

**WRITTEN QUESTION TO THE CHIEF MINISTER
BY DEPUTY J.H. YOUNG OF ST. BRELADE
ANSWER TO BE TABLED ON TUESDAY 4th MARCH 2014**

Question

Would the Chief Minister provide an updated reply to the question previously asked by Deputy J.A.N. Le Fondre on 9th October 2012 providing full details of the role and membership of all groups established by all Departments, including Transport and Technical Services (for example working parties, policy, advisory, oversight groups) which are either cross-departmental, of which membership comprises only/mainly States officers, or groups of which membership comprises States officers and external third parties) which influence the workings of a Department, and/or development of Ministerial proposals, decisions or policies, and which have met since 1st January 2012 including the name of the group, attendees, frequency of meetings and remit?

Answer

On the 4th March I said we would update the detailed list produced on 9th October, 2012. This has been done, and demonstrates the cross-departmental nature of the public sector.

All major decisions are made by Ministers and are published in accordance with the “Code of Practice on Access to Official Information” to establish a minimum standard of openness and accountability.

A number of groups meet to take forward policy decisions made by Ministers, many of which are cross-departmental.

The groups made up mainly of Officers are primarily operational in nature, or they support the operation of Ministerial Groups.

The information supplied should not be regarded as exhaustive, due to the ambiguity in defining what constitutes “of which membership comprises only/mainly States officers”. Departments have provided as much information as possible. It should also be noted that it does not include Court groups or working parties.

Due to the cross-departmental nature of group membership some groups may appear on more than one departmental list.

Chief Ministers Department – 24th March 2014

Lead Dept (other depts)	Name of Group	Brief Description of remit	Frequency of meetings	Job title of officers/name of organisation
CMD (all depts.)	Corporate Management Board	Chief Officer meeting to discuss draft policy, finance and cross departmental issues	Fortnightly	All Chief Officers
CMD (T&R, EDD, ER).	Financial Services and External Relations Advisory Group	To consider matters relating to financial services and external relations, in order to ensure that the Chief Minister, the Assistant Chief Ministers and Ministers with significant financial services and external responsibilities receive appropriate and co-ordinated advice.	Monthly	Chief Minister, Deputy Chief Minister, Assistant Chief Minister(s), Minister for Treasury & Resources, Minister for Economic Development, Minister for External Relations, Assistant Minister for Treasury & Resources, Chief Executive, HM Attorney General, Director of External Relations, Advisor - External Relations, Treasurer of the States, Director of Financial Services, CO of Economic Development. Other Ministers or officers are invited to attend as appropriate
CMD (LOD, T & R, HA, JFSC LD, EDD).	Jersey Financial Crime Strategy Group	To oversee implementation of the action plan agreed in response to the findings of the IMF assessment of AML/CFT standards (2009). To co-ordinate preparation of the Island's next detailed assessment by Moneyval in September 2014, and beyond. In addition, the Group will seek to ensure that Jersey complies with all relevant international standards and obligations relating to financial regulation and financial crime. It monitors developing international standards, conventions and protocols to counter ML/FT, the financing of the proliferation of weapons of mass destruction, corruption and other financial crime.	Monthly (previously quarterly)	Director of External Relations, Adviser – External Relations, HM Attorney General, CO of Economic Development, Head of Crime Services – States of Jersey Police - Head of Financial Crime Intelligence Unit - States of Jersey Police, Treasurer of the States, Head of Service - Jersey Customs and Immigration, Legal & Intelligence Manager - Jersey Gambling Commission, CEO of Home Affairs, Law Draftsman, Director General – Jersey Financial Services Commission, Director, Office of the Director General, JFSC. Other officers attend as appropriate.
CMD (T & R, JFSC)	(Interim) Jersey Financial Stability Board	To focus on macro-prudential oversight and contributing to identifying, monitoring and addressing systemic risks to the Island's financial system.	Quarterly	CEO - Chief Minister's Department, Director of External Relations, Adviser – External Relations, Economic Adviser, Chief Statistician, CO of EDD, Director of Financial Services, Treasurer of the States, Director General of the Jersey Financial Services Commission and Director-Banking, Investment Business & Insurance, JFSC. Other officers attend as appropriate.

Lead Dept (other depts)	Name of Group	Brief Description of remit	Frequency of meetings	Job title of officers/name of organisation
CMD (T&R, EDD, TTS, Env)	Regeneration Steering Group	Inform policy guidelines for public property and infrastructure regeneration projects	Quarterly	Chief Minister, Minister for Treasury and Resources, Minister for Economic Development, Minister for Transport and Technical Services, Assistant Minister Treasury and Resources, Chief Executive, Treasurer of the States, Economic Development Department Chief Officer, Jersey Property Holdings Acting Director, States of Jersey Development Company Managing Director, Transport & Technical Services Director - Engineering & Infrastructure, Department of the Environment Chief Officer.
CMD	Senior Management Team	Coordinate the operational development of departmental sections and policy implementation	Monthly	Chief Executive, Finance Director-Corporate Group, CSR Team Leader, Director International Affairs, Communications Manager, Director of Human Resources, Law Draftsmen, Director of Corporate Policy, Senior Human Resources Manager, Information Services Director, Director of Financial Services
CMD	Emergency Planning Board and related sub-groups	Ensure there is an appropriate level of planning, preparedness and resilience to enable an effective multi-agency response to major emergencies which would have a significant impact on Jersey.	Quarterly	Chief Executive, States of Jersey Police Chief Officer, Ports of Jersey Group Operations Director, Chief Fire Officer, Assistant Harbour Master, Director of Health & Safety Inspectorate, Director of Environment, Centenier & Representative of Chefs De Police, Transport & Technical Services Chief Officer, Medical Officer of Health, H&SS Director of Finance & Information, Ambulance Service Operations Manager, Emergency Planning Officer, Health & Social Services Chief Executive, Jersey Coastguard Coastguard & VTS Manager, Acting Chief Ambulance Officer
CMD	PSR – Culture Steering Group	Steering Culture Workstream of the Public Sector Reform Programme	Monthly or as required	ESC Chief Officer, HSSD Chief Officer, Ports Chief Executive, PSR Programme Director, Engagement Specialist
CMD	PSR – Lean Steering Group	Steering Lean Workstream of Public Sector Reform Programme	Monthly	Environment Chief Officer, HSSD HR Director, Operations Director (SSD), Senior Manager Organisational Development, Internal Communications Officer, professional & Corporate

Lead Dept (other depts)	Name of Group	Brief Description of remit	Frequency of meetings	Job title of officers/name of organisation
				Services Manager (ITax)
CMD	PSR – E-Government Steering Group	Steering E-Government Workstream of Public Sector Reform Programme	Monthly or as required	EDD Chief Officer, HSSD Chief Officer, Treasurer, ESC Chief Officer, Social Security Chief Officer, information Services Director, E-Government project Manager, representative from Digital Jersey.
CMD	PSR – Workforce Modernisation Steering Group	Steering Workforce Modernisation Workstream of Public Sector Reform Programme	Every 6 weeks	Home Affairs Chief Officer, TTS Chief Officer, Assistant Director of Policy (CMD), Hospital Director, HSSD HR Director, Representatives from Unite, Prospect, NASUWT and Nurses.
CMD	PSR – Workstream Leads Group	Co-ordinate the workstreams of the Public Sector Reform Programme	Monthly	PSR Programme Director, Chief Officer Workstream Leads, PSR Programme Office Director.
CMD	Strategic Planning Programme Board	Provide oversight for the development of a new strategic planning and performance management system	Monthly	Chief Executive, Treasurer, Chief Officers of Home Affairs, Environment and TTS, Director of Corporate Policy, Head of Strategic Planning
CMD	Strategic Plan Implementation Group (SPIG)	Act as contact/ communication point in departments for corporate initiatives in strategic and business planning and performance monitoring.	Quarterly or as required	A representative from each Department responsible for Strategic Business Planning/performance monitoring.
CMD (HSSD/HA/ESC)	Children’s Policy Group Chief Officers’ Group	Provide oversight and support management of Children’s Policy Group agenda and business.	Quarterly	Chief officers and Finance Directors (HSSD/HA/ESC); Chief Probation Officer; CPG Executive Officer
CMD	Adults Policy Groups Chief Officers’ meeting	Provide oversight and support management of Adult’s Policy Group agenda and business.	Quarterly	Chief officers (HSSD/HA/Soc Sec); Chief Probation Officer; APG Executive Officer
CMD (ESC, HSS, Probation)	Children and Young People’s Strategic Framework – Planning group	To oversee development of delivery plans underpinning the Strategic Framework	c. Quarterly	ESC: Head of Early Years, Schools and Colleges, Business Manager, Head of Youth Service, Chief Probation Officer, HSSD: Director of Children’s, Services; Head of Health Improvement, CPG Executive Officer
CMD (HSS)	Historic Abuse Redress Scheme Team	To develop the Historic Abuse Redress Scheme and consider applications for compensation under the Scheme	Monthly	Managing Director, Community and Social Services. Information Governance Manager HSSD. Legal Administration Officer HSSD. Partner, Senior Associate and Senior paralegal at Mourant Ozannes.
CMD (HSS)	Jersey Joint	Multiagency forum for strategic development re	Quarterly	HSSD: Director of Adult Services & Head of Service

Lead Dept (other depts)	Name of Group	Brief Description of remit	Frequency of meetings	Job title of officers/name of organisation
	Secretariat for People with Special Needs	Learning Disability and Autism		for Adult Community Support Services
CMD - HR	Alcohol and Licensing Policy Working Group	To oversee development of Alcohol and Licensing Policy delivery plan	Quarterly (to commence end Q1 2-14)	CMD social policy director; HSSD Public Health Policy officer; HA policy officer; EDD policy officer; Medical Director of Health
CMD - HR	Joint Safeguarding Partnership Boards	To co-ordinate local work to protect and safeguard children and vulnerable adults from harm.	5-6 per year	Representatives from H&SS; SoJP; ESC; FNHC; Probation; Prison; GPs; Third Sector reps; Professional Officer JCPC.
ISD	IS Strategy Group	The purpose of this group is take ownership of and be accountable for the development and fulfilment of the Corporate IS Strategy.	Fortnightly	IS Director, Head of IT Services, ESG Manager, Head of Organisational Development, IS Finance Manager, Programme Office Manager.
CMD - HR	Jersey Appointments Commission	Oversee senior officer recruitment within the public sector and Quangos	4 times per year and recruitment activities	Human Resources Director and HR Business Partner for CMD
CMD – HR	Civil Service Forum	To enable the employer and civil service staff side to discuss items of mutual interest	C 4 times pa	HRD , Dof ER + 2 others /4 TU reps inc Fulltime official
CMD – HR	Suspensions Review Panel	Review of employees suspended in accordance with States proposition	Monthly	Senior Employment Relations Manager HRD, Chair; plus 2 others drawn from States wide Panel of employees.
CMD - HR	Manual Workers' Joint Council (MWJC)/	To determine pay, T&Cs of Manual Workers within its scope	2 to 4 times per year	Employer's Side: Director of Education; CEO H&SS; CEO TTS; Senator Routier; Constable Crowcroft; Deputy Martin. Employees' Side: 6 senior Manual Worker employee representatives.
CMD - HR	Disputes Committee of MWJC	To resolve disputes affecting pay, T&Cs of Manual Workers within the scope of the MWJC	Varies with need. Approx 4 to 6 times per year	Any 2 members from the Employer's Side MWJC and any 2 members from the Employees' Side MWJC.

Economic Development

Lead Dept (other depts)	Name of Group	Brief Description of remit	Frequency of meetings	Job title of officers/name of organisation
EDD	Senior Leadership	To discuss draft policy, finance, and the	Monthly	EDD Leadership Team

	Team	performance of the service		
EDD - Tourism	Jersey Conference Bureau	P.P.P. funded by EDD grant promoting Jersey as a conference destination	5-6 times p.a.	Director of Jersey Tourism and members of industry
EDD - Tourism	Tourism Development Fund	Evaluates funding requests	6-8 times per year	Director of Jersey Tourism, Strategy Manager, External Panel Members
EDD - Gsy	Joint CI EDD/Commerce & Employment meeting	Update on issues relating to Jersey and Guernsey	Six-monthly	Chief Officer, Deputy Chief Officer, Policy/Strategy & Regulatory Director. Maritime Compliance Manager
EDD - Gsy	Joint External Transport Group meeting	Update on issues relating to transport issues affecting Jersey and Guernsey	Six-monthly	Chief Officer, Deputy Chief Officer, Tourism & Marketing Director, Maritime Compliance Manager, Policy/Strategy & Regulatory Director
EDD	Annual Technical Conference	To oversee survey standards of Jersey vessels.	Annual	Registrar of Shipping and associated officers from EDD and Jersey Harbours
EDD	Stakeholder engagement	Policy and Regulation section meets regularly with various stakeholders on an ad hoc basis. Examples include working with Guernsey and CICRA on broadcasting and communications matters, meeting stakeholders with an interest in the development of intellectual property laws, discussing competition policy, law and work programme with the JCRA, cross departmental discussions on licensing policy etc.	As necessary	Various
EDD	Public Lotteries Board	Advise Minister on Channel Islands lottery	Several times per annum	Strategy Manager / PLB Members
EDD - Gsy	Financial Ombudsman Implementation Oversight Group	Discuss proposals for establishment of Financial Services Ombudsman for Jersey / Channel Islands	Fortnightly Conference Call	Strategy Manager / External Consultant / Commerce & Employment (Guernsey) / JFL / GIBA
EDD	Tourism Shadow Board	In the first instance, to define the optimum operational and governance structure and make a recommendation to the Minister to implement changes as necessary.	As necessary	External Board plus CEO, EDD
EDD	Ports of Jersey Shadow Board		Monthly	External Board plus CEO, EDD & Group CEO, Ports of Jersey
EDD	Digital Jersey Board		Bimonthly	External Board plus CEO, EDD
EDD	Jersey Business Board		Bimonthly	External Board plus Deputy CEO, EDD

EDD	Jersey Aircraft Registry Working Group	To advise the Minister on the correct model for the establishment of a Jersey Aircraft registry	As necessary	Assistant Minister, Project Manager, CEO (EDD), Deputy CEO (EDD), LOD, Law Draftsman, Treasury (Tax and GST), plus consultant and externals
EDD	Jersey Finance Limited Board		Bimonthly	EDD's CO, Director of Financial Services,

Education, Sport and Culture Department

Dept.	Name of Group	Brief Description of remit	Meeting Frequency	Job title of officers/name of organisation
ESC	Senior Management Team	To discuss draft policy, finance, and the performance of the service	Fortnightly	ESC Senior Management Team
ESC	Headteachers	To discuss the implementation of policy and operational matters relating to schools.	Termly	Director of ESC, Advisory staff, Primary and secondary headteachers (separate meetings)
ESC	Curriculum Council	This is a statutory group established to advise the Minister on curriculum matters in relation to schools and colleges	Termly	Minister for ESC, Director for ESC, advisory staff, plus teacher reps from early years, primary, secondary, further education
ESC	Governing Bodies	To support the school, provide advice, an independent view and a visible form of accountability for the headteacher and staff of the school	At least termly	Headteacher, Department Representative, Chair of Governors elected by the Governors, Governors selected in accordance with the procedures set out in the Governors handbook.
ESC (T&R)	Fort Regent Steering Group	Ensure there is an appropriate level of planning, preparedness and resilience to enable an effective multi-agency response to major emergencies which would have a significant impact on Jersey.	As required	Assistant Treasury Minister, Assistant Ministers of ESC, Officer from Property Holdings, Chief Executive Jersey, Property Development Company, Senior Management, Fort Regent, Officer from Treasury, Assistant Director ESC
ESC	Skills Board	To advise the Skills Executive on matters relating to the Skills Strategy for Jersey	Monthly	Independent Chair and Board Members appointed from the business community in accordance with Nolan Principles, Head of Lifelong Learning and Skills at ESC
ESC	Early Years Childcare Partnership	To promote best practice in Early Years education and care across private and public sectors, and to advise the Minister on the progress of the early years strategy.	Quarterly	Independent Chair, Practitioners representing various sectors, Officers representing key States departments that contribute to the early years strategy
ESC (EDD,	Skills Executive	To agree, take forward and monitor the Skills	Quarterly	Minister for ESC, Ministers for EDD, ESC, Soc Sec,

Soc Sec)		Strategy		Chief Officers of EDD, ESC, Soc Sec , Supporting officers from EDD, ESC, Soc Sec, Independent Chair of Skills Board
ESC (see CMD)	Children's Policy Group	To coordinate policy development in relation to children and young people	Quarterly	Ministers for H&SS, HA and ESC, Chief Officers H&SS, HA and ESC, Executive officer to Children's Policy Group, Chief Probation Officer, Officer representing States of Jersey Police, Other officers as required
ESC	Sports Advisory Council	To consider and distribute grants to the Sporting Community for travel	Monthly	Members elected from the Jersey Sports Council Assistant Director ESC
ESC	New Town Primary School Working Group	Review proposal from CoM Capital Sub-Group to invest in New Primary School in St Helier	Monthly	Project Director, T&R
ESC	Sports Council	To represent sport in Jersey to the Minister for ESC	Quarterly	Elected from the various sporting associations in Jersey

Health and Social Services

Department	Name of Group	Brief Description of remit	Meeting Frequency	Job title of officers/name of organisation
HSSD	Corporate Management Executive and Corporate Management Team	To discuss departmental draft policy, finance, and the performance of the service	Fortnightly	HSSD Corporate Directors; (HSSD Medical Directors on monthly basis)
HSSD (Soc Sec)	Joint meeting	To discuss and review areas of work which are relevant to HSS and Soc Sec.	every 6 weeks	HSSD and Soc Sec CEO and officers as relevant to agenda
HSSD (Primary Care Body)	Joint meeting	To discuss and review areas of work which are relevant to HSS and the Primary Care Body.	Monthly	HSSD Corporate Director and Primary Care Governance Team, Primary Care Body (8 x GPs)
HSSD	Sustainable Primary Care Project Board	To oversee development of a sustainable model for Primary Care	TBC (commencing April 2014)	HSSD Corporate Director and officers, Social Security, Treasury & Resources; Representatives of Primary Care professionals (GPs, Dentists, Optometrists, Dentists, Community Nurses)
HSSD	Transition Plan Steering Group	To oversee the implementation of the system redesign (Transition Plan)	Monthly	HSSD CEO and Corporate Directors. HSSD Medical Directors. Treasurer and Treasury officials. CEO SSD. 2 x GP.s. Representative of Voluntary and Community Sector

HSSD (T&R)	Estates Strategy Group	Review use of H&SS property	3 time a year	Director JPH AD Estates /T&R/HSS
HSSD (Soc Sec, T&R)	Ministerial Oversight Group	Political Oversight of P82/2012	Monthly	Chief Officers of HSSD, Soc Sec, Treasurer, Corporate Director of System Redesign and Delivery
HSSD (Primary Care Body)	Out of Hours Working Group	To develop a sustainable model for out of hours care	Monthly	HSSD officers, GP representatives

Home Affairs

The Home Affairs department has not included a range of cross-departmental meetings whose primary purpose is front-line partnership activity. The work of these officer groups is focussed upon business-as-usual operational work which does not impinge upon departmental policy or strategy. The department has also listed some groups where Home Affairs is not necessarily the lead department, but these have been listed to ensure they are identified.

Department	Name of Group	Brief Description of remit	Meeting Frequency	Job title of officers/name of organisation
Home Affairs (ESC, SoJP)	Firearms Law Liaison Group	Liaison in relation to matters arising out of the Firearms (Jersey) Law 2000	Ad hoc	Minister for Home Affairs; Chief Officer, Home Affairs; Executive Officer Home Affairs; Assistant Director, Education Sport and Culture; Representative from States of Jersey Police; Representative from the Comité des Connétables; Representatives from Jersey Firearms Council; 2 independent members.
Home Affairs	Prison Board of Visitors (PBOV)	'Watchdog' role in relation to the prison – reporting to the Minister for Home Affairs	Monthly	Members of the PBOV (7 Jurats of the Royal Court); Prison Governor
Home Affairs	Independent Custody Visitors (ICVs)	The ICVs carry out unannounced visits to Police HQ to check on the welfare of detainees. They meet occasionally with officers from Home Affairs to discuss any issues arising.	Ad hoc	Chief Officer, Home Affairs; Executive Officer, Home Affairs; Independent Custody Visitors.
Home Affairs (Prison)	Release on Temporary Licence (ROTL) Panel	To determine prisoner access to community placements and release on Home Detention Curfew	Twice per month	Prison Governor; Probation Officer; Prison Psychologist; Independent member.
Home Affairs (Prison)	Security Board	To preserve the security of the prison and prevent the commissioning of further crime.	Monthly	Prison Governor; Deputy Prison Governor; Head of Operations; Head of Custodial Care; Police Liaison Officer; Customs and Immigration Liaison Officer.

Home Affairs	Criminal Justice Information Technology Group	To work towards the achievement of an integrated and unified criminal justice information system.	Quarterly	Chief Officer, Home Affairs; ISD Representative; Chief Probation Officer; Magistrate's Court Greffier; Director, Jersey Legal Information Board; Head of Custodial Care, Jersey Prison Service; Director of Court Services; Representative of the Chefs de Police; Director of Criminal Justice, States of Jersey Police; Assistant Director, Customs & Immigration; Head of ICT, States of Jersey Police.
Home Affairs	Court Security and Prisoner Transport Group	Review the roles and responsibilities of Police, Prison and Court Support staff in respect of security and prisoner transport and recommend improvements where appropriate	Quarterly	Deputy Chief Officer, States of Jersey Police; Superintendent, States of Jersey Police; Magistrate; Chief Officer, Bailiff's Chambers; Chief Usher, Royal Court; Building Maintenance Manager, Property Holdings; Judge, Family Division of Royal Court; Bailiff's Judicial Secretary; Magistrate's Court Greffier; Acting Assistant Judicial Greffier (Court of Appeal); Deputy Judicial Greffier; Prison Governor; Executive Officer, Planning & Project Management, Home Affairs.
Home Affairs (Jersey Customs and Immigration Service JCIS)	Parasol Group	To discuss drugs matters of mutual interest with Officers of French Customs and the Guernsey Border Agency	Annually	Director, Law Enforcement, JCIS; Assistant Directors, Intelligence and Investigation, JCIS; Officers from French Customs; Officers of the Guernsey Border Agency.
Home Affairs	Anti-social behaviour intervention and prevention group	To provide a collective response to emerging issues of anti-social behaviour and develop and implement ASB interventions	Ad hoc	Executive Officer, Community Safety and Criminal Justice; Chief Inspector, States of Jersey Police; Community Development Officer (Sport), ESC; Representative from Alcohol and Drugs Service; Representative from Health Promotion; Professional Adviser to Schools; Principal Youth Officer; Representative from the Honorary Police; Representative from Housing Representative from the Bridge
Home Affairs	Safer St Helier Community Partnership group	Develop community solutions to keep St Helier safe	Monthly	6 Independent members from St Helier Chief Inspector, States of Jersey Police Executive Officer, Community Safety and Criminal Justice
Home	Building a Safer	To create a safer environment by reducing	In 2011, this	Chief Officer, Home Affairs;

Affairs (HSS)	Society Strategy (BASS)	crime, public disorder and anti-social behaviour; to provide people with opportunities to develop their potential as active and responsible members of society; and to reduce the harm caused by drugs, alcohol and solvents.	was aligned with SP7. From 2012, a new governance structure has been agreed. Meetings to take place every 6 months.	Chief Officer, Health and Social Services; Director, Alcohol and Drugs Service; Director of Adult Services, Health and Social Services; Head of Health Improvement, Health and Social Services; Executive Officer, Community Safety and Criminal Justice;
Home Affairs (SoJP, ESC, Probation)	Domestic Abuse Forum	Preventing domestic abuse and sharing best practice	Quarterly	Representative from the States of Jersey Police; Representative from Children's Service; Representative from Victim Support; Representative from Probation and After-Care Service; Representative from Education, Sport and Culture; Representative from the Women's Refuge; General Practitioners.
Home Affairs (SoJP, ESC, Probation)	JCPC	Child protection	Quarterly	Representative from States of Jersey Police; Representative from Children's Service; Representative from Victim Support; Representative from Probation and After-Care Service; Representative from Education, Sport & Culture; Representative from Family Nursing; General Practitioners.
Home Affairs (SoJP, ESC)	MASH Steering Group	Project group for safeguarding of children and vulnerable adults	Monthly	Representative from States of Jersey Police; Representative from Education, Sport & Culture; Representative from Children's Service; Representative from Family Nursing.
Home Affairs (SoJP, Housing, Probation, Soc Sec, HSS)	Strategic Management Board relating to Jersey Multi-Agency Public Protection Arrangements (JMAPP)	Management of sex offenders, violent and other dangerous persons	Quarterly	Representative from States of Jersey Police; Representative from Probation and After-Care Service; Representative from Health and Social Services; Representative from Housing; Representative from Education, Sport & Culture; Representative from Social Security Department; Representative from Jersey Prison Service; Representative from the Honorary Police.
Home Affairs	Prolific Offender Management Group	Identify and actively manage prolific offenders	Ad hoc	Representatives from States of Jersey Police; Representatives from Probation and After-Care

(SoJP, Probation)				Service.
Home Affairs (SoJP, LOD)	Tripartite Financial Crime Forum	Financial crime investigation and regulatory matters	Quarterly	Representative from the Law Officers' Department; Representative from States of Jersey Police; Representative from Joint Financial Crimes Unit; Representative from Jersey Financial Services Commission
Home Affairs (SoJP) / Honorary Police	Honorary Tasking	Information sharing to inform operational deployment	Monthly	Representatives from States of Jersey Police; Representatives from Honorary Police
	Anti-Money Laundering / Combating the Financing of Terrorism Strategy Group	Considers matters of anti-money laundering and financing of terrorism	Ad hoc	Representative from Chief Minister's Department; Representative from Jersey Financial Services Commission; Representative from Joint Financial Crimes Unit; Representative from Law Officers' Department; Representative from Customs and Immigration Service; Representative from Economic Development Department.
	Sanctions Forum	Consideration of sanctions matters	Ad hoc	Representative from Chief Minister's Department; Representative from Jersey Financial Services Commission; Representative from Law Officers' Department; Representative from Joint Financial Crimes Unit
	Bailiff's Panel	Event planning	Monthly	Representative from States of Jersey Police; Representative from Environmental Health; Representative from Health and Safety; Representative from Fire and Rescue Service; Representative from Ambulance; Representative from Bailiff's Office.
	Road Safety Panel	Road safety	Quarterly	Representative from States of Jersey Police; Representative from Driver and Vehicle Standards; Driving instructors; Representative from Transport & Technical Services; Representative from Compulsory Basic Training (CBT); Representative from 'Hands Off' Charity; Representative from Motor Trade Federation.
	Licensing Assembly	Licensing	Quarterly	Representative from States of Jersey Police;

				Representative from Bailiff's Office
	Licensing Trade Meeting	Licensing	Quarterly	Representative from States of Jersey Police; Representatives from licensed trade and night clubs.
	La Collette Flame Group	Public Safety	Quarterly	Representative from States of Jersey Police; Representative from Fire and Rescue Service; Representative from Ambulance; Representative from Health and Safety; Representative from Transport & Technical Services; Representative from Jersey Gas; Representative from Jersey Electricity.
	Major Incident Gold Group	Manage response to major incidents	As required	Representatives of appropriate agencies at Chief Officer level.
	Criminal Justice System Board	To have strategic oversight and keep under review and co-ordinate all legislative and other initiatives relevant to criminal justice.	Every 6 months	Bailiff; Chief Minister; Attorney General; Minister for Home Affairs; Chief Officer, Home Affairs; Judicial Greffier; Chief Officer, States of Jersey Police; Deputy Judicial Greffier; Chief Executive of the States; Magistrate; Jurat, Royal Court; Chief Officer, Bailiff's Chambers; Bâtonnier; Superintendent, States of Jersey Police; Representative from the Comité des Connétables; Director of Criminal Justice, States of Jersey Police.
	Criminal Justice Working Group	Responsible for the delivery of the Justice System Board objectives (see above)	Every 6 weeks	Attorney General; Chief Officer, Home Affairs; Magistrate; Magistrate's Court Greffier; Prison Governor; Director of Court Services, Judicial Greffe; Director of Criminal Division, Law Officers' Department; Head of Service, Customs and Immigration; Chief Clerk, Law Officers' Department; Chief Officer, Bailiff's Chambers; Representative from the Honorary Police; Senior Legal Adviser to States of Jersey Police; Victim Support Representative; Director of Criminal Justice, States of Jersey Police; Deputy Judicial Greffier; Chief Officer, States of Jersey Police; Chief Probation Officer; Jersey Advocate (Bar representative).
	Integrated Offender Management Group	To ensure that best practice is achieved in the management of offenders through the commissioning of research and evaluation of outcomes.	Quarterly	Chief Probation Officer; Prison Governor; Director of Children's Services; Inspector, States of Jersey Police; Magistrate.

	Legislation / Procedure Review Group	To act as a conduit for the consideration of all changes to legislation and procedures which affect criminal justice in Jersey	Quarterly	Advocate (Bar representative); Director of Criminal Division, Law Officers' Department; Magistrate; Director of Criminal Justice, States of Jersey Police.
	Criminal Justice System Performance Group	To monitor the performance of the Criminal Justice system	Quarterly	Director of Court Services; Director of Corporate Development, States of Jersey Police; Magistrate's Court Greffier; Finance Manager, Viscount's Department; Director, Jersey Legal Information Board.
	TETRA User Group	To oversee the use of the TETRA radio system	Ad hoc	Chief Officer, Home Affairs; Representative from the States of Jersey Police; General Manager, Communications Services; Representative from Jersey Ambulance Service; Representative from the Fire and Rescue Service; Representative from the Airport Fire and Rescue Service; Representative from the Honorary Police; Representative from TTS; Representative from Jersey Prison Service; Representative from TTS Parking Control

Housing

Dept.	Name of Group	Brief Description of remit	Meeting Frequency	Job title of officers/name of organisation
Housing	Tenants Forum	To provide a key communications link between States tenants and the Housing Department and to consult on, inform and develop policy in respect of service delivery.	6 weekly	Tenant Forum Members (States Tenants), Housing Officers e.g. Community Liaison Officers and Head of Housing Services
	JMAPPA Strategic Management Board	To monitor the JMAPPA process, propose and review practice and policy in relation to managing clients posing high or very high risk of harm to people in Jersey.	Quarterly	Officers from Home Affairs (Police, Probation & Prison), Social Security, Education, Housing & HSSD
	Supported Housing Group	To assess applications for supported housing for a vulnerable client group, manage support plans and any associated risks.	Monthly	Officers/Representatives from the Housing Department), HSSD, Shelter Trust, Silkworth Lodge, Probation
	16-25yr old Supported Housing	To develop an additional facility of supported accommodation for vulnerable 16-25 yr olds –	2 monthly	Officers/Representatives from HSSD, Housing, Social Security, Shelter, Youth Service

	Project Team	linked to report endorsed by CPG and Children & Young People's Strategic Framework		
	Autism Strategy Group	Deliver the Strategy for the support of people on the Autistic Spectrum and people with associated development disorder/complex needs in Jersey 2012-2015	Quarterly	Offers/Representatives from HSSD, Housing Department, Autism Jersey, Social Security & Home Affairs
	Anti-Social Behaviour Intervention Group	To bring a coordinated response to hot spots of anti-social behaviour within the Island	Quarterly	Officers of the Housing Dept, Home Affairs, SoJ Police, Honorary Police, HSSD & ESC.

Department of Environment

Department	Name of Group	Brief Description of remit	Frequency of meetings	Job title of officers/name of organisation
DoE	Abattoir User Group	Monitor and advise on operations to ensure continued efficiency and value for money	3 times per annum	Director EMRE, Senior Livestock Advisor, States Vet, Abattoir Manager from TTS and Industry stakeholders
DoE	Administrative licensing groups including FEPA Board and fisheries licensing panel	To make recommendations to the Minister relating to the issue of licences in respect of fishing in French waters, using specific fishing methods and managing dredging, marine dumping, etc.	Varied.	Environment Director and 4 members of marine resources team are involved in such meetings, often sitting as experts.
DoE	British Irish Council - Energy work stream - Grid Infrastructure	To strengthen and consolidate ongoing co-operation and the exchange of information, experience and best practice between Member Administrations on issues of grid connectivity	½ yearly	Director for Environmental Policy and reps of other BIC administrations
DoE	British Irish Council - Energy work stream - Renewable Energy	To strengthen and consolidate ongoing co-operation and the exchange of information, experience and best practice between Member Administrations on issues of marine renewable energy	½ yearly	Director for Environmental Policy and reps of other BIC administrations
DoE	British Irish Council – Environment work stream	To strengthen and consolidate ongoing co-operation and the exchange of information, experience and best practice between Member Administrations on issues pertaining to the Environment	½ yearly	Director for Environment and subject specialist, and reps of other BIC administrations

DoE	British-Irish Council Collaborative Spatial Planning work stream	To strengthen and consolidate ongoing co-operation and the exchange of information, experience and best practice between Member Administrations on spatial and territorial matters	½ yearly	Director of Planning Policy and reps of other BIC administrations
DoE	Countryside Enhancement Scheme Panel	To decide and agree on allocation of Countryside Enhancement Grants	Annually	CEO of EDD, EMRE Director, Principle Ecologist, CEO of RJHS and Industry stakeholders.
DoE	Channel Island Renewable Energy Forum	To share knowledge across the Bailiwicks of Jersey and Guernsey in respect of renewable energy development and deployment	Approx 4 pa and one political summit pa	Officer - Director for Environmental Policy from Jersey. Similar attendance from representative officers from Guernsey, Sark and Alderney. Political representatives are Minister for Planning and the Environment and the Chairman of the Renewable Energy Commission (see below) from Jersey. Sark are represented by a member of the Chief Pleas and Guernsey by the Minister for Commerce and Employment
DoE	Dairy industry liaison group	Liaison between Government, (EDD and Environment) and senior representatives of the Island's dairy industry.	6 monthly	Environment Director, EMRE Director, Livestock Advisor and senior members of dairy industry
DoE	Eco-Active States – project team	Officer working team to ensure co-ordination between the Eco-Active States Programme and other related areas of work within procurement, TTS and the JPH energy project.	c.6 per annum	Officers - Senior Policy Manager and Eco-Active Programme manager from DoE. Representatives from JPH energy project, TTS – transport and waste.
DoE	Energy Policy Political Steering Group	To bring together key political stakeholders in the development of the Energy Policy	Varied	Minister for Planning and Environment, Director of Environment, Chief Executive Officer, Director for Environmental Policy, Treasury Minister, Minister for EDD, Minister for TTS
DoE	Ecology Trust Fund (ETF)	The Ecology Trust fund was created in 1991 with funds from an insurance payment for compensation from the oil tanker, the 'Amoco Cadiz', disaster. The funds were invested and the interest generated is granted to applicants for "ecological purposes". Minister decided in 2012 to continue with this group in the existing format.	Meetings take place ad hoc, when applications to the fund have been received	The Board of Trustees comprises 5 (including the Chair) members recommended by the Minister for Planning & Environment and approved by the States. It is chaired by a States Member who is appointed by the Minister for Planning & Environment and approved by the States. Members should serve for no more than 10 years. The current members: Deputy Anne Pryke (Chair - appointed 2006), Mr James Maxwell Allen, Mr Frances Binney, Mr Jerry Neil, Dr Amy Hall. The current Executive Officer is the Principal

				Ecologist, Department of the Environment, supported by a Natural Environment Officer
DoE	Fisheries Technical Working Groups	To provide management advice on particular commercially important stocks in the Bay of Granville	As required	Marine and Coastal Manager, Marine Scientist, Scientists from IFREMER
DoE	Health and Environment Strategy meetings	Meetings to assess at strategic and operational level where synergies lie between Health Protection (HSSD) and the Department of the Environment	Monthly	Environment Director and Director for Health protection Jersey / Guernsey
DoE	Jersey Architecture Commission (JAC)	To provide independent, informed design critique of major development schemes to assist the Minister and the Planning Applications Panel in decision-making, where the design and architecture of schemes is a material planning consideration. Also offers advice in relation to the preparation of site-specific development briefs for the development of States-owned land set out in the Island Plan. Minister decided in 2012 to continue with this group in the existing format.	Bi-monthly	The panel commission is made up of up to eight formally-appointed Commissioners, made up of local industry experts. Three commissioners attend as a minimum; the maximum attendance is set at four members.
DoE	Jersey Biodiversity Partnership	Set up in 2006 for the purpose of implementing a range of action plans designed to target those species and habitats which are considered to be threatened, or in need of special attention and to provide a range of strategies and targets for their conservation.	Annually	Action for Wildlife Jersey, C.S Conservation, Durrell Wildlife Conservation Trust, Guernsey Biological Record Centre, Jersey Amphibian and Reptile Group, Jersey Barn Owl Network, Jersey Bat Group, Jersey Hedgehog Preservation Group, Jersey Trees for Life, JSPCA, Little Green Man, New Era Veterinary Hospital, Société Jersiaise, St Helier in Bloom St Martin in Bloom, The National Trust for Jersey
DoE	Jersey Energy Trust (JET)	Established under MD-PE-2009-0114 to provide oversight of the Energy Efficiency Service.	6 per annum	Officers – Chief Exec & Dep. Chief Exec of P&E, Director of Env. Policy, Energy Efficiency Service Programme Manager. External members –Sir Nigel Broomfield (Chair), Andrea Cook OBE, Chris Ambler and David Lord
DoE	Joint Advisory Committee	Established under international agreement between UK and France concerning Fishing in the Bay of Granville. To discuss all aspects of commercial fishing and fish stocks, including	3 per year	Assistant Director Marine Resources. Other marine resources officers depending on agenda. Fisheries Association members from Normandie and Brittany.

		scientific. To recommend to the JMC measures needed to research and implement management regimes.		
DoE	Joint Jersey Water meeting	Enable discussion and joint working to ensure the Island's water supply is maintained (specifically ref pollution, over abstraction and drought situations)	1/4 yearly alternating meetings	Officers of DoE, Chief Engineer and Officers Jersey Water
DoE	Joint Management Committee (JMC)	Established under international agreement between UK and France concerning Fishing in the Bay of Granville. To receive reports and make recommendations to the governments of Jersey and France relating to the management and regulation of commercial fishing in the Bay of Granville	2 per year	Assistant Director Marine Resources. Other marine resources officers depending on agenda. Representative from Chief Ministers Dept and French Government Officials
DoE	La Collette Hazards Review Group	Specific threats and solutions to La Collette	Quarterly	Environment Director or Delegate, members of emergency services, fuel supply companies, states departments, occupying land at La Collette
DoE	Marine Climate Change Impact Partnership Steering Group (UK)	To provide evidence and advice on climate change in the marine environment	2 per year	Marine and Coastal Manager, Representatives from UK and DA governments and NGOs
DoE	Marine Resources Panel	For stakeholders in the marine resource to make recommendations to the Minister on the management of the marine resource (fish, habitats and living aquatic resources).	6 per year	Panel currently under review, but generally attended by: Director (varies), Assistant Director Marine Resources. Other marine resource officers depending on agenda. Representative from Jersey Harbours and Industry and stakeholders.
DoE	Oil Care Group	Facilitate discussion and joint working to reduce oil pollution in Jersey.	Annually	Officers of DoE and members of the Island's fuel suppliers, heating engineers, plumbers.
DoE	Planning Applications Panel	States members appointed by the Minister for Planning and Environment to review and support the planning applications process	Monthly	7 States members
DoE	Rural Initiative Scheme Group	To decide and agree allocation of grants in order to assist the diversification and growth of the rural economy	Annually	Director EMRE, Assistant CEO of EDD, JCRA, members of the public
DoE	Ramsar / N2K Steering Group (UK)	To provide advice on management of marine protected areas (MPAs)	2 per year	Marine and Coastal Manager, Representatives from UK and DA governments and NGOs
DoE	Ramsar Management	To produce and implement the management	As required	Director of Environment, Marine and Coastal

	Authority / Committee	plans for Jersey's Ramsar Sites		Manager, Representatives from TTS, ESC, PoJ, Parishes and NGOs
DoE	Renewable Energy Commission - (formerly Tidal Power Commission and Tidal Power Group)	Established under MD-PE-2009-0093 to carry out investigations into the potential for Renewable Energy for Jersey and advise the Minister	Approx 4 pa. Group mandated to 2013	Officer support – Director of Environmental Policy, Constable Grouville (Chair), Sir Nigel Broomfield, Alick McIntosh, Mike Liston.
DoE	States Emergency Planning Board	Strategic Chief Officer / Director group considering major island threats.	Quarterly	Environment Director or Delegate and representatives of emergency services and other states department
DoE	Technical Advisory Group (England/Wales)	To provide advice on marine and fisheries management	2 per year	Marine Scientist, representatives from Inshore Fisheries and Conservation Authorities and Government

Social Security

Department	Name of Group	Brief Description of remit	Frequency of meetings	Job title of officers/name of organisation
Social Security	Get People Into Work Taskforce - Officers	Strategic priority – continue to develop, progress and monitor.	Monthly	Chief Officers, SSD, ESC, EDD Director of Corporate Policy, Chief Internal Auditor, Economic Advisor, Operations Director SSD
Social Security	Housing Adaptations Grants Assessment Panel	Assess applications for grants from people with disabilities for adaptations to homes that are privately rented or owned	When required to consider applications	SSD Finance Manager, H&SS Head of OT Services & external member
Social Security	Senior Management meeting	To discuss draft policy, finance & operational performance.	Fortnightly	SSD Chief Officer, SSD Directors, Assistant Director States HR, ISD Senior Business Partner
Social Security	Pharmaceutical Benefit Advisory Committee	Statutory body responsible for making recommendations to the SS Minister for the inclusion or deletion of products from the Approved List of Pharmaceutical Preparations	Quarterly	Chair, MOH, Chief Pharmacist General Hospital, SSD officer, SSD Pharmaceutical Advisor, 3 medical practitioners and 2 approved suppliers, secretary
Social Security	Social Security Advisory Council	Statutory independent body to provide advice on Social Security issues to the SS Minister	Monthly	Chairman and between 4 and 8 external members
Social	Construction	Review of draft health and safety	Approx.	Director of Health and Safety. 6 representatives

Security	working party forum	legislation affecting the construction industry	monthly between April & August 2013	nominated by the Jersey Construction Council
ESC/SSD/EDD	Skills Board	To advise the Skills Executive on matters relating to the Skills Strategy for Jersey	Monthly	Independent Chair and Board Members appointed from within the business community in accordance with Nolan Principles, Head of Lifelong Learning and Skills at ESC
SSD/HSSD	GP Central Server	The GP Central Services project will deliver a central repository to store Electronic Healthcare Primary Care Record for all Jersey residents.	Monthly	Senior officers from SSD, H&SS, Public Health, Data Protection and the Primary Care Body.
SSD/HSSD	Health Benefits Advisory Panel	To provide guidance on activity that can result in a medical benefit claim from the HIF	Fortnightly	Director of Primary Care Governance team, Director of Contributions, Enforcement & Contributory Benefits SSD, Policy Principal Health, Manager Health & Pensions, Manager of Healthzone, 2 x PCB (Primary Care Body)
SSD/HSSD	Long Term Care Steering group	Joint meeting to manage & review implementation of inter-departmental process and systems changes associated with the new Long Term Care benefit	Monthly	Senior officers from SSD and HSSD

Treasury & Resources

Department	Name of Group	Brief Description of remit	Meeting Frequency	Job title of officers/name of organisation
T&R	Tax Strategy Group	To discuss strategic tax issues on policy and administrative matters	Monthly	Internal only. Treasurer. Director, Tax Policy. Interim Comptroller of Taxes. Deputy Comptrollers. Director, GST. Deputy Director Tax Policy. Tax policy senior managers
T&R, EDD, Housing	High net worth steering group	To discuss tax and non-tax policy matters relating to Jersey's high net worth offering	Monthly during 2011	Internal only. Director, Tax Policy. Director, Population Office. Comptroller of Taxes. Director, High Value Residency
T&R	Double Tax Agreement Advisory Group	To discuss the double tax agreement policy.	Ad-hoc. Established 2012	Director, Tax Policy. Heads of tax of local external bodies
T&R	Income Tax	Determine forecast of Income Tax revenues for	Between two	Treasurer of the States. Comptroller of Taxes. Head

	Forecasting Group	planning/budgeting purposes.	and five times a year	of Financial Planning. Economic Advisor. Economist. Finance Director of Taxes Office
T&R	Tax Strategy Group	Taxes Office and Tax Policy Unit to review tax strategy issues.	Monthly	Comptroller of Taxes. Deputy Comptrollers of Taxes. Director of GST. Director of Tax Transformation Program. Tax Policy Unit
T&R	Taxes Transformation Programme Steering Group	Oversee implementation of the Tax Transformation Programme	Monthly	Treasurer of the States. Comptroller of Taxes. Head of Service - Customs and Immigration. Chief Officer of Social Security. Director Tax Transformation Program. Director Tax Policy Unit Deputy Comptroller of Taxes. Head of Policy at Social Security
T&R	Technical Working Group	To develop options for further consideration on changes to the Public Employees Contributory Retirement Scheme (PECRS) to ensure it is affordable, sustainable, and fair for the long term.	Ad hoc	Treasurer, Director of Accounting Services, Project Director (Pensions), Head of Dedicated Pensions Unit, Chair of Committee of Management, 3 other members of Committee of Management
T&R	Insurance Risk Forum and Insurance Group	(i) To monitor the insurable risk management controls and performance of all participants within the States of Jersey insurance group boundary cover arrangements. (ii) To investigate and improve all areas of insurable risk management within the States of Jersey (e.g. Health and Safety, Business Continuity Management, etc.)	Bi-Monthly	All States Departments & States of Jersey External Risk Consultants
T&R	Treasury Advisory Panel	Provide advice to the Minister and Treasurer on the following matters. <ul style="list-style-type: none"> • Fund Investment Strategies • Investment performance • Appointment and dismissal of IM • Currency and Interest rate exposure • Other Advice 	Minimum quarterly	Minister / Deputy Minister for T&R, Independent Chairman & Treasurer of the States
T&R	Charitable Funds Oversight Board	Review the continuing operations of certain Charitable Funds. Recommend potential changes to Fund operations where appropriate	Bi annual	Treasurer of the States, Head of Investment Management & Charitable Funds
T&R	Finance Advisory Board	Discuss high-level financial management matters which affect all Departments	Monthly	Treasurer of the States. All Departmental Finance Directors. Other senior T&R officers

T&R	Financial Management and Reporting Group	Discuss detailed financial management matters which affect all Departments	Quarterly	One finance officer from each States department
T&R	Senior Management Team	Discuss matters relating to T&R Department	Monthly	Treasurer of the States. Various senior T&R officers
T&R	Police Relocation Group	Provide Treasury input to the Police Relocation Group	Attendance when called by the Project Manager	Various senior T&R officers
T&R	States of Jersey Investments Limited statutory meetings	Meetings of the Directors of the company. This company holds the Jersey Post and Jersey Telecom Investments	Adhoc	Head of Shareholder Relations / Treasurer of the States / Deputy Treasurer and Chief Officer of Social Security
T&R - Procurement	Procurement Transformation Board	Promote Procurement throughout SOJ and make CSR savings	Bi-monthly	Treasurer of the States. CO DofE. CO of TTS. Director of Strategic Procurement. Director of Accounting Services. Project Support Officer
T&R - Procurement	H&SS Savings Group	Deliver and monitor CSR savings in H&SS	Monthly	Director of Strategic Procurement. Director of Finance and Information, H&SS. Director of Accounting Services. Category Manager for H&SS. Programme Manager CSR for H&SS. Project support Officer
T&R - Procurement	ESC Procurement Group	Co-ordinate Procurement throughout ESC.	Bi-monthly	Category Manager for Professional Services. Sports and Facilities Manager. Assistant Finance Director for ESC. Finance Manager for ESC. Project support Officer
T&R - Procurement	Travel working Group	Implement the new Travel Management co throughout SOJ	Monthly	Category Manager for Professional Services 2 representatives from HRG. Office Manager - Schools and Colleges. PA To Chief Officer Scrutiny Administrator
T&R - Procurement	Managed Print Board	Implement managed Print throughout SOJ.	Bi-monthly	Director of Strategic Procurement. Category Manager for Professional Services. 3 representatives from Danwood. CO of DoE Senior Manager – BSG IS. Director of Accounting Services
T&R - Procurement	P2P project Board	Implement new P2P throughout SOJ	Monthly	Director of Strategic Procurement. Projects Director. Enterprise Systems Manager. Senior Manager –ESG IS. Director of Finance and Information for H&SS. Assistant Finance Director for ESC. Head of Financial Processing Shared Serv. Director of

				Accounting Services. P2P Functional Manager
T&R - Procurement	Health & Safety Group	Ensure T&R is compliant with policy	6 weekly	Director of Strategic Procurement. Programme and Business Manager Vault and Support Services Manager Processing and Controls Administrator HR Manager
T&R – JPH	JPH SMT	JPH Management Forum	Monthly	Director JPH Assistant Directors, Finance Director
T&R – JPH	Backlog Maintenance Working Group	Backlog Maintenance Prioritisation and Monitoring	Monthly	Director JPH AD FM, HSS
T&R – JPH	Office Rationalisation Project Board	Office Accommodation Strategy	As diarised	Director JPH AD Estates and AD Capital /CMD/T&R
T&R – JPH	Police Relocation Steering Group	Police relocation	As diarised	AD Asset Management, Head of Capital/Home Affairs/CMD
T&R – JPH	Fort Regent Steering Group	Future of Fort Regent	As diarised	Director JPH ESC/T&R/SoJDC
T&R – JPH	Bus Contract Project Board	New bus contract	Bi Monthly	AD Asset Management TTS/CMD
T&R – JPH	H&SS Staff Accommodation Working Group	Improve allocation of accommodation for H&SS key workers	As diarised	Director, Information & Business Services Manager/T&R/JPH/Housing/HSS
T&R – JPH	Transformation Programme - FM&I Project	Development of energy issues within JPH maintenance delivery model	Weekly	AD - FM, Principal Building Services Manager, Energy Manager/ T&R/ Environment
T&R – JPH	Corporate Health and Safety Steering and Implementation Groups	Policy setting and Implementation	As diarised	AD Business Planning /Various representatives from other depts
T&R – JPH	Insurance Risk Forum	Mitigation of insurance risks	As diarised	AD Business Planning /Various representatives from other depts
T&R – JPH	P2P Extended Project Group	Consultation around the P2P project	As diarised	AD Business Planning /Various representatives from other depts

Transport and Technical Services

Department	Name of Group	Brief Description of remit	Meeting Frequency	Job title of officers/name of organisation
TTS	Senior Management Team	To discuss Ministerial Decisions and matters relating to the TTS Department.	Weekly	<ul style="list-style-type: none"> - Chief Officer for TTS - Director of Transport for TTS - Director of Engineering and Infrastructure for TTS - Director of Finance for TTS - Director of Operations for TTS - Project and Planning Manager for TTS - Senior Human Resources Manager for TTS
TTS	Liquid Waste Strategy Ministerial Oversight Group	To provide political direction, support and challenge to the Liquid Waste Strategy.	Monthly	<ul style="list-style-type: none"> - Chief Executive - Chief Minister - Treasurer of the States - Chief Officer for TTS - Minister for TTS - Director of Finance for TTS - Director of Operations for TTS - Minister for Treasury and Resources - Assistant Minister for Treasury and Resources - Chief Officer for Planning and Environment - Minister for Planning and Environment - Director for Environment / Deputy Chief Officer for Planning and Environment - Assistant Director Drainage Infrastructure - Constable of St Brelade
TTS	St Aubin Project Board	Oversight of village improvement scheme.	As required	Director of Infrastructure, Director of Transport, Connétable Pallet, Deputy Young, Community Representatives
TTS	St Mary's Project Board	Oversight of village improvement scheme.	As required	Director of Transport, Connétable Gallichan, Deputy Le Bailly, Parish Centenier
TTS	St John's Project Board	Oversight of village improvement scheme.	As required	Director of Transport, Connétable Rondel, Parish Roads Committee Representatives, Parish

				Committee Rural Representative
TTS	St Lawrence Project Board	Oversight of village improvement scheme.	As required	Director of Transport, Connétable Mezbourian, Deputy Noel, Deputy Le Fondré
TTS	Bus Strategy Political Steering Group	Political Steering Group.	As required	Minister for TTS, Connétable Gallichan, Connétable Mezbourian, Deputy Herrisier, Deputy Reid
TTS	Road Safety Panel	Road safety.	Quarterly	TTS, Home Affairs, Health Officers and Community Representatives
TTS	Road Safety Strategy	Road Safety Strategy.	As required	Manager of Transport Policy, Chief Officer Home Affairs, Home Affairs Officers
TTS	Active Travel Strategy	Active travel.	As required	TTS, Health, Education and Environment Officers
TTS	Cycle Promotion Events	Promote sustainable travel.	As required	TTS, Health, Environment and Education Officers
TTS	Eastern Cycle Network	Eastern cycle network development.	As required	Assistant Minister for TTS, Director of Transport, Deputy Labey, Grouville Community Representatives
TTS	Town Team	Economic development of Town.	As required	Parish of St Helier, Chamber of Commerce, EDD and TTS Officers