



States Greffe: Scrutiny

Senator John Le Fondré  
Chief Minister  
By email

2nd June 2021

Dear Chief Minister

**Corporate Services Scrutiny Panel**

**People and Culture Review: Outstanding Documentation**

Following its letter of 24th May 2021, the Panel has received correspondence from officers which indicates that it has not been possible to forward documentation for its People and Culture Review in the requested timeframe (28th May 2021). The documentation requested included:

- Be Heard Survey
  - employee summary report
  - departmental packs
  - explanatory script
  - hierarchy report
- People and Corporate Services – Communication Strategy
- Dashboard – Exit Interviews/Absenteeism
- Composition of the employee group by age and gender
- Employee turnover figures
- Statistics on case management unit, by year, numbers and timescales
- Codes of Conduct
- Minutes of the States Employment Board from the 29th November 2019 to date

An extension of the Panel's deadline to close of play on the 8th June 2021, has been requested to allow for necessary sign off and collation of the items.

As you will appreciate, the Panel wishes to review the documents before its Public Hearing with yourself, currently scheduled for Friday 11th June 2021. A delay in the provision of documents therefore necessitates a postponement to the Public Hearing and will therefore need to be rescheduled and will now take place on the 17th June 2021 at 10.30am in the Blampied Room.

The Panel look forward to your response and would appreciate this being received by Thursday 3rd June 2021.

Yours sincerely

Senator Kristina Moore  
Chair, Corporate Services Scrutiny Panel