



## Cabinet Office

Richard Heaton CB  
Permanent Secretary and First Parliamentary  
Counsel

1 Horse Guards Road  
London SW1A 2HQ



Oliver Dowden  
*By email only*

24 July 2015

Dear Oliver,

You applied under the Business Application Rules for permission to accept two part-time roles: as a Political Advisor with the Association of Independent Professionals and the Self Employed, and as a Policy Advisor with Caxton Europe Asset Management.

I am content to approve your application, subject to the following conditions:

- you will not draw on privileged information that was available you as a Crown servant; and
- for two years from your last day of service, you will not become personally involved in lobbying the UK Government on behalf of IPSE, Caxton Europe LP, their parent companies, subsidiaries or clients.

Please note that the Business Appointment Rules explain that the restriction on lobbying means that you "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".

Please confirm that you accept these conditions and that you recognise that you continue to be bound by the provisions of the criminal law (including the Official Secrets Act), which protect certain categories of information, and by your duty of confidentiality owed to the Crown. Please also confirm the dates upon which you will take up your new posts.

If you propose to extend or otherwise change your role with either the Association of Independent Professionals and the Self Employed or Caxton Europe Asset Management you will be required to inform the Advisory Committee on Business Appointments. It may be necessary to make a fresh application.

**Richard Heaton**