

**MINUTES OF THE MEETING OF THE CHIEF OFFICER GROUP  
HELD ON TUESDAY 10 MAY 2016 AT 10.00 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 N Black, Chief Executive, Department of Infrastructure  
Mr C Corlett, Chief Executive, Department of Economic Development  
Dr M Couch, Chief Executive, Department of Health and Social Care  
Mr M Kelly, Chief Executive, Department of Home Affairs  
Mr R Lole, Chief Executive, Department of Environment, Food and Agriculture  
Mrs S Lowe, Chief Financial Officer, Treasury  
Mr J Callister, Executive Director, Office of Human Resources  
Miss K Parkinson, Executive Assistant to the Chief Secretary, CO

**033/16 MINUTES OF THE MEETING HELD ON 14 APRIL 2016**

Having been previously circulated the minutes of the Chief Officer Group ("the Group") monthly meeting held on 14 April 2016, were agreed and signed by the Chief Secretary.

**034/16 MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 22 MARCH 2016**

**a) Chief Officer Group Roadshows**

Miss Parkinson provided an update with regards to dates, locations and the agenda for the forthcoming Chief Officer Group Roadshows.

**b) Scottish Care Inspectorate Report**

The Chief Executive, Department of Home Affairs confirmed that the draft report from the Scottish Care Inspectorate had been received for comment. Once the Departments had responded an action plan would be put together.

There was a discussion in relation to a Lead Officer or Project Manager to implement the action plan and tracking of the projects. The Chief Executive, Department of Home Affairs will come back to the Group with suggestions.

**Ms A Shorrock, Head of Employment Services, and Ms H Leighton, Employment Services Manager were in attendance for the following item**

**035/16 REPORT ON EMPLOYMENT SERVICES PERFORMANCE**

The Executive Director of the Office of Human Resources ("the Executive Director, OHR) provided the Group with an overview of the Report following the creation of Shared Services.

The Head of Employment Services and the Employment Services Manager from the Office of Human Resources, presented their report on the employment services performance providing highlights of what had already been achieved and what was next for the team.

It was agreed that the Head of Employment Services would bring both the Recruitment Strategy and the E-Recruitment – People into Project back to the Group in the near future.

It was agreed that the Head of Employment Services would meet with the individual Senior Management and Middle Management Teams within each Department, and would contact the Chief Officers about this in due course.

The Chief Secretary and the Group thanked the Head of Employment Services and the team for all their hard work.

#### **036/16 OHR UPDATE**

The Executive Director, OHR provided an update on various OHR issues including:

- a) The Executive Director, OHR gave an update on Job Train and the Data Protection principles with regards to collecting data on either spent or unspent convictions.
- b) The Executive Director, OHR provided the Group with an update on Public Sector Pay.
- c) The Executive Director, OHR provided the Group with an update on Public Sector Pensions advising that a workshop would be held on 19 May for Tynwald Members, the Tech Advisory Group with Rob Hammond from First Actuary.
- d) The Executive Director, OHR confirmed that the Unions had accepted the proposal from the Group with regards to the Disciplinary and Capability Procedures.
- e) The Executive Director, OHR provided the group with an update on the New Terms for New Starters.

**The Executive Director, OHR left the meeting.**

**Ms K Hemsley, Senior External Relations Officer and Ms H Moore, Legal Officer – Policy Adviser were both in attendance for the following item.**

#### **037/16 FREEDOM OF INFORMATION ACT 2015**

The Senior External Relations Officer and Legal Officer – Policy Adviser provided the Group with an update on preparations to date for the extension of Freedom of Information to all Departments by 1 January 2017.

Following discussion, it was agreed that both the Senior External Relations Officer and the Legal Officer – Policy Adviser would come back to the Group in three months to provide a further update but added that the team were available to provide additional support to Departments in the meantime if required.

#### **038/16 OPTIONS TO ACCELERATE ECONOMIC GROWTH**

The Chief Executive for the Department of Economic Development provided an update on the paper on options to accelerate economic growth which had recently been presented to the National Strategic Group.

Following discussion, it was agreed that economic initiatives would be added to the Group's agenda going forward and the figures by sector for the economy paper which the Acting Executive Director for Policy and Strategy, Cabinet Office had put together

would be circulated to the Group. It was agreed that the Chief Executives would start to involve their Senior Management Teams as they will be working on most of the projects in relation to growing the economy.

**039/16 ANY OTHER BUSINESS**

The Chief Financial Officer advised that a report on economic growth as referred to in the Minister for Treasury's speech would be circulated to Members of Tynwald, and that a number of Departments would be asked to contribute.

The Chief Executive for the Department of Health and Social Care advised that the National Care Assessment Bill went through its second clause in the House of Keys that morning Tuesday 10 May 2016.

The meeting ended at 12.35.

W. C. Low.

Chief Secretary

24/5/16.

Date

