

REGISTER OF GIFTS AND HOSPITALITY OFFERED TO US



Directorate:	Principal & Chief Executive	Name:	Mel Higgins	Year:	2022/2023
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REGISTER OF GIFTS / HOSPITALITY / REWARDS ETC OFFERED AND ACCEPTED OR REJECTED

Date of Offer	Offered to	Ultimate recipient (if different)	Offered From	Description of Offer	Reason for Offer	Details of Contracts - current or potential	Est. / actual value of offer £	Action Taken i.e. Accepted / Refused / Returned	Entered by	Entered Date	File Ref:
12 th August 2022	Mel Higgins Aaron Ballantyne		The Royal Air Force (Air Marshal Sean Reynolds)	To attend the RAF Battle of Britain & Business Engagement Reception at Magherabuoy House Hotel, Portrush	Guest Invitation The College is part of RFCA HE and FE Committee	The donor is the RAF and will endeavour to create links with the College to promote the services.	Guest Est Value £10.00	Declined Accepted	MB	9 th Sept 2022	CEO/2022-23/01
11 th Sept 2022	Mel Higgins		Lord Lieutenant for County Londonderry	Attendance at Proclamation for King Charles III in Coleraine	Guest Invitation To ensure representation from key businesses in the area	N/A	Guest Est Value £10.00	Accepted	MB	14 th Sept 2022	CEO/2022-23/02

13 th Sept 2022	Mel Higgins Ken Nelson		Secretary of State for NI	Service of Reflection for the Life of Her Majesty Queen Elizabeth II	Guest Invitation To represent the College at this event.	N/A	Guest Est Value £10.00	Accepted	MB	14 th Sept 2022	CEO/2022- 23/03
11 th Oct 2022	Mel Higgins		Deputy Governor of The Honourable The Irish Society – Wendy Hyde	To attend an event, to include dinner, at The Royal Court Hotel, Portrush	To network and share an update on the College developments with The Honourable Irish Society	Stakeholder in the Causeway Coast & Glens Area	Guest Est Value £40.00	Accepted	MB	30 th Sept 2022	CEO/2022- 23/04
11 th Oct 2022	Mel Higgins		Chief Executives' Forum	Invitation to CEF Annual Lunch & AGM	Member of CEF for Training & Networking Opportunities	N/A	Guest Est Value £40.00	Declined	MB	27 th Oct 2022	CEO/2022- 23/05
14 th Oct 2022	Mel Higgins		Ulster University	Invitation to UU Gala Dinner to celebrate Winter Graduations and the opening of the final phase of Ulster University's Belfast campus.	Relationship: College is a member of Tertiary Forum with Ulster University and College and UU work in partnership in the delivery of HE programmes. To strengthen opportunities with Ulster University and network with stakeholders	N/A	Guest Est Value £75.00	Accepted	MB	27 th Oct 2022	CEO/2022- 23/06

2 nd Nov 2022	Mel Higgins & Guest (Christine Brown)		Ken Nelson, CEO of Local Economic Development Company (LEDCOM) Ltd	Invitation to attend Larne Football Club Brighter Futures Business Breakfast at Willowbank Conference Centre on 11 th Nov 2022	To network with local businesses in the Larne area	LEDCOM CEO is the Chair of the College's Governing Body	Guest invitation Est Value £25.00	Accepted	MB	7 th Nov 2022	CEO/2022- 23/07
18 th Nov 2022	Mel Higgins		Ken Nelson, CEO and Norman Apsley Chairman of Local Economic Development Company (LEDCOM) Ltd	Invitation to attend LEDCOM's Annual Business Networking Lunch at Willowbank Business Park, Larne on 9 th December 2022	College Chair is CEO of LEDCOM; College engages with LEDCOM as within College catchment area and developing joint proposals for funding opportunities to develop programmes to learners within our catchment area	LEDCOM CEO is the Chair of the College's Governing Body	Guest Invitation Est Value £20.00	Accepted	MB	1 st Dec 2022	CEO/2022- 23/08
5 th Jan 2023	Mel Higgins		Melanie Orr, CC&G Council on behalf of the Mayor	Invitation to attend dinner, hosted by the Mayor, at the Bayview Hotel, Portballintrae. Members from the Wales Ambition Board will be in attendance	To learn from Welsh Authority on City Deal projects. Show support to Causeway Council City Deal projects as a key stakeholder in the area	Principal/CEO is a member of Causeway City Deal Programme Board	Guest Invitation Est Value £40.00	Accepted	MB	11 th Jan 2023	CEO/2022- 23/09

11 th Jan 2023	Mel Higgins		Mark Dougan Director of Delivery, Prince's Trust	Invitation to attend Prince's Trust & TK Maxx & Homesense NI Country Final Celebration Event	To celebrate and support the award winners of Prince's Trust. Prince's Trust work in partnership with the College	Prince's Trust work in partnership with the College.	Guest Invitation Est Value £20.00	Declined	MB	23 rd Jan 2023	CEO/2022- 23/10
12 th Jan 2023	Mel Higgins	Christine Brown	The Royal Anniversary Trust	Invitation for leading UK Principals to attend a Commemorati ve Lunch to recognise the extraordinary work and support of Her Majesty Queen Elizabeth II to UK FE	To recognise the extraordinary work and support Her Majesty Queen Elizabeth II gave to UK FE during her lifetime – leading UK Principals invited	No contract. Opportunity to engage and network with Principals and leaders from FE across UK to consider the future of the sector.	Guest Invitation Est Value £20.00	Accepted	MB	23 rd Jan 2023	CEO/2022- 23/11

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REGISTER OF GIFTS AND HOSPITALITY OFFERED TO US

Directorate:	Chief Operating Officer	Name:	Sean Lavery	Year:	2022/2023
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19 th Oct 2022	Sean Lavery		Ballymena Chamber of Commerce	Ballymena Business Excellence Awards – Gala Evening	The College is a member of the Chamber and sponsors an award at this event	No contract, the College is a member of the Chamber	Guest Invitation Est Value £65.00	Accepted	MB	17 th Oct 2022	COO/2022-23/01

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REGISTER OF GIFTS AND HOSPITALITY OFFERED TO US

Directorate:	VP for Teaching & Learning	Name:	Christine Brown	Year:	2022/2023
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10 th Nov 2022	Christine Brown Marie Donaghy		Causeway Chamber of Commerce	Invitation to attend the Causeway Coast & Glens People Awards Ceremony	The College is a member of the Chamber and sponsors an award at this event Networking Opportunity	Guest Invitation Only	Guest Invitation Est Value £140.00 (£70.00 x 2)	Accepted	MB	8 th Nov 2022	VPT&L/2022-23/01

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Marketing & Communications:	Head of Marketing	Name:	Craig Fairless Marketing & Communications Team	Year:	2022/2023
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25 th August 2022	Craig Fairless	Pamela Steele	Ballymena Chamber of Commerce	President's BBQ & Drinks attendance at networking event to meet the new President of Ballymena Chamber.	The College is a member of the Chamber	Networking Event with the Council and Businesses	Guest Invitation Est Value £25.00	Accepted	MB	13 th Sept 2022	M&C/2022-2023/01
15 th Sept 2022	Craig Fairless	Pamela Steele	Ballymena Chamber of Commerce	President's BBQ & Drinks attendance at networking event to meet the new President of Ballymena Chamber. Held in The Barn at Castle Kitchen & Bar, Galgorm	The College is a training provider.	Networking Event	Guest Invitation Est Value £25.00	Accepted	MB	13 th Sept 2022	M&C/2022-23/02

19 th Oct 2022	Pamela Steele		Ballymena Chamber of Commerce	Ballymena Business Excellence Awards – Gala Evening	The College is a member of the Chamber and sponsors an award at this event	No contract, the College is a member of the Chamber	Guest Invitation Est Value £65.00	Accepted	MB	17 th Oct 2022	M&C/2022- 23/03
28 th Nov 2022	Pamela Steele		Ballymena Chamber of Commerce	Business Breakfast on 30 th Nov 2022 at Galgorm Resort Economic Information from Danske Bank	The College is a member of NI Chamber of Commerce	Networking Event	Guest Invitation Est Value £6.00	Accepted	MB	28 th Nov 2022	M&C/2022- 23/04
26 th Jan 2023 Event date	Pamela Steele		Ballymena Chamber of Commerce	Business Breakfast. College will be one of the exhibitors. Aim - The breakfast will help with plans to grow and develop your business by outlining the support available in the local area. Providers will focus on, funding; training; mentoring and coaching	The College is a member of NI Chamber of Commerce	The College is a member of the Chamber - Networking Event/Exhibitor	Guest Invitation Est Value £8.00	Accepted	MB	24 th Jan 2023	M&C/2022- 23/05

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Directorate:	Principal & Chief Executive	Name:	Mel Higgins	Year:	2022/2023
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3 rd Feb 2023	Mel Higgins	Offered to Sean Laverty John Ross	Sarah Montgomery (Brown/O'Conn or Comms) on behalf of The Software Alliance	To attend a business breakfast at The Merchant Hotel, Belfast, and the opportunity to meet with The Software Alliance Board on 2 nd March 2023	To network with Software Alliance and learn about their mission and progress to date.	No contract in place Opportunity to network.	Guest Invitation Estimated value: £25.00.	Declined	MB	17 th Feb 2023	CEO/2022-23/12
7 th Feb 2023	Mel Higgins	Offered to Sean Laverty Craig Fairless	Vivienne Walsh, Strategic Projects Officer Mid & East Antrim Borough Council	To attend the launch of the reimagined Ecos Hub, Ballymena On 16 th Feb 2023	To network with key stakeholders, support the Council, and take the opportunity to update on College developments	The College is a Strategic Partner of the Council	Guest Invitation Estimated value: £30.00.	Sean Laverty accepted Craig Fairless declined	MB	17 th Feb 2023	CEO/2022-23/13
24 th Feb 2023	Mel Higgins	Christine Brown	The Royal Navy as organiser,	To attend a lunch at the Royal Navy	To represent the College, strengthen opportunities within	No contract This will create an	Guest Invitation	Accepted	MB	15 th March 2023	CEO/2022-23/14

			and Belfast Met as host.	Cook & Serve Competition to be held in the Linen Lounge Restaurant, Belfast Met, Titanic Quarter Campus, Belfast on 22 March 2023	the Sector and explore collaboration.	understanding on how the Royal Navy, as one of the leading UK apprenticeship employers, is working closely with the Further and Higher education sectors to encourage student development.	Estimated value: £25.00				
27 th Feb 2023	Mel Higgins	Ken Nelson	John D'Arcy, Nation Director Open University in Ireland	Invitation to attend The Open University 2023 (NI) Degree Ceremony to celebrate the achievement of latest graduates – Waterfront Hall, Belfast	Guest Invitation - College applying for institutional approval with OU. Chairman alumni of OU.	College applying for institutional approval with OU. Chairman alumni of OU.	Guest Invitation Estimated Value: £50.00	Accepted	MB	23 rd March 2023	CEO/2022-23/15
22 nd March 2023	Mel Higgins		Kathy Morrow, Alumni Relations Manager, Ulster University	To attend a breakfast event at Ulster University to celebrate International Women's Day – Cat McCusker in conversation with Professor Paul Moore	The College is a strategic partner with Ulster University. To strengthen opportunities with Ulster University and network with stakeholders	The College delivers HE programmes accredited by Ulster University	Guest Invitation Estimated value: £20.00	Declined	MB	23 rd March 2023	CEO/2022-23/16

28 th March 2023	Mel Higgins		Lanyon Group on behalf of NIE Networks	Invitation to attend RP7 Business Plan Breakfast at Stock Restaurant, St George's Market Belfast.	Guest Invitation – The College provides Apprenticeship training for NIE. To receive an update on RP7 NIE Business Plan.	College provides Apprenticeship training for NIE.	Guest Invitation Estimated value: £15.00	Declined	MB	29 th March 2023	CEO/2022- 23/17
24 th April 2023	Mel Higgins		Mareanne Bradley, Group Marketing Manager of Specialist Group, Maghera	To mark the Specialist Group's 35 th Anniversary. Invitation to join the group for a celebration who are hosting an 'Industry Career Paths' event to showcase businesses and help students discover what strong local businesses can offer in terms of career progression.	Guest Invitation – networking event and to introduce the wealth of career opportunities that exist within industry, particularly on Apprenticeships, Higher level Apprenticeship and opportunities available to young people.	No contract	Guest Invitation Estimated value: £15.00	Declined	MB	3 rd May 2023	CEO/2022- 23/18
31 st May 2023	Mel Higgins		Athene Gordon RFCA for NI on behalf of the Royal Navy	Invitation to attend a reception on board RFA ARGUS, Belfast	Guest Invitation – networking event. The College is part of the RFCA FE & HE Committee. This is an opportunity for RFCA to create	No contract	Guest Invitation Estimated value: £20.00	Declined	MB	6 th June 2023	CEO/2022- 23/19

					links with the College and to promote services.						
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Marketing & Communications Team:	Head of Marketing	Name:	Craig Fairless Marketing & Communications	Year:	2022/2023
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2 nd March 2023	Pamela Steele		Ballymena Chamber of Commerce	Business Breakfast & Annual AGM on 15th March 2023 Presentations from 3 Businesses Informal opportunity to meet and chat to Chamber members/Management Committee Opportunity to display Pop Ups advertising your business	The College is a member of NI Chamber of Commerce	Networking Event with the Council and Businesses	Guest Invitation Est Value £10.00	Accepted	MB	9 th March 2023	M&C/2022-2023/06

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