

**MINUTES OF THE MEETING OF THE CHIEF OFFICER GROUP
HELD ON TUESDAY 11 APRIL 2017 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
Dr M Couch, Chief Executive, Department of Health and Social Care
Mr M Kelly, Chief Executive, Department of Home Affairs
Mr M Lewin, Acting Chief Executive, Department of Economic Development
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

024/17 MINUTES OF THE MEETING HELD ON 28 MARCH 2017

Having been previously circulated the minutes of the Chief Officer Group ("the Group") monthly meeting held on 28 March 2017, were agreed and signed by the Chief Secretary.

025/17 MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 28 MARCH 2017

There were no matters arising.

026/17 FREEDOM OF INFORMATION – AUDIT ADVISORY INFORMATION GOVERNANCE POLICY

The Group noted an information paper submitted by the Director of Audit Advisory in relation to internal audit reports which are held by the Audit Advisory Division but relate to individual Departments. The paper informed the Group of the Audit Advisory Division proposed Information Governance Policy, in particular in relation to the general approach proposed for the consideration of FOI requests for Internal Audit Reports and to seek comments thereon.

The Chief Financial Officer stated that if the Audit Advisory Division received an FOI request for an individual Departments internal audit report, the Division would contact that individual Department before release of any information.

The Group approved the recommendation as set out in the paper.

027/17 SOCIAL ATTITUDES SURVEY 2017 – QUESTION SET

The Group noted an information paper submitted by the Acting Executive Director for Policy and Strategy, Cabinet Office which provided the final set of questions for the Social Attitudes Survey 2017.

The Acting Chief Executive Officer, Department of Economic Development ('Chief Executive Officer, DED') asked if the Change and Reform Team had had sight of these questions in relation to the Programme for Government. The Acting Chief Executive, DED raised some concerns as he felt that some questions were not included which would provide some of the statistics required for the Programme for Government.

The Group approved the question set other than raising the question set with the Change and Reform Team to check the detail.

**ACTION:
Executive
Assistant
to discuss
with C&R**

Jon Callister, the Executive Director and Clare Porter, Head of Learning and Organisational Development were in attendance for the following items.

028/17 OUR VISION AND VALUES – UPDATE AND NEXT STEPS

The Head of Learning and Organisational Development provided an overview of the paper on our vision and values which provided options, recommendations and sought direction on the future delivery of the Have your Say employee engagement survey.

Following discussion the Group agreed to Option 1 as set out in the paper but agreed that some of the questions should be amended with an aim of the survey being sent out around September/October 2017.

Julia Kaye, Director of Human Resource Management, Anne Shorrocks, Head of Employment Services, Jennie Wheeler, Change and Reform Programme Lead, and Julia Davies, Programme Management Office, GTS were in attendance for the following item.

029/17 PEOPLE INFORMATION PROGRAMME ('PIP')

The PIP Board provided the Group with an update on the Programme, and the next steps.

The Executive Director, OHR thanked the team for all their hard work on the new programme.

Following discussion it was agreed that the PIP Board would report back to the Group every quarter with an update. It was also agreed that the finalised risk register would be shared with the Group in due course.

**ACTION:
PIP
Board**

Anne Shorrocks, Head of Employment Services was in attendance for the following item.

030/17 THE FUTURE OF THE PUBLIC SERVICE (PEOPLE STRATEGY)

The Executive Director, OHR and the Head of Employment Services provided the Group with an overview of the IOMG Public Service People Strategy. The Group participated in a workshop to discuss ideas for the relevant areas of the People Strategy.

Following the workshop, it was agreed that the Executive Director, OHR and the Head of Employment Services would return to the Group at their next meeting on the 25 April with actions and next steps.

031/17 OHR UPDATE

a) Public Services Commission Pay Negotiations

The Executive Director, OHR provided the Group with an update in relation to the Public Services Commission Pay Negotiations.

b) Industrial Job Evaluation and Grading Support (JEGS)

The Executive Director, OHR confirmed that there was no further update with

regards to Industrial JEGS.

c) Tynwald Motion Employment Costs

The Group had a discussion with regards to the Tynwald Motion on Employment costs.

d) Income Tax (Benefits in Kind) (Exemptions) Order 2017 – Cycle to Work Scheme and Policy – Paper 010/17

The Group considered a paper submitted by the Executive Director, OHR proposing the IOMG Cycle to Work Scheme and Policy to encourage employees to cycle to work, taking advantage of an Income Tax benefit in kind exemption.

The Group agreed to the recommendations as set out in the paper, but agreed that they needed a further discussion about how best to implement the policy.

032/17 ANY OTHER BUSINESS

There was no other business.

The meeting ended at 1.00pm.



Chief Secretary

25/4/17

Date

