



OFFICE OF THE ADVISORY COMMITTEE ON BUSINESS APPOINTMENTS

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Ref: 1516C/2M

Ms J Swinson

September 2015

Dear Ms Swinson

INDEPENDENT CONSULTANCY – NEW COMMISSION

The Committee has considered your request to accept the position of Ambassador with Everywoman.

Everywoman is a membership organisation that advances the cause of women in business through training events, awards celebrating excellence and networking opportunities. The Committee noted that as an Ambassador you would be involved in public speaking engagements and the delivery of advice. At present there is no formal time commitment or remuneration for this role though the possibility of payment at a later date was noted by the Committee.

The Committee agrees that this commission is permissible within the terms of your independent consultancy.

The conditions that apply to your independent consultancy are:

- you should not draw on 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 in your capacity as an independent consultant, 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.

As you know, the Business Appointment Rules explain that the restriction on lobbying means that former Ministers "should not engage in communication with Government – including Ministers, special advisers and officials – with a view to influencing a Government decision or policy in relation to their own interests, or the interests of the organisation by which they are employed, or to whom they are contracted".

I would be grateful if you would let me know when you take up this commission, or if it is announced that you are to do so. This will enable the Committee to publish brief details on the regularly updated consolidated list on its website and in its next annual report. This letter may also be published (with relevant redaction of personal information).

Yours sincerely

Alex Newton

Committee Secretariat