

Register of Gifts, Hospitality and Sponsorship 2024/25

Name	Position	Date of offer	Declined or accepted	Date of receipt (if applicable)	details of gift or hospitality	estimated value	Supplier/offer or name and nature of business	Reason for Accepting or declining	details of officer reviewing/approving the declaration and date of decision if applicable	Other Comments
Emily Mayes	Keyworker	27/06/2024	Accepted	27/06/2024	Algerian cotton dress and bandana	£15-£20	Patient	Client's mother sent the item of clothing over from Algeria and it was not the right size for the client. Keyworker refused the item a number of times stating that she would have to check with her team about the offer before accepting. Client was insistent that Keyworker had the dress as it was 'their size' and it was not good to them.	Andrew Powell	Keyworker checked in with team and Team leader contacted relevant parties to check in about whether it was appropriate to accept the offer. Keyworker followed policies and procedures to make sure that the item was declared. It was agreed that the item could be kept as it was less than £50 in value.
Emily Mayes	Keyworker	18/09/2024	Accepted	18/09/2024	Notebook, hot-wheels pen, body spray and Beetlejuice figurine	£5	Patient	Client's mother wanted to thank Keyworker for their support throughout their time together- gift was a present for the work they had done.	Andrew Powell - 24.09/24	Client's mother wrote a note at the front of the book and thanked the Keyworker for the gifts. Gifts looked to be second hand so estimated value less than if they would have been new.
Jenny Gibbs	Medicines Optimisation Senior Pharmacy Technician	Non	Accepted	02/10/2024	Molnlycke health care posted me information regarding some dressings. In the box they also posted 3 plastic beakers, 3 note pads and 5 pens. These additional items were unsolicited and not requested, and I did not know in advance that they were going to send these items.	£5	Molnlycke health care	On investigation, the cost to NHS BNSSG ICB for posting these items back was identified as being more than the value of the items. It was deemed as not being an effective use of limited NHS funds.	Lisa Rees	ICB Guidance was followed.
Vicky Keedwell	Referral Service Operational Manager	07/11/2024	Accepted	07/11/2-24	6 x keyrings 20 x pens 20 x notepads 8 x Fabric mouse mats 20 x booklets about service	Unknown	NewMedica	Accepted as was included in with the leaflets and criteria guidance to assist staff with processing referrals in the service	Hana Cavill - 03.12.24	There is no conflict of interest as this service is already commissioned by the ICB to provide Ophthalmology services and are regularly offered as part of patient choice currently along with other providers.
Rebecca Thorne	Medicines Optimisation Pharmacist	16/10/2024	Accepted	07/12/2024	Christmas party/ meal	£72	Fishponds Family Practice	Christmas social event with practice I work with – build relationships	Michelle Jones - 05/12/24	
Rebecca Thorne	Medicines Optimisation Pharmacist	24/10/2024	Accepted	13/12/2024	Christmas party/ meal	£62	Beechwood Medical Practice	Christmas social event with practice I work with – build relationships	Michelle Jones - 05/12/24	

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Carleigh Nuttall	Contract Manager – Mental Health and Learning Disabilities	21/04/2023	Accepted		Flowers sent by patients parent as a thank you	£15	Flowers sent by patients parent as a thank you	Flowers received at 360 with the above note. Delivered when I was not in the office	Jackie Shortman - 26.6.2023	
Vicky Keedwell	Referral Service Operational Manager	29/06/2023	Accepted	29/06/2023	Chocolates	£6	New Medica		Hana Cavill - 29/06/23	
Sallianne Allen	Senior Referral Service Administrator	26/07/2023	Accepted	26/07/2023	Pen/note pad, sticky note pad, soft ball, cloth bag, tin of mints	£5-6	Practice plus, Emersons green	Contains pamphlets with guidance on hospital facilities and what they treated.	Vicky Keedwell - 27/09/2023	
Daniel Zandieh	Senior Referral Service Administrator	22/08/2023	Accepted	22/08/2023	18 note pads 18 mint packs	Unknown	Practice plus, Emersons green		Hana Cavill - 22/08/23	
Vicky Keedwell	Referral Service Operational Manager	22/08/2023	Accepted	22/08/2023	1 box of doughnuts 1 box of cookies 1 x torch 8 x pens 6 x notepads 1 x ruler 1 x drawstring bag	Unknown	SpaMedica	Accepted as was included in with the leaflets and criteria guidance to assist staff with processing referrals in the service	Hana Cavill - 22/08/23	There is no conflict of interest as this service is already commissioned by the ICB to provide Ophthalmology services and are regularly offered as part of patient choice currently along with other providers.
Daniel Zandieh	Senior Referral Service Administrator	01/08/2023	Accepted	01/08/2023	4 x pens 4 x notepads 2 x torches 1 x ruler 1 x drawstring bag	Unknown	SpaMedica		Kathryn Baetjer - 01/08/23	Gift given at the end of a tour of the provider as organised by Referral Service Manager. Visit arranged so that administrators are more aware of processes at provider side of things when handling patient referrals. There is no conflict-of-interest present as provider are already commissioned by ICB to provide Ophthalmology services and are regularly offered as choice along with other providers.
Vikki Plummer	Senior Referral Service Administrator	01/08/2023	Accepted	01/08/2023	4 x pens 4 x notepads 2 x torches 1 x ruler 1 x drawstring bag	Unknown	SpaMedica		Kathryn Baetjer - 01/08/23	
Sarah Thomas	Senior Referral Service Administrator	01/08/2023	Accepted	01/08/2023	4 x pens 4 x notepads 2 x torches 1 x ruler 1 x drawstring bag	Unknown	SpaMedica		Kathryn Baetjer - 01/08/23	
Theo Rowswell	Senior Referral Service Administrator	01/08/2023	Accepted	01/08/2023	4 x pens 4 x notepads 2 x torches 1 x ruler 1 x drawstring bag	Unknown	SpaMedica		Kathryn Baetjer - 01/08/23	
Colette Howard	Business Manager	12/09/2023	Accepted	12/09/2023	E Voucher	£25	Executive Pa From Sirona	60th birthday gift between colleagues. Not related to the work our two organisations do together	Shane Devlin - 13/09/23	
Rebecca Thorne	Medicines Optimisation Pharmacist	20/10/2023	Declined		Christmas Party/meal	£45	Fishponds Family Practice	Unable to attend due to prior commitments	Michelle Jones - 03/11/23	
Rebecca Thorne	Medicines Optimisation Pharmacist	02/11/2023	Accepted	08/12/2023	Christmas Party/meal	£44	Beechwood Medical Practice	Christmas Social Event with practice I work with - build relationships	Michelle Jones - 07/11/23	
Angela Clothier	Medicines Optimisation Pharmacist	09/12/2023	Accepted	09/12/2023	Christmas Meal	£42	Orchard Medical Centre	Join in with the Practice's networking with the wider team	Emily Knight - 12/12/23	
Jaswinder Lalli	Medicines Optimisation Pharmacist	16/10/2023	Accepted	08/12/2023	Christmas Meal	£40	Downend Health Group	Join in with the Practice's networking with the wider team	Emily Knight - 14/12/23	
Rebecca Thorne	Medicines Optimisation Pharmacist	20/12/2023	Declined		£50 Cash - Christmas Gift	£50	Fishponds Family Practice	Unable to accept – ICB gifts and hospitality policy	Michelle Jones - 20/12/23	

Debbie Freeman	Senior Contract Manager	December 2023	Accepted	29/01/2024	Full guided tour of the Palace of Westminster, and a short talk on the role and experiences of Luke Hall as a Member of Parliament	An independently booked tour would cost £32 Tours - UK Parliament Payment of £18 made by myself to cover coach expense.	Luke Hall, MP for Thornbury, Yate and surrounding area	Would like to have a better insight as a resident and member of the local community. It would benefit my role as a volunteer chair of the Yate Priority Neighbourhood Steering Group into how UK government and democracy work in the UK.	Susie McMullen - 15.01.24	This is not a politically motivated acceptance, merely a way of finding out about the history and workings of parliament, as well as meeting other residents in my area. As I understand it, I could visit the UK Parliament at any time of my own volition, but this is something that I have never got round to, as each time I have visited London it has been with children who would not have wanted to do the tour. As this offer was made directly to adult residents in Yate where I live, I felt this was a good opportunity to attend, especially as value of the tour has been highlighted and recommended by an associate of mine who found it highly informative. I don't consider that my acceptance of this invite would cause a conflict of interest with the work that I undertake in my role as Senior Contract Manager. I will be attending this in a personal capacity rather than a professional capacity. I work within the Nolan principles with the highest degree of integrity.
Adele Laing	Estates and Infrastructure Support Manager	18/03/2024	Accepted	18/03/2024	John Lewis e gift voucher	£50	Pembroke Road Surgery	Accepted – maternity leave gift	Rob Hayday & Tim James 19.03.24	

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Alex Ward-Booth	Head of Insights and Public Engagement	19/07/2022	Accepted	19/07/2022	John Lewis Gift Voucher	£100	Jungle Green	Gift has been sent on an individual basis from Janice Guy and Julie Ford to myself as a leaving gift. I was not involved in the previous procurement of Jungle Green as our provider for the Citizens' Panel, and given I am leaving on 28 July, I will not be involved in any upcoming procurement decisions around this supplier. Based on advice received from my line manager and our corporate team I am therefore accepting this leaving gift.	Michelle Smith 27/07/22	
Julie Bacon	Interim Chief People Officer	27/09/2022	Declined	03/10/2022	Mug, notebook, chocolate bar, tea bag, biro	£15	Tom Martin, Employee Experience Manager, Healthcare, UKI	May be looking to secure a contract with us, do not want to accept this unsolicited gift for that reason – have had no prior dealings with this organisation.	Shane Devlin 05/10/22	
Rebecca Thorne	Medicines Optimisation Pharmacist	21/09/2022	Accepted	09/12/2022	Christmas Party/meal	£45	Fishponds Family Practice	Items left in public area for staff to take item	Michelle Jones 22/09/22	
Rebecca Thorne	Medicines Optimisation Pharmacist	21/09/2022	Accepted	18/11/2022	Hospitality – Practice social event (bowling)	£30	Fishponds Family Practice	Christmas social event with practice I work with – build relationships.	Michelle Jones 22/09/22	
Rebecca Thorne	Medicines Optimisation Pharmacist	02/11/2022	Accepted	10/12/2022	Christmas party/ meal	£45	Beechwood Medical Practice	Social event with practice I work with – build relationships.	Michelle Jones - 03/11/22	
Jaswinder Lalli	Medicines Optimisation Pharmacist	16/11/2022	Accepted	16/12/2022	Christmas Meal	£35	Downend Health Group	Christmas social event with practice I work with – build relationships.	To join in with the practice's networking with the wider team	Michelle Jones - 01/12/22
Emily Stone	Medicines Optimisation Pharmacist	Summer 22	Accepted	25/11/2022	Meal/Staff Christmas Party	£30	The Lennard Surgery	Encouraging good working relationship with the GP surgery		Michelle Jones - 30/11/22
Addressed to "Bristol Community Health Team" who no longer exist – staff were in housed in different teams to ICB in 2019/20. Received on behalf of ICB by Jenny Macken	Office Manager	31/10/2022	Accepted	28/11/2022	6 gift sets each comprising 1 x Mug 1 x trolley token keyring 1 x pen Plus a brochure and handful of sweets (celebrations)	£26 in total based on available catalogue prices, less than £5 per person	React Support Services	Under acceptable gift value per person Not a current supplier React are a Cardiff based firm who offer ongoing care facilities. Checks were made with Contracting and then Finance to confirm that React are not a current supplier of any services for BNSSG ICB.	Rob Hayday - 07/12/2022	
Loran Davison	Team Administrator	24/11/2022	Declined	10th & 11th December 2022	10% off Festive Wreathmaking at the Orangery Goldney House	£6pp	University of Bristol	University of Bristol is a potential supplier.		Lucy Powell
Loran Davison & Lucy Powell	Team Administrator & Corporate Support Officer	31/10/2022	Declined	1st, 2nd or 8th December 2022	I would like to invite you and up to 2 colleagues for a festive lunch and to a tour of the upgraded facilities.	£10pp	Engineers House	Engineers house is a current supplier.		Sarah Carr 9/12/22
Richard Mellings	Senior Medicines Optimisation Pharmacist	12/01/2023	Accepted	12/01/2023	Selection of Cadburys chocolates e.g. Christmas selection box, buttons etc.	£10-£15	Optum	Accepted as hospitality of value < £25 and shared amongst the organisation		Lisa Pottenger - 12/01/2023
Angela Clothier	Medicines Optimisation Pharmacist	28/10/2022	Accepted	25/11/2022	Christmas Meal	£45	Orchard Medical Practice	To join in with the practice's networking with the wider team		Karen Arnold - 09/01/2023
Colin Bradbury	Executive Director	29/09/2023	Accepted	29/09/2022	Gift Card (£50) Bottle of red wine Afternoon tea	£80	Pier Health PCN	I accepted this as a personal leaving gift relating to my old role, given that my new role within the ICB does not involve making any decisions that would directly impact on this provider.		Shane Devlin - 16/02/2023
Loran Davison	Team Administrator	20/03/2023	Declined	20/04/2023	10% off Festive Wreathmaking at the Orangery Goldney House for up to me and 2 guests	£5	University of Bristol is a potential supplier.	University of Bristol is a potential supplier.		Sarah Carr - 14.04.23

Simon Moss	Senior Insights Officer	10/02/2023	Accepted	10/02/2023	John Lewis Gift Card	£50	Jungle Green	Gift has been sent on an individual basis from Janice Guy and Julie Ford to myself as a leaving gift. I was not involved in the previous procurement of Jungle Green as our provider for the Citizens' Panel, and as I am leaving on the organisation on the 14th February 2022, I will not be involved in any upcoming procurement decisions around the supplier.	Lynn Tomlin - 28/06/23
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