

REGISTER OF GIFTS AND HOSPITALITY OFFERED TO US

Directorate:	Principal & Chief Executive	Name:	Mel Higgins	Year:	2023/2024
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REGISTER OF GIFTS / HOSPITALITY / REWARDS ETC OFFERED AND ACCEPTED OR REJECTED

Date of Offer or event date	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 ie. Accepted Refused Returned	Entered by	Entered Date	File Ref:
June 2023	Mel Higgins	Christine Brown	Ciara O’Gorman, All Ireland Scholarships	Attendance at Award Ceremony to receive award on behalf of student. A commemorative gift and lunch provided.	Sydney Geddis, BTEC Level 3 student was awarded a JP McManus Scholarship, principals were invited to present the award.	None	Est value: Lunch – 20 Euros Pen – 40 Euros	Accepted	MB	10 th Oct 2023	CEO/2023-24/01
Oct 2023	Mel Higgins	-	Chartered Accountants Ireland Ulster Society	To attend the ICAI President’s Breakfast meeting at Galgorm Resort & Spa.	College delivers IATI programmes associated with Chartered Accountants in Ireland (CAI). Principal/CEO is member of CAI and is a member of the Ulster Society	College delivers IATI programmes associated with Chartered Accountants in Ireland (CAI). Networking opportunity.	Guest Invitation Est value: £25.00	Accepted	MB	10 th Oct 2023	CEO/2023-24/02

Oct 2023	Mel Higgins	-	Arlene O'Connor, Brown O'Connor Communications	Invitation to Alliance Party Breakfast.	Chartered Accountants Public Sector Committee. Brown O'Connor provide PR to Sector Principals' Group.	No, already contracted.	Guest Invitation Est value: £20.00	Declined	MB	18 th Oct 2023	CEO/2023-24/03
Oct 2023	Mel Higgins	-	Chief Executive of Belfast City Council	Invitation to Reception in honour of JP Kennedy III.	Offer made to FE sector principals to provide networking opportunity.	No	Guest Invitation Est value: £20.00	Declined	MB	23 rd Oct 2023	CEO/2023-24/04
Oct 2023	Mel Higgins	-	Ulster University, in partnership with TEO, DfE, INI and QUB.	Invitation to US Special Envoy to NI, JP Kennedy III, and Senior Business Delegation at an event to promote NI's compelling investment proposition.	Offer made to FE sector principals to provide networking opportunity.	Current contracts with UU/QUB in respect of HE courses; ALB of DfE.	Guest Invitation Est value: £20.00	Accepted	MB	23 rd Oct 2023	CEO/2023-24/05
Nov 2023	Mel Higgins	-	Mid Ulster MEGA	Invitation to Directors Breakfast Event at Glenavon House Hotel	The College has links with MEGA through the Magherafelt campus.	No, the College already liaise with MEGA.	Guest Invitation Est value: £20.00	Accepted	MB	18 th Oct 2023	CEO/2023-24/06
Nov 2023	Mel Higgins	Sean Laverty & Kieran Mooney separate invitations	McAdam Design	Invitation to Evening Reception celebrating 60 years of McAdam Design	McAdam are the Design Team involved in the Campus New Builds.	No, already contracted.	Guest Invitation Est value: £20.00	Declined	MB	18 th Oct 2023	CEO/2023-24/07
Dec 2023	Mel Higgins	C Brown to represent the College	CAFRE	Invitation to CAFRE Annual Conference	The College is a partner institution.	Current.	Guest Invitation Est value:	Declined	MB	14 th Nov 2023	CEO/2023-24/08

Dec 2023	Mel Higgins	- on a separate invitation	Ken Nelson, LEDCOM	Invitation to Business Networking Lunch at LEDCOM	Event will provide a networking opportunity for the Principal at a strategic level.	Ken Nelson is Chair of NRC GB and CEO of LEDCOM.	Guest Invitation Est value: £25.00	Accepted	MB	24 th Nov 2023	CEO/2023-24/09
Dec 2023	Mel Higgins	-	Principal of Stranmillis College	Invitation to Celebration of Christmas in Words & Music 2023	Link with Stranmillis as part of Tertiary sector	Tertiary Group member with Stranmillis. Partner organisation for external engagement activities; provision of training for college staff.	Guest Invitation Est value: £25.00	Declined	MB	24 th Nov 2023	CEO/2023-24/10
Dec 2023	Mel Higgins	Passed to Hair & Beauty Dept, through R Finlay	Lee Stafford Education	Hair Products	Unknown reason for offer, no explanation given.	Potential contract for Hair & Beauty Section	Est value: £25.00	Declined by Mel Higgins, accepted by Hair & Beauty Section	MB	6 th Dec 2023	CEO/2023-24/11
Dec 2023	Mel Higgins	-	Chartered Accountants Ireland	Invitation to Get-together at Chartered Accountants House	Member of Ulster Public Sector Chartered Accountants group.	Member of Chartered Accountants Ireland (CAI) & member of Ulster Public sector group. College engages with CAI for Accountants Technicians	Guest Invitation Est value: £25.00	Declined	MB	6 th Dec 2023	CEO/2023-24/12

Jan 2024	Mel Higgins	Passed to Ken Nelson	Stranmillis College	Invitation to attend Dr Eamon Phoenix Memorial Lecture	The College has links with Stranmillis College. Networking opportunity.	Ireland curriculum programmes and qualifications. Current links through Higher Education	Guest Invitation Est value: £20.00	Accepted	MB	24 th Jan 2024	CEO/2023-24/13
Jan 2024	Mel Higgins	-	Association of Colleges	Invitation to Annual International Conference 2024 23 & 24 th January	Attendance at Conference to consider driving regional economic development.	Association of Colleges hosted – NRC to consider becoming a member of AoC. AoC represents FE Colleges in the 5 Nations.	Est value: £120.00 Lunch, dinner, and refreshments	Accepted	MB	31 st Jan 2024	CEO/2023-24/14
Jan 2024	Mel Higgins	-	WorldSkills UK	Invitation to WorldSkills UK Board Strategy Day	Trustee of WorldSkills UK Board	Trustee of WorldSkills UK Board, representing FE NI.	Est value: £300.00 Lunch, dinner, refreshments & hotel accommodation	Accepted	MB	31 st Jan 2024	CEO/2023-24/15

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REGISTER OF GIFTS AND HOSPITALITY OFFERED TO US

Directorate:	Chief Operating Officer	Name:	Sean Lavery	Year:	2023/2024
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Event 8 th Nov 2023	Sean Lavery		McAdam Design	Invitation to Evening Reception celebrating 60 years of McAdam Design.	McAdam are the Design Team involved in the Campus New Builds.	No, already contracted.	Guest Invitation Est Value: £20.00	Accepted	MB	19 th Oct 2023	COO/2023-24/01

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Marketing & Communications Team:	Business Engagement Officer	Name:	Pamela Steele	Year:	2023/2024
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11 th August 2023 Event date	Pamela Steele	-	Ballymena Chamber of Commerce	President's Lunch & Growing your own business event. Informal opportunity to meet with Chamber members & Management Committee. Opportunity to display College Pop Ups and to promote the College.	The College is a member of NI Chamber of Commerce	Networking Event	Guest Invitation Est Value £20.00	Accepted	MB	3 rd August 2023	M&C/2023-2024/01
22 nd Sept 2023 Event date	Pamela Steele		Ballymena Chamber of Commerce	To attend The Future of Northern Ireland Event	The College is a member of NI Chamber of Commerce	Networking Event. The College is a member of the Chamber and sponsors an	Guest Invitation Est Value £10.00	Accepted	MB	25 th Sept 2023	M&C/2023-2024/02

18 th Oct 2023 Event date	Pamela Steele		Noel Mulholland Head of Michelin Development UK	To attend Ballymena Business Excellence Awards 2023 Gala Evening	The College is a member of NI Chamber of Commerce A complimentary offer from Michelin Development	award at this event. Networking Event. No contract, the College is a member of the Chamber.	Guest Invitation Est Value £75.00	Accepted	MB	16 th Oct 2023	M&C/2023- 2024/03
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REGISTER OF GIFTS AND HOSPITALITY OFFERED TO US

Directorate:	VP for Teaching & Learning	Name:	Christine Brown	Year:	2023/2024
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Oct 2023	Christine Brown	-	Annette Deighan, Operations Manager Causeway Chamber	Official opening of the Bank Apartments and Safe House Cafe Portrush	The College is a member of the Causeway Chamber	None	Est value: £10.00	Accepted	MB	Feb 2024	VPT&L/2023-24/01
Oct 2023	Christine Brown Aaron Ballantyne	-	Jackie Logan – PR of The Gallaher Trust	Invitation to the Making a Difference (MAD) Awards in celebration of five years of the Trust on Friday 13 th October at the Great Hall in the Galgorm Resort & Spa.	The College is a delivery partner with The Gallaher Trust	None, already a delivery partner	Est value: £20.00x2 Total £40.00	Accepted	MB	Feb 2024	VPT&L/2023-24/02
Dec 2023	Christine Brown	-	Annette Deighan, Operations Manager Causeway Chamber	To mark the occasion of the MOU between Derry and Causeway Chambers and meet the	The College is a member of the Causeway Chamber	None	Est value: £10.00	Accepted	MB	Feb 2024	VPT&L/2023-24/03

Dec 2023	Christine Brown	-	CAFRE	Board of Derry Chamber Invitation to CAFRE Annual Conference	The College is a partner institution.	Current	Est value: £25.00	Accepted	MB	Jan 2024	VPT&L/2023-24/04
Jan 2024	Christine Brown	-	Association of Colleges	Invitation to Annual International Conference 2024 23 & 24 th January	Attendance at Conference to consider driving regional economic development.	Association of Colleges hosted – NRC to consider becoming a member of AoC. AoC represents FE Colleges in the 5 Nations.	Est value: £120.00 Lunch, dinner, and refreshments	Accepted	MB	Feb 2024	VPT&L/2023-24/05

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Advanced Technologies:	Curriculum Area Manager	Name:	David Russell	Year:	2023/2024
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17 th Oct 2023	David Russell	-	Charlotte Bamber, Chief Executive Electrical Training Trust	Invitation to attend Electrical Training Trust Stay Connected event on 22 nd November 2023	Future collaboration on Electrical Installation Curriculum. Networking opportunities.	Future collaboration on Electrical Installation Curriculum	Guest Invitation Est Value: £55.00	Accepted	MB	30 th Oct 2023	AT/CAM/2023-24/01

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Directorate:	Principal & Chief Executive	Name:	Mel Higgins	Year:	2023/2024
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13 th Feb 2024	Mel Higgins	-	Causeway Chamber	Invitation to Dinner to mark the retirement of Edward Montgomery from the Honourable The Irish Society.	Member of Causeway Chamber and links between Coleraine Campus and HIS. Invitation issued to key stakeholders.	Current member of Causeway Chamber	Guest Invitation Est value: £40.00	Accepted	MB	7 th Feb 2024	CEO/2023-24/16
21 st Feb 2024	Mel Higgins	-	Queen's University Belfast	Invitation to attend Sir Bernard Crossland Lecture 2024	Current links with Queen's University through Higher Education	Current links	Guest Invitation Est value: £20.00	Declined	MB	24 th Jan 2024	CEO/2023-24/17
21 st – 22 nd Feb 2024	Mel Higgins	Christine Brown	G O'Donoghue FE & Training Development Officer on behalf of FET Conference Team	Invitation to Annual FET Conference & Gala Dinner	Theme is Pathways to FET, pathways in FET and from FET, with the stated aim to explore a future FET environment that is robust and agile, including promoting FET as a destination.	No contract	Guest Invitation Est value: £50.00	Declined by Mel Higgins Accepted by Christine Brown	MB	19 th Feb 2024	CEO/2023-24/18

29 th Feb 2024	Mel Higgins	-	Belfast Region City Deal	Invitation to Breakfast event	At a high level, this aligns closely with the current challenges faced by the NI FE sector. Current member of Belfast Region City Deal	Current member	Guest Invitation Est value: £20.00	Declined	MB	24 th Jan 2024	CEO/2023- 24/19
20 th March 2024	Mel Higgins	-	James Kilgore Causeway Chamber President	Invitation to the 2024 President's Dinner in Partnership with NW200.	College is a member of the Chamber	Current member	Guest Invitation Est value: £50.00	Declined	MB	1 st March 2024	CEO/2023- 24/20
11 th April 2024	Mel Higgins	Stephen Price	BBC NI	Invitation to an informal corporate reception for 'BBC Comes to Town 2024'	College is a local stakeholder in Ballymena	None	Guest Invitation Est value: £20.00	Declined by Mel Higgins Accepted by Stephen Price	MB	12 th April 2024	CEO/2023- 24/21
11 th April 2024	Mel Higgins	Christine Brown	Ulster University	Invitation to an Evening at UU with the Principals Partnership Group in Belfast campus, to include 6 course taster menu	Partnership arrangement with UU in provision of courses	Current contract in course provision	Guest Invitation Est value: £50.00	Declined by Mel Higgins Accepted by Christine Brown	MB	12 th April 2024	CEO/2023- 24/22
25 th April 2024	Mel Higgins	Helen Hampsey	Young Enterprise NI	Invitation to Awards Event at Belfast City Hall – Black Tie event	NRC students from Coleraine and Ballymena campuses are	Current association as entrants for Awards	Guest Invitation Est value: £50.00	Declined by Mel Higgins	MB	12 th April 2024	CEO/2023- 2024/23

2 nd May 2024	Mel Higgins	-	Mayor of Antrim & Newtownabbey Borough Council	AMIC Factory of the Future Global Point engagement dinner to be held in Yarn Suite, Mossley Mill	participating in YE NI Start-up Programme competition. Links with ANBC as within the catchment area of Newtownabbey campus	Current links through Business Engagement	Guest Invitation Est value: £50.00	Accepted by Helen Hampsey Accepted	MB	24 th April 2024	CEO/2023-2024/24
31 st May 2024	Mel Higgins	Laura Monteith	John D'Arcy, Director of Open University	Invitation to OU Degree Ceremony at the Waterfront, to include lunch and refreshments.	Partnership Agreement in place with OU	Current Partnership Agreement in place	Guest Invitation Est value: £30.00	Declined by Mel Higgins Accepted by Laura Monteith	MB	24 th April 2024	CEO/2023-24/25
23 rd May 2024	Mel Higgins	-	CEO, Invest NI	Invitation to Working Lunch with INI CEO & Regional Manager, with key local stakeholders.	Invite issued to all local key stakeholders to discuss challenges and opportunities in the NW region going forward with a view to working in partnership to deliver a more regionally balanced economy.	Invest NI ALB of DfE	Guest Invitation Est value: £25.00	Accepted	MB	21 st May 2024	CEO/2023-24/26
29 th June 2024	Mel Higgins	-	WorldSkills UK	Invitation to Team UK Dinner.	The College have students who are part of Team UK and Mel Higgins is a Trustee on the	Current contract through College entrants in competitions	Guest Invitation Est value: £50.00	Declined	MB	21 st May 2024	CEO/2023-24/27

4 th June 2024	Mel Higgins	-	Governor of the Honourable The Irish Society	Invitation to Dinner at Cutts House	WorldSkills UK Board. Historical links with the College, dating back to Coleraine Technical College; the HIS make an annual visit to Coleraine and issue an invite to Dinner each year.	and through Mel Higgins' appointment as Board Trustee. No contract in place and no potential contract.	Guest Invitation Est value: £40.00	Declined	MB	4 th June 2024	CEO/2023-24/28
25 th June 2024	Mel Higgins	-	Convocation Committee of Ulster University	Invitation to AGM	Offer made to Ulster University Alumni.	The College delivers courses in partnership with UU; Mel Higgins is an Alumni of UU.	Guest Invitation Est Value: £20.00	Declined	MB	4 th June 2024	CEO/2023-24/29

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