

**MINUTES OF THE MEETING OF THE CHIEF OFFICER GROUP
HELD ON TUESDAY 25 JUNE 2019 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 N Black, Chief Executive, Department of Infrastructure
Mr D Davies, Chief Executive, Department of Home Affairs
Mr M Lewin, Chief Executive, Department for Enterprise
Ms A Murray, Acting Chief Executive, Department for Health and Social
Care
Mr R Lole, Chief Executive, Department of Environment, Food and
Agriculture
Miss K Parkinson, Executive Assistant to the Chief Secretary, Cabinet
Office

Apologies: Mr C Randall, Chief Financial Officer, Treasury

050/19 MINUTES OF THE MEETING HELD ON THE 11 JUNE 2019

Having been previously circulated the minutes of the Chief Officer Group ("the Group") quarterly performance meeting held on 11 June 2019, were agreed and subsequently signed by the Chief Secretary.

**051/19 MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON
THE 11 JUNE 2019**

There were no matters arising.

Ms Kirsty Hemsley, Interim Director Change & Reform and Executive Office was in attendance for the following item.

052/19 OPEN DATA POLICY

**Paper no
015/19**

The Group considered a paper submitted by the Chief Secretary which sought direction on the development of a policy on Open Data.

The Chief Executive, DoI stated that the paper needed to consider the impact on cost but especially around resource.

The Chief Executive, DHA stated that there is a further need to be transparent with data, and this format would provide a structure and data would not only be published in a PDF format.

The Chief Executive, DfE added that when open data is identified, these dataset can be included as annual figures or quarterly economic data within the IoM Numbers document which the Economic Affairs Division publishes. The Chief Executive, DfE added that wherever practically possible, include what the policy might look like and the cost of the options, adding that it would be useful for a request form to be added to allow people to submit their requests for open data.

The Chief Executive, DHSC stated that we should start with agreeing what minimum data sets are, and start putting this data together first to build the foundations.

It was agreed that the Interim Director, Change & Reform and Executive Office and the Chief Secretary would meet to discuss further, look at other options than

already outlined in the paper, and also state the resource/cost implications and bring the paper back to the Group before submitting to the Council of Ministers.

Graham Kinrade, Director of Operations and Infrastructure, Government Technology Services was in attendance for the following item.

053/19 LEARNING PLATFORM (ITSLEARNING)

The Director of Operations and Infrastructure provided an update, on a new learning platform Itslearning, and explained that to consolidate the whole of the Isle of Man Government it would work out at £1.90 per annum, per head. A total of £38,000 for around 19,000 employees. The Director of Operations and Infrastructure added that access to the platform would be available for all devices.

The Director of Operations and Infrastructure confirmed that the paper had been approved by Treasury, but Treasury had asked that the paper be submitted to the Group for their consideration.

The Group discussed E-Learn Vannin, the work to be done around the current platform and whether the record log of employees development would still be available. The Director of Operations and Infrastructure stated that the Head of Learning and Development was looking at other options, and added that the platform would support this but acknowledged that there was a lot of data to be stored.

Following the discussion, the Group supported the Learning Platform Itslearning.

Liz Smith, Director of Civil Law, Attorney General's Chambers was in attendance for the following item.

054/19 LEGISLATIVE PROGRAMME

**Paper
016/19**

The Director of Civil Law provided an update on the Legislative Programme from an Attorney General's Chambers perspective, stating that all items on the programme had been allocated on a priority basis.

The Chief Secretary raised that there were twelve Bills coming forward to Tynwald in October and then none for November, it was agreed that the Director of Civil Law would prepare a report of all allocated Bills which would be forwarded to the Group which would ascertain realistic timescales.

The Interim Chief Executive, DHSC stated that the audit report which the Director of Civil Law would be providing should be cross-referenced with the Department audit report and then discussed as a Group as to how this is then reported into the Legislative Committee and the Programme. The Interim Chief Executive, DHSC also stated that it would be worth thinking about a Project Manager, to work on the project plan and how it works collectively, to work on a timeline that is deliverable and ascertain what is achievable.

The Group discussed the project structure around the Legislative team that will sit centrally in the Attorney General's Chambers. The Chief Executive, DoI stated that a dedicated Project Manager could sit within the team to concentrate on legislative project mapping.

It was agreed that the Director of Civil Law would attend the Group's Quarterly Performance meetings for the Legislative Programme agenda item.

055/19 BREXIT – FUTURE PARTNERSHIP WORKING

The Chief Secretary provided an update on Brexit, providing an overview of upcoming events, key messages and the three current priorities as set out below:

- No Deal planning/contingency planning (currently in warm storage, but shortly to be brought out)
- Phase II mandate setting – Chapter & Cluster model – 52 policy areas
- International trade

The Chief Secretary stated that the Chief Minister would be holding a Tynwald Members International Briefing on 11 July 2019, and advised that the Brexit team would be coming out to departments on regular intervals.

056/19 RESOURCE FOR HEALTH AND CARE TRANSFORMATION

The Group considered a draft email prepared to be sent to all staff with regards to resource for the Health and Care Transformation workstreams.

The Chief Secretary stated that all Chief Officers should allow the right to return to post, but outlined that there were no timescales for the workstreams and once timescales were agreed, the Group would have a further discussion.

The Group discussed building a register for people who register an interest and the skills they have, if they are not required for these workstreams they could be utilised for other areas.

Following discussion, it was agreed that the email prepared could be sent to all employees.

057/19 ANY OTHER BUSINESS

Climate Change

The Chief Secretary advised that the Terms of Reference had been to the Council of Ministers. The Chief Secretary further advised that a two Committees approach would be established a sponsor board, and climate emergency consultative transformation team.

Health and Safety

Andy Williams, Health and Safety Officer, OHR should submit the information to the CoG Quarterly Performance. Look into all Departments submitting the information to the Health and Safety Division for them to provide the report and attend the meeting.

The meeting ended at 12.20pm.


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Chief Secretary
9 July 19.
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Date

