



OFFICE OF THE ADVISORY COMMITTEE ON BUSINESS APPOINTMENTS

G/8 Ground Floor, 1 Horse Guards Road SW1A 2HQ

Telephone: 020 7271 0839

Email: acoba@acoba.gov.uk

Website: <http://www.gov.uk/acoba>

Ref: 1617C/09M & 10M

January 2017

INDEPENDENT CONSULTANCY – NEW COMMISSIONS

Dear Ms Swinson,

The Committee has considered your application to undertake commissions with Atlas Partners and Blueprint for Better Business.

The Committee agrees that these commissions are permissible within the terms of your independent consultancy.

The conditions that apply to your independent consultancy are:

- you should not draw on (disclose or use for the benefit of yourself or the organisation to which this advice refers) privileged information available to you from your time in Government;
- for two years from your last day in ministerial office, you should not become personally involved in lobbying the UK Government on behalf of your clients or those you advise;
- once you have received approval to set up as an independent consultant, you must seek confirmation from the **Committee directly** that each subsequent individual commission is permissible under the terms of your consultancy before taking it up. If, after enquiry, the Committee takes the view that a commission is, or may be, outside the terms of the consultancy you will be expected to submit a fresh application.

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.

As you know, 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 let me know when you take up the commissions, or if it is announced that you are to do so. Once the commissions have been publicly announced or taken up, we will publish this letter on the Committee's website and include the main details of the commissions, together with the Advisory Committee's advice, in the regularly updated consolidated list on our website and in the next annual report.

Yours sincerely

Alex Newton
Committee Secretariat