

**BUSINESS MANAGERS**

**SPECIAL ADVISERS INFORMATION**

**1 APRIL – 30 JUNE 2011**

**GIFTS RECEIVED<sup>1</sup>**

**LEADER OF THE HOUSE OF COMMONS, LORD PRIVY SEAL**

Nil return for: Robert Riddell

**LEADER OF THE HOUSE OF LORDS, CHANCELLOR OF THE DUCHY OF LANCASTER**

Nil return for: Flora Coleman, Elizabeth Plummer, James Marshall

**PARLIAMENTARY SECRETARY TO THE TREASURY AND CHIEF WHIP (COMMONS)**

Nil returns for: Chris White, Ben Williams

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<sup>1</sup> Staff should not accept a gift unless it is a trivial item (an inexpensive pen, calendar, diary etc) or refusing it would cause embarrassment or offence to the donor (eg a gift offered as part of an inter-governmental visit). Staff may keep a trivial gift but may not keep any other gift without the agreement of their SCS line manager. Their SCS line manager may allow them to keep a gift provided its retail value is not more than £25 for general items, £50 for gifts to a team, to be kept by the team as a whole, £75 for gifts from an overseas government or international organisation. Staff must record all offers of gifts (some Heads of Management Unit may allow staff not to record offers of trivial items or other items with a value of less than £25).

## **HOSPITALITY RECEIVED<sup>2</sup>**

### **LEADER OF THE HOUSE OF COMMONS, LORD PRIVY SEAL**

Nil return for: Robert Riddell

### **LEADER OF THE HOUSE OF LORDS, CHANCELLOR OF THE DUCHY OF LANCASTER**

Nil return for: Flora Coleman, Elizabeth Plummer, James Marshall

### **PARLIAMENTARY SECRETARY TO THE TREASURY AND CHIEF WHIP (COMMONS)**

Nil return for: Ben Williams

<b>Chris White</b>		
<b>Date of hospitality</b>	<b>Name of organisation</b>	<b>Type of hospitality received</b>
27 June 2011	Westbourne Communications	Dinner

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<sup>2</sup> Does not normally include attendance at functions hosted by HM Government; 'diplomatic' functions in the UK or abroad, hosted by overseas governments; minor refreshments at meetings, receptions, conferences, and seminars; and offers of hospitality which were declined.