

**Report to:** Audit & Risk Assurance Committee  
**Agenda item:** 3  
**Date:** 5 March 2015  
**Subject:** Authority 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 Committee of significant developments within the Authority Executive since the last Audit and Risk Committee meeting on 4 December 2014.

## 2. BTPA Statement of Accounts

- 2.1 The NAO have been working on the audit based at FHQ. Currently no significant areas have been highlighted following the field work stage. An update is being presented later on in the agenda

## 3. Police Service Agreements

- 3.1 The 2015/16 provisional charges were issued in December 2014 to all over ground PSA holders.
- 3.2 Several PSA holders requested follow up meetings with the Authority Finance Director. These have mostly be held now and the outcome is as follows:

PSA Holder	Meeting Summary
Abellio	Meeting held, charges discussed. FD content with analysis and explanation. Positive discussion around the workings of the model, business KPIs and strategy
East Midlands	Meeting held. FD requested a full review of the Crime data, initial feedback has been given with detailed analysis to follow.
Virgin West Coast	Meeting held, discussion around charge increase but not significant. Positive discussions around alignment of KPIs and strategy

Chiltern	Meeting held, concerns raised of level of increase in charges. FD taking analysis away to review in line with their operational data.
Grand Central	Meeting being held on the 3/3/15. Querying level of increase in charges
East Coast	Meeting to be held on 12/3/15. Querying level of increase in charges
DB Schenker	Meeting to be held on 25/3/15. Significant challenge around the Crime data recording
London Midland	Meeting to be held on 15/4/15
Croydon Tram link	Meeting to be held on 12/3/15
South West Train	Meeting to be arranged

3.3 The East Midlands meeting and follow up data review requirement highlighted some difference in the data reported within the TOC portal. This is as a result of a data 'cleansing' process that is completed by the Authority charging model analyst prior to the charges being calculated.

3.4 The purpose of the cleansing process is to verify the allocation of crimes to TOCs. This allocation is a significant cost driver. A verification tool has been built and on average it highlights approximately 1,500 crimes that have been incorrectly allocated or not allocated at all.

3.5 The TOCs listed below have the most significant increase as a result of the cleansing process:

- East coasts increase of 4.6%
- Essex Thameside increase of 15%
- London Midland increase of 7%
- Northern increase 4%
- West Coast increase 5 %
- DB Schenker increase by 100%

3.6 This cleansing process does not currently feedback in to update or amend the TOC portal or client crime numbers. There is as a consequence a mismatch between the published and actual crime figures used to allocate costs. This mismatch increases the risk of TOCs challenging their costs.

## 4. Pension Update

4.1 Following the consultation process, the Authority approved the proposed pension amendments and new scheme, and this is being presented to the RPMI trustees in final draft form on the 10<sup>th</sup> March.

- 4.2 Communications are being sent to all members of the scheme to update them on the decision made and the impact to them. In addition the new scheme information is being fed into the induction information for new officer joiners.

## 5. Internal Audit

- 5.1 The internal audit status as improved since the last update as follows:

Area of Work	Progress Update
Management Assurance Statement	Terms of Reference Agreed
Assurance Mapping	Terms of Reference Agreed
Contract Management	Moved to Q1
Governance & Risk Management	Terms of Reference Agreed
Cyber Security	Report pending
Information Portfolio	Final Report issued.
Core Financial Controls: Expenses	Final Report issued.
Key Performance Indicators	Final Report issued.

- 5.2 A detailed update will be given by the Internal Audit team later in the agenda.

## 6. Complex Body Recovery

- 6.1 Following the presentation at the Authority meeting on the 4<sup>th</sup> December 2014, it is proposed that the Complex Body Recovery policy is to be presented and reviewed by the Audit and Risk committee on an annual basis. This will be built into the forthcoming business cycle as appropriate.
- 6.2 The Authority raised a question regarding how best to communicate this policy to the public, with consideration to be given on inclusion of an appropriately worded version on the website.

## **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 BTPA Members and BTPA Executive Senior Staff for oversight is prepared. Appendix A and B lists the full details for the BTPA.
- 7.2 The Authority Finance Director has also reviewed the BTP Gifts and Hospitality Register with the Deputy Chief Constable which is attached at Appendix C.
- 7.3 Members are asked to note the gifts and hospitality register.

## **8. Recommendations**

- 8.1 A proposal on the appropriate communication for the Complex Body Recovery policy
- 8.2 Members are asked to note the remainder of the report.

**BTPA Gifts and Hospitality Register**

<b>Date of Event</b>	<b>Offered To</b>	<b>Additional/Other Recipients</b>	<b>Offered By</b>	<b>Brief Description of offer</b>	<b>Purpose of Offer</b>	<b>Estimated/actual value of gift/hospitality</b>	<b>Accepted / Declined / Returned</b>
18/11/2014	Dominic Booth	N/A	Angel Trains	Football Match England v Scotland	Client Entertainment	>£500	Accepted
16/12/2014	Millie Banerjee	N/A	Secretary of State for Transport & Permanent Secretary - DfT	Reception	Networking		Accepted
18/12/2014	Iggi Falcon	N/A	Readdle - Developers of BTPA PDF Expert iPad App	Box of chocolates and Christmas Card	Christmas Gift	Equivalent to £3 in the Ukraine	Accepted

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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
15/01/2015	Dominic Booth	N/A	SCDI	Lecture, drinks reception and dinner	Annual lecture		Accepted
15/01/2015	Dominic Booth	N/A	Lord Provosts fundraising Burns Supper	Fundraiser	Fundraiser		Declined
10/02/2015	Millie Banerjee	N/A	Saxton Bampfylde	Outsourcing Government Dinner Invitation	Networking		Accepted but did not attend as unwell on the day
25/02/2015	Andrew Figgures	N/A	Dodds	2015 George Bradshaw Address	Networking		Accepted
23/03/2015	Millie Banerjee	N/A	Saxton Bampfylde	Dinner Invitation with Alan Moses	Networking		Declined
14/02/2015	Laverne Bryant	N/A	Pitman Training London	Agreeing to be a part of their website video	Training	£25 Gift Voucher	Accepted
21-22/04/2015	Andrew Figgures	N/A	Commander Bob Broadhurst OBE QPM	Counter Terror, Ambition & Forensics Expos 2015 VIP 2 day event including VIP networking lunch	Networking		Accepted
22/04/2015	Millie Banerjee	N/A	Heidrick & Struggles	Spring Event of The Board Network	Networking		Declined

DIVISION	RECIPIENT	DATE	DESCRIPTION OF GIFT/ HOSPITALITY	COMPANY/ ORGANISATION/ INDIVIDUAL OFFERING GIFT/ HOSPITALITY	EXPLANATION OF GIFT/ HOSPITALITY (WHY IS IT BEING OFFERED)	Estimated VALUE OF GIFT/ HOSPITALITY	ACCEPTED /DECLINED	APPROVED BY (MUST BE COMPLETED)	COMMENTS
A Division	Chief Constable Paul Crowther	02/11/2014	Dinner with Bank of England Chief Information Security Officer at Gows Restaurant, London	Bank of England	In relation to work as trustee of CSSC	£30.00	ACCEPTED	Andrew Figgures	
A Division	Chief Constable Paul Crowther	11/11/2014	European Rail Congress Presentation Dinner at the Riverbank Plaza Hotel	Network Rail	As a member of the joint BTP / Network Rail Metal Theft Unit that has been nominated for two awards.	£40.00	ACCEPTED	Andrew Figgures	
A Division	Chief Constable Paul Crowther	02/12/2014	Bank of England Christmas Event	Bank of England	Invited as trustee of CSSC	£30.00	ACCEPTED	Andrew Figgures	
A Division	Chief Constable Paul Crowther	11/12/2014	London Fire Brigade Carol Service	London Fire Brigade	Mr and Mrs Crowther invited to this annual carol service as Chief Constable of BTP	£40.00	ACCEPTED	Andrew Figgures	
A Division	Chief Constable Paul Crowther	18/12/2014	BTP's Superintendent's Association Christmas meal	BTP's Superintendent's Association	Invited as Chief Constable of BTP	£35.00	ACCEPTED	Andrew Figgures	
A Division	Chief Constable Paul Crowther	18/12/2014	An unbranded pen	BWCS	Received in the post – pen will be used in Chief Constable's outer office	£10.00	ACCEPTED	Andrew Figgures	
A Division	Chief Constable Paul Crowther	20/12/2014	Book - Talk Like Ted	Unspun	Delivered to headquarters following Make the Difference work. Book will be donated to the library at BTP's training school.	£15.00	ACCEPTED	Andrew Figgures	
A Division	ACC Mark Newton	28/11/2014	Railway Ball as a guest of the TFL/O2 table	TFL	An opportunity for the Force to network with key stakeholders at a time of significant change to both our organisations. This will also be a chance to assess the impact of the current roll out of Trafalgar and the more recent CT awareness activities.	£50.00	ACCEPTED	Chief Constable Paul Crowther	
A Division	ACC Stephen Thomas	11/11/2014	European Rail Congress Presentation Dinner at the Riverbank Plaza Hotel	Network Rail	As a member of the joint BTP / Network Rail Metal Theft Unit that has been nominated for two awards.	£40.00	ACCEPTED	Chief Constable Paul Crowther	
A Division	ACC Stephen Thomas	24/11/2014	Complimentary place at the HS2 Conference: 'Building in the benefits at the local level', held at the Regent University London Conference Centre	PTRC Training	They wish to have a representatives of BTP attend this Government / Rail Industry / HS2 conference.	£60.00	ACCEPTED	Chief Constable Paul Crowther	
A Division	ACC Stephen Thomas	03/12/2014	VIP lunch at the 2014 Transport Security Expo at London Olympia.	Admiral The Rt Hon Lord West of Spithead GCB DSC PC ADC on behalf of the conference organising committee	To provide an opportunity to discuss wide ranging major event and public transport security issues with peers and event organisers.	£30.00	DECLINED	Chief Constable Paul Crowther	
A Division	ACC Stephen Thomas	02-03/12/2014	VIP Invitation to attend the 2014 Transport Security Expo at London Olympia and participate in the workshops on major event and public transport security.	Admiral The Rt Hon Lord West of Spithead GCB DSC PC ADC on behalf of the conference organising committee	To provide an opportunity to attend the 2014 Transport Security Expo and participate in the workshops on major event and public transport security.	£80.00	ACCEPTED	Chief Constable Paul Crowther	
A Division	ACC Stephen Thomas	03/02/2015	Whilst on leave and not part of BTP role or duties, a three hour voluntary input as a Lecturer into the AISTS – Masters of Sport Administration 2015 - Sports Event Management and Organisation Seminar. All travel and accommodation costs paid for by the event organisers.	Event Organisers: AISTS, Lausanne University, Switzerland	The Event Organisers invited ACC Thomas to participate in their 2015 Sports Event Management and Organisation Seminar - provide a lecture and lead a discussion with their Masters Degree students on the management and organisation of European football tournaments.	Unknown	ACCEPTED	Chief Constable Paul Crowther	
A Division	DCS Martin Fry	25/11/2014	Various commemorative items	Railpol	Speaker	£23.00	ACCEPTED	Assistant Chief Constable Thomas	

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B Division	Ch Supt Paul Brogden	08/11/2014	Invitation to attend Symposium	Farooq Aftab, Deputy Director of Communications & Spokes Person, Ahmadiyya Muslim Community	To represent BTP at a Muslim Community National Peace Symposium.	Approx. £25	ACCEPTED	Assistant Chief Constable Mark Newton	
B Division	Ch Supt Paul Brogden	28/11/2014	2 x tickets to the 2014 Railway Ball	High Speed 1	As guests of the MD of HS1, a key senior stakeholder.	Approx. £100 per ticket	ACCEPTED	Assistant Chief Constable Mark Newton	
B Division	Ch Supt Paul Brogden	28/11/2014	1 x ticket to the 2014 Railway Ball	O2 - Telefonica UK Ltd	Invitation to attend the Ball as a guest of O2.	Approx. £100	DECLINED	Chief Superintendent Paul Brogden	
D Division	Ch Supt John McBride	12/11/2014	Ticket for Scotland v England football match on 18.11.14	Abellio	New franchise owner - will take over from First Scotland April 2015.	£50.00	DECLINED	Assistant Chief Constable McCall	
A Division	Supt Dave Roney	02-03/12/2014	Complimentary pass to 2014 Transport Security Expo at London Olympia	Nineteen Events on behalf of Transport Security Expo	Complimentary pass to 2014 Transport Security Expo at London Olympia.	£399.00	ACCEPTED	Assistant Chief Constable Thomas	
B Division	Supt Jason Bunyard	02/12/2014	Invitation to Transport Security Expo 2014	Transport Security	Opportunity to network and liaise with Rail Industry Stakeholders and security providers	Free	ACCEPTED	Chief Superintendent Paul Brogden	
B Division	Supt Richard Moffatt	02/12/2014	Invitation to Transport Security Expo 2014	Transport Security	Opportunity to network and liaise with Rail Industry Stakeholders and security providers	Free	ACCEPTED	Chief Superintendent Paul Brogden	
C Division	Supt Gill Murray	11/11/2014	Dinner	Network Rail	Invitation to attend the European Rail Congress dinner. BTP shortlisted for an award.	£100.00	ACCEPTED	Chief Superintendent Holden	
A Division	Detective Chief Inspector	05/11/2014	Lunch between DCIs & members of the Police Federation at the Cote Restaurant in Camden.	The Police Federation	The meal was part of a meeting to discuss working arrangements and the views of the federation.	£20.00	ACCEPTED	Detective Superintendent Williams	No alcohol consumed.
A Division	Detective Chief Inspector	05/11/2014	Lunch between DCIs & members of the Police Federation at the Cote Restaurant in Camden.	The Police Federation	The meal was part of a meeting to discuss working arrangements and the views of the federation.	£20.00	ACCEPTED	Detective Superintendent Williams	No alcohol consumed.
D Division	Chief Inspector	06/11/2014	Invitation to a Parliamentary Reception on 19 11 14 at Dynamic Earth, Edinburgh	Scottish Business Resilience Centre	In relation to work in partnership with SRBC.	£15.00	ACCEPTED	Temporary Chief Superintendent McBride	
A Division	Police Inspector	02-03/12/2014	Complimentary pass to 2014 Transport Security Expo at London Olympia	Nineteen Events on behalf of Transport Security Expo	Complimentary pass to 2014 Transport Security Expo at London Olympia.	£399.00	ACCEPTED	Assistant Chief Constable Thomas	
B Division	Police Inspector	18/12/2014	Unsolicited invitation to Christmas Dinner	STM Security	Potential Stakeholder Engagement opportunity.	Approx. £50	ACCEPTED	Chief Superintendent Paul Brogden	
B Division	Police Inspector	16/12/2014	Tin of Quality Street Chocolates	Member of Public	To say thank you for assistance in an incident.	£5.00	ACCEPTED	Chief Superintendent Paul Brogden	
B Division	Detective Inspector	01/12/2014	Lunch	Romanian Embassy	Thank you lunch provided or representatives from all partner organisations.	Approx. £25	ACCEPTED	Chief Superintendent Paul Brogden	
C Division	Police Inspector	16/12/2014	Lunch	Merseyrail	Head of Crime & Revenue Protection wishes to have a catch-up over lunch.	£35.00	ACCEPTED	Chief Superintendent Holden	
D Division	Police Inspector	19/11/2014	Bottle of red wine.	Victim Support Scotland-South Ayrshire Branch	Individual was one of 3 judges judging a schools speaking competition run by Victim Support and sponsored by BTP. All judges received a bottle of wine as a thank you.	Unknown	ACCEPTED	Temporary Chief Superintendent McBride	
A Division	Police Sergeant	12/11/2014	Entrance to Expo, conference, exhibitions and reception.	The Transport Security Expo 2014 Team	In capacity as a Security partner.	£399.00	ACCEPTED	DCS Martin Fry	
B Division	Police Sergeant	21/12/2014	Box of Thornton's Chocolates	Member of Public	Individual sent a card and box of chocolates to say thank you.	Approximately £6 or £7	ACCEPTED	Chief Superintendent Paul Brogden	
B Division	Police Sergeant	10/10/2014	2 x boxes of cream cakes	Member of Public	Thanks for return of laptop	Approx. £10	ACCEPTED	Chief Superintendent Paul Brogden	
B Division	Police Sergeant	01/12/2014	Lunch	Romanian Embassy	Thank you lunch provided or representatives from all partner organisations.	Approx. £25	ACCEPTED	Chief Superintendent Paul Brogden	



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B Division	Police Sergeant	12/11/2014	Staff nominee Oyster card	Crossrail	Staff nominee Oyster card as spouse.	Unknown	ACCEPTED		No authorising officer. B Division notified & asked to review.
A Division	Police Constable	18/12/2014	Cuff Links	US Embassy	Known to the Embassy staff member for a number of years and he gave personally as a gift .	£9.00	ACCEPTED	A/PI Evans	
B Division	Police Constable	16/12/2014	Tin of Quality Street Chocolates	Member of Public	To say thank you for assistance in an incident.	£5.00	ACCEPTED	Chief Superintendent Paul Brogden	
B Division	Police Constable	16/12/2014	T-Shirt	Member of Public	A t-shirt, in a gold bag, handed to officer by a cyclist as part of an advent (Xmas) promotion. Cyclist said he wanted to offer it to officer as a way of saying thanks for working hard to protect 'us'.	Unknown exact amount £0.00	ACCEPTED	Chief Superintendent Paul Brogden	
B Division	Police Constable	21/11/2014	Small box of M&S chocolates.	Member of Public	To say thank you for assistance in an incident.	£5.00	ACCEPTED	Chief Superintendent Paul Brogden	Items disposed of.
B Division	Police Constable	06/12/2014	Plastic tub of Roses	Member of Public	To say thank you for patience and assistance in an incident	£5.00	ACCEPTED	Chief Superintendent Paul Brogden	
B Division	Police Constable	05/01/2015	Box of Greek Cakes	Member of Public	Offered in appreciation as a thank you from a victim of crime.	Approx. £3.00	ACCEPTED	Chief Superintendent Paul Brogden	
B Division	Police Constable	25/11/2014	Pack of 4 donuts from M&S worth £1.	Member of Public	Individual had too many and handed a bag to officer.	£1.00	ACCEPTED	Chief Superintendent Paul Brogden	Rank of authorising officer is below required standard. B Division notified & asked to review. Items were perishable and placed in bin for disposal.
C Division	Police Constable	15/12/2014	Cupcakes	Member of Public	To say thank you for assistance in an incident.	£30.00 approx.	ACCEPTED	Superintendent Mason	The cakes came in the post from a member of public, leaving the officers no choice but accept the gift.
C Division	Police Constable	21/12/2014	Lanson Champagne 75 cl	Member of Public	To say thank you for assistance in an incident.	£30.00	DECLINED	Supt Wylie	Accepted at the time by the officer who didn't wish to cause offence with the proviso that it may have to be returned. On the advice of Supt Wylie, the champagne was subsequently returned.
C Division	Police Constable	02/12/2014	Tub of M+S chocolate cornflake bites and tub of M+S flapjack bites	Member of Public	Offered in appreciation as a thank you from a victim of crime.	£4.00	ACCEPTED	Chief Superintendent Holden	
D Division	Police Constable	21/12/2014	2 Boxes of biscuits	Member of Public	Thank you for finding lost purse.	£4.00	ACCEPTED	Temporary Chief Superintendent McBride	Initially declined gift advise of gratuity policy but the female left on counter at BTP office stating she couldn't take back to shop.
D Division	Police Constable	21/12/2014	McVities Victoria biscuits	Member of Public	To say thank you for assistance in an incident.	£5.00	ACCEPTED	Temporary Chief Superintendent McBride	
D Division	Police Constable	21/12/2014	2 Boxes of biscuits	Member of Public	To say thank you for assistance in an incident.	£4.00	ACCEPTED	Temporary Chief Superintendent McBride	Initially declined gift advise of gratuity policy but the female left on counter at BTP office stating she couldn't take back to shop.
B Division	Special Sergeant	12/12/2014	1 x Box of Terry's All Gold Milk Chocolates and written card.	Member of Public	To say thank you for assistance in an incident.	£5.00	ACCEPTED	Chief Superintendent Paul Brogden	
B Division	Police Community Support Officer	19/12/2014	£50.00 John Lewis Gift Card	London Underground Hammersmith & City Line Revenue Team	Offered together with Christmas Card as a thank you for assisting with joint working during the year.	£50.00	ACCEPTED	Chief Superintendent Paul Brogden	Initially declined but the team insisted it be accepted. This was then accepted in order not to cause offence, but confirmed that it/cash equivalent would be donated to the Samaritans.

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B Division	Police Community Support Officer	23/12/2014	Bottle of Monopole Heidsieck & co blue top Brut Champagne	Member of Public	To say thank you for assistance in an incident.	£26.00	ACCEPTED		Price roughly £26.00 based on quick internet search, accepted as he left before opportunity to decline. <b>No authorising officer. B Division notified &amp; asked to review.</b>
B Division	Police Community Support Officer	25/10/2014	Homemade CD of Music	Member of Public	Individual who wished to share their interest in music with officers.	Nominal	ACCEPTED	Chief Superintendent Paul Brogden	
C Division	Police Community Support Officer	09/12/2014	Gift Voucher	Manager of the Hour Glass Public House	Gift voucher to spend in one of the company's restaurants in appreciation of BTP support following a burglary at the Hour Glass Public House.	£40.00	ACCEPTED	Chief Superintendent Holden	Accepted by the officer at the time who stated that it would be raffled for charity. This had the full support of the Manager of the Public House. Details of the charity requested 5.1.15
C Division	Police Community Support Officer	02/12/2014	Tub of M+S chocolate cornflake bites and tub of M+S flapjack bites	Member of Public	To say thank you for assistance in an incident.	£4.00	ACCEPTED	Chief Superintendent Holden	
C Division	Police Community Support Officer	11/12/2014	Box OF Roses and 2 Boxes of Xmas Décor Chocs	Member of Public	To say thank you for assistance in an incident.	£7.00	ACCEPTED	Chief Superintendent Holden	
C Division	Police Community Support Officer	02/12/2014	Box of chocolate biscuits, a woollen thermal hat and a Santa containing candy canes. Accompanied by a Christmas Card "To The One I Love"	Member of Public	As thanks in response to kindness of officer	£5.00	ACCEPTED	Chief Superintendent Holden	
C Division	Police Community Support Officer	15/12/2014	Cupcakes	Member of Public	Offered in appreciation as a thank you from a victim of crime.	£30.00 approx.	ACCEPTED	Superintendent Mason	The cakes came in the post, leaving the officers no choice but accept the gift.
B Division	Victoria HUB officers	05/12/2014	2 x Small box of M&S biscuits.	Member of Public	Thanks for helping locate lost case in the station.	£5.00	ACCEPTED	Police Inspector Kermack	<b>Rank of authorising officer is below required standard B Division notified &amp; asked to review.</b>
A Division	Police Staff	16/12/2014	10 x boxes of chocolates	David Bruce Recruitment	Christmas gift.	£50.00	DECLINED	Caroline Sparks	Declined as per PSD advice
A Division	Police Staff	14/11/2014	Three packets of biscuits.	Reed Recruitment	Due to continuing temporary members of staff.	£3.00	ACCEPTED	Helen Edwards	The biscuits were given prior to the commencement of employment of two temps who had just been appointed. Advice has been given not to accept gifts under these circumstances in the future.
A Division	Police Staff	07/01/2015	Complimentary conference invite to the Enterprise Security and Risk Management Conference.	Whitehall Medias	IT security and risk management professionals have been invited to charter the latest industry developments and identify the most pressing security risks.	£0.00	DECLINED	Ivor Griffiths	
A Division	Police Staff	14/11/2014	10 caramel shortcake biscuits, 8 rocky road clusters and 10 mini gingerbread men.	Reed Recruitment	Due to a temporary member of staff starting work, this gift was given.	£0.00	ACCEPTED	Helen Edwards	The biscuits were given prior to the commencement of employment of two temps who had just been appointed. Advice has been given not to accept gifts under these circumstances in the future.
A Division	Police Staff	22/12/2014	Xmas card, 1 pen , 1 pencil in a case with Scotland Yard written on them, and a business card.	Range 14 Communications	Individual sometimes sits as a Lay member on Panels. Gift is a thank you	Unknown	ACCEPTED	Detective Superintendent Gareth Williams	

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A Division	Police Staff	13/01/2015	Complimentary invite to the European Information Security Summit.	Lyonsdown	Individual attended the event last year and has been offered a complimentary VIP place. The event focuses on cyber security strategic solutions.	£1,500.00	DECLINED	Sam Hulland	
A Division	Police Staff	19/12/2014	2 cakes & 2 bottles of wine	XLNT	Christmas gift.	£20.00	DECLINED	Scott Ambrose	Declined by Scott Ambrose
A Division	Police Staff	18/12/2014	2 x bottles of wine	The Congress Centre	As a thank you for holding events at the Congress Centre.	Unknown £0.00	DECLINED		DECLINED and returned to the Congress Centre
B Division	Police Staff	02-03/12/2014	VIP Ticket to Transport Security Expo including entry to conferences and overnight stay at K-West hotel.	Transport Security Expo – Nineteen Events	Opportunity to learn about security products and initiatives in regards to railway safety and security. Also an opportunity to network with other agencies involved in railway safety and security.	£0.00	ACCEPTED	Chief Superintendent Paul Brogden	
C Division	Police Staff	11/12/2014	Decorative Christmas plant	Refreshment Works	The company supplies and maintains plants at C Division HQ. This plant was left on the reception desk after a routine maintenance visit.	£7.00	ACCEPTED	Chief Superintendent Holden	The plant was left on the reception desk with no-one present to accept or refuse it. The plant will be given to the cleaner.