

Chairmen's Committee

Record of Meeting

Date: 19th April 2016

Present	Deputy J.A.N. Le Fondré, President and Chairman, Corporate Services Scrutiny Panel Deputy L.M.C. Doublet, Vice-President and Chairman, Education and Home Affairs Scrutiny Panel (Items 1 to 4) Deputy A.D. Lewis, Chairman, Public Accounts Committee (Items 1 to 4) Deputy R. Renouf, Chairman, Health and Social Security Scrutiny Panel Deputy S.M. Brée, Chairman, Economic Affairs Scrutiny Panel Deputy D. Johnson, Chairman, Environment, Housing and Technical Services Scrutiny Panel
Apologies	
Absent	
In attendance	Mrs C. George, St Helena Government (Items 1 to 4 in part) Mr S. Fair, CIPFA (Item 4) Mr T. Oldham, Scrutiny Manager Mrs J. Hales, Scrutiny Officer (Item 4) Mr S. Spottiswoode, Scrutiny Officer (Item 4)

Ref Back	Agenda matter	Action
	1. Records of meetings The Committee approved the records of its meetings held on 1st, 3rd, 14th, 18th, 21st and 24th March, and 4th and 12th April 2016, which were signed accordingly by the President.	
01.03.16 Item 2	2. Activity Reports The Committee noted Panel and Public Accounts Committee (PAC) activity reports.	
01.03.16 Item 3	3. Privileges and Procedures Committee: update The Committee considered a briefing paper on the deliberations of the Privileges and Procedures Committee.	
513/50	4. Medium Term Financial Plan Addition The technical adviser to the Corporate Services Scrutiny Panel for its work on the MTFP 2016-19 and MTFP Addition Reviews, Mr S. Fair from the Chartered Institute of Public Finance and Accountancy (CIPFA), was welcomed to the meeting. The Committee discussed with Mr Fair the previously circulated cross-Panel framework for scrutiny of the Addition. It was agreed that each Panel would be responsible for undertaking its own Review on those areas falling within its remit, looking at the full expenditure allocation for Departments and associated consequences on services. This would be separate to the overarching Review being undertaken by the Corporate Services Panel. Panels would undertake their Reviews as they saw appropriate with regard to public hearings,	

	<p>private briefings and other evidence gathering options, and would present Comments and possible Amendments to the States Assembly.</p> <p>To help achieve continuity and efficiency, it was agreed that the Committee would meet more regularly to share progress on scrutiny of the MTFP Addition. Furthermore, should the need for technical advice be identified, Panels would engage the services of CIPFA. Panels would individually arrange with CIPFA the extent of advice required, for example whether or not they required an adviser's report, advice at Scoping Document stage or help with question areas for hearings. CIPFA would liaise directly with each individual Panel via their Scrutiny Officer in the usual advisory way.</p> <p>It was further agreed that Panels would establish their own Terms of Reference, Scoping Document and Budget. However, to assist Panels and to help establish a minimum scope of work that would be undertaken by each Panel, a template Scoping Document and template Terms of Reference would be drafted and circulated to Panels by the Scrutiny Office. Each Panel would then tailor these documents accordingly.</p> <p>It was noted that Panels might benefit from beginning to request information from respective Departments about the MTFP Addition at the earliest opportunity.</p>	
<p>01.03.16 Item 6 511/2/1</p>	<p>5. Residential Property Transactions Review Panel</p> <p>Deputy D. Johnson, Chairman of the Review Panel, updated the Committee about the progress of the Review. It was noted that the Connétable of St Martin had joined the Panel. The Review had been publicised and received notable media attention. Evidence gathering was underway, and although only two written submissions had been received at this stage, this number was expected to rise over coming days.</p>	
	<p>6. PPC Standing Orders Sub-Committee</p> <p>A request for feedback on proposals made by the Standing Orders Sub-Committee was considered. The Committee discussed proposals that related to Scrutiny, and requested its feedback be collated in writing by the Scrutiny Manager and forwarded in the first instance to the President, before final approval by the Committee.</p>	
	<p>7. Future Meetings</p> <p>It was agreed that the Committee would meet, subject to completion of States business, on 27th April, in Le Capelain Room, States Building to complete outstanding agenda items.</p>	