



Information Governance Team
99 Waverley Road
St Albans
Hertfordshire
AL3 5TL

Tel: 01727 804954
Email: foi@hpft.nhs.uk

Our Ref: FOI 2228

Thank you for your request concerning the Hertfordshire Partnership University NHS Foundation Trust's (HPFT) gifts and hospitality register.

Your request has been considered and processed in accordance with the requirements of the Freedom of Information (FOI) Act 2000.

Please see attached spreadsheet as requested.

HPFT does have a monetary limit please see the below extract from our Standing Financial Instructions Policy.

"If a Director or Employee of the Trust proposes to accept a gift or hospitality which can reasonably be regarded as having a monetary value of more than £25, then the Director or Employee (a) must first obtain the approval of the Chief Executive of the Trust and (b) assuming such approval is obtained, must then (within 14 days of receipt) provide the Director of Workforce and OD with details of the gift and/or hospitality, so that such details may be entered in the Trust's Register. New entries in this Register are reported on a regular basis to the Trust's Audit Committee".

Should you require further clarification, please do not hesitate to contact me.

Please find enclosed an information sheet regarding copyright protection and the Trust's complaints procedure in the event that you are not satisfied with the response.

Yours sincerely

Sue Smith

Sue Smith
Information Governance Analyst

Enc: Copyright Protection and Complaints Procedure Information Leaflet.

If you would like to complete a short survey in relation to your Freedom of Information request please scan the QR code below or click [here](#).

