

**MINUTES OF THE MEETING OF THE CHIEF OFFICER GROUP HELD ON
TUESDAY 14 MAY 2013 AT 10.00 AM IN THE KING ORRY ROOM, CHIEF
SECRETARY'S OFFICE, GOVERNMENT OFFICE**

Present: Mr W Greenhow, Chief Secretary
Mr N Black, Chief Executive, Department of Community, Culture and Leisure
Mr C Corlett, Chief Executive, Department of Economic Development
Mr S Dobson, Chief Executive, Department of Education and Children
Mr R Lole, Chief Executive, Department of Environment, Food and Agriculture
Mr D Killip, Chief Executive, Department of Health
Mr M Kelly, Chief Executive, Department of Home Affairs
Mr I Thompson, Chief Executive, Department of Infrastructure
Ms Y Mellor, Chief Executive, Department of Social Care
Dr M Couch, Chief Financial Officer, Treasury
Mr J Callister, Chief Officer, Office of Human Resources
Mr C Kniveton, Head of Scope Project
Miss M Norman, Acting Head of Chambers Management, Attorney General's Chambers

In attendance: Mrs A Martin, Director of Performance and Delivery
Mr D Davies, Programme Director, Transforming Government
Miss R Dawson, Policy & Research Officer

The Chief Secretary welcomed Ms Michelle Norman, Acting Head of Chambers Management, Attorney General's Chambers who would be attending future meetings of the Group.

031/13 MINUTES OF THE MEETING OF 12 MARCH 2013

Having been previously circulated the Minutes of the meeting of 12 March 2013 were agreed and signed by the Chief Secretary.

032/13 MATTERS ARISING

a. Island of Culture 2014

Minute 024/13

The Chief Executive of the Department of Community Culture and Leisure expressed his appreciation for the offer of assistance from across Government.

033/13 TRANSFORMING GOVERNMENT

Mr C Kniveton, Head of Scope Project, and Mr D Davies, Programme Director, Transforming Government outlined the progress of the review of Government services to drive forward efficiencies and cost savings.

Mr D Davies updated the Group on the need for Projects and business change to be clearly owned by the individual Department. It was noted that Government must consider its approach to project management and the

Group discussed the skills and resources required to move projects forward. The Group gave its collective commitment and support to the proposed approach.

Mr Davies advised that a common methodology and high level plan would be developed and reported to the Group on 28 May 2013.

**034/13 QUARTERLY REPORT ON THE ECONOMY: 1 OCTOBER 2012 –
31 DECEMBER 2012**

Mr S Carse, Economic Advisor joined the meeting for this item

The Economic Advisor outlined the main aspects of the Quarterly Report on the Economy, including the summary of the general economy, sector reports and economic indicators therein which had been previously considered by the Council of Ministers.

035/13 PERFORMANCE AND DELIVERY

Mrs A Martin, Director of Performance and Delivery presented the top 15 draft Targets for the Performance Management Website to the Group. It was agreed that the confirmed wording for the Targets and corporate objectives which underpin the performance management framework should be submitted to the Chief Secretary's Office by Wednesday 22 May 2013.

036/13 HUMAN RESOURCES

Mr Callister, Chief Officer, presented his report from the Office of Human Resources as follows:-

a. Mutually Agreed Resignation Scheme

Minute 029/13 a

Mr Callister gave an update on the Voluntary Resignation Scheme and it was noted that a number of Departments were working through the process.

b. Compensation Schemes

Minute 029/13 b

Mr Callister gave an update on the Redundancy Compensation Scheme and it was noted that it was intended to commence a public consultation exercise in June 2013.

c. Pay Negotiations 2013/14

An update was given on the ongoing pay negotiations for several Government Bodies.

Mr C Corlett, Chief Executive, Department of Economic Development left the meeting at 12 noon.

d. Isle of Man Government Workforce Statistics

The Chief Officer, Office of Human Resources ("OHR") gave a presentation to the Group on 'Isle of Man Government Workforce Statistics', based on information recorded within OHR's Oracle system.

037/13 CHANGES TO PROCEDURE FOR SUBMISSION OF COUNCIL OF MINISTERS AGENDA ITEMS TO CHIEF SECRETARY'S OFFICE – INTRODUCTION OF BOARDPAD

The Chief Secretary confirmed that the Council of Ministers was trialling the use of "BoardPad" to enable meetings to be conducted on iPads and thus eliminate the need for paper copies of items submitted for its consideration.

An email had been issued by his office on 8 May 2013 detailing a revised timetable for submission of items and he emphasised the need for this to be strictly adhered to.

038/13 DATE OF NEXT MEETING

The Group noted that the date for the next monthly meeting was Tuesday 11 June 2013 in the King Orry Room, Third Floor, Government Office, Douglas.

The meeting closed at 12.30 pm

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W. Gibson

Chief Secretary

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11/6/13

Date

