



# Report

# Contents

<b>Introduction and explanatory notes</b>	<b>2</b>
<b>Board Members</b>	<b>4</b>
<b>Commercial &amp; Legal</b>	<b>5</b>
<b>Communications</b>	<b>5</b>
<b>Design and Regeneration</b>	<b>5</b>
<b>Executive Office</b>	<b>6</b>
<b>Finance and Corporate Services</b>	<b>6</b>
<b>Health &amp; Safety</b>	<b>6</b>
<b>Human Resources</b>	<b>6</b>
<b>Information Technology</b>	<b>7</b>
<b>Project Sponsors</b>	<b>7</b>
<b>Property</b>	<b>7</b>
<b>Risk and Audit</b>	<b>8</b>
<b>Security</b>	<b>8</b>
<b>Transport</b>	<b>8</b>
<b>Venues and Infrastructure</b>	<b>8</b>

# Introduction and explanatory notes

This is the Corporate Hospitality Register (the Register) for all corporate hospitality received by employees of the Olympic Delivery Authority (ODA) for the first quarter of 2013, from the beginning of January to the end of March.

The Nolan Committee in its report on Standard in Public Life recommended that a central register of offers of hospitality to public servants should be kept. The ODA keeps such a register and all employees have to declare any hospitality offered (whether accepted or declined).

The ODA understands that it is important, given the high profile nature of the London 2012 Olympic and Paralympic Games (the Games), as well as the amount of public funding that went into the Games, that as an organisation we are open and transparent in our dealings with industry, as well as the public.

It is for this reason that the Register is being published.

The Register includes a list of all hospitality received by senior members of staff, the relevant date, the name of the hospitality provider as well as a short description of the event. All Board members' hospitality (relevant to their position at the ODA) is also published.

The Register is divided alphabetically by department with the senior member in charge of that department heading the table. The table concludes with the summary of corporate hospitality accepted by the non-senior members of that department.

The ODA believes that by publishing the Register in this way it provides a reasonable balance between the official capacity in which the ODA acts and our privacy and data protection concerns (particularly in respect of staff who do not occupy senior management roles).

Given the nature of the project, as well as the time scale to which we are working it is vital to foster good working relationships quickly within the ODA, as well as between the ODA and the various contractors, stakeholders and other interested parties. Good relationships are a key ingredient, in a project of this scale, for the efficient and timely completion of all projects and tasks. One way of fostering these relationships is through various forms of hospitality both provided by, as well as, offered to the ODA. We cannot, as an organisation, afford to miss opportunities which could enhance the delivery of the Games and it would not be in the public interest to do so. We are however, careful to consider the appropriateness of accepting any hospitality and will not accept any form of hospitality from a prospective contractor or supplier in any active tender situation.

The ODA is currently in the post Games phase of the project and is scheduled to dissolve as an organisation in 2014. As a result the number of ODA staff is consistently decreasing as projects are being completed. This will be reflected in the number of hospitality requests received and accepted by the ODA going forward.

**Frequency of publication**

The ODA publishes the Register quarterly in January, April, July and October.

**Only hospitality received**

We would also like to make clear that this Register only contains corporate hospitality which has been accepted by members of the ODA staff. It does not provide for those instances where hospitality was offered but not accepted but we have listed the number of offers declined.

**Hospitality declined**

For the time period of this report, 1<sup>st</sup> January 2013 up to and including 31<sup>st</sup> March 2013, a total of 24 corporate hospitality events were offered to all ODA employees. Only 10 of these offers of corporate hospitality were accepted whilst 14 of them were declined.

**Chief Executive - ODA**

From November 2012 Dennis Hone, as well as continuing his responsibilities as Chief Executive of the ODA, has also taken on the role of CEO for the London Legacy Development Corporation and has divided his time between the two organisations. This has significantly reduced the offers of hospitality he has received in his role at the ODA.

We can confirm that during this review period Dennis Hone accepted 1 offer of corporate hospitality.

**Personal data**

Against the entries for the Board Members, Directors, Heads of Department and project sponsors, where the provider of the corporate hospitality was an individual, their name has been redacted as this is personal information which we do not believe we can justifiably release in terms of the Data Protection Act of 1998.

# Board Members

## John Armitt

Body providing hospitality	Date hospitality provided	Type of hospitality received
Corporation of London	2013 01 17	Dinner
Institution of Engineering and Technology	2013 02 21	Dinner

## Lorraine Baldry

No hospitality was accepted by Lorraine Baldry during the review period.

## Neale Coleman

No hospitality was accepted by Neale Coleman during the review period.

## David Fison

No hospitality was accepted by David Fison during the review period.

## Christopher Garnett

No hospitality was accepted by Christopher Garnett during the review period.

## Sir Roy McNulty

No hospitality was accepted by Sir Roy McNulty during the review period.

## David Taylor

No hospitality was accepted by David Taylor during the review period.

## Commercial & Legal

**Director of Commercial & Legal: Mike Cornelius**

No hospitality was accepted by Mike Cornelius during the review period.

**Head of Legal: Pieter De Waal**

Person/Body providing hospitality	Date hospitality provided	Type of hospitality received
Lawyers in Demand	2013 03 06	Dinner

### Commercial & Legal Team

*January to March 2013*

Type	Number
Dinner	1
	<b>Total: 1</b>

## Communications

**Head of Communications: John Evans**

No hospitality was accepted by John Evans during the review period

### Communications Team

*January to March 2013*

No hospitality was accepted by the non-senior members of staff of the Communications team during this time period.

## Design & Regeneration

**Design and Regeneration Team**

*January to March 2013*

No hospitality was accepted by members of staff of the Design and Regeneration team during this time period.

# Executive Office

**Head of Department: Dennis Hone**

Person/Body providing hospitality	Date hospitality provided	Type of hospitality received
MACE	2013 01 11	Breakfast

## Executive Office Team

*January to March 2013*

No hospitality was accepted by the non-senior members of staff of the Executive Office Team during this time period.

# Finance and Corporate Services

**Director: Gerry Murphy**

No hospitality was accepted by Gerry Murphy during the review period.

## Finance Team

*January to March 2013*

No hospitality was accepted by the non-senior members of staff of the Finance and Corporate team during this time period.

# Health & Safety

**Head of Health & Safety: Lawrence Waterman**

No hospitality was accepted by Lawrence Waterman during the review period.

# Human Resources

**Director: Wendy Cartwright**

Person/Body providing hospitality	Date hospitality provided	Type of hospitality received
Harvey Nash Executives	2013 01 16	Breakfast
CIPD	2013 02 27	Lunch
Audeliss	2013 03 06	Dinner

DLA Piper	2013 03 11	Lunch
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## Human Resources Team

*January to March 2013*

Type	Number
Lunch	1
	<b>Total: 1</b>

## Information Technology

### Head of Systems and Technology: Gordon Shipley

No hospitality was accepted by Gordon Shipley during the review period.

### Information Technology Team

*January to March 2013*

No hospitality was accepted by the non-senior members of staff of the Information Technology team during this time period.

## Project Sponsors

### Richard Arnold

No hospitality was accepted by Richard Arnold during the review period.

### David Baird

No hospitality was accepted by David Baird during the review period.

### Project Sponsor Team

*January to March 2013*

No hospitality was accepted by the non-senior members of staff of the Project Sponsor Team during the review period.

## Property

### Director: Ralph Luck

No hospitality was accepted by Ralph Luck during the review period.

### Development Manager: Paul Hartmann



No hospitality was accepted by Paul Hartmann during the review period.

**Development Manager: Jim Woolhouse**

No hospitality was accepted by Jim Woolhouse during the review period.

**Property Team**

*January to March 2013*

No hospitality was accepted by the non-senior members of staff of the Property team of the ODA during the review period.

## Risk and Audit

**Head of Department: David Law**

No hospitality was accepted by David Law during the review period.

**Risk and Audit Team**

*January to March 2013*

No hospitality was accepted by the non-senior members of staff of the Risk and Audit team during this time period.

## Security

**Security Team**

*January to March 2013*

No hospitality was accepted by the non-senior members of staff of the Security Team during the review period.

## Transport

**Transport Team**

*January to March 2013*

No hospitality was accepted by the non-senior members of staff of the Transport Team during this time period.

## Venues and Infrastructure

**Venues and Infrastructure Team**

*January to March 2013*

No hospitality was accepted by the members of staff of the Venues and Infrastructure Team during the review period.

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The Olympic Delivery Authority is funded by the Department for Culture,  
Media and Sport, the National Lottery and the Mayor of London.



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