

Appendix 1
Declarations of Gifts and Hospitality – 1 January to 31 March 2015

Directorate	Service Area	Type of Declaration	Form Details Of Declaration i.e. name of person, nature of relationship, company, gift, hospitality, etc	Head of Service who signed the declaration	Outcome
Corporate Services	Corporate Finance	Gift	The gift consisted of a bunch of flowers and a box of chocolates delivered to Penallta by a Purchase Ledger Customer, accepted in the employee's absence. Approximate value: £20. Employee advised by line manager to speak to HR and advised they would share chocolates with the rest of the team.	Stephen Harris	Accepted
Environment	Engineering and Transport	Hospitality	Invite by Cardiff Transport Preservation Group to official arrival of Bedwas and Machen UDC bus at CTPG Depot, Barry on Saturday, 28 March 2015. Nil value.	Terry Shaw	Accepted
Environment	Engineering and Transport	Hospitality	Invite by Cardiff Transport Preservation Group to official arrival of Bedwas and Machen UDC bus at CTPG Depot, Barry on Saturday, 28 March 2015. Nil value.	Terry Shaw	Accepted