

# DEPARTMENT FOR BUSINESS, INNOVATION AND SKILLS

01 OCTOBER 2013 – 31 DECEMBER 2013

## GIFTS GIVEN OVER £140

<b>Secretary of State for Business, Innovation &amp; Skills and President of the Board of Trade, Rt Hon Vincent Cable MP</b>			
<b>Date gift given</b>	<b>To</b>	<b>Gift</b>	<b>Value (over £140)</b>
Nil return			

<b>Minister of State, (Universities and Science), Rt Hon David Willetts MP</b>			
<b>Date gift given</b>	<b>To</b>	<b>Gift</b>	<b>Value (over £140)</b>
Nil return			

<b>Minister of State (Trade and Investment), Lord Green (01 October - 09 December 2013)</b>			
<b>Date gift given</b>	<b>To</b>	<b>Gift</b>	<b>Value (over £140)</b>
Nil return			

<b>Minister of State (Trade and Investment), Lord Livingston (10 December – 31 December 2013)</b>			
<b>Date gift given</b>	<b>To</b>	<b>Gift</b>	<b>Value (over £140)</b>
Nil return			

<b>Parliamentary Secretary for Business, Innovation and Skills Parliamentary Under Secretary of State, Viscount Younger</b>			
<b>Date gift given</b>	<b>To</b>	<b>Gift</b>	<b>Value (over £140)</b>
Nil return			

<b>Parliamentary Under Secretary of State, (Employment Relations, Consumer Affairs), Jo Swinson MP (01 October – 19 December 2013)</b>			
<b>Date gift given</b>	<b>To</b>	<b>Gift</b>	<b>Value (over £140)</b>
Nil return			

<b>Parliamentary Under Secretary of State, (Employment Relations, Consumer Affairs), Jenny Willott MP (20 December – 31 December 2013)</b>			
<b>Date gift given</b>	<b>To</b>	<b>Gift</b>	<b>Value (over £140)</b>
Nil return			

<b>Minister of State for Skills and Enterprise (Skills jointly with the Department for Education), Matthew Hancock MP</b>			
<b>Date gift given</b>	<b>To</b>	<b>Gift</b>	<b>Value (over £140)</b>

Nil return			
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<b>Minister of State, (Business and Enterprise), Rt Hon Michael Fallon MP</b>			
<b>Date gift given</b>	<b>To</b>	<b>Gift</b>	<b>Value (over £140)</b>
Nil return			

### **GIFTS RECEIVED OVER £140**

<b>Secretary of State for Business, Innovation &amp; Skills and President of the Board of Trade, Rt Hon Vincent Cable MP</b>				
<b>Date gift received</b>	<b>From</b>	<b>Gift</b>	<b>Value</b>	<b>Outcome</b>
Nil return				

<b>Minister of State, (Universities and Science), Rt Hon David Willetts MP</b>				
<b>Date gift received</b>	<b>From</b>	<b>Gift</b>	<b>Value</b>	<b>Outcome</b>
Nil return				

<b>Minister of State (Trade and Investment), Lord Green (01 October - 09 December 2013)</b>				
<b>Date gift received</b>	<b>From</b>	<b>Gift</b>	<b>Value</b>	<b>Outcome</b>
Nil return				

<b>Minister of State (Trade and Investment), Lord Livingston (10 December – 31 December 2013)</b>				
<b>Date gift received</b>	<b>From</b>	<b>Gift</b>	<b>Value</b>	<b>Outcome</b>
Nil return				

<b>Parliamentary Secretary for Business, Innovation and Skills Parliamentary Under Secretary of State, Viscount Younger</b>				
<b>Date gift received</b>	<b>From</b>	<b>Gift</b>	<b>Value</b>	<b>Outcome</b>
Nil return				

<b>Parliamentary Under Secretary of State, (Employment Relations, Consumer Affairs), Jo Swinson MP (01 October – 19 December 2013)</b>				
<b>Date gift received</b>	<b>From</b>	<b>Gift</b>	<b>Value</b>	<b>Outcome</b>
Nil return				

<b>Parliamentary Under Secretary of State, (Employment Relations, Consumer Affairs), Jenny Willott MP (20 December – 31 December 2013)</b>				
<b>Date gift received</b>	<b>From</b>	<b>Gift</b>	<b>Value</b>	<b>Outcome</b>
Nil return				

<b>Minister of State for Skills and Enterprise (Skills jointly with the</b>				
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Department for Education), Matthew Hancock MP				
Date gift received	From	Gift	Value	Outcome
Nil return				

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
<b>Secretary of State for Business, Innovation &amp; Skills and President of the Board of Trade, Rt Hon Vincent Cable MP</b>					
10 November - 11 November	Russia, Moscow	To attend trade and industry engagements	Scheduled		£1,137
06 December	Germany, Frankfurt	To attend meeting with German counterparts and speak at German Economic Forum	Scheduled		£448
08 December - 13 December	India, Delhi, Coimbatore, Chennai, Bangalore	To attend trade and industry engagements	Scheduled		£4,752
<b>Minister of State, (Universities and Science), Rt Hon David Willetts MP</b>					
04 October – 06 October	Italy, Pisa	To attend the Pontignano Conference	Scheduled		£487
12 October – 17 October	China, Beijing	To highlight the key role science and innovation plays in UK-China relationship	Scheduled		£6,228
25 October – 27 October	USA, Washington	To attend the Carnegie G8 + 5 Science Meeting	Scheduled		£3,741

19 November – 21 November	Germany, Berlin, Munich	To attend Berlin Open Access Conference	Scheduled		£765
27 November – 30 November	Kazakhstan, Astana	To attend the 20th Anniversary of the Presidential Bolashak International Scholarship Scheme	Scheduled		£3,242
01 December – 04 December	China, Beijing, Shanghai, Chengdu		Charter		Costs met by No.10
10 December – 11 December	Sweden, Stockholm	To attend the Nobel Prizes Banquet and meetings with Deputy Prime Minister of Sweden	Scheduled		£689

**Minister of State (Trade and Investment), Lord Green (01 October - 09 December 2013)**

01 October	Switzerland, Geneva	To meet with Senior EU Ministers to discuss the WTO conference 2013	Scheduled		£610
10 October	France, Toulouse	To visit EADS	Scheduled		£668
12 October – 17 October	China, Beijing and Wuhan	To accompany the Chancellor to promote UK business and meet with Senior Government Ministers	Scheduled		£6,469
18 October	Luxembourg	To represent the UK at an EU Trade Facilitation meeting	Scheduled		£610
02 December – 07 December	Indonesia, Bali	To attend and chair the World Trade Organisation Conference 2013	Scheduled		£6,055

**Minister of State (Trade and Investment), Lord Livingston (10 December – 31 December 2013)**

Nil return					
<b>Parliamentary Secretary for Business, Innovation and Skills Parliamentary Under Secretary of State, Viscount Younger</b>					
17 October – 18	Germany, Munich	To attend the European Patent Office's 40th	Scheduled		£960

October		Anniversary Celebrations			
<b>Parliamentary Under Secretary of State, (Employment Relations, Consumer Affairs), Jo Swinson MP (01 October – 19 December 2013)</b>					
14 October - 15 October	Luxembourg	Meeting of Employment, Social Policy, Health and Consumer Affairs Council	Scheduled		£812
<b>Parliamentary Under Secretary of State, (Employment Relations, Consumer Affairs), Jenny Willott MP (20 December – 31 December 2013)</b>					
Nil return					
<b>Minister of State for Skills and Enterprise (Skills jointly with the Department for Education), Matthew Hancock MP</b>					
Nil return					
<b>Minister of State, (Business and Enterprise), Rt Hon Michael Fallon MP</b>					
17 October	Belgium, Brussels	To promote the Prime Minister's Business Task Force report on EU Regulation	Scheduled, Eurostar		£500
23 October	France, Paris	To attend the Friends of Industry Ministerial Conference	Eurostar		£490

## **HOSPITALITY**

<b>Date of hospitality</b>	<b>Name of organisation</b>	<b>Type of hospitality received<sup>1</sup></b>
<b>Secretary of State for Business, Innovation &amp; Skills and President of the Board of Trade, Rt Hon Vincent Cable MP</b>		
16 October	Mentore plc	Dinner
11 November	Alexander Lebedev, Independent	Dinner
<b>Minister of State, (Universities and Science), Rt Hon David Willetts MP</b>		
07 October	The Times	Lunch
21 October	John Gill, Times Higher Education	Lunch
21 October	University of Birmingham	Dinner
23 October	The Times	Lunch
24 October	Institute of Education	Dinner
29 October	Open Data Institute	Dinner
30 October	Campaign for Science and Engineering	Dinner
31 October	Oxford Union	Dinner
04 November	Demos	Dinner
12 November	Science Museum	Dinner
13 November	Sutton Trust	Dinner
12 December	Astrium	Dinner
<b>Minister of State (Trade and Investment), Lord Green (01 October – 09 December 2013)</b>		

24 October	Lord Mayor of London	Dinner
29 October	BASF The Chemical Company	Dinner
05 November	KORN/FERRY Whitehead Mann	Lunch
05 November	Aggreko	Dinner
11 November	Lord Mayor of London	Dinner
18 November	Morgan Stanley	Lunch
18 November	Hong Kong Development Council	Dinner
25 November	British Chambers of Commerce	Dinner
<b>Minister of State (Trade and Investment), Lord Livingston (10 December – 31 December 2013)</b>		
11 December	Deloitte	Breakfast
18 December	BAE Systems	Breakfast
19 December	Hakluyt & Company	Breakfast
<b>Parliamentary Secretary for Business, Innovation and Skills Parliamentary Under Secretary of State, Viscount Younger</b>		
02 October	British Recorded Music Industry (BPI)	Tickets to the classic Brit Awards and dinner*
<b>Parliamentary Under Secretary of State, (Employment Relations, Consumer Affairs), Jo Swinson MP (01 October – 19 December 2013)</b>		
17 October	Evening Standard	Lunch
22 October	BBC Newsnight	Lunch
05 November	The Spectator	Lunch
16 October	Mentore plc	Dinner
<b>Parliamentary Under Secretary of State, (Employment Relations, Consumer Affairs), Jenny Willott MP (20 December – 31 December 2013)</b>		
Nil return		
<b>Minister of State for Skills and Enterprise (Skills jointly with the Department for Education), Matthew Hancock MP</b>		
24 October	Publishers Association	Lunch
29 October	Science Museum	Breakfast
29 October	Association of Colleges	Dinner
05 November	Stafford Chamber of Commerce	Lunch
12 November	Lloyds Bank	Lunch
18 November	Arch Apprenticeships	Breakfast
03 December	Ideas Foundation	Breakfast
17 December	Pearson	Lunch
18 December	Federation of Small Businesses	Breakfast
<b>Minister of State, (Business and Enterprise), Rt Hon Michael Fallon MP</b>		
19 December	Daily Mail, Independent	Lunch

<sup>1</sup>Does 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

\* Indicates if accompanied by spouse/partner or other family member or friend.

## **MEETINGS WITH EXTERNAL ORGANISATIONS**

<b>Date of Meeting</b>	<b>Name of External Organisation<sup>1</sup></b>	<b>Purpose of Meeting</b>
<b>Secretary of State for Business, Innovation &amp; Skills and President of the Board of Trade, Rt Hon Vincent Cable MP</b>		
October 2013	Productiv Ltd	To discuss automotive issues
October 2013	News UK	To discuss business
October 2013	Citizens UK	To discuss minimum wage
October 2013	Lord Mervyn Davies, The Zygos Partnership, Centrica, JCA Group, Editorial Intelligence, Mary Honeyball MEP, The Mentoring Foundation, Aviva, Mary Macleod MP, MITIE, 30 % Club, MWM Consulting, Egon Zehnder, Confederation of British Industry, Cranfield University	To discuss business environment
October 2013	Christiane Wuillamie	To discuss trade and investment
October 2013	Reds10	To discuss apprenticeships
October 2013	Tullow Oil, Anglo American, BG Group, Royal Dutch Shell, Rio Tinto, Polymetal International, Buchanan, Institute of Directors	To discuss resource sector
October 2013	The Telegraph	General catch up
October 2013	Nomura International plc, British Sky Broadcasting, BP, Women on Boards, BlackRock, Credit Suisse Securities (Europe), Gold Group International, WM Morrison Supermarkets, The Good Relations Group	To discuss equalities
October 2013	Exxon Mobil	Regular meeting
October 2013	Tata Steel	To discuss manufacturing
October 2013	British Chamber of Commerce	To discuss business
October 2013	Insolvency victims (x2), Katy Clark MP, Jessica Morden MP, Yvonne Fovargue MP	To discuss insolvency
October 2013	Waitrose	To discuss business
October 2013	HSBC	To discuss banking
October 2013	Financial Conduct Authority, HM Treasury, Federation of Small Businesses, Bully-Banks	To discuss small businesses
October 2013	Confederation of British Industry	Regular meeting
October 2013	Shire	To discuss science
October 2013	Sir Andrew Large, Oliver Wyman	To discuss small and medium businesses report

October 2013	OfCom	To discuss Competition Policy
October 2013	Federation of Small Businesses	Regular meeting
October 2013	Association of Colleges	Regular meeting
October 2013	Russell Group	Regular Meeting
November 2013	EEF The manufacturers' organisation	Regular meeting
November 2013	Universities UK	Regular meeting
November 2013	BT, Sky, Talk Talk, Virgin Media, Motion Picture Association of America, BPI – The British Recorded Music Industry	To discuss copyright issues
November 2013	Federation of Small Businesses, Confederation of British Industry, Business Application Software Developers Association, Sage, GXS, Intuit, Streamline/WorldPay, Go Cardless, Experian, Dunn & Bradstreet, Equifax, Satago, RBS, Barclays, Silicon Valley Bank, Santander, Lloyds Bank, Association of Chartered Certified Accountants, Deloitte, Institute of Credit Management, University of Roehampton, Plymouth University, Institute of Chartered Accountants England and Wales, Cabinet Office, British Business Bank	To discuss late payment consultation
November 2013	National Union of Students	To discuss student issues
November 2013	SSI UK	To discuss business
November 2013	Social Enterprise UK	To discuss social enterprise
November 2013	Shell	To discuss business
December 2013	Brunel University	To discuss student access
December 2013	BBC	Introductory meeting
December 2013	G15	To discuss housing
December 2013	Barclays	To discuss banking
December 2013	Independent Care Group	To discuss care providers
<b>Minister of State, (Universities and Science), Rt Hon David Willetts MP</b>		
October 2013	Queen Mary's University London	To discuss higher education
October 2013	Medtronic	To discuss life sciences
October 2013	University of Cambridge	To discuss higher education
October 2013	University of Cambridge, Nuffield College Oxford	To discuss social mobility
October 2013	Institute of Financial Services-School of Finance	To discuss higher education
October 2013	Rolls Royce	To discuss technology



		and innovation
October 2013	Science Museum Group, Association Science and Discovery Centres	To discuss science and innovation
October 2013	US Biotechnology Industry Organisation, UK Bio-Industry Association	To discuss science and research
October 2013	La Salle Investment Management, FTI Consulting	To discuss science and research
October 2013	Surrey Satellite Technology Ltd	To discuss innovation
October 2013	Pfizer	To discuss life sciences
October 2013	Astrium, UKSpace, University of Reading, Reaction Engines, Satellite Applications Catapult, Digital Europe, Open University, London Institute of Space Policy & Law, CGI, Inmarsat, University of Leicester, Avanti,	Space Leadership Council
October 2013	Arup, University of Sheffield, Imperial College, University College London, Helen Hamlyn Centre for Design, Leeds University, Lloyd's Register	To discuss innovation and technology (breakfast provided)
October 2013	British Academy	To discuss science and research
October 2013	Royal Economic Society	To discuss science and research
October 2013	Elsevier	To discuss science and research
October 2013	Huawei	To discuss innovation
October 2013	University of Manchester	To discuss science and research
October 2013	University of Edinburgh	To discuss science and research
October 2013	Royal Society, Royal Institution	To discuss science and research
October 2013	Higher Education Academy	To discuss higher education
October 2013	Novartis	To discuss life sciences
October 2013	Russell Group	Regular meeting
November 2013	Student Loans Company	To discuss higher education
November 2013	Microsoft	To discuss innovation and technology
November 2013	Metalysis	To discuss innovation
November 2013	Thales UK	To discuss cyber security
November 2013	LGC Group	To discuss life sciences
November 2013	Syngenta	To discuss agri-tech
November 2013	University of Manchester, University of Southampton, The	To discuss higher education

	University of Leeds, De Montfort University of Leicester, Royal Holloway University of London, Loughborough University, King's College London, University of Surrey, Plymouth University, Newcastle University, University of the West of England, University of Cambridge, University of Westminster, University of Leicester, University of Birmingham, BT, Accenture UK, GE Corporate, Microsoft, Telefonica, IBM UK, Tech City UK, Cisco, Intel, e-skills UK, Gareth Cadwallader, The Software Sustainability Institute, Intellect, National Centre for Universities and Businesses, BCS -The Chartered Institute for IT, The Institution of Engineering and Technology, The Association for UK Interactive Entertainment	
November 2013	IBM UK, Logica, Open Data Institute, Cisco, Skyscape Cloud, HP Labs, Tech City UK, Tata Consultancy Services, Go ON UK, Roke Manor Research, Docobo, Monetise, E-skills UK	To discuss information economy
November 2013	Baxter Healthcare, GE Healthcare, 3M Health Care, Johnson & Johnson Medical Ltd, Association of British Healthcare Industries, British Healthcare Trades Association, Alere, Deltex Medical Group, Smith and Nephew, British In Vitro Diagnostics Association	To discuss life sciences
November 2013	BT	To discuss cyber security
November 2013	BT, Thales UK, Qinetiq, Hewlett Packard, BAE Systems Detica, Sophos, Atkins, Nexor, Intercede, Titania, ARM, Institute of Electronics Communication and Information Technology, University College London, techUK	To discuss cyber security
November 2013	American Council on Education	To discuss higher education
November 2013	Confederation of Business Industry	To discuss higher education
November 2013	EEF The Manufacturers' Organisation	To discuss innovation

November 2013	Universities UK	To discuss higher education
November 2013	University of Leicester, University of Nottingham, Queen Mary University of London, Goldsmiths University of London, City University London, University of Salford, Manchester Metropolitan University, University of Reading, Buckinghamshire New University, University of Bath, Staffordshire University, South and City College Birmingham, Cardiff University, University of Bedfordshire, University College London, London Metropolitan University, Plymouth University, Sheffield Hallam University	To discuss higher education
November 2013	University of London	To discuss higher education
November 2013	Virgin Galactic	To discuss space
November 2013	Open University	To discuss higher education
November 2013	National Institute of Agricultural Botany, Sainsburys, Agriculture and Horticulture Development Board, Scotland's Rural College, Syngenta, Pepsico, Cargill UK, G's Group, Velcourt Group	To discuss agri-tech
November 2013	Roche	To discuss life sciences
November 2013	Eisai	To discuss life sciences
November 2013	AstraZeneca, Atopix Therapeutics, Oxagen, BioIndustry Association, Association of the British Pharmaceutical Industry, GlaxoSmithKline, MSD UK Limited, Pfizer, Innovative Medicine, Covance, Polytherics, Oxford Biomedica, Eisai	Ministerial (Bio-Pharmaceutical) Industry Strategy Group
November 2013	University of Oxford	To discuss innovation
December 2013	Universities UK	To discuss higher education
December 2013	Royal Society	To discuss science and research
December 2013	Universities UK	To discuss higher education
December 2013	2020 Health, Wessex Academic Health Science Network, Association of Research Medical Research Charities, Pfizer, University College London, Royal	To discuss life sciences

	College of Physicians, Royal College of Surgeons, University of Cambridge	
December 2013	Astrium	To discuss science and innovation
December 2013	British Bankers Association, Santander, HSBC, Barclays, RBS, Prodigy Finance, Student Funder	To discuss higher education
December 2013	Excalibur	To discuss research
December 2013	Royal Academy of Engineering	To discuss science and research
December 2013	Thales UK	To discuss cyber security
December 2013	Reaction Engines	To discuss technology and innovation
December 2013	Universities and Colleges Admissions Service	To discuss higher education
December 2013	Royal Society, Cardiff University, British Council	To discuss science and research
December 2013	Pearson	To discuss higher education
December 2013	University of Warwick, Kings College London	To discuss higher education
December 2013	Royal Society, Royal Institution, British Science Association, Engineering UK, Royal Academy of Engineering, Science Museum Group, National Science Learning Centres, Association for Science & Discovery Centres, Stemnet, National Centre for Universities and Business, Women's Engineering Society, Women in Science & Engineering, Universities Alliance, Universities UK, Association of Colleges, Confederation of British Industry, Engineers Employers Federation, Lady Geek, Stemettes, Science Grrl, BAE Systems, L'Oreal, ARUP, BP, King Edward VI Camp Hill School for Girls, Greenford High School, Imperial College London, Seven Hill Group, Tech City UK	To discuss science, technology, maths and engineering in education
December 2013	American Council on Education, Royal Society, Nature, Universities UK, Royal Geographical Society, University of Cambridge, Figshare, Research Information Network, British Library, Public Library of Science, University of Southampton, University of	To discuss science and research

	Birmingham, Elsevier	
December 2013	IBM, Cisco Systems, Arup, Schneider Electric, Siemens, Capgemini, Balfour Beatty, Living PlanIT, Ethos VO, University College London, Imperial College London, University of Surrey, Heriot Watt University, Future Cities Catapult, NESTA	To discuss innovation
December 2013	AstraZeneca	To discuss life sciences
December 2013	University of Oxford	To discuss innovation
<b>Minister of State (Trade and Investment), Lord Green (01 October - 09 December 2013)</b>		
October 2013	CMS Cameron McKenna	To discuss trade and investment
October 2013	TMF Group	To discuss trade and investment
October 2013	GE UK	To discuss trade and investment
October 2013	International Airlines Group	To discuss trade and investment
October 2013	Petrofac	To discuss trade and investment
October 2013	British Chambers of Commerce	To discuss trade and investment
October 2013	Jacksonville Jaguars	To discuss trade and investment
October 2013	Vietnam-UK Network	To discuss trade and investment
October 2013	Africa Matters Limited, All Amber, Anglo American, Barclays, BG Group, Business Council for Africa West & Southern, Caxton Manor, Commonwealth Business Council, Control Risks, DIAGEO, Freightliner Group, GlaxoSmithKline, Helios Investment Partners, International Hospitals Group, Jaguar Land Rover, OsanNimu 3D Branding and Packaging Design, CPMS Nigeria Ltd, PricewaterhouseCoopers, Rio Tinto, Royal African Society, Standard Chartered Bank, TheCityUK,	To discuss trade and investment
October 2013	London Business School	To discuss trade and investment
October 2013	MasterCard	To discuss trade and investment
October 2013	UK India Business Council	To discuss trade and investment
October 2013	Founder of Prospice 21	To discuss trade and

		investment
October 2013	Accenture, Goldman Sachs International , Hutchison Whampoa Ltd, Novartis, EDF, Tata, Veolia, Finmeccanica UK, 3M, Cisco, EADS UK, HP Software Services, GE UK	To discuss trade and investment
October 2013	International Chamber of Commerce	To discuss trade and investment
October 2013	UBM Plc	To discuss trade and investment
October 2013	Federation of Small Businesses	To discuss trade and investment
October 2013	Confederation of British Industry	To discuss trade and investment
November 2013	China British Business Council	To discuss trade and investment
November 2013	University of Cambridge	To discuss trade and investment
November 2013	Nissan Motor Company	To discuss trade and investment
November 2013	Aggreko, Lord Mayor of London, Santander, Weir Group, Thales, Confederation of British Industry, Arup, GE UK, PriceWaterhouseCoopers, Atkins Global, Euro Commerce, Robertson Robey Associates, Rolls Royce, Tech City, Ernst & Young, Lloyds Bank. Argenta plc	To discuss trade and investment
November 2013	MWM Consulting	To discuss trade and investment
November 2013	Chartered Banker	To discuss trade and investment
November 2013	Centre for European Reform	To discuss trade and investment
November 2013	British Chambers of Commerce	To discuss trade and investment
November 2013	British Chamber of Commerce Hong Kong	To discuss trade and investment
November 2013	Institute of Directors	To discuss trade and investment
November 2013	China Union Pay	To discuss trade and investment
November 2013	Centrica	To discuss trade and investment
November 2013	Chatham House	To discuss trade and investment
November 2013	British Chambers of Commerce	To discuss trade and investment
November 2013	Bombardier	To discuss trade and investment
November 2013	International Chamber of Commerce	To discuss trade and investment

November 2013	Diageo	To discuss trade and investment
<b>Minister of State (Trade and Investment), Lord Livingston (10 December – 31 December 2013)</b>		
December 2013	Jubilee Debt Campaign, Campaign Against Arms Trade, Cube Networks	To discuss trade and investment
December 2013	Corsair Capital	To discuss trade and investment
December 2013	Abmec, Acca Global, ADS Group, Alaska Events, Allied China, Amery Capital, Aon Risk Solutions, Babcock International, BAE Systems, Barclays, British Allied Trades Federation, British Expertise, British Influence, Burson Marsteller, Confederation of British Industry, China-Britain Business Council, Cicero Group, Council of British Chambers of Commerce in Europe, Deltex Medical, Diageo, Dolphin Lifts Midlands, Gambica, George Green, HSBC, Hughes Safety Showers, ICAEW, Institute of Directors, JCB, Joy Global, London & Partners, Manufacturing Technologies Association, Mechatherm, National Asian Business Association, Novares, Producers Alliance for Cinema and Television, Prior Clave, Pro Mexico, Raytheon, Royal Bank of Scotland, Reform, Rolls Royce, Sannam S4, Santander, Specac, Starna Scientific, Thales UK, The British Contract Furnishing Association, The Japan Society	To discuss trade and investment
December 2013	British Business Bank	To discuss trade and investment
December 2013	Clayton Dubilier & Rice, Liverpool Vision	To discuss trade and investment
<b>Parliamentary Secretary for Business, Innovation and Skills Parliamentary Under Secretary of State, Viscount Younger</b>		
October 2013	Business Growth Fund	To discuss Intellectual Property Office
November 2013	PostcodeAnywhere	To discuss SME support
November 2013	BBC, ActionAid, Channel 4	To discuss copyright exceptions
November 2013	TechUK, Which?	To discuss copyright exceptions
November 2013	Premier League	To discuss copyright designs and

		Patents Act 1988
December 2013	Wellcome Trust, British Library, Strategic Content Alliance (JISC)	To discuss copyright reforms exceptions
December 2013	The Libraries and Archives Copyright and Digital Literacy, The Libraries and Archives Copyright Alliance	To discuss proposed reforms to copyright exceptions
December 2013	Federation Against Software Theft (FAST)	To discuss intellectual property
December 2013	ITV, BBC, Channel 4, Channel 5, Sky	To discuss copyright reforms
December 2013	Anti Copying in Design, Crewroom, Elizabeth Gage	To discuss design reforms
<b>Parliamentary Under Secretary of State, (Employment Relations, Consumer Affairs), Jo Swinson MP (01 October – 19 December 2013)</b>		
October 2013	Gok Wan	To discuss body confidence
October 2013	John Timpson	To discuss employment relations
October 2013	Colt, Cable and Wireless Communications, British Sky Broadcasting, Pearson, Reed Elsevier, WPP, TelecityGroup, Pace, CA Technologies, Dell, Intellect, Institute of Directors	To discuss equality
October 2013	Association of Teachers and Lecturers, Platform 51, Girlguiding UK, Lady Geek/Little Miss Geek, Fatherhood Institute, Education and Employers Taskforce, Dr. Maggie Aderin-Pocock, Mumsnet	To discuss equality
October 2013	Women's Sport and Fitness Foundation, B-eat, All Walks Beyond the Catwalk, Viv Groskop, Pearl & Dean, AnyBody, Sport England, Girl Guiding UK, YMCA, Goldsmiths University of London	To discuss body confidence
October 2013	TrustMark	To discuss consumer policy
October 2013	Marie-Claire	General catch up
October 2013	Trades Union Congress	To discuss employment relations
October 2013	Confederation of British Industry	To discuss competition and employment policy
October 2013	National Enterprise Network, Wiltshire Council, Wessex Brigade, Army Families Federation, Recruit for Spouses, Waves Training Solutions	To discuss equality
October 2013	Lord Mervyn Davies, The Zygus Partnership, Centrica, JCA Group, Editorial Intelligence, Mary Honeyball MEP, The Mentoring Foundation, Aviva, Mary Macleod	To discuss business environment



	MP, MITIE, 30% Club, MWM Consulting, Egon Zehnder, Confederation of British Industry, Cranfield University	
October 2013	Publish What You Pay, Global Witness, Transparency International, Eric Joyce MP	To discuss corporate governance
October 2013	Womens' Room, Everyday Sexism Project, Laurie Penny, Imkaan, Tomorrow's Girls, Equality Now, End Violence Against Women Coalition	To discuss equality
October 2013	Nomura International, British Sky Broadcasting, BP, Women on Boards, BlackRock, Credit Suisse Securities (Europe), Gold Group International, WM Morrison Supermarkets, The Good Relations Group	To discuss equality
October 2013	The Times	General catch up
October 2013	CMS Cameron McKenna, Bond Dickinson, Simmons & Simmons, Michelmores, Slater & Gordon, Matthew Arnold & Baldwin, Browne Jacobson, Squire Sanders (UK), DMH Stallard, Vodafone, Virgin Media, Addleshaw Goddard, Eversheds, Pinsent Masons, Freshfields Bruckhaus Deringer, Which?, SJ Berwin	To discuss consumer policy
October 2013	Nicky Morgan MP +Consituent	To discuss employment relations
October 2013	Recruitment and Employment Federation	To discuss employment relations
October 2013	British Retail Consortium	To discuss consumer policy
October 2013	Engineering Employers' Federation	To discuss employment relations
October 2013	Kerry McCarthy MP, Equity	To discuss employment relations
October 2013	Insolvency victims (x2), Katy Clark MP, Jessica Morden MP, Yvonne Fovargue MP	To discuss insolvency
October 2013	UK Feminista	To discuss equality
October	Relate, Gingerbread, One Plus One, Grandparents Plus, Family Lives, Coram, Adfam, 4Children, Family Action, Homestart, Tavistock Centre for Couples Relationships, Working Families, Family and Childcare Trust, Family Room	To discuss employment relations (breakfast included)
October 2013	Bloomberg News	General catch up

October 2013	Travis Perkins, InterContinental Hotel Group, WM Morrison, J Sainsbury, Greggs, PayPoint, Tesco, British Retail consortium	To discuss equality
October 2013	Stonewall, Educational Action Challenging Homophobia, Diversity Role Models, Personal Social and Health Education, National Union of Teachers, Ofsted, Catholic Education Service, Jenna Fidai, Children's Commissioner, National Association of Head Teachers, Church of England	To discuss equality
November 2013	Moneybox	Introductory meeting
November 2013	Greg Mulholland MP, Pub Tenants (x8)	To discuss competition
November 2013	National Federation of SubPostmasters	To discuss Post Office
November 2013	UKFast	To discuss employment relations
November 2013	Lesbian and Gay Foundation	To discuss equality
November 2013	Lady Hermon MP, National Federation of SubPostmasters	To discuss Post Office
November 2013	Which?, Financial Ombudsman Service, Ombudsman Service, Property Ombudsman, Legal Ombudsman, Trading Standards Institute, Shop Direct, Home Retail Group, Thomas Cook	To discuss consumer policy
November 2013	Trading Standards Institute, Yodel, Citizens Advice Scotland, Ebay, Federation of Small Businesses, Tesco, Shop Direct, British Retail Consortium, Consumer Futures, Office of Fair Trading, AJG Parcels, Royal Mail, Society of Chief Trading Standards Officers in Scotland, Interactive Media in Retail Group, MetaPack, Robert Smith MP	To discuss consumer policy
December 2013	Hines & Co, Vince Cable MP + constituent	To discuss insolvency
December 2013	National Union of Students, Young Minds, Sex Education Forum, Personal Social Health Education Association, Brook, Body Gossip, National Association of Head Teachers, Plymouth University, Association of School and College Leaders, Beat, Aberystwyth University	To discuss body confidence
December 2013	Shell, British Petroleum, British Gas, University of Exeter, Oil &	To discuss corporate governance

	Gas UK, Mineral Products Association, Publish What You Pay, Eric Joyce MP, Global Witness, Revenue Watch Institute, ExxonMobil, University of Oxford	
December 2013	Peter Luff MP, ScienceGrrl	To discuss equality
December 2013	Daily Telegraph	General catch up
December 2013	Tesco, John Lewis, Marks & Spencer, As Seen On Screen (ASOS), Asda, Hobbs, British Retail Consortium	To discuss equality
December 2013	Post Office Limited	To discuss Post Office
December 2013	Oxfam, North East Women's Network, Women's Resource Centre, National Black Women's Network, End Violence Against Women, Trades Union Congress, Abounding Solutions, Sparkhill Asian Women's Association, Muslim Women Network, Latin American Women's Rights Service	To discuss equality
December 2013	Trade Union Congress	To discuss employment law
December 2013	Financial Reporting Council	To discuss corporate governance
<b>Parliamentary Under Secretary of State, (Employment Relations, Consumer Affairs), Jenny Willott MP (20 December – 31 December 2013)</b>		
Nil return		
<b>Minister of State for Skills and Enterprise (Skills jointly with the Department for Education), Matthew Hancock MP</b>		
October 2013	Confederation of British Industry	To discuss skills
October 2013	National Skills Academy for Nuclear	To discuss skills
October 2013	Construction Industry Training Board	To discuss skills
October 2013	University of Cambridge, Nuffield College University of Oxford	To discuss social mobility
October 2013	Langton Girls Grammar School, Elearning Foundation, British Computer Society, Carphone Warehouse, Tablets for Schools, NAACA, Blenheim Chalcot, European Electronique, Google, Microsoft, Samsung, Toshiba , Dixons, Agilisys	To discuss education
October 2013	Universities and Colleges Union	To discuss skills
October 2013	Greene King	To discuss skills
October 2013	Instructus	To discuss skills
October 2013	Federation for Industry Sector Skills and Standards	To discuss skills
October 2013	Careers Sector Stakeholder Alliance	To discuss career

October 2013	Blenheim Chalcot	To discuss skills
October 2013	Federation of Small Businesses	To discuss enterprise
October 2013	Blenheim Chalcot, Jisc, TEN Group, Open University, London Knowledge Lab, Federation of Awarding Bodies, Learn Direct, Education and Training Foundation, Guardian Media Group, Association of Colleges, Assessment and Qualifications Alliance, City & Guilds, Toshiba, OCR, EdMix, Association of Employment and Learning Providers, 157 Group, Association for Learning Technology, Home Learning College, Hackney Community College, Tinder Foundation, Digital Business Britain, Towards Maturity, Institute for Learning	To discuss education
October 2013	Apprenticeship Ambassadors Network	To discuss apprenticeships
October 2013	HSBC	To discuss skills
October 2013	Sorrell Foundation	To discuss education
November 2013	Middlesbrough College, Harrow College, New College Telford, Hartlepool Sixth Form College, South Devon College, Goole College, Bedford College, Leeds City College, Association of Colleges	To discuss further education
November 2013	3M	To discuss government relationships
November 2013	Institute of Economic Affairs, millionJobs	To discuss Youth Unemployment
November 2013	Institute of Credit Management	To discuss small business
November 2013	Ernst and Young	To discuss education
November 2013	Tech City	To discuss small business
November 2013	Unifrog	To discuss careers
November 2013	Federation of Small Businesses, Forum of Private Business, Confederation of British Industry, Business Application Software Developers Association, Sage, GXS, Intuit, Streamline/WorldPay, GoCardless, Experian, Dunn & Bradstreet, Equifax, Satago, RBS, Barclays, Silicon Valley Bank, Santander, Lloyds Bank, Association of Chartered Certified Accountants, University of	To discuss small business

	Roehampton, Plymouth University, ICAEW, Asset Based Finance Association, Business Information Providers Association	
November 2013	Marks and Spencer, Accenture, BAE Systems, Barclays, Centrica, Diageo, GlaxoSmithKline, HSBC, Kingfisher, Tesco, Unilever, The Prince's Trust, BT	To discuss youth unemployment
December 2013	National Skills Academy for Nuclear	To discuss skills
December 2013	OCR	To discuss skills
December 2013	Daily Mail	To discuss skills
December 2013	Centre for Economic and Social Inclusion, CITB Construction Skills, The Pearson Think Tank, SALAMI project, Association of Teachers and Lecturers, MillionJobs, Centre for Enterprise, Federation for Industry Sector Skills & Standards, Centre for Cities, Association of Colleges, Policy Exchange, National Foundation for Education Research, Westminster Business School, New Local Government Network, Full Fact, Which?, Unifrog, IES, Gatsby Foundation, OCR	To discuss skills
December 2013	Skillset, University Vocational Awards Council, Association of Colleges, Association of Learning Providers, Institute for Learning, Sector Skills, Federation of Small Businesses, University and College Union, Tertiary Colleges Group, Microsoft, Business Design Centre, 157 Group	To discuss skills
December 2013	Association of Colleges, Sixth Form Colleges' Association, Grammar School Heads Association, for Freedom and Autonomy for Schools – National Association, Special Educational Consortium, Association of National Specialist Colleges, 157 Group, Association of Employment and Learning Providers, Independent Schools Council, Confederation of British Industry, The Association of Directors of Children's Services, Universities UK, Association of School and College Leaders,	To discuss skills

	Landex, Catholic Education Service, National Society for Promoting Religious Education, International Baccalaureate Schools and Colleges Association, Federation of Small Businesses, Local Government Association,	
December 2013	Entrepreneur First	To discuss small business
December 2013	MyBigCareer	To discuss skills
December 2013	Plotr	To discuss skills
December 2013	HME Tech	To discuss skills
December 2013	Association of Employment and Learning Providers	To discuss skills
December 2013	Sunday Times	To discuss skills
December 2013	BAE Systems, Airbus, Rolls Royce, SEMTA, Jaguar Land Rover, Toyota, BMW, EEF - The Manufacturers Organisation, The Society of Motor Manufacturers & Traders, JCB, SimplyBiz, Cogent SSC, GlaxoSmithKline, Royal Society of Chemistry, British Computer Society, BT, Capgemini, e-skills, Institution of Engineering and Technology, SJD Electrical, Food and Drink Federation, National Skills Academy for Food and Drink, Unliver, Institution of Mechanical Engineers, Energy and Utility Skills, The Gatsby Foundation, Trades Union Congress, Association of Colleges, Association of Employment and Learning Providers, Hoile Associates, Institute of Civil Engineering, Engineering Council, Institution of Chemical Engineers, The Institution of Engineering and Technology, Northumbrian Water, National Grid, E.On	To discuss skills
December 2013	University of Law	To discuss skills
December 2013	The Telegraph	To discuss skills
December 2013	Hermes Fund Managers, RailPen, Church of England pension fund, NEST, Mercer, Hymans, Prudential, Legal & General Investment Management, Wellcome Trust, Lansdowne, Invesco Perpetual, Deutsche Bank, The Association of British Insurers, Investment Management	To discuss investment

	Association, The Financial Reporting Council, The London Stock Exchange, British Venture Capital Association	
December 2013	Siemens	To discuss skills
<b>Minister of State, (Business and Enterprise), Rt Hon Michael Fallon MP</b>		
October 2013	British Bankers Association	To discuss small and medium enterprises
October 2013	London School of Economics and Political Science, What Works Centre for Local Growth	Introductory meeting
October 2013	Electronic Systems Community Council	Introductory meeting
October 2013	JCB	To discuss strategic relationship management
October 2013	The Scottish Trades Union Congress, Unite the Union	To discuss chemical manufacturing
October 2013	Electronic Systems Community Council, Plastic Logic, Imagination Technologies, Altran, Siemens, Emerson Process Management, Group of Associations of Manufacturers of British Instrumentation, Control and Automation, Intellect, National Microelectronics Institute, United Kingdoms Electronics Alliance, ARM, Plastic Logic, Imagination Technologies	To discuss cross-sector growth issues
October 2013	Ford Motor Company	To discuss manufacturing
November 2013	Green Investment Bank	To discuss banking
November 2013	Johnson Matthey	To discuss chemicals sector
November 2013	Contract Chemicals, Chemical Industries Association, Huntsman, Synthomer, European Chemical Industry Council (CEFIC), Dow, Thomas Swan and Company, Croda, Verband der Chemischen Industrie e.V., Solvay, Growhow, Ineos, BASF	To discuss chemical industries
November 2013	VP Strategic Marketing, Finmeccanica, , GE Aviation, Airbus, Safran Messier Bugatti Dowty, UTAS Motor Drive Systems, Bombardier Aerospace, Rolls-Royce, Unite the Union,	To discuss aerospace
November 2013	Lafarge Tarmac	To discuss construction
December 2013	Solent Maritime Forum, British Marine Federation	To discuss aerospace
December 2013	Mahindra	To discuss Regional

		Growth Fund
December 2013	British Retail Consortium	To discuss retail

<sup>1</sup>Does 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.