



**OFFICE OF THE ADVISORY COMMITTEE ON BUSINESS APPOINTMENTS**

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March 2017

Dear Sir Peter,

The Committee has considered your application to take up a commission with Deloitte that will involve leading a 2-hour session with the National Offender Management Service (NOMS) on Good Practice in Transformation Projects in Government and a 2-hour session with the Ministry of Defence (MOD) on Collaborative Leadership.

**The Committee agrees that this commission is consistent with the terms agreed for your consultancy – that it would provide professional services in devolution, service integration, leadership and workforce development to governments, regional and local authorities, and voluntary organisations – and should be subject to the conditions previously applied.**

In accordance with the Government's Business Appointment Rules, the conditions that apply to your consultancy are:

- for two years from your last day of service, you should not become personally involved in lobbying the Scottish Government on behalf of any of your clients or those you advise;
- 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 Crown service;
- for 12 months from your last day of service you should not undertake any work as a consultant which involves providing advice to any company or organisation on the terms of a bid or contract relating directly to the work of the Scottish Government; and
- for two years from your last day of service, before accepting any new commission you should make a case directly to the Committee to confirm that each individual commission you wish to undertake would be permissible under the approved terms of the consultancy, including any from Deloitte or the Boston Consulting Group. (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 or otherwise.

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 this work, or if it is announced that you are to do so. This will enable the Committee to publish this letter and brief details on the regularly updated consolidated list on its website and in its next annual report.

Yours sincerely,

**Nicola Richardson**  
Committee Secretariat