

**OFFICIAL**



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[www.gov.uk/number10](http://www.gov.uk/number10)

From the Principal Private Secretary

13 July 2016

Dear John

The Prime Minister has asked me to thank you for your letter of 12th July, setting out your advice as Accounting Officer on the issue of calculating severance payments for outgoing Special Advisers.

He is grateful for the work put into calculating these options, and has noted your concerns regarding this interpretation of the wording of the contract of employment.

However he is mindful of the loyal and dedicated service that has been provided to him over the past six years by his team of Special Advisers, and he is conscious that the situation they find themselves in is through no fault of their own. The termination of their employment has been sudden and unexpected, and he does not wish to exacerbate an already difficult and uncertain time for them by inferring that their long and loyal service is not fully recognised.

The Prime Minister has therefore decided that the Department should proceed with providing additional Severance payments to the Special Advisers that were reappointed following the General Election of 2015, and he has directed you to proceed accordingly. Severance should be calculated based on six months' salary for each of the eligible individuals. He would like this approach to be applied across Government.

Yours ever

A handwritten signature in black ink, appearing to read 'Simon Case', with a long horizontal flourish extending to the right.

**SIMON CASE**

Mr John Manzoni

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