



OFFICE OF THE ADVISORY COMMITTEE ON BUSINESS APPOINTMENTS

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BUSINESS APPOINTMENT APPLICATION: SIR MARTIN DONNELLY KCB CMG

The Committee has been asked to consider an application for advice from Sir Martin Donnelly, Permanent Secretary at the Department for International Trade (DIT) between July 2016 and March 2017 and Permanent Secretary at the Department of Business, Innovation and Skills (BIS) from 2010 to September 2016, for advice on taking up a role as a Trustee at Gingerbread.

Appointment details

Gingerbread is a registered charity in England and Wales, which provides expert advice, practical support and campaign for single parent families.

Sir Martin's role will be unpaid and part-time. He will carry out the general duties of a Trustee, such as governance of the Board. He does not expect to have contact with Government in this role. He stated he made clear to members of the senior team at Gingerbread that he cannot lobby Government on their behalf, and they understand these constraints.

Sir Martin stated he had no previous official dealings with the charity whilst he was in office, contractual or otherwise. No concerns were raised by Sir Martin's former Department or the Cabinet Office about this role, who stated that Sir Martin has no relevant sensitive information and confirmed that he has not had previous official dealings with Gingerbread.

The Committee's consideration

The Committee¹ noted that this role is unpaid. It also took into account that Sir Martin had no official dealings with Gingerbread whilst he was in office; and that no concerns have been raised about this appointment. Therefore, there is little risk of this appointment being perceived as a reward.

The Committee considered that the risk of Gingerbread gaining an unfair advantage as a result of Sir Martin's appointment is low. Cabinet Office confirmed he did not have access to any sensitive

¹This application for advice was considered by Sir Alex Allan; Baroness Angela Browning; Lord Michael German; Terence Jagger and John Wood. Baroness Helen Liddell recused herself from this application in line with ACOBA's published Code of Practice.

information that could benefit the charity. Further, Sir Martin stated he does not expect to have contact with Government in this role.

The Prime Minister accepted the Committee's advice that, in accordance with the Government's Business Appointment Rules, this appointment be subject to the following conditions:

- he should not draw on (disclose or use for the benefit of himself or the persons or organisations to which this advice refers) any privileged information available to him from his time in Crown service; and
- for two years from his last day in service, he should not become personally involved in lobbying the UK Government on behalf of Gingerbread, nor should he make use, directly or indirectly, of his contacts in Government and/or Crown service to influence policy or secure funding on behalf of Gingerbread.

By 'privileged information' we mean official information to which a Minister or Crown servant 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.

The Business Appointment Rules explain that the restriction on lobbying means that the former Crown servant/Minister *"should not engage in communication with Government (Ministers, civil servants, including special advisers, and other relevant officials/public office holders) – wherever it takes place - with a view to influencing a Government decision, policy or contract award/grant in relation to their own interests or the interests of the organisation by which they are employed, or to whom they are contracted or with which they hold office."*

I should be grateful if you would ensure that we are informed as soon as Sir Martin takes up this position, or if it is announced that he will do so (I enclose a form for this purpose). 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, and this could lead to a false assumption being made about whether he had complied with the rules.

I should also be grateful if you would ask that Sir Martin informs us if he proposes to extend or otherwise change the nature of his role as, depending on the circumstances, it may be necessary for him to make a fresh application.

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

Yours sincerely

Sarah Parkington
Committee Secretariat