

**MINUTES OF THE (Q1 2014-15) QUARTERLY PERFORMANCE MEETING OF THE
CHIEF OFFICER GROUP, HELD ON TUESDAY 23 SEPTEMBER 2014 AT 9.00 AM
IN THE KING ORRY ROOM, CABINET OFFICE, GOVERNMENT OFFICE**

- Present:** Mr W Greenhow, Chief Secretary, Cabinet Office
Prof R Barr, Chief Executive, Department of Education and Children
Mr C Corlett, Chief Executive, Department of Economic Development
Mr R Lole, Chief Executive, Department of Environment, Food and Agriculture
Mr M Charters, Chief Executive, Department of Health and Social Care
Ms P Primrose, Director of Finance and Research, Department of Home Affairs
Mr N Black, Chief Executive, Department of Infrastructure
Dr M Couch, Chief Financial Officer, Treasury
Mr J Callister, Executive Director, Office of Human Resources, CO
Mr D Davies, Director of Change and Reform, CO
Mr C Hawker, Acting Executive Director, Policy and Strategy, CO
Ms C Hunter, Head of Communications, CO
Mr A Williams, Government Technology Services
Ms J D Hetherington, Executive Assistant to the Chief Secretary, CO
- Apologies:** Mr M Kelly, Chief Executive, Department of Home Affairs
Mr M Lewin, Director, Government Technology Services
Mrs A Martin, Chief Operating Officer, Attorney General's Chambers

097/14 MINUTES OF THE MEETINGS OF 9 SEPTEMBER 2014

Having been previously circulated, the minutes of the meetings of 9 September 2014 were agreed and signed by the Chief Secretary.

098/14 MATTERS ARISING

There were no matters arising from the minutes of 9 September 2014.

099/14 ECONOMIC UPDATE – QUARTERLY REPORT ON THE ECONOMY

The Acting Executive Director of Policy and Strategy provided an update on the Quarterly Report on the Economy for the period 1 April 2014 – 30 June 2014.

100/14 VISION 2020 ACTION PLAN

The Chief Executive of the Department of Economic Development provided an update on the Vision 2020 action plan.

The Group noted that there had been positive engagement with Departments following the presentation of Vision 2020 to most Senior Management Teams across Government. The Group also noted that there had been number of specific achievements which included:

- Engineering Centre at Hills Meadow;
- Manx Utilities Authority 5% discount for industrial energy tariff; and
- Financial Supervision Commission support for digital currency legislation and registration

101/14 FINANCIAL PERFORMANCE – MONTH END FINANCIAL REPORT

The Chief Financial Officer briefed the Group on the Month End Financial Report for the period ending 31 August 2014.

The Group discussed a number of aspects of the report including revenue; capital expenditure; externally-managed investments and cash deposits. The Group also discussed some of the challenges faced by Departments in delivering saving targets.

102/14 OHR PERFORMANCE

a) HR Management Information Report

The Executive Director, OHR provided an update on the HR Management Information Report for the quarterly period ending 30 June 2014.

b) Review of the Personnel Control Mechanism

The Executive Director, OHR briefed the Group on a paper which outlined a proposal to replace the Personnel Control Mechanism ("PCM") with a new system for managing Government personnel numbers, based on strict financial budgetary control.

Following a detailed discussion, the Group agreed the recommendations within the paper and that the Council of Ministers would be asked to consider a review of the PCM.

103/14 PERFORMANCE MANAGEMENT – AGENDA FOR CHANGE

The Group reviewed the Agenda for Change Performance Report for the quarterly period ending 30 June 2014.

The Group noted that exception reports were provided for underperforming objectives and were submitted with explanations and intervention plans.

The Group agreed that these reports helped to raise awareness of the challenges being faced by Departments, which helped to facilitate corporate working practices between Chief Officers.

104/14 LEGISLATIVE PROGRAMME

The Group reviewed the updated Legislative Programme and noted that it contained a list of 17 priority Bills currently being drafted by the Attorney General's Chambers.

The Group also noted that since October 2013, 11 Bills had completed their passage through the Branches and a further 5 Bills had been introduced and were yet to complete their passage through the Branches.

105/14 GOVERNMENT TECHNOLOGY SERVICES

The Group considered two reports submitted by the Director of Government Technology Services ("GTS").

a) Performance Report

The Group noted the detailed performance report for Operational Services, Customer Services and Change Management projects within GTS.

b) Savings Report

The Group noted the detailed savings report for GTS.

106/14 DEPARTMENTAL PERFORMANCE REPORTS

The Group considered Departmental Performance Reports which included the level of savings expected; level of savings achieved; financial pressures and challenges; risks and Departmental issues.

Reports were received and considered from all Departments as follows:

- Economic Development;
- Education and Children;
- Environment, Food and Agriculture;
- Health and Social Care;
- Home Affairs;
- Infrastructure; and
- Treasury

Each Departmental Performance Report was presented by the Chief Executive (or Deputy in attendance) and it was agreed that although each Department faced its own unique set of economic and operational challenges, it was very useful to share this information across the Group.

107/14 SCOPE UPDATE

The Director of Business Change and Reform briefed the Group on a report which contained a list of the last recorded position of Departmental work streams by the Change and Reform Team ("the Team"). It was recognised that in some instances work had taken place in Departments which had not yet been reported on, and that progress updates would be sought by the Team in due course.

The Group noted that a reporting framework was currently under development to enable Departments to report periodically in one standardised format to meet the needs of a number of different stakeholders. The Group noted that that aim was for there to be one overview of all Change and Reform work taking place across IoM Government, including IT projects and Departmental initiatives.

Following discussion, Chief Officers agreed to review the information provided in the report's list and:

- Provide an update on progress against the committed savings targets for the 14/15 financial year for work streams in section 1; and
- Consider further opportunities for corporate savings, for the 15/16 and 16/17 financial years, for work streams in section 2

It was also agreed that an updated list would provide an accurate reflection of the position of Departmental work streams, which could then be presented to the Council of Ministers.

The Group also noted that the former "Business Change Steering Group" had been replaced by the "Government Reform Team".

108/14 COMMUNICATIONS GRID

The Head of Communications briefed the Group on the content of the Communications Grid for September 2014.

The Group noted that "The Big Debate" had been launched by the Cabinet Office on 15 September 2014 and was being championed by the Minister for Policy and Reform.

It was further noted that the first of four planned public meetings for "The Big Debate" would take place in Peel on 2 October 2014. Chief Officers were invited to contact the Cabinet Office Communications Team if further information or clarification was required in regard to these public meetings or any other aspect of "The Big Debate".

109/14 ANY OTHER BUSINESS

a) Regional Swimming Pools

The Group briefly discussed Regional Swimming Pools and the benefits of cross-Departmental working practices (e.g. use of pools to support health initiatives) which could help the public.

W. Alow
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Chief Secretary
9/12/14
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Date