

Bolsover District Council

Standards Committee

28th September 2020

Annual Review of Gifts and Hospitality 2019

Report of the Head of Corporate Governance and Monitoring Officer

This report is public

Purpose of the Report

- Once a year the Gifts and Hospitality Register for the Council is checked by the Monitoring Officer to ensure that it is being used correctly.
- This is the sixth Calendar Year that the annual report has been compiled using the figures presented on the central Gifts and Hospitality register which the Legal Support Officer maintains for the entire Council. The results of the review are contained on the attached spreadsheet.

1 Report Details

- 1.1 The review shows that all of the offers were accepted with the exception of 1 gift that was refused. The register is attached to this report as **Appendix A** and is summarised below.
- 1.2 A copy of the provisions of the Constitution in respect of gifts and hospitality are attached as **Appendix B** to this report.
- 1.3 Most of the gifts are relatively small in value with a maximum value of £10 not being exceeded. As per the Gifts & Hospitalities procedure the Monitoring Officer would have been immediately alerted if any gifts exceeded the value of £100.
- 1.4 All the gifts declared throughout the 2019 period mainly relate to small confectionary gifts of biscuits, chocolates, bottles of wine, gift sets or flowers with an exception to a couple of the entries as outlined on the document Appendix A.
- 1.5 The following departments showed declarations of a gift or hospitality: Members, Joint Strategic Directors, Revenues, Housing, Leisure, Human Resources and Clowne Contact Centre. No other department declared a gift or hospitality during 2019 as can be seen in Appendix A.
- 1.6 During the year an issue was identified that related to a department retaining their own register for gifts and hospitality (as per the old departmental procedure that was used prior to the Corporate Register being implemented). This was rectified

after the Monitoring Officer spoke to this department and the Corporate Register is now being used by this department. (Leisure).

- 1.7 In 2018 members agreed that the register would be published on the Councils website going forward. Members may recall last year when this report was presented we were looking at various providers of committee management software and it was agreed we would wait for the new system to commence publication. Members are aware we have secured the modern.gov system but due to the Covid 19 Pandemic there has been a delay on the implementation of some aspects of the system. It is anticipated that the ability to use the online Gifts and Hospitality facility will be fully functional by the end of 2020 and once it is we will publish the register via modern.gov

2 Conclusions and Reasons for Recommendation

- 2.1 The outcome of the annual review as shown on the spreadsheet attached.
- 2.2 It is good governance to check this register once a year to ensure it is being used and that entries are appropriate. It is an appropriate time for the review.

3 Consultation and Equality Impact

- 3.1 No consultation required and no Equality Impact Statement needed.

4 Alternative Options and Reasons for Rejection

- 4.1 None

5 Implications

5.1 Finance and Risk Implications

- 5.1.1 None

5.2 Legal Implications including Data Protection

- 5.2.1 As in the report.

5.3 Human Resources Implications

- 5.3.1 None

6 Recommendations

- 6.1 That the review of the Gifts and Hospitality Register be noted.

7 Decision Information

<p>Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds: <i>BDC:</i> <i>Revenue - £75,000</i> <input type="checkbox"/> <i>Capital - £150,000</i> <input type="checkbox"/> <i>NEDDC:</i> <i>Revenue - £100,000</i> <input type="checkbox"/> <i>Capital - £250,000</i> <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i></p>	No
<p>Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)</p>	No
<p>Has the relevant Portfolio Holder been informed</p>	Yes
<p>District Wards Affected</p>	None
<p>Links to Corporate Plan priorities or Policy Framework</p>	This is a matter of good governance

8 Document Information

Appendix No	Title
A	Corporate Register 2019
B	Extract from the Council's Constitution: Codes and Protocols 5.1 Members' Code of Conduct Appendix 1. Gifts and Hospitality Guidance.
<p>Background Papers (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)</p>	
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