

MEETING NOTE

Review of standardised packaging of tobacco – Sir Cyril Chantler

November 13, 2013, RH

Attendees: FH, Sir Cyril Chantler, Clara Swinson, PS ([REDACTED])

- The practical arrangements for providing a secretariat to the review – and its location – were discussed. FH outlined that the Department was clear that the Review and its secretariat should have clear independence from the Department, and in particular should have separation from Ministers and those with responsibility for the development of tobacco policy.
- CC agreed with this, and affirmed that he would be able to deliver a fully independent and impartial report to Ministers even if the secretariat were based within DH.
- Arrangements for remuneration of CC were discussed. FH committed to respond to CC in due course about the rate at which the Department would be able to pay him, and the arrangements for doing so.
- FH and CS advised that they were in the process of identifying individuals who would be able to provide secretariat support to CC. In the meantime, CS would be CC's principle senior point of contact in the Department.
- CC advised that although he had begun reading publicly available background material on the subject, he would not discuss the subject with stakeholders until such time as secretariat arrangements were in place and ways of working set out.