

Audit & Risk Committee Meeting – 18 January 2024
Agenda Items 17

17. GIFTS AND HOSPITALITY 1 APRIL 2022 TO 31 MARCH 2023

For review and approval to put on Website.

JobTitle	Hosp Date From	Gift Or Hospitality	Gift Name	Gift Description	Est Value
Communications Officer	09/03/2023	Hospitality Received	Lind and Lime	Tour of Lind and Lime Gin Distillery in Leith for Business Support Team belated Christmas celebration	200
ICT Manager	25/01/2023	Hospitality Received	JAAM Software	Project Update Physical Meeting	60
Chief Executive	01/02/2023	Gift Received	Colinton Literary Society	Gift of £50 in recognition of presentation given on NLB's work donated to Northern Lighthouse Heritage Trust	50
Systems Analyst	25/01/2023	Hospitality Received	Jaam Automation	Meeting and project update	60
MIS System Manager	25/01/2023	Hospitality Received	Jaam Automation	Meeting and project update	60
Chief Executive	24/01/2023	Hospitality Declined	Gondan Shipyard	Invited to join Gondan team for dinner after visit to ship yard.	
Chief Executive	24/01/2023	Hospitality Received	Gondan Shipyard	Lunch at restaurant whilst visiting Gondan Shipyard	140

JobTitle	Hosp Date From	Gift Or Hospitality	Gift Name	Gift Description	Est Value
Chief Executive	17/02/2023	Hospitality Received	Lloyd's Register Senior Marine Client Support	IMarest Dinner on Friday 17th February 2023	100
Chief Executive	12/12/2022	Gift Received	Royal Yacht Britannia Trust	20 Tickets to PHAROS crew (who will be in Leith for Christmas), 20 Tickets and Christmas Puddings into NLB Christmas Raffle	750
Communications Officer	15/09/2022	Gift Received	Sydney Scott, North Ronaldsay Trust	Hamper donated to Staff Raffle	35
Director of Operations	26/10/2022	Gift Received	Head of Japanese coastguard	Two course lunch and wine	40
Chief Executive	18/11/2022	Hospitality Declined	Lloyd's Register Senior Marine Client Support	Attend The Marine Guild - 108th Annual Banquet (the "Plumber's Ball") - Friday, 18th November, 2022 at The Britannia Adelphi Hotel, Ranelagh St, Liverpool, L3 5UL	200

JobTitle	Hosp Date From	Gift Or Hospitality	Gift Name	Gift Description	Est Value
Project Co-ordinator	01/06/2022	Gift Received	Rementowa Shipyard	Red purse donated to Staff Raffle	40
Director of Operations	05/10/2022	Hospitality Received	Scottish Fishing Federation	SFF annual dinner	50
Senior Executive Assistant	12/10/2022	Gift Provided	Chilean Navy Officers	NLB Hoodies	60
Chief Executive	08/08/2022	Gift Provided	Lieutenant Governor of the Isle of Man	Two NLB Corporate Polo Shirts (one for Lady Lorimer)	30
Chief Executive	20/08/2022	Hospitality Received	Naval Regional Commander North England Commodore Phil Waterhouse	Attend Edinburgh Tattoo. This is in part to represent NLB's Isle of Man connection (Regional Commander North England has responsibility for Isle of Man) and partly because of my Royal Navy connections to help host other guests.	150
Chief Executive	29/09/2022	Hospitality Declined	Anderson Strathearn	Annual Reception	40
Chief Executive	08/09/2022	Hospitality Declined	Odgers Berndtson	Annual Maritime and Shipping Reception	30
Chief Executive	17/08/2022	Hospitality Provided	Lights Advisory Committee	Visit to Oban Base by LAC for briefings and discussion on Vessel Replacement Project, tour of Base, visit to POLE STAR and general update on NLB operations.	47
Director of Business Services	26/08/2022	Hospitality Received	The Royal Edinburgh Military Tattoo	To foster relations between organisations, previous plans for NLB to assist maritime theme were cancelled due to covid, new opportunity to re-	150

JobTitle	Hosp Date From	Gift Or Hospitality	Gift Name	Gift Description	Est Value
				engage	
Chief Executive	26/08/2022	Hospitality Declined	The Royal Edinburgh Military Tattoo	To foster relations between organisations, previous plans for NLB to assist maritime theme were cancelled due to covid, new opportunity to re-engage	150
Chief Executive	14/06/2022	Hospitality Received	Witherby Publishing Group	Attend Chamber of Shipping Scottish Lunch	100
Navigation Manager	22/07/2022	Hospitality Received	Ocean Winds (Moray East wind farm)	'Thank You' celebration of completion of wind farm	50
AtoN Systems Engineer	29/06/2022	Hospitality Received	EMR Integrated Solutions, Dublin	Project Wrap-Up	200
Chief Executive	15/06/2022	Hospitality Provided	Lights Advisory Committee	Visit to Oban Base by LAC for briefings and discussion on Vessel Replacement Project, tour of Base, visit to POLE STAR and general update on NLB operations.	60

Does not normally include attendance at functions hosted by HM Government or other General Lighthouse Authorities (GLAs); minor refreshments at meetings, receptions, conferences, and seminars; and offers of hospitality which were declined; light refreshments; working meals (as long as the individual is not involved in procurement or a tendering process); working meals incidental to meetings or incidental to conferences/seminars/presentations/training events for which NLB has paid.

* accompanied by spouse/partner or other family member/friend