

**MINUTES OF THE MEETING OF THE CHIEF OFFICER GROUP
HELD ON TUESDAY 28 FEBRUARY 2017 AT 09.00 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 M Lewin, Acting 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
Miss K Parkinson, Executive Assistant to the Chief Secretary, Cabinet Office

016/17 MINUTES OF THE MEETING HELD ON 24 JANUARY 2017

Having been previously circulated the minutes of the Chief Officer Group ("the Group") monthly meeting held on 24 January 2017, were agreed and signed by the Chief Secretary.

017/17 MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 24 JANUARY 2017

There were no matters arising.

018/17 ELECTRONICS TRANSACTIONS ACT 2000 – ENABLING THE GOVERNMENT DIGITAL AGENDA UPDATE 2017

The Acting Chief Executive, Department of Economic Development provided an overview of the paper which provided the Group with an update on progress that public authorities had made in complying with the Electronic Transactions Act 2000.

The Group agreed to the recommendations as set out in the paper:

1. The Department of Economic Development progresses amendment to the Electronic Transactions Act 2000, removing the obligation in the Act for public authorities to accept electronic transactions and replace with a requirement for the consent of public authorities in accepting electronic transactions.
2. Assisted by the information gathered Government Technology Services works with the Department to identify solutions for compliance with the original intentions of the Act as part of its work on a Digital Strategy.
3. Government's general exemption from the requirements of the Act is extended by Order for a further year, ending 31 March 2018. If necessary the exemption is extended until such time as the mandatory requirement has been removed.

019/17 ANY OTHER BUSINESS

The Group had a discussion on Department budgets.

Dan Davies, the Director of Change and Reform and Jennie Wheeler, Change and Reform Programme Lead were in attendance for the following item.

020/17 PROGRAMME FOR GOVERNMENT WORKSHOP

The Director of Change and Reform and the Change and Reform Programme Lead,

ran a workshop with the Group to discuss the Indicators for the Programme for Government.

The meeting ended at 4.15pm.

W. Alow
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Chief Secretary
14/3/17.
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Date