

**CABINET OFFICE**  
**SPECIAL ADVISERS INFORMATION**  
1<sup>st</sup> January- 31<sup>st</sup> March 2014

**GIFTS RECEIVED<sup>1</sup>**

**MINISTER FOR THE CABINET OFFICE, PAYMASTER GENERAL, THE RT HON FRANCIS MAUDE MP**

<b>Name of Special Adviser Simone Finn</b>			
<b>Date gift received</b>	<b>From</b>	<b>Gift</b>	<b>Outcome</b>
Nil return			
<b>Name of Special Adviser Henry Newman</b>			
<b>Date gift received</b>	<b>From</b>	<b>Gift</b>	<b>Outcome</b>
Nil return			

**MINISTER WITHOUT PORTFOLIO, THE RT HON KENNETH CLARKE**

<b>Name of Special Tom Morris</b>			
<b>Date gift received</b>	<b>From</b>	<b>Gift</b>	<b>Outcome</b>
Nil return			

**HOSPITALITY<sup>2</sup>**

**MINISTER FOR THE CABINET OFFICE, PAYMASTER GENERAL, THE RT HON FRANCIS MAUDE MP**

<b>Name of Special Adviser Simone Finn</b>		
<b>Date of hospitality</b>	<b>Name of organisation</b>	<b>Type of hospitality received</b>
Nil return		

<sup>1</sup> Staff should not accept a gift unless it is a trivial item (an inexpensive pen, calendar, diary etc) or refusing it would cause embarrassment or offence to the donor (eg a gift offered as part of an inter-governmental visit). Staff may keep a trivial gift but may not keep any other gift without the agreement of their SCS line manager. Their SCS line manager may allow them to keep a gift provided its retail value is not more than £25 for general items, £50 for gifts to a team, to be kept by the team as a whole, £75 for gifts from an overseas government or international organisation. Staff must record all offers of gifts (some Heads of Management Unit may allow staff not to record offers of trivial items or other items with a value of less than £25).

<sup>2</sup> Does not normally include attendance at functions hosted by HM Government; 'diplomatic' functions in the UK or abroad, hosted by overseas governments; minor refreshments at meetings, receptions, conferences, and seminars; and offers of hospitality which were declined. \* indicates if accompanied by spouse/partner or other family member or friend.

<b>Name of Special Adviser Henry Newman</b>		
<b>Date of hospitality</b>	<b>Name of organisation</b>	<b>Type of hospitality received</b>
16 <sup>th</sup> -21 <sup>st</sup> February	Conservative Friends of Israel	Flights, accommodation and board.

**MINISTER WITHOUT PORTFOLIO, THE RT HON KENNETH CLARKE**

<b>Name of Special Tom Morris</b>		
<b>Date of hospitality</b>	<b>Name of organisation</b>	<b>Type of hospitality received</b>
Nil return		

**SPECIAL ADVISERS' MEETINGS WITH NEWSPAPER AND OTHER MEDIA PROPRIETORS, EDITORS AND SENIOR EXECUTIVES<sup>3</sup>**

**MINISTER FOR THE CABINET OFFICE, PAYMASTER GENERAL, THE RT HON FRANCIS MAUDE MP**

<b>Special Adviser Simone Finn</b>		
<b>Month of Meeting</b>	<b>Name</b>	<b>Purpose of Meeting</b>
Nil return		
<b>Special Adviser Henry Newman</b>		
<b>Month of Meeting</b>	<b>Name</b>	<b>Purpose of Meeting</b>
Nil return		

**MINISTER WITHOUT PORTFOLIO, THE RT HON KENNETH CLARKE**

<b>Name of Special Tom Morris</b>		
<b>Month of meeting</b>	<b>Name</b>	<b>Purpose of Meeting</b>
Nil return		

<sup>3</sup> Does not include details of official meetings where special advisers attended alongside their Ministers