

*From the Chairman*



**OFFICE OF THE ADVISORY COMMITTEE ON BUSINESS APPOINTMENTS**

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You asked for the Committee's advice on accepting a paid appointment as a Strategic Advisor for FIRST.

When considering your application, the Committee noted that your role will involve assisting with strategic advice and the promotion of UK trade. The Committee took into account that you did have some official dealings with FIRST while in ministerial office, but that you were not involved in policy development, the award of grants, or any regulatory work that could have affected the organisation. Nor did you have official dealings with any competitors of your prospective employer.

The Committee noted that your former department had no concerns about this appointment.

We see no reason why you should not accept this appointment subject to the following conditions:

- you should not draw on any privileged information available to you from your time in Government; and
- for two years from your last day in ministerial office you should not become personally involved in lobbying the UK Government on behalf of FIRST, its parent company or its clients.

It might be helpful if I add that lobbying is defined in the Business Appointment Rules in the following way: "Lobbying in this context means that the former Minister should not engage

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in communication with Government – including Ministers, special advisers and officials – with a view to influencing a Government decision or policy in relation to their own interests, or the interests of the organisation by which they are employed, or to whom they are contracted”.

I should be grateful if you would inform us as soon as you take up this appointment or, if earlier, when it is announced that you will do so, either by returning the enclosed form or by emailing the office at the above address. We shall otherwise not be able to deal with any enquiries, since we do not release information about appointments which have not been taken up or announced. This could lead to a false assumption being made about whether you had complied with the Ministerial Code.

Once an appointment has been publicly announced or taken up, we will include the main details, together with the Advisory Committee’s advice on it and the date on which it was taken up, in both the regularly updated consolidated list on our website and in our annual report.

Sir Hugh Stevenson

Mark Simmonds MP