**NHS Business Services Authority Board Members and Senior Staff Business Expenses**

**(This document includes all expenses claimed for during the period 1 July 2023 – 30 September 2023)**

**1. Expenses**

**Michael Brodie**

**Chief Executive -** Total claim for this period:

- Expenses Claimed £0

- Via Corporate Contract (Travel/Accommodation) £545.43

- Via Corporate Contract (Hire Car) £0

**Total**  **£****545.43**

**Expenses Claimed –** No Claims for this period.

**Via Corporate Contract (Travel/ Accommodation)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Dates**  |  **Destination**  | **Purpose**  |  **Travel**   |  **Total** **Costs £**  |
|   | **Air £**  | **Rail £**  | **Accommodation £**  |   |
| 17 August 2023 | Manchester | External meeting  |  |  | £93.48 | £93.48 |
| 25 September 2023 | London | External meeting |  |  | £132.25 | £132.25 |
| 25 September 2023 | London | External meeting |  | £125.90 |  | £125.90 |
| 25 September 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |
| 26 September 2023 | Newcastle  | External meeting  |  | £192.80 |  | £192.80 |
| 26 September 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Brendan Brown**

**Director of Citizen Services –** Total claim for period:

- Expenses Claimed £132.65

- Via Corporate Contract (Travel/Accommodation) £0

- Via Corporate Contract (Hire Car) £0

**Total**  **£132.65**

**Expenses Claimed**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Dates**  |   **Destination**  | **Purpose**  |  **Travel**   | **Other**  | **Total Costs £**  |
|   | **Air £**  | **Rail £**  | **Taxi/Car £**  | **Accommodation/** **Meals £**  |
| 06 June 2023 | Newcastle  | Internal meeting  |   |   |  |  | Parking £11.95 | £11.95 |
| 07 June 2023 | London | External meeting  |  |  |  | £25.00 |  | £25.00 |
| 07 June 2023 | Newcastle (Station) | External meeting  |  |  |  |  | Parking 25.00 | £25.00 |
| 13 June 2023 | Manchester  | External meeting |  |  |  | £25.00 |  | £25.00 |
| 13 June 2023 | Newcastle (Station) | External meeting |  |  |  |  | Parking £25.00 | £25.00 |
| 13 June 2023 | Manchester  | External meeting |   |   | £5.60 |  |  | £5.60 |
| 03 July 2023 | Newcastle  | Internal meeting |  |  |  |  | Parking £15.10 | £15.10 |

**Via Corporate Contract (Travel/Accommodation)** – No claims for this period

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Darren Curry**

**Chief Digital Officer –** Total claim for period:

- Expenses Claimed £181.09

- Via Corporate Contract (Travel/Accommodation) £445.39

- Via Corporate Contract (Hire Car) £0

 **Total £626.48**

**Expenses Claimed**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Dates**  |   **Destination**  | **Purpose**  |  **Travel**   | **Other**  | **Total Costs £**  |
|   | **Air £**  | **Rail £**  | **Taxi/Car £**  | **Accommodation/** **Meals £**  |
| 06 June 2023 | Newcastle  | External meeting  |   |   |  |  | Parking £21.50 | £21.50 |
| 11 June 2023 | Belfast | Conference |  |  | £45.00 |  |  | £45.00 |
| 11 June 2023 | Newcastle (Airport) | Conference |  |  |  |  | Parking £53.09 | £53.09 |
| 13 June 2023 | Leeds  | External Meeting |  |  | £40.00 |  |  | £40.00 |
| 19 June 2023 | London | External Meeting |   |   |  |  | Parking £21.50 | £21.50 |

**Via Corporate Contract (Travel/ Accommodation)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Dates**  |  **Destination**  | **Purpose**  |  **Travel**   |  **Total** **Costs £**  |
|   | **Air £**  | **Rail £**  | **Accommodation £**  |   |
| 06 September 2023 | London | External Meeting |  | £80.50 |  | £80.50 |
| 06 September 2023 | Newcastle | External Meeting |  | £192.80 |  | £192.80 |
| 06 September 2023 | London (underground) | External Meeting |  | £15.20 |  | £15.20 |
| 06 September 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |
| 06 September 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |
| 06 September 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |
| 16 September 2023 | London | External Meeting |  |  | £155.39 | £155.39 |

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Mark Dibble**

**Executive Director of People and Corporate Services -**Total claims for this period:

- Expenses Claimed £0

- Via Corporate Contract (Travel/Accommodation) £0

- Via Corporate Contract (Hire Car) £0

 **Total £0**

**Expenses Claimed –** No Claims for this period.

**Via Corporate Contract (Travel/Accommodation)** – No claims for this period

**Via Corporate Contract (Hire Car)** **–** No claims for this period.

**Andy McKinlay**

**Executive Director of Finance, Commercial and Estates -** Total claims for this period:

- Expenses Claimed £0

- Via Corporate Contract (Travel/Accommodation) £0

- Via Corporate Contract (Hire Car) £0

 **Total £0**

**Expenses Claimed** **–** No claims for this period.

**Via Corporate Contract (Travel/Accommodation) –** No claims for this period

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Allison Newell**

**Executive Director of Strategy, Performance, Business Development and Growth -** Total claim for this period:

- Expenses Claimed £0

- Via Corporate Contract (Travel/Accommodation) £0

- Via Corporate Contract (Hire Car) £0

 **Total £0**

**Expenses Claimed –** No claims for this period.

**Via Corporate Contract (Travel/ Accommodation) –** No claims for this period

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Sue Douthwaite**

**Chair -** Total claim for this period:

- Expenses Claimed £111.19

- Via Corporate Contract (Travel/Accommodation) £2195.13

- Via Corporate Contract (Hire Car) £0

 **Total £2306.32**

**Expenses Claimed**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Dates**  |   **Destination**  | **Purpose**  |  **Travel**   | **Other**  | **Total Costs £**  |
|   | **Air £**  | **Rail £**  | **Taxi/Car £**  | **Accommodation/** **Meals £**  |
| 17 June 2023 | Newcastle | Internal Meeting  |   |   |  | £25.00 |  | £25.00 |
| 17 June 2023 | Newcastle | Internal Meeting  |   |   | £8.96 |  |  | £8.96 |
| 17 June 2023 | Wakefield Station | Internal Meeting  |  |  | £13.96 |  |  | £13.96 |
| 18 June 2023 | Newcastle | Internal Meeting  |  |  |  | £25.00 |  | £25.00 |
| 18 June 2023 | Newcastle | Internal Meeting  |  |  | £10.99 |  |  | £10.99 |
| 19 June 2023 | Wakefield Station | Internal Meeting  |  |  | £11.98 |  |  | £11.98 |
| 01 August 2023 | Newcastle | Internal Meeting  |  |  | £15.30 |  |  | £15.30 |

**Via Corporate Contract (Travel/ Accommodation)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Dates**  |  **Destination**  | **Purpose**  |  **Travel**   |  **Total** **Costs £**  |
|   | **Air £**  | **Rail £**  | **Accommodation £**  |   |
| 05July 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |
| 05 July 2023 | Newcastle | Internal meeting  |  | £41.90 |  | £41.90 |
| 05 July 2023 | Newcastle  | Internal meeting |  |  | £143.10 | £143.10 |
| 06 July 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |
| 06 July 2023 | Huddersfield  | Internal meeting |  | £97.50 |  | £97.50 |
| 17 July 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |
| 17 July 2023 | Newcastle  | Internal meeting |  | £128.55 |  | £128.55 |
| 17 July 2023 | Newcastle | Internal meeting |  |  | £306.68 | £306.68 |
| 01 August 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |
| 01 August 2023 | Newcastle | Internal meeting |  | £128.55 |  | £128.55 |
| 02 August 2023 | London (amended Ticket) | External meeting  |  | £55.20 |  | £55.20 |
| 02 August 2023 | London  | External meeting |  | £43.95 |  | £43.95 |
| 02 August 2023 | Huddersfield  | External meeting |  | £72.40 |  | £72.40 |
| 02 August 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |
| 02 August 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |
| 02 August 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |
| 03 August 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |
| 03 August 2023 | Wakefield  | External meeting  |  | £169.75 |  | £169.75 |
| 03 August 2023 | London | External meeting |  | £39.45 |  | £39.45 |
| 03 August 2023 | Huddersfield  | External meeting |  | £204.30 |  | £204.30 |
| 03 August 2023 | Eastbourne | External meeting |  | £65.30 |  | £65.30 |
| 03 August 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |
| 03 August 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |
| 03 August 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |
| 13 September 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |
| 13 September 2023 | Newcastle  | External meeting  |  | £128.55 |  | £128.55 |
| 13 September 2023 | Newcastle  | External meeting  |  |  | £101.00 | £101.00 |
| 26 September 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |
| 26 September 2023 | London | External meeting |  |  | £310.00 | £310.00 |
| 26 September 2023 | London | External meeting |  | £64.35 |  | £64.35 |
| 28 September 2023 | Wakefield  | External meeting |  | £87.60 |  | £87.60 |
| 28 September 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Debra Bailey**

**Associate Non-Executive Director** - Total claim for this period:

- Expenses Claimed £97.93

- Via Corporate Contract (Travel/Accommodation) £0

- Via Corporate Contract (Hire Car) £0

**Total**  **£97.93**

**Expenses Claimed**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Dates**  |   **Destination**  | **Purpose**  |  **Travel**   | **Other**  | **Total Costs £**  |
|   | **Air £**  | **Rail £**  | **Taxi/Car £**  | **Accommodation/** **Meals £**  |
| 06 June 2023 | Newcastle  | Internal Meeting  |   |   |  |  | Parking £42.30 | £42.30 |
| 06 June 2023 | Newcastle  | Internal Meeting  |  |  |  | £10.50 |  | £10.50 |
| 07 June 2023 | Newcastle  | Internal Meeting  |  |  |  |  | Mileage @53p | £4.48 |
| 07 June 2023 | Newcastle  | Internal Meeting  |  |  |  | £22.50 |  | £22.50 |
| 07 June 2023 | Newcastle  | Internal Meeting  |  |  | £13.94 |  |  | £13.94 |
| 08 June 2023 | Newcastle  | Internal Meeting  |   |   |  |  | Mileage @53p | £4.21 |

**Via Corporate Contract (Travel/ Accommodation) –** No claims for this period

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Kathryn Gillatt**

**Non-Executive Director -**Total claim for period:

- Expenses Claimed £0

- Via Corporate Contract (Travel/Accommodation) £216.70

- Via Corporate Contract (Hire Car) £0

 **Total £216.70**

**Expenses Claimed –** No claims for this period.

**Via Corporate Contract (Travel/ Accommodation)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Dates**  |  **Destination**  | **Purpose**  |  **Travel**   |  **Total** **Costs £**  |
|   | **Air £**  | **Rail £**  | **Accommodation £**  |   |
| 13 September 2023 | Newcastle  | Internal meeting  |  |  | £101.00 | £101.00 |
| 13 September 2023 | Newcastle  | Internal meeting |  | £58.30 |  | £58.30 |
| 13 September 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |
| 14 September 2023 | Manchester  | External meeting  |  | £56.40 |  | £56.40 |
| 14 September 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Mel Tomlin**

**Non-Executive Director -**Total claim for period:

- Expenses Claimed £0

- Via Corporate Contract (Travel/Accommodation) £89.00

- Via Corporate Contract (Hire Car) £0

**Total**  **£89.00**

**Expenses Claimed –** No Claims for this period.

**Via Corporate Contract (Travel/ Accommodation)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Dates**  |  **Destination**  | **Purpose**  |  **Travel**   |  **Total** **Costs £**  |
|   | **Air £**  | **Rail £**  | **Accommodation £**  |   |
| 13 September 2023 | Newcastle | Internal meeting  |  |  | £89.00 | £89.00 |

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Dan Britton**

**Associate Director of Operations -**Total claims for this period:

- Expenses Claimed £0

- Via Corporate Contract (Travel/Accommodation) £45.80

- Via Corporate Contract (Hire Car) £0

**Total**  **£45.80**

**Expenses Claimed –** No Claims for this period.

**Via Corporate Contract (Travel/ Accommodation)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Dates**  |  **Destination**  | **Purpose**  |  **Travel**   |  **Total** **Costs £**  |
|   | **Air £**  | **Rail £**  | **Accommodation £**  |   |
| 13 September 2023 | Newcastle  | External meeting  |  | Booking Fee 0.50p |  | 0.50p |
| 13 September 2023 | Newcastle  | External meeting  |  | £22.40 |  | £22.40 |
| 13 September 2023 | Manchester  | External meeting |  | Booking Fee 0.50p |  | 0.50p |
| 13 September 2023 | Manchester  | External meeting |  | £22.40 |  | £22.40 |

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Gordon Coyne**

**Director of Workforce Services –** Total claim for period:

- Expenses Claimed £0

- Via Corporate Contract (Travel/Accommodation) £529.80

- Via Corporate Contract (Hire Car) £40.00

 **Total £569.80**

**Expenses Claimed –** No claims this period.

**Via Corporate Contract (Travel/ Accommodation)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Dates**  |  **Destination**  | **Purpose**  |  |  **Travel**   |  **Total** **Costs £**  |
|   | **Air £**  | **Rail £**  | **Car Hire £** | **Accommodation £**  |   |
| 30 August 2023 | Leeds | External meeting  |  |  |  | £59.00 | £59.00 |
| 01 September 2023 | Durham  | External meeting |  |  | £40.00 |  | £40.00 |
| 07 September 2023 |  |  |  | Booking Fee 0.50p |  |  | 0.50p |
| 07 September 2023 | Leeds | External meeting |  | £58.00 |  |  | £58.00 |
| 24 September 2023 | London | External meeting  |  |  |  | £155.00 | £155.00 |
| 24 September 2023 | London | External meeting  |  | £60.10 |  |  | £60.10 |
| 24 September 2023 |  |  |  | Booking Fee 0.50p |  |  | 0.50p |
| 25 September 2023 | Durham | External meeting |  | £196.20 |  |  | £196.20 |
| 25 September 2023 |  |  |  | Booking Fee 0.50p |  |  | 0.50p |

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Martin Kelsall**

**Director of Primary Care Services –** Total claim for period:

- Expenses Claimed £42.00

- Via Corporate Contract (Travel/Accommodation) £306.00

- Via Corporate Contract (Hire Car) £0

 **Total £348.00**

**Expenses Claimed**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Dates**  |   **Destination**  | **Purpose**  |  **Travel**   | **Other**  | **Total Costs £**  |
|   | **Air £**  | **Rail £**  | **Taxi/Car £**  | **Accommodation/** **Meals £**  |
| 02 August 2023 | Newcastle  | Internal meeting  |   |   |  | £25.00 |  | £25.00 |
| 02 August 2023 | Newcastle  | Internal meeting  |   |   | £17.00 |  |  | £17.00 |

**Via Corporate Contract (Travel/ Accommodation)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Dates**  |  **Destination**  | **Purpose**  |  **Travel**   |  **Total** **Costs £**  |
|   | **Air £**  | **Rail £**  | **Accommodation £**  |   |
| 15 September 2023 | Durham | Conference |  | £31.10 |  | £31.10 |
| 15 September 2023 | Leeds  | Conference |  | £14.60 |  | £14.60 |
| 15 September 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |
| 15 September 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |
| 19 September 2023 | Leeds  | External meeting  |  | £85.60 |  | £85.60 |
| 19 September 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |
| 25 September 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |
| 25 September 2023 | Darby  | External meeting  |  | £57.60 |  | £57.60 |
| 26 September 2023 | Durham  | External meeting |  | £114.60 |  | £114.60 |
| 26 September 2023 |  |  |  | Booking Fee 0.50p |  | 0.50p |

**Via Corporate Contract (Hire Car) –** No claims for this period

**Dr Alison Metcalfe**

**Head of Professional and Clinical Services -**Total claims for this period:

- Expenses Claimed £132.69

- Via Corporate Contract (Travel/Accommodation) £0

- Via Corporate Contract (Hire Car) £0

 **Total £132.69**

**Expenses Claimed**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Dates**  |   **Destination**  | **Purpose**  |  **Travel**   | **Other**  | **Total Costs £**  |
|   | **Air £**  | **Rail £**  | **Taxi/Car £**  | **Accommodation/** **Meals £**  |
| 10 May 2023 | London | External meeting  |   | £132.69  |  |  |  | £132.69 |

**Via Corporate Contract (Travel/Accommodation) –** No claims for this period

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Alison O’Brien**

**Associate Director of Operations -**Total claims for this period:

- Expenses Claimed £0

- Via Corporate Contract (Travel/Accommodation) £0

- Via Corporate Contract (Hire Car) £0

**Total**  **£0**

**Expenses Claimed –** No Claims for this period.

**Via Corporate Contract (Travel/Accommodation)** – No claims for this period

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Libby Pink**

Chief Portfolio Officer **-**Total claims for this period:

- Expenses Claimed £0

- Via Corporate Contract (Travel/Accommodation) £1652.70

- Via Corporate Contract (Hire Car) £0

**Total**  **£1652.70**

**Expenses Claimed –** No Claims for this period.

**Via Corporate Contract (Travel/ Accommodation)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Dates**  |  **Destination**  | **Purpose**  |  **Travel**   |  **Total** **Costs £**  |
|   | **Air £**  | **Rail £**  | **Accommodation £**  |   |
| 02 July 2023 | Newcastle  | Internal meeting  |  |  | £356.00 | £356.00 |
| 02 July 2023 | Newcastle | Internal meeting |  |  | £70.60 | £70.60 |
| 02 July 2023 |  |  |  | Booking Fee 0.50p |  | £0.50 |
| 06 July 2023 | London | Internal meeting |  | £60.00 |  | £60.00 |
| 06 July 2023 |  |  |  | Booking Fee 0.50p |  | £0.50 |
| 31 July 2023 | Newcastle | Internal meeting |  |  | £178.00 | £178.00 |
| 31 July 2023 | Newcastle | Internal meeting |  | £100.90 |  | £100.90 |
| 31 July 2023 |  |  |  | Booking Fee 0.50p |  | £0.50 |
| 02 August 2023 | Eastbourne | External meeting |  | £100.90 |  | £100.90 |
| 02 August 2023 |  |  |  | Booking Fee 0.50p |  | £0.50 |
| 30 August 2023 | Leeds | External meeting |  | £84.20 |  | £84.20 |
| 30 August 2023 |  |  |  | Booking Fee 0.50p |  | £0.50 |
| 30 August 2023 | Leeds | External meeting |  |  | £83.20 | £83.20 |
| 31 August 2023 | Eastbourne | External meeting |  | £84.20 |  | £84.20 |
| 31 August 2023 |  |  |  | Booking Fee 0.50p |  | £0.50 |
| 12 September 2023 | London | Internal meeting |  | £39.80 |  | £39.80 |
| 12 September 2023 | Newcastle | Internal meeting |  | £80.50 |  | £80.50 |
| 12 September 2023 | Newcastle | Internal meeting |  |  | £178.00 | £178.00 |
| 12 September 2023 |  |  |  | Booking Fee 0.50p |  | £0.50 |
| 12 September 2023 |  |  |  | Booking Fee 0.50p |  | £0.50 |
| 14 September 2023 | York | External meeting |  |  | £85.00 | £85.00 |
| 14 September 2023 | York | External meeting |  | £23.50 |  | £23.50 |
| 14 September 2023 |  |  |  | Booking Fee 0.50p |  | £0.50 |
| 15 September 2023 | Leeds | External meeting |  | £11.60 |  | £11.60 |
| 15 September 2023 | Eastbourne | External meeting |  | £54.50 |  | £54.50 |
| 15 September 2023 |  |  |  | Booking Fee 0.50p |  | £0.50 |
| 15 September 2023 |  |  |  | Booking Fee 0.50p |  | £0.50 |
| 21 September 2023 | Eastbourne | External meeting |  | £15.50 |  | £15.50 |
| 21 September 2023 | London | External meeting |  | £39.80 |  | £39.80 |
| 21 September 2023 |  |  |  | Booking Fee 0.50p |  | £0.50 |
| 21 September 2023 |  |  |  | Booking Fee 0.50p |  | £0.50 |

 **Via Corporate Contract (Hire Car) –** No claims for this period.

**Miranda Sykes**

**Head of Communications and Marketing -**Total claims for this period:

- Expenses Claimed £35.85

- Via Corporate Contract (Travel/Accommodation) £0

- Via Corporate Contract (Hire Car) £0

 **Total £****35.85**

**Expenses Claimed**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Dates**  |   **Destination**  | **Purpose**  |  **Travel**   | **Other**  | **Total Costs £**  |
|   | **Air £**  | **Rail £**  | **Taxi/Car £**  | **Accommodation/** **Meals £**  |
| 13 June 2023 | Newcastle | External meeting  |   |   |  |  | Parking £29.55 | £29.55 |
| 03 July 2023 | Newcastle  | External meeting |   |   |  |  | Parking £6.30 | £6.30 |

**Via Corporate Contract (Travel/Accommodation) –** No claims for this period

**Via Corporate Contract (Hire Car) –** No claims for this period.

**2. Gifts/ Hospitality**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name  | Position  | Date received  | Value where known (or estimated) | Provider | Details/Background |
| **-** | - | - | - | - | - |