONE	Approved by Robert Watt Reason: within limit	David Williams
13/11/2014	Jessica Franckeiss Bottle of bucks fizz Receiver Accepted Reason: A thank you from a client	Approved by Robert Watt Reason: not able to return	David Williams
13/11/2014	Mandy Barnes A bottle of bucks fizz Receiver Accepted Reason: A thank you from a client	Approved by Robert Watt Reason: not able to return	David Williams
18/12/2014	Jayne Gentle christmas plant Receiver donated to carers centre reception	Robert Watt	David Williams

Receiver Details

Reason: christmas

Approver Details**Strategic Director Details**

18/12/2014	Jayne Gentle earrings Receiver donated to Lord Mayor Reason: christmas		Robert Watt		David Williams
22/12/2014	Jayne Gentle small set of kitchen measuring spoons Receiver donated to use in carers centre kitchen Reason: christmas		Robert Watt		David Williams

Chief Executives Office

20/07/2015	David Williams Invitation drinks reception, panel discussion and Q&A session for the America's Cup World Series Receiver Rejected Reason: Invited as representative of the City Council	N/A	David Williams		Michael Lawther
------------	---	-----	----------------	--	-----------------

<u>Receiver Details</u>		<u>Approver Details</u>		<u>Strategic Director Details</u>
<u>Children's Social Care and Safeguarding</u>				
15/01/2015	Jacqui Sinclair Flowers Receiver Accepted Reason: Thankyou from client	Approved by Di Smith Reason: Minimal value, perishable item		David Williams
23/12/2014	Julia Newton Tin of biscuits Receiver Accepted Reason: It would cause offence to decline	Approved by Di Smith Reason: agree minimal value		David Williams
18/12/2014	Kerry Bailey Bottle of wine Receiver Accepted Reason: Thanking me for support and help through assessment process	Approved by Di Smith Reason: agree miniumal value		David Williams
17/12/2014	Jacqui Sinclair chocolates Receiver Accepted Reason: Thank you from family	Approved by Di Smith Reason: minimal value		David Williams
05/12/2014	Kerry Bailey Bottle of wine Receiver Accepted Reason: Thanking me for support and help through assessment process	Approved by Di Smith Reason: agree minimal value		David Williams
13/10/2015	Lauren Whincop 2 x 'Moustache' dummies for a baby Receiver Rejected Reason: Rejected as from vulnerable adult (parent) with high level of physical and emotional health needs. I am mindful that this parent needs very professional clear boundaries.	N/A	Di Smith	David Williams

Receiver Details

Approver Details

Strategic Director Details

Community and Communication

19/12/2014 Clare Lennard
Quality Street chocolates
Receiver Accepted
Reason: Was delivered to ground floor reception who accepted it and brought it up to local taxation office

Approved by Louise Wilders
Reason: small value gift

Michael Lawther

Culture and City Development

10/12/2014 Donna tebbs
Tin of Biscuits

Receiver Accepted
Reason: Refusal would offend

Approved by Stephen Baily
Reason: Agree that refusal would offend with the group who she has worked with.

Michael Lawther

Customer, Community and Democratic Services

01/10/2015 Danielle Milasinovic
x2 mini tourches
Receiver Accepted
Reason: would have been rude not to and will give to Lord Mayors charity

Approved by Louise Wilders
Reason: donaion to LM

Michael Lawther

Education and Strategic Commissioning

19/12/2014 Lyn Callaway
Tin of biscuits
Receiver Accepted
Reason: A thank you for support with her son.

Approved by Di Smith
Reason: minimal value

David Williams

Receiver Details

Approver Details

Strategic Director Details

Finance and Information Service

22/12/2014 Sarah Kirby
box of chocolate
Receiver Accepted
Reason: Thanking us for time and help over the last year

Approved by Ed Woodhouse
Reason: small gift

Margaret Geary

Health, Safety and Licensing

05/06/2015 Kelly Ratcliffe
Flowers

Receiver Accepted
Reason: thankyou for working with family

Approved by Janet Maxwell
Reason: Under £25, to refuse likely to cause offence

David Williams

<u>Receiver Details</u>		<u>Approver Details</u>	<u>Strategic Director Details</u>
<u>Housing and Property Services</u>			
26/05/2015	James Sizer 4 x bags of liquorice allsorts Receiver Accepted Reason: thanks for help given	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
22/05/2015	Peter Diamond 150g box rafaello chocs Receiver Accepted Reason: small gift - refusal may offend. shared with team	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
11/05/2015	Denise Mccaffray Milk Tray Chocolates Receiver Accepted Reason: Thank you Gift	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
07/05/2015	Christine Hayman SIX PACKETS OF BISCUITS Receiver Accepted Reason: Good customer service by the team	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
11/03/2015	Kerry Fletcher vegetables Receiver Accepted Reason: under £5.00	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
26/02/2015	Michelle Gilmore £1.00 Receiver Accepted Reason: Wanted to say thanks, would not accept that unable to take from him. Have put the £1.00 into the dress down day fund at the Buckland Housing Office.	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
19/02/2015	Christine Hayman shower cream set Receiver Accepted Reason: Thank you for service given	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
29/01/2015	Carole Capel 7 packets of biscuits Receiver Accepted	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther

	<u>Receiver Details</u>	<u>Approver Details</u>	<u>Strategic Director Details</u>
	Reason: Good Customer Service		
19/01/2015	James Sizer sweets and chocolate Receiver Accepted Reason: as a thank you to office for recent help	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
23/12/2014	Gil Shears 780g box of Quality Street - for all staff at Leigh Park Receiver Accepted Reason: Christmas	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
23/12/2014	Gill Hoskins Small box of chocolates Receiver Accepted Reason: Xmas thank you	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
22/12/2014	Gill Hoskins Tin of sweets Receiver Accepted Reason: Xmas thank you to Hosuing Office	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
18/12/2014	Danny Ardrey Small box of chocolates Receiver Accepted Reason: Thank you gift	Approved by Owen Buckwell Reason: Low value and to refuse would offend	Michael Lawther
16/12/2014	Allison Rushford Box of Celebration Sweets Receiver Accepted Reason: For staff assistance regarding forst aid in Bukcland Area Office	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
11/12/2014	Lauren Taylor Rose - Echo Falls Receiver Accepted Reason: Xmas Present	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
08/12/2014	Holly Lovejoy quality street Receiver Accepted	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther

Receiver Details

Reason: Gratitude from tenant for assistance

Approver Details**Strategic Director Details**

31/10/2014

Jeremy Underdown
 Photographic print
 Receiver Accepted
 Reason: Whe nhelping with a tenancy matter discussed an mutual intrest in antartica

Approved by Owen Buckwell
 Reason: Within guidelines

Michael Lawther

HR, Legal and Performance

23/07/2015

Megan Barnard
 4-day access pass to America's Cup World Series

 Receiver Accepted
 Reason: Access required to restricted areas in order to carry out working duties on site - support to the Leader of the Council including logistics, media enquiries, etc

Approved by Jon Bell
 Reason: Attendance necessary due to duties of post holder

Michael Lawther

22/12/2014

Paddy May
 APSE Annual Diary for 2015 (arrived in post)
 Receiver Accepted
 Reason: Arrived in post - nominal value - no easy way to reject other than posting backl

Approved by Jon Bell
 Reason: nominal value

Michael Lawther

19/12/2014

Kim Ruddock
 chocolates
 Receiver Accepted
 Reason: christmas gift

Approved by Jon Bell
 Reason: minimal value

Michael Lawther

05/12/2014

Jan Biles
 Chocolate advent calendar
 Receiver Accepted
 Reason: Gift under £5

Approved by Jon Bell
 Reason: Nominal value

Michael Lawther

<u>Partners</u>	<u>Receiver Details</u>	<u>Approver Details</u>	<u>Strategic Director Details</u>
15/10/2014	Monika Legg A bunch of flowers Receiver Accepted Reason: Gratitude	Approved by Michael Lawther Reason: within limit	David Williams
<u>Property and Housing</u>			
24/12/2014	Karen Burnett box of chocs Receiver Accepted Reason: gift	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
24/12/2014	Karen Burnett BOX OF CHOCS Receiver Accepted Reason: GIFT	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
23/12/2014	Karen Burnett BOX OF CHOCS Receiver Accepted Reason: GIFT	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
22/12/2014	Karen Burnett BOX OF CHOCOLATES Receiver Accepted Reason: XMAS GIFT	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
22/12/2014	Karen Burnett BOX OF CHOCS FOR OFFICE STAFF Receiver Accepted Reason: GIFT	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther

<u>Receiver Details</u>		<u>Approver Details</u>	<u>Strategic Director Details</u>
<u>Revenues and Benefits</u>			
22/07/2015	Kimberley Stroud Box of Milk Tray Receiver Accepted Reason: For help and understanding regarding a long on-going Housing benefit query and supporting proofs required	Approved by Louise Wilders Reason: donated - discussed future	Michael Lawther
25/02/2015	Glenn Mckay bottle of white wine Receiver Accepted Reason: Thanking Glenn for his help given	Approved by Louise Wilders Reason: Small gift	Michael Lawther
15/12/2014	Tanya Restell box of biscuits Receiver Accepted Reason: thnakyou for help over the yr - merry xmas	Approved by Louise Wilders Reason: Nominal gift	Michael Lawther
08/12/2014	Tanya Restell box of biscuits Receiver Accepted Reason: thankyou to counter staff hb and La	Approved by Louise Wilders Reason: Small value gift	Michael Lawther

Transport and Environment

23/12/2014	Hayley Chivers Digital desktop clock/calendar/calculator Receiver Accepted Reason: Low value gift, do not want to damage stakeholder relations	Approved by Alan Cufley Reason: Low value, gesture of goodwill from key stakeholder	Michael Lawther
------------	---	--	-----------------

£5 to £25

Adult Social Care

Receiver Details

Approver Details

Strategic Director Details

22/12/2014	Madelyn Pratt 3 boxes minice pies and 1 bottle of Prosecco Receiver Accepted Reason: left in reception mince pies shared with all ASC Staff bottle of wine handed to Justin Wallace-Cook for raffle at care home	Approved by Robert Watt Reason: donated	David Williams
17/12/2014	Sara-Rose Langston Tea mug Receiver Accepted Reason: No ulterior motive, no danger of misinterpretation and not a frequent occurrence. My relationship with Holly is as a colleague, rather than a client.	Approved by Robert Watt Reason: within limits	David Williams
16/12/2014	Niamh Dalziel Indulgent Hot Chocolate Mug Set Receiver Accepted Reason: I see Holly as a colleague, she works alongside me on a project and is a peer and friend however she is a volunteer.	Approved by Robert Watt Reason: within limits	David Williams
16/12/2014	Greg Nugent ASDA voucher Receiver donated to Portsmouth Food Bank Reason: Unsolicited Xmas gift which I am donating to Portsmouth Food Bank	Approved by Robert Watt Reason: donated	David Williams

<u>Receiver Details</u>		<u>Approver Details</u>		<u>Strategic Director Details</u>
<u>Chief Executives Office</u>				
30/06/2015	David Williams Invitation to view America's Cup World Series racing and post-race analysis, with refreshments Receiver Accepted Reason: Invited as representative of the City Council	Approved by David Williams Reason: Representing PCC at event		Michael Lawther
10/06/2015	David Williams Working lunch Receiver Accepted Reason: Partnership working, economic development and regeneration	Approved by David Williams Reason: within policy - valid business reason		Michael Lawther
29/09/2015	David Williams Hampshire, Solent & Isle of Wight Museums Showcase - Reception Receiver Rejected Reason: Invited as representative of the City Council	N/A	David Williams	Michael Lawther
14/09/2015	David Williams Invitation to SOLACE Summit dinner Receiver Rejected Reason: Networking event for Local Authority Chief Executives	N/A	David Williams	Michael Lawther
10/09/2015	David Williams Invitation to reception to celebrate 5th anniversary of business Receiver Rejected Reason: Invited as representative of the City Council	N/A	David Williams	Michael Lawther
23/06/2015	David Williams Invitation to Summer Reception Receiver Rejected Reason: Networking event. Invited as representative of the City Council.	N/A	David Williams	Michael Lawther

<u>Children's Social Care and Safeguarding</u>	<u>Receiver Details</u>	<u>Approver Details</u>	<u>Strategic Director Details</u>
28/07/2015	Katherine Rose Bag Receiver Accepted Reason: Given as a thank you gift for support in getting a young person thier passport	Approved by Di Smith Reason: Minimal value from enquiries undertaklen	David Williams
04/11/2014	Jacqui Sinclair Bouquet of flowers Receiver Accepted Reason: Thank you from child's grandparent for being her grandsons voice	Approved by Di Smith Reason: Minimal value, perishable item	David Williams
19/12/2014	Alice Waters jewellery from asda Receiver donated to Lord Mayor Reason: Christmas Present	Rejected by Di Smith Reason: agree with donation	David Williams
19/12/2014	Katy Willcox Jewellery from asda Receiver donated to Lord Mayor Reason: Christmas Present	Rejected by Di Smith Reason: agre donation	David Williams
07/01/2015	Jacqui Sinclair Elizabeth Arden 5th Avenue perfume Receiver donated to Lord Mayor Reason: Recieved from Client	Di Smith	David Williams

Receiver Details
City Development and Cultural Services

24/04/2015 Kelly Porter
Scarf and 'friendship' bracelet
Receiver Accepted
Reason: Would have caused offence if declined receipt of gift

17/12/2014 Clare Forsyth
Crabtree and Evelyn mini shower gel and body lotion
Receiver Accepted
Reason: Given as I lead a reading group. To reject would cause offence

17/12/2014 Clare Forsyth
Morris and Co hand cream collection
Receiver Accepted
Reason: Given as I lead a reading group. To reject would cause offence

15/10/2014 Claire Looney
Project specific Mug & T-shirt offered by Basse Normandie Orchestra & City of Caen
Receiver Accepted
Reason: The gifts were offered all the Portsmouth participants of the project with the t-shirt being worn during the performances

Approver Details

Approved by Stephen Baily
Reason: Refusal would have caused offence

Approved by Stephen Baily
Reason: Refusal would cause offence

Approved by Stephen Baily
Reason: Refusal would cause offence

Approved by Stephen Baily
Reason: Refusal would offend

Strategic Director Details

Michael Lawther

Michael Lawther

Michael Lawther

Michael Lawther

Community and Communication

23/10/2014 Ed Woodhouse
Light lunch, under £10 value
Receiver Accepted
Reason: Lunch during a long day doing sight visit at Wychavon with LA & Civica

Approved by Louise Wilders
Reason: Basic Refreshment

Michael Lawther

Receiver Details
Corporate Assets, Business and Standards

Approver Details

Strategic Director Details

19/06/2015 Peter Martin
£5.00 Cash
Receiver Accepted
Reason: Carried out repair on back door at property

Approved by Alan Cufley
Reason: Donated to Lord Mayors Appeal

Michael Lawther

12/01/2015 Colin Walker
Gift Pack of Jack FM Ale (4 bottles), Beer Glasses (3 x pint glasses) and Jack FM beer mats - File uploaded
Receiver donated to Lord Mayor
Reason: Received as part of products awareness pack, as example of promotional products by Jack FM

Alan Cufley

Michael Lawther

12/01/2015 Rebecca Coghlan
Box of snacks - File uploaded
Receiver donated to Lord Mayor
Reason: didnt want to accept as Radio Parter interviews are due in Jan 2015

Alan Cufley

Michael Lawther

08/10/2014 Crystal Stelling
3 bottles of wine
Receiver donated to Lord Mayor
Reason: Today I was given 2 bottles of red wine and a bottle of white wine from a contractor that we do not regularly work with (owner's choice) as gifts to Ken Stow and myself. His name is Mr Scott of Murray Builders. I accepted these gifts as I felt that it would have caused offence if I had refused them.

Alan Cufley

Michael Lawther

Receiver Details
Customer, Community and Democratic Services

Approver Details

Strategic Director Details

23/12/2014 Margaret Stevens-Hoare
12 Christmas cupcakes
Receiver Accepted
Reason: gift for the whole office and would cause offence if not accepted

Approved by Louise Wilders
Reason: no reason not to

Michael Lawther

23/10/2014 Louise Wilders
Lunch to value £6.50
Receiver Accepted
Reason: visit to Wychavon 8 am to 17:00

Approved by Louise Wilders
Reason: Low value business lunch

Michael Lawther

Education and Strategic Commissioning

28/08/2015 Lyn Callaway
Bunch of flowers and a bottle of wine plus card.

Receiver Accepted
Reason: Change in case worker of foster child

Approved by Di Smith
Reason: minimal value & reasonable reason for gift

David Williams

15/10/2015 Lauren Bray
Bunch of flowers and 'Celebrations' chocolates
Receiver Accepted
Reason: Gift of thanks for work undertaken in relation to donor's son (securing a school placement)

Di Smith

David Williams

<u>Finance</u>	<u>Receiver Details</u>	<u>Approver Details</u>	<u>Strategic Director Details</u>
15/07/2015	<p>Andrea Hennessy Red wine and Wine wine</p> <p>Receiver Accepted Reason: Representative of a client was very happy with the service provided by our team</p>	<p>Approved by Chris Ward Reason: Low value and no ability to influence contracts</p>	Michael Lawther
15/12/2014	<p>Trish Barfield Confectionary selection</p> <p>Receiver Accepted Reason: Gift from software supplier for all team to share</p>	<p>Approved by Chris Ward Reason: Small value</p>	Michael Lawther
22/09/2015	<p>Elena Knight Flowers, card and chocolate</p> <p>Receiver Accepted Reason: Thank you from Portsdown Primary School for the financial support</p>	Chris Ward	Michael Lawther
16/04/2015	<p>Lindsay Ingram Free tickets for Charity Wrestling Event made t the Payments Team - File uploaded</p> <p>Receiver Rejected Reason: not appropriate</p>	N/A	Chris Ward

Receiver Details
Health, Safety and Licensing

Approver Details

Strategic Director Details

13/03/2015 Caroline Holding
Bottle of Prosecco
Receiver Accepted
Reason: Accepted

Approved by Janet Maxwell
Reason: Low value, no ulterior motive, one off gift

David Williams

17/12/2014 Sharon Furtado
Box of 6 mince pies, a tin of toffees, 2 x bottles of wine and
4 promotional diaries
Receiver Accepted
Reason: A thank you from Biscoes solicitors to EIP for the
work they do. The gifts were shared between 16 members
of staff

Approved by Janet Maxwell
Reason: Value is less than £25, not a regular
occurrence

David Williams

<u>Receiver Details</u>		<u>Approver Details</u>	<u>Strategic Director Details</u>
<u>Housing and Property Services</u>			
08/10/2015	Alan Wright Gift voucher Receiver Accepted Reason: Help with additional funds from DWP	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
05/10/2015	Joy Yates bottle of white wine Receiver Accepted Reason: Thank you for helping him	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
18/09/2015	Joanna Barton Bottle of Wine Receiver Accepted Reason: Really happy with the help received by Housing Officer	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
10/07/2015	Robert Leslie Invitation to evening drinks reception to be held a by Charity in Gunwharf on 6/8/15 - File uploaded Receiver Accepted Reason: Completion of a lottery funded charity project which took place in PCC building	Approved by Owen Buckwell Reason: Within Policy	Michael Lawther
09/07/2015	Shellie-Anne Walker Cake Receiver Accepted Reason: Nominal Value refusal would offend	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
18/02/2015	Katie Clarke Flowers Receiver Accepted Reason: As a thank you	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
18/02/2015	Sarah Babbage Flowers Receiver Accepted Reason: As thanks	Approved by Owen Buckwell Reason: Small gift - approved	Michael Lawther
10/02/2015	Anne Davies bouquet of flowers Receiver Accepted	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther

	<u>Receiver Details</u>	<u>Approver Details</u>	<u>Strategic Director Details</u>
	Reason: refusal would have caused offence to customer		
02/02/2015	Diane Daley Flowers and chocolate biscuits Receiver Accepted Reason: Small token; would have caused offence to refuse	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
26/01/2015	Jackson Rogers Bouquet Of Flowers Receiver Accepted Reason: Following Death of Mr Searson's Father	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
17/12/2014	James Sizer box of biscuits, 2 x de-icer, ice scaper Receiver Accepted Reason: christmas gift for green and clean managers	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
02/12/2014	Ashley Bryant Selection of promotional pens, note pads and torches Receiver Accepted Reason: Each items was low value and was shared amongst colleagues	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
04/06/2015	Michael Wheeler Bottle of wine Receiver donated to Lord Mayor Reason: For being helpful and considerate.	Approved by Owen Buckwell Reason: within approval limits	Michael Lawther
29/07/2015	Elizabeth Goulding Silver Necklace Receiver Rejected Reason: As this was over the Value of £5	N/A Owen Buckwell	Michael Lawther
10/12/2014	John Godsall £5 cash Receiver Rejected Reason: Cash prohibited	N/A Owen Buckwell	Michael Lawther

	<u>Receiver Details</u>	<u>Approver Details</u>	<u>Strategic Director Details</u>
19/11/2014	Ashley Bryant 2 x bottles wine Receiver Rejected Reason: Gift more than £5. Donor is a current contractor so has commercial motivations.	N/A Owen Buckwell	Michael Lawther

HR, Legal and Performance

23/03/2015	Samantha Brown Pen and compact mirror Receiver Accepted Reason: Work undertaken for Portsmouth Uni	Approved by Jon Bell Reason: Within policy - item of nominal value	Michael Lawther
17/03/2015	Iwona Defer Promotional Parker Pen & Little mirror Receiver Accepted Reason: A token of appreciation for assisting to run a mock court session for The University of Portsmouth students	Jon Bell	Michael Lawther

Information Service

28/11/2014	Simon Whitworth Toucan Wireless Speaker Receiver Accepted Reason: Took part in an online webinar to discuss Portsmouth's technology deployment for Super Connected Cities	Approved by Chris Ward Reason: Low value item	Michael Lawther
------------	--	--	-----------------

Portsmouth International Port

24/12/2014	Martin Putman Hamper - tea/biscuits/jams given to Deputy Harbour Master, Ben McInnes Receiver donated to Lord Mayor Reason: Contractor	Approved by Martin Putman Reason: Note donated	Michael Lawther
------------	---	---	-----------------

Receiver Details

Approver Details

Strategic Director Details

Revenues and Benefits

14/01/2015 Tanya Restell
box of thorntons chocolates
Receiver Accepted
Reason: excellent customer service at front counter
assisting her with the claim and phoning employer for her

Approved by Louise Wilders
Reason: Small value gift

Michael Lawther

Transport and Environment

09/09/2015 Michael Robinson
Box of Godiva Chocolates for staff that took part in the
programme.
Receiver donated to Lord Mayor
Reason: Over £25

Alan Cufley

Michael Lawther

£25 to £40**Receiver Details****Approver Details****Strategic Director Details****Adult Social Care**

03/09/2015	Sharon Ford Flowers, small box of chocolates, wine Receiver Accepted Reason: Would offend if rejected	Approved by Robert Watt Reason: refusal would offend.	David Williams
------------	--	--	----------------

Chief Executives Office

20/10/2015	David Williams Invitation to Solent Business Awards Dinner Receiver Rejected Reason: Invited as representative of the City Council	N/A	David Williams	Michael Lawther
20/07/2015	David Williams Invitation to the South Coast Proms Receiver Rejected Reason: Invited as representative of the City Council	N/A	David Williams	Michael Lawther
17/07/2015	David Williams Invitation to the Opening Ceremony of the America's Cup World Series events and the South Coast Proms Receiver Rejected Reason: Invited as representative of the City Council	N/A	David Williams	Michael Lawther
23/03/2015	David Williams Invitation to Grand Opening of No Man's Fort Receiver Rejected Reason: Invited as representative of the City Council	N/A	David Williams	Michael Lawther
06/10/2014	David Williams Invitation to Society of Maritime Industries Dinner Receiver Rejected Reason: Networking event - invited as representative of the City Council	N/A	David Williams	Michael Lawther

Receiver Details**Approver Details****Strategic Director Details****City Development and Cultural Services**

02/09/2015	Kirsty Garrod Fortnum & Mason bee mug AND jar of honey (total cost = £26.70) Receiver Accepted Reason: Would have been considered rude to reject, but could donate instead	Approved by Stephen Baily Reason: Refusal would cause offence	Michael Lawther
------------	---	--	-----------------

Corporate Assets, Business and Standards

17/11/2014	Peter Mountford Hovercraft trip and factory visit Receiver Rejected Reason: Officer manages property on behalf of PCC	N/A Alan Cufley	Michael Lawther
------------	--	----------------------	-----------------

Customer, Community and Democratic Services

09/12/2014	Lee Todd Invitation to Wave 105 Christmas party Receiver Rejected Reason: Inappropriate to attend	N/A Louise Wilders	Michael Lawther
------------	--	-------------------------	-----------------

Housing and Property Services

05/10/2014	Paul Fielding CIWM Lunch Receiver Accepted Reason: Developing partnering working ith Biffa, and networking with waste profession	Approved by Owen Buckwell Reason: Partnering event with key partner - supporting professional institution	Michael Lawther
------------	---	--	-----------------

Receiver Details**Approver Details****Strategic Director Details****HR, Legal and Performance**

28/04/2015	Brian Bracher Attendance at University Student Volunteer Awards Dinner Receiver Accepted Reason: Attended as part of role to promote and champion volunteering in Portsmouth	Approved by Jon Bell Reason: Appropriate in course of duties	Michael Lawther
------------	---	---	-----------------

Portsmouth International Port

01/05/2015	Rupert Taylor Dedication Ceremony - "Harbour Spirit" - File uploaded Receiver Accepted Reason: Attending as Harbour Master	Approved by Martin Putman Reason: Within allowed limits	Michael Lawther
01/05/2015	Martin Putman Hants CC Annual Service Winchester Cathedral - File uploaded Receiver Accepted Reason: Unavailable to attend	Approved by Martin Putman Reason: Within allowed limits	Michael Lawther
20/03/2015	Martin Putman Opening of 'No-Man's Fort' Hotel Venue Receiver Accepted Reason: Attending as representative of Port and Harbour Master	Approved by Martin Putman Reason: Within allowed limit	Michael Lawther
26/01/2015	Martin Putman Brittany Ferries Gastronomic Event to St Malo & return Receiver Rejected Reason: Ferry operator at Port - inappropriate	N/A Martin Putman	Michael Lawther
02/12/2014	Martin Putman Chamber of Shipping Annual Dinner Receiver Rejected Reason: Received from contractor at Port	N/A Martin Putman	Michael Lawther

Receiver Details

Approver Details

Strategic Director Details

Transport and Environment

15/01/2015	Alan Cufley Dinner Guest (PCC rep) Portsmouth Property Association Annual Dinner Receiver Accepted Reason: Within policy - representing PCC	Approved by Alan Cufley Reason: networking	Michael Lawther
------------	---	---	-----------------

Transport, Environment and Business Support

22/04/2015	Yann Vochelle Football ticket Receiver Rejected Reason: Team building - Amended to Rejected - Anna Balogh request to Nick May	N/A Alan Cufley	Michael Lawther
------------	---	----------------------	-----------------

Receiver Details**Approver Details****Strategic Director Details****Greater than £40****Chief Executives Office**

03/10/2014	David Williams Invitation to Heart of the Rowans Hospice Appeal Gala Dinner Receiver Rejected Reason: Invited as guest to a fundraising event	N/A	David Williams	Michael Lawther
------------	---	-----	----------------	-----------------

Housing and Property Services

07/10/2014	Jon Crawford Great South Run Entry Voucher Code Receiver Accepted Reason: Representing PCC (PCC v Caen)	Approved by Owen Buckwell Reason: within approval limits	N/A	Michael Lawther Reason: 2256
13/08/2015	Steve Macer Hospitality Goodwood Race Meeting - File uploaded Receiver Rejected Reason: To promote the work of the E.C Roberts Centre	N/A	Owen Buckwell	Michael Lawther
08/05/2015	Steve Groves Jewson Moreys Sunflower Ball (in aid of Earl Mountbatten Hospice) Receiver Rejected Reason: Rejected as Mountjoy are tendering for repairs contracts	N/A	Owen Buckwell	Michael Lawther

Receiver Details**Approver Details****Strategic Director Details****Transport and Environment**

02/03/2015	Steven Hewett Guest Invitation to British Parking Awards from Whyte & Co Enforcement Services Receiver Accepted Reason: Attending BPA awards with Michael Robinson PCC Parking Operations Manager as Guest of Whyte & CO. PCC Final nominee in three categories	Approved by Alan Cufley Reason: industry event, networking & recognition of work with long term partner	Michael Lawther
11/02/2015	Michael Robinson Lunch at British Parking annual awards Receiver Accepted Reason: PCC is shortlisted for 3 awards	Approved by Alan Cufley Reason: Partnership working, industry event, networking opportunity	Michael Lawther
02/09/2015	Michael Robinson Invite to Appyparking launch event Receiver Rejected Reason: I do not feel it appropriate to attend	N/A Alan Cufley	Michael Lawther
07/04/2015	Michael Robinson Dinner Receiver Rejected Reason: Not attending event/not appropriate.	N/A Alan Cufley	Michael Lawther

Others**Housing and Property Services**

09/03/2015	Denise Mcaffray Cash gift in envelope - £100.00 - File uploaded Receiver donated to Lord Mayor Reason: no details to return gift; donor adamant that gift benefits residents of Portsmouth if it could not go to the specific officer who had helped him	Approved by Owen Buckwell Reason: As per emails Re donation	Michael Lawther
------------	---	--	-----------------