

**MINUTES OF THE MEETING OF THE CHIEF OFFICER GROUP  
HELD ON TUESDAY 10 NOVEMBER 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  
Mr C Corlett, Chief Executive, Department of Economic Development  
Mr R Lole, Chief Executive, Department of Environment, Food and Agriculture  
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  
Mr C Randall, Financial Controller, Treasury  
Mr A Williams, Government Technology Services, CO  
Ms J D Hetherington, Executive Assistant to the Chief Secretary, CO

**Apologies:** Mrs S Lowe, Chief Financial Officer, Treasury

**097/15 MINUTES OF THE COG MEETING HELD ON 13 OCTOBER 2015**

Having been previously circulated the minutes of the Chief Officer Group ("the Group") meeting held on 13 October 2015 were agreed and signed by the Chief Secretary.

**098/15 MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 13 OCTOBER 2015**

**a) Policy consideration for refugees**

Minute 096/15a

The Group noted that this matter would be considered as an agenda item at the forthcoming British Irish Council meeting.

**b) Review of Shared Services**

Minute 096/15b

The Group noted that further work was required in regard to fleet management services and in particular, funding and vehicle procurement.

**ACTION: DoI CEO & Financial Controller**

The Group noted that detailed information had been requested from all Chief Officers by the Clerk of Tynwald's Office regarding the review of Shared Services. Following discussion, it was agreed that a response would be submitted on behalf of the Chief Officer Group by the Financial Controller.

**ACTION: Financial Controller**

**099/15 DIGITAL STRATEGY UPDATE**

COG Paper 030/15

The Group noted an information paper submitted by the Director of Government Technology Services ("GTS") which provided a brief update on the progress of the Digital Strategy to the end of September 2015.

The Group noted that following Tynwald approval in June 2015, the focus for GTS had been to mobilise resources in terms of the staff members, finances and processes required to oversee and accelerate the delivery of the Digital Strategy.

It was noted that a primary review would be undertaken at 31 December 2015 in order to provide a high level summary of approaches in addition to the cost and benefits of all major individual new projects.

It was further noted that the Digital Principles (with 30 overarching actions) were underway and that the Digital Programmes (with 9 themes) were at various stages of early planning, delivery and initiation.

The Group noted a summary of the principles and programmes as detailed in the paper which provided highlights and specific updates for 46 projects which were now under formal Digital Strategy Governance.

**Ms G Thompson-Broadbent, Financial Management Advisor, Treasury was in attendance for the following item**

**100/15 BUDGET DISCUSSION**

The Financial Controller and the Financial Management Advisor presented the Treasury's proposed capital programme to the Group. It was noted that the proposals would be presented to the Council of Ministers later that day (10 November 2015) for Council's consideration. It was noted that subject to Council's agreement, the proposed capital programme would be taken forward in principle, in order to ensure that any individual issues would not compromise overall progress.

The Group discussed the proposed revenue programme, future budget planning, the importance of targeted savings and the role of the Financial Leadership Group. The Group also welcomed the progress that had been made by the Treasury on these matters.

**Ms G Thompson-Broadbent left the meeting**

**101/15 ANY OTHER BUSINESS**

**a) Department of Education and Children**

The Chief Executive, Department of Education and Children advised that there had been a successful trip to the University of Chester during the previous week, when Mark Cavendish MBE received an honorary Doctor of Science degree in recognition of his outstanding contribution to and accomplishments in the field of professional road and track cycling.

**b) Department of Economic Development**

The Chief Executive, Department of Economic Development advised that e-business remained the fastest growing business sector on the Island.

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W. Alow  
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Chief Secretary  
15/12/15  
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Date