

*From the Chair*



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

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You asked for the Committee's advice about taking up a paid, part-time appointment as an Adviser to M&C Saatchi World Services, involving a time commitment of around eight days per year. The Committee noted your assurance that your new role will not involve any lobbying of Government.

The Committee noted that both DCLG and FCO, your two former departments, have a current relationship with M&C Saatchi. However, both departments have confirmed that you had no involvement with the company while in post, and that they have no concerns about you taking up this appointment.

The Committee also took into account the fact that you left ministerial office in early August 2014, nearly 21 months ago.

Taking into account all of the circumstances, the Committee sees no reason why you should not take up this appointment, subject to the following conditions:

- You should not draw on (disclose or use for the benefit of yourself or the organisations or persons to which this advice refers) any privileged information available to you as a Minister;
- For two years from your last day in ministerial office you should not contribute to any projects your new employer undertakes for either FCO or DCLG; and
- For two years from your last day in ministerial office you should not become personally involved in lobbying the UK Government, or use your Whitehall contacts to influence or secure business, on behalf of M&C Saatchi World Services, its parent company, subsidiaries or 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.

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 –

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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 appointment, 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 M&C Saatchi World Services 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.

The Baroness Browning

Baroness Warsi