

DEPARTMENT FOR BUSINESS, INNOVATION AND SKILLS

01 OCTOBER 2013 – 31 DECEMBER 2013

GIFTS RECEIVED¹ BY SPECIAL ADVISERS

Date gift received	From	Description of Gift	Outcome
Giles Wilkes			
17 December	Starbucks	Box of seasonal coffee	Retained by the Special Adviser
Emily Walch			
10 October	Channel 4	DVD	Retained by the Special Adviser
08 November	Channel 4	DVD	Retained by the Special Adviser
15 November	Channel 4	DVD	Retained by the Special Adviser
18 November	Ginetta	Scarf	Held by the department
17 December	Starbucks	Box of seasonal coffee	Retained by the Special Adviser
Nick Hillman			
Nil return			
James Wild			
Nil return			

HOSPITALITY RECEIVED² BY SPECIAL ADVISERS

Date of hospitality	Name of organisation	Type of hospitality received
Giles Wilkes		
18 October	Financial Times	Coffee
24 October	Financial Times	Drinks reception
31 October	Liberal Democrats	Dinner
12 November	Guardian	Lunch
25 November	Friedrich-Ebert-Stiftung	Drinks
26 November	Social Liberal Forum	Coffee
27 November	Financial Times	Drinks
02 December	Financial Times	Drinks reception
06 December	Green Investment Bank	Lunch
10 December	Confederation of British Industry	Drinks
11 December	Will Hutton	Drinks
13 December	Adam Smith Institute	Lunch
16 December	Centre Forum	Drinks
Emily Walch		
04 October	Bank of England	Lunch

08 October	Green Investment Bank	Lunch
10 October	Ingenious Media, The Dailey Partnership	Dinner
17 October	Evening standard	Lunch,
25 October	UK Interactive Entertainment	Dinner
30 October	BPI The Recorded Music Industry	Ticket to Mercury Music Prize
07 November	Spectator	Parliamentarian of the year lunch
18 November	Creative England, Google	Drinks reception
19 November	Rolls Royce	Dinner
21 November	Professional Publishers Association	Dinner
22 November	The Times	Dinner
26 November	Advertising Association	Drinks reception
02 December	Financial Times	Drinks reception
03 December	Sky	Drinks reception
03 December	The Sunday Times	Drinks reception
05 December	Women in Advertising and Communications (WACL)	Dinner
06 December	Creative Skillset	Lunch
10 December	Birkbeck University	Dinner
Nick Hillman		
03 October	Universities Alliance	Lunch
21 October	Times Higher Education	Lunch
22 October	London School of Economics	Lunch and Dinner
24 October	The Higher Education Policy Institute, Higher Education Academy, Quality Assurance Agency	Lunch
31 October	Connect Communications	Lunch
13 November	Sutton Trust	Dinner
04 November	GuildHE	Dinner
05 November	GuildHE	Lunch
14 November	Fulbright Commission, Elsevier	Dinner
28 November	Times Higher Education	Dinner
03 December	Higher Education Policy Institute	Dinner
James Wild		
31 October	Conservative Home	Dinner
18 November	Matheson & Co	Dinner

SPECIAL ADVISERS' MEETINGS WITH NEWSPAPER AND OTHER MEDIA PROPRIETORS, EDITORS AND SENIOR EXECUTIVES³

Month of	Name	Purpose of Meeting
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Meeting		
Giles Wilkes		
Nil return		
Emily Walch		
Nil return		
Nick Hillman		
Nil return		
James Wild		
Nil return		

¹ Staff must record the acceptance of any gift with a value of £10 or more. A gift from a firm or individual which has a retail value of £50 or more is either surrendered to the HR Consultants team or kept and a payment of the value of the gift minus £50 is made to the Department. If the value is less than £50 the gift may be kept, shared with colleagues or displayed in the office with the consent of the Director or their Deputy. The level at which a gift may be retained from foreign governments, government organisations or international organisations is a retail value of £75.

² 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. Staff should record all other hospitality received apart from minor incidental refreshments. * indicates if accompanied by spouse/partner or other family member or friend.

³ Does not include details of meetings where special advisers attended alongside their Ministers