



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

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You asked for the Committee's advice about taking up a part-time, unpaid role with the new foundation being set up by the University Partnership Programme (UPP), as Chair of the Advisory Board and Trustee, having left your ministerial position in May 2015.

When considering your application, the Committee noted that UPP design and develop student accommodation, academic infrastructure and support services. The role will be part-time and unpaid, working around 6 days per year.

The Committee took into account that you did not have any official dealings with UPP whilst in office and you are not aware of any relationship between UPP and your former departments. You are also not aware of having official dealings with competitors of UPP.

Your former departments, Cabinet Office and DfE, have commented they have no propriety concerns regarding this appointment.

The Committee sees no reason why you should not take up this appointment, subject to the following conditions:

- That you should not draw on (disclose or use for the benefit of yourself or the organisation to which this advice refers) any privileged information available to you as a minister from your time in Government; and
- for two years from your last day in ministerial office, you should not lobby the Government on behalf of UPP Ltd, its new foundation, their subsidiaries, their partners or their clients

By 'privileged information' we mean official information to which a Minister has had access as a consequence of his or her office or employment and which has not been made publicly available. Applicants are also reminded that they may be subject to other duties of confidentiality, whether under the Official Secrets Act, the Civil Service Code or otherwise.

Also, it might be helpful if I add that the Business Appointment Rules explain that the restriction on lobbying means that former Ministers "should not engage in communication with Government – including Ministers, special advisers and officials – with a view to influencing a Government decision or policy [including applications for awards or grants] 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 the role, or if 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. Similarly, I should be grateful if you would inform us if you propose to extend or otherwise change your role with UPP as, depending on the circumstances, it may be necessary for you to seek fresh advice.

Once the appointment has been publicly announced or taken up, we will publish this letter on the Committee's website and include the main details of the application, together with the Advisory Committee's advice, in the regularly updated consolidated list on our website and in the next annual report.

Baroness Browning

Rt Hon David Laws