



## One Gov Review Panel

### Records of Meetings

Year: 2019

The following records of meetings have been approved by the Panel.

Signed

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Chairman  
Connétable Karen Stone

# OneGov Review Panel

## Record of Meeting

Date: 14th February 2019

|               |   |
|---------------|---|
| Present       | Senator Sarah Ferguson<br>Senator Kristina Moore<br>Connétable Karen Shenton-Stone<br>Deputy Scott Wickenden<br>Deputy Kirsten Morel<br>Deputy Rob Ward |
| Apologies     |   |
| In attendance | Simon Spottiswoode, Scrutiny Officer<br>Theo Stone, Assistant Scrutiny Officer  |

| Agenda matter   | Action |
|---|--------|
| <b>1. Chairman</b><br>It was agreed to appoint Connétable Karen Shenton-Stone as chair of the Panel.  |        |
| <b>2. Panel remit</b><br>It was noted that the Chairmen's Committee had agreed to form the OneGov Review Panel to examine the ongoing OneGov public sector reform project.  |        |
| <b>3. Declarations of Interest</b><br>The following declarations of interest were noted: <ul style="list-style-type: none"><li>Deputy Wickenden declared that his brother was an employee of the States of Jersey</li><li>Deputy Ward declared that his wife was an employee of the States of Jersey</li><li>Deputy Morel declared that his wife provided IT training services to the States of Jersey</li></ul> In all cases, it was noted that the individuals concerned could be affected by the ongoing One Government reform programme. <ul style="list-style-type: none"><li>Connétable Shenton-Stone declared that she was related to the Assistant Scrutiny Officer who was supporting the Panel.</li></ul> |        |
| <b>4. Scoping Document</b><br>The Panel reviewed a draft scoping document for its review and discussed the objectives for its work. Changes were requested to the Scoping Document. It was noted that Terms of Reference for the review would be drafted and circulated to the Panel for consideration.   |        |

# One Gov Review Panel

## Record of Meeting

Date: 1st March 2019

|               |  |
|---------------|--|
| Present       | Connétable Karen Shenton-Stone (Chairman)<br>Senator Kristina Moore<br>Deputy Scott Wickenden<br>Deputy Kirsten Morel<br>Deputy Rob Ward |
| Apologies     | Senator Sarah Ferguson   |
| In attendance | Simon Spottiswoode, Scrutiny Officer   |

| Agenda matter  | Action    |
|--|-----------|
| <b>1. Scoping Document</b>   |           |
| The Panel noted receipt of an updated draft scoping document and draft terms of reference. Further changes were requested to both documents. Subject to the requested changes being made, the Panel approved the scoping document and terms of reference.  | <b>SS</b> |
| The Panel discussed the context of the One Gov project with regard to the Machinery of Government (Miscellaneous Amendments) (Jersey) Law (P.1/2018) passed by the States Assembly in April 2018. The officers were requested to prepare a briefing paper detailing the changes introduced by P.1/2018 and an accompanying timeline. | <b>TS</b> |
| To assist it in its work, the Panel agreed to ask the Chief Minister to provide copies of relevant documents from the staff consultations that had taken place during 2018.  | <b>SS</b> |

# One Gov Review Panel

## Record of Meeting

Date: 15th March 2019

|               |  |
|---------------|--|
| Present       | Connétable Karen Shenton-Stone (Chairman)<br>Senator Sarah Ferguson<br>Deputy Scott Wickenden<br>Deputy Kirsten Morel<br>Deputy Rob Ward |
| Apologies     | Senator Kristina Moore   |
| In attendance | Simon Spottiswoode, Scrutiny Officer   |

| Agenda matter  | Action    |
|--|-----------|
| <b>1. Records of Minutes</b>   |           |
| The Panel approved the record of its meeting held on 14th February.  |           |
| <b>2. One Gov Review</b>   |           |
| Noting that an internal consultation had been carried out with staff on the Justice and Home Affairs Department Target Operating Model, the Panel agreed to ask for a copy of the consultation paper and all responses.  | <b>SS</b> |
| It was agreed to request for the Panel to visit the Government of Jersey's new offices at Broad Street, St Helier.   | <b>SS</b> |
| It was agreed that the initial phase of the Panel's work would focus on understanding the background and context of the One Gov Project. This would focus particularly on the changes approved by the previous States Assembly through P.1/2018, Machinery of Government (Miscellaneous Amendments) (Jersey) Law. It was noted that a briefing paper was being prepared for the Panel. |           |

# One Gov Review Panel

## Record of Meeting

Date: 29th March 2019

|               |  |
|---------------|--|
| Present       | Connétable Karen Shenton-Stone (Chairman)<br>Senator Sarah Ferguson<br>Senator Kristina Moore<br>Deputy Scott Wickenden<br>Deputy Kirsten Morel<br>Deputy Rob Ward |
| Apologies     |  |
| In attendance | Simon Spottiswoode, Scrutiny Officer   |

| Agenda matter  | Action  |
|--|---|
| <p><b>1. One Gov Review</b></p> <p>The Panel noted receipt of documents relating to the staff consultations undertaken during 2018 in relation to the One Gov structure. It was noted that although a summary document of the consultation submissions had been provided, the Panel did not have sight of any of the individual submissions. It was agreed to request copies of all submissions made to the consultation.</p> <p>The Panel considered a briefing paper on machinery of government changes enacted under <a href="#">P.1/2018</a> and agreed that it would be helpful to be provided with a timeline of all key decisions and events relating to One Gov. It was also agreed to review recommendations in relation to the States' culture and structure contained within previous reports and reviews.</p> <p>The Panel discussed possible witnesses to obtain oral evidence from. It was agreed to request evidence from Senator Ian Gorst in relation to his time as Chief Minister and his involvement with the appointment of the current Chief Executive Officer.</p> <p>The Panel noted receipt of submissions to its review from members of the public and also a letter from the Chief Minister acknowledging the Panel's terms of reference.</p> | <p><b>SS</b></p> <p><b>TS</b></p> <p><b>TS</b></p> <p><b>SS</b></p> |

# One Gov Review Panel

## Record of Meeting

Date: 12th April 2019

|               |  |
|---------------|--|
| Present       | Connétable Karen Shenton-Stone (Chairman)<br>Senator Sarah Ferguson<br>Deputy Scott Wickenden<br>Deputy Kirsten Morel<br>Deputy Rob Ward |
| Apologies     | Senator Kristina Moore   |
| In attendance | Simon Spottiswoode, Scrutiny Officer<br>Theodore Stone, Assistant Scrutiny Officer   |

| Agenda matter  | Action    |
|--|-----------|
| <p><b>1. One Gov consultation submissions</b></p> <p>The Chairman updated the Panel on a meeting she had attended with the Director of People Services to discuss the Panel's request for staff submissions to the One Gov Consultation.</p> <p>It was noted that the Director's advice was that, for confidentiality reasons, the consultation submissions should not be released to the Panel.</p> <p>It was agreed to invite the Director of People Services to meet with the Panel to discuss the concerns and any possible ways of reaching a compromise.</p> | <b>SS</b> |
| <p><b>2. Evidence gathering</b></p> <p>It was agreed to publish a call for evidence in relation to the Panel's review.</p> <p>The Panel discussed the underlying Target Operating Models (TOMs) for Government Departments and agreed to request copies of each. It was also agreed to propose that each permanent scrutiny panel reviewed the TOMs relating to its own area.</p>  | <b>SS</b> |

# One Gov Review Panel

## Record of Meeting

Date: 16th April 2019

|               |   |
|---------------|---|
| Present       | Connétable Karen Shenton-Stone (Chairman)<br>Senator Sarah Ferguson<br>Senator Kristina Moore<br>Deputy Scott Wickenden<br>Deputy Kirsten Morel |
| Apologies     | Deputy Rob Ward   |
| In attendance | Jacquie McGeachie, Director of People Services<br>Simon Spottiswoode, Scrutiny Officer  |

| Agenda matter  | Action |
|--|--------|
| <p><b>1. Private meeting with Director of People Services</b></p> <p>The Panel received the Director of People Services for a meeting in relation to its request to be provided with copies of staff submissions to the One Gov consultation.</p> <p>The record of the meeting was classified as exempt in accordance with the Freedom of Information (Jersey) Law 2011 (as amended) under Qualified Exemption Article 39.</p> |        |

# One Gov Review Panel

## Record of Meeting

Date: 26th April 2019

|               |   |
|---------------|---|
| Present       | Connétable Karen Shenton-Stone (Chairman)<br>Senator Sarah Ferguson<br>Senator Kristina Moore<br>Deputy Scott Wickenden<br>Deputy Kirsten Morel |
| Apologies     | Deputy Rob Ward   |
| In attendance | Simon Spottiswoode, Scrutiny Officer<br>Theodore Stone, Assistant Scrutiny Officer  |

| Agenda matter   | Action    |
|---|-----------|
| <p><b>1. Evidence gathering</b></p> <p>The Chairman updated the Panel on a meeting she attended with the Chief Executive Officer and the Chief of Staff on 17th April. The purpose of the meeting had been to discuss the panel's planned work and the ways in which the Government could assist the Panel in its evidence gathering.</p> <p>The Panel noted receipt of documents relating to the departmental Target Operating Models.</p> <p>Following the publication of <a href="#">a report</a> that day on phase one of the Team Jersey Programme, it was agreed to take evidence from the consultants, TDP Development Ltd on their work to date.</p> <p>The Panel considered the context of the One Gov project in relation to the machinery of government changes approved through P.1/2018. A number of areas were identified for questioning in future public hearings.</p> <p>It was agreed to proceed with public hearings with Senator Gorst, the Chief Minister and Team Jersey.</p> |           |
| <p><b>2. One Gov consultation submissions</b></p> <p>The Panel reviewed and approved a draft letter to be sent to the Chief Minister in relation to its request to be provided with One Gov consultation submissions.</p>   | <b>SS</b> |



# One Gov Review Panel

## Record of Meeting

Date: 10th May 2019

|               |   |
|---------------|---|
| Present       | Connétable Karen Shenton-Stone (Chairman)<br>Senator Sarah Ferguson<br>Senator Kristina Moore<br>Deputy Kirsten Morel |
| Apologies     | Deputy Scott Wickenden<br>Deputy Rob Ward   |
| In attendance | Simon Spottiswoode, Scrutiny Officer<br>Theodore Stone, Assistant Scrutiny Officer                                    |

| Agenda matter   | Action  |
|---|---|
| <p><b>1. Recommendations from previous reports</b></p> <p>The Panel noted receipt of a briefing paper on recommendations of previous reports relevant to One Gov. It was agreed to speak to the Comptroller and Auditor General during the Panel's evidence gathering about recommendations contained in her previous reports.</p>  | <b>GE</b>   |
| <p><b>2. Evidence gathering and public hearings</b></p> <p>The Panel discussed information and documents relevant to its work to be requested from the Chief Minister.</p> <p>It was noted that public hearings had been arranged for 14th June with Senator Ian Gorst, and 21st June with the Chief Minister and also with Team Jersey officials.</p> <p>The Panel recalled that it had agreed to focus its work on the overall context and direction of the One Gov project, as well as any savings and costs arising therefrom. It was noted that each of the permanent scrutiny panels had been asked to look at areas of concern within the underlying departmental Target Operating Models within their remits. It was agreed to request each panel to report back to the One Gov Panel on its work, including any particular areas of concern.</p> | <b>SS</b><br><br><br><br><br><br><br><b>SS</b>    |
| <p><b>3. One Gov consultation submissions</b></p> <p>It was noted that the Panel had written to the Chief Minister on 30th April 2019 to formally request copies of staff submissions to the One Gov consultation. In reply, the Panel had received a letter from the Director of People Services on 8th May 2019. The letter proposed that 9 submissions from senior officers which were appended to the consultation summary would be provided to the Panel, however the remaining 120 staff submissions would not be provided.</p> <p>The Panel agreed that this response was not satisfactory and agreed to write to the Chief Minister to express disappointment that he had not responded directly to the Panel's letter, and to maintain the request that all submissions be provided to the Panel.</p>  | <br><br><br><br><br><br><br><br><br><br><b>GE</b> |

# One Gov Review Panel

## Record of Meeting

Date: 24th May 2019

|               |   |
|---------------|---|
| Present       | Connétable Karen Shenton-Stone (Chairman)<br>Senator Sarah Ferguson<br>Senator Kristina Moore<br>Deputy Kirsten Morel |
| Apologies     | Deputy Scott Wickenden<br>Deputy Rob Ward   |
| In attendance | Gary Eisner, Scrutiny Officer   |

| Agenda matter   | Action  |
|---|---|
| <p><b>1. Records of Meetings</b></p> <p>There were no records to approve.</p>   |   |
| <p><b>2. One Gov Review</b></p> <p>The Panel requested further information regarding the number of directors within the Government of Jersey before and after the One Gov Target Operational Model changes.</p> <p>The Panel noted receipt of letters from the Chief Minister (CM) and Director of People Services regarding the Target Operating Model consultation.</p> <p>The Panel considered a draft reply letter to the CM and agreed to it being sent.</p> <p>An additional letter to the CM requesting further information in relation to the Panel's work was also discussed and reviewed and it was noted that a final version would be distributed to the Panel incorporating minor amendments.</p> <p>The Panel noted arrangements for public hearings with Senator Gorst on 14th June and the Chief Minister and Team Jersey on 21st June. An initial outline of the types of questions for both Senator Gorst and the CM was discussed.</p> <p>The tour of the Broad Street office was cancelled at the request of the Panel.</p> | <p><b>GE</b></p> <p><b>GE</b></p> <p><b>GE</b></p> <p><b>GE</b></p> |
| <p><b>3. Next meeting</b></p> <p>The Panel agreed to maintain its next meeting for 7th June at 12pm.</p>  |   |

# One Gov Review Panel

## Record of Meeting

Date: 7<sup>th</sup> June 2019

|               |   |
|---------------|---|
| Present       | Connétable Karen Shenton-Stone (Chairman)<br>Senator Sarah Ferguson<br>Senator Kristina Moore<br>Deputy Kirsten Morel<br>Deputy Robert Ward |
| Apologies     | None  |
| In attendance | Gary Eisner, Scrutiny Officer   |

| Agenda matter  | Action                                       |
|--|--|
| <b>1. Records of Meetings</b><br><br>Minutes from all March meetings were approved.  | <b>GE</b>                                    |
| <b>2. Administrative Matters</b><br><br>Noting that Deputy Wickenden had officially left the Panel, an invitation would be sent by the Chairman to States members to see if there was interest in replacing him on the Panel.<br><br>It was agreed that Scrutiny officers would review the consultation results from the staff One Gov survey in the Broad St office, as per the offer from the Chief Minister.<br><br>The question areas for the 3 upcoming hearings were agreed. | <b>KSS</b><br><br><b>GE</b><br><br><b>GE</b> |
| <b>3. Next meeting</b><br><br>The Panel agreed to meet following the hearing with Senator Gorst on Friday 14 <sup>th</sup> June at 10:30am.  |  |

# One Gov Review Panel

## Record of Meeting

Date: 14<sup>th</sup> June 2019

|               |   |
|---------------|---|
| Present       | Connétable Karen Shenton-Stone (Chairman)<br>Senator Sarah Ferguson<br>Deputy Kirsten Morel<br>Deputy Robert Ward |
| Apologies     | Senator Kristina Moore  |
| In attendance | Gary Eisner, Scrutiny Officer   |

| Agenda matter   | Action    |
|---|-----------|
| <b>1. Public Hearings</b><br><br>The question plans and question areas for the Team Jersey and Chief Minister Hearings were agreed. | <b>GE</b> |

# One Gov Review Panel

## Record of Meeting

Date: 28<sup>th</sup> June 2019

|               |   |
|---------------|---|
| Present       | Connétable Karen Shenton-Stone (Chairman)<br>Senator Sarah Ferguson<br>Senator Kristina Moore |
| Apologies     | Deputy Kirsten Morel<br>Deputy Robert Ward  |
| In attendance | Gary Eisner, Scrutiny Officer   |

| Agenda matter  | Action    |
|--|-----------|
| <b>1. Records of Meetings</b>  |           |
| Minutes from 12th April through to 14th June were approved   | <b>GE</b> |
| <b>2. Administrative Matters</b>   |           |
| The Panel discussed the remit of the One Gov Panel and whether or not some specific issues that had arisen with other Panels might fall under the One Gov purview. It was decided that the Panel would maintain a watching brief on these matters. |           |
| There was further discussion of the content of the staff consultation regarding One Gov changes (the results of which are confidential).   | <b>GE</b> |
| The Panel considered the next steps for the review after the public hearings. It was agreed that the Panel would produce an interim report of evidence gathered and its findings to date.  | <b>GE</b> |
| <b>3. Next meeting</b>   |           |
| The Panel agreed to maintain its next meeting for 12 <sup>th</sup> July at 1pm.  |           |

# One Gov Review Panel

## Record of Meeting

Date: 12<sup>th</sup> July 2019

|               |   |
|---------------|---|
| Present       | Connétable Karen Shenton-Stone (Chairman)<br>Deputy Kirsten Morel<br>Deputy Robert Ward |
| Apologies     | Senator Sarah Ferguson<br>Senator Kristina Moore  |
| In attendance | Gary Eisner, Scrutiny Officer   |

| Agenda matter  | Action    |
|--|-----------|
| <b>1. Records of Meetings</b><br><br>Minutes from the meeting held on 28th June were approved.   | <b>GE</b> |
| <b>2. Government Plan Review</b><br><br>The Panel received an update on the proposed approach to scrutinise the Government Plan.<br><br>It was noted that there was a new review Panel set up to coordinate the scrutiny of the Government Plan and that each programme, project and capital works programme would be distributed to a standing panel by the Government Plan Review Panel. | <b>GE</b> |
| <b>3. Staff Consultations</b><br><br>The Panel agreed that it was satisfied with the information it had received on the 45 day and 90 day staff consultations and that no further action was required.   |           |
| <b>4. Interim report</b><br><br>The Panel agreed to the structure for an interim report and to review it in draft form at its next meeting.  |           |
| <b>5. Next meeting</b><br><br>The Panel agreed to next meet at the end of August at a date to be confirmed.  | <b>GE</b> |

# One Gov Review Panel

## Record of Meeting

Date: 28th August 2019

|               |   |
|---------------|---|
| Present       | Connétable Karen Shenton-Stone (Chairman)<br>Senator Kristina Moore<br>Senator Sarah Ferguson |
| Apologies     | Deputy Kirsten Morel<br>Deputy Robert Ward  |
| In attendance | Simon Spottiswoode, Scrutiny Officer  |

| Agenda matter  | Action                     |
|--|----------------------------|
| <b>1. Records of Meetings</b><br><br>Minutes from the meeting held on 12th July were approved.   |                            |
| <b>2. Government Plan Review</b><br><br>The Panel received an update on the ongoing scrutiny of the 2020 Government Plan.<br><br>The Panel reviewed the Government of Jersey's Communication Plan for the 2020 Government Plan and agreed to request further information on a number of points.<br><br>It was noted that the Chairman had highlighted a number of projects contained within the Government Plan that were relevant to the Panel's work, and that further queries had been circulated by Deputy Ward prior to the meeting. It was agreed that further information on these projects would be sought via the Corporate Services Panel's review of the Government Plan. | <b>SS</b><br><br><b>SS</b> |
| <b>3. Interim report</b><br><br>The Panel reviewed a summary document outlining the key themes and concepts arising from its work so far. It was agreed that these themes and concepts would form the basis of the Panel's interim report and it was noted that drafting of the report was underway.   |                            |
| <b>4. Next meeting</b><br><br>The Panel agreed to cancel its next scheduled meeting on 6th September.  |                            |

# One Gov Review Panel

## Record of Meeting

Date: 13th December 2019

|               |  |
|---------------|--|
| Present       | Connétable Karen Shenton-Stone (Chairman)<br>Senator Sarah Ferguson<br>Deputy Kirsten Morel<br>Deputy Rob Ward |
| Apologies     | Senator Kristina Moore   |
| In attendance | Gary Eisner, Scrutiny Officer<br>Theodore Stone, Assistant Scrutiny Officer                                    |

| Agenda matter  | Action    |
|--|-----------|
| <b>1. Records of Meetings</b><br>Minutes from the meetings held on 12th July and 28th August were approved.  |           |
| <b>2. Government Plan Review</b><br><p>The Panel agreed to resume their review into One Gov and agreed to a new set of relevant questions to guide their review. The Panel further agreed to request Officers to supply an update on Target Operating Models and considered the merits of reaching out to an expert on Change Management to improve their understanding of the changes made through the One Gov Project.</p> <p>The Panel agreed to organise a new public hearing to receive an update on Target Operating Models and to question the Chief Minister on areas such as One Gov budget and the accountability of the Chief Executive.</p> <p>It was noted that other Scrutiny and Review Panels were working on issues that would have been impacted by One Gov. The Panel therefore agreed to request other Panels to feed into their review with the aim to produce a short paper demonstrating project links.</p> | <b>GE</b> |
| <b>3. Interim report</b><br>The Panel agreed to construct an Interim Report that outlined its work to date.  |           |
| <b>4. Next meeting</b><br>The Panel agreed to meet fortnightly on Fridays of non-States meeting weeks. The Panel's next meeting was scheduled to take place at 12:30pm on the 10th January 2020.   |           |