

Register of Responses to Reportable Gift Offers 2016-2019

A Entry no.	B Date gift offered	C Offeror	D Offeror number	E Prohibited gift? If so, why?	F Board member or employee to whom the gift was offered	G Description of gift offered	H Cultural, historic or other significance?	I Est. value of this offer	J Est. combined value	K Was the gift accepted or declined? If accepted, record the legitimate business reason (benefit).	L If the gift was accepted: (1) How is it to be used/ disposed of? (2) Who authorised this decision?	M Any relevant: (1) Comments (2) Remedial action.
2	03/02/2017	Private Company	2	No	Board Member	Corporate Box	No	\$300	\$600	Accepted – Community event.	Given to employee.	N/A
3	03/02/2017	Private Company	2	No	Board Member	Corporate Box	No	\$300	\$600	Declined	N/A	N/A
4	21/02/2017	Industry Stakeholder with commercial interest	3	No	Board Member	Stakeholder Engagement Event	No	Unknown	Unknown	Declined	N/A	N/A
5	05/09/2017	Industry Stakeholder with commercial interest	4	No	Board Member	2 X Tickets to Event 2017	No	\$200	\$200	Declined	N/A	N/A
6	17/09/2017	Private Club entity	5	No	Board Member	2 x Adults for Annual Presentation Night	No	\$100	\$100	Declined	N/A	N/A
7	01/02/2018	Private Company	2	Yes, inconsistent with community expectations	Board Member	Corporate Box	No	\$970	\$970	Declined	N/A	N/A
8	01/02/2018	Private Company	2	Yes, inconsistent with community expectations	Board Member	Corporate Box	No	\$970	\$970	Declined	N/A	N/A
9	13/02/2018	Industry Stakeholder with commercial Interest	6	Yes, Could otherwise reasonably be perceived as influencing judgement.	Board Member	By invitation only breakfast workshop.	No	\$100	\$100	Declined	N/A	N/A
10	19/02/2018	Private Company	7	No	Employee	Movie night including drinks and food	No	\$60	\$60	Declined	N/A	N/A
11	06/09/2018	Private Company	4	No	Board Member	2 x Tickets to Event 2018	No	\$250	\$250	Declined	N/A	N/A
12	06/09/2018	Private Company	4	No	Employee	2 x Tickets to Event 2018	No	\$250	\$250	Declined	N/A	N/A
13	29/10/2018	Industry Stakeholder with commercial Interest	8	No	Employee	Lenovo TAB3 Essential Android Device	No	\$90	\$90	Accepted	1) Item the Property of WPW used for remote meter technology	N/A
14	18/12/2018	Industry Stakeholder with commercial Interest	9	No	Employee	2019 diaries (A4) x10 T-shirts x12 Hats x12 Stubby holders x 12	No	\$300	\$300	Accepted	1) Items were distributed amongst varied staff for use.	N/A

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15	02/02/2019	Private Company	2	Yes, inconsistent with community expectations	Board Member	Corporate Box	No	\$970	\$970	Declined	N/A	N/A
16	02/02/2019	Private Company	2	Yes, inconsistent with community expectations	Board Member	Corporate Box	No	\$970	\$970	Declined	N/A	N/A
17	28/02/2019	Private Company	10	No	Employee	60ml Lens Spray & Microfibre cloth	No	\$10 x 8	\$80	Accepted	1) Token items distributed to staff	N/A
18	06/05/2019	Private Company	7	No	Employee	Movie night including drinks and food	No	\$60	\$60	Declined	N/A	N/A
19	20/05/2019	Private Company	11	Yes, Could otherwise reasonably be perceived as influencing judgement.	Board Member and Employee	Launch evening including hospitality - one ticket offered to each	No	\$75 x 2	\$125	Declined	N/A	N/A
20	14/06/2019	Private Company	12	Yes, Could otherwise reasonably be perceived as influencing judgement, inconsistent with community expectations and may bring integrity into disrepute .	Employee	Box seats to the football.	No	\$450-550 per person	\$1,100	Declined	N/A	N/A
21	27/06/2019	Industry Stakeholder with commercial Interest	13	No	Board Member	Opening of the new Visitor Centre	No	\$50 each	\$100	Accepted. To attend the opening of a significant community event & is a legitimate business benefit for Westernport Water. Key partner and a DELWP portfolio entity.	1) Board Member to attend event	N/A
22	03/07/2019	Private Entity	14	No	Employee	Double pass to Festival. Local stakeholder event	No	\$136 each x 2	\$272	Accepted. Part of Sponsorship package. Represent Westernport Water as a main sponsor of a significant community event.	1) Items were distributed amongst staff by ballot to attend as representative of WPW at event.	N/A
23	27/06/2019	Industry Stakeholder with commercial Interest	13	No	Board Member	Opening of the new Visitor Centre	No	\$50 each	\$100	Accepted. To attend the opening of a significant community event & is a legitimate business benefit for Westernport Water. Key partner and a DELWP portfolio entity.	1) Board Member to attend event	N/A

Register of Token Offers 2018-2019

A Entry no.	B Date token offered	C Offeror	D Offeror number	E Prohibited gift? If so, why?	F Board member or employee to whom the gift was offered	G Description of token offered	H Est. value of token	I Est. combined value	J Was the token accepted or declined? If accepted, record the legitimate business reason (benefit).	K If the gift was accepted: (1) How is it to be used/ disposed of? (2) Who authorised this decision?
1	18/04/2018	Periscope Corporation	1	No	Ilse Hall Performance and Governance Support Officer	Drink bottle, pen, notepad and USB stick	\$35	\$35	Yes. Token items, USB contains test data from training session	1) Items brought to WPW office to be distributed or used by any staff member 2) Tom McQualter
2	12/06/2018	Individual Customer	2	No	Customer and Community - Customer Service Team	Box of Chocolates	\$10	\$10	Yes. Token item, gift given as a thank you for service. High water consideration request received 02/05/18 - completed 17/05/18. Chocolates were brought into reception on 12/06/18	1) Gift was left at reception and shared within Customer and Community department. 2) Gareth Kennedy
3	24/09/2018	Procurement Australia	3	No	Ilse Hall Performance and Governance Support Officer	Brand named pens and novelty rubber duck x 2	\$20	\$20	Yes, token items from training day	1) Items brought to WPW office to be distributed or used by any staff member 2) Tom McQualter
4	24/09/2018	Ethan Group	4	No	Sharon Green - Manager ICT	Small plastic boomerang novelty keyring	.50 cents	.50 cents	Yes, posted in mail with correspondence by organisation. More effort to return than what the item is worth. Have emailed organisation advising not to send further items.	1) Yes item in office to be used by any WPW staff member or if not disposal as rubbish 2) Tom McQualter

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5	25/09/2018	Autopia	5	No	Kathy Hawke CFO - All WPW Staff - brought along when presenting	Pens and promotional small toy cars	\$35	\$35	Yes, token items left on tables from a presentation day	1) Items left on tables as part of presentation - to be used or taken by all staff. Requested not to offer or bring anything in future. 2) Kathy Hawke
6	29/11/2018	Centre for Workplace Leadership. University of Melbourne	6	No	Peter Quigley - Managing Director	Teapot	\$20	\$20	Yes, presented as token thank you item after giving a speech	1) Donated to WPW Community Christmas hamper 2) Tom McQualter
7	10/12/2018	DLA Piper	7	No	Sadie Warkotsch Project Manager - Business System Improvement	4 x DLA Piper Pens and 3 x DLA Piper notepads	\$10	\$10	Yes, token items used to take notes during procurement negotiations	1) Used to take notes during procurement negotiations, distributed to staff 2) Tom McQualter
8	11/12/2018	Cadia	8	No	Peter Brown -	2019 Calendar	\$10	\$10	Yes, posted in mail have requested not to send in future	1) Distributed to staff 2) Jake Weir
9	11/12/2018	Polymaster	9	No	Kathy Hawke - Finance Manager CFO	Marketing brochure poster that included 1 x packet of lifesavers was posted to Finance Marketing brochure poster that included 1 x packet of lifesavers was posted to Assets & Ops Marketing brochure poster that included 2 x packets of lifesavers was posted to MD and Exec Assistant	\$6	\$6	Yes, Was only accepted as we received in the mail. Otherwise it would have been declined	1) Distributed to staff 2) Tom McQualter
10	14/12/2018	BIWASE - Vietnamese Water Utility	10	No	Peter Quigley - Managing Director	Four panel laquered partwork	\$50	\$50	Yes, item of Cultural significance. Gift accepted as a symbolic way to show appreciation and further relationship.	1) Mounted in foyer of MD office, Coordinator of Executive Office area 2) Tom McQualter

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11	17/12/2018	Williams & Burns Contracting	11	No	Peter Quigley - Managing Director	Plastic Bottle Opener	\$1	\$1	Yes, Plastic Bottle Opener included in Christmas Card have requested not to send in future	1) Distributed to staff 2) Tom McQualter
12	17/12/2018	Madwicks Lawyers	4	No	Peter Quigley - Managing Director	750ml Whistling Eagle 2015 Cabernet Sauvignon	\$35	\$285 to MD (\$535 in total for company)	Yes, Wine posted in the mail	1) Wine to be awarded to staff as part of End of Year function 2) Tom McQualter
13	17/12/2018	Madwicks Lawyers	4	No	Lisa Caldwell - General Manager Corporate and People	750ml Levantine Hill Rose 2017	\$36	\$285 to GM (\$571 in total for company)	Yes, Wine posted in the mail	1) Wine to be awarded to staff as part of End of Year function 2) Tom McQualter
14	20/12/2018	Austral International	12	No	Jake Weir, Peter Brown, Colin Bowker - Via mail - Form completed by Ilse Hall Performance and Governance Support Officer	Desk Calendars x 3	\$25	\$25	Yes, posted in mail have requested not to send in future	1) Distributed to staff 2) Tom McQualter
15	08/01/2019	San Remo Newsagency	13	No	Vanessa Taylor - Business Information Officer	Bar of M&M's Chocate	\$4	\$4	Yes, token item for celebration of festival	1) Distributed to staff 2) Tom McQualter
16	31/01/2019	Customer - Mr William Binks	14	No	Kari Harli - Senior Maintenance Officer	6 Beers	\$20	\$20	Yes, Gift accepted as landowner refused to take no for an answer, reported to supervisor and SPG Team	1) Distributed to staff 2) Jake Weir
17	25/02/2019	Customer	15	No	Tom McQualter - Manager Strategy, Performance and Governance	Chocolate Eclairs x 3	\$10	\$10	Yes, token item left at reception	1) Distributed to staff 2) Tom McQualter
18	06/03/2019	B & M Boring. Brad Taylor	16	No	Jane Crump - Senior Meter Reader	Box of Favourties Chocolates 320g	\$5	\$5	Yes, token item left at reception	1) Distributed to staff 2) Tom McQualter
19	24/05/2019	Derwent Industries	17	No	Jake Weir - Network Operations & Maintenance Coordinator	Pack of tim tams x 2 (\$4) Stubbie holders x 17 (\$2.50 Each)	\$47	\$47	Goods were left behind by sales representative before being able to politely decline the goods.	1) Distributed to staff 2) Tim Scholtes (Acting MSPG)

