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# 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 2012, 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 going into the Games, that we, as an organisation 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 each ODA Director, Head of Department and Project Sponsor, 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 Director in charge of that department heading the table, followed by the heads of department and project sponsors. 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 timeous 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.

## **Frequency of publication**

In future, the ODA will be publishing 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 2012 up to and including 31<sup>st</sup> March 2012, a total of 125 corporate hospitality events were offered to all ODA employees. Only 30 of these offers of corporate hospitality were accepted whilst 95 of them were declined.

### **Chief Executive - ODA**

Dennis Hone, as the Chief Executive of the ODA, is offered corporate hospitality almost on a daily basis. This is to be expected when considering the high profile nature of the project the ODA is engaged with.

During this review period Dennis Hone received 29 offers of corporate hospitality, of which he accepted 6.

### **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
Towers Watson	2012 01 16	Dinner
ICE Thames Valley	2012 01 17	Reception
ODA Board Member	2012 01 27	Cultural Event
WSP Group Plc	2012 02 02	Dinner
Atkins	2012 03 05	Seminar
EDF Energy	2012 03 08	Sports Event
Briefing Circle	2012 03 27	Seminar

## Lorraine Baldry

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

## Tony Ball

No hospitality was accepted by Tony Ball during the review period.

## Barry Camfield

No hospitality was accepted by Barry Camfield during the review period.

## Neale Coleman

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

## Dr Stephen Duckworth

No hospitality was accepted by Dr Stephen Duckworth 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.

**Baroness Sally Morgan**

No hospitality was accepted by Baroness Sally Morgan during the review period.

**Kumar Muthalagappan**

No hospitality was accepted by Kumar Muthalagappan during the review period.

**Sir Nicolas Serota**

No hospitality was accepted by Nicolas Serota 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**

No hospitality was accepted by Pieter De Waal during the review period.

**Commercial & Legal Team**

*January to March 2012*

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 2012*

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

# Design & Regeneration

*January to March 2012*

Type	Number
Exhibition/Cultural Event	1
Reception	1
	<b>Total: 2</b>

# Development Control

**Director: Vivienne Ramsey**

Person/Body providing hospitality	Date hospitality provided	Type of hospitality received
London Assembly	2012 03 08	Reception

## Development Team

*January to March 2012*

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

# Equality, Inclusion Employment & Skills

## Employment, Skills and Performance Team

*January to March 2012*

No hospitality was accepted by the non-senior members of staff of the Equality, Inclusion Employment & Skills Team during this time period.

## Executive Office

**Head of Department: Dennis Hone**

<b>Person/Body providing hospitality</b>	<b>Date hospitality provided</b>	<b>Type of hospitality received</b>
London Government	2012 01 12	Dinner
Learning Legacy	2012 01 23	Dinner
Lloyds Bank	2012 02 22	Dinner
Rings on the River	2012 02 28	Reception
MIPIM Cannes	2012 03 06-09	Reception and Dinner
Sporthouse	2012 03 27	Launch

## Executive Office Team

*January to March 2012*

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**

<b>Person/Body providing hospitality</b>	<b>Date hospitality provided</b>	<b>Type of hospitality received</b>
Grant Thornton	2012 01 19	Exhibition/Cultural Event

## Finance Team

*January to March 2011*

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

# Health & Safety

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

No hospitality was accepted by Lawrence Waterman during the review period

## Health and Safety Team

*January to March 2012*

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

# Human Resources

**Director: Wendy Cartwright**

Person/Body providing hospitality	Date hospitality provided	Type of hospitality received
London Assembly	2012 03 08	Reception

## Human Resources Team

*January to March 2012*

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 2012*

Type	Number
Sports Event	1
	<b>Total: 1</b>



# Programme Assurance Office

## Head of Department: Kenna Kintrea

No hospitality was accepted by Kenna Kintrea during the review period.

## PAO Team

*January to March 2012*

Type	Number
Sports Event	1
	<b>Total: 1</b>

## 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.

### Ian Crockford

No hospitality was accepted by Ian Crockford during the review period.

### Ruari Maybank

No hospitality was accepted by Ruari Maybank during the review period.

## Project Sponsor Team

*January to March 2011*

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

# Property

**Director: Ralph Luck**

<b>Body providing hospitality</b>	<b>Date hospitality provided</b>	<b>Type of hospitality received</b>
Joint Glasgow 2014 & London 2012 Chairman	2012 01 12	Lunch
National Maritime Museum	2012 02 01	Reception
National Infrastructure Planning Association	2012 02 21	Reception
GVA	2012 03 07	Lunch
The Communications Group	2012 03 12	Exhibition/Sports event
Savills	2012 03 08	Breakfast

**Development Manager: Paul Hartman**

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

**Development Manager: Jim Woolhouse**

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

**Property Team**

*January to March 2012*

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 2012*

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 2012*

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

# Sustainable Development

## **Sustainable Development Team**

*January to March 2012*

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

# Town Planning

## **Head of Department: Steve Shaw**

No hospitality was accepted by Steve Shaw during the review period.

## **Town Planning Team**

*January to March 2012*

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

# Transport

## **Director: Hugh Sumner**

No hospitality was accepted by Hugh Sumner during the review period.

## **Head of Department: Sue Kershaw**

No hospitality was accepted by Sue Kershaw during the review period.

## Transport Team

*January to March 2012*

Type	Number
Seminar/Conference/Other Event	1
	<b>Total: 1</b>

## Utilities and Infrastructure

**Director: Simon Wright**

Person/Body providing hospitality	Date hospitality provided	Type of hospitality received
Institute of Civil Engineering	2012 03 05	Reception

### Utilities and Infrastructure Team

*January to March 2012*

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