#### ADVISORY COMMITTEE ON BUSINESS APPOINTMENTS

# Minutes of the meeting held on Wednesday 3 June 2015

#### Present

Baroness Browning (Chair)
Mark Addison
Sir Alex Allan
Lord German
Mary Jo Jacobi
Terence Jagger
Baroness Liddell
John Wood

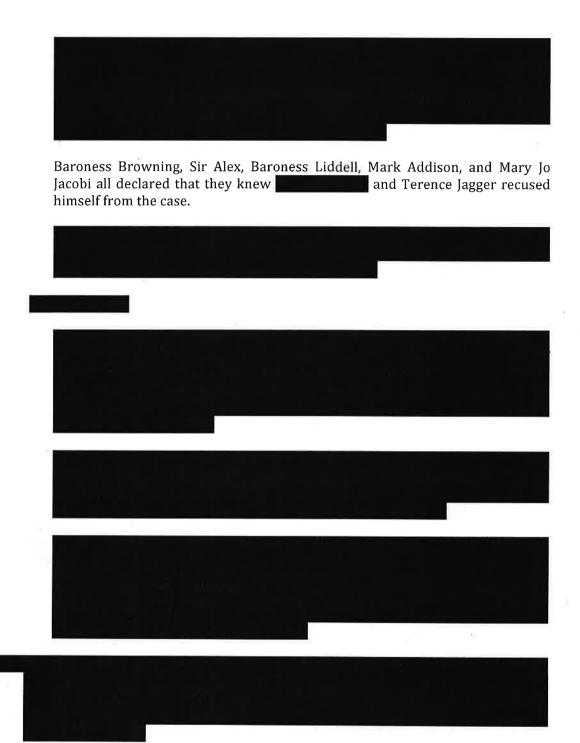
Secretariat
Carrie Aitken
Ekpe Attah
Deborah De Beukelaer
Catherine Millington
Maggie O'Boyle
Vicky Ramsden
Clare Salters

# **Apologies and introductions**

- 1. There were no apologies.
- 2. The Chair welcomed the two new members, Terence Jagger and John Wood, who had joined the Committee in April, to their first Committee meeting, and introduced the new member of the secretariat, Vicky Ramsden, a graduate intern.

# Chair's Update

- 3. The Chair had written to all members of the Government at the end of March to remind them of their responsibilities under the Business Appointment Rules, should they lose their ministerial positions following the General Election.
- 4. The Chair was also about to write to the 36 members who had recently left ministerial office. This would present an increase in casework in the months ahead, and some additional short-term secretariat support from the Cabinet Office graduate intern pool would assist with the extra work.
- 5. Two particularly difficult cases had come before the Committee recently:



7. The Chair had had a series of meetings with permanent secretaries. She had been impressed with their attitude towards the Business Appointment Rules and the work of the Committee, and they seemed to be taking the process very seriously. She would meet with the MoD committee which gave recommendations on MoD business appointments applications later that month. She would also meet with Matthew Hancock, the new Minister for the Cabinet Office.

### Minutes of the last meeting

8. The minutes of the previous meeting, held on 4 February, were approved subject to one minor amendment.

# **Annual Report**

- 9. Ekpe Attah introduced the paper and draft annual report, which was scheduled to be published before the summer recess.
- 10. The Committee would feed in further thoughts about the annual report by email, and would come back to the topic at the away day.

### Variations to the standard conditions

11. The paper set out the variations in the standard conditions that had been used in the past. These variations fell into three categories: amendments to the lobbying ban, amendments to the length and the waiving of waiting periods, and additional behavioural conditions. The Committee would continue to use its discretion in applying the standard conditions.

#### **Communications**

12. The Press Officer, Maggie O'Boyle, updated the Committee on recent press coverage. She noted that the recent interest was probably largely due to the publication of appointments on the website. There would also likely be interest in the annual report.

#### Freedom of Information

14. Ekpe gave an oral update on recent FOI requests.

### **Any Other Business**

- 15. The Committee discussed the agenda of the upcoming away day, to be held on Wednesday 24 June.
- 16. The next Committee meeting was due to take place on Wednesday 21 October.

Committee Secretariat June 2015