



Baroness Neville-Rolfe DBE CMG  
Minister of State  
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The Rt Hon Lord Pickles, Chair  
Advisory Committee on Business Appointment  
Rules  
1 Horse Guards Road  
London  
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Sent via email - [acoba@acoba.gov.uk](mailto:acoba@acoba.gov.uk)

Dear Emer,

8 February 2023

Thank you for your letter of 22 September relating to an apparent breach of the Business Appointment Rules by Mr Williams.

From the correspondence you enclosed in your letter, I understand that Mr Williams was told that he would not need to make an application to return to the Home Office to work for them part-time. He erroneously believed this to also be the position if his services were rendered via the Home Office's contract with Fortinus Global. I accept the statement from Mr Williams that this was a genuine misunderstanding. However, applicants under the Business Appointment Rules have a personal responsibility to manage their compliance with the Rules, and Mr Williams' failure to receive advice therefore constitutes a breach of the Rules.

I therefore agree with the Committee's assessment that this is a breach, and I will write to Mr Williams to make this clear. My officials will similarly write to the Home Office asking for the findings of their internal review, and seeking reassurance that a similar breach cannot happen again.

I share your concerns that a former senior civil servant misunderstood his obligations under the Rules, and I am determined to increase awareness of the Rules across all departments. My officials have already delivered further training to the Home Office, and will continue to work with your office on the support we can offer departments.

I would like to thank the Committee for your ongoing work on these matters.

Kind regards

Lucy Neville-Rolfe

**Baroness Neville-Rolfe DBE CMG**