

**MINUTES OF THE MEETING OF THE CHIEF OFFICER GROUP,
HELD ON TUESDAY 14 JULY 2015 AT 10.00 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
Dr M Couch, Chief Executive, Department of Health and Social Care
Mr M Kelly, Chief Executive, Department of Home Affairs
Mr N Black, Chief Executive, Department of Infrastructure
Mrs S Lowe, Interim Chief Financial Officer, Treasury
Mr J Callister, Executive Director, Office of Human Resources, CO
Miss V Cowley, Senior Secretary, CO

Apologies: Mr C Corlett, Chief Executive, Department of Economic Development
Mr R Lole, Chief Executive, Department of Environment, Food and Agriculture
Mr D Davies, Director of Change and Reform, CO
Mrs A Martin, Chief Operating Officer, Attorney General's Chambers
Ms C Hunter, Head of Communications, CO
Ms J D Hetherington, Executive Assistant to the Chief Secretary, CO

**051/15 PRESENTATION BY CLARE PORTER, DIRECTOR OF LEAD
UPDATE ON DELIVERING OUR VISIONS AND VALUES**

COG Paper 018/15

Ms C Porter and Ms J Roberts in attendance for this item.

The Group received a presentation from the Director of LEaD who provided an overview and update on delivering our vision and values, succession management and performance management. The Director of LEaD asked the Group discuss these issues further with their Senior Management Teams.

It was noted that a second staff "Have your Say" survey was due to take place in November 2015. Emphasis was being placed on ensuring a greater response rate and the format of the survey was being revised to encourage greater participation.

052/15 MINUTES OF THE MEETING HELD ON TUESDAY 14 JULY 2015

The minutes of the Chief Officer Group meeting held on Tuesday 14 April were agreed and signed by the Chief Secretary.

053/15 MATTERS ARISING FROM THE MINUTES OF TUESDAY 14 APRIL 2015

There were no matters arising from the minutes held on Tuesday 14 April 2015.

054/15 MINUTES OF THE MEETING HELD ON TUESDAY 12 MAY 2015

The minutes of the Chief Officer Group meeting held on Tuesday 12 May 2015 were agreed and signed by the Chief Secretary.

055/15 MATTERS ARISING FROM THE MINUTES OF TUESDAY 12 MAY 2015

It was asked if there was any update on 046/15 (Review of Regulation and Enforcement COG Paper 013/15) which was to be actioned by the Director of Change and Reform. The Chief Secretary confirmed that the work was ongoing and there was not update at this time. It was hoped that the Director of Change and Reform would be present at the next COG meeting to give an update then.

056/15 DIGITAL STRATEGY UPDATE – MARK LEWIN, DIRECTOR, GTS IN ATTENDANCE

Presentation on the Digital Strategy Update by Mark Lewin, Director of GTS

The Director of GTS gave the following update:

- the Digital Strategy has now been approved by Tynwald and details were being progressed with top level ownership engagement.
- there were concerns with cost but overwhelming support for moving the strategy forward and funding from Treasury was now secured.
- staff resources to be secured. Some external staffing may be required but ideally this would be secured internally with regard to, skills, knowledge and engagement.
- there would be cross-Government ownership and GTS would be working with Departments to accelerate the next phase of the Digital Strategy.
- there would be more clarity at the end of December as to budgeting for 2016.
- the Director is looking to give progress updates at the bi-monthly COG meetings.

The Director tabled information on the Digital Strategy [- Definition Phase and Digital Programme] and gave the following updates:

Health and Social Care

- A&E at Noble's Hospital now have a LCD screen rather than a wipe on wipe off white board.
- The Director of GTS to speak with Paul Burnett, Safeguarding Children and Adults with concerns over data protection/data sharing.
- Tablets are now in use at Noble's Hospital for patient information

Education and Sport

- Grants process – to look at the duplication of work between Treasury and DEC

Law and Order

- Discussions continue with the General Registry to enable them to embrace the work of GTS and the Digital Strategy.

Welfare

- The Director of GTS to speak with the Interim Chief Financial Officer on Treasury Platform Options - Customs
- MiCard will be going live in Post Offices

Economy and Registries

- Companies Registry P1 by end of August and P2 by the end of the year

myGov.im

- A new version is due soon
- More use of direct debits and online services

Productivity

- To look at the voting process

Transparency and Democracy

- To look at census support from the Post Office

Promotion

- Digital newspaper – to speak with Carol Hunter in the Cabinet Office

Social Inclusion Report

- A student placement has been sourced for the research commissioned

Business Intelligence

- Yvette Mellor from Cabinet Office was preparing a paper for COG.

The Chief Secretary thanked the Director of GTS for all the positives that had been reported but he was also keen to hear if there had been any negative feedback and asked that any such comments be brought to COG for information and discussion.

The Interim Chief Financial Officer expressed a view that when working with MICTA (Manx ICT Association) care needs to be taken to manage any potential conflicts of interest. She felt that there may be conflicts of interest if MICTA were involved in suggesting solutions which may involve suppliers who are members of the organisation. The Chief Executive of the Department of Education and Children agreed and said that the implications needed to be investigated further.

The Director of OHR asked about staff resources for the Digital Strategy. The Director of GTS said there was a list of people interested in being involved and agreed to update COG next month.

Action: Executive Director, GTS

057/15 OHR (INCLUDING PENSIONS) UPDATE – EXECUTIVE DIRECTOR, OHR, CABINET OFFICE

The Executive Director of OHR gave the following updates:

Public Services Commission

It was noted that a Special Committee of Tynwald had confirmed that the PSC JNC should comprise equal members from Prospect and Unite. The Executive Director of OHR sought nominations from Departments but ideally these should be from The Treasury, DHSC and DOI (the latter two being the largest stationed employers with PSC employees). The Chief Executive, DHSC and Chief Executive, DOI expressed an interest in being representatives on the JNC.

Mr Callister confirmed that a Public Services Commission Classes of Employees Order would be moved in Tynwald on 21 July 2015 Which, combined with the making of a further Appointed day Order, would result in the PSC becoming fully functional from 1 September 2015. A considerable amount of work was necessary in the meantime to put all necessary machinery in place.

Mr Callister also provided an update on pay negotiations and the project for New Terms for New Starters and Promotions. A discussion was also held on the arrangements for recording sickness absence, and it was agreed that Mr Callister would discuss this further with the Chief Financial Officer

Action: Executive Director, OHR

058/15 ANY OTHER BUSINESS

There were no items under any other business.

The meeting closed at 1.00 pm.


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Chief Secretary

8/9/15
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Date

