



Department for Business, Innovation & Skills

DEPARTMENT FOR BUSINESS, INNOVATION AND SKILLS

01 APRIL 2013 – 30 JUNE 2013

GIFTS GIVEN OVER £140

Secretary of State for Business, Innovation & Skills and President of the Board of Trade, Rt Hon Vincent Cable MP

Date gift given	To	Gift	Value (over £140)
Nil return			

Minister of State, (Universities and Science), Rt Hon David Willetts MP

Date gift given	To	Gift	Value (over £140)
Nil return			

Minister of State (Trade and Investment), Lord Green

Date gift given	To	Gift	Value (over £140)
Nil return			

Parliamentary Secretary for Business, Innovation and Skills Parliamentary Under Secretary of State, Viscount Younger

Date gift given	To	Gift	Value (over £140)
Nil return			

Parliamentary Under Secretary of State, (Employment Relations, Consumer Affairs), Jo Swinson MP

Date gift given	To	Gift	Value (over £140)
Nil return			

Parliamentary Under Secretary of State, (Skills jointly with the Department for Education), Matthew Hancock MP

Date gift given	To	Gift	Value (over £140)
Nil return			

Minister of State, (Business and Enterprise), Rt Hon Michael Fallon MP

Date gift given	To	Gift	Value (over £140)
Nil return			



GIFTS RECEIVED OVER £140

Secretary of State for Business, Innovation & Skills and President of the Board of Trade, Rt Hon Vincent Cable MP

Date gift received	From	Gift	Value	Outcome
Nil return				

Minister of State, (Universities and Science), Rt Hon David Willetts MP

Date gift received	From	Gift	Value	Outcome
Nil return				

Minister of State (Trade and Investment), Lord Green

Date gift received	From	Gift	Value	Outcome
Nil return				

**Parliamentary Secretary for Business, Innovation and Skills
Parliamentary Under Secretary of State, Viscount Younger**

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Minister of State, (Business and Enterprise), Rt Hon Michael Fallon MP

Date gift received	From	Gift	Value	Outcome
Nil return				



OVERSEAS TRAVEL

Date(s) of trip	Destination	Purpose of trip	'Scheduled' or No 32 (The Royal Squadron' or 'other RAF' or 'Charter' or 'Eurostar'	Number of officials accompanying Minister, where non-scheduled travel is used	Total cost including travel and accommodation of Minister only
Secretary of State for Business, Innovation & Skills and President of the Board of Trade, Rt Hon Vincent Cable MP					
22 April – 26 April	Brazil, Sao Paulo & Recife	To attend Ministerial trade and industry engagements	Scheduled		£5,922
13 June – 14 June	Luxembourg	To attend EU Foreign Affairs Council	Scheduled		£1,241
Minister of State, (Universities and Science), Rt Hon David Willetts MP					
7 April – 10 April	Switzerland, Basel	To visit global life sciences companies	Scheduled		£518
21 April – 26 April	Columbia, Medellin & Bogota, Mexico, Mexico City	To promote the new Education UK Unit	Scheduled		£5,956
Minister of State (Trade and Investment), Lord Green					
09 April – 10 April	France, Paris	To promote UK Trade and Investment including meetings with senior French Ministers	Eurostar		£355
17 April – 18 April	Ireland, Dublin	To represent the UK at EU presidency Trade Minister meetings	Scheduled		£352
07 May – 08 May	Spain, Madrid, Portugal, Lisbon	To promote UK trade and meet with senior government Ministers	Scheduled		£1,164
16 May	France, Paris	To meet with senior foreign Ministers to discuss EU single market agenda	Eurostar		£273



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21 May – 24 May	Sweden, Stockholm, France, Paris	To meet with senior Ministers and leading business figures, to discuss trade and investment and the single market in Europe	Scheduled, Train		£665
28 May – 30 May	Belgium, Brussels, Germany, Berlin	To represent the UK at a Competitive Council meeting and meet with senior Ministers.	Scheduled, Train		£830
02 June – 16 June	Indonesia, Jakarta, Malaysia, Kuala Lumpur, Singapore, Cambodia, Siem Reap and Phnom Penh, Vietnam, Ho Chi Minh City and Hanoi, Thailand, Bangkok, Burma, Rangoon and Naypyidaw	To promote British business and meet with Government Ministers	Scheduled		£8,247
30 June – 01 July	Kazakhstan, Atyrau, Astana	To accompany the Prime Minister with a Business delegation to promote the UK as open for business and to meet key inward investors	Charter		Costs met by No.10
Parliamentary Secretary for Business, Innovation and Skills					
Parliamentary Under Secretary of State, Viscount Younger					
Nil return					
Parliamentary Under Secretary of State, (Employment Relations, Consumer Affairs), Jo Swinson MP					
29 May	France, Paris	To attend OECD Ministerial Council meeting	Eurostar and scheduled		£663
Parliamentary Under Secretary of State, (Skills jointly with the Department for Education), Matthew Hancock MP					



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27 May – 31 May	USA, New York, Washington DC	To visit education and training providers	Scheduled		£4,200
Minister of State, (Business and Enterprise), Rt Hon Michael Fallon MP					
10 April	Belgium, Brussels	To discuss better regulation and structural funds	Eurostar		£250
16 April – 19 April	USA, Detroit and Boston	To attend Society of Automotive Engineers event and Business Meetings	Scheduled		£3,789
02 May – 03 May	Ireland, Dublin	To attend the Informal European Council on Competitiveness	Scheduled		£562
17 June – 18 June	France Paris	To attend the Paris Air Show	Eurostar		£439

HOSPITALITY

Date of hospitality	Name of organisation	Type of hospitality received ¹
Secretary of State for Business, Innovation & Skills and President of the Board of Trade, Rt Hon Vincent Cable MP		
03 April	The Observer	Lunch
29 April	Regional Lobby - Eastern Daily Press, Hull Daily Mail, Western Mail, Liverpool Post, Western Morning News, Yorkshire Post, Birmingham Mail, The Herald, Northern Echo, Southern Daily Echo, Newspaper Society	Lunch
23 May	The Guardian	Lunch
28 May	BBC	Dinner
10 June	The Independent	Lunch
25 June	Queen Elizabeth Prize for Engineering	Lunch
Minister of State, (Universities and Science), Rt Hon David Willetts MP		
03 April	Financial Times and Daily Telegraph	Lunch
10 April	Pi Capital	Dinner
12 April	Office of the Independent Adjudicator for Higher Education	Dinner
15 April	Agricultural Industries Confederation	Lunch
03 May	University of Oxford	Lunch
08 May	Intellect UK	Dinner



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15 May	Confederation of British Industry	Dinner
16 May	The Sunday Times	Lunch
16 May	Cogent SSC Ltd	Dinner
22 May	Foundation for Science and Technology	Dinner
05 June	The Daily Telegraph	Breakfast
05 June	Imperial College	Lunch
18 June	AstraZeneca	Dinner
24 June	The Head Company Inc.	Lunch
27 June	Northumbria University	Dinner
Minister of State (Trade and Investment), Lord Green		
10 April	Council of British Chambers of Commerce in Europe	Dinner
16 April	Lord Mayor of London	Dinner
02 May	Bank of England	Dinner
14 May	BritishAmerica Business	Dinner
15 May	French Chamber of Commerce in Great Britain	Lunch
20 May	KPMG	Tickets to Chelsea flower show gala preview and dinner
18 June	Lloyds Banking Group	Dinner
25 June	Tourism Alliance	Breakfast
27 June	Business for New Europe Advisory Council	Breakfast
Parliamentary Secretary for Business, Innovation and Skills Parliamentary Under Secretary of State, Viscount Younger		
25 April	Classic FM	Concert ticket, drinks and canapés
16 May	PRS for Music	Drinks reception and lunch
10 June	Federation of Small Business	Reception, drinks and canapés
24 June	Financial Times, Daily Telegraph	Lunch
25 June	Rock the House Finals	Drinks and canapés
27 June	British Chamber of Commerce	Reception, drinks and canapés
Parliamentary Under Secretary of State, (Employment Relations, Consumer Affairs), Jo Swinson MP		
28 May	The Scotsman	Lunch
Parliamentary Under Secretary of State, (Skills jointly with the Department for Education), Matthew Hancock MP		
25 April	Financial Times	Lunch
30 April	Institute of Directors	Lunch
07 May	Rothschilds	Breakfast
14 May	Arup	Breakfast
Minister of State, (Business and Enterprise), Rt Hon Michael Fallon MP		
15 April	CitiGroup	Lunch
23 April	UK Contractors Group	Dinner
25 April	The London Entrepreneurial Exchange	Dinner



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30 April	Deloitte	Dinner
07 May	StartUp Britain	Dinner
08 May	The Times, Channel 4 News	Lunch
15 May	Lazard	Dinner
16 May	FTI Consulting	Lunch
22 May	EEF: The Manufacturers' Organisation	Breakfast
06 June	Royal Mail	Dinner
13 June	Confederation of British Industry	Dinner
18 June	Sky News	Dinner
25 June	Entertainment Retailers Association	Lunch

¹Does not normally include attendance at functions hosted by HM Government; 'diplomatic' functions in the UK or abroad, hosted by overseas governments; minor refreshments at meetings, receptions, conferences, and seminars; and offers of hospitality which were declined

MEETINGS WITH EXTERNAL ORGANISATIONS

Date of Meeting	Name of External Organisation¹	Purpose of Meeting
Secretary of State for Business, Innovation & Skills and President of the Board of Trade, Rt Hon Vincent Cable MP		
April 2013	Beatthatquote.com	To discuss business issues
April 2013	The Baker Dearing Educational Trust	To discuss education
April 2013	Marlin Apartments, Ed's Easy Diner Holdings Ltd, Crofton Design, GetTaxi Ltd, K&M McLoughlin Decorating Ltd, London Chamber of Commerce and Industry, Evolve Consult Ltd, Grant Thornton UK, Somak Travel Ltd, NVC Lighting Limited, The Sourcing Team, Calford Seaden, Octink	To discuss banking
April 2013	AMS Acoustics, Agusta Westland, Chemring International, Bechtel, Cobham, Foster & Partners, General Dynamics, Invensys, Jaguar Land Rover, Mott MacDonald, Noronha Advogados, Pascall & Watson, Ultra Global PRT	To discuss business issues
April 2013	Green Investment bank	To discuss banking
April 2013	Social Enterprise UK	Regular meeting



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April 2013	National Endowment for Science Technology and the Arts, Warner Bros, Google, ITV, BSkyB, Arts Council England, Confederation of British Industry, Microsoft UK, UK Music, Double Negative, Design Council, TIGA, The Advertising Association, Eidos (Square Enix Group), Telegraph Media Group, Ingenious, PACT, Karmarama, Publishers Association, Creative England, Amazon UK, The Association for UK Interactive Entertainment, Royal Institute of British Architects, British Fashion Council, Sorrell Foundation, Aardman, British Phonographic Industry, BBC, Icon UK, Skillset	To discuss banking
April 2013	ADS	Introductory meeting
April 2013	Manufacturing Technologies Association	To discuss engineering
April 2013	Glencore International plc	To discuss engineering
May 2013	Channel 4	General catch up
May 2013	Sahaviriya Steel Industries UK	To discuss steel industry
May 2013	Start Up Loans UK	To discuss access to finance
May 2013	ITN, Press Association, Getty Images, British Pathe	To discuss intellectual property issues
May 2013	The Sutton Trust	To discuss universities
May 2013	New Statesman, Barclays, IPPR, Delta Economics, Daily Telegraph, Federation of Small Businesses, ITV, Mail on Sunday, Sharda Glass, ACCA	To discuss business
May 2013	EADs	To discuss aerospace
May 2013	Scottish Mail on Sunday	General catch up
May 2013	Quoted Companies Alliance	To discuss finance
May 2013	Confederation of British Industry	Regular meeting
May 2013	Open University	To discuss industrial strategy
May 2013	Daily Mirror	General catch up
May 2013	ITN	General catch up
May 2013	Amadeus Capital Partners	To discuss innovation
May 2013	Confederation of British Industry, US Chamber of Commerce, The Canadian Chamber of Commerce, Mouvement des Entreprises de France, Bundesverband der Deutschen Industrie, Russian Union of Industrialists and Entrepreneurs, BUSINESSEUROPE,	To discuss business



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	Confindustria, Keidanren	
May 2013	BBC	General catch up
May 2013	National Union of Students	To discuss higher education
May 2013	Samsung	To discuss investment
May 2013	UK Financial Investments Ltd	To discuss banking
May 2013	Royal Mint	To discuss business
May 2013	The Times	General catch up
May 2013	The Telegraph	General catch up
May 2013	Channel 4	General catch up
May 2013	Statoil, Statkraft	To discuss supply chains
June 2013	Lloyds Banking Group	To discuss banking
June 2013	DONG Energy	To discuss energy
June 2013	Tata Steel	To discuss business
June 2013	Alstom Transport, Bombardier Transportation, Construcciones y Auxiliar de Ferrocarriles, Hitachi Rail UK, Siemens Rail Systems, Heathrow Express, Rail Delivery Group, Association of Train Operating Companies, Railway Industry Association, Rail Alliance, Rail Freight Group, Rail Safety and Standards Board, Wabtec, Railcare, Atkins, Angel Trains, Evershot Rail Group, Porterbrook Leasing Company Ltd, Network Rail, Transport for London, Crossrail, Tata Steel Europe, National Skills Academy for Railway Engineering	To discuss rail issues
June 2013	Federation of Small Businesses	Introductory meeting
June 2013	Network Rail, Barratt Developments, CIRIA, Travis Perkins, MIDAS, Imtech UK, Stanford Industrial Concrete Flooring, Berkley Group, Pringle Brandon Perkins and Will, Skanska, Sainsbury's, Kier, Laing O'Rourke, Stepnell	To discuss industrial strategy
June 2013	The Times	General catch up
June 2013	NESTA, Harper Collins, Warner Bros, Creative Skillset, Arts Council England, BBC, UK Music, Double Negative, Live Nation, CC Skills, Eidos Interactive, Design Council, Producers Alliance for Cinema & Television, British Film Institute, Creative England, The Association for UK interactive Entertainment, Mastertronic, Royal Institute of British	To discuss industry



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	Architecture, British Fashion Council, Technology Strategy Board, British Phonographic Industry	
June 2013	BP	To discuss business
June 2013	Confederation of Indian Industry	To discuss industry
June 2013	British Chamber of Commerce	Regular meeting
June 2013	Automotive Council	To discuss automotive issues
June 2013	Daily Mail	General catch up
June 2013	CMA, CBI, The Financial Times, University of East Anglia, European Commission	To discuss business
June 2013	Automotive Council	To discuss automotive issues
June 2013	Universities UK	Regular meeting
June 2013	EEF The manufacturers' organisation	Regular meeting
June 2013	Christiane Wuillamie	To discuss entrepreneurs
June 2013	Institute of Directors	Regular meeting
June 2013	Confederation of British Industry	Introductory meeting
Minister of State, (Universities and Science), Rt Hon David Willetts MP		
April 2013	Velcourt Group, G's Fresh Group, Scotland's Rural University College, National Institute of Agricultural Botany, Agriculture and Horticulture Development Board, Sainsbury's, Pepsico UK	To discuss agri-technology and science
April 2013	University of Winchester	To discuss higher education
April 2013	GlaxoSmithKline	To discuss science and research
April 2013	University of Winchester	To discuss higher education
April 2013	University of Oxford	To discuss higher education
April 2013	Royal Academy of Engineering	To discuss science and research
April 2013	University of Warwick	To discuss higher education
April 2013	Rolls-Royce	To discuss research and innovation
April 2013	Frazer-Nash, Corporate Financial Management Systems, AstraZeneca, Digital Media Group, IBM, GlaxoSmithKline, Microsoft, Jaguar Land Rover, Digital Science, University College London, University of Cambridge, University of Edinburgh, University of Southampton	To discuss e-infrastructure
April 2013	Cambridge International College	To discuss higher



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		education
April 2013	University of Exeter	To discuss innovation
April 2013	Astrium, University of Reading, Avanti Plc, International Space Innovation Centre, Reaction Engines, Satellite Applications Catapult, Open University	To discuss space
April 2013	Nissan Motor Company, Arup Group, Jaguar Land Rover, Lotus Engineering, BMW UK, Ford Motor Company, Productiv, Pod Point, SAIC Motor UK, Intelligent Energy, BP, Caterpillar Inc., McLaren Automotive, Energy Technologies Institute, Scottish and Southern Energy, TATA, University of Bath, GKN Plc, Milbrook Proving Ground, Bentley Motors, Toyota (GB) Plc, Cenex, MIRA Ltd., MAHLE Powertrain, Morgan Motor Company, Schaeffler, Optare, Elektromotive, Logica, Society of Motor Manufacturers and Traders	To discuss the automotive industry
April 2013	GlaxoSmithKline	To discuss higher education
April 2013	University of Manchester	To discuss science and research
April 2013	AstraZeneca	To discuss science and research
April 2013	Royal Society, Autonomy, Royal Institution, L.E.K Consulting	To discuss science and research
April 2013	National Endowment for Science Technology and the Arts, University of Cambridge, University of Oxford, Microsoft, GlaxoSmithKline, Cancer Research UK, University College London, Sumit Paul-Choudhury New Scientist, Academy of Medical Sciences, David Rowan Wired Magazine, University of Cambridge, The Vodafone Foundation, British Science Association, Phillip Campbell Nature, Royal Society, Royal Academy for Engineering,	To discuss science and innovation
April 2013	British Telecom, Intellect UK, Nominet, Fujitsu, EE, e-skills UK, Alcatel-Lucent, Huawei, In Technology, University of Greenwich, Institute of Engineering and Technology	To discuss science and research



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April 2013	London School of Economics	To discuss higher education
April 2013	Invesco Perpetual, Imperial Innovations	To discuss higher education
May 2013	Thales Group	To discuss innovation
May 2013	Gatsby Charitable Foundation, Wellcome Trust, Science Council, Higher Education Academy, Society of Biology, Joint Mathematical Council, Royal Society of Chemistry, Institute of Physics, Advisory Committee on Mathematics Education, Royal Academy of Engineering, London Mathematical Society	To discuss science, engineering, technology and mathematics
May 2013	University of Southampton	To discuss cyber data
May 2013	Reaction Engines	To discuss innovation
May 2013	University of Surrey	To discuss science and research
May 2013	G's Fresh Group, Agriculture and Horticulture Development Board, National Institute of Agricultural Botany, Scotland's Rural College, Sainsbury's, Pepsico, Syngenta,	To discuss science and research
May 2013	Million+	To discuss higher education
May 2013	Raspberry Pi	To discuss research and innovation
May 2013	Universities UK	To discuss higher education
May 2013	Association of Business Schools	To discuss higher education
May 2013	Open University	To discuss higher education
May 2013	Student Loans Company	To discuss higher education
May 2013	University of Nottingham	To discuss higher education
May 2013	Intellect UK	To discuss innovation
May 2013	Universities UK	To discuss higher education
May 2013	Herman Hauser	To discuss technology and innovation
May 2013	University of Cambridge, The Sutton Trust, University of Oxford	To discuss higher and further education
May 2013	Pfizer	To discuss science and research
May 2013	Queen Mary University of London	To discuss science and research
May 2013	IBM	To discuss innovation
May 2013	National Union of Students	To discuss higher education
May 2013	University Alliance	To discuss higher



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		education
June 2013	Huawei	To discuss innovation
June 2013	Microsoft	To discuss innovation
June 2013	Kings College London	To discuss science and research
June 2013	Universities Clearing Admissions Service, Guild HE, Universities UK, Student Loans Company, Supporting Professionalism in Admissions	To discuss higher education
June 2013	Social Mobility and Child Poverty Commission, Professions for Good, Arts Council England, Royal Institute of British Architects, Institute of Chartered Accountants in England and Wales, Chartered Institute of Personnel and Development, General Medical Council, Law Society, Universities UK, Royal Institution of Chartered Surveyors,	To discuss social mobility
June 2013	Royal Society, British Academy, Royal Academy of Engineering, Academy of Medical Sciences, University of Manchester, GlaxoSmithKline, Amadeus Capital	To discuss science and research (breakfast provided)
June 2013	Cisco	To discuss innovation
June 2013	University of Leeds, Bristol Robotics Laboratory, RU Robots, Guidance Navigation Ltd., Royal Academy of Engineering,	To discuss innovation
June 2013	Royal Society of Edinburgh, Institute of Physics, Royal Society of Chemistry, Society of Biology, Council for the Mathematical Sciences.	To discuss science and research
June 2013	Teachfirst	To discuss higher education
June 2013	Promethean	To discuss higher education
June 2013	Council for Mathematical Sciences, H&D Ventures, Crypromathic, Dr. Mike Lynch, Winton Capital Management, Isaac Newton Institute, Nuffield Foundation, Cloud Lab, HP Labs, Smith Institute, Royal Statistical Society, University of Sheffield, Kings College London, Institute of Mathematics and its Applications, University of Oxford, University of Cambridge, Imperial College,	To discuss science and research



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	University of Warwick	
June 2013	Russell Group	To discuss higher education
June 2013	University of Greenwich	To discuss higher education
June 2013	Student Loans Company	To discuss higher education
June 2013	GlaxoSmithKline	To discuss science and research
June 2013	AstraZeneca	To discuss science and research
June 2013	Science is Vital	To discuss science and research
June 2013	AstraZeneca, Association of the British Pharmaceutical Industry, Pfizer Ltd, Merck Sharp and Dohme Ltd, Bioindustry Association, Fujifilm, Novartis,	To discuss industrial strategy
June 2013	Learned Society of Wales	To discuss science and research
June 2013	Wikipedia	To discuss research
June 2013	University of Sussex	To discuss innovation and research
June 2013	BASF, Wellington Partners Venture Capital, British Retail Consortium, Which?, Begbroke Science Park, Chemical Industry Association, Nanotechnologies Industries Association, Nanoco Group Plc, Thomas Swan and Co, University of Oxford, GlaxoSmithKline, University of Edinburgh, University of Leeds, NanoSight UK	To discuss nanotechnology
June 2013	Baxter Healthcare UK, Tunstall Group Ltd, 3M Health Care Ltd, Association of British Healthcare Industries, British In Vitro Diagnostics Association, Deltex Medical Group Plc, Smith & Nephew Healthcare Ltd, British Healthcare Trades Association	To discuss science and research
June 2013	Russell Group	To discuss spending review
June 2013	National Union of Students	To discuss spending review
June 2013	Royal Society	To discuss spending review
June 2013	Thales UK	To discuss information economy
June 2013	Bristol Myers Squibb UK	To discuss science and research
Minister of State (Trade and Investment), Lord Green		



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April 2013	China-Britain Business Council	To discuss trade and investment
April 2013	Renishaw	To discuss trade and investment
April 2013	Goldman Sachs	To discuss trade and investment
April 2013	EDF energy	To discuss trade and investment
April 2013	UK-China Forum, HSBC, Arup, Atkins, Standard Chartered Bank	To discuss trade and investment
April 2013	BAE Systems, Boeing UK, The Sorrell Foundation, Anya Hindmarch, Rolls Royce, Freshminds Group, Intertek, Brunswick Group, Royal Dutch Shell, mydeco.com, EADS, Velcourt Group, Autonomy, Seedcamp	To discuss trade and investment
April 2013	SCH Group	To discuss trade and investment
April 2013	Monitise	To discuss trade and investment
April 2013	China Europe International Business School in Shanghai, Korn/Ferry Whitehead Mann	To discuss trade and investment
April 2013	Diageo	To discuss trade and investment
April 2013	U.S. Chamber of Commerce	To discuss trade and investment
April 2013	Royal Dutch Shell, Finmeccanica, Hammerson, The Sorrell Foundation, Brunswick Group, Burberry, McKinsey & Company, Rolls-Royce, Tech City Investment Organisation	To discuss trade and investment
April 2013	Tech City Investment Organisation	To discuss trade and investment
April 2013	Gatehouse Bank, City of London, DDGI/DDCAP, DCD London and Mutual PLC, Oakstone Merchant Bank Ltd, Dentons, TheCityUK	To discuss trade and investment
April 2013	London & Partners	To discuss trade and investment
April 2013	London School of Economics and Political Science	To discuss trade and investment
April 2013	The FA Group	To discuss trade and investment
April 2013	McCain Foods	To discuss trade and investment
April 2013	Surrey Satellite Technology Ltd	To discuss trade and investment
April 2013	Time Warner, Warner Brothers	To discuss trade and investment



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April 2013	Barclays Bank	To discuss trade and investment
April 2013	Amnesty International, Jubilee Debt Campaign, Campaign Against Arms Trade	To discuss trade and investment
April 2013	International Chamber of Commerce	To discuss trade and investment
April 2013	Russell Reynolds	To discuss trade and investment
April 2013	Working Links, Companies House, CDC, Royal Mail, Met Office, Unrenco, National Nuclear Laboratory, NATS, Channel 4, Eurostar, Royal Mint, Green Investment Bank UK, Ordnance Survey	To discuss trade and investment
April 2013	British Water, Aqua Europa, AECOM	To discuss trade and investment
May 2013	Royal Dutch Shell	To discuss trade and investment
May 2013	HSBC	To discuss trade and investment
May 2013	Macquarie	To discuss trade and investment
May 2013	Masdar	To discuss trade and investment
May 2013	Goldman Sachs Asset Management	To discuss trade and investment
May 2013	TheCityUK	To discuss trade and investment
May 2013	HSBC	To discuss trade and investment
May 2013	Japan Bank for International Cooperation	To discuss trade and investment
May 2013	KPMG	To discuss trade and investment
May 2013	High-Point Rendel	To discuss trade and investment
May 2013	Lord Mayor of London	To discuss trade and investment
May 2013	Willis Group Holdings	To discuss trade and investment
May 2013	Lockheed Martin	To discuss trade and investment
May 2013	Addleshaw Goddard, Aggreko, Business Council for Africa West & Southern, Caxton Manor, Freightliner Group, G4S, International Hospitals Group, JCB, Mott MacDonald, OsanNimu 3D Branding and Packaging Design, Rio Tinto, Royal African Society, Shell UK Ltd, The Abraaj	To discuss trade and investment



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	Group, The Coal Authority, TheCityUK, Vodafone Group	
May 2013	Prime Minister's Business Advisory Group	To discuss trade and investment
May 2013	Framestore	To discuss trade and investment
June 2013	British Chambers of Commerce, Greater Manchester Chamber of Commerce, North East Chamber of Commerce, Hull and Humber of Commerce, Black Country Chamber of Commerce, London Chamber of Commerce, Suffolk Chamber of Commerce, Hampshire Chamber of Commerce, Derbyshire and Nottinghamshire Chamber of Commerce	To discuss trade and investment
June 2013	The City of London Law Society	To discuss trade and investment
June 2013	IQE	To discuss trade and investment
June 2013	Jersey Finance	To discuss trade and investment
June 2013	Moelis & Company	To discuss trade and investment
June 2013	Care for Children	To discuss trade and investment
June 2013	Local Government Association	To discuss trade and investment
June 2013	Saudi Aramco, The Dow Chemical Company	To discuss trade and investment
June 2013	Standard Chartered	To discuss trade and investment
Parliamentary Secretary for Business, Innovation and Skills Parliamentary Under Secretary of State, Viscount Younger		
April 2013	Alliance for Intellectual Property, Anti Copying in Design, British Recorded Music Industry	Introductory meeting
April 2013	Design and Artists Copyright Society	Introductory meeting
April 2013	British Phonographic Industry	Introductory meeting
May 2013	Intellectual Property Federation, Institute of Trade Mark Attorneys, International Federation of Intellectual Property Attorneys, Federation of Intellectual Property UK	To discuss intellectual property
May 2013	Confederation of British Industry	To discuss intellectual property
May 2013	UK Music	Introductory meeting
June 2013	British Press Photographers' Association, British Institute of	To discuss copyright issues



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	Professional Photography, The Royal Photographic Society, The Masters Photographers Association, Association of Photographers, Stop43, Editorial Photographers UK, British Association of Picture Libraries and Agencies	
June 2013	Anti-Counterfeiting Group, Timberland UK Ltd, Consumer Brands Group, Unilever, GlaxoSmithKline	To discuss counterfeiting issues
June 2013	Music Managers Forum, Featured Artists Coalition	To discuss copyright issues
June 2013	British Video Association, 20 th Century Fox	To discuss copyright issues
June 2013	British Pathe Ltd	To discuss copyright issues
Parliamentary Under Secretary of State, (Employment Relations, Consumer Affairs), Jo Swinson MP		
April 2013	Maternity Action	To discuss employment relations
April 2013	Financial Reporting Council	To discuss corporate governance and company law
April 2013	Post Office Limited	To discuss Post Office
April 2013	Any Body	To discuss body confidence
April 2013	Post Office Limited	To discuss Post Office
May 2013	Post Office Limited, McKinsey & Company	To discuss Post Office
May 2013	Trades Union Congress	General catch up
May 2013	Confederation of British Industry	General catch up
May 2013	Which?, National Franchised Dealers Association, Direct Line Group, Consumer Futures, Citizens' Advice, Mobile Broadband Group	To discuss consumer affairs
May 2013	Federation of Small Businesses	To discuss employment relations
May 2013	Association of Chief Trading Standards Officers	To discuss consumer affairs
May 2013	Bank of Ireland	To discuss Post Office
May 2013	Andrew McCarthy, Family Matters Institute, The Fatherhood Institute, Helping Men, Men Get Eating Disorders Too, Dad's House, University of Cambridge, dadbloguk	To discuss body confidence
May 2013	ACAS, Baxi Partnership, Cabinet Office, CASS Business School, Confederation of British Industry, Co-operative Development	To discuss corporate governance and social enterprise



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	Scotland, Co-operatives UK, Employee Ownership Association, Employee Share Ownership Cente, Field Fisher Waterhouse, Gripple, HM Revenue & Customs, ICAEW, John Lewis Partnership, Prospects Services, Santander, Skye Instruments, Trades Union Congress	
May 2013	Post Office Limited, National Federation of Subpostmasters	To discuss Post Office
May 2013	Trading for Good	To discuss social enterprise
May 2013	Global Witness, Transparency International UK, Tearfund, Catholic Agency For Overseas Development	To discuss corporate governance
May 2013	Morrisons, Asda, Sainsburys, Waitrose, Tesco, Co-operative Group, Ocado, Aldi, Lidl, Marks and Spencer, Iceland, B&Q, Wilkinson, Home Retail Group, British Retail Consortium, Which?	To discuss consumer affairs and competition
June 2013	Advertising Standards Agency	To discuss consumer affairs
June 2013	Post Office Limited	To discuss Post Office
June 2013	UK Cards Association	To discuss consumer affairs
June 2013	National Farmers Union for Scotland	To discuss competition
June 2013	ACAS, Wendy Parker, forum of Small Business, Purple (UK) Limited, McPhie Craft Bakers	To discuss employment relations
June 2013	Financial Conduct Authority	To discuss consumer affairs
June 2013	Forum of Private Business	To discuss employment relations
June 2013	Everards Brewery, Fuller Smith & Turner, Hook Norton Brewery, McMullen & Sons, Shepherd Neame Brewery Limited, Wadworth & Co Limited, Trust Inns, Greene King, Titanic Brewery, Westerham Brewery, Society of Independent Brewers	To discuss competition
June 2013	Confederation of British Industry, London School of Economics, The Independent, University of East Anglia, Financial Times	To discuss competition policy
June 2013	British and Beer Pub Association, Enterprise Inns, Marston's, Mitchells & Butlers, Punch Taverns, Spirit Pub Company,	To discuss competition



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	Star Pubs and Bars, Wellington Pub Company	
June 2013	Post Office Limited	To discuss Post Office
June 2013	University of Bristol, Institute of Credit Management, TDX Group, British Property Federation, Pension Protection Fund, Local Authority Civil Enforcement Forum, HM Revenue & Customs, Barclays Bank, Royal Bank of Scotland, HSBC, Lloyds TSB, Compliance on Call, Institute of Chartered Accountants England and Wales, Insolvency Practitioners Association, Association of Chartered Certified Accountants, Griffins, R3, Baker Tilly, Richard J Smith, KPMG, Money Advice Trust, StepChange, Office of Fair Trading, Chief Bankruptcy Registrar Stephen Baister	To discuss insolvency
June 2013	UK Cards	To discuss consumer affairs
June 2013	Post Office Limited, National Federation of Subpostmasters	To discuss Post Office
June 2013	The Herald	Introductory meeting
June 2013	National Union of Students	To discuss equality
June 2013	Grazia Daily	Introductory meeting
June 2013	Financial Times	Introductory meeting
June 2013 ²	National Federation of SubPostmasters	To discuss Post Office
June 2013	PayPoint	Introductory meeting
June 2013	Association of British Travel Agents, Tourism Alliance, John Penrose MP	To discuss consumer policy
June 2013	Citipost, UK Mail, DX	To discuss postal policy
June 2013	Ann Tyler, Linklaters, Clifford Chance, Tapestry Compliance, Western Union Business Solutions, Grant Thornton, Alter Domus, Nedgroup Investments, Yorkshire Building Society, Marks and Spencer, BT, Penny Black, Petrofac, Solium UK, Pearson, British Airways/ International Airlines Group, Rare Tea Company	To discuss company law
June 2013	Citizens Advice Bureau	To discuss consumer affairs
Parliamentary Under Secretary of State, (Skills jointly with the Department for Education), Matthew Hancock MP		



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April 2013	Arcadia Group	To discuss apprenticeships
April 2013	University of Oxford	To discuss skills
April 2013	National Skills Academy for Food and Drink, Mars, KP Snacks, Warburtons, 2 Sisters Food Group, Arla, Muller Wiseman Dairies, First Milk, Nestle, Manor Fresh Limited, Dalehead Foods, Ardo UK, Bakkavor	To discuss skills
April 2013	Stourbridge College, Birmingham Metropolitan Academy	To discuss further education
April 2013	TeachFirst	To discuss further education
April 2013	British Retail Consortium	To discuss skills
April 2013	REED, Hackney Community College, Stanguide, Confederation of British Industry, Avanta, SEETEC, Chichester College, Prospectus, Careers Development Group, Uxbridge College, Interserve, Bradford Council, Association of Employment and Learning Providers, A4E, ESG – The employment and skills group, Association of Colleges, Network for Europe, ELATT, Enable, V Learning Net, Intraining, Eosworks, Ingeus, General Physics, Pertemps People Development Group, New College Durham, Serco, Employment Related Services Association, YH Group, Rehab Jobfit, New College Nottingham, JHP Group, Working Links, Maximus, 157 Group, G4S	To discuss skills and employment
April 2013	Skills for Justice	To discuss skills
April 2013	Milton Keynes College	To discuss further education
April 2013	St. Mungo's	To discuss skills
April 2013	JCB	To discuss skills
April 2013	157 Group	To discuss further education
April 2013	EDGE Foundation	To discuss further education
April 2013	Skills for Care, HC-One, Anchor, Virgin Care Ltd, Barchester Health Care, Dimensions, Care UK, Voyage Care, Minster Care Group	To discuss skills
April 2013	OCR, Waste Management and Industry Training and Advisory	To discuss skills



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	Board, Babcock International Group, ESG Group, Gatsby Foundation, Puffins of Exeter, MBDA Missile Systems, Electrical Contractors Association, The People and Business Development Ltd, Cambridge Assessment, Building Controls Industry Association	
April 2013	Business Services Association	To discuss skills
April 2013	Association of Colleges	To discuss further education
April 2013	Electrical Contractors Association	To discuss skills
April 2013	Forum of Private Business	To discuss small business
April 2013	Institute of Directors	To discuss small business
April 2013	Warren Services	To discuss skills
April 2013	Oil and Gas UK, Halliburton Completion Tools, Optima Solutions, OPITO, SNC Lavalin, Chevron Upstream Limited	To discuss skills
May 2013	British Chambers of Commerce	To discuss small business
May 2013	City Exchange, Association of Taxation Technicians, British Glass Manufacturers Federation, Balfour Beatty, Rolls Royce, Siemens UK, Institute of Chartered Accountants England and Wales, Airbus, Capita, BAE Systems, City and Guilds, PriceWaterhouseCoopers, Training Provider Network, BBC	To discuss apprenticeships
May 2013	Accenture	To discuss apprenticeships
May 2013	Rothschilds	To discuss skills
May 2013	British Beer and Pub Association	To discuss apprenticeships
May 2013	Business in the Community	To discuss skills
May 2013	Heritage Crafts Association	To discuss skills
May 2013	Arup	To discuss apprenticeships
May 2013	Universities Council for the Education of Teachers	To discuss skills
May 2013	Trades Union Congress	To discuss apprenticeships
May 2013	Morrisons, Ingeus, Leeds City Region North East Local Enterprise Partnership, Local Government Association, Confederation of British Industry, Federation of Small Businesses,	To discuss youth unemployment



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	Association of Colleges, Centre for Cities, British Broadcasting Corporation, Whitbread, Pret a Manger, Barchester Healthcare, Kings College London	
May 2013	Red Brick Building Company Ltd, Bridgwater College	To discuss skills
May 2013	LearnDirect, Whitewater Graphics, Chiltern Training, North Hertfordshire College, Aston Martin, Enterprise plc, Walsall College, Lindhurst Engineering, Association of Employment and Learning Providers, Transport for London, SERCO, Clarkson Evans Ltd	To discuss apprenticeships
May 2013	Confederation of British Industry	To discuss small business
May 2013	Royal Academy of Engineering	To discuss skills
May 2013	Baker Dearing Trust	To discuss further education
May 2013	Oxford Cambridge and RSA Examinations, Association of Colleges, Association of Teachers and Lecturers, Guardian Media Group, Assessments and Qualifications Alliance, Toshiba, Jisc, Home Learning College, City and Guilds, London Knowledge Lab, City College Norwich, 157 Group, Federation of Awarding Bodies, Plotr, Association of Employment and Learning Providers, Edmix, Pearson	To discuss further education
May 2013	Metaswitch, Cooper and Taylor Hair and Beauty, Virgin Media, British Telecom, Boots, Voyage Care Group, British Home Stores, DHL, Creative Learning Partners, Barchester Healthcare, Kwik-Fit GB Ltd, Barclays	To discuss apprenticeships
May 2013	Federation of Small Businesses	To discuss small business
June 2013	2 nd Chance	To discuss traineeships
June 2013	Association of Colleges	To discuss further education
June 2013	National Skills Academy for Railway Engineering	To discuss skills
June 2013	Association of Employment and Learning Providers	To discuss further education
June 2013	FE Guild	To discuss further education



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June 2013	BBC	To discuss apprenticeships
June 2013	National Skills Academy for Retail	To discuss skills
June 2013	Class of Your Own	To discuss skills
Minister of State, (Business and Enterprise), Rt Hon Michael Fallon MP		
April 2013	University of Leeds, Barratt Developments, Travis Perkins, Mott MacDonald, Greendale Construction, Network Rail, Stanford Industrial Concrete Flooring, University of Cambridge, UCATT, Anglian Water, Laing O'Rourke, Pringle Brandon Perkins & Will, Skanska UK, Sainsbury's, Kier Group, KPMG, Stepnell	To discuss construction
April 2013	Communication Workers' Union	To discuss employment issues
April 2013	Eden Trust	To discuss construction
April 2013	The Times	To discuss Royal Mail
April 2013	UK National e-Invoicing Forum	To discuss prompt payment
April 2013	British Chambers of Commerce	Introductory meeting
May 2013	Offshore Wind Developers Forum, Offshore Wind Programme Board, Offshore Renewable Energy Catapult, RenewableUK., ScottishPower Renewables	To discuss energy issues
May 2013	URENCO Limited	To discuss energy issues
May 2013	Airbus	To discuss aerospace
May 2013	Daily Mail	To discuss Royal Mail
May 2013	KPMG	To discuss of small and medium enterprises
May 2013	Crossrail	To discuss transport
May 2013	British Retail Consortium, Association of Convenience Stores, Sainsburys, Kingfisher, Holland and Barrett	To discuss retail
May 2013	Communication Workers Union	To discuss Royal Mail
May 2013	PricewaterhouseCoopers	To discuss Local Enterprise Partnership
May 2013	Royal Society of Chemistry	To discuss economic growth
May 2013	Communication Workers Union	To discuss Royal Mail
June 2013	Network Rail, Barratt Developments, CIRIA, Travis Perkins, Imtech UK, Stanford Industrial Concrete Flooring, Berkeley Group, Pringle Brandon Perkins and Will, Skanska,	To discuss industrial strategy



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	Sainsbury's, Kier, Laing O'Rouke, Stepnell	
June 2013	Community Development Finance Association	To discuss banking issues
June 2013	Forum of Private Business	To discuss small business
June 2013	British Retail Consortium	To discuss retail
June 2013	Royal Mail	To discuss Royal Mail
June 2013	British Management Data Foundation	To discuss energy issues
June 2013	NATS Services	To discuss exporting UK business
June 2013	Communication Workers' Union	To discuss Royal Mail
June 2013	Ford UK	To discuss manufacturing
June 2013	Asda, ActSmart Association of Cycle Traders, Association of Convenience Stores, Boots, County House Retail, GFirst, John Lewis Partnership, Marks & Spencer, Tesco, The Co-operative Group, Sainsbury's, Home Retail Group, Kingfisher, Lloyds Pharmacy	To discuss retail

¹Does not normally include meetings with Government bodies such as other Government Departments and Agencies, non-departmental public bodies, Government reviewers, and representatives of Parliament, devolved or foreign governments.

²Entry added 17 March 2014