

**MINUTES OF THE MEETING OF THE CHIEF OFFICER GROUP
HELD ON TUESDAY 13 JUNE 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 Lewin, Acting Chief Executive, Department of Economic Development
Mr R Lole, Chief Executive, Department of Environment, Food and Agriculture
Mr C Randall, Financial Controller, Treasury
Miss K Parkinson, Executive Assistant to the Chief Secretary, Cabinet Office

Apologies: Mr M Kelly, Chief Executive, Department of Home Affairs
Mrs S Lowe, Chief Financial Officer, Treasury

037/17 MINUTES OF THE MEETING HELD ON 25 APRIL 2017

Having been previously circulated the minutes of the Chief Officer Group ("the Group") monthly meeting held on 25 April 2017, were agreed and signed by the Chief Secretary.

038/17 MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 25 APRIL 2017

There were no matters arising.

Richard Wild, Acting Executive Director, Government Technology Services ("Acting Executive Director, GTS") and Mr Andrew Fitzmaurice, Templar Executives were in attendance for the following item.

037/17 INFORMATION ON RISK MANAGEMENT – PRESENTATION BY ANDREW FITZMAURICE, TEMPLAR EXECUTIVES

Mr Andrew Fitzmaurice provided the group with a presentation on information on risk management.

Following discussion it was agreed that the Acting Executive Director, GTS would return to the Group in the near future with an update as to the concept of the framework and what would be expected of each Department. It was further agreed that information on risk management would be added as a monthly agenda item.

038/17 PRESENTATION ON THE GOVERNMENT TECHNOLOGY SERVICES OPERATING FRAMEWORK

Following discussion, the Group agreed with the concept of the model but it was agreed that the Chief Secretary would meet with the Acting Executive Director, GTS to discuss further and then the Acting Executive Director, GTS would be invited back to the Group in due course.

039/17 STAFFING REVIEW – TYNWALD MOTION

Following discussion it was agreed that the Executive Director, Office of Human Resources would meet to discuss with the Minister for Policy and Reform.

040/17 PROPOSED CYCLE TO WORK SCHEME – RESPONSE TO SURVEY AND DRAFT POLICY AND SCHEME

The proposed scheme was approved by the Group, but the Director of the Office of Human Resources was asked to review the scheme and add the following:

- Central funding
- Quantify the infrastructure work to be carried out
- Capture the VAT
- Make reference to the Active Travel Strategy
- Electric Bikes
- Further discussion with regards to the procurement process

041/17 Any other business

SAVE Programme

The Financial Controller updated the Group with regards to the next stage in the process of the SAVE Programme. It was agreed that the Financial Controller would circulate the expected timescales to the Group, and attend the Group's weekly update meeting on Friday 16 June to discuss.

TT 2017

The Acting Chief Executive Officer, Department of Economic Development thanked all the Chief Executives and Departments for their support during the preparation and organisation of the event.

The meeting ended at 1.20pm


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Chief Secretary

13 June 17

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Date