

**POLICE AND CRIME
COMMISSIONER FOR
LEICESTERSHIRE**

**ETHICS, INTEGRITY AND
COMPLAINTS COMMITTEE**

PAPER MARKED

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Report of	CHIEF CONSTABLE
Subject	GIFTS AND GRATUITIES
Date	FRIDAY 22ND JUNE 2018 – 2.00PM
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Purpose of Report

1. The purpose of this report is to inform the Committee of details in respect of the Force and OPCC Policies and Procedures for Gifts, Gratuities and Hospitality and to submit the registers from both.

Recommendation

2. It is recommended that members:-
 - (a) Note the report contents

Background

3. The receipt of gifts and hospitality by the police is an area of public interest, media scrutiny and frequent examination by inspecting bodies. The HMIC report 'Without Fear or Favour' (2011) highlighted the necessity for clear boundaries, checking mechanisms, governance and oversight in respect of police officers and staff receiving gifts and hospitality. In their examination of public views of police corruption and public confidence – 'Corruption in the Police Service in England and Wales' (2012) the IPCC examined public perceptions of the receipt of gifts by the police and identified corruption warning signs, such as where hospitality became regular, occurred outside of work time or involved alcohol or more substantial items as gifts.
4. The hard work, commitment and kindness demonstrated daily by the police officers and staff of Leicestershire Police is well recognised. It is therefore understandable that individuals or organisations may wish to express their gratitude to departments or individuals by offering a gift or a gratuity. Indeed, within the private sector, it is common business practice for customers and stakeholders to receive gifts and / or hospitality as part of negotiations or business transactions.

5. As a guiding principle, police officers and staff should not accept the offer of any gift, gratuity, favour or hospitality, when doing so might compromise their impartiality or give rise to a perception of such compromise. The police officer or staff member is therefore expected to interpret the 'intention behind the gift or hospitality' and assess not only whether it is likely to compromise their position, but also whether it could be perceived as such. The member of staff will have to consider the degree of lavishness of a gratuity or hospitality, its relative value, the industry norm, and the extent to which the gratuity or hospitality is connected to the business in question. The existence or otherwise of previously offered or accepted gratuities or hospitality may also be relevant. Of course, they complete this assessment with the awareness that a refusal to accept such an offer may cause unnecessary offence or might hinder productive working relationships. Where doubt exists, advice from the Professional Standards Department should be sought.
6. The Leicestershire Gifts and Gratuities Procedure originates from the ACPO (now NPCC) Guidance on Gifts, Gratuities and Hospitality (2012) and is designed to protect staff by providing a register for both accepted and declined offers of gifts and gratuities. The register provides a transparent record and enables a common sense approach to be applied regarding the retention, approval or disposal of all such offers.
7. As a minimum, entries will include the nature of the offer, the surrounding circumstances in which the offer was made, the estimated value of the gift, gratuity or hospitality, and whether permission to accept any such offer was sought or granted. Such authority should be sought from a supervisor.
8. The register is published, with some redaction of officer name and rank, upon the Force website biannually. Declarations that are not required under the terms of the Force policy are removed from the register prior to publication.
9. The types of gift most regularly offered by members of the public to police officers are chocolates, biscuits and alcohol. The Gifts, Gratuities and Hospitality Procedure are currently silent upon the specific receipt of alcohol as a gift.
10. In respect of advertisement of this Policy & Register there is the following in place:-
 - Advertised on the Counter Corruption Unit Website
 - The Gifts & Gratuities Policy is on the Force Document Library
 - Information is also contained within the Police Service Volunteer Policy (Document Library)
 - The Register is displayed on the Force external Website
 - This risk area is discussed and explained during training inputs to new joiners and existing staff when they attend specific training courses e.g. custody Sergeants, CID Course etc.

List of Appendices

Appendix A Force Register
Appendix B Force Procedure
Appendix C OPCC Register

Background Papers

None.

Person to Contact

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Gifts, Gratuities and Hospitality Register

Date received	Recipient's Rank	Donor's Organisation	Description of Gift, Gratuity or Hospitality	Estimated value	Gift Accepted?	Reason for Declining or Accepting.
05/05/2016	Police Staff	PMAS	Overnight Accommodation and Evening Meal	U/K	Y	Attended as representative of the Force to annual conference and AGM
06/05/2016	DS	Saffires Project	Waitrose/John Lewis Gift Voucher	£15	Y	Given as gift after input for charity involved with vulnerable young people
09/05/2016	PC		4 x bottles of red wine	U/K	Y	Given as thanks by family of high risk missing person - shared amongst colleagues involved in incident
09/05/2016	PC		3 x bottles of red wine	U/K	Y	Given as thanks by family of high risk missing person - shared amongst colleagues involved in incident
09/05/2016	Insp		2 x bottles of red wine	U/K	Y	Given as thanks by family of high risk missing person - shared amongst colleagues involved in incident
09/05/2016	PS		3 x bottles of red wine	U/K	Y	Given as thanks by family of high risk missing person - shared amongst colleagues involved in incident
09/05/2016	Police Staff	DeMontfort University	Invitation to Leics v Northants cricket match	U/K	N	Declined due to other commitments
10/05/2016	PC		Thank You Card and Chocolates	U/K	Y/N	Given by suspect in case - Advised to return chocolates but keep card
12/05/2016	DCC	Loughborough Felans	3 Course Meal and Coffee	U/K	Y	Given after speaking as a guest at AGM
13/05/2016	PCSO		Small Metal Bowl and Leather Wallet	U/K	Y	Given as a thank you from member of the public after moving beat
18/05/2016	Chief Constable	LCFC	VIP Drinks Reception at King Power Stadium	U/K	Y	
18/05/2016	Chief Constable	LCFC Community Trust	Bottle of Bear and Coca Cola	U/K	Y	Given whilst attending a football match with his (Tickets for match paid for by himself)

18/05/2016	PC	LCFC	2 x life sized posters of Jamie Vardy and Manager of LCFC	U/K	N	Given by club to officer who had managed to retrieve them following a Theft (Advised by DCI Dimmock to return to football club)	
18/05/2016	Chief Constable		Invite to 60th Anniversary of the Duke of Edinburghs Award	U/K	N	Declined	
20/05/2016	Police Staff	St Philips Multi Faith Centre	High Street Gift Vouchers	£25	Y	Given as a thank you after speaking at a a meeting in his free time	
20/05/2016	PC		Indian Tea and 6 Indian Cakes/Biscuits	U/K	Y	Given by a victim of Burglary	
20/05/2016	PC		Indian Tea and Flatbreads	U/K	Y	Given by a victim of Burglary	
25/05/2016	Chief Constable	Princes Trust	Garden Party at Buckingham Palace	U/K	Y	Attended as guests of the Princes Trust	
25/05/2016	Chief Constable	King Richard III Visitor Centre	Meal	U/K	Y	Meal during attendance at the Guild of St Martins Annual Dinner at Leicester Cathedral	
25/05/2016	Chief Constable	Royal Humane Society	Meal	U/K	N	Declined due to propr commitment	
31/05/2016	Police Staff		Box of Arabian Sweets	U/K	Y	Accepted but given to Homeless Charity (NEOC)	
01/06/2016	DC		Chocolates	U/K	Y	Given by family of victim of fatal RTC	
01/06/2016	PS		Biscuits	U/K	Y	Given by member of public following assistance with ASB	
08/06/2016	DI		Snowdome Voucher	£40	Y	Given by colleague on her retirement (NEOC)	
17/06/2016	PS	Leicestershire Police	Bottle of Prosecco	U/K	Y	Given after error with long service award (NEOC)	
17/06/2016	Insp		Meal	U/K	Y	Accepted during Engagement Meeing with Councillor Ratilal GOVIND	
17/06/2016	Police Staff		Ticket to Cricket Match	U/K	Y	Won in a raffle at a Prevent Event 10/03/206	
17/06/2016	Police Staff		Ticket to Cricket Match	U/K	Y	Won in a raffle at a Prevent Event 10/03/206	
30/06/2016	PC		Thank you card and box of chocolates	U/K	Y	Given by member of the public after assistance given	
01/07/2016	Chief Constable	Islamic Centre	Meal and Scarf (for wife)	U/K	Y	Given at attendance at The Big Iftar and a scarf given to his wife	
06/07/2016	Chief Constable	NARPO	Dinner	U/K	Y	Dinner at Hilton Hotel with Federation and Supts Association	
12/07/2016	Police Staff	Probation Service	Love to Shop Vouchers	£400	Y	Given as a group who won the National Probation Award Team of the Year award	

20/07/2016	PS		Bottle of Polish Vodka Bar of Polish Chocolate Box of Polish Chocolates 2 x hard back Polish guide gooks	U/K	Y/N	Given by family of person killed in a RTC. Officer advised by DC Franklin it was acceptable to retain but officer donated to Dove Cottage Hospice.	
25/07/2016	PS	Kent Police	Box of Chocolates	U/K	Y	Given by Kent officers after 3 officers assisted with a warrant	
25/07/2016	Police Staff		Bottle of Prosecco	U/K	Y	Given by member of staff who was being made redundant as a thank you - NEOC	
26/07/2016	PS		Plastic and Metal Necklace	50p-£1	Y	Given by children whilst patrolling 'Krishna Speaks 2016'	
26/07/2016	PC		Plastic and Metal Necklace	50p-£1	Y	Given by children whilst patrolling 'Krishna Speaks 2016'	
26/07/2016	PCSO		Plastic and Metal Necklace	50p-£1	Y	Given by children whilst patrolling 'Krishna Speaks 2016'	
28/07/2016	PCSO		Tin Bowl Leather Wallet embossed Thank you card Box of Thorntons	U/K	Y	Given as a thank you by resident after leaving their beat	
01/08/2016	PC	Twin Lakes	4 x Annual Twinlakes Passes	U/K	Y	Given by company following death of officer's partner (for him and 3 children)	
03/08/2016	Chief Constable		Meal	U/K	Y	Lunch to honour Judge Simon Hammond's retirement	
14/08/2016	Chief Constable	Police Federation	Dinner	U/K	Y	Given whilst attending the Police Bravery Awards	
19/08/2016	Chief Constable		Refreshments, Canapes, Festival Tasters and Viewing at Outdoor Cinema	U/K	Y	Declined due to other commitments	
20/08/2016	Chief Constable	Leicester Cathedral	Refreshments	U/K	Y	Invited by the Dean of Leicester Cathedral to commemorarte the anniversary of the death of King Richard III	
01/09/2016	DS	Enterprise Car Hire	2 x boxes of Celebrations	U/K	Y	Given as an apology to whole unit after mistake with hire cars	
06/09/2016	PC		1 x metal pot 1 engraved pen Dairy Milk Chocolate bar and Chocolate Brownies	U/K	Y	Given as a thank you from a victim of ASB	
08/09/2016	Chief Constable	National Forest Charitable Trust	Conkers Celebratory drinks reception	U/K	N	Declined	
08/09/2016	DCC		Book by Desmond Rea	U/K	Y	Sent to DCC by post from the author	

17/09/2016	PCSO		Confectionary	U/K	Y	Given as thank you from victim of crime	
22/09/2016	Police Staff	St Philips Multi Faith Centre	Love to Shop Vouchers	£10	Y	Given after delivering Training	
22/09/2016	PC	St Philips Multi Faith Centre	Love to Shop Vouchers	£10	Y	Given after delivering Training	
22/09/2016	PC	St Philips Multi Faith Centre	Love to Shop Vouchers	£10	Y	Given after delivering Training	
22/09/2016	DC		Thank you card and white China jug	U/K	Y	Given by mother of victim of crime	
22/09/2016	Police Staff		Thank you card and white China jug	U/K	Y	Given by mother of victim of crime	
22/09/2016	Chief Constable	De Montfort University	Canapes and Music for Summer Garden Party	U/K	N	Declined due to other commitments	
27/09/2016	Police Staff		Fundraising for Mia Moo Foundation	U/K	Y	Ongoing Fundraising for Mia Moo Organisation	
28/09/2016	PC		Box of Chocolates	U/K	Y	Given by member of public involved in a Road Traffic Accident	
29/09/2016	Chief Constable	Hounslow Mosque	Meal	U/K	Y	Given after conducting a Prevent talk	
30/09/2016	Chief Constable	Zhejiang Police College	Dish, Stamps	U/K	Y	Corporate Items accepted on behalf the Force	
03/10/2016	PC		Hague Notebook	U/K	Y	Given after attending LCFC Community Champions Event at Goals Soccer Centre (Sponsored by Leicestershire Police)	
03/10/2016	PCSO		Hague Notebook	U/K	Y	Given after attending LCFC Community Champions Event at Goals Soccer Centre (Sponsored by Leicestershire Police)	
03/10/2016	Chief Constable		Speakers Dinner	Y	Y	Given prior to attendance at the City Forum Conference	
04/10/2016	Police Staff	Zhejiang Police College	Zhejiang Police College Tie and Tie Pin	U/K	Y	Given after a visit to FHQ	
06/10/2016	DC		2 x 0.2l Bottles of Sekt	U/K	Y	Given by father of a victim of crime	
10/10/2016	PC	LCFC	LCFC Sample Jacket	U/K	Y	Sample given following officers work to prepare for Europe campaign	
12/10/2016	Supt	Royal Netherlands Marechaussee	Portable USB Mobile Charger & Key Ring	U/K	Y	Given following representing the Force at a European Police Services Training Planning Conference	
12/10/2016	Chief Constable		Allison Wilson Annual Memorial Event	U/K	N	Declined	
18/10/2016	Police Staff		Flowers	U/K	Y	Given by MOP as a thank you for advice given	

25/10/2016	Chief Constable	University of Leicester	Awards Lunch	U/K	Y	Leicester Heroes Awards Lunch	
26/10/2016	Chief Constable	TEDx	1 x TEDx Speaker Pack 1 x Drinks Bottle 1 x T-shirt 1 x Plant	U/K	Y	Given after being invited to speak at TECx Leicester Conference	
31/10/2016	Police Staff	ABM Pegasus User Board	Dinner and Accommodation	U/K	Y	User Group Meeting	
31/10/2016	PC		2 Boxes of Chocolates	U/K	y	Given by a victim of crime	
01/11/2016	C/Supt	LCFC	Football Ticket	U/K	Y	Given by Leicester City Community Trust	
03/11/2016	Chief Constable	Crimestoppers	Rewarding Partnerships event	U/K	N	Declined	
04/11/2016	PCSO	Twin Lakes	35 Twin Lakes Passes	£630	Y	Given to staff at Melton for sharing out for use on 05/11/2016	
07/11/2016	DI		Beverages	U/K	Y	Given by	
07/11/2016	DS		Beverages	U/K	Y	Given by family of a murder victim as a thank you to officers in case	
07/11/2016	DC		Beverages	U/K	Y	Given by family of a murder victim as a thank you to officers in case	
07/11/2016	DC		Beverages	U/K	Y	Given by family of a murder victim as a thank you to officers in case	
07/11/2016	DC		Beverages	U/K	Y	Given by family of a murder victim as a thank you to officers in case	
07/11/2016	DC		Beverages	U/K	Y	Given by family of a murder victim as a thank you to officers in case	
07/11/2016	Police Staff		Beverages	U/K	Y	Given by family of a murder victim as a thank you to officers in case	
08/11/2016	DC		Chocolate	U/K	Y	Given by a victim of crime	
10/11/2016	DC		70cl bottle of Gin	U/K	Y	Given by family of victims of Op Drummer	
10/11/2016	DC		70cl bottle of Whiskey	U/K	Y	Given by family of victims of Op Drummer	
11/11/2016	PCSO		Box of Biscuits	U/K	Y	Given by a member of the public following assistance given by the PCSO	
14/11/2016	Police Staff		Statue	U/K	Y	Made by member of the public after reading on Facebook about the death of a police dog	
15/11/2016	DC		Bottle of wine	U/K	Y	Given by member of public as a thank you	
24/11/2016	PC		Box of Chocolates and Thank You card	U/K	Y	Given as thanks from member of public	
24/11/2016	PC		Box of Chocolates and Thank You card	U/K	Y	Given as thank you from member of public	
28/11/2016	DC		Bottle of Wine and Box of Chocolates	U/K	Y	Given as thank you from victim of crime	

28/11/2016	DC		Bottle of Wine and Box of Chocolates	U/K	Y	Given as thank you from victim of crime	
29/11/2016	PC		2 x Boxes of Chocolates and 3 Multipacks of Crisps	U/K	Y	Given as thank you from mother of vulnerable person. Shared out on LPU.	
30/11/2016	DC		Bottle of Wine	U/K	Y	Given as thank you from a victim of crime	
30/11/2016	Chief Constable	Leicester & Leicestershire Tourism Awards Ceremony	Drinks Reception and Dinner	U/K	Y	Attended to receive award on behalf of Leicestershire Police	
07/12/2016	DC		Box of Chocolates & Thank You card	U/K	Y	Given as thank you from a victim of crime	
13/12/2016	PC	William Davis Homes	Christmas Hamper	U/K	Y	Given as thank you from a victim of crime	
16/12/2016	Police Staff	RKH	Box of Chocolates	U/K	Y	Given as a Christmas gift	
16/12/2016	Chief Constable	Headway	3 Course Meal and Coffee	U/K	Y	Invitation to Headway Awards Luncheon at The Dorchester Hotel	
17/12/2016	DC		2 x Boxes of Chocolates	U/K	Y	Given by a victim of crime for officer and colleagues to share	
19/12/2016	Police Staff		Bottle of Wine and Box of Chocolates	U/K	Y	Given as a Christmas gift from a colleague (NEOC)	
20/12/2016	Police Staff		Bottle of Sparkling Wine	U/K	Y	Given by colleague as a thank you (NEOC)	
20/12/2016	PS		2 Packets Tesco Biscuits	U/K	Y	Given as a thank you by member of the public	
20/12/2016	Police Staff	Sure 24	2 x Bottles of Wine	U/K	Y	Given as Christmas present by Crime Prevention supplier	
20/12/2016	Chief Constable	University of Leicester	Dinner	U/K	Y	Invited for a Dinner following a lecture by author	
20/12/2016	PCSO		Flowers	U/K	Y	Given by Community Group as thanks for help in the neighbourhood	
21/12/2016	Police Staff		Beverages	U/K	Y	Given by colleagues as a thank you (NEOC)	
22/12/2016	PS		2 X Jars of Chutney, 1 Jar Marmalade	U/K	Y	Given as a gift by member of the public	
22/12/2016	PC		Chocolates and Bottle of Champagne	U/K	N	Declined	
23/12/2016	Police Staff		Beverages	U/K	Y	Given as thank you by a colleague for hard work (NEOC)	
04/01/2017	Supt	LCFC	Bottle of Beer	U/K	Y	Given to staff in Multi-Agency Control Room following New Years Day match	
04/01/2017	PC	LCFC	Bottle of Beer	U/K	Y	Given to staff in Multi-Agency Control Room following New Years Day match	
04/01/2017	PC	LCFC	Bottle of Beer	U/K	Y	Given to staff in Multi-Agency Control Room following New Years Day match	

04/01/2017	PC	LCFC	Bottle of Beer	U/K	Y	Given to staff in Multi-Agency Control Room following New Years Day match	
04/01/2017	Insp	LCFC	Bottle of Beer	U/K	Y	Given to staff in Multi-Agency Control Room following New Years Day match	
04/01/2017	PC	LCFC	Bottle of Beer	U/K	Y	Given to staff in Multi-Agency Control Room following New Years Day match	
09/01/2017	LSTO		Box of Chocolates	U/K	Y	Christmas Gift from Member of Public	
10/01/2017	DC		Diary	U/K	Y	Given by a victim of crime as a thank you	
12/01/2017	C/Insp	LCFC	Miniature Spirit Bottle	U/K	Y	Given as a thank you for Bank Holiday commitments	
12/01/2017	Insp	LCFC	Miniature Spirit Bottle	U/K	Y	Given as a thank you for Bank Holiday commitments	
12/01/2017	PS	LCFC	Miniature Spirit Bottle	U/K	Y	Given as a thank you for Bank Holiday commitments	
12/01/2017	PC	LCFC	Miniature Spirit Bottle	U/K	Y	Given as a thank you for Bank Holiday commitments	
12/01/2017	PC	LCFC	Miniature Spirit Bottle	U/K	Y	Given as a thank you for Bank Holiday commitments	
12/01/2017	Police Staff	LCFC	Miniature Spirit Bottle	U/K	Y	Given as a thank you for Bank Holiday commitments	
12/01/2017	Police Staff	LCFC	Miniature Spirit Bottle	U/K	Y	Given as a thank you for Bank Holiday commitments	
13/01/2017	PS	WMP	Bag containing cycle safety items and leaflets	U/K	Y	Given following presentation on Give Space Stay Safe cycle initiative	
13/01/2017	Chief Constable	DeMontfort University	Meal	U/K	Y	Lunch with Vice Chancellor	
20/01/2017	PS		IT Promotion Products, pens, notebook etc.	U/K	Y	Given following Police ICT Summit	
20/01/2017	PC	DeMontfort University	Box of biscuits & 2 tubs of sweets	U/K	Y	Given as thanks for work over the last 12 months	
30/01/2017	Chief Constable	DeMontfort University	Meal	U/K	Y	Invite from Vice Chancellor to attend Winter Gratuation Ceremony	
30/01/2017	PCSO		Christmas Cake	U/K	Y	Given as a thank you by member of Neighbourhood Watch	
06/02/2017	PS		3 bags of doughnuts	U/K	Y	Given as a thank you for neighbourhood work	
06/02/2017	Police Staff		Bottle of Wine	U/K	Y	Given by a colleague as a thank you (NEOC)	
06/02/2017	Chief Constable	Leicestershire Law Society	Civic Dinner and book about the history of the Law Society	U/K	Y	Given at attendance to dinner	
09/02/2017	PS	Sheffield Hallam University	Flowers	U/K	Y	Given as thanks for organising a visit by Indian police officers	

09/02/2017	Chief Constable		Meal	U/K	Y	Attended as part of visit from Indian police officers	
09/02/2017	PS		Meal	U/K	Y	Attended as part of visit from Indian police officers	
10/02/2017	PCSO	Local Neighbourhood Centre	10 boxes Mocha Alcafe coffee & 8 packets of bagels	U/K	Y	Donated to Neighbourhood Team due to short shelf life	
13/02/2017	PS		Confectionary	U/K	Y	Given after co-ordinating a study and share experience in Force	
13/02/2017	PC		Toiletry Gift Set	U/K	Y	Given by member of public who has been assisted by officer	
15/02/2017	PC	Beaumont Leys Shopping Centre	Meal (McDonalds)	U/K	Y	Given as officer had spent all evening at the centre on an operation	
15/02/2017	PCSO	Beaumont Leys Shopping Centre	Meal (McDonalds)	U/K	Y	Given as officer had spent all evening at the centre on an operation	
15/02/2017	PCSO	Beaumont Leys Shopping Centre	Meal (McDonalds)	U/K	Y	Given as officer had spent all evening at the centre on an operation	
15/02/2017	PCSO	Beaumont Leys Shopping Centre	Meal (McDonalds)	U/K	Y	Given as officer had spent all evening at the centre on an operation	
15/02/2017	PCSO	Beaumont Leys Shopping Centre	Meal (McDonalds)	U/K	Y	Given as officer had spent all evening at the centre on an operation	
20/02/2017	PC		Set of Crystal Glasses	U/K	Y	Given as retirement gift by local Asian jewellers on the area that the officer was a beat officer for 12 years	
21/02/2017	PS		Cheque	£25	Y	Given by a member of the public following assistance given	
26/02/2017	DS	Starbucks	Drinks Vouchers	U/K	Y	Given by company opening a new shop at EMA for all agencies and companies working there	
01/03/2017	PCSO		Princess Bed Canopy	U/K	Y	Given as a gift by member of the public following ASB assistance	
01/03/2017	Chief Constable	Leicester DNA Centre	Breakfast	U/K	Y	Attended breakfast meeting	
02/03/2017	DCI	Geoff Smith Associates	Buffet Lunch	U/K	Y	Part of Regional Vetting Forum meeting	
02/03/2017	DI	Geoff Smith Associates	Buffet Lunch	U/K	Y	Part of Regional Vetting Forum meeting	
02/03/2017	Police Staff	Geoff Smith Associates	Buffet Lunch	U/K	Y	Part of Regional Vetting Forum meeting	
06/03/2017	Police Staff	SBA, Cyprus	Engraved Glass Paperweight	U/K	Y	Given after developing Equality, Diversity, Fairness and Inclusion portfolio of Sovereign Base Areas Police Officers in Cyprus	
08/03/2017	Police Staff	Kegworth Pony Club	Bottle of Wine	U/K	Y	Given as a thank you following a presentation on Security Awareness	
09/03/2017	Police Staff		Confectionary	U/K	Y	Given by colleague as thanks	

09/03/2017	Chief Constable	High Sheriff of Rutland & High Sheriff	Meal	U/K	Y	Lunch during meeting with High Sheriff of Rutland and High Sheriff of Rutland USA	
11/03/2017	Chief Constable	St Helena Police	Small packet of coffee	U/K	Y	Given by visitor from St Helena Police	
17/03/2017	C/Supt	Guru Amar Das Gurdwara	Ceremonial Kirpan & 2 Sikh Scarves	U/K	Y	Given as gift while visiting temple	
22/03/2017	PC	Met Police Officers	£20	£20	Y	Given after assistance given by officer - money donated to just giving for recently deceased officer	
24/03/2017	Police Staff		Box of Chocolates and Thank You card	U/K	Y	Given to NPA as thank you from member of public	
04/04/2017	PC		Complimentary Circus Tickets x 2	U/K	Y	Given by organisers of circus	
04/04/2017	C/Insp	LCFC	Hospitality at LCFC v Sunderland	U/K	Y	Given during meeting re Kicks community project	
04/04/2017	PS		Cake and Fruit	U/K	Y	Given by member of public after they were given assistance	
12/04/2017	Police Staff	PMAS	Accommodation & Evening Meal	U/K	Y	Annual Conference during which staff member represents the Force	
16/04/2017	PC	British Deer Society	1 x bottle of Wine	U/K	Y	Given after officer delivered a talk to the East Mercia Branch	
18/04/2017	PC	British Deer Society	1 x bottle of Wine	U/K	Y	Given after officer delivered a talk to the East Mercia Branch	
24/04/2017	DC		5 x Greetings Cards	U/K	Y	Given by former colleague after taking witness statement from them	
02/05/2017	PC	St Philips Centre	Love to Shop Vouchers	£20	Y	Given as thank you following some training given	
02/05/2017	Police Staff	St Philips Centre	Love to Shop Vouchers	£20	Y	Given as thank you following some training given	
02/05/2017	PCSO		English Translation of the Qur'an	U/K	Y	Given after engagement with the critical community	
05/05/2017	Police Staff	ABM Pegasus User Board	Dinner and Accommodation	U/K	Y	User Group Meeting	
12/05/2017	DCC	Quality Leadership Solutions	Book '30 Years man and Boy'	£10	Y	Sent copy of book by Mark Chatterton author	
12/05/2017	Chief Constable		Meal	U/K	Y	Meal as part of the Leicester Curry Awards	
12/05/2017	Chief Constable		Book 'Gilbert Filbert and his Big Mad Box'	£10	Y	Given by author Andy Gilbert	
15/05/2017	PC			Card & £5	Y	Given by MOP as retirement gift. Officer to donate to charity	

16/05/2017	PC		Thank You Card and box of Thorntons	U/K	Y	Given by MOP after dealing with ASB	
17/05/2017	Chief Constable	LCFC	Meal	U/K	Y	Awards Dinner	
18/05/2017	DC	Boots	Sample Fragrances	U/K	Y	Given as Thank You after dealing with staff member who was a victim of crime	
22/05/2017	Chief Constable	LCFC	Lunch & Match Day Ticket	U/K	Y	Attended match as a civic guest	
22/05/2017	Chief Constable	Loughborough University	Meal	U/K	Y	Attended Enterprise Awards as nominee	
22/05/2017	Chief Constable	County Council	Dinner	U/K	Y	County Dignatories Dinner	
24/05/2017	DC		Box of Chocolates and Bottle of Wine	U/K	Y	Given as a thank you by a victim of crime	
31/05/2017	LSTO		Cakes	U/K	Y	Given as a thank you to the whole LPU by a local family	
04/06/2017	PC	Cofresh	Crisps and Nuts (20-30 bags)	U/K	Y	Given as 'trial' by company where officer attended an intruder alarm	
08/06/2017	Chief Constable	Keith Vaz	2 x framed photographs	U/K	Y	Taken whilst a civic guest at LCFC football match	
09/06/2017	Police Staff		5 copies of WW2 stories CD containing photographs of railways	U/K	Y	Advised to donate to charity	
09/06/2017	Chief Constable	Leicester Riders	Signed Photograph	U/K	Y	To be auctioned for charity	
12/06/2017	PS		7 x cakes & 8 bottles of water	U/K	Y	Given by member of public following recent national events	
12/06/2017	Chief Constable	High Sheriff of Leicestershire	Attendance at Summer Garden Party - Stapleford Park Country House Hotel	U/K	Y	Invited by High Sheriff of Leicestershire	
13/06/2017	PC		Box of Chocolates and Thank you Card	U/K	Y	Given by wife of an RTC fatality as a thank you.	
15/06/2017	PC		Cookie	U/K	Y	Given to officer whilst on patrol as a thank you	
15/06/2017	PC	Rutland Flying School	Flight over Oakham in order to take photographs	U/K	Y	Offered to assist with officer's online engagement with the public	
19/06/2017	PS	JCB	Meal	U/K	Y	Included as part of a tour tailored to the Police	
19/06/2017	PC	JCB	Meal	U/K	Y	Included as part of a tour tailored to the Police	
19/06/2017	PC	JCB	Meal	U/K	Y	Included as part of a tour tailored to the Police	
19/06/2017	PC	JCB	Meal	U/K	Y	Included as part of a tour tailored to the Police	

21/06/2017	PC		2 x Boxes of Flapjacks and a Thank You card	U/K	Y	Given by a victim of crime as a thank you	
25/06/2017	Chief Constable		Garden Party at Bishops Lodge	U/K	Y	Invited by the Bishop of Leicester	
27/06/2017	C/Supt		Tub of Hand Cream	U/K	Y	Given as a thank you by a colleague (NEOC)	
26/06/2017	LSTO		Hamper of Food	U/K	Y	Given by Muslim Community as part of EID celebration to LPU	
30/06/2017	PC	Leicester Islamic Academy	Box of Chocolates	U/K	Y	Given after officer delivered a talk to the Academy	
03/07/2017	PS	Aylestone Park Football Club	Football Coaching Course	£200	Y	Given by club to enable officer to voluntarily coach football team	
03/07/2017	PC		Autobiography	U/K	Y	Given by mother of a victim as a thank you	
10/07/2017	PC		Bottle of Whisky & Champagne	Approx £28	Y	Given as a thank you from a victim of Fraud	
10/07/2017	Chief Constable	High Sherriff's Association of England & Wales	Lunch	U/K	Y	Guest after giving a speech	
14/07/2017	Chief Constable	Central Mosque	Interfaith Eid Dinner	U/K	Y	Invited as guest of Chair	
21/07/2017	Chief Constable		Personal copy of The Green Bicycle Mystery Book	U/K	Y	Given as thank you by author for assistance in researching his book	
21/07/2017	Chief Constable	House of Commons	Tea	U/K	Y	Given during meeting with MP	
21/07/2017	Chief Constable	House of Lords	Evening Meal	U/K	Y	Given after attendance at All Party Parliamentary Group on Policing	
22/07/2017	DC		Hand Knitted Doll and Baby Clothes	U/K	Y	Given as a thank you from victim of crime	
21/07/2017	PC		Air Rifle	U/K	N	Advised to surrender	
30/07/2017	PC		Box of Chocolates	U/K	Y	Given as a thank you by elderly victim of crime	
01/08/2017	Police Staff		Flowers and Card	U/K	Y	Given by a victim of crime	
18/07/2017	Chief Constable	Idea Drop	Suggestion Box	U/K	Y	Sent as an idea for Force to adopt a suggestion scheme	
26/07/2017	Chief Constable		Book	U/K	Y	Given by Professor in Criminology at Nottingham University	
08/08/2017	PCSO		2 x thank you cards 56 Kinder Eggs	U/K	N	Given by member of the public - returned	
10/08/2017	Police Staff		2 x boxes of chocolates	U/K	Y	Given as a thank you by member of the public following a fall	
11/08/2017	PCSO		Can of Pepsi	U/K	Y	Given by victim of crime as a thank you	
15/08/2017	PCSO		Second Hand Picture	U/K	Y	Given as a thank you by a victim of crime	

23/08/2017	Police Staff		Box of Smarties	U/K	Y	Given as a thank you by a colleague (NEOC)	
23/08/2017	Police Staff		Sweets	U/K	Y	Given as a thank you by a colleague (NEOC)	
08/09/2017	Police Staff		M & S Voucher	£20	Y	Given as a thank you from parent following Cadet visit to Germany (NEOC)	
08/09/2017	PC		M & S Voucher	£20	Y	Given as a thank you from parent following Cadet visit to Germany (NEOC)	
30/08/2017	PC	David Lloyd Leisure	1 day pass	U/K	Y	Given as a thank you by company following formal attendance at a Family Fun Day	
28/08/2017	PS	Tesco	Various Soft Drinks Various Bags Crisps Bottls of Water Various Bars Chocolate	U/K	Y	Given to officers who were present at scene of a fire for 10.5 hours	
29/08/2017	Police Staff		Packet of Sweets	U/K	Y	Given as a thank you from an officer for loan of an air bed (NEOC)	
05/09/2017	PS		Cash	£10	N	Posted to Keyham Lane Police Station by unknown person - donated to charity	
06/09/2017	DCI						
06/09/2017	Police Staff						
06/09/2017	DC	MSAB	Funded visit to company in Sweden	U/K	Y	Trip funded by company assisting in the implementation of software for specialist department	
18/09/2017	PC	LCFC	LCFC Coat	U/K	Y	Given by Operations Director as a thank you for work completed around clubs Europe campaign	
19/09/2017	DC		Cash	£10	Y	Given by member of public as a thank you - money donated to charity	
21/09/2017	Police Staff	Eurogarages	9 Car Air Fresheners	U/K	Y	Initially refused j- to be destroyed	
23/09/2017	PC		Moet Champagne	U/K	Y	Given by a victim of crime as a thank you	
07/10/2017	PCSO		Tea and Fries	U/K	Y	Given by company based on Loughborough University Campus	
17/10/2017	DCI	NUIX	Travel & Accommodation	U/K	Y	Given as part of attendance at 2017 Asia-Pacific Regional Conference as panel member	
27/10/2017	Chief Constable		Lunch	U/K	Y	Attended following the Justice Service at Oakham Castle	
06/11/2017	DC		Coffee Machine	U/K	Y	Given as a thank you by victim of crime	
07/11/2017	PS		Breakfast cobs	£11	Y	Accepted and later paid for goods	
07/11/2017	PC		Box of Chocolates	U/K	Y	Given by witness as a thank you	
07/11/2017	DC		Box of Chocolates	U/K	Y	Given by witness as a thank you	
08/11/2017	PC	Loughborough Students Union	Thank you card and £10 Amazon Gift Card	U/K	Y	Given as a thank you by the Executive Officers for officers work	

10/11/2017	Police Staff	ABM Pegasus User Board	Dinner and Accommodation	U/K	Y	User Group Meeting	
15/11/2017	PC		Box of Macaroons	U/K	Y	Given by member of the public as a thank you	
15/11/2017	PC		Box of Macaroons	U/K	Y	Given by member of the public as a thank you	
22/11/2017	PS	Islam Information Centre	English Translation of the Qur'an	U/K	Y	Given by local Imam as source of research for beat team	
23/11/2017	Supt	Chinese Police Service	Ornate plate	U/K	Y	Given following a tour for the Chinese visitors	
24/11/2017	PS	The Land of Learning Primary School	Box of Chocolates	U/K	Y	Given by local primary school as a thank you for work with them	
25/11/2017	DC		Box of Chocolates and Thank You Card	U/K	Y	Given as a thank you by a member of the public	
29/11/2017	PC		Box of Biscuits & Thank you Card	U/K	Y	Given as a thank you by member of the public	
30/11/2017	PS		Box of Heroes Sweets	U/K	Y	Given to FEO for all staff as a thank you from a member of the public	
30/11/2017	CC	LCFC	Football Match	U/K	Y	Attended together with 8 Indian Police Officers and staff officer	
05/12/2017	DC	Marks & Spencer	Bottle of Prosecco	U/K	N	Offered after assistance with a shoplifter - declined	
07/12/2017	PS		1 x tub of chocolates 1 x box of biscuits 1 x 20 bottle pack of Budweiser	U/K	Y	Given as a Christmas present to the LPU officers (all staff) by member of the public	
08/12/2017	PCSO		Flowers & Sweets	U/K	Y	Given as a thank you by member of the public	
08/12/2017	PCSO	Co-op	Chocolates, Crisps & Biscuits	U/K	Y	Given as a thank you by local store for help and guidance throughout the year	
08/12/2017	PS	Aylestone Park Residents Group	Box of Chocolates	U/K	Y	Given by local group to Aylestone Beat Team as a thank you for support	
08/12/2017	PS	Aylestone Park Residents Group	Box of Chocolates	U/K	Y	Given by local group to Freeman Beat Team as a thank you for support	
09/12/2017	PCSO	Co-op	Chocolates, Crisps & Biscuits	U/K	Y	Given as a thank you by local store for help and guidance throughout the year	
11/12/2017	Police Staff	Raj Khanna Associates	Confectionary	U/K	Y	Sent as a thank you	
11/12/2017	Police Staff	Raj Khanna Associates	Confectionary	U/K	Y	Sent as a thank you	
11/12/2017	Police Staff	Raj Khanna Associates	Confectionary	U/K	Y	Sent as a thank you	
15/12/2017	PCSO		Box of Biscuits	U/K	Y	Given as a thank you by member of the public	
24/03/2017 (Received 15/12/2017)	PCSO		Bottle of Wine	U/K	Y	Given following a Community Engagement Event by a member of the public	
18/12/2017	PCSO		Box of Chocolates	U/K	Y	Given to LPU from member of the public	
18/12/2017	Police Staff		Box of Chocolates	U/K	Y	Given as a thank you to Front Desk staff	

19/12/2017	DC		Book 'The meaning of The Glorious Qur'an and 3 ladies scarves	U/K	Y	Given as a thank you following work as a Family Liaison Officer
19/12/2017	PC	Blue Bell Cakes	Christmas Card and Chocolate Cake	U/K	Y	Given to LPU as a thank you
20/12/2017	Police Staff	Sure 24	Box of Chocolates	U/K	Y	Given as a thank you from a supplier
20/12/2017	PS		Chocolates & Biscuits	U/K	Y	Given as a thank you by a member of the public
20/12/2017	PC		Chocolates & Biscuits	U/K	Y	Given as a thank you by a member of the public
20/12/2017	PC		Chocolates & Biscuits	U/K	Y	Given as a thank you by a member of the public
20/12/2017	PCSO		Chocolates & Biscuits	U/K	Y	Given as a thank you by a member of the public
21/12/2017	ACC		Mince Pies & Chocolates	U/K	Y	Given by partners - shared with colleagues
21/12/2017	Insp	LCFC	Tickets for football match	U/K	Y	Given following attendance at quarterly meeting
21/12/2017	PS	LCFC	Tickets for football match	U/K	Y	Given following attendance at quarterly meeting
22/12/2017	PCSO		Confectionary	U/K	Y	Given as a thank you for continued support in dealing with ASB
23/12/2017	PCSO	Co-op	Chocolates	U/K	Y	Given as a thank you by local store
23/12/2017	PCSO		3 Boxes of Chocolates	U/K	Y	Given as a gift from local children's home for local beat team
23/12/2017	PCSO		Christmas card containing cash	£20	N	Returned to member of the public
23/12/2017	PC		Fish, Chips & 2 drinks	U/K	Y	Given by shop owner to LPU staff. Officer offered full payment but this was declined by owner
24/12/2017	PC		Confectionary	U/K	Y	Given as a thank you by victim of crime
24/12/2017	PC		Cash	£20	N	Given as a thank you by member of public - donated to charity
24/12/2017	PCSO		Bottle of Bourbon Whisky	U/K	Y	Given by local Neighbourhood Watch Co-ordinator as a thank you for work throughout the year
24/12/2017	PC		Christmas Card & Toiletries	U/K	Y	Given by local paper shop to local beat team as a thank you
27/12/2017	PS		Hamper of Food	U/K	Y	Given by local residents as a thank you to their local beat team
27/12/2017	PCSO	Co-op	Confectionary	U/K	Y	Given as a thank you by local store
31/12/2017	PC		2 x Scented Candles	U/K	Y	Given as a thank you by member of the public
31/12/2017	SPC		2 x Scented Candles	U/K	Y	Given as a thank you by member of the public
02/01/2018	PC		Box of Chocolates	U/K	Y	Given by member of the public as a thank you
03/01/2018	PS		Christmas card containing cash	£10	Y	Sent in by anonymous member of the public
04/01/2018	PCSO	Focus Charity	Meal	U/K	Y	Event attended by all emergency services as a community engagement event

04/01/2018	PC	Focus Charity	Meal	U/K	Y	Event attended by all emergency services as a community engagement event	
04/01/2018	PCSO	Focus Charity	Meal	U/K	Y	Event attended by all emergency services as a community engagement event	
04/01/2018	PC	Focus Charity	Meal	U/K	Y	Event attended by all emergency services as a community engagement event	
05/01/2018	PC		Google Play Gift Card	£10	N	Given by member of the public as a thank you. Returned.	
08/01/2018	PCSO		Chocolates	U/K	Y	Given by member of the public as a thank you	
12/01/2018	PC		Costa Coffee Gift Card	£20	Y	Given as a thank you following assistance given to a member of the public (£20 gift card between the 3 officers)	
12/01/2018	Police Staff		Costa Coffee Gift Card	£20	Y	Given as a thank you following assistance given to a member of the public (£20 gift card between the 3 officers)	
12/01/2018	PC		Costa Coffee Gift Card	£20	Y	Given as a thank you following assistance given to a member of the public (£20 gift card between the 3 officers)	
17/01/2018	PS	LCFC	4 x miniature bottles of alcohol	U/K	Y	Given as a thank you by the football club	
17/01/2018	DI	LCFC	4 x miniature bottles of alcohol	U/K	Y	Given as a thank you by the football club	
17/01/2018	Police Staff	LCFC	4 x miniature bottles of alcohol	U/K	Y	Given as a thank you by the football club	
17/01/2018	PC	LCFC	4 x miniature bottles of alcohol	U/K	Y	Given as a thank you by the football club	
17/01/2018	PC	LCFC	4 x miniature bottles of alcohol	U/K	Y	Given as a thank you by the football club	
17/01/2018	Police Staff	LCFC	4 x miniature bottles of alcohol	U/K	Y	Given as a thank you by the football club	
17/01/2018	PS	Rutland Arable and Grassland Association	Meal	£16.99	Y	Offered by the Chairman prior to officer giving a presentation to the association	
17/01/2018	PCSO	Tesco	2 x Tins of Quality Street		Y	Given to the LPU by Tesco following a Citywatch Retail Crime Scheme Meeting	
19/01/2018	DC		Thank You Card & Flowers	U/K	Y	Given as a thank you by a victim of crime	
12/02/2018	LSTO		Box of Chocolates	U/K	Y	Given as a thank you following giving assistance to member of the public	
13/02/2018	Chief Constable	Leicester Riders	Meal	U/K	Y	Invited to attend Civic Dinner to celebrate 50 years of Leicester Riders	

13/02/2018	Chief Constable	Bath Street Mosque	Civic Dinner, Prayer Shawl, Scarf & 3 Religious Pamphlets	U/K	Y	Given following attendance at Civic Dinner
16/02/2018	PCSO	Mothers Union	Box of Chocolates	U/K	Y	Given as a thank you for giving a talk about the role of a PCSO
16/02/2018	PCSO		2 Boxes of Chocolates	U/K	Y	Given as a thank you from a victim of crime
17/02/2018	PC		Vase containing plastic rose	U/K	Y	Handed in to Police Station by unknown person
19/02/2018	PS	Leicester City Community Champions	Tracksuit	U/K	Y	Given to officers for use whilst undertaking activities with organisation
19/02/2018	PC	Leicester City Community Champions	Tracksuit	U/K	Y	Given to officers for use whilst undertaking activities with organisation
24/02/2018	DC		Biscuits & Chocolates	U/K	Y	Given as a thank you from a victim of crime
26/02/2018	LSTO	Co-op	Cakes	U/K	Y	Given by local store as a good will gesture
05/03/2018	PCSO	The Hall Pre-School	Thank you card and bottle of wine	U/K	Y	Given as a thank you after giving a talk to the children
05/03/2018	PCSO	The Hall Pre-School	Thank you card and bottle of wine	U/K	Y	Given as a thank you after giving a talk to the children
05/03/2018	Chief Constable	Ladies of the Dawoodi Bohra Community of Leicester	Meal	U/K	N	Declined
07/03/2018	PC		Thank you card & bottle of alcohol	U/K	Y/N	Card accepted but alcohol refused - given by a victim of crime
07/03/2018	Police Staff		6 Bottles of Wine	U/K	Y	Given as a thank you after giving assistance to a police pensioner
08/03/2018	PS		1/2 dozen eggs	U/K	Y	Given by parent of employee as a thank you
12/03/2018	C/Insp	Various doners	Meals	U/K	Y	Food supplied to 130 officers who were operational on Op Dove
14/03/2018	Police Staff	Indian Police	Flowers 2 boxes of sweets 3 scarves 3 commemorative trophies Beaded bag overnight stay in hotel	U/K	Y	Given as a thank you by Indian Police following a visit as part of a study by Sheffield Hallam University
15/03/2018	PS	Datatag	Cup of Tea and Flapjack	£4.20	Y	Given by company following filming a short film. Officer donated £2 to charity tin
16/03/2018	DC		Box of chocolates	U/K	Y	Given by a member of the public
19/03/2018	DC		Card and Flowers	U/K	Y	Given as a thank you by a victim of crime
19/03/2018	PCSO		2 Boxes of Chocolates	U/K	Y	Given as a thank you by a local Yemeni ladies group set up by the PCSO to assist them

19/03/2018	PCSO		Vitamin E Oil Face Serum	U/K	Y	Given as a thank you following a visit to a Leicester Sudanese Ladies Café	
22/03/2018	Chief Constable	LCFC	Football Game	U/K	Y	Invited by club to watch FA cup game with a guest	
26/03/2018	PC		Tin of Biscuits	U/K	Y	Given as a thank you by member of public after giving assistance	
27/03/2018	DC		Confectionary and 2 Guinness Gift Sets	U/K	Y	Given by a victim's family as a thank you	
27/03/2018	DC		Confectionary and 2 Guinness Gift Sets	U/K	Y	Given by a victim's family as a thank you	
27/03/2018	DS		Confectionary and 2 Guinness Gift Sets	U/K	Y	Given by a victim's family as a thank you	
27/03/2018	PC		Confectionary and 2 Guinness Gift Sets	U/K	Y	Given by a victim's family as a thank you	
30/03/2018	PC	Co-op	Apples and Bananas	U/K	Y	Given as a thank you to local LPU officers	
02/04/2018	PC		Bottle of Gin	U/K	Y	Given as a thank you by a victim of crime	
03/04/2018	Police Staff	ABM Pegasus User Board	Dinner and Accommodation	U/K	Y	User Group Meeting	
03/04/2018	Police Staff		Voucher for Spa Day @ Simpson	£175	Y	Advised by PSD to donate to local charity - given by an officer whom has been assisted by OHU staff	
03/04/2018	Police Staff		Voucher for Spa Day @ Simpson	£175	Y	Advised by PSD to donate to local charity - given by an officer whom has been assisted by OHU staff	
03/04/2018	Police Staff		Voucher for Spa Day @ Simpson	£175	Y	Advised by PSD to donate to local charity - given by an officer whom has been assisted by OHU staff	
04/04/2018	Police Staff		Bananas and Grapes	U/K	Y	Given by local temple for LPU staff	
06/04/2018	Police Staff		Chocolates and Thank you Card	U/K	Y	Given as a thank you by a member of the public	
06/04/2018	PC		Chocolates and Thank you Card	U/K	Y	Given as a thank you by a member of the public	
13/04/2018	PS	QRO	Ticket to watch Rugby Game	U/K	Y	Given by company in conjunction with Northants Police	
14/04/2018	PC		Hot Cross Buns	U/K	Y	Given by member of the public to LPU as a thank you.	
17/04/2018	PC		Box of Chocolates	U/K	Y	Given by family of a sudden death victim as a thank you	
18/04/2018	PC	LCFC	Rain Jacket	U/K	Y	Given as a thank you by Operations Director	
26/04/2018	DC		Pot Plant	U/K	Y	Given by victim of crime as a thank you	

26/04/2018	DC	OLAF	Chocolates	U/K	Y	Given as a thank you by a partner agency following assistance given	
26/04/2018	DC		Thank you card and bottle of wine	U/K	Y	Given as a thank you by a victim of crime	
26/04/2018	PS	NWL District Council	Overnight Accommodation and Breakfast	U/K	N	Offered by partner agency - refused	
28/04/2018	PS		Bag of Sweets	U/K	Y	Given as a thank you by member of the public for LPU	
01/05/2018	Chief Constable		Magna Carta Cufflinks	U/K	Y	Given by a community leader	
03/05/2018	Police Staff	Aldwyck Housing Group	Box of Chocolates	U/K	Y	Given as a thank you after giving a talk	
14/05/2018	PC		Teabags and Biscuits	U/K	Y	Given as a thank you by a victim of crime	
14/05/2018	Insp		Accommodation & Evening Meal	U/K	Y	2 day conference (Police Strategic Forum)	
14/05/2018	Police Staff		Accommodation & Evening Meal	U/K	Y	2 day conference (Police Strategic Forum)	
16/05/2018	PCSO		Thank You Card & Chocolates	U/K	Y	Given as a thank you following assistance given	
17/05/2018	Chief Constable	County Council	County Dignitaries Civil Dinner	U/K	Y	Invited by Chairman of the County Council	
18/05/2018	Police Staff		Confectionary	U/K	Y	Given by member of the public as a thank you	
21/05/2018	Chief Constable	LCFC	Civic Dinner	U/K	Y	Attendance at 2017/18 Season Awards	
21/05/2018	PC	LCFC	Civic Dinner	U/K	Y	Attendance at 2017/18 Season Awards	
21/05/2018	Chief Constable		Civic Dinner	U/K	Y	Invited by the Mayor of Hinckley & Bosworth	



Leicestershire Police

Gifts, Gratuities and Hospitality Procedure

Procedure Owner:	Head of Professional Standards
Department Responsible:	Professional Standards
Chief Officer Approval:	Deputy Chief Constable
Protective Marking:	Not Officially Marked
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Review log

Date	Minor / Major / No change	Section	Author
Feb 2013	Live		DCI Mick
Jan 2015	Minor	All hyperlinks corrected	DS Paul Woods
Feb 2018	Minor	S 3.4/5.1s5.9 & 5.10	DI Reme Gibson

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1. Introduction

- 1.1 The public expect the highest standards of integrity from all members of staff. It is vital that police officers and police staff act with honesty and integrity and that they are seen to be impartial at all times.
- 1.2 This procedure provides police officers and police staff with an ethical framework in which to determine the boundaries of acceptability around gifts and hospitality and how the acceptance of gifts or hospitality can undermine personal and professional integrity. It also aims to reinforce the importance of preventing allegations of corrupt practices or improper relationships with any member of the public or corporate body arising from the offer or acceptance of any gift, gratuity or hospitality.
- 1.3 The procedure provides police employees with definitive detail and examples on the boundaries of acceptability and non-acceptability, and makes clear the distinctions that exist between an act which would constitute a breach of the criminal law (Bribery Act 2010) and low-level hospitality which could in no way be considered as a breach of integrity.
- 1.4 The responsibility for determining the acceptability or otherwise of any gift, gratuity and hospitality are matters for the Counter Corruption Unit.

2. Background

- 2.1 The publication in December 2011 of HMIC's report '*Without Fear or Favour*' on its review of police relationships provided the police service and the public it serves with reassurance that there were no endemic failings in police integrity. At the same time, the review found evidence of a lack of clear boundaries, checking mechanisms, governance and oversight of procedures for the approval of gifts and hospitality.
- 2.2 HMIC made 6 principal recommendations and highlighted a further 23 considerations on specific matters which, when acted upon, would put the service in a stronger position to instil and further improve public confidence in police integrity and to improve its ability to prevent and deter the infrequent incidents of corrupt practices that cause significant adverse reputational damage, particularly when attributable to or involving senior leaders across the service.
- 2.3 This publication forms the basis of this procedure and through its implementation will bring about consistency across forces nationally.

3. Key Principles

- 3.1 Police officers and police staff are subject to the Standards of Professional Behaviour, chief amongst which is that which relates to honesty and integrity. This standard specifically states that police officers and police staff are honest, act with integrity, and do not compromise or abuse their position. It further clarifies that police officers and police staff should never solicit the offer of any gift, gratuity, favour or hospitality in any way connected to or arising from their role within the police service, whether on or off duty.
- 3.2 As a further guiding principle, police officers and police staff should not accept the offer of any gift, gratuity, favour or hospitality as when doing so might compromise their impartiality or give rise to a perception of such compromise.
- 3.3 Offers of a gift, gratuity or hospitality vary widely according to the circumstances and will range from readily identifiable examples of criminality (such as a breach of the Bribery Act 2010) through to instances of entirely appropriate and reasonable extension of gratitude and common courtesy which do not amount to any suggestion of any breach of integrity on any party.
- 3.4 The provisions of the Bribery Act 2010 contains two general offences covering the offering, promising or giving of a bribe (active bribery) and the requesting, agreeing to receive or accepting of a bribe (passive bribery) at sections 1 and 2 respectively. The provisions of the Act extend the definition of bribery to include seeking (or agreeing) to bring about improper performance of duties, which includes a public function such as policing. Improper performance amounts to any breach of an expectation that a person will act in good faith, impartially, or in accordance with a position of trust. Staff should also be aware of offences under section 6 of the Act in relation to bribing foreign public officials.
- 3.5 The Act does not prohibit reasonable and proportionate hospitality and promotional or other similar business expenditure intended to improve the image of a commercial organisation, to better to present products and services, or to establish cordial relations. It is, however, clear that hospitality and promotional or other similar business expenditure can be employed as bribes. Considerations in this regard will include the degree of lavishness of a gratuity or hospitality, its relative value, the industry norm, and the extent to which the gratuity or hospitality is connected to the business in question. The existence or otherwise of previously offered or accepted gratuities or hospitality may also be relevant.
- 3.6 At the other extreme, during the course of their duties in the community, police officers or police staff may well occasionally be offered gifts or hospitality which does not in any circumstances amount to any breach of integrity on the part of either party. Examples of such include the provision of light refreshments as a common courtesy in line with policing duties, inexpensive promotional products from partnerships or conferences, or discounts aimed at all members of the wider police service (eg, advertised discounts through police publications).
- 3.7 Similarly, bona fide, unsolicited and inexpensive gifts of thanks from members of the public or victims of crime may be offered to individual officers or teams in genuine appreciation of outstanding levels of service. Offers of such gifts or hospitality could cause concern for an officer or staff member as to whether they can be accepted or not. Guidance in relation to this is outlined in section 5 below.

- 3.8 Police officers and police staff should be aware that at times a refusal to accept such an offer may cause unnecessary offence or might hinder productive working relationships. Equally, to accept such an offer may be misinterpreted and could lead to inaccurate expectations of favour or service. Where doubt exists, advice from the Counter Corruption Unit.
- 3.9 On the occasions it does not prove possible to tactfully refuse or return any offered gratuity or hospitality, the recipient should ensure an entry is made in the force register of gifts and hospitality as detailed in Section 5 below.

4. Register of Gifts and Hospitality

- 4.1 The Register of Gifts, Gratuities & Hospitality is under the direction and control of the Head of Professional Standards, who will ensure scrutiny, auditing and governance of the Register in line with wider corporate governance of matters of integrity and counter corruption.
- 4.2 As a minimum, entries will include the nature of the offer, the surrounding circumstances in which the offer was made, the estimated value of the gift, gratuity or hospitality, and whether permission to accept any such offer was sought or granted. Such authority should be sought from a supervisor.
[Click here for the Gifts, Gratuities and Hospitality Form.](#)
- 4.3 Declarations of offers of gifts, gratuities or hospitality irrespective of whether accepted or rejected by the recipient should be made to ensure integrity. Exemptions from any requirement to record extends only to those instances of impromptu and unforeseen provision of light refreshments in line with policing duties, inexpensive promotional products from partnerships or conferences, or discounts aimed at all members of the wider police service.

5. Considerations

- 5.1 The following considerations should assist police officers and police staff in determining the boundaries of acceptability of any gift or hospitality. These lists should be considered as comprehensive but not exhaustive.

In order to make what is acceptable more memorable, the acronym GIFT has been devised:

- **Genuine:** is this offer made for reasons of genuine appreciation for something I have done? Why is the offer being made, what are the circumstances, have I solicited this offer in any way or does the donor feel obliged to make this offer?
- **Independent:** Would the offer or acceptance be seen as reasonable in the eyes of the public? Would a reasonable bystander be confident I could remain impartial and independent in all of the circumstances?
- **Free:** Could I always feel free of any obligation to do something in return? How do I feel about the propriety of the offer? What are the donor's expectations of me should I accept?
- **Transparent:** Would I be comfortable if my acceptance of this offer was transparent to my force, colleagues, and to the public or was reported publically? What could be the outcome for the force if this offer was accepted or declined?

5.2 To assist police officers and police staff in applying a consistency of approach, the following cases provide additional guidance.

5.3 A gift may be accepted if it is:

- Of a trivial or inexpensive nature (for example, diaries, calendars, stationery or other small items offered during a courtesy visit or conference).
- A small commemorative item from visiting overseas law enforcement or governmental agencies or similar organisations.
- Bona fide, unsolicited and inexpensive gifts of thanks from members of the public or victims of crime may be offered to individual officers or teams in genuine appreciation of outstanding levels of service.
- Alcohol may be accepted if it is inexpensive and given as a thank you from a member of the public/partner agency.

All such offers of gifts should nonetheless be subject of a declaration in the force register. [Click here for the Gifts, Gratuities and Hospitality Form](#)

5.4 A gift should not be accepted if it is:

- From external contractors or companies tendering for work with the force or wider service.
- Cash payments (other than donations to specific police charities or police supported charities).
- A financial reward resulting from the publication of articles relating to the intended recipient's role or duties as a member of a police force.

All such offers of gifts should nonetheless be subject of a declaration in the force register. [Click here for the Gifts, Gratuities and Hospitality Form](#)

5.5 A gratuity may be accepted if it is:

- An offer or discount negotiated through the Police Federation, The Superintendents' Association, or other staff association or trade union
- A discount to public service workers including members of the police service offered on the basis that the organisation in question has a large customer base and of a trivial or inexpensive nature (and the force has given explicit approval for such an offer)
- Free travel arrangements for officers and staff on active duty if approved and formally negotiated through the force

5.6 There should be no requirement to declare any such gratuity in the force register.

5.7 Gratuities which amount to individual gain from a points scheme when purchasing items or fuel are not acceptable, eg, when refueling a police vehicle at a supermarket petrol station and using your own in store reward / loyalty card to collect the points. Force loyalty cards are permitted; however, the accumulated points must not be used for personal gain by an individual or team. Items such as furniture and equipment may be purchased for individual departments providing the purchase is for the good of the organisation.

5.8 Hospitality may be accepted if it:

- Extends to the impromptu provision of light refreshments during the course of policing duties
- Is a conventional meal provided during the course of a working day by another police force or partner agency in either law enforcement or community safety, for example attendees at meeting, seminar or conference organised by an external body. In either case there should be no requirement to declare any such gratuity in the force register.
- However, should the hospitality entail a conventional meal provided in accordance with the recipient's duties such as; the annual dinner of a representative association, private company or local authority which are limited to isolated or infrequent occasions and can be demonstrably in the interests of the force to attend, then the recipient should declare this in the force register.

[Click here for the Gifts, Gratuities and Hospitality Form](#)

If you are in any doubt as to the acceptability of an item you have received as a gift or as a gratuity, you should err on the side of caution and decline the offer or discuss that matter with the Counter Corruption Unit before accepting.

5.10 Hospitality will not be acceptable if it:

- Amounts to regular free or discounted food or refreshments whether on or off duty.
- Includes a degree of lavishness which is outside of the industry norm or is beyond any sense of common courtesy or reasonableness.

All such offers of gifts should nonetheless be subject of a declaration in the force register. [Click here for the Gifts, Gratuities and Hospitality Form](#)

5.11 Breaches to the procedure:

It should be noted that any breaches to this procedure may amount to a breach of the Standards of Professional Behaviour for both Police Officers and Police Staff and may result in action being taken in line with local Misconduct Procedures.

5.12 Reporting Concerns

If you become aware that a colleague may have breached this procedure, you can report via Bad Apple or alternatively and in line with the Whistleblowers procedure, you should report to either a manager or direct to the Counter Corruption Unit.

Date entered on register	Organisation/Individual	Gift/Hospitality Offered
12.05.16	East Midlands Airport Security Executive Group	Tour and lunch as part of role in the East Midlands Airport meeting
16.05.16	Sir Peter Soulsby (Invited before post as PCC)	VIP tickets to LCFC celebrations
31.05.16	National Farmers Union	Lunch
01.06.16	Lord Mayor of Leicester	Civic Service and afternoon tea
02.06.16	Police Federation	Police Bravery Awards 2016 - ceremony and evening dinner
27.06.16	Islamic Centre Leicester	Iftar - Buffet
22.07.16	Panth Parkash Gurdwara	Observe Sikh Wedding Ceremony
04.07.16	Magistrates Association	Light refreshments
12.07.16	High Sheriff	Lunch to honour Judge Simon Hammond
26.07.16	Charnwood College	Two bottles of wine
30.08.16	Leicester Law Society	Summer Garden Party
04.08.16	Blaby District Council	Outstanding Achievement Awards 2016 - Dinner
07.09.16	Leicester City Football Club	Dinner - pre game as guest
09.09.16	High Sheriff	Service and lunch
21.11.16	Samworth Brothers	Dinner
08.02.17	LCFC v Derby (H)	2 miniature whisky bottles - cost circa £10
20.02.17	LCFC	Football scarf cost circa £10
	High Sheriff of Leicestershire and De Montfort University Charity	Charity Dinner
20.03.17	Burbage and Hinckley branch of Probus	Lunch
12.06.17	Welcome reception and Thank you lunch "The Unremembered"	Lunch at the Panth Prakash Gurdwara
08.06.17	Lodge Park Academy	T-shirt and small booklet
12.06.17	Rotary Club of Melton Mowbray	Lunch for Lord Bach and Samuel Watson
22.06.17	Suleman Nagdi	Annual Iftar Dinner
16.06.17	Rory Palmer, Deputy City Mayor and City Councillor for Eyres Monsell	Garden party and picnic
26.7.17	University of Leicester	Research Impact Award Ceremony and drinks
12.07.17	Police Federation and Police Mutual	Police Bravery Awards 2017 - ceremony and evening dinner

19.07.17	Martin Traynor OBE, Chairman of the Board of Trustees of the King Richard III Visitor Centre	Murder, Mystery and Mayhem (private viewing of the King Richard III Visitor Centre - new exhibition)
10.08.17	Leader of Harborough District Council	Lunch
14.08.17	CKI School of Martial Arts	Glass trophy (worth approx £25) presented to Lord Bach
14.08.17	Greater Noakhali Shomiti UK	Eid al-Fitr celebration meal
23.08.17	Civil Service Pensioners Alliance	Lunch with Alan Tuck at the Angel Bar before Pensioners Alliance Meeting
05.10.17	Blaby District Council	Annual Outstanding Achievement Awards - dinner
16.10.17	LCFC - Susan Whelan, Chief Executive Officer	LCFC v Manchester City - attend game and dinner
24.10.17	Leicestershire and Rutland Branch of the Magistrates Association	Bottle of wine
06.11.17	Leicestershire Branch of the National Association of Retired Police Officers	Christmas Lunch @ Ashfields Restaurant
16.11.17	Rotary Club of Oadby	Dinner @ The Stage Hotel, Wigston
11.01.18	Jaffer Kapasi, Anjuman E Saifee, Leicester	Dinner @ Markaz/Centre, Loughborough Road
12.02.18	ProjectPolska	Fat Thursday donuts for PCC and Team (15 donuts)
01.03.18	Resham Singh	Box of samosas
09.03.18	Leicester City Football Club	LCFC v Chelsea - attend game and dinner
26.3.18	Reflex Marketing	12 Krispy Crème Doughnuts
12.4.18	Sikh Welfare and Cultural Society	20 samosas
8.5.18	Radio Fox / Jas Minhas	Guest during live match commentary

Accepted/Declined	Date of Event
Accepted	18.05.16
Accepted	16.05.16
Accepted	08.07.16
Declined	19.06.16
Accepted	14.07.16
Accepted by self and Lady Caroline	01.07.16
Accepted	23.07.16
Accepted	25.10.15
Accepted	03.08.16
Accepted	13.07.16
Accepted	22.09.16 <i>event cancelled</i>
Declined	29.09.16
Accepted by self and Lady Caroline	17.09.16
Accepted	09.10.16
Accepted	22.11.16
Accepted	08.02.17
Accepted	20.02.17
Accepted	16.03.17
Accepted	20.03.17
Accepted	25.05.17
Accepted	n/a
Accepted	12.06.17
Accepted	23.06.17
Accepted	17.06.17
Accepted	27.06.17
Accepted	13.07.17

Accepted by self and Lady Caroline	20.07.17
Accepted	11.08.17
Accepted	12.08.17
Accepted	13.08.17
Accepted	23.08.17
Accepted by self and Lady Caroline	5.10.17
Accepted by self and Lady Caroline	18.11.17
Accepted	24.10.17
Accepted by self / declined by Lady Caroline	08.12.17
Accepted	23.11.17
Accepted	11.01.18
Accepted	09.02.18
Accepted	01.03.18
Accepted by self and Lady Caroline	18.03.18
Accepted	26.3.18
Accepted	12.4.18
Accepted	9.5.18