



Chairmen's Committee

Records of Meetings

Year: 2018 (From June)

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

Signed

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Senator Kristina Moore

President
Chairmen's Committee

Chairmen's Committee

Record of Meeting

Date: 21st June 2018

Present	Senator Sarah Ferguson Senator Kristina Moore Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Kirsten Morel Deputy Rob Ward
Apologies	
Absent	
In attendance	Tim Oldham (Head of Scrutiny)

Agenda matter	Action
<p>1. President of Chairmen's Committee: Appointment</p> <p>The Committee considered interest in the position of President of the Committee, which was to be appointed by the States Assembly at its next meeting on 26th June. Having heard from the prospective candidates, the Committee held a vote with a view to identifying its preferred candidate. The vote was tied between Senators Kristina Moore and Sarah Ferguson. It was duly agreed that the process would advance to a contested election in the Assembly, as prescribed in Standing Order 121.</p>	
<p>2. Privileges and Procedures Committee (PPC) Representative</p> <p>The Committee agreed that Connétable Mike Jackson would be nominated as its candidate for membership of PPC.</p>	
<p>3. Future Meetings</p> <p>It was agreed that the Committee would meet each Thursday morning of the final States week each month, subject to completion of States business.</p>	

Chairmen's Committee

Record of Meeting

Date: 28th June 2018

Present	Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Rob Ward Deputy Steve Ahier (representing the Corporate Services Panel) Deputy Kevin Pamplin (representing the Health and Social Security Panel)
Apologies	Senator Kristina Moore (President) Deputy Mary Le Hegarat
Absent	
In attendance	Tim Oldham (Head of Scrutiny)

Agenda matter	Action
<p>1. Vice-President of Chairmen's Committee: Appointment</p> <p>Deputy Kirsten Morel was appointed by the Committee as its Vice-President. It was agreed, however, that future consideration would be given to alternating the position throughout the term of the Assembly amongst those Members also interested in the role.</p>	
<p>2. Panel and PAC Activity Reports</p> <p>The Committee noted the process for reporting Panel and PAC activity to the Committee and the format of 'activity reports', and subsequently discussed the first activity reports of the session.</p>	
<p>3. Review Panels</p> <p>The Committee approved the establishment of a number of Review Panels as follows:</p> <p>Future Hospital: It was agreed that Deputy Kevin Pamplin would liaise with his Chairman, Deputy Mary Le Hegarat, and report back to the Committee with proposed membership.</p> <p>Care of Children in Jersey: It was agreed that Deputy Rob Ward would lead the process to establish the Review Panel and report back to the Committee with proposed membership.</p> <p>Brexit: It was agreed that Deputy Kirsten Morel, with the assistance of Senator Sarah Ferguson and Connétable Mike Jackson, would lead the process to establish the Review Panel and report back to the Committee with proposed membership.</p> <p>Access to Justice: It was agreed that a Review Panel would be established should this be confirmed as the preferred approach of the Corporate Services Panel. Deputy Steve Ahier would report back to the Corporate Services Panel, and the Chairmen's Committee would be updated as to the outcome of its discussions.</p>	<p>KP/TO</p> <p>RW/TO</p> <p>KM/SF/ MJ/TO</p> <p>SA/TO</p>

<p>4. Training</p> <p>The Committee noted the Workshop 'Effective Scrutiny' would take place for all Scrutiny members on Friday 6th July. It also considered options for future training, and agreed to pursue the following options:</p> <p>Questioning Skills To be delivered by the Law Officers' Department.</p> <p>Chairing Skills The Committee considered two proposals and chose Frontline Consulting as its preferred provider.</p> <p>Media Coaching The Committee considered three proposals and chose Orchid as its preferred provider.</p> <p>Parliamentary Scrutiny Visits To be arranged at Panel level by the Panels' respective Scrutiny Officers.</p>	<p>TO</p>
<p>5. Future Meetings</p> <p>Scheduled meeting dates for 2018 were agreed as follows:</p> <ul style="list-style-type: none"> • 12th July • 27th September • 25th October • 22nd November • 6th December <p>The Committee agreed to meet between 10am and 12pm. It requested that electronic meeting requests be circulated for those dates.</p>	<p>TO</p>

Chairmen's Committee

Record of Meeting

Meeting held by electronic mail

Date: 9th July 2018

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Tim Oldham (Head of Scrutiny)

Agenda matter	Action
1. Mental Health Review The Committee approved the Scoping Document and Terms of Reference for a review to be undertaken by the Health and Social Security Scrutiny Panel.	

Chairmen's Committee

Record of Meeting

Date: 12th July 2018

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Tim Oldham (Head of Scrutiny)

Agenda matter	Action
<p>1. Records of Meetings</p> <p>The Committee approved the records of its meetings held on 21st and 28th June 2018.</p>	
<p>2. Panel, PAC & Review Panel Activity Reports</p> <p>The Committee noted the activity reports for the Scrutiny Panels, PAC and the following Review Panels:</p> <ul style="list-style-type: none"> • Brexit • Care of Children • Future Hospital <p>The Committee also approved correspondence to be sent to the Chairman of the Privileges and Procedures Committee proposing amendments to Standing Orders that would enable Review Panels to:</p> <ul style="list-style-type: none"> • Lodge propositions – Standing Order 19 • Present reports and comments – Standing Order 35 • Be referred draft Propositions/Laws/Regulations – eg Standing Orders 27, 72 and 79 	
<p>3. Licensing Law Review</p> <p>The Committee noted correspondence from Senator Steve Pallett regarding the withdrawal of his previously lodged complaint, in part influenced by the change in membership of the Economic Affairs Panel and the renewed opportunity to engage positively with that Panel. The Committee welcomed the Senator's letter and agreed that the matter was now closed.</p>	
<p>4. Policy Development Boards</p> <p>The Committee noted correspondence sent to the Chief Minister by the President outlining potential concerns about his planned Policy Development Boards (PDB's) and requesting further information. It was informed that no response to the letter had</p>	

been received to date, although some relevant papers had been received via the alternative channel of a request made to receive Council of Ministers' agenda papers.

The Committee considered in detail the overarching draft terms of reference that it had received, and the specific terms of reference for the Hospital PDB. In relation to the Hospital PDB the Committee identified a number of significant issues, including:

- agreement that both Deputy Rowland Huelin (PAC) and Deputy Trevor Pointon (Health and Social Security Panel) were conflicted according to overarching term of reference 4, compromising their Scrutiny roles and the work of their Panel/Committee
- the potential 'drain' this Board had on Scrutiny Member resources
- the resemblance of the Hospital PDB and its proposed work and processes to a Scrutiny Panel/PAC, and the confusion this introduced into the machinery of government
- the undermining of the work of the formally mandated Future Hospital Review Panel

It was agreed that the President would write to the Chief Minister again to relay the above and to ask him to re-consider the formation of the Hospital PDB. Furthermore, that the nature of the work it proposed to undertake was more appropriately a matter for Scrutiny. The Review Panel would be willing to incorporate the proposed work of the PDB within its imminent phase of work, and would invite Deputies Huelin and Pointon to join its membership. As a properly constituted Scrutiny Panel, it also had funded officer support, whilst the resourcing of the PDB's was not entirely clear and stood to unnecessarily and inefficiently duplicate resources.

The correspondence would also cover that, in the wider context, the example of the Hospital PDB had raised serious concerns amongst the Chairmen's Committee as to the appropriateness of PDB's as envisaged, as did the overarching terms of reference. The Committee foresaw potentially serious consequences emerging for the Scrutiny function. As an additional point of principle, the blurring of lines between Executive and Scrutiny responsibilities in the Ministerial system of government, in doing so effectively compromising the Troy rule, could not be supported.

A meeting would again be requested at the earliest opportunity to enable further discussion, and the Committee would request the Chief Minister to suspend the establishment of any more PDB's until those matters were discussed.

Senator Ferguson dissented from the letter.

5. Briefing Guidelines

Guidelines agreed by the Education & Home Affairs Panel for their preferred approach to briefings from Government Ministers and Civil Servants were considered. The Committee welcomed the framework as a constructive guide to help the effectiveness of such briefings, and agreed to adopt them across all Panels subject to minor agreed amendments.

6. Training

The Committee agreed that the Workshop 'Effective Scrutiny' which had taken place for all Scrutiny members on Friday 6th July had been very effective and thought provoking.

It also noted ongoing arrangements for options for the following options:

- Questioning Skills

<ul style="list-style-type: none">• Chairing Skills• Media Coaching• Parliamentary Scrutiny Visits	
7. Future Meeting The Committee agreed to next meet on the afternoon of 6th September 2018.	

Chairmen's Committee

Record of Meeting

Meeting held by electronic mail

Date: 19th July 2018

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Kellie Boydens (Scrutiny Officer)

Agenda matter	Action
1. Future Hospital Review Panel The Committee approved the Scoping Document for the Future Hospital Review Panel. It noted that Deputy Kevin Pamplin had expressed an interest in chairing the Review Panel.	
2. Reducing Use of Plastics in Jersey Review The Committee approved the Scoping Document and Terms of Reference for a review which would be undertaken by the Environment, Housing and Infrastructure Scrutiny Panel.	

Chairmen's Committee

Record of Meeting

Meeting held by electronic mail

Date: 25th July 2018

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Kellie Boydens (Scrutiny Officer)

Agenda matter	Action
1. Gender Pay Gap Review Panel The Committee agreed that Deputy Louise Doublet would chair the Review Panel and Deputy Kirsten Morel would act as Vice-Chair.	

Chairmen's Committee

Record of Meeting

Meeting held by electronic mail

Date: 27th July 2018

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Kellie Boydens (Scrutiny Officer)

Agenda matter	Action
1. Gender Pay Gap Review Panel	
The Committee noted and approved the Scoping Document and Terms of Reference.	

Chairmen's Committee

Record of Meeting

Meeting held by electronic mail

Date: 2nd August 2018

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Kellie Boydens (Scrutiny Officer)

Agenda matter	Action
1. Public Accounts Committee - Estate Management Review	
The Committee noted and approved the Scoping Document and Terms of Reference.	

Chairmen's Committee

Record of Meeting

Meeting held by electronic mail

Date: 3rd August 2018

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Kellie Boydens (Scrutiny Officer)

Agenda matter	Action
1. Economic Affairs Scrutiny Panel - Retail Policy Review	
The Committee noted and approved the Scoping Document and Terms of Reference.	

Chairmen's Committee

Record of Meeting

Date: 28th August 2018

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	Connétable Mike Jackson
Absent	
In attendance	Tom Walker, Director General, Department for Strategic Policy, Performance and Population (Item 1) Samantha Sugden, Policy Officer, Department for Strategic Policy, Performance and Population (Item 1) Tim Oldham (Head of Scrutiny)

Agenda matter	Action
<p>1. Common Strategic Policy</p> <p>The Committee received a briefing on the progress to date of the Council of Ministers in developing the Common Strategic Policy. It was noted that the Policy was required to be lodged by 4th October 2018, and the Council of Ministers was on track for completion. It was agreed that the Committee would be provided in writing with the membership of each Ministerial group working on a variety of distinct priority areas. The Committee welcomed the offer of further engagement with it to assist Scrutiny to plan any work it may decide to undertake.</p>	
<p>2. Policy Development Boards</p> <p>The Committee discussed continued concerns about the impact of the Chief Minister's Policy Development Boards (PDB's) on Scrutiny, in particular the Hospital PDB, following a meeting between the Chief Minister and the President and Vice-President on the matter.</p> <p>The Committee was informed that the Chief Minister had unexpectedly confirmed the appointment of Deputy Caria Alves to the PDB. The Committee recalled it had previously raised its concerns with the Chief Minister about the conflicts of interest that the PDB had created for PAC and the Health and Social Security Panel relating to two other members of the PDB. It was therefore displeased that the Chief Minister had appointed a member who sat on both of those bodies, introducing further complications to their ability to work effectively on hospital and associated health related matters.</p> <p>It was agreed that the President would write to the Chief Minister again to relay the Committee's position on the above and to remind him of its wider, previously communicated issues with PDB's negative impact on Scrutiny.</p>	
<p>3. Scrutiny Panel Remits</p> <p>The Committee discussed potential changes to Panel remits, with a view to ensuring the most effective structure that accounted for ongoing changes to Ministerial portfolios and civil service departments. The Committee was also mindful of</p>	

achieving the most appropriate approach to scrutiny of children's matters. It was agreed that it would be premature to change the remits of Panels at this stage as government changes were not complete, however a watching brief would be kept on developments. Accordingly, the Care of Children Review Panel would continue its work.	
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Chairmen's Committee

Record of Meeting

Meeting held by electronic mail

Date: 31st August 2018

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Tim Oldham (Head of Scrutiny)

Agenda matter	Action
1. Corporate Services Scrutiny Panel – Damages Law Review The Committee noted and approved the Scoping Document and Terms of Reference.	
2. Access to Justice Review Panel The Committee noted and approved the Scoping Document and Terms of Reference.	

Chairmen's Committee

Record of Meeting

Meeting held by electronic mail

Date: 4th September 2018

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Tim Oldham (Head of Scrutiny)

Agenda matter	Action
1. Education and Home Affairs Scrutiny Panel - Post-16 Education Provision Review	
The Committee noted and approved the Scoping Document and Terms of Reference.	

Chairmen's Committee

Record of Meeting

Meeting held by electronic mail

Date: 21st September 2018

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Tim Oldham (Head of Scrutiny)

Agenda matter	Action
1. Environment, Housing and Infrastructure Scrutiny Panel - Vienna Convention on Motor Traffic Review	
The Committee noted and approved the Scoping Document and Terms of Reference.	

Chairmen's Committee

Record of Meeting

Date: 26th September 2018

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	Connétable Mike Jackson
Absent	
In attendance	Tim Oldham (Head of Scrutiny) <u>Item 6 only</u> Carl Walker, Chairman Jersey Consumer Council Anne King, Executive Officer Jersey Consumer Council <u>Item 7 only</u> Tom Walker, Director General for Strategic Policy, Performance and Population Catherine Madden, Chief of Staff Andrew Metcalfe, Director of Constitutional Affairs and Justice Policy

Agenda matter	Action
<p>1. Minutes</p> <p>The Committee approved the records of its meetings held on 9th, 12th, 19th, 25th and 27th July, 2nd, 3rd, 28th and 31st August and 4th and 21st September 2018.</p>	
<p>2. Panel, PAC & Review Panel Activity Reports</p> <p>The Committee noted the activity reports for the Scrutiny Panels, PAC and the following Review Panels:</p> <ul style="list-style-type: none"> • Brexit • Care of Children • Future Hospital • Gender Pay Gap • Legal Aid 	
<p>3. Policy Development Boards</p> <p>Correspondence between the Chief Minister and the President relating to ongoing concerns about the impact of Policy Development Boards on Scrutiny Panels and PAC was noted. It was agreed that further recent issues, such as an inquorate Panel meeting due to the attendance of members at a Policy Development Board meeting, would be raised by the President at her next meeting with the Chief Minister.</p> <p>It was also agreed that the Committee would continue to monitor impact during the agreed six month trial of the Boards, due to be completed in February 2019.</p>	

<p>Mindful of maintain good communication between scheduled meetings, it was agreed that correspondence relating a Committee position on any matter would be circulated to the Committee on the day preceding its intended distribution, in order for any final comments to be provided.</p>	
<p>4. Legislative Scrutiny</p> <p>The Committee noted the lodging of PPC's Proposition <i>P.103/2018 Draft Amendment (No. 37) of the Standing Orders of the States of Jersey</i>. It agreed to establish a small working party of the President and Vice-President to work with the Head of Scrutiny to identify key points that should be brought to the attention of the Committee, with a view to producing Comments on the Proposition.</p>	
<p>5. Children and Young People</p> <p>Consideration was given to ensuring that that the impact of policy decisions on children and young people was appropriately and effectively scrutinized across Panels and the PAC. To provide certainty and a consistent framework, the Committee agreed that the template scoping document, completed at the planning stage of all Reviews, should be updated to include a section that would specifically take account of this perspective.</p>	
<p>6. Jersey Consumer Council</p> <p>The Committee welcomed Carl Walker and Anne King, Chairman and Chief Executive of the Jersey Consumer Council (JCC) respectively, to discuss effective and efficient interaction with the organisation during Scrutiny Reviews. It was noted that the JCC was significantly challenged by funding issues and was unable to engage effectively with all the Reviews it was approached on. It was noted that targeted approaches, via the Chairman, would enable the JCC to communicate early about those matters on which it could focus and add most value to the process.</p>	
<p>7. Common Strategic Policy</p> <p>The Committee welcomed government officials Tom Walker, Catherine Madden and Andrew Metcalfe who updated the Committee about progress on the Common Strategic Policy.</p>	
<p>8. Chairing Skills Training</p> <p>Feedback was provided by the Committee about training held on 5th September. The Committee expressed its thanks to the provider Frontline Consulting for training that had been authoritative and very welcomed.</p> <p>The Committee expressed a particular preference for any future training to also include variety in its format, including scenarios and role plays.</p>	
<p>9. Roles of Scrutiny and PAC</p> <p>The Chairman of PAC introduced a guidance paper prepared to assist the establishment of PAC/Scrutiny in 2005 titled <i>'The Roles of Scrutiny Panels v's the Roles of PAC'</i>.</p>	
<p>10. Future Meeting</p> <p>The Committee agreed to next meet on 25th October 2018.</p>	

Chairmen's Committee

Record of Meeting

Meeting held by electronic mail

Date: 5th October 2018

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Tim Oldham (Head of Scrutiny)

Agenda matter	Action
1. Care of Children in Jersey Review Panel	
The Committee noted and approved the updated Scoping Document for the Review	

Chairmen's Committee

Record of Meeting

Meeting held by electronic mail

Date: 24th October 2018

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Tim Oldham (Head of Scrutiny)

Agenda matter	Action
1. Corporate Services Scrutiny Panel - Budget 2019 Review The Committee approved the Scoping Document and Terms of Reference for the Review.	

Chairmen's Committee

Record of Meeting

Meeting held by electronic mail

Date: 30th October 2018

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Tim Oldham (Head of Scrutiny)

Agenda matter	Action
1. Gender Pay Gap Review Panel - revised budget After consideration of additional information provided at the request of the Committee, approval was given to increase the Review Panel's budget by £10,000 for the purpose of undertaking research via focus groups.	
2. Reducing Use of Plastics in Jersey Review After consideration of additional information provided at the request of the Committee, it approved an increase to the Review's budget of £335 to enable an additional member to participate in a site visit to a recycling facility in the UK.	

Chairmen's Committee

Record of Meeting

Date: 22nd November 2018

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	Connétable Mike Jackson
Absent	
In attendance	Tim Oldham (Head of Scrutiny)

Agenda matter	Action
<p>1. Minutes</p> <p>The Committee approved the records of its meetings held on 26th September, 5th, 24th and 30th October 2018.</p>	
<p>2. Panel, PAC & Review Panel Activity Reports</p> <p>The Committee noted the activity reports for the Scrutiny Panels, PAC and the following Review Panels:</p> <ul style="list-style-type: none"> • Brexit • Care of Children • Future Hospital • Gender Pay Gap • Legal Aid 	
<p>3. PPC update</p> <p>The Committee noted an update on recent matters considered by PPC.</p>	
<p>4. Legislative Scrutiny</p> <p>The Committee noted the extended lodging period for PPC's Proposition <i>P.103/2018 Draft Amendment (No. 37) of the Standing Orders of the States of Jersey</i>. It was agreed that the President and Vice-President would seek to meet the Greffier of the States in order to discuss the proposals, and would report back to the Committee subsequently.</p>	KM/KM/TO
<p>5. Panel Remits</p> <p>The Committee received a draft amendment to Standing Orders in relation to amendment of the remits of the Corporate Services and Economic Affairs Panels. The draft was approved subject to final proof reading by the Legislative Drafting Office. The Committee also agreed that, should the forthcoming proposition be approved by the States, the name of the Economic Affairs Panel would be updated to 'Economic and International Affairs Panel' to better reflect the changes to Standing Orders.</p>	TO
<p>6. Scrutiny Budget 2018 and 2019</p>	

<p>An update report on the 2018 Scrutiny budget was discussed by the Committee with the Head of Scrutiny, along with the provisional position for 2019. Significant concern was expressed about the volume of staff resources supporting Panels and the restrictive impact this posed to their work, as well as the pressures it placed on individual staff members. The Committee considered that the position was compounded by the apparent reduction of the financial budget available to Panels to undertake Review work, for example to commission expert technical advice or targeted technical/market research.</p> <p>It was felt that both issues led to an unsustainable position that would undermine the quality and quantity of scrutiny work if not addressed. The Committee noted the initiatives being pursued by the States Greffe to seek to alleviate the challenges as far as possible, and within the agreed financial framework of the Medium Term Financial Plan. It was agreed that the President and Vice-President would seek to meet the Greffier of the States in order to discuss the situation further, and would report back to the Committee accordingly.</p>	KM/KM/ TO
<p>7. Filming of Public Hearings</p> <p>A framework to regulate the filming of hearings following the introduction of webcasting was approved. It was noted that with webcasting in place, all media organisations and the vast majority of the public had, in practice, ready access to footage from hearings which could be clipped and used on various digital/broadcast platforms. In the case of accredited media organisations in particular, prior signature of a States Assembly Webcasting Media Licence was required to do so, with the agreement extending to scrutiny and PAC webcasts.</p> <p>On the specific matter of members of the public filming scrutiny hearings, the advent of webcasting had highlighted long standing concerns about the professionalism and appropriateness of the environment created by hearings in which witnesses were filmed by members of the public.</p> <p>It was agreed that a revised approach would, most appropriately, largely reflect that of the Chamber. Direct filming by a media organisation or individual (for example for library footage) in that context was only permitted by prior agreement of the Bailiff, and normally restricted to a short period of time. The revised approach adopted for Scrutiny was agreed therefore as follows:</p> <p><i>Procedure for Filming of Scrutiny/PAC Public Hearings</i></p> <ul style="list-style-type: none"> • <i>Filming of public hearings by any person or organisation is not permitted without the prior written consent of the Chairmen’s Committee</i> • <i>As a guide, agreement to film is likely to be permitted only in exceptional circumstances, and in such cases to be restricted to the first five minutes of the hearing</i> • <i>Requests to film should be made in writing (scrutiny@gov.je) to the Committee at least 24 hours in advance of the scheduled start of the hearing and explain why the official webcast footage would not adequately meet the intended need</i> • <i>Any party may request to enter into a States Assembly Webcasting Media Licence agreement to enable them to use the official webcast footage (as per the terms of the agreement)</i> 	TO
<p>8. Questioning Training</p> <p>Feedback was given by the Committee on the Questioning Skills training held on Friday 19th October by the Attorney General. The Committee recorded its thanks to the Attorney General for what had been very welcome and effective training. It agreed that each Panel would take up his proposal to follow up the session by providing his</p>	

feedback on questioning by individual Panels during convenient public hearings early in 2019. Arrangements would be pursued by the States Greffe.	TO
9. Future Meeting The Committee agreed to find an alternative date to its next scheduled meeting on 6 th December 2018, as this would clash with an extended States' meeting.	

Chairmen's Committee

Record of Meeting

Meeting held by electronic mail

Date: 28th November 2018

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Tim Oldham (Head of Scrutiny)

Agenda matter	Action
1. Public Accounts Committee: Recurring Themes Review The Committee approved Terms of Reference and a Scoping Document for the Recurring Themes Review, which set out the overarching framework for a series of targeted Reviews covering the various themes. Terms of Reference and a Scoping Document were also approved for the first targeted Review, examining the themes of Organisational Culture and Corporate Learning.	

Chairmen's Committee

Record of Meeting

Date: 14th December 2018

Present	Deputy Kirsten Morel(Vice-President) Connétable Mike Jackson Deputy Rob Ward
Apologies	Senator Kristina Moore (President) Senator Sarah Ferguson Deputy Mary Le Hegarat
Absent	
In attendance	Tim Oldham (Head of Scrutiny)

Agenda matter	Action
<p>1. Minutes</p> <p>The Committee approved the records of its meetings held on 22nd and 28th November 2018.</p>	
<p>2. Panel, PAC & Review Panel Activity Reports</p> <p>The Committee considered the activity reports for the Scrutiny Panels, PAC and the following Review Panels:</p> <ul style="list-style-type: none"> • Brexit • Care of Children • Future Hospital • Gender Pay Gap • Legal Aid 	
<p>3. Panel Remits</p> <p>The Committee gave final approval to a draft amendment to Standing Orders proposing changes to the remits of the Corporate Services and Economic Affairs Panels. The Committee noted that, should the forthcoming proposition be approved by the States, the name of the Economic Affairs Panel would be updated to 'Economic and International Affairs Panel'.</p>	TO
<p>4. Future Meeting</p> <p>The Committee noted that its next meeting was scheduled to take place on Thursday 31st January 2019, 10am -12pm.</p>	