



## **Terms of Reference**

### **National Security Committee**

#### **Purpose and Role**

1. The key purpose of the Committee is to ensure that Ministers consider national security and key issues in the round and in a strategic way. The Committee is chaired by the Chief Minister.
2. The Committee has been established to set direction and initiate work streams which will undertake detailed policy development on strategically important matters in relation to the economic or fiscal position of the Island, both from a national and international perspective. The committee will control and have oversight of any issue that presents a security risk to the infrastructure or social structure of the Isle of Man, for example a food, fuel, cyber, health or transport risk, and also issues of national importance that are raised by the Constabulary.
3. The National Security Committee is responsible for ensuring the delivery of the relevant priorities, targets and objectives within the Island Plan are not unduly or excessively effected by external or unforeseen risks.
4. Additionally there are associated cross-government senior official groups that support and inform this ministerial level structure. Principal amongst these is the Chief Officer Group chaired by the Chief Secretary.

#### **Governance and Constitution**

1. Meetings of the Committee will be scheduled and agreed with the Chairman, and shall occur as and when events and issues arise that fall within the remit of the National Security Committee.
2. Minutes will be prepared in accordance with Minute Taking Guidance prepared by the Chief Secretary's Office and will be issued to the Committee no later than ten days following each meeting.
3. Agendas are compiled with the approval of the Chief Minister when required. There may not be an Agenda for a meeting of the Committee, due to the fact that meetings will usually be arranged on an ad-hoc basis, with minimal notice.

4. All documentation issued in relation to the National Security Committee including the terms of reference, proceedings and papers are subject to the same statutory confidentiality as applies to the meetings and proceedings of the Council of Ministers, and should be therefore treated accordingly, unless agreement is given.
5. Documents should not be circulated for wider distribution other than to nominated officers without the necessary permission which will be agreed in conjunction with the relevant document owner (which may be at political level).
6. The National Security Committee will report to the Chief Minister.

## **Membership and Chair**

1. The Committee shall comprise:
  - Chief Minister, Chairman
  - Deputy Chief Minister
  - Minister for the Treasury
  - Minister for Enterprise
  - Minister for Cabinet Office
2. Officers routinely in attendance –
  - The Chief Secretary
  - The Chief Financial Officer
  - HM Attorney General
  - The Chief Executive, Department for Enterprise
  - The Senior Executive to the Chief Secretary
  - The Head of the Government Communications Service, Cabinet Office
  - Executive Assistant to the Chief Secretary, Cabinet Office (Secretariat)

## **Finance**

1. The National Security Committee has no authority to contract out work and no finance is currently allocated.