

## **Terms of reference: Katie Martin**

### **1. Role**

Katie Martin is appointed as Business Adviser to the Chancellor of the Exchequer.

### **2. Duration**

The appointment will begin on [12] January 2026, and will conclude on [12] January 2027, with the possibility of extension.

### **3. Role specification**

The postholder will be responsible for engaging with business leaders on behalf of the Chancellor, and working closely with other HM Treasury Ministers, Special Advisers, civil servants and No.10 on their business engagement.

### **4. Resources**

The postholder is unpaid and will work in the department for 4 days a week. The postholder will work closely with civil servants across the relevant parts of the department.

### **5. Governance and ways of working**

The postholder will work closely with officials on a confidential basis, having access to relevant official and Ministerial papers.

The postholder will update the Chancellor of the Exchequer as required.

### **6. Conflicts of interest**

A full declaration of interest process has been conducted in the usual way for direct ministerial appointments and mitigations have been agreed to minimise any potential, actual or perceived conflicts. The postholder will comply with the measures and mitigations set out by HM Treasury's Permanent Secretary, with support from the Propriety and Ethics Team if required.