

Date: 14 March 2017

Item: Register of Gifts and Hospitality for Members and Senior Staff

This paper will be considered in public

1 Summary

1.1 This is the first of what will be a regular paper to the Committee that sets out details of the gifts and hospitality received and declared by the Board and senior staff. This report covers the period 1 October 2016 to 31 December 2016. Details for Members and the most senior staff are already routinely published on our website.

2 Recommendation

2.1 **The Committee is asked to note the paper.**

3 Background

3.1 TfL's policy on gifts and hospitality applies to TfL Board Members, all staff who work for TfL and staff contracted to work for TfL through a third party. It covers both gifts and hospitality offered directly or offered through a spouse or partner.

3.2 The policy starts from the premise that any gifts or hospitality offered should usually be declined. No offer should be accepted where there is a possibility, or a perception, of being influenced by it. The guidance provides advice on the few circumstances where acceptance might be appropriate but, as a guiding principle, Members and staff are advised to err on the side of caution and refuse any offer where there may be any doubt as to its integrity or lavishness.

3.3 The Board Members and staff are required to register with the General Counsel any gift or hospitality received in connection with their official duties that has a value of £25 or over, and also the source of the gift or hospitality. For staff, declarations are made at the end of every month. As the offering and acceptance of gifts or hospitality by Members is uncommon, they are asked to confirm any declarations at the end of every quarter. Offers accepted by Members and the most senior staff are then reviewed and published on tfl.gov.uk on a quarterly basis.

3.4 Gifts and hospitality declarations from Members, the Commissioner and Managing Directors, the General Counsel and the Chief Finance Officer have been published on tfl.gov.uk since 2012. As part of the revised GLA Group Framework Agreement, considered by the Board on 22 September 2016, we

committed to also provide a regular report to the Audit and Assurance Committee on the gifts and hospitality accepted.

- 3.5 This is the first of the regular reports to the Committee. The staff covered has been extended to all staff that appear on the top level organisation chart published on tfl.gov.uk. The report starts from the first period following the Board signing up to the Framework Agreement and ends on the nearest reporting period to the date of the dispatch of the papers for this meeting.

4 Reporting period and issues for consideration

- 4.1 Appendix 1 sets out gifts and hospitality declared by Members and senior staff from 1 October 2016 to 31 December 2016.
- 4.2 Future reports will have a comparative analysis of sets of data and trends and will also highlight any issues of note. In summary, there were a total of 2 declarations made by Members and 82 declarations made by senior staff.

List of appendices to this report:

Appendix 1: Gifts and Hospitality Register, Members and Senior Staff 1 October 2016
31 December 2016.

List of Background Papers:

Corporate Gifts and Hospitality Register

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Gifts and Hospitality - TfL Board Members and Senior Officers
1 October - 31 December 2016

TfL Board Members	Donor/Provider of Gift/Hospitality	Detail of Gift/Hospitality	Date
Anne McMeel	All Party Parliamentary Group on Energy Storage	Winter Parliamentary Reception	14/12/2016
Dr Nelson Ogunshakin	Women Into Science and Engineering	WISE Annual Awards	10/11/2016
TfL Officers	Donor/Provider of Gift/Hospitality	Detail of Gift/Hospitality	Date
Andy Brown	Bircham Dyson Bell	Christmas drinks reception	08/12/2016
Mike Brown	Department for Transport	Dinner	12/10/2016
Mike Brown	Translink	Dinner	13/10/2016
Mike Brown	Institute of Directors	Annual lunch and speaking engagement	14/10/2016
Mike Brown	Cass Business School	Lecture and dinner	17/10/2016
Mike Brown	Institute of Couriers	National Courier Awards and dinner	18/10/2016
Mike Brown	TheCityUK	Annual dinner	08/11/2016
Mike Brown	London First	Speaking engagement and dinner	30/11/2016
Mike Brown	London Legacy Development Corporation	London 2012 - track your piece of London 2012 history	15/12/2016
Tanya Coff	UITP	Conference	23/11/2016
Graeme Craig	Exterion Media	Reception	06/10/2016
Graeme Craig	Régie Autonome des Transports Parisiens	Lunch	07/10/2016
Graeme Craig	PinkNews	Reception	26/10/2016
Graeme Craig	Building Magazine	Reception	08/11/2016
Graeme Craig	Arcadis	Breakfast	09/11/2016
Graeme Craig	Clear Channel	Event and dinner	14/11/2016
Graeme Craig	Arcadis	Event and dinner	23/11/2016
Graeme Craig	Worldline	Event and dinner	25/11/2016
Graeme Craig	Santander	Drinks	01/12/2016
Graeme Craig	Capita	Breakfast	05/12/2016
Graeme Craig	Exterion Media	Reception	14/12/2016
Graeme Craig	H & L	Drinks	21/12/2016
Leon Daniels	Historic Royal Palaces - Tower of London	Reception	05/10/2016
Leon Daniels	Interel & Jacobs	Dinner	26/10/2016
Leon Daniels	Wrightbus Ltd	Dinner	01/11/2016
Leon Daniels	London Chamber of Commerce and Industry (LCCI)	Dinner	02/11/2016
Leon Daniels	London Transport Old Comrades Association	Annual dinner	11/11/2016

**Gifts and Hospitality - TfL Board Members and Senior Officers
1 October - 31 December 2016**

Leon Daniels	Arriva	Speaking engagement - Bus/Train Conference	16/11/2016
Leon Daniels	The Crown Estate	Reception	17/11/2016
Leon Daniels	Royal Parks	Dinner	22/11/2016
Leon Daniels	Royal Parks	Hyde Park Winter Reception	01/12/2016
Leon Daniels	Arriva	Dinner	06/12/2016
Leon Daniels	Irvine Sellar	Reception	08/12/2016
Leon Daniels	South Bank Employers' Group 25th Anniversary Party	Reception	13/12/2016
Michèle Dix	London Chamber of Commerce	Speaking engagement	04/10/2016
Michèle Dix	Institution of Civil Engineers	2016 British Construction Industry Awards	12/10/2016
Michèle Dix	Bircham Dyson Bell	Ladies Evening with Jo Fairley	13/10/2016
Michèle Dix	Meeting Place Communications	Annual Women in Planning & Politics event	19/10/2016
Michèle Dix	Major Projects Association	Dinner	26/10/2016
Michèle Dix	London First	Reception	24/11/2016
Michèle Dix	New Civil Engineer	Awards ceremony	25/11/2016
Garrett Emmerson	Chartered Institute of Highways & Transportation	Lunch	09/12/2016
Vernon Everitt	John Lewis	Dinner	02/10/2016
Vernon Everitt	London Chamber of Commerce and Industry	Dinner	02/11/2016
Vernon Everitt	LinkedIn	Lunch	01/12/2016
David Hughes	Major Projets Association	Annual dinner	28/11/2016
David Hughes	Turner and Townsend	Lunch	16/12/2016
Michael Hurwitz	Better Transport	Reception	13/10/2016
Michael Hurwitz	Chief Innovation Officer Summit	CIO Summit	19/10/2016
Michael Hurwitz	International Transport Workers' Federation / Office for Economic Co-operation and Development	Speaking engagement at OECD seminar	21/11/2016
Michael Hurwitz	Society of Motor Manufacturers and Traders	Annual dinner	29/11/2016
Michael Hurwitz	RAC	RAC reception	05/12/2016
Michael Hurwitz	British Vehicle Rental and Leasing Association	Parliamentary reception	14/12/2016
Simon Kilonback	Rothschilds	Lunch	24/11/2016
David McNeill	British Construction	CBI Awards dinner	12/10/2016
David McNeill	Field Consultants	Awards dinner	08/12/2016
Sam Mullins	Imperial War Museum	Film: Private showing of the IWMs Battle of the Somme	18/11/2016
Sam Mullins	UK Bus awards	Awards ceremony with lunch	23/11/2016

**Gifts and Hospitality - TfL Board Members and Senior Officers
1 October - 31 December 2016**

Sam Mullins	V&A	Private viewing of exhibition before opening to the public	07/12/2016
Sam Mullins	Searcys	Lunch	19/12/2016
Ian Nunn	HSBC	Dinner	04/10/2016
Ian Nunn	Exterion	Media launch event	06/10/2016
Ian Nunn	Panthea	Dinner	26/10/2016
Ian Nunn	Régie Autonome des Transports Parisiens	Lunch	26/10/2016
Ian Nunn	Citigate	Lunch	01/11/2016
Ian Nunn	London Chamber of Commerce and Industry	Annual Transport Dinner	02/11/2016
Ian Nunn	Panthea	Dinner	17/11/2016
Gareth Powell	London Chamber of Commerce and Industry	Transport dinner	02/11/2016
Gareth Powell	Go-Ahead	Awards dinner	08/11/2016
Gareth Powell	Turner & Townsend	Annual dinner	25/11/2016
Lucinda Turner	British Land	Lunch	02/12/2016
Shashi Verma	Microsoft	Business meeting refreshments	13/12/2016
Shashi Verma	Amazon Web Services	Dinner	15/12/2016
Mark Wild	MTR Corporation	Meeting and dinner	03/10/2016
Mark Wild	Peter Hendy	Dinner	25/10/2016
Mark Wild	Railway Industry Association	Speaking engagement	28/10/2016
Mark Wild	CH2M	Dinner	02/11/2016
Mark Wild	One Third More	Complimentary copy of book	29/11/2016
Mark Wild	Thales	Business Dinner	05/12/2016
Mark Wild	Jacobs	Business dinner	06/12/2016
Alex Williams	Temple Group	LCCI Dinner	02/11/2016
Alex Williams	City of London	Civic Dinner	29/11/2016