



Decision maker:	Anita Bradley, Director of Law & Governance and Monitoring Officer
Decision title:	Revised Gifts & Hospitality Policy
Decision date:	21 November 2024
Source of delegation:	General delegation under the Council's Constitution - Part 7.2 6.4 (j) following consultation with the Director of Finance and with the Leader and Deputy Leader of the Council, approval of new or amended operational policies and procedures for the governance of the Council, subject to reference being made to the Cabinet where either: (i) they would have material budget or substantive policy implications; or (ii) material concerns about them have been expressed by the employees' representatives.
What decision was made?	<p>To approve the policy.</p> <p>The key changes are as follows:</p> <ul style="list-style-type: none">• Inclusion of references to the Council's ambition of becoming a partner and place shaper of choice, in particular, highlighting the Chief Executive and directors' key roles in this context – see para. 1, page 2, and para. 23, page 6.• Addition of practical guidance sections within the body of the policy, rather than as an appendix, pages 5 and 7.• Addition of a paragraph setting out the responsibilities regarding the completion of the declaration form, and submission to the Governance Team inbox – see para. 30, page 8.• Change to using titles only, for example Monitoring Officer.• For the sake of consistency across other Governance policies, we have opted for Officer rather than Employee, however we do state that the policy covers all employees under a contract of employment with the council.
Purpose:	To ensure the policy is up to date and appropriate governance arrangements in place.
Reasons:	The current version is out of date and in need of a review and revision.
Other options considered:	N/A