

**Chris Steel MLA**

Minister for Transport and City Services

Minister for Skills

Special Minister of State

Member for Murrumbidgee

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**RESPONSE TO QUESTION ON NOTICE****Questions on Notice Paper No 33****Friday, 1 September 2023****Question No. 1332**

**MS LEE MLA:** To ask the Special Minister of State

- (1) Are ACT Property Group staff able to accept gifts from contractors or any other parties, and is there a policy covering gifts to staff.
- (2) Does ACT Property Group maintain a gifts register for staff.
- (3) Does the gift register refer to the gift source and the recipient.
- (4) Can the Minister provide a copy of the gift register for the financial years 2018-19 to 2022-23 inclusive.

**MR STEEL MLA** - The answer to the Member's question is as follows:

1. ACT Property Group staff are subject to the [CMTEDD Gifts and Hospitality Policy 2022](#).

The policy advised that gifts or benefits should generally not be accepted, and that under no circumstances should staff:

- accept gifts of money or items easily transferrable into cash (for example, lottery tickets or gift cards); or
- accept gifts from a person or organisation involved in a tender process or subject to a decision-making process, in which the staff member is personally involved (including recruitment processes); or
- solicit personal gifts or benefits.

In limited circumstances, staff may accept gifts where:

- it is of minimal value (\$40 or less) and offered as a thank-you for something they have already done, such as been a presenter at a conference or a participant in a course, and does not create an actual or perceived conflict of interest; or

- it is not possible to politely decline the gift without causing embarrassment, for example, gifts offered by visiting delegations of foreign officials; or
- approval has been sought and received in advance of the gift being offered, for example, a gift provided at a function recognising service previously provided; or
- certain hospitality/event invitations.

The policy also sets rules around the circumstances where gifts must be registered. Registers include information about the context in which a gift was received.

2. CMTEDD Corporate maintains gift and hospitality register records for all CMTEDD employees including those of ACT Property Group.
3. The gift and hospitality register does refer to the gift source and the recipient.
4. There were no gifts declared for 2019-20, 2021-22 and 2022-23. One gift was declared in 2018-19:

Reporting Year	Date of gift	Received From	Item	Value	Reason for gift	Action taken	Decision Maker
2018/19	13/12/18	Woden Community Service	Gift Basket	Est \$100	Appreciation for high standard of customer service	Donated to Charity	Under Treasurer

**Approved for circulation to the Member and incorporation into Hansard.**



**Chris Steel MLA**  
**Special Minister of State**

Date:.....15/9/23.....

This response required 0hrs 25mins to complete, at an approximate cost of \$46.03.