

**Report to:** Audit & Risk Assurance Committee  
**Agenda item:** 4  
**Date:** 4 March 2014  
**Subject:** Authority Finance Issues - Quarterly Update  
**Sponsor:** Authority Finance Director  
**For:** Information

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## 1. Purpose of Paper

- 1.1 The purpose of this report is to inform the Audit and Risk Assurance Committee of significant developments within the Executive since the last Audit Committee in December 2013.

## 2. Annual Accounts

- 2.1 The NAO have commenced their audit procedures for the 2013/14 financial year.

## 3. PSAs

- 3.1 All core PSAs have been signed.
- 3.2 The TfL PSA has been signed.
- 3.3 The draft EPSA with HS1 has been prepared and there are ongoing negotiations between the HS1 and DfT legal departments.

## 4. Budget 2013/14

- 4.1 The 2014/15 budget was approved by the Authority on 12 December 2013. The allocation of the budget to the departments and divisions of BTP and BTPA will be presented to the Finance Committee on 18 March 2014 for review and authorisation.
- 4.2 The DAC approval process continues. The Authority are still experiencing delays between submission and receiving approvals.

## 5. Pension Issues

- 5.1 The proposed new pension strategy for the police officer scheme was presented to the December Authority meeting for discussion and agreement.
- 5.2 Discussions regarding the new pension strategy are ongoing. A letter outlining the Authority's proposed pensions strategy has been sent to the Trustees of the pension scheme and we are awaiting their response.

## **6. Internal Audit**

- 6.1 Three internal audits have taken place since the last Audit and Risk Assurance Committee meeting. These are presented at agenda item 11.
- 6.2 The Management Assurance Return (MAR) for the nine months to December 2013 has been submitted to the DfT. The DfT internal audit team have started their review of the MAR.
- 6.3 Work has commenced in preparation for the 2014/15 internal audit plan with a meeting arrange between DfT and the Authority on the 28 February.

## **7. Gifts and Hospitality Register**

- 7.1 In line with good governance in public bodies, a copy of the gifts and hospitality which have been received accepted or declined by Authority Members and Authority Executive staff has been prepared for oversight. Appendix A lists the full details for the Authority.
- 7.2 The Chief Executive has also reviewed the BTP Gifts and Hospitality Register with the Deputy Chief Constable which is attached at Appendix B. The train passes supplied by ATOC to the Chief Constable and Deputy Chief Constable will be declared annually in the BTP Gifts and Hospitality Register.
- 7.3 Members are asked to note the Gifts and Hospitality Registers.

## **8. Recommendations**

- 8.1 Members are asked to note this report.

## BTPA Gifts and Hospitality Register

Date of Event	Offered To	Additional/Other Recipients	Offered By	Brief Description of offer	Purpose of Offer	Estimated/actual value of gift/hospitality	Accepted / Declined / Returned
18/09/2013	Liz Pike	N/A	Punter Southall	Annual Drinks	Networking	£25	Declined
4 - 6.3.14	Millie Banerjee		British Transport Police Federation	2014 Annual Conference and Bravery Awards - York	Networking		Declined
4 - 6.3.14	Andrew Figgures		British Transport Police Federation	2014 Annual Conference and Bravery Awards - York	Networking		Accepted
08/10/2013	Millie Banerjee	N/A	Jeff J.K Hoogesteger	UK Excellence Awards	Networking		Declined
09/11/2013	Liz Pike	N/A	Neil Lalley, Punter Southall	Rugby @ Twickenham England v Argentina	Networking	Approx £200	Declined

AREA	RECIPIENT NAME (separate entry for each recipient)	POLICE NO. (separate entry for each recipient)	DATE RECEIVED (‘dd/mm/yyyy’ or ‘MMM-YY’ or ‘dd/mm - dd/mm/yyyy’)	DESCRIPTION OF GIFT/ HOSPITALITY	COMPANY/ ORGANISATION/ INDIVIDUAL OFFERING GIFT/ HOSPITALITY	EXPLANATION OF GIFT/ HOSPITALITY (WHY IS IT BEING OFFERED)	VALUE OF GIFT/ HOSPITALITY (per recipient, if unknown populate with £0.00 and an explanation in the ‘Comments’ column)	ACCEPTED /DECLINED	APPROVED BY (MUST BE COMPLETED)	COMMENTS
Corporate Services	Lisa Rowlands	3640	16/12/2013	Parker Pen	Shaylor	Christmas present	£10.00	DECLINED		
Corporate Services	Ron Browne	6111	16/12/2013	Parker Pen	Shaylor	Christmas present	£10	DECLINED		
Corporate Services	Andrew Whitehead	6138	16/12/2013	Token ball point pen (standard Parker)	Shaylor Construction	Xmas novelty gift	£4.00	DECLINED		
CTSU	Lisa Darke	0377	30/11/2013	£300 pounds cash in £20 Dominations	Bassam Rfaieh - Royalty protection officer for Kuwait Royal Family	Normal procedure for Kuwait Royals to give gifts.	£300.00	ACCEPTED	Supt Ronery	Money has been gifted to Charity Help for Hero. Is is considered disrespectful and insulting not too accept. The Met have written to the Kuwait government regarding these Gratuities and it caused a small diplomatic incident.
CTSU	Griffin Project			BOSE Speakers	Bob Gough DLR	Donated To Griffin Project for training purposes	Approx £200	ACCEPTED	Supt Roney	
DoCR	Stephanie Sharp	6575	18/12/2013	1 Box of ‘Hotel Chocolat’ Everything Selection chocolates	David Bruce Recruitment.	Gift sent as a Christmas present of thanks for business received from BTP Corporate resource department. Gift was unexpected and sent without any instigation from BTP staff.	Internet states value is £23	ACCEPTED	Mark Newton	
Information Management Unit	Helen Edwards	3475	03/12/2013	Advent Calendar	Advent Training	Training has taken place with Advent Training therefore they were sending calendars to customers throughout the year.	£0.00	ACCEPTED	Mark Newton	
Information Management Unit	Helen Edwards	3475	12/12/2013	Bottle of Mateus wine	Talk Talk Training company	The gift was given to Helen as a customer to the company that provide training to Helen.	£0.00	ACCEPTED	Mark Newton	
Information Management Unit	Helen Edwards	3475	13/12/2013	Small box of chocolates	David Taylor Consultancy	The gift was given to Helen for her assistance with the Data Protection Audit.	£0.00	ACCEPTED	Mark Newton	
Information Management Unit	Karen Davies	8300	19/11/2013	Lunch	Formex (Archiving / Storage provider)	Being new to the Force I travelled to LS to speak with Victoria Haddock regarding the issues of archiving on the area. The Managing Director and another member of Formex staff also attended and provided training on their intranet site and also provided update on BTP’s current situation in relation to archiving. This took all day – had lunch in which Formex offered to pay the bill.	Approx £15	ACCEPTED	Helen Edwards	
Information Management Unit	Eira Owen	8532	13/12/2013	Small box of chocolates	David Taylor Consultancy	The gift was given to Eira for her assistance with the Data Protection Audit.	£0.00	ACCEPTED	Helen Edwards	
Information Management Unit	Ivor Griffiths	8969	09/12/2013	Advent Calendar	Advent Training	Training has taken place with Advent Training therefore they were sending calendars to customers throughout the year.	£0.00	ACCEPTED	Helen Edwards	
Information Management Unit	Paul Brown	9923	09/12/2013	Advent Calendar	Advent Training	Training has taken place with Advent Training therefore they were sending calendars to customers throughout the year.	£0.00	ACCEPTED	Helen Edwards	
Information Management Unit	Paul Brown	9923	25/11/2013	Information Assurance Course training day offered by Avon and Somerset police for the day at their HQ.	Avon and Somerset Police	U/K	0	ACCEPTED	Helen Edwards	
LS	Claire Michelle Collin	0220	28/11/2013	Box of M&S Chocolates	Isabelle GAITEY	Dealing with report of TTP - established it was LP. Located lost bag and passport and arranged to get it back to her so she could get home to France	£0.00	ACCEPTED	PS 3957 Waite	M&S own chocolates value around £5.00
LS	Carlo Peroni	0823	24/11/13	England ABA tracksuit	Hearts boxing club Portsmouth	I coach at the club as part of a community project. The manager of the boxing club wants all the coaches in the same tracksuit when coaching.	£100.00	ACCEPTED	PI MORRISS	This item is on order and not yet accepted

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LS	David Coldwell	0880	27/02/2014	Invite to the Rail Business Awards	Woodhouse Communications	Invite to the Rail Business Awards 2014 - representation from BTP	£40.00	ACCEPTED	Chief Superintendent Brogden	Attending on behalf of BTP
LS	Nigel BURSTOW	0897	11/02/2014	Blue onesey	Rob and Sue BRADLEY	PC BURSTOW was the family liaison officer for Mr and Mrs BRADLEY re OP FARMER at Guildford	£30.00	ACCEPTED	PI 0920 ANCELL	
LS	Jim Little	1194	27/02/2014	Invite to the Rail Business Awards	Woodhouse Communications	Invite to the Rail Business Awards 2014 - representation from BTP	£40.00	ACCEPTED	Chief Superintendent Brogden	Attending on behalf of BTP
LS	Timothy Pulleyn	1402	07/11/2013	Evening meal and overnight accomodation	Network Rail	Emergency Intervention Unit review day held at a hotel followed by evening meal and overnight accomodation	£0.00	DECLINED	Supt Bunyard	Cost of evening meal and overnight accomodation, price not known.
LS	Jason Bunyard	1555	27/02/2014	Invite to the Rail Business Awards	Woodhouse Communications	Invite to the Rail Business Awards 2014 - representation from BTP	£40.00	ACCEPTED	Chief Superintendent Brogden	Attending on behalf of BTP
LS	Trevor Hartley	1982	07/11/2013	Evening meal and overnight accomodation	Network Rail	Emergency Intervention Unit review day held at a hotel followed by evening meal and overnight accomodation	£0.00	ACCEPTED	Supt Bunyard	Cost of evening meal and overnight accomodation, price not known
LS	Andrew McPherson - Brooker	3932	07/11/2013	Evening meal and overnight accomodation	Network Rail	Emergency Intervention Unit review day held at a hotel followed by evening meal and overnight accomodation	£0.00	ACCEPTED	Supt Bunyard	Cost of evening meal and overnight accomodation, price not known
LS	Graham Urry	4165	27/02/2014	Invite to the Rail Business Awards	Woodhouse Communications	Invite to the Rail Business Awards 2014 - representation from BTP	£40.00	ACCEPTED	Chief Superintendent Brogden	Attending on behalf of BTP
LS	Matt Odlin	4350	07/11/2013	Evening meal and overnight accomodation	Network Rail	Emergency Intervention Unit review day held at a hotel followed by evening meal and overnight accomodation	£0.00	ACCEPTED	Supt Bunyard	Cost of evening meal and overnight accomodation, price not known.Accepted evening meal only.
LS	Shawn Card	4479	07/11/2013	Evening meal and overnight accomodation	Network Rail	Emergency Intervention Unit review day held at a hotel followed by evening meal and overnight accomodation	£0.00	ACCEPTED	Supt Bunyard	Cost of evening meal and overnight accomodation, price not known.
LS	DC Oliver Gilbert	4673	22/11/2013	2 very small tester Maybellene make-up bottles 10ml and 7ml	Mischa CLEMENTS, victim of robbery, crime ref H01/092312/2013	Victim of robbery, statement taken by DC Gilbert 4673 at Holmes House, Waterloo. She was pleased with police investigation and works for Maybellene so had a bag with her at the time of taking the statement full of tester makeup kits. To say thanks, and to	£5.00	ACCEPTED	DS Pete Thrush	Accepted. Initially I politely said to her "no thanks". However after that, it cannot be courteously refused as it was an appreciation of thanks for police work done so far. The two items are currently in my office desk draw.
LS	Christian Lewis	7135	07/11/2013	Evening meal and overnight accomodation	Network Rail	Emergency Intervention Unit review day held at a hotel followed by evening meal and overnight accomodation	£0.00	ACCEPTED	Supt Bunyard	Cost of evening meal and overnight accomodation, price not known.
LS	Christian Lewis	7135	27/02/2014	Invite to the Rail Business Awards	Woodhouse Communications	Invite to the Rail Business Awards 2014 - representation from BTP	£40.00	ACCEPTED	Chief Superintendent Brogden	Attending on behalf of BTP
LS	Andrerw Redmond	7300	07/11/2013	Evening meal and overnight accomodation	Network Rail	Emergency Intervention Unit review day held at a hotel followed by evening meal and overnight accomodation	£0.00	ACCEPTED	Supt Bunyard	Cost of evening meal and overnight accomodation, price not known.
LU	Mathew Sweet	1952	16/12/2014	Gift Hamper	Mr Stpen Krot	Gift sent in thanks for the way Mr Krot was dealt with whilst in custody	Approx £30	DECLINED	C/Supt Paul Brogden	The gift was returned to Mr Krot on 08/01/2014 (as evidenced in PC Sweet's PNB)
LU	C/Supt Paul Brogden	2070	10/10/2013	Covent Garden Dinner & Auction	Telefonica UK (O2)	Networking opportunity with key Rail Industry Stakeholders, together with the London Mayor Boris Johnson & Transport Commissioner Sir Peter Hendy	Nominal	ACCEPTED	ACC Steve Thomas	
LU	Owen Lynch	3680	30/01/2014	14 Bottles of Wine	Victim of crime	Gift of thanks following the victim being re-united with her property	Approx £60	ACCEPTED in order to auction, with the proceeds going to charity	C/Supt Paul Brogden - Following advise from PSD	The victim didn't want the wine back and informed to do what we felt would be best (i.e) auction for charity
LU	Alistair Beaton	3814	18/12/2013	Unsolicited invite to a Christmas Dinner Party	STM Security	I had previously worked with STM as part of the security contract for LOROL. I have no commercial contact with the team in my current role.	Approx £40	ACCEPTED	C/Supt Paul Brogden	
LU	Donna Augustus	8545	20/12/2013	2014 Diary	The British Museum	On the organisation's mailing list having organised a Leadership Workshop at the location	Nominal	ACCEPTED	C/Supt Paul Brogden	
LU	Donna Augustus	8545	30/10/2013	3 coffee mugs and a Norwegian Police Shield	Norwegian Police	Token of gratitude for arranging and hosting their visit to L Area BTP	Nominal	ACCEPTED	C/Supt Paul Brogden	

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LU	Donna Augustus	8545	20/12/2013	Picnic Basket Hamper containing small quantity of Alcohol	David Cotter Photographer	Unsolicited gift of thanks from the photographer used to take photos during Commendation Ceremonies and L Area Copletion of Probation events.	£44.90	DECLINED	C/Supt Paul Brogden	Thanked the sender for the thought but returned in accordance with the Force Gifts & Hospitality Guidance
NE	PC 0187 Reader	0187	15/01/2014	1 box of chocolates and thank you card	Varsha Pitre, 35 Buckthorn Avenue, Hampton Hardgate, Peterborough, PE7 8EE	in appreciation of returning mobile phone to her after it was stolen (C01/066644/2013)	£7.00	ACCEPTED	PS 3840 Roberts	This gift was left at the police station, along with a thank you card, for the attention of PC Reader
NE	PC 2232 Knox	2232	04/11/2013	1 box of quality street chocolates	Mr Ian Ramsbottom	in appreciation of finding missing mobile phone	£5.00	DECLINED	PS 278 Snowden	
NE	Ch Supt Holden	2659	19/12/2013	Complimentary First Class Bearer pass	East Coast	Unlimited complimentary first class travel pass - personal issue to Divisional Commander (Ch Supt Holden) - No 0277. For use on East Coast services only. expiry 31.12.2014	dependent upon usage - spend monitored by Finance dept	ACCEPTED	ACC Thomas	
NE	Supt Wylie	3578	19/12/2013	Complimentary First Class Bearer pass	East Coast	Unlimited complimentary first class travel pass - personal issue to Supt Pennine sub Division (Supt Wylie) - 0278. For use on East Coast services only. Expiry 31.12.2014	dependent upon usage - spend monitored by Finance dept	ACCEPTED	ACC Thomas	
NE			19/12/2013	Complimentary Standard Class Bearer passes	East Coast	4 x unlimited complimentary Standard class bearer travel passes (Nos 0350 - 0353). For use on East Coast services only. Expiry 31.12.2014	dependent upon usage - spend monitored by Finance dept	ACCEPTED	ACC Thomas	For use by members of police staff when attending meetings across the Area / Force. The number of passes requested are proportionate to meet demands.
NW	Vicky Palin	0874	18/11/2013	Small box of 4 chocolates	Mr Kelly Elshafey	As a thank you to the station clerk (related to above)	£2 approx	ACCEPTED (see comments)	PS Sean Morgan	As above
NW	Insp G Jones	1237	23/01/2014	Evening reception	Merseyrail	Thank you to suppliers and stakeholders for their support during 2013	Unknown	ACCEPTED	Ch Supt Holden	
NW	Insp S Lewis	1813	19/12/2013	Bottle of gin	PC Pattison	Represented an officer in his capacity as a Federation representative	£18 approx	ACCEPTED	T/Ch Supt McKinnon	
NW	Insp K McVey	2614	23/01/2014	Evening reception	Merseyrail	Thank you to suppliers and stakeholders for their support during 2014	Unknown	ACCEPTED	Ch Supt Holden	
NW	Ch Supt Holden	2649	24/01/2014	Evening reception	Merseyrail	Thank you to suppliers and stakeholders for their support during 2015	Unknown	DECLINED		
NW	Ch Supt Holden	2649	09/01/2014	Lunch invitation	NW Retired Officers Association	Standing Invite	£15.00	ACCEPTED	ACC Pacey	
NW	DS Nigel Goodband	3325	19/12/2013	2 bottles of red wine	PC Pattison and PC Herbert	Represented officers in his capacity as Federation representative for Op Vale investigation	£16.00 approx	ACCEPTED	T/Ch Supt McKinnon	
NW	PC James	4206	18/11/2013	Bottle of red wine	Mr Kelly Elshafey	As a thank you for recovery of his sat nav from his insecure vehicle by PC James	£5.00 approx	ACCEPTED (see comments)	PS Sean Morgan	Gift declined but Mr Elshafey insisted, left it on the counter and left.
NW	AHQ staff		12/12/2013	24 Mince Pies	Bruntwood	Merry Christmas gift from landlord	£8	ACCEPTED	S Holmes	
PS	Martin Fry	0877	21/11/2013	Some cloth of some kind with Switzerland print (could be for clening glasses)	Railpol	Departure gifts from host at end of conference	£20.00	ACCEPTED	ACC Stephen Thomas	
PS	Martin Fry	0877	21/11/2013	Swiss Border Guard Caran d'Ache pen	Railpol					
PS	Martin Fry	0877	21/11/2013	Swiss Border Guard Lanyard	Railpol					
PS	Martin Fry	0877	21/11/2013	Swiss Borger Guard Keyring	Railpol					
PS	Martin Fry	0877	21/11/2013	Victorinex Swisscard Lite	Railpol					
SCOT	Lynda Lang	0191	18/12/2013	Charity Ball	General Manager, Grand Central Hotel	Charity Ball - 31 January 2014, Grand Central Hotel, Glasgow. Opportunity to enage with established stakeholders and represent the Force. Lynda was accompanied by her husband.	£50.00	ACCEPTED	Ch Supt Bird	
SCOT	Ellie Bird	0702	23/12/2013	Charity Ball	General Manager, Grand Central Hotel	Charity Ball - 31 January 2014, Grand Central Hotel, Glasgow. Opportunity to enage with established stakeholders and represent the Force	£50.00	ACCEPTED	ACC McCall	



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SCOT	Ellie Bird	0702	23/12/2013	Scotswoman of the Year	Tony Carlin, Editor of the Evening Times	Scotswoman of the Year Award - 13 Febuary 2014 at City Chambers, George Square, Glasgow. Provides valuable networking opportunity with women from across Glasgow in senior/executive roles.	£50.00	ACCEPTED	ACC McCall	
SCOT	Ellie Bird	0702	31/03/2014	Woman of Influence Awards 2014	Children Scotland	Ellie has been shortlisted for the 2014 Woman of Influence Award. Ceremony will take place on Sunday 21 march in the Grand central Hotel.	£70.00	ACCEPTED	ACC McCall	
SCOT	Donald MacDonald	4178	16/12/2013	Bottles of Wine	BAM Nuttall	Donald works closely with BAM Nuttall in respect of the Boarders Railway project.	£36.00	ACCEPTED	Ch Supt Bird	Bottles donated to Scottish Catholic International Aid Fund
SCOT	Donald MacDonald	4178	11/12/2013	Christmas Party Night	BAM Nuttall	Christmas Party Night - 18 December 2013 at the Ghillie-Dhu, Rutland Place, Edinburgh - Donald works closely with BAM Nuttall in respect of the Borders Railway Project	£50.00	ACCEPTED	Ch Supt Bird	
SCOT	Donald MacDonald	4178	20/01/2014	Scotland v England Six Nations Rugby Fixture	BAM Nuttall	Donald works closely with BAM Nuttall in respect of the Boarders Railway project.	£65.00	DECLINED		
SCOT	Elizabeth Barron	9942	10/12/2013	Tin of Sweets	Crimestoppers	BTP work closely with Crimestoppers	£5.00	ACCEPTED	ACC McCall	Sweets donated to charity
SCT	Stephen Thomas	1463	05/11/2013	Abellio Networking Reception at the House of Commons	Abellio	To attend a reception where Abellio will launch their vision for partnership working between their rail companies (Greater Anglia, Merseyrail and Northern Rail) and local authorities	Unknown	ACCEPTED	Chief Constable	
SCT	Stephen Thomas	1463	12/11/2013	Attendance at the November 2013 European Rail Congress	Nick Donovan, MD First Transpennine Express	To attend an event with First Transpennine Express, that will highlight European railway excellence and innovation, share best practice and promote interoperability across the whole of Europe.	Unknown	ACCEPTED	Chief Constable	
SCT	Stephen Thomas	1463	13/11/2013	Free entry ticket to Transport Security Expo at Olympia	Transport Security Expo – Nineteen Events	To attend the following presentations: Made by BTP staff - Cable Theft, Suicide Prevention and Fatality Response Management; Made by DfT staff - Cyber Threat to Transport; Made by ATOC staff - Railway Safety and Security; Made by CPNI and NaCTSO staff - Protecting Transport Infrastructure and Transport Crowded Places	Unknown	ACCEPTED	Chief Constable	
SCT	Stephen Thomas	1463	13/11/2013	VIP Hosted Buyer Invitation to Transport Security Expo at Olympia to include VIP access pass, luncheon with Admiral The Rt Hon Lord West, networking drinks reception and one night's accommodation at the Hilton Olympia	Event Organisers: Transport Security Expo – Nineteen Events	To facilitate BTP networking with Conference sponsors and suppliers	Unknown	DECLINED	Chief Constable	
SCT	Stephen Thomas	1463	19/11/2013	VIP invitation to attend the Israel Pavilion at the Milipol Paris Security Exhibition 2013	Trade & Economic Affairs Unit, Embassy of Israel	To facilitate BTP networking with Israeli sponsors and police equipment and service suppliers	Unknown	DECLINED	Chief Constable	

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SCT	Stephen Thomas	1463	26/11/2013	Whilst on leave and not part of BTP role or duties, a two day voluntary input to a workshop and match observation held by the French Football Federation in Paris. All travel, accommodation and food costs paid for by the event organisers	French Football Federation	The event organisers invited ACC Thomas to participate in this event to access his expertise in organising European football matches	Unknown	ACCEPTED	Chief Constable	
SCT	Stephen Thomas	1463	28/10/2013	Whilst on leave and not part of BTP role or duties, a two day voluntary input to a workshop held by the Portuguese Football Association in Lisbon to discuss their plans for the 2014 Champions League Final. All travel, accommodation and food costs paid for by the event organisers.	Event Organisers: Portuguese Football Association	The event organisers wish me to participate in their workshop so that they can access my expertise in organising European football finals	Unknown	ACCEPTED	Chief Constable	
SCT	Paul Crowther	2307	28/11/2013	Ticket to watch a play by Scene and Heard who are a charity who run theatre production company in Somerstown, North London for underprivileged children.	Event Organisers: Scene and Heard	BTP are supporters of Scene & Heard	Unknown	ACCEPTED	Chief Constable	
SCT	Andrew Trotter	4560	10-14/12/13	£570 honorarium also received for participation at Symposium which has been donated to the fundraising activity by the BTP team who are cycling from John O’Groats to Land End in May 2014 to raise money for The Samaritans.	Ministry of Justice, Republic of Korea	For CC to speak in his role as National Policing Lead for Communications Advisory Group	£570.00	ACCEPTED	Andrew Figgures	
SCT	Andrew Trotter	4560	29/11/2013	Invitation for Mr and Mrs Trotter to attend the Railway Ball on 29 November	Abellio	Stakeholder engagement	Unknown	ACCEPTED	Andrew Figgures	
SCT	Andrew Trotter	4560	10-14/12/13	Invitation to speak at the Media and Human Rights Symposium in Korea (flights and 3 nights hotel accommodation)	Ministry of Justice, Republic of Korea	For CC to speak in his role as National Policing Lead for Communications Advisory Group	Unknown	ACCEPTED	Andrew Figgures	
SCT	Andrew Trotter	4560	11/11/2013	Invitation to speak at the Society of Editor’s Conference along with Gala Dinner and overnight stay (only attended conference, did not attend dinner or use overnight accommodation)	Society of Editors	For CC to speak in his role as National Policing Lead for Communications Advisory Group	Unknown	ACCEPTED	Andrew Figgures	
SCT	Andrew Trotter	4560	09/04/13	Speaker at 9th International Symposium in Dubai	Dubai Police	CC invited to present on 3 topics - policing a transport network, terrorism, and social media	Cost of trip (flight & hotel) met by Dubai Police	ACCEPTED	BTPA	
Technology	Caroline Sparks	5186	19/12/2013	3 x Box of Chocolates for the Department	David Bruce Recruitment	BTP has worked with David Bruce throughout the year.	Unknown Value – approx. £20 per box wholesale	ACCEPTED	Alan Shrimpton	Chocolates for the Department not for one beneficiary
TPSP	Diane Sinclair	5989	Nov-13	Packet of Jewish Biscuits	NIAG	Thank You	£3.00	ACCEPTED		
WW	Gillian Murray	0126	15/01/2014	1st Class Duty Pass	First Great Western	Duty travel	£0.00	ACCEPTED	Steve Thomas	Value Unknown
WW	Kirk Smith	0876	15/10/2013	Box of chocolates	Elizabeth Slater (MOP)	Ms Slater lost her bag containing a laptop. PC Smith recovered and returned the bag	£5.00	ACCEPTED	Dai Davies	The officer didn't want to offend the lady by refusing the chocolates
WW	David Davies	1332	28/09/2013	Invitation to join Special Train	Larry Davies, Arriva Trains Wales	none offered	£0.00	DECLINED	Sandra England	Officer declined due to a family commitment
WW	Andrew Morgan	2421	15/01/2014	1st Class Duty Pass	First Great Western	Duty travel	£0.00	ACCEPTED	Steve Thomas	Value Unknown
WW	Jeff Nelson	4457	23/12/2013	Tin of chocolates	NWR MOM's (Coventry)	Christmas gift to the Police Station	£5.00	ACCEPTED	Kevin Marshall	Gift accepted as Christmas gift
WW	Barry Boffy	9989	24/12/2013	Football table-top game	Pentahotels	Unsolicited gift, unaware of why	£20.00	DECLINED		The gift was delivered to W&W AHQ in Barry's absence. The gift was returned on his return in January 2014