



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 from Sir Martin Donnelly, former Permanent Secretary at the Department for International Trade (DIT), for advice on taking up a role as a Trustee at the Oxford Centre for Islamic Studies.

Appointment details

The Oxford Centre for Islamic Studies is a Recognised Independent Centre of the University of Oxford and a registered educational charity. (The University has conferred the status of 'Recognised Independent Centre' on a number of educational charities in the Oxford area which are not part of the University, but which work with the University in research and teaching.)

Sir Martin will be an unpaid trustee of the Charity and member of the Investment Committee. He does not expect to have contact with Government in this role. Sir Martin stated he had no official dealings with the charity whilst he was in office and no concerns were raised by Sir Martin's former Department about appointment.

The Committee's consideration

When considering this application the Committee¹ took into account that this is an unpaid role and Sir Martin had no official dealings with the Oxford Centre for Islamic Studies whilst he was in office. There is no reason for this appointment to be perceived as a reward.

The Committee also considered the risk of the Centre unfairly benefiting from Sir Martin's appointment; and has concluded that this is low, given the appointment is unconnected to his time in office and Sir Martin 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:

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

- 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 the Oxford Centre for Islamic Studies, nor should he make use, directly or indirectly, of his contacts in Government and/or Crown service to influence policy or secure funding on its behalf.

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

Nicola Richardson
Committee Secretariat