



Corporate Services Scrutiny Panel

Records of Meetings

Year: 2021

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

Signed

A handwritten signature in black ink, appearing to read "Kristina Moore".

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Chair,
Senator Kristina Moore

Corporate Services Scrutiny Panel

Record of Meeting

Date: 5th January 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Connétable Richard Vibert [Items 6, 7, 8 and 9 only] Connétable Karen Shenton-Stone
Apologies	
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
<p>1. Records of Meetings</p> <p>The Panel approved the records of the meeting held on the 9th December 2020.</p>	
<p>2. COVID-19 Response and Recovery Review</p> <p>The Panel agreed that the draft Interim COVID-19 Response and Recovery Review Report would be updated to include further relevant information available during 2020, specifically pertaining to the Scientific and Technical Advisory Cell (STAC) and guidelines for Islanders during Christmas.</p> <p>The Panel agreed that the updated report would be reviewed electronically for agreement by its next formal meeting on Tuesday 26th January 2021.</p>	KG
<p>3. People and Corporate Services Review</p> <p>The Panel noted that a spreadsheet of possible advisors had been prepared and agreed that this would be reviewed electronically.</p> <p>The Panel noted that a press release was in the process of being drafted and would be sent to the Panel electronically for review before approval.</p>	KG
<p>4. Public Hearings</p> <p>The Panel agreed that Quarterly hearings with the Chief Minister would be arranged for the following dates and times:</p> <ul style="list-style-type: none"> • Q1 – Wednesday 10th March 2021 (10.30 – 12.00) • Q2 – Wednesday 9th June 2021 (10.30 – 12.00) • Q3 – Wednesday 15th September 2021 (10.30 – 12.00) • Q4 – Wednesday 8th December 2021 (10.30 – 12.00) <p>The Panel agreed that Quarterly hearings with the Minister for Treasury and Resources would be arranged for the following dates and times:</p> <ul style="list-style-type: none"> • Q1 – Wednesday 17th March 2021 (10.30 – 12.00) 	KG

<ul style="list-style-type: none"> • Q2 – Wednesday 2nd June 2021 (10.30 – 12.00) • Q3 – Wednesday 22nd September 2021 (10.30 – 12.00) • Q4 – Wednesday 15th December 2021 (10.30 – 12.00) <p>The Panel discussed its rescheduled (Q4 2020) quarterly public hearing with the Minister for Treasury and Resources due to take place on the 8th January 2021. The public hearing had been rescheduled from the 14th December 2020 due to the States Assembly being extended. The Panel reviewed its question plan for the public hearing and agreed that it would be updated to include additional questions around the “Spend Local” cards, Business Loans and funding of the Office Strategy.</p>	
<p>5. Work Programme</p> <p>The Panel discussed its 2021 work programme It was agreed that the COVID-19 Response and Recovery Review would be updated to reflect the potential publication of its report.</p> <p>The Panel agreed that an updated scoping document would potentially be required for its review of Prior Year Basis Taxation reform, to allow for further review of regulations when lodged in Q1 2021. This would include potential further inclusion of the Panel’s advisor.</p> <p>The Panel agreed that an updated timescale for the lodging of the Public Inquires Law would be requested. It was noted that consultation with specialists and the States of Jersey Complaints Board would potentially be required when scrutinising the Law.</p> <p>The Panel noted that it had not received a draft of the amendments to the States of Jersey Employment Law Employees 2005 which had been expected by the end of 2020. It was agreed that these would be requested.</p>	KG
<p>6. Ministerial Decisions</p> <p>The Panel noted MD-TR-2020-0152, Andium Homes Ltd: Independent Director: Extension of Appointment and agreed that the Minister would be questioned as to when a full recruitment process would be carried out for the role.</p> <p>The Panel noted MD-TR-2020-0154, Allocations of Funding for Fort Regent Major Project, Island Sports Facilities and Inspiring Places as detailed in Government Plan 2020 – 2023. It was agreed that no further action was required at that time.</p>	KG
<p>7. Further Business</p> <p>The Panel discussed P.146/2020, Secondary Employment of Public Sector Employees: Review of Policies. It was agreed that, although the Panel would not be reviewing the matter, the debate would be of interest to its scrutiny of the States of Jersey Employment Law Employees 2005.</p> <p>The Panel was reminded that a Review Panel was being created to undertake scrutiny of P.137-2020, Migration Control Policy, it was agreed that a copy of the Panel’s report on Population and Migration (S.R.14/2019) would be forwarded to the Review Panel once formed.</p>	KG
<p>8. Communications from meeting</p>	

<p>The Panel agreed that the only public communication arising from the meeting was that of the press release for the People and Corporate Services Review.</p>	
<p>9. Future Meetings</p> <p>The Panel noted that its next meeting was scheduled to take place on Tuesday 26th January 2021 at 9.30am via Teams.</p>	

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by video conference

Date: 8th January 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Connétable Karen Shenton-Stone
Apologies	
In attendance	Deputy Susie Pinel, Minister for Treasury and Resources Deputy Lindsay Ash, Assistant Minister for Treasury and Resources Richard Bell, Treasurer of the States Richard Summersgill, Comptroller of Taxes Simon Hayward, Director, Treasury & Investment Management Kevin Hemmings, Head of Financial Governance Alison Rogers, Director, Investment Appraisal and Business Management Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
1. Quarterly Hearing with the Minister for Treasury and Resources The Panel received the Minister for Treasury and Resources, Assistant Minister and officers for a quarterly public hearing. The hearing was recorded and transcribed.	

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by video conference

Date: 12th January 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Connétable Richard Vibert Connétable Karen Shenton-Stone
Apologies	
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
<p>1. Office Accommodation</p> <p>The Panel noted that Ministerial Decision “31-41 Broad Street & 19-29 Commercial Street, St Helier: Lease” (MD-PH-2021-001) had been published, however the written report accompanying the decision had not been forwarded to the Panel. It was agreed that this would be requested, as the document fell under the Panel’s remit and would help to inform the briefing from the Chief Minister on Office Accommodation which had been rescheduled for 4pm on Friday 15th January 2021.</p> <p>The Panel also agreed that the invitation to the Chief Minister briefing on office accommodation should be extended to Public Accounts Committee.</p>	KG
<p>2. People and Corporate Services Review</p> <p>The Panel discussed the People and Corporate Services Review. It was agreed that the Comptroller and Auditor General would be informed that the Panel was undertaking the review.</p>	KG
<p>3. COVID-19 Review</p> <p>The Panel noted that the Scrutiny Liaison Committee (SLC) was requesting that the minutes of the meetings of the Council of Ministers, Competent Authorities, Emergencies Council and Scientific and Technical Advisory Cell be forwarded to relevant scrutiny panels. It was agreed that evidence of the Panel requesting such minutes would be forwarded to the SLC.</p>	KG
<p>4. Future Meetings</p> <p>The Panel noted that its next meeting was scheduled to take place on Tuesday 26th January 2021 at 9.30am via Teams.</p>	

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by Video Conference

Date: 18th January 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Connétable Richard Vibert (item 1 only) Connétable Karen Shenton-Stone (item 1 only)
Apologies	
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer Item 2 only Deputy Susie Pinel, Minister for Treasury and Resources Alison Rogers, Director, Investment Appraisal and Business Management

Agenda matter	Action
1. Office Accommodation The Panel discussed the withdrawal of R.4/2021 Land Transactions Under Standing Order 168(3) – Office Accommodation Project, 31-41 Broad Street & 19-29 Commercial Street, St. Helier – Lease, which had been lodged following Ministerial Decision “31-41 Broad Street & 19-29 Commercial Street, St Helier: Lease” (MD-PH-2021-001). The Panel agreed that a proposition to ensure that the Government did not enter into any private property leases in relation to the office modernisation project, would be progressed.	KG
2. Briefing on the Fiscal Stimulus Fund The Panel received the Minister for Treasury and Resources and official, who briefed it on the status of the Fiscal Stimulus Fund. This meeting was held in private in accordance with the Freedom of Information (Jersey) Law 2011 (as amended) under Qualified Exemption Article 34.	

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by Video Conference

Date: 21st January 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Connétable Richard Vibert Connétable Karen Shenton-Stone
Apologies	
In attendance	Lynn Pamment, Comptroller and Auditor General Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
1. Briefing from the Comptroller and Auditor General The Panel welcomed Lynn Pamment, Comptroller and Auditor General (C&AG) who updated it on the C&AG office work programme. The record of this meeting is classified as exempt in accordance with Article 35 of the Freedom of Information (Jersey) Law 2011 (as amended).	

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by Video Conference

Date: 25th January 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Connétable Richard Vibert Connétable Karen Shenton-Stone
Apologies	
In attendance	Deputy Susie Pinel, Minister for Treasury and Resources Deputy Lindsay Ash, Assistant Minister for Treasury and Resources Senator Ian Gorst, Assistant Minister for Treasury and Resources Richard Bell, Treasurer of the States Richard Summersgill, Comptroller of Revenue Fiona Fraser, Deputy Director, Revenue Jersey Alison Rogers, Director, Investment Appraisal and Business Management Kevin Hemmings, Head of Financial Governance Marie Vibert, Change and Engagement Manager, Income Tax Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
<p>1. Briefing from the Minister for Treasury and Resources on the response to COVID-19</p> <p>The Panel welcomed the Minister for Treasury and Resources and officials, who briefed it on actions taken in response to COVID-19. The record of this meeting is classified as exempt in accordance with Article 35 of the Freedom of Information (Jersey) Law 2011 (as amended).</p>	

Corporate Services Scrutiny Panel

Record of Meeting

Date: 26th January 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Connétable Richard Vibert Connétable Karen Shenton-Stone
Apologies	
In attendance	Katie Griffiths, Committee & Panel Officer Anna Thorne, Committee & Panel Officer Peter Lamy, Research & Project Officer Ella Nicholls, Communications Officer

Agenda matter	Action
1. Records of Meetings The Panel approved the records of the meetings held on the 5th, 8th, 12th and 15th January 2021.	
2. COVID-19 Response and Recovery Review The Panel discussed the draft Interim COVID-19 Response and Recovery Review Report and requested that alterations be made. The Panel noted that, following the release of additional minutes of the Scientific and Technical Advisory Cell (STAC) which raised time sensitive questions relevant to the review, the Chief Minister had been invited to attend a public hearing via a letter sent 22nd January 2021 . The Panel was informed that the Chief Minister's schedule was unable to accommodate a hearing that week. As such, the Panel agreed that it would be flexible and invite the Chief Minister to attend an alternative hearing on Friday 5th January 2021. The Panel agreed that a question plan would be formulated and that findings from the hearing would be included in the interim report as relevant. The Panel noted that a report pertaining to surveys carried out by Island Global Research were no longer available online, it was agreed that the company would be contacted to ensure that the reports could be referenced as necessary.	KG
3. Prior Year Basis tax reform Regulations The Panel noted and discussed a letter and report received from the Minister for Treasury and Resources on the 11th January 2021 in relation to the Prior Year Basis tax reform focus groups. The Panel agreed that a letter thanking the Minister for Treasury and Resources, acknowledging points raised and requesting that the Focus Group report be electronically uploaded to the States Assembly website, would be sent. The Panel was informed that the Scoping Document was being updated and would be sent electronically.	KG

<p>The Panel noted and discussed papers received at a States Members briefing, held on 22nd January 2021, on Income Tax (Payment of 2019 Liability) Regulations. The Panel agreed that Connétable Vibert would act as the Panel's representative following an invitation by the Minister for Treasury and Resources to a meeting with States Members who had additional questions following the briefing. This was yet to be scheduled and the Panel asked officers to make the necessary arrangements.</p>	<p>KG</p>
<p>4. People and Corporate Services Review</p> <p>The Panel was reminded a spreadsheet of possible advisors had been prepared and agreed that this would be reviewed electronically.</p> <p>The Panel noted that letters had been sent to the Chief Minister with cc. States Employment Board on the 22nd January 2021 and the Comptroller and Auditor General on the 25th January 2021, informing them of the launch of the review.</p> <p>The Panel approved a press release and agreed to publish it.</p> <p>The Panel approved a project plan for the review.</p>	<p>KG</p>
<p>5. Government Plan Review 2021-24</p> <p>The Panel noted and discussed the Ministerial Response received from Chief Minister, Minister for Treasury and Resources, Council of Ministers and Assistant Chief Minister.</p>	
<p>6. Office Modernisation</p> <p>The Panel noted and discussed a letter received from the Chief Minister on the 14th January 2021 in relation to R.2/2021 Standing Order 168 "Land Transactions Under Standing Order 168 (3) – Office Accomodation Project, 31-41 Broad Street & 19-29 Commercial Street, St Helier – Lease".</p> <p>The Panel noted a letter sent to the Chief Minister on 22nd January 2021 regarding a meeting on the Office Modernisation Project.</p> <p>The Panel noted a drafted proposition relating to R.2/2021 and Ministerial Decision MD-PH-2021-0001 (31-41 Broad Street & 19-29 Commercial Street, St Helier: Lease). However, it was agreed that following the rescindment of MD-PH-2021-0001 the proposition would not be lodged.</p> <p>The Panel was informed that a briefing on the topic was still to be confirmed.</p>	
<p>7. Public Hearings and briefings</p> <p>The Panel agreed that Quarterly Hearings with the Chief Minister would be arranged for the following dates and times:</p> <ul style="list-style-type: none"> • Q1 – Wednesday 10th March 2021 (15:00 – 16:30) • Q2 – Friday 25th June 2021 (10.30 – 12.00) • Q3 – Friday 10th September 2021 (10.30 – 12.00) • Q4 – Friday 10th December 2021 (10.30 – 12.00) <p>The Panel agreed that Quarterly Hearings with the Minister for Treasury and Resources would be arranged for the following dates and times:</p>	<p>KG</p>

<ul style="list-style-type: none"> • Q1 – Friday 19th March 2021 (10.30 – 12.00) • Q2 – Wednesday 2nd June 2021 (10.30 – 12.00) • Q3 – Wednesday 22nd September 2021 (10.30 – 12.00) • Q4 – Friday 3rd December 2021 (10.30 – 12.00) <p>The Panel noted a letter sent on 22nd January 2021 to the Minister for Treasury and Resources with follow up points from the Quarterly Hearing held 8th January 2021.</p> <p>The Panel noted that a briefing on the Public Inquiries Law was scheduled to take place at 9.30am on Thursday 4th February 2021.</p> <p>The Panel was informed that a briefing on the States of Jersey Employment Law Employees 2005 was being scheduled.</p>	
<p>8. Work Programme</p> <p>The Panel discussed its 2021 work programme. It was agreed that a review of the Office Modernisation project would be included.</p>	KG
<p>9. Further Business</p> <p>The Panel agreed that a letter would be sent to the States Employment Board ascertaining the status of the Public Sector Pay review and the recruitment of a new Chief Executive Officer. The Panel noted that no invitation to the President of the Scrutiny Liaison Committee had been made to take part in the recruitment process, which had previously been the case.</p>	KG
<p>10. Communications from meeting</p> <p>The Panel agreed that the only public communication arising from the meeting was that of the press release for the People and Corporate Services Review.</p>	
<p>11. Future Meetings</p> <p>The Panel agreed that consolidated meeting Agendas would be forwarded to the Panel by the Thursday prior to its formal meeting, and that these meetings would take place at 10:30am. As such the Panel noted that its next meeting was scheduled to take place on Tuesday 16th February 2021 at 10.30am via Teams.</p>	

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by Video Conference

Date: 3rd February 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair
Apologies	Connétable Richard Vibert Connétable Karen Shenton-Stone
In attendance	Senator John Le Fondré, Chief Minister (Part of Item 1) Charlie Parker, Chief Executive Officer and Head of the Public Service Chris Bond, Project Director Simon Mathews, Procurement Lead Sebastian Perez, Business Manager Deputy Inna Gardiner, Chair, Public Accounts Committee Connétable John Le Maistre, Member, Public Accounts Committee Dr. Helen Miles, Member, Public Accounts Committee Mr. Graeme Phipps, Member, Public Accounts Committee Senator Tracey Vallois, Member, Public Accounts Committee Deputy Kevin Pamplin, Chair, One Gov Review Panel Deputy Robert Ward, Member, One Gov Review Panel Katie Griffiths, Committee and Panels Officer Caro Tomlinson, Committee & Panel Officer Peter Lamy, Research & Project Officer Theodore Stone, Research & Project Officer

Agenda matter	Action
1. Briefing from Chief Minister: Office Accommodation The Panel welcomed Charlie Parker, Chief Executive Officer, who informed it that the Chief Minister was in attendance of a meeting of the Competent Authorities and would join the meeting as soon as was possible. The Panel agreed that the briefing commence. The Panel was joined by members of the Public Accounts Committee and One Gov Review Panel. This meeting was held in private in accordance with the Freedom of Information (Jersey) Law 2011 (as amended) under Qualified Exemption Article 35.	

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by video conference

Date: 4th February 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Connétable Karen Shenton-Stone Connétable Richard Vibert
Apologies	
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer Item 1 only Ruth Johnson, Head of Policy, Strategic Policy, Planning and Performance Rebecca Young, Senior Policy Advisor, Strategic Policy, Planning and Performance Deputy David Johnson, Chair, Legislation Advisory Panel

Agenda matter	Action
1. Briefing on the Public Inquiries Law The Panel welcomed officers who briefed it on development of legislation regarding Public Inquiries Law. The Panel was joined by Deputy David Johnson, Chair of the Legislation Advisory Panel. This meeting was held in private in accordance with the Freedom of Information (Jersey) Law 2011 (as amended) under Qualified Exemption Article 35.	
2. COVID-19 Review The Panel noted that a public hearing had been scheduled with the Chief Minister for Friday 5 th February 2021 to discuss elements of the review. The Panel agreed that additional questions surrounding the minutes of the Scientific and Technical Advisory Cell (STAC) would be included, with a focus on development of future policy and decision making. The Panel requested that Officers contact Island Global Research to discuss potential data that the company may be able to provide in relation to its review.	KG
3. Office Accommodation The Panel discussed a briefing that it had received from the Chief Minister and officers on the Office Accommodation Project. Mindful of the confidential nature of the project,	

<p>the Panel agreed that it would wait until a Ministerial Decision had been made before meeting with stakeholders, or external advisors.</p>	
<p>4. Payment of Prior Year Basis 2019 Liability</p> <p>The Panel was informed that a Scoping Document and Terms of Reference for a review of the Draft Income Tax (Payment of 2019 Liability) Regulations 202- would be forwarded electronically. It was agreed that these would be reviewed.</p> <p>The Panel agreed that a drafted letter concerning Prior Year Basis taxpayers would be updated to inform the Minister of this review.</p>	<p>KG</p>
<p>5. People and Corporate Services Review</p> <p>The Panel was informed that an Advisor Engagement Brief had been drafted and would be forwarded imminently, it was agreed that this would be reviewed electronically. The Panel agreed that potential advisors should be invited to meet with it on the 15th February 2021.</p> <p>The Panel was advised that a Call for Evidence was being drafted.</p>	<p>KG</p>
<p>6. Further Business</p> <p>The Panel was informed that the Chief Minister had offered to brief the Panel on the Strategic Policy, Planning and Performance Department. It was agreed that this should be organised at the earliest convenience.</p>	
<p>7. Future Meetings</p> <p>The Panel noted that its next informal meeting was scheduled to take place on Tuesday 23rd February 2021 at 9.30am via Teams.</p>	

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by video conference

Date: 5th February 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Connétable Karen Shenton-Stone (item 1 only) Connétable Richard Vibert
Apologies	
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer Ella Nicholls, Communications Officer Item 1 only Senator John Le Fondré, Chief Minister Richard Bell, Treasurer of the States Tom Walker, Director General, Strategic Policy, Planning and Performance Julian Blazeby, Director General, Community & Constitutional Affairs Alex Khaldi, Interim Director, Public Health Policy and Strategy Patrick Armstrong, Group Medical Director, Chair of Scientific and Technical Advisory Cell

Agenda matter	Action
1. COVID-19: Response and Recovery Review: Public Hearing with the Chief Minister The Panel received the Chief Minister and officers for a public hearing as part of its COVID-19: Response and Recovery Review. The hearing was recorded and transcribed.	
2. Post hearing meeting The Panel discussed the public hearing with the Chief Minister. It was agreed that key findings of the hearing would be communicated via social media.	EN

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by Video Conference

Date: 8th February 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Connétable Richard Vibert Connétable Karen Shenton-Stone
Apologies	
In attendance	Deputy Susie Pinel, Minister for Treasury and Resources Deputy Lindsay Ash, Assistant Minister for Treasury and Resources Richard Bell, Treasurer of the States Richard Summersgill, Comptroller of Revenue Alison Rogers, Director, Investment Appraisal and Business Management Kevin Hemmings, Head of Financial Governance Deanne Bratch, Acting Programme Manager, Fiscal Stimulus Oversight Group Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
1. Briefing from the Minister for Treasury and Resources on the response to COVID-19 The Panel welcomed the Minister for Treasury and Resources and officials, who briefed it on actions taken in response to COVID-19. The record of this meeting is classified as exempt in accordance with Article 35 of the Freedom of Information (Jersey) Law 2011 (as amended).	

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by video conference

Date: 11th February 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Connétable Richard Vibert
Apologies	
In attendance	Connétable Richard Buchanan, Vice Chair, States Employment Board Ruth Johnson, Head of Policy, Strategic Policy, Planning and Performance Jack Norris, Policy Principal, Strategic Policy, Planning and Performance Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
<p>1. Briefing: States of Jersey Employees (Jersey) Law 2005</p> <p>The Panel received Vice Chair of the States Employment Board (SEB), Connétable Richard Buchanan, and officials, for a briefing in relation to proposed updates to States of Jersey Employees (Jersey) Law 2005. This meeting was held in private in accordance with the Freedom of Information (Jersey) Law 2011 (as amended) under Qualified Exemption Article 35.</p>	

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by video conference

Date: 16th February 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois Connétable Richard Vibert
Apologies	
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer Item 10 only Tom Walker, Director General, Strategic Policy, Planning and Performance Michela Bell, Human Resources Business Partner

Agenda matter	Action
1. Panel Membership The Panel noted the resignation of a member of the Panel, Connétable Karen Shenton-Stone, who had accepted membership of the Privileges and Procedures Committee. The Panel noted her valued contribution to its work. The Panel welcomed Senator Steve Pallett and Senator Tracey Vallois and noted their appointment as members of the Panel.	
2. Records of Meetings The Panel approved the records of the meetings held on the 21st, 25th and 26th January 2021 and 3rd, 4th, 5th, 8th and 11th February 2021.	
3. COVID-19 Response and Recovery Review The Panel discussed the draft Interim COVID-19 Response and Recovery Review Report and requested, following further consideration by members, that alterations be made. The Panel noted a letter which it had sent, in partnership with the Public Accounts Committee, on the 4 th February 2021 to the Chief Minister regarding its COVID-19 Review. The Panel noted and discussed papers of the Competent Authorities meetings on the 26th January and 3rd February 2021.	KG

<p>The Panel noted that, during the public hearing held on the 5th February 2021, the Chief Minister had stated that exempt minutes of the Council of Ministers, Competent Authorities or Emergencies Council, would not be shared confidentially with Panels to allow for more informed scrutiny. The Panel agreed that this matter should be progressed through the Scrutiny Liaison Committee and requested that Officers make necessary arrangements.</p> <p>The Panel noted that a briefing on the Fiscal Stimulus Fund from the Minister for Treasury and Resources was scheduled to take place at 2pm on Thursday 18th February 2021 via Microsoft Teams.</p> <p>The Panel noted that its Bi-Weekly briefing on the COVID-19 Response from the Minister for Treasury and Resources was scheduled to take place at 2pm on Monday 22nd February 2021 via Microsoft Teams.</p> <p>The Panel noted that a briefing from the Chief Executive Officer of Jersey Telecoms on the COVID-19 Response was scheduled to take place at 10am on Wednesday 24th February 2021 via Microsoft Teams.</p>	<p>KG</p>
<p>4. Income Tax (Payment of 2019 Liability) Regulations</p> <p>The Panel noted P.9/2021 Draft Income Tax (Payment of 2019 Liability) (Jersey) Regulations 202- lodged by the Minister for Treasury and Resources 10th February 2021.</p> <p>The Panel received a Scoping Document, Terms of Reference, Advisor Engagement brief, Project Plan and letter to the Minister for Treasury and Resources relating to review of P.9/2021. The Panel agreed that the Scoping Document should mention under “Conflicts of Interest” that all members had paid their tax on a Prior Year Basis. These documents were agreed following this update.</p> <p>The Panel noted a private briefing with its adviser (Rebecca Benneyworth) on Friday 19th February 2021 at 11.30 via Microsoft Teams.</p>	<p>KG</p>
<p>5. People and Culture Review</p> <p>The Panel received an Adviser Engagement brief. It was agreed that additional emphasis should be placed on a review of Team Jersey. It was agreed that care would be taken if potential advisers had previously worked with the States Employment Board or Government of Jersey.</p> <p>The Panel noted a letter that has been received from the Comptroller and Auditor General on 28th January 2021 as a response to its letter sent on 25th January 2021, informing her of the launch of the review.</p>	<p>KG</p>
<p>6. Office Accommodation Strategy</p> <p>The Panel noted and discussed a letter received from the Chief Minister on the 26th January 2021 in relation to the Office Accommodation Project.</p> <p>The Panel noted and discussed papers received at a briefing from Government of Jersey Officers regarding the Office Accommodation Project on the 3rd February 2021. The Panel agreed that the subject warranted sufficient interest to launch a review and agreed that establishing this would be progressed electronically, with consideration of the work programme of the Public Accounts Committee.</p>	<p>KG</p>

<p>7. Personal Importation Review</p> <p>The Panel noted and discussed a letter and Terms of Reference received from the Minister for Treasury and Resources on 27th January 2021 regarding a review of Administration of the Collection of Import GST in respect of Unaccompanied Goods for Personal Use. The Panel agreed that the review may have economic implications and as such the Economic and International Affairs Panel would be contacted in order to coordinate scrutiny of the Review.</p> <p>The Panel agreed that the Minister for Treasury and Resources would be questioned on this Review in the Quarterly Hearing scheduled for Friday 19th March 2021.</p>	<p>KG</p>
<p>8. Public Hearings</p> <p>The Panel noted a Quarterly Hearing with the Chief Minister was scheduled for Wednesday 10th March 2021 at 3pm.</p> <p>The Panel noted that a Quarterly Hearing with the Minister for Treasury and Resources was scheduled for Friday 19th March 2021 at 10.30m. It was agreed that the Panel would question the Minister on the progress of identifying unspent funds during 2020 during the hearing.</p> <p>The Panel noted that a response had been received from the Minister for Treasury and Resources on 29th January 2021 to its letter sent on 22nd January 2021, with follow up points from the Quarterly Hearing held 8th January 2021.</p>	<p>KG</p>
<p>9. Council of Ministers</p> <p>The Panel noted and discussed papers from meeting of the Council of Ministers (CoM) held on 2nd February 2021. The Panel agreed that it would question the Minister for Treasury and Resources on relevant topics arising from the CoM papers, in the Quarterly Hearing scheduled for Friday 19th March 2021.</p> <p>The Panel agreed that the status of the Integrated Technology Solution would be questioned during its Quarterly Hearing with the Chief Minister scheduled for Wednesday 10th March 2021. The Panel requested that officers highlight potential external advisers that may be able to assist it if a formal review of the topic arose.</p>	<p>KG</p> <p>KG</p>
<p>10. Briefing on Target Operating Model for Strategic Policy, Planning and Performance</p> <p>The Panel welcomed Government of Jersey Officers who briefed it on updates to the Target Operating Model for Strategic Policy, Planning and Performance. The record of the meeting was classified as exempt in accordance with the Freedom of Information (Jersey) Law 2011 (as amended) under Qualified Exemption Articles 39.</p>	
<p>11. Future Meetings</p> <p>The Panel noted that its next formal meeting was scheduled on 9th March 2021 at 10.30am via Teams.</p>	

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by Video Conference

Date: 22nd February 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois Connétable Richard Vibert
Apologies	
In attendance	Deputy Susie Pinel, Minister for Treasury and Resources Deputy Lindsay Ash, Assistant Minister for Treasury and Resources Richard Bell, Treasurer of the States Richard Summersgill, Comptroller of Revenue Simon Hayward, Director, Treasury & Investment Management Kevin Hemmings, Head of Financial Governance Phil Ashley, Head of Cost-Benefit Analysis & Investment Appraisal Deanne Bratch, Acting Programme Manager, Fiscal Stimulus Oversight Group Abbie Moore, Private Secretary, Minister for Treasury and Resources Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
1. Briefing from the Minister for Treasury and Resources on the response to COVID-19 The Panel welcomed the Minister for Treasury and Resources and officials, who briefed it on actions taken in response to COVID-19. This meeting was held in private in accordance with the Freedom of Information (Jersey) Law 2011 (as amended) under Qualified Exemption Article 35.	

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by video conference

Date: 23rd February 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois Connétable Richard Vibert
Apologies	
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer Item 3 only Rebecca Benneyworth, Panel Advisor

Agenda matter	Action
<p>1. COVID-19 Review</p> <p>The Panel noted Treasury figures relating to allocation of funding for the COVID-19 response, received 10th February 2021. The Panel agreed that the Treasurer of the States would be invited to attend upon it to discuss identification and use of unspent allocations during 2020.</p> <p>The Panel noted a briefing paper from Island Global Research. It was agreed that no action would be taken at that time.</p>	KG
<p>2. Office Accommodation</p> <p>The Panel discussed the Office Accommodation Project. It was agreed that the Panel would be willing to review the Project if required to do so, pending discussions by the Scrutiny Liaison Committee.</p>	
<p>3. Income Tax (Payment of 2019 Liability) Regulations Review</p> <p>The Panel welcomed Rebecca Benneyworth, Panel Advisor, who briefed it on work undertaken for the review. This part of the meeting was held in private in accordance with the Freedom of Information (Jersey) Law 2011 (as amended) under Qualified Exemption Article 35.</p> <p>The Panel noted that P.9/2021 Draft Income Tax (Payment of 2019 Liability) Regulations 202- was scheduled for debate on 20th April 2021, however, it was anticipated that the Minister for Treasury and Resources would request an earlier debate during the sitting of the 23rd March 2021.</p> <p>The Panel noted that that a public hearing with the Minister for Treasury and Resources had been scheduled for Friday 26th February 2021 at 3pm. The Panel</p>	

<p>agreed that it would meet at 12pm on Thursday 25th February 2021 to discuss question areas.</p>	
<p>4. People and Corporate Services Review</p> <p>The Panel was informed that potential advisors had been contacted and it was agreed that they would be invited to meet with the Panel in due course.</p> <p>The Panel noted an updated project plan.</p> <p>The Panel noted that there was a briefing to the States Assembly scheduled on Friday 26th February 2021 discussing the Be Heard survey report. It was agreed that a copy of the survey would be requested prior to the briefing. It was agreed that anonymised data sets would be requested in due course.</p>	<p>KG</p>
<p>5. R.13/2021 – Consultants: Reporting on their use by the Government of Jersey (P.59/2019) Report of the Chief Minister – January 2021</p> <p>The Panel noted R.13/2021 Consultants: Reporting on their use by the Government of Jersey (P.59/2019) Report of the Chief Minister – January 2021. The Panel agreed that a comparison report would be formed between R.13/2021 and previous report R.63/2020 and R.149/2019.</p>	<p>KG</p>
<p>6. Work Programme</p> <p>The Panel noted an updated work programme.</p>	
<p>7. Further Business</p> <p>The Panel noted a letter received on 10th February 2021 from the Chief Minister regards Public Sector Pay and CEO appointment.</p>	
<p>8. Future Meetings</p> <p>The Panel noted that its next informal meeting was scheduled to take place on Tuesday 16th March 2021 at 9.30am via Teams.</p>	

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by Video Conference

Date: 24th February 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois Connétable Richard Vibert Item 2 Only Deputy Inna Gardiner, Chair, Public Accounts Committee Mr Graeme Phipps, Member, Public Accounts Committee
Apologies	
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer Item 1 only Graeme Millar, Chief Executive Officer, JT (Jersey Telecom) Thomas Noel, Director of Corporate Affairs and Sustainability, JT (Jersey Telecom) Item 2 only Paul Masterton, Chair of Board of Directors, States of Jersey Development Company Lee Henry, Managing Director, States of Jersey Development Company

Agenda matter	Action
1. Briefing from JT (Jersey Telecom) on response to COVID-19 and sustainability The Panel welcomed representatives from JT Group Limited (Jersey Telecoms), who briefed it on actions taken in response to COVID-19 and the organisations sustainability objectives. This meeting was held in private in accordance with the Freedom of Information (Jersey) Law 2011 (as amended) under Qualified Exemption Article 33.	
2. Briefing from States of Jersey Development Company The Panel welcomed representatives from States of Jersey Development Company. This meeting was held in private in accordance with the Freedom of Information (Jersey) Law 2011 (as amended) under Qualified Exemption Article 33. The Panel was joined by members of the Public Accounts Committee.	

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by video conference

Date: 25th February 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois Connétable Richard Vibert
Apologies	
In attendance	Rebecca Benneyworth, Panel Advisor Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
<p>1. Income Tax (Payment of 2019 Liability) Regulations Review</p> <p>The Panel welcomed Rebecca Benneyworth, Panel Advisor, who briefed it on work undertaken for the review.</p> <p>The Panel discussed and agreed question areas for a public hearing with the Minister for Treasury and Resources scheduled for 3pm on Friday 26th February 2021.</p> <p>The Panel agreed that the Advisor would be invited to ask questions within the hearing as required.</p> <p>The Panel agreed that the Advisor and Officers should meet with the Comptroller of Revenue to discuss the review.</p>	<p>KG</p>

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by video conference

Date: 26th February 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Tracey Vallois Connétable Richard Vibert
Apologies	Senator Steve Pallett
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer Ella Nicholls, Communications Officer Item 1 only Deputy Susie Pinel, Minister for Treasury and Resources Deputy Lindsay Ash, Assistant Minister for Treasury and Resources Richard Bell, Treasurer of the States Richard Summersgill, Comptroller of Revenue Fiona Fraser, Deputy Director, Income Tax Marie Vibert, IT Change and Engagement Manager

Agenda matter	Action
1. Public Hearing (Income Tax (Payment of 2019 Liability) Regulations Review: Witness Minister for Treasury and Resources) The Panel received the Minister for Treasury and Resources, Assistant Minister and officers for a public hearing as part of its Income Tax (Payment of 2019 Liability) Regulations Review. The hearing was recorded, webcast live and transcribed.	
2. Post Hearing discussion The Panel agreed that there were no immediate points to communicate from the hearing, however that consideration would be given and electronic agreement given to any communication points in due course.	EN

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by video conference

Date: 5th March 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois
Apologies	Connétable Richard Vibert
In attendance	Rebecca Benneyworth, Panel Advisor Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
<p>1. Income Tax (Payment of 2019 Liability) Regulations Review</p> <p>The Panel welcomed Rebecca Benneyworth, Panel Advisor, who briefed it on work undertaken for the review.</p> <p>The Panel discussed potential amendments to P.9/2021 Draft Income Tax (Payment of 2019 Liability) (JERSEY) Regulations 202-. These concerned technical wording of the regulations, evidence required when choosing a payment option and inability to pay at pensionable age. The Panel agreed that a Legislative Drafter would be queried on the wording of the amendments and reports would be prepared for Panel consideration.</p> <p>The Panel was reminded that the Panel Advisor had met with Richard Summersgill, Comptroller of Revenue, and was informed that the potential amendments had been discussed at this meeting. It was agreed that the Panel would take the amendments forward and that the Minister for Treasury and Resources would then be able to decide to accept them or they would progress to a full States Assembly debate as necessary.</p>	KG

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by video conference

Date: 8th March 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois Connétable Richard Vibert
Apologies	
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
1. Quarterly Hearing with the Chief Minister The Panel discussed the question plan for the upcoming quarterly hearing with the Chief Minister, scheduled for 10th March 2021. The Panel agreed that the question plan would be updated following a briefing on Information Technology Solutions with Assistant Chief Minister scheduled to take place on the 9th March 2021.	KG

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by video conference

Date: 9th March 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois Connétable Richard Vibert
Apologies	
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer Theodore Stone, Research & Project Officer (absent Item 3) Ella Nicholls, Communications Officer (absent Item 3 and 5) Item 3 only Rebecca Benneyworth, Panel Advisor Zoe Rillstone, Legislative Drafter Item 5 only Deputy Scott Wickenden, Assistant Chief Minister John Quinn, Chief Operating Officer Camilla Black, Integrated Technology Solution

Agenda matter	Action
1. Records of Meetings The Panel approved the records of the meetings held on the 16th, 22nd, 23rd, 24th, 25th and 26th February 2021.	
2. COVID-19 Response and Recovery Review The Panel was reminded that the draft Interim COVID-19 Response and Recovery Review Report was undergoing quality assurance processes. The Panel approved a drafted press release and agreed this would be published once the drafted Interim Report had been lodged. The Panel noted Treasury figures relating to allocation of funding for the COVID-19 response, received 3rd March 2021. The Panel was informed that a requested briefing with the Treasurer of the States to discuss identification and use of unspent allocations during 2020, was being scheduled. The Panel noted and discussed papers of the Competent Authorities meetings on the 3rd March 2021. The Panel agreed that relevant questions arising would be put to the Chief Minister in a Quarterly Hearing scheduled for 10th March 2021.	KG

<p>The Panel noted that a briefing on the Fiscal Stimulus Fund from the Minister for Treasury and Resources was scheduled to take place at 10am on Thursday 17th February 2021 via Microsoft Teams.</p> <p>The Panel noted that its Bi-Weekly briefing on the COVID-19 Response from the Minister for Treasury and Resources was scheduled to take place at 12pm on Monday 22nd February 2021 via Microsoft Teams.</p> <p>The Panel discussed public engagement during the COVID-19 pandemic. The Panel agreed that public sentiment should be gathered and requested that Officers conduct preliminary investigations into the potential of conducting public consultation.</p>	
<p>3. Income Tax (Payment of 2019 Liability) Regulations</p> <p>The Panel welcomed Rebecca Benneyworth, Panel Adviser, who briefed it on the work undertaken for the review. The Panel also welcomed Zoe Rillstone, Legislative Drafter, who gave advice on formation of amendments to P.9/2021 Draft Income Tax (Payment of 2019 Liability) (JERSEY) Regulations 202-. The Panel agreed that amendments to the regulations would be progressed.</p> <p>The Panel received and approved the Heads of Report for the Income Tax (Payment of 2019 Liability) Regulations Review.</p>	
<p>4. People and Culture Review</p> <p>The Panel noted meetings with potential advisers had been scheduled at various times on Friday 12th March 2021.</p> <p>The Panel noted the publication of results from the Government of Jersey's "Be Heard" survey and agreed that relevant questions arising would be put to the Chief Minister in a Quarterly Hearing scheduled for 10th March 2021.</p> <p>The Panel agreed that updated contracts for both the Chief Executive Officer, Charlie Parker, and Interim Chief Executive Officer, Paul Martin, would be requested.</p>	
<p>5. Integrated Technology Solutions programme</p> <p>The Panel noted and discussed the Full Business Case v2.5 of the Integrated Technology Solutions programme.</p> <p>The Panel welcomed Deputy Scott Wickenden, Assistant Chief Minister, and officials, who briefed it on the Integrated Technology Solutions programme. The record of the meeting was classified as exempt in accordance with the Freedom of Information (Jersey) Law 2011 (as amended) under Qualified Exemption Articles 33.</p> <p>The Panel agreed that relevant questions arising would be put to the Chief Minister in a Quarterly Hearing scheduled for 10th March 2021.</p>	
<p>6. Office Accommodation Strategy</p> <p>The Panel noted and discussed:</p> <ul style="list-style-type: none"> • R.19/2021 - Reissued Land Transactions Under Standing Order 168(3) – Office Accommodation Project, Union Street, St. Helier – Agreements; 	

<ul style="list-style-type: none"> • A letter from the Chief Minister dated 25th February 2021 re: R.19/2021 – Land Transactions Under Standing Order 168(3) – Office Accommodation Project, Union Street, St. Helier; • A second letter from the Chief Minister dated 25th February 2021 re: R.19/2021 – Land Transactions Under Standing Order 168(3) – Office Accommodation Project, Union Street, St. Helier; • MD-PH-2021-0004 Office Accommodation Project, Union Street, St. Helier: Agreements; • MD-PH-2021-0008 Office Accommodation Project, Union Street, St. Helier: Agreements; • Written report 0321 – Office Accommodation Project, Union Street, St. Helier; • Scrutiny Liaison Committee proposition P.18/2021 Land Transaction under Standing Order 168 (3) Office Accommodation Project, Union Street, St Helier - Deferral of approval lodged he 8th March 2021; and, • A prepared Briefing Paper in relation to the P.73/2010 Property and Infrastructure Regeneration: the States of Jersey Development Company Limited. <p>The Panel agreed that a Scoping Document, Terms of Reference and Advisor Engagement Brief would be produced for a review of the Office Accommodation/Modernisation Project.</p> <p>The Panel agreed that relevant questions would be put to the Chief Minister in a Quarterly Hearing scheduled for 10th March 2021.</p>	KG
<p>7. End of Year Report</p> <p>The Panel noted and discussed Ministerial Decision MD-TR-2021-0013: Treasury and Exchequer: 2020 End of Year Report and accompanying written report. It was agreed that questions on these would be put to the Treasurer of the States.</p>	KG
<p>8. Department Business Plans 2021</p> <p>The Panel noted and discussed 2021 Department Business Plans for:</p> <ul style="list-style-type: none"> • The Office of the Chief Executive; • The Chief Operating Office; • The Treasury and Exchequer; and, • The Strategic Policy, Planning and Performance department. <p>The Panel agreed that relevant questions would be put to the Chief Minister in a Quarterly Hearing scheduled for 10th March 2021.</p> <p>The Panel requested that Officers produce a document to ascertain if actions highlighted in the business plans were being completed.</p>	KG
<p>9. Council of Ministers</p> <p>The Panel noted and discussed papers received from the Council of Ministers meeting of the 23rd February 2021, including the Annual Report and Accounts (including performance and accountability), and the Be Heard Survey.</p> <p>The Panel agreed that relevant questions would be put to the Chief Minister in a Quarterly Hearing scheduled for 10th March 2021.</p>	KG

<p>10. Regulation of Estate Agents</p> <p>The Panel noted that the Economic and International Affairs Panel (EIA) had been approached by the Jersey Estate Agents Association to discuss the regulation of Estate Agents in Jersey. It was agreed that it would be requested that EIA update the Panel on any elements falling under the Panel's remit.</p>	<p>KG</p>
<p>11. Public Hearings</p> <p>The Panel received and approved a question plan for the Quarterly Hearing with the Chief Minister, scheduled for Wednesday 10th March 2021 at 3pm.</p>	
<p>12. Ministerial Decisions</p> <p>The Panel agreed that MD-TR-2021-0017 End of year Report 2020: Specialist Business Cases: Adjustments would be questioned during a Quarterly Hearing with the Minister for Treasury and Resources scheduled for 19th March 2021.</p> <p>The Panel agreed that MD-TR-2021-0019 Finance Law Delegation Report for the six-month period to 31st December 2020 would be questioned during a briefing from the Treasurer of the States, which was to be scheduled.</p>	<p>KG</p>
<p>13. Other business</p> <p>The Panel agreed that the Interim Chief Executive Officer would be invited to meet with it.</p> <p>The Panel noted that the Migration and Population Review Panel was meeting to discuss its future work programme and assistance in an in-committee debate scheduled for the States Assembly of 23rd March 2021.</p>	
<p>14. Future Meetings</p> <p>The Panel noted that its next formal meeting was scheduled on 30th March 2021 at 10.30am via Teams.</p>	

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by video conference

Date: 10th March 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois Connétable Richard Vibert
Apologies	
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer Ella Nicholls, Communications Officer Item 1 only Senator John Le Fondré, Chief Minister Deputy Scott Wickenden, Assistant Chief Minister Connétable Richard Buchanan, Assistant Chief Minister Charlie Parker, Chief Executive Officer John Quinn, Chief Operating Officer Patrick Armstrong, Group Medical Director, Chair of Scientific and Technical Advisory Cell Tom Walker, Director General, Strategic Policy, Planning and Performance Mark Grimley, Group Director, Chief Operating Office Catherine Madden, Chief of Staff Ian Cope, Interim Director of Analytics and Statistics

Agenda matter	Action
1. Quarterly Hearing with the Chief Minister The Panel received the Chief Minister and officers for a quarterly public hearing. The hearing was recorded and webcast live and transcribed.	
2. Post hearing meeting The Panel discussed the public hearing with the Chief Minister. It was agreed that key findings of the hearing would be communicated via social media.	EN

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by video conference

Date: 11th March 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois Connétable Richard Vibert
Apologies	
In attendance	Rebecca Benneyworth, Panel Adviser Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
<p>1. Income Tax (Payment of 2019 Liability) Regulations</p> <p>The Panel welcomed Rebecca Benneyworth, Panel Adviser, who briefed it on the work undertaken for the review.</p> <p>The Panel received and approved the Panel Adviser's Report for the Income Tax (Payment of 2019 Liability) Regulations Review.</p> <p>The Panel was informed that drafting of amendments to P.9/2021 Draft Income Tax (Payment of 2019 Liability) (JERSEY) Regulations 202- was being progressed. The Panel agreed that these would be reviewed at its next meeting scheduled on Tuesday 16th March 2021.</p>	

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by video conference

Date: 12th March 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois Connétable Richard Vibert (apologies Item 2)
Apologies	
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer Item 2 only Richard Plaster, Executive Director, Law At Work

Agenda matter	Action
1. COVID-19 Response and Recovery Review The Panel was reminded that the draft Interim COVID-19 Response and Recovery Review Report was undergoing quality assurance processes. The Panel approved changes highlighted by officers. The Panel agreed that a final version of the report would be reviewed for its next meeting, scheduled to be held on Tuesday 16th March 2021.	
2. Income Tax (Payment of 2019 Liability) Regulations The Panel approved drafted amendments to P.9/2021 Draft Income Tax (Payment of 2019 Liability) (JERSEY) Regulations 202- , and agreed that these would be lodged.	KG
3. People and Culture Review: Meeting with potential advisor The Panel welcomed Richard Plaster, Executive Director, Law At Work, who had expressed an interest in providing expert advice for the Panel's People and Culture Review. The Panel asked a number of questions regarding the extent of the expertise which could be provided before thanking Mr Plaster who withdrew from the meeting. The Panel agreed that judgement on the appointment of an advisor would be delayed until meetings had taken place with additional applicants, which were being scheduled.	KG
4. Office Accommodation Project The Panel discussed the Office Accommodation Project. The Panel agreed that communications between the Government of Jersey and the original preferred development partner of the Office Accommodation Project would be requested.	KG

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by Video Conference

Date: 15th March 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Connétable Richard Vibert
Apologies	Senator Steve Pallett Senator Tracey Vallois
In attendance	Deputy Susie Pinel, Minister for Treasury and Resources Richard Bell, Treasurer of the States Alison Rogers, Director, Investment Appraisal and Business Management Kevin Hemmings, Head of Financial Governance Abbie Moore, Private Secretary, Minister for Treasury and Resources Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
<p>1. Briefing from the Minister for Treasury and Resources on MD-TR-2021-0013 2020 End of Year Report</p> <p>The Panel welcomed the Minister for Treasury and Resources and officials, who briefed it on MD-TR-2021-0013 2020 Treasury and Exchequer: End of Year Report. The Panel was reminded that the Ministerial Decision and accompanying written report outlined reallocation of unspent Heads of Expenditure. These decisions had previously been named “Carry Forward Balances”.</p> <p>The Panel was informed that £903,288 and £140,000 from Non-Ministerial departments and the Office of the Chief Executive respectively to the Smoothing Reserve to be held to meet any need for funding of Court and case costs in 2021. A further £20,088 from the Growth, Housing and Environment Department would be transferred to the Smoothing Reserve to meet any need for additional maintenance.</p> <p>The Panel was informed that the majority of unspent Capital Heads of Expenditure in 2020 would be rolled over into 2021. However, as the Liquid Waste Strategy project had a total unspent balance of £26.2 million, not all of the remaining budget was due to be spent in 2021 and, as such, £18.2 million would be transferred with the balance being ringfenced to be used in future major projects. The Panel was advised that £7.9 million had been added to the Integrated Technology Solution to allow it to progress as planned.</p> <p>The Panel was informed that following the reallocations of unspent Heads of Expenditure, £50 million would be released to the Consolidated Fund to minimise the borrowing requirement from the Revolving Credit Facility arising from the impact of COVID-19.</p>	

<p>The Panel questioned if those efficiencies highlighted to take place in 2020 had been achieved. It was informed that the rebalancing of Government finances had been achieved, through either a previously identified measure, a different measure or forgoing growth in that area, and that this would be highlighted in the Annual Reports and Accounts due to be forwarded to Scrutiny before the end of March 2021. This would also include performance and accountability information.</p>	
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Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by Video Conference

Date: 16th March 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois Connétable Richard Vibert
Apologies	
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer Theodore Stone, Research and Project Officer (Item 1 only) Item 2 only Deputy Susie Pinel, Minister for Treasury and Resources Deputy Lindsay Ash, Assistant Minister for Treasury and Resources Richard Bell, Treasurer of the States Alison Rogers, Director, Investment Appraisal and Business Management Kevin Hemmings, Head of Financial Governance Deanne Bratch, Acting Programme Manager, Fiscal Stimulus Oversight Group

Agenda matter	Action
<p>1. Briefing from the Minister for Treasury and Resources on Independent Taxation and GST Personal Importation.</p> <p>The Panel welcomed the Minister for Treasury and Resources and Officers, who briefed it on Independent Taxation and GST Personal Importation. This meeting was held in private in accordance with the Freedom of Information (Jersey) Law 2011 (as amended) under Qualified Exemption Article 35.</p>	
<p>2. COVID-19 Response and Recovery</p> <p>The Panel noted receipt of the Chief Minister's fact-checking and acknowledged that most areas of concern had been dealt with during the development of the report. The Panel further noted that STAC minutes were expected to be approved by the Chair during each meeting, with minutes expected to be released upon the approval of these minutes, rather than publishing these minutes in batches, and agreed to clarify this concern in its report.</p> <p>The Panel agreed to submit a Freedom of Information (FOI) request to obtain the minutes of the Competent Authorities meetings as a trial of the FOI process and to see if the principles of the law were being upheld, and agreed to make minor changes to the Panel's Findings and Recommendations to reflect concerns over public access to information.</p>	KG

<p>3. Income Tax (Payment of 2019 Liability) Regulations Review</p> <p>The Panel noted that its amendments had been lodged, with the report itself scheduled to be released in the coming days and agreed to request officers to provide speaking notes for the upcoming States Assembly debate on this item.</p>	<p>KG</p>
<p>4. People and Culture Review</p> <p>The Panel noted the conclusions in the report on Bullying and Harassment as published by the HR Lounge and agreed to note these concerns in its report. The Panel noted that four potential advisers had provided applications for its review and it was agreed that the Panel would meet on Thursday 18th March and Friday 19th March with potential advisors and subsequently select a suitable adviser for its review.</p>	<p>KG</p>
<p>5. Office Accommodation Project</p> <p>The Panel received an update from Officers that the Scoping Document and Terms of Reference were being drafted.</p>	<p>KG</p>
<p>6. Work Programme 2021</p> <p>The Panel noted that the Public Accounts Committee had agreed to take on work scrutinising the Integrated Technology Solution.</p> <p>The Panel further noted that GST Personal Importation was expected to be introduced in the coming months. The Panel noted that the Chair of the Jersey Consumer Council had contacted Officers to express concern regarding the proposed changes to GST de minimis and noted the terms of reference regarding taxation, and agreed to write to the Head Of Environmental and Consumer Protection, to improve its understanding of the situation. It was agreed that a Scoping Document and Terms of Reference for a review by the Panel should be prepared.</p> <p>The Panel agreed to complete its review of Independent Taxation by August, with the scoping document and terms of reference to be drafted by Officers closer to the time.</p>	<p>KG</p>
<p>7. Fiscal Stimulus Fund</p> <p>The Panel noted that Officers had sent a letter to the Fiscal Stimulus Fund requesting clarification on the planned use of the funds and agreed to send a follow-up letter to seek further clarification.</p>	<p>KG</p>
<p>8. States of Jersey Employees Law</p> <p>The Panel noted consideration of work on the States of Jersey Employees Law, with Senator Vallois declaring an interest as the lead Member of the Privileges and Procedures Committee's Democratic Accountability and Governance sub-group.</p>	<p>KG</p>
<p>9. Future Meetings</p> <p>The Panel noted that its next meeting would take place on 30th March 2021 via Microsoft Teams.</p>	

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by Video Conference

Date: 17th March 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois Connétable Richard Vibert
Apologies	
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer Theodore Stone, Research and Project Officer (Item 1 only) Item 2 only Deputy Susie Pinel, Minister for Treasury and Resources Deputy Lindsay Ash, Assistant Minister for Treasury and Resources Richard Bell, Treasurer of the States Alison Rogers, Director, Investment Appraisal and Business Management Kevin Hemmings, Head of Financial Governance Deanne Bratch, Acting Programme Manager, Fiscal Stimulus Oversight Group

Agenda matter	Action
1. Quarterly Hearing with the Minister for Treasury and Resources The Panel discussed the upcoming Quarterly Hearing with the Minister for Treasury and Resources, scheduled for 10:30 on 19th March 2021. The Panel was briefed on the draft question plan, and it was agreed that additional questions would be included on the borrowing policy, reallocation of funds through Ministerial Decision, COVID-19 Response and Fiscal Stimulus. The Panel agreed that it would meet 45 minutes prior to the hearing to discuss the question plan further.	
2. Briefing from the Minister for Treasury and Resources on the Fiscal Stimulus Fund The Panel welcomed the Minister for Treasury and Resources and officials, who briefed it on the Fiscal Stimulus Fund. This meeting was held in private in accordance with the Freedom of Information (Jersey) Law 2011 (as amended) under Qualified Exemption Article 35.	

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by video conference

Date: 18th March 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois
Apologies	Connétable Richard Vibert
In attendance	Rebecca Benneyworth, Panel Adviser Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
<p>1. Income Tax (Payment of 2019 Liability) Regulations</p> <p>The Panel welcomed Rebecca Benneyworth, Panel Adviser, who briefed it on the work undertaken for the review.</p> <p>The Panel received fact checking from the Government of Jersey officers on the review report, discussing this and the report recommendations and findings. The Panel requested that officers make necessary updates and agreed to publish the report once these had been made.</p>	<p>KG</p>

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by video conference

Date: 19th March 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois Connétable Richard Vibert
Apologies	
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer Ella Nicholls, Communications Officer Item 1 only Deputy Susie Pinel, Minister for Treasury and Resources Senator Ian Gorst, Assistant Minister for Treasury and Resources Deputy Lindsay Ash, Assistant Minister for Treasury and Resources Richard Bell, Treasurer of the States Richard Summersgill, Comptroller for Revenue Simon Hayward, Director, Treasury and Investments Alison Rogers, Director, Investment Appraisal and Business Management Kevin Hemmings, Head of Financial Governance Deanne Bratch, Acting Programme Manager, Fiscal Stimulus Oversight Group

Agenda matter	Action
1. Quarterly Hearing with the Chief Minister The Panel received the Minister for Treasury and Resources and Officers for a quarterly public hearing. The hearing was webcast live, recorded and transcribed.	
2. Post hearing meeting The Panel discussed the public hearing with the Minister for Treasury and Resources. It was agreed that key findings of the hearing would be communicated via social media.	EN

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by video conference

Date: 22nd March 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett
Apologies	Senator Tracey Vallois Connétable Richard Vibert
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer Item 2 only Sara Atter, Director, Central HR Consulting Becky Hill, Director, HR Now

Agenda matter	Action
1. Fiscal Stimulus Fund The Panel discussed recommendations made by the Fiscal Stimulus Oversight Group on the allocation of Tranche one of the Fiscal Stimulus Fund. The Panel agreed that it had a number of concerns on the timeliness, temporary and targeted nature of those bids recommended or not recommended for the Fund, as well as those bid's ability to meet additional criteria of diversity, economic benefit and being separate from funding requests of the Government Plan. The Panel agreed that confidential comments on the recommendations would be formed to be shared with the Minister for Treasury and Resources, and that the Panel would meet on Wednesday 24th March 2021 to discuss the topic further.	KG
2. People and Culture Review: Meeting with potential advisors The Panel welcomed Sara Atter, Director, Central HR Consulting, who had expressed an interest in providing expert advice for the Panel's People and Culture Review. The Panel asked a number of questions regarding the extent of the expertise which could be provided before thanking Ms Atter who withdrew from the meeting. The Panel welcomed Becky Hill, Director, HR Now, who had expressed an interest in providing expert advice for the Panel's People and Culture Review. The Panel asked a number of questions regarding the extent of the expertise which could be provided before thanking Ms Hill who withdrew from the meeting. The Panel discussed the interviews held with potential advisers for the review, including Richard Plaster, Executive Director, Law At Work, who had met with the Panel on 12th March 2021.	

The Panel asserted that all those who had expressed an interest in providing expert advice would bring different skills and background to the review, fulfilling the role. The Panel agreed that it would appoint Mr Plaster as its adviser for its People and Culture Review as he had a suitable knowledge of the island with no conflicts of interest. The Panel request that its officer make necessary arrangements.

KG

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by video conference

Date: 24th March 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett
Apologies	Senator Tracey Vallois Connétable Richard Vibert
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
<p>1. Fiscal Stimulus Fund</p> <p>The Panel discussed recommendations made by the Fiscal Stimulus Oversight Group on the allocation of Tranche 1 of the Fiscal Stimulus Fund.</p> <p>The Panel noted a draft set of comments on the recommendations and agreed that further emphasis would be included on the lack of visionary use of the Fund, narrowed focus of bids recommended and risk of including bids that should be included in the Government Plan. The Panel agreed that the document would be reviewed and approved electronically once these updates had been included.</p>	<p>KG</p>

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by Video Conference

Date: 25th March 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois Connétable Richard Vibert
Apologies	
In attendance	Adam Clarke, Judicial Greffier (Item 1 only) Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
1. Briefing from the Judicial Greffier on the Family Court The Panel welcomed the Judicial Greffier, who briefed it on points relating to the Family Court. This meeting was held in private in accordance with the Freedom of Information (Jersey) Law 2011 (as amended) under Qualified Exemption Article 35.	
2. Fiscal Stimulus Fund The Panel discussed recommendations made by the Fiscal Stimulus Oversight Group on the allocation of Tranche 1 of the Fiscal Stimulus Fund and agreed that comments on these would be forwarded to the Minister for Treasury and Resources.	KG

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by video conference

Date: 30th March 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois Connétable Richard Vibert
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer Theodore Stone, Research & Project Officer Ella Nicholls, Communications Officer

Agenda matter	Action
1. Record of Meetings The Panel noted and approved the records of the meetings held on 9th, 10th, 12th, 15th, 16th, 17th, 18th, 19th, 22nd and 24th March 2021.	
2. COVID-19 Response and Recovery The Panel received and noted the latest Treasury figures dated 24th March 2021. The Chair noted that the next stage of its review was still in the information-gathering stage. The Panel received a briefing paper and update from Officers on its plans to survey Islander's confidence in the Government of Jersey's response to the COVID-19 pandemic. It was agreed that the survey would be launched in April 2021 and would last for two weeks, with participation publicised on social media and in the press. It was agreed that discussions would take place with Children, Home Affairs and Education Scrutiny Panel to understand more about Its review work in relation to COVID-19.	EN
3. People and Culture Review The Panel received an update from Officers on the appointment of an adviser and noted concerns regarding costs and the ability to achieve the mandate of the review under the current financial allocation. The Panel concluded that Scrutiny Liaison Committee would be consulted with an increase proposed. The Panel agreed to publicly acknowledge the appointment of an adviser to its review once the agreement for provision of consultancy services had been finalised and to provide an update of its review via social media, whilst acknowledging the need to delay the launch of the review to provide time to appoint a suitable independent adviser.	KG

<p>4. GST Personal Importation Tax</p> <p>The Panel noted that it would receive the Terms of Reference and Scoping Document for its review by close of business on Thursday 1st April 2021 and agreed to approve the documents at its meeting on Tuesday 13th April 2021.</p> <p>The Panel noted that a meeting with Carl Walker of the Jersey Consumer Council was being arranged. Senator Moore noted the statement made to the Panel by the Minister for Treasury and Resources during its recent public hearing which implied that the Jersey Consumer Council was the key point of contact for the Government of Jersey in its development of policies on GST Personal Importation Tax and agreed to ask Carl Walker about the level of contact the Jersey Consumer Council had with the Government of Jersey in relation to this review.</p>	KG
<p>5. Government Plan</p> <p>The Panel noted the inclusion of provisional dates for public hearings in Member's diaries and agreed the hearing timetable for October. The Panel agreed to install provisional hearing dates of Monday 11th October (AM), Friday 15th October (PM).</p>	KG
<p>6. Quarterly Hearings</p> <p>The Panel agreed to re-organise quarterly hearings scheduled for December 2021 to Monday 15th November (AM) and Friday 19th November 2021 (PM).</p>	
<p>7. Office Accommodation Project</p> <p>The Panel noted that the Comptroller and Auditor General (C&AG) was due to examine the Government of Jersey's capital programmes and was due to issue a report later in the year. The Panel raised concern that this may be too late to act on key issues raised by the report, given the C&AG's and Public Accounts Committee's (PAC) remits being reflective, rather than reactive.</p> <p>The Panel acknowledged the PAC's ongoing review of Estate Management and also agreed to raise concerns around long-term planning with the Minister for Treasury & Resources.</p> <p>The Panel further noted concerns regarding the sign-up to expenditure and repayment issues and agreed to send a letter to the Chief Minister to clarify if contract regarding the Office Accommodation project had been signed for the Office Accommodation and if so to request that copies of the contracts be provided to the Panel.</p>	KG
<p>8. P.24/2021 – States of Jersey Development Company: Appointment of Non-Executive Director</p> <p>The Panel noted the proposition of the Minister for Treasury & Resources lodged on 23rd March 2021 and noted that it had appointed an individual who possessed significant experience. The Panel noted the individual's experience with Corporate Governance and Placemaking.</p>	
<p>9. Ministerial Decisions</p> <p>The Panel reviewed recent Ministerial Decisions and noted that MD-TR-2021-0020 carried a signoff of £11.1 million from the Minister for Treasury & Resources to fund</p>	KG

<p>early work on construction of the Future Hospital. The Panel agreed to request a breakdown of the costs.</p>	
<p>10. Appointment of a Permanent Chief Executive</p> <p>The Panel noted that, aside from the Chief Minister, there was a lack of representation of States Members on the recruitment panel for the next, permanent Chief Executive, and noted a lack of representation from the Public Accounts Committee.</p> <p>The Panel noted concerns about the Interim Chief Executive departing his position during the 2022 Election Period and whether the Interim Chief Executive should depart following the formation of the next Council of Ministers. The Panel agreed to add this as a question to their next public hearing with the Chief Minister.</p> <p>The Panel concluded that it would examine codes of practice in relation to appointments and revert back at the next Panel meeting.</p>	<p>KG</p>
<p>11. Next Meeting</p> <p>The Panel noted that its next meeting would take place at 10:30am on Tuesday 13th April 2021 in the Blampied Room. It was agreed that attendee numbers in the room would be clarified prior to the meeting to ensure compliance with regulatory social distancing measures currently in place.</p>	

Corporate Services Scrutiny Panel

Record of Meeting

Date: 13th April 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois
Apologies	Connétable Richard Vibert
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
<p>1. Record of Meetings</p> <p>The Panel noted and approved the records of the meetings held on 25th and 30th March 2021.</p>	
<p>2. COVID-19 Response and Recovery</p> <p>The Panel received and noted the latest Treasury figures dated 7th April 2021. The Panel noted the extension of the Revolving Credit Facility.</p> <p>The Panel noted and discussed papers from the meeting of the Competent Authorities on 31st March 2021.</p> <p>The Panel agreed that there had been restricted dialogue in relation to progress on the establishment of a Productivity Support Scheme with the Panel and that COVID related support schemes appeared to potentially cover similar areas. As such, it was agreed that the Minister for Treasury and Resources would be questioned as to the overall aim of the schemes and that papers relating to the Productivity Support Scheme would be requested. It was further agreed that the Minister for Treasury and Resources would be asked to confirm that those receiving grants from the Fiscal Stimulus Fund would be publicly announced in full. The Panel additionally agreed that a media release would be formed to publicly share its comments on the allocations of the Fiscal Stimulus Fund.</p> <p>The Panel requested that the Fiscal Policy Panel be invited to attend upon it to discuss the fiscal stimulus measures used by the Government of Jersey.</p> <p>The Panel noted and agreed a project management plan for research of public opinion of Government communication in response to COVID-19. The Panel recalled that the review's Interim Report included a recommendation that the Chief Minister should survey Islanders on the topic and that a Ministerial Response was due 28th April 2021. As such, the Panel agreed that whilst preliminary formation of a questionnaire would take place, a survey would not be publicly launched until clarification was received if the Chief Minister planned to agree to the recommendation. Senator Tracey Vallois</p>	<p>KG</p>

declared an interest having been a member of the Council of Ministers during the COVID-19 response.	
<p>3. Government Communications</p> <p>The Panel recalled that it had been informed that there had been an internal review into the process of review and authorisation of press releases by the Communication Directorate. The Panel agreed that these would be requested.</p>	KG
<p>4. People and Culture Review</p> <p>The Panel was informed that a press notice was being drafted to announce the appointment of an adviser and to publicise a call for evidence.</p> <p>The Panel was informed that a response to its document request, sent 1st April 2021, had been delayed. The Panel agreed that a Public hearing with the Chief Minister scheduled for the 30th April 2021 would not be postponed at that stage and it would be requested that the documents be forwarded by the 16th April 2020.</p>	KG
<p>5. GST Personal Importation Tax</p> <p>The Panel received and discussed draft Terms of Reference and a Scoping Document for its review. It was agreed that additional stakeholders and key witnesses would be added to the Scoping Document, including representatives for the retail sector, children's views, the logistics industry, as well as the Minister for Home Affairs and Assistant Minister for Economic Development, Tourism, Sport and Culture. The Panel agreed the Terms of Reference and Scoping Document following these additions.</p> <p>The Panel nominated Senator Steve Pallett to lead the review, who accepted.</p>	KG
<p>6. Government Plan</p> <p>The Panel discussed the Government Plan 2022-25.</p> <p>The Panel had earlier in the meeting agreed to invite the Fiscal Policy Panel to attend upon it to discuss the fiscal stimulus used by the Government of Jersey and it was agreed that the opportunity would be used to ask for its views on the next Government Plan.</p>	
<p>7. Quarterly Hearings</p> <p>The Panel noted and discussed a letter received from the Minister for Treasury and Resources in response to additional questions from the Quarterly Hearing held 19th March 2021. The Panel agreed that no actions were required at that time.</p>	
<p>8. Office Accommodation Project</p> <p>The Panel recalled that a letter had been sent requesting confirmation that contracts regarding the Office Accommodation Project had been signed. The Panel noted that a response was due that day, 13th April 2021.</p>	
<p>9. Council of Minister Papers</p> <p>The Panel noted and discussed relevant papers from meetings of the Council of Ministers held 30th and 31st March and 1st April 2021. The Panel agreed that the</p>	

<p>Future Hospital Review Panel would be made aware that papers relevant to its remit had been shared with the Panel.</p>	
<p>10. R.57/2021 – Andium Homes Limited: Appointment of a Non-Executive Director</p> <p>The Panel noted the report R.57/2021 lodged by the Minister for Treasury & Resources on 6th April 2021. The Panel agreed that no formal action was required, however, Officers would be questioned as to why the Non-Executive Director appointee appeared as in post on Andium Homes Limited’s website before the start of their tenure.</p>	
<p>11. Ministerial Decisions</p> <p>The Panel recalled Ministerial Decisions MD-TR-2021-0020 which would fund early work on construction of the Future Hospital. The Panel agreed to request the reason for the use of the General Reserve and mention of Covid within the decision’s reports.</p>	<p>KG</p>
<p>12. Appointment of a Permanent Chief Executive</p> <p>The Panel discussed the appointment of a permanent Chief Executive. It was agreed that a comparison of the previous and updated job description would take place.</p> <p>The Panel also agreed that the Jersey Appointments Commission would be invited to meet with it to discuss the appointment as well as updates to the Employment of States of Jersey Employees (Jersey) Law 2005.</p>	<p>KG</p>
<p>13. Next Meeting</p> <p>The Panel noted that its next meeting would take place at 10:30am on Tuesday 27th April 2021 in the Blampied Room.</p>	

Corporate Services Scrutiny Panel

Record of Meeting

Date: 27th April 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Connétable Richard Vibert Senator Steve Pallett Senator Tracey Vallois
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer Theo Stone, Research & Project Officer Richard Plaster, Advisor for People and Culture Review, Item 3 Only

Agenda matter	Action
<p>1. Record of Meetings</p> <p>The Panel noted and approved the records of the meetings held on 13th April 2021.</p>	
<p>2. COVID-19 Response and Recovery</p> <p>The Panel received and noted the latest Treasury figures dated 21st April 2021. The Panel received and noted a press release from the Minister for Treasury and Resources in relation to the publication of the COVID Spending Figures.</p> <p>The Panel noted the funds provided to the Fisheries industry through the Fiscal Stimulus Fund and agreed to consider them in the second stage of their review of COVID-19 Response and Recovery, with the Chair to recommend a meeting between the Comptroller and Auditor and representatives of the industry to discuss financial support.</p> <p>The Panel noted receipt of letters from the Minister for Treasury and Resources regarding the Fiscal Stimulus Fund and noted that the documents requested by the Panel to scrutinise Tranche 2 of the Fund had not been received. The Panel noted that final decisions regarding the use of the Fund would be made in May and agreed to send a formal letter to the Minister requesting these documents.</p> <p>The Panel noted potential funding opportunities for charities supporting areas including mental health, children and young people, and the elderly, and considered the lack of public communication from the Government of Jersey in encouraging them to apply for the Fund. The Panel further noted concerns over the Fund decisions surrounding the use of the Howard Davis Hall and the lack of public information surrounding it.</p> <p>The Panel agreed to ensure that letters sent to the Minister for Treasury and Resources regarding Tranche 2 of the Fiscal Stimulus Fund should note the perspectives of the Panel's members regarding funding for charities and other</p>	<p>KG</p>

<p>organisations, and to note questions regarding the level of planning permission sought, the focus on the construction industry, and the divergent impacts on the Island's community.</p> <p>The Panel noted and discussed papers and agendas from the meetings of the Competent Authorities on 19th, 23rd and 28th April 2021.</p> <p>The Panel noted concerns raised by the Economic and International Affairs Scrutiny Panel regarding the use of incorrect information in justifying the use of the Fiscal Stimulus Funds for the funding of sport, and agreed to consider questions regarding the Government of Jersey's ability to deliver commitments outlined in the Fund against existing planning permissions.</p>	
<p>3. People and Culture</p> <p>The Panel noted that a Public Hearing had been scheduled between the Panel and the Chief Minister and States Employment Board on Friday 7th May at 3pm and noted that Officers were preparing a Question Plan. The Panel agreed to extend its meeting on Tuesday 4th May to allocate time to discuss the draft Question Plan.</p> <p>The Panel received and approved the press release and call for evidence. The Panel noted the Chair's decision to speak to the Vice-Chair of the States Employment Board to ensure that the press release and call for evidence are placed on the Government of Jersey's staff intranet, and noted the need to ensure that Teachers and other employees that use a separate intranet are also able to access these documents.</p> <p>The Panel noted a concern raised by Officers regarding a potential negative reception to the announcement of the Panel's use of an Advisor and agreed to emphasise the Advisor's locality and experience in working with the Government of Jersey.</p> <p>The Panel noted and discussed the letter received from the Chief Minister on the 22nd April 2021 and the attached documentation, and noted that an Officer-level meeting would take place on Wednesday 28th May 2021 between Panel Officers, the Panel's Advisor, and the Group Director of People and Corporate Services, to discuss the review.</p> <p>The Panel received its Advisor, Richard Plaster, for a private meeting to discuss the review. The record of the meeting was classified as exempt in accordance with Article 35 of the Freedom of Information (Jersey) Law 2011 (as amended).</p>	<p>KG</p>
<p>4. GST Personal Importation Tax</p> <p>The Panel received and approved the advisor engagement brief and press release of the review. The Panel agreed to establish a sub-panel for the Review and to invite the Constable of St John to join the sub-panel under Standing Order 138 alongside Deputy Ahier and Senator Steve Pallett. The Panel agreed that Senator Steve Pallett would Chair the sub-panel for this review and would report back to the Panel on the review's progress at each Panel meeting.</p> <p>The Panel received and noted correspondence between the Jersey Consumer Council and Treasury & Exchequer. The Panel further agreed to note concerns regarding the use of Economic Operator Registration and Identification following Brexit and agreed to consider contacting UK-based Consumer Groups to discuss changes to the import of goods from the European Union following Brexit.</p>	<p>KG</p>

<p>The Panel noted the budget transfer within MD-TR-2021-0042 from Justice and Home Affairs to Customer and Local Services to fund additional staffing to administer the change in the GST de minimis and agreed to request the GST Personal Importation Tax sub-panel to seek clarification on this Decision as part of its review.</p>	
<p>5. Quarterly Public Hearings</p> <p>The Panel noted receipt of a reply from the Chief Minister on 15th April 2021, and agreed to consider raising questions for its forthcoming public hearing with the Chief Minister, including the use of external resources such as the Law Officers' Budget, the method for establishing the objectives and values of the Interim Chief Executive, succession planning for senior civil servants, and relationship between the Chief Executive and the States Employment Board.</p>	<p>KG</p>
<p>6. Revenue Administration Measures: Tax Amendment (Jersey) Law 202-</p> <p>The Panel noted and discussed the draft law, accompanying report and letter from the Minister for Treasury and Resources on 16th April 2021, and agreed to separate its work between GST Personal Importation Tax and the Revenue Administration Law.</p> <p>The Panel instructed Officers to prepare a Scoping Document and Terms of Reference for a Review of the draft law. The Panel noted that it would not be possible to request a previous advisor to conduct work on this area due to the separate scope of the review and lack of tendering process.</p>	<p>KG</p>
<p>7. Enveloped Property Transaction Tax</p> <p>The Panel noted and discussed the draft law and regulations received from the Minister for Treasury and Resources on 15th April 2021. The Panel agreed to request a briefing from the Minister for Treasury and Resources on the draft law and regulations and agreed to provide a Comments Paper in time for the relevant debate in the States Assembly.</p> <p>The Panel noted the possibility of receiving submissions from relevant stakeholders, including property lawyers and relevant trust companies. The Panel further noted the increase in Stamp Duty collected from property purchases in 2021, following its amendment to the Government Plan.</p>	<p>KG</p>
<p>8. Office Accommodation Project</p> <p>The Panel noted and discussed the confidential letter received from the Chief Minister on 14th April 2021 and noted that the Chief Minister was expected to sign the relevant contract to advance work on the project in the near future.</p>	
<p>9. P.26/2021 - Draft Legislation (Jersey) Law 202-</p> <p>The Panel noted the proposition lodged by the Privileges and Procedures Committee for debate on 11th May 2021 and discussed whether to provide comments in its capacity as the Main Respondent.</p> <p>Senator Vallois declared an interest as a Member of the Committee (also applicable for Item 10), and for being the Member responsible for signing off the proposition for it to be lodged.</p>	

<p>10. P.22/2021 Draft Eligibility for Elections (Amendments of Laws) (Jersey) Law 202-</p> <p>The Panel noted and discussed the proposition lodged by the Privileges and Procedures Committee for debate on 11th May 2021 and discussed amendments to the proposition. The Panel noted that the Diversity Forum (a sub-group of the Privileges and Procedures Committee) had lodged Comments on the proposition.</p>	<p>KG</p>
<p>11. R.13/2021 – Consultants – Reporting on their Use by the Government of Jersey (P.59/2021) Report of the Chief Minister – January 2021</p> <p>The Panel received a comparison spreadsheet and agreed to move discussion of it to its next meeting, whilst noting the level of Compulsory Purchases.</p>	
<p>12. MD-TR-2021-0020 – Our Hospital Early Enabling Works: Funding</p> <p>The Panel noted and discussed a letter from the Minister for Treasury and Resources and agreed to ask questions of the Minister for Treasury and Resources regarding the remit the relevant Political Oversight Group had to make the decision to establish the Scheme, and who had responsibility for signing it off.</p>	
<p>13. R.57/2021 Andium Homes Limited: Appointment of a Non-Executive Director</p> <p>The Panel noted and discussed a letter from the Minister for Treasury and Resources on 26th April 2021 and agreed to seek clarification regarding the remit of the appointee and the actions expected of them.</p>	<p>KG</p>
<p>14. Commissioner for Standards</p> <p>The Panel noted that the Commissioner for Standards had concluded that the Chair had not breached the States Assembly’s Code of Conduct, following a referral regarding a statement made about the previous Chief Executive.</p>	
<p>15. Next Meeting</p> <p>The Panel noted that its next meeting would take place at 10:30am on Tuesday 4th May 2021 in the Blampied Room.</p>	

Corporate Services Scrutiny Panel

Record of Meeting

Date: 4th May 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Connétable Richard Vibert
Apologies	Senator Steve Pallett Senator Tracey Vallois
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer (Via Microsoft Teams Link) Theo Stone, Research & Project Officer Ella Nicholls, Communications Officer (Via Microsoft Teams Link) Richard Plaster, Adviser for People and Culture Review (Item 7 only)

Agenda matter	Action
<p>1. COVID-19 Response and Recovery Review</p> <p>The Panel received and acknowledged the latest treasury report and the C&AG Report on the Government of Jersey's handling of the COVID-19 Pandemic.</p> <p>The Panel raised concern regarding the transparency of exemptions in relation to Goods and Services Tax payments. The Panel agreed to question the Minister on exemption options at its next Public Hearing.</p> <p>The Panel noted that Deputy Ahier would be submitting an oral question to the Minister for Treasury and Resources regarding the checks and balances used to examine the accuracy of the expected financial positions of businesses receiving emergency public funds in 2020.</p> <p>Fiscal Stimulus Fund</p> <p>The Panel received and discussed a letter from the Minister for Treasury and Resources dated 30th April 2021 regarding the Fiscal Stimulus Fund</p> <p>The Panel noted documentation which had been attached to the letter from the Minister for Treasury and Resources regarding potential recipients for tranche two recommendations of the Fiscal Stimulus Fund and raised concerns over potential conflicts of interest, commitment towards Common Strategic Priorities, consultation with the Economic Council and steer from government.</p> <p>Given its concerns the Panel agreed to draft a letter to the Minister for Treasury and Resources requesting a Public Hearing in relation to the Fiscal Stimulus Fund to discuss the principles of the Fund.</p> <p>The Panel acknowledged the work undertaken by the Economic & International Affairs Scrutiny Panel regarding the use of the Fiscal Stimulus Fund for sports funding.</p> <p>Fiscal Policy Panel</p>	<p>KG</p>

<p>The Panel noted concern over the Minister for Treasury and Resource's response regarding a potential meeting with the Fiscal Policy Panel and agreed to pursue a briefing.</p>	
<p>2. GST Personal Importation Review</p> <p>The Panel noted the updated review project plan.</p>	
<p>3. Income Tax (Payment of 2019 Liability) Regulations Review</p> <p>The Panel noted and discussed the Ministerial Response presented to the States and highlighted concerns over the calculation and implementation of annual payments given that the election of the 2019 payment would not be required until 2024.</p> <p>The Panel agreed to add questions in relation to annual payments and implementation of systems to support payments to future Public Hearing questioning of the Minister for Treasury and Resources as limited clarification was provided in the Ministerial Response.</p>	<p>KG</p>
<p>4. P.40/2021 – States Members Remuneration</p> <p>The Panel noted concerns about the decision to replace the existing remuneration panel with another and agreed to review the proposition further.</p>	<p>KG</p>
<p>5. R/13/2021 – Consultants – Reporting on their use by the Government of Jersey</p> <p>The Panel received and discussed a comparison spreadsheet which had been prepared and considered the need for further discussion on the use of consultants and the symmetry to its ongoing People and Culture Review. The Panel agreed to send a letter to the Chief Minister outlining concerns regarding the processes leading to the requirement for consultants, the status of the database to track consultants and work undertaken to identify which consultant roles should become permanent positions.</p>	<p>KG</p>
<p>6. Resourcing at Revenue Jersey</p> <p>The Panel was advised that a letter regarding Revenue Jersey had been received by the Chair. It was agreed that this would be shared with the Panel.</p>	<p>KG</p>
<p>7. People and Culture Review</p> <p>The Panel received its Adviser, Richard Plaster, for a private meeting to discuss progress of its review and question plan for its Public Hearing with the Chief Minister on 7th May 2021. The record of the meeting was classified as exempt in accordance with Article 35 of the Freedom of Information (Jersey) Law 2011 (as amended).</p> <p>The Panel agreed to review the inclusion of One Gov specific issues within the People and Culture Review, and to consider amending the current Terms of Reference to facilitate its inclusion.</p>	<p>KG</p>
<p>8. Next Meeting</p> <p>The Panel noted that its next meeting would take place at 10:30am on Tuesday 18th May 2021 in the Blampied Room.</p>	

<p>The Panel noticed that a meeting of Members involved in the GST Personal Importation Review would take place at 10:30am on Friday 14th May in the Blampied Room.</p>	
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Corporate Services Scrutiny Panel

Record of Meeting

Meeting held in the States Chamber

Date: 7th May 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Connétable Richard Vibert
Apologies	Senator Steve Pallett Senator Tracey Vallois
In attendance	Connétable Richard Buchanan, Vice Chair, States Employment Board Paul Martin, Interim Chief Executive Mark Grimley, Group Director, People and Corporate Services Richard Plaster, Adviser for People and Culture Review Katie Griffiths, Committee & Panel Officer Theo Stone, Research & Project Officer Ella Nicholls, Communications Officer

Agenda matter	Action
1. People and Culture Review Public Hearing with Vice Chair, States Employment Board The Panel received the Vice Chair, States Employment Board, Interim Chief Executive and Group Director, People and Corporate Services for a public hearing on its People and Culture review. The hearing was recorded and transcribed.	

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by Video Conference

Date: 14th May 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois
Apologies	Connétable Richard Vibert
In attendance	Dame Janet Paraskeva, Chair of the Jersey Appointments Commission Katie Griffiths, Committee & Panel Officer Theodore Stone, Research and Project Officer

Agenda matter	Action
1. Meeting with the Chair of the Jersey Appointments Commission The Panel welcomed Dame Janet Paraskeva, Chair of the Jersey Appointments Commission, to discuss the potential establishment of the Commission as an independent body corporate, alongside its role in the oversight and regulation of employment processes. This meeting was held in private in accordance with the Freedom of Information (Jersey) Law 2011 (as amended) under Qualified Exemption Article 35.	

Corporate Services Scrutiny Sub Panel

Goods and Services Tax Personal Importation Review

Record of Meeting

Date: 14th May 2021

Present	Senator Steve Pallett, Chair (appointed for review) Deputy Steve Ahier, Vice Chair Connétable Andy Jehan (Co-opted Member for Goods and Services Tax Personal Importation Review)
In attendance	Katie Griffiths, Committee & Panel Officer Theo Stone, Research & Project Officer

Agenda matter	Action
<p>1. Review Project Plan</p> <p>The Panel noted and discussed its Review Project Plan and agreed the actions to be completed during the evidence gathering phase of its GST Personal Importation Taxation Review (“the Review”) from 1 May 2021 to 31 July 2021.</p> <p><i>Call for Evidence</i></p> <p>The Panel reviewed its Call for Evidence and concluded that it needed to simplify questions four, five and six to encourage public participation. The Panel agreed that it would approve the Call for Evidence electronically once the questions had been simplified.</p> <p><i>Public Engagement Plan</i></p> <p>The Panel agreed to prepare a public engagement plan with a focus on encouraging written submissions. It was agreed that this would include social media engagement opportunities for its review. The Panel agreed to review its public engagement plan at its next meeting.</p> <p><i>Research – Effects for low-income families</i></p> <p>The Panel raised concern on essential items being subject to taxation (food, nappies, clothes) and the potential negative effects for low-income families and consequential alignment to the Government’s Strategic Priorities. The Panel agreed to gather information in relation to the purchase of essential items with logistic service providers to inform its review.</p> <p><i>Research – Comparison to other jurisdictions</i></p> <p>The Panel discussed the importance of reviewing the mechanics and opportunities in different schemes and that the review would need to consider costs, technology, exemptions and concessions within other goods and service orientated schemes</p>	<p>KG</p>

<p>against the Revenue Jersey proposal. The Panel agreed it would increase the case studies for its review to include Australia and New Zealand.</p> <p>Panel members agreed to consider professional contacts who could assist its review and how introductions to officers could be made.</p> <p><i>Adviser Engagement Brief</i></p> <p>The Panel reviewed its Adviser Engagement Brief and concluded that certain wording needed to be amended in the brief to clarify the objectives of the Panel’s engagement with particular businesses to inform its review. The primary change to the brief was in relation to businesses currently identified in the brief as carriage and deliverers of postal parcels when they were more aligned to understanding the detrimental effects of the Goods and Services Tax. The Panel agreed that it would approve the Adviser Engagement Brief electronically once the wording had been amended.</p> <p>The Panel agreed that it would circulate its Adviser Engagement Brief, once approved, to local tax advisers, VAT advisers in the UK and that the Panel would consider tax experts in other jurisdictions with relevance to what the Panel need to achieve for its review.</p> <p><i>Government Briefings and Documentation</i></p> <p>The Panel agreed that it would contact Revenue Jersey and request a private briefing to inform its review.</p> <p>The panel agreed that it would send a letter to the Minister for Treasury and Resources requesting an update on the timings of the Government’s review and also, within its letter, would request relevant minutes and a public hearing with the Minister.</p> <p><i>Public Hearings</i></p> <p>The Panel agreed that it would complete a public hearing with the Minister for Treasury and Resources in July 2021 once the Government’s report had been lodged. Written communication provided by the Minister for Treasury and Resources to the Panel indicated that the report would be lodged by the 30th June 2021.</p>	
<p>2. Written Submissions</p> <p>The Panel noted its written submissions to date for its review. The Panel agreed that it would invite the Jersey Consumer Council to a Public Hearing before the 8th June 2021 to clarify the written submission it had provided. The Panel agreed that it would review a draft question plan for the Public Hearing at its next meeting.</p>	<p>KG</p>
<p>3. Items for Communication</p> <p>The Panel agreed that this would be based around its Public Engagement plan and it would consider this further at its next meeting.</p>	<p>KG</p>
<p>4. Any Other Business</p> <p>The Panel agreed it would review the Jersey Post annual report to ascertain if this provided an indication on volume in relation to the purchase of items.</p>	<p>KG</p>

5. Next Meeting	
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The Panel noted that its next meeting would take place at 11:30am on Friday 21st May 2021 in the Blampied Room.	
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Corporate Services Scrutiny Panel

Record of Meeting

Date: 18th May 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois (Absent from items 1, 2, 10, 11, 12 and 13) Connétable Richard Vibert (Absent from items 12 and 13)
Apologies	
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer Richard Plaster, Adviser for People and Culture Review (Item 9 only)

Agenda matter	Action
<p>1. Records of Minutes</p> <p>The Panel noted and approved the records of the meetings held on the 27th April 2021 and the 4th, 7th and 14th May 2021.</p>	
<p>2. Briefings</p> <p>The Panel noted that a briefing from the Minister for Treasury and Resources on the Draft Taxation (Income Tax, Goods and Services Tax and Revenue Administration) (Amendment) (Jersey) Law 202- [P.51-2021] had been scheduled for 25th May 2021 at 1pm in the Blampied Room.</p>	
<p>3. COVID-19 Response and Recovery Review</p> <p>The Panel received and acknowledged the latest treasury report of COVID-19 spending dated 12th May 2021, noting that there had been no new allocations.</p> <p>Interim Report Ministerial Response</p> <p>The Panel noted and discussed the Ministerial Response to its interim report S.R.7/2021. The Panel identified that the Chief Minister had indicated that research had been carried out to determine the views of Islanders throughout the pandemic, as such it was agreed that the findings of this research would be requested. The Panel, recalling that research was also being carried out by the Children, Education & Home Affairs Panel into the impact of COVID-19 on younger Islanders, agreed that it would postpone its own survey until a more suitable time.</p> <p>Fiscal Stimulus Fund</p> <p>The Panel received and discussed letters from the Minister for Treasury and Resources received 12th and 17th May 2021 regarding the Fiscal Stimulus Fund (the Fund). The Panel noted that the Minister for Treasury and Resources had declined an invitation to attend a Public Hearing on the matter.</p>	KG

<p>The Panel agreed that it continued to hold sufficient concern over the allocation and administration of the Fund to insist that a public hearing be held on the topic as part of its Review. The Panel, conscious of the confidential nature of applications for grants from the Fund, agreed that a hearing would be held in two sections allowing for public questions before a private hearing to scrutinise exempt points. The Panel requested that Officers make the necessary arrangements and form a letter summoning the Minister for Treasury and Resources to attend upon it.</p>	<p>KG</p>
<p>4. GST Personal Importation Review</p> <p>The Panel received and discussed minutes of the Review Sub Panel from its meeting of 14th May 2021.</p> <p>The Panel was updated by Senator Pallett, appointed Chair for the Review Sub Panel, on progress of the Review. The Panel was informed that a formal Call for Evidence and Adviser Engagement Brief was being developed.</p> <p>The Panel heard that an invitation to the Jersey Consumer Council to attend a public hearing would be made, prior to a public hearing to be held with the Minister for Treasury and Resources in June 2021.</p> <p>The Panel noted that the Review Sub Panel was scheduled to next meet on Friday 21st May 2021.</p>	
<p>5. P.40/2021 – States Members Remuneration</p> <p>The Panel received and discussed a briefing paper on P.40/2021 States Members Remuneration lodged by the Privileges and Procedures Committee.</p> <p>Senator Pallett declared that they had previously been a member of the States' Members Remuneration Board.</p> <p>Senator Vallois reminded the Panel of her position as a current member of the Privileges and Procedures Committee (PPC).</p> <p>Following discussion, the Panel agreed that Senator Vallois would ascertain from PPC at its forthcoming meeting if a States Members briefing would be forthcoming on P.40/2021 and if detail could be provided on the selection criteria for the independent reviewer.</p>	<p>TV</p>
<p>6. P.41/2021 – Draft Amendment (No.52) of the Standing Orders of the States of Jersey</p> <p>The Panel noted and discussed P.41/2021 – Draft Amendment (No.52) of the Standing Orders of the States of Jersey.</p> <p>Senator Vallois reminded the Panel of her position as a current member of the PPC.</p> <p>The Panel agreed that a comments paper would be produced to highlight the difficulties faced by scrutiny due to a reduced lodging period of the Government Plan in previous years.</p>	<p>KG</p>
<p>7. Press Release Procedures</p>	

<p>The Panel noted and discussed a letter from the Chief Minister dated 11th May 2021 regarding the Government of Jersey's Press Release Procedures. The Panel noted that the letter gave no new information but confirmed that all media statements and press releases now required approval by an individual Minister. The Panel agreed no further action was needed at that time.</p>	
<p>8. Ministerial Decision (MD-TR-2021-0020) Our Hospital Enabling Works</p> <p>The Panel noted and discussed a letter from the Minister of Treasury and Resources received 14th May 2021 regarding Ministerial Decision (MD-TR-2021-0020) Our Hospital Enabling Works.</p> <p>The Panel agreed that it would consider a review into the financial aspects of the Our Hospital project.</p> <p>The Panel agreed that the Minister for Treasury and Resources would be requested to identify what, if any, additional funds would be required by the Our Hospital project prior to a debate by the States Assembly on the Final Business Case of the project.</p>	<p>KG</p>
<p>9. People and Culture Review</p> <p>The Panel received its Adviser, Richard Plaster, for a private meeting to discuss progress of its review and question plan for its Public Hearing with the Chief Minister on 7th May 2021. The record of the meeting was classified as exempt in accordance with Article 35 of the Freedom of Information (Jersey) Law 2011 (as amended).</p> <p>The Panel agreed that only two members at a time would attend during any private hearings with those submitting evidence to the review due to the sensitive nature of discussions.</p> <p>The Panel agreed that further evidence for the Review would be sought from Union representatives. The Panel also agreed that the States Greffe communication team would be requested to advertise the Review further to bolster submissions.</p> <p>Senator Vallois withdrew from the meeting.</p>	<p>KG</p>
<p>10. One Gov Review Panel</p> <p>The Panel received and approved the record of the meeting of the One Gov Review Panel on the 12th May 2021 following the incorporation of that Panel's actions into its work programme.</p> <p>The Panel agreed that questions concerning the One Gov initiatives would be included within any future public hearing of its People and Culture Review, which would be held in early June 2021, as well as the next Quarterly Hearing with the Chief Minister scheduled for Friday 25th June 2021.</p>	<p>PL</p>
<p>11. E-Petition Stop the double taxation of the Jersey pension</p> <p>The Panel noted and discussed the e-petition "Stop the double taxation of the Jersey pension" which had surpassed 1,000 signatures and therefore required a Ministerial Response from the Minister for Treasury and Resources. The Panel agreed that it would review the Ministerial Response once published having received correspondence from members of the public on the matter previously.</p>	

<p>Connétable Vibert withdrew from the meeting.</p>	
<p>12. Ministerial Decisions</p> <p>The Panel agreed that no recent Ministerial Decisions required action at that time.</p> <p>The Panel recalled that it had requested a copy of the signed contracts pertaining to the commercial arrangements concerning MD-PH-2021- 0008 Office Accommodation Project, Union Street, St. Helier: Agreements and requested that Officers arrange this be forwarded to it.</p>	<p>PL</p>
<p>13. Next Meeting</p> <p>The Panel noted that its next meeting would take place at 10:30am on Tuesday 25th May 2021 in the Blampied Room.</p> <p>The Panel noted that a meeting of Members involved in the GST Personal Importation Review was scheduled to take place at 11:30am on Friday 21st May in the Blampied Room.</p>	

Corporate Services Scrutiny Panel

Record of Meeting

Date: 20th May 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois Connétable Richard Vibert
Apologies	
In attendance	Witness one Richard Plaster, Adviser for People and Culture Review Katie Griffiths, Committee & Panel Officer

Agenda matter	Action
1. People and Culture Review Private Hearing The Panel received a private witness to hear evidence for its People and Culture Review. The hearing was transcribed, the record of the meeting was classified as absolutely exempt in accordance with Article 26 of the Freedom of Information (Jersey) Law 2011 (as amended).	

Corporate Services Scrutiny Panel

Record of Meeting

Date: 26th May 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett (Item 1 only) Senator Tracey Vallois
Apologies	Connétable Richard Vibert
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer Items 1 and 2 only Deputy Susie Pinel, Minister for Treasury and Resources Richard Bell, Treasurer of the States Nick Vaughan, Chief Economic Advisor Deanne Bratch, Acting Programme Manager, Fiscal Stimulus Oversight Group Item 1 only Senator Ian Gorst, Assistant Minister for Treasury and Resources

Agenda matter	Action
1. COVID-19 Response and Recovery Review Public Hearing The Panel received the Minister for Treasury and Resources and Officers for a public hearing to discuss the Fiscal Stimulus Fund as part of its COVID-19 Response and Recovery Review. The hearing was webcast live, recorded and transcribed.	
2. COVID-19 Response and Recovery Review Private Hearing The Panel received the Minister for Treasury and Resources and Officers for a private hearing to discuss confidential elements of the Fiscal Stimulus Fund as part of its COVID-19 Response and Recovery Review. The hearing was transcribed, the record of the meeting was classified as qualified exempt in accordance with Article 35 of the Freedom of Information (Jersey) Law 2011 (as amended).	
3. Post hearing meeting The Panel agreed that it would meet at 9.15 am on Thursday 27th May 2021 by video conference to discuss recommendations of allocations to be made within Tranche 2 of the Fiscal Stimulus Fund.	

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by Video Conference

Date: 27th May 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois
Apologies	Connétable Richard Vibert
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
<p>1. COVID-19 Response and Recovery Review</p> <p>The Panel discussed the hearing held with the Minister for Treasury and Resources (the Minister) discussing the Fiscal Stimulus Fund (the Fund) as part of its COVID-19 Response and Recovery Review.</p> <p>The Panel agreed that it still held concerns over a number of elements of the Fund, namely:</p> <ul style="list-style-type: none">• The concerns previously outlined to the Minister, such as lack of diversity and innovation of allocations of the Fund, remained;• Since the establishment of the Fund in November 2020 the economic situation resulting from COVID-19 had altered significantly and the need for fiscal stimulus may have diminished in favour of wider economic recovery support measures;• The amount of construction bids to the Fund risked focusing fiscal stimulus on that sector, over stretching that it, and delaying the projects due to potential number of planning permissions taking place in 2021;• That there remained a lack of a culture strategy, to which some projects included in the Fund related;• What happened to grants should a project not meet its agreement or delivery plan; and,• The bureaucratic nature of the application process had slowed progression of the fiscal stimulus. <p>The Panel agreed that in its view no further allocations should be progressed in Tranche Two of the Fund past those preliminary recommendations made by the Fiscal Stimulus Oversight Group (FSOG), outlined in documentation received by the Panel on 17 May 2021. The Panel agreed that it would be willing to receive additional briefings from FSOG should it recommend further projects.</p> <p>The Panel recalled that it was due to receive quarterly briefings from FSOG to update it on progress of the Fund. The Panel agreed that many of the projects included in the Fund may require the attention of the Economic and International Affairs Panel,</p>	

<p>agreeing that it should be suggested to the Minister that that Panel be invited to receive the quarterly briefings of the FSOG. The Panel further agreed that it would be useful to receive monthly briefings from the Programme Manager following the monthly meeting of FSOG.</p> <p>The Panel requested that officers form a letter to the Minister outlining its observations of the Fund.</p>	<p>KG</p>
<p>2. Future meetings</p> <p>The Panel agreed that it would meet at 9.30 am on Friday 28th May 2021 via video conference to review and discuss the drafted letter to the Minister on the Fund.</p>	

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by Video Conference

Date: 28th May 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois
Apologies	Connétable Richard Vibert
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
<p>1. COVID-19 Response and Recovery Review</p> <p>The Panel considered a draft letter to the Minister for Treasury and Resources (the Minister) discussing the Fiscal Stimulus Fund (the Fund) as part of its COVID-19 Response and Recovery Review.</p> <p>The Panel agreed that additions and amendments should be made to the draft letter, including:</p> <ul style="list-style-type: none">• Additional focus on the bureaucratic nature of the application focus and relevance of the Public Finances Manual;• Lack of a completed culture strategy resulting in grants to projects relating to culture being potentially misplaced;• Additional focus on the differences of the COVID-19 impact economically since establishment of the Fund in November 2020; and• That a recommendation should be made to make additional funding available to the planning department to allow for faster progression of planning applications during 2021. <p>The Panel approved the letter pending the amendments discussed and final review by the Chair.</p>	

Corporate Services Scrutiny Sub-Panel

Goods and Services Tax Personal Importation Review

Record of Meeting

Date: 10th June 2021

Present	Senator Steve Pallett, Chair (appointed for review) Deputy Steve Ahier, Vice Chair Connétable Andy Jehan (Co-opted Member for Goods and Services Tax Personal Importation Review)
In attendance	Katie Griffiths, Committee & Panel Officer Theo Stone, Research & Project Officer Ella Nicholls, Digital & Communications Officer (Item 3 only)

Agenda matter	Action
<p>1. Record of Meetings</p> <p>The Panel approved the minutes of the meeting held on 28th May 2021.</p>	
<p>2. Briefing Papers</p> <p>The Panel discussed a Case Studies Briefing Paper on Australia and New Zealand. The Panel noted the differences in the complexity of the GST regimes between the two countries and agreed to seek clarity from the Minister for Treasury and Resources as to which jurisdictions were being considered as case studies for its ongoing review into GST.</p>	KG
<p>3. Public Engagement</p> <p>The Panel received and discussed a Public Engagement Plan from its Digital & Communications Officer for its review. The Panel agreed to produce a video featuring young people discussing GST to encourage submissions from young people for the review, and to explore the use of advertisements within locations including Liberation Bus Station.</p>	EN
<p>4. Question Plan for Public Hearing with the Jersey Consumer Council</p> <p>The Panel received and agreed the question plan for the Panel's public hearing with the Jersey Consumer Council on Wednesday 16th June 2021 at 14:00 pm.</p>	
<p>5. Panel Adviser</p> <p>The Panel received an update from officers on progress for procuring an adviser for Phase 1 of its review and agreed that it would consider recently retired contacts with relevant experience who could be considered for the role.</p>	KG

6. Next Meeting	
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The Panel noted that its next meeting would take place at 14:00 pm on Wednesday 14th June 2021 and would include a private briefing from the Comptroller of Revenue.	
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Corporate Services Scrutiny Panel

Record of Meeting

Date: 11th June 2021

Present	Senator Kristina Moore, Chair Senator Steve Pallett Connétable Richard Vibert
Apologies	Deputy Steve Ahier, Vice Chair Senator Tracey Vallois
In attendance	Witness two Peter Lamy, Research and Project Officer

Agenda matter	Action
1. People and Culture Review Private Hearing The Panel received a private witness to hear evidence for its People and Culture Review. The hearing was transcribed, the record of the meeting was classified as absolutely exempt in accordance with Article 26 of the Freedom of Information (Jersey) Law 2011 (as amended).	

Corporate Services Scrutiny Sub-Panel

Goods and Services Tax Personal Importation Review

Record of Meeting

Date: 14th June 2021

Present	Senator Steve Pallett, Chair (appointed for review) Deputy Steve Ahier, Vice Chair
Apologies	Connétable Andy Jehan (Co-opted Member for Goods and Services Tax Personal Importation Review)
In attendance	Katie Griffiths, Committee & Panel Officer Theo Stone, Research & Project Officer Richard Summersgill, Comptroller of Revenue

Agenda matter	Action
<p>1. Private Briefing from the Comptroller of Revenue</p> <p>The Panel welcomed the Comptroller of Revenue to a private briefing regarding the Government's review into Goods and Services Tax - Personal Importation. The record of this meeting was classified as exempt in accordance with the Freedom of Information (Jersey) Law 2011 (as amended) under Qualified Exemption Article 35.</p> <p>Following the briefing, the Panel agreed to write to the Minister for Treasury and Resources to request clarity on the timetable for changes to Goods and Services Tax – Personal Importation and to receive draft reports provided to the Minister in relation the Government's review of Goods and Services Tax - Personal Importation.</p>	KG

Corporate Services Scrutiny Panel

Record of Meeting

Date: 15th June 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice-Chair Senator Steve Pallett Senator Tracey Vallois (by Microsoft Teams)
Apologies	Connétable Richard Vibert
In attendance	Katie Griffiths, Committee and Panel Officer Theo Stone, Research and Project Officer Peter Lamy, Research and Project Officer (Item 5 only) Ella Nicholls, Digital and Communications Officer (Item 18 only)

Agenda matter	Action
1. Record of Meetings The Panel noted and approved the records of the meetings held on the 25th May and 1st, 4th and 11th June 2021, and agreed to note the C&AG Report on the 2020 States Annual Report and Accounts within Item 9 of the minutes of the meeting held on 25th May 2021.	KG
2. R.69/2021 - Addendum to the Commissioner for Standards' Investigation of the Complaint of Breach of the Code of Conduct for Elected Members by Senator Moore The Panel noted the publication of the Addendum to the Commissioner for Standards' Investigation of the Complaint of Breach of the Code of Conduct for Elected Members by Senator Moore (R.69/2021), the Panel's Chair.	
3. Meeting with the Chief Minister and Chief Executive The Panel noted that its meeting with the Chief Minister and the Chief Executive was being re-organised, and that its Public Hearing with the Chief Minister for its People and Culture Review on the 16th June 2021 would be deferred to a later date.	KG
4. COVID-19 Response and Recovery The Panel noted receipt of the latest Treasury figures and public perception research received from the Chief Minister. The findings were noted, and the Panel agreed to consider it as an area of questioning in future Public Hearings.	KG
5. People and Culture Review The Panel noted receipt of the transcript from its Public Hearing with the Trade Unions and a letter to the Chief Minister regarding the recruitment of the Chief Executive, alongside documentation received by the Panel following its letter of the 2nd June 2021.	KG

<p>The Panel noted that its Public Hearing with the Chief Minister on the 17th June was being rescheduled due to an urgent appointment. The Panel agreed that the Public Hearing should take place prior to the end of the week to enable it to meet deadlines and that it would write to the Chief Minister requesting a hearing on Friday 18th June 2021. The Panel agreed that it could raise a quorum for the Public Hearing on Friday 18th June. The Panel approved the question plan for its Public Hearing with the Chief Minister.</p> <p>The Panel received the draft Report prepared by its advisor and welcomed him to a private briefing. The record of this meeting was classified as exempt in accordance with the Freedom of Information (Jersey) Law 2011 (as amended) under Qualified Exemption Article 35.</p> <p>Subsequent to this meeting, the Panel received and approved the Heads of Report for the final report.</p>	
<p>6. GST Personal Importation</p> <p>The Panel received an update from the Sub Panel Chair, Senator Steve Pallett, following its meeting on 10th June 2021 and private briefing with the Comptroller of Revenue on 14th June 2021.</p> <p>The Panel approved the Sub Panel's suggestion to write to the Minister for Treasury and Resources to request a timeline on public communication regarding proposed changes to GST and to request receipt of any relevant reports to be received by the Minister on this issue. The Panel noted considerations by the Sub Panel given to Stakeholders and links between potential changes to the GST de-minimis and the drafted Retail Strategy.</p>	TS
<p>7. Proposed Amendments to Taxation (Income Tax, Goods and Services Tax and Revenue Administration) (Jersey) Law</p> <p>The Panel noted and agreed the Scoping Document, Terms of Reference, Adviser Engagement Briefing, Call for Evidence, Work Programme, Public Hearing Question Plan and Launch Letter to the Minister for Treasury and Resources for its review.</p> <p>The Panel noted the Briefing Paper prepared by its Adviser for its review. The Panel agreed to request a private meeting with its Adviser at 2:15pm on Thursday 24th June 2021 prior to its Public Hearing on Friday 25th June 2021 in order that the Panel could be updated. It was noted that the Panel Chair would be absent for its Public Hearing with the Minister for Treasury and Resources. Panel members reviewed and agreed to proceed as a quorum was present.</p>	KG
<p>8. Quarterly Hearing with the Minister for Treasury and Resources</p> <p>The Panel noted and approved the Question Plan for its upcoming Quarterly Hearing with the Minister for Treasury and Resources and it was agreed that questions would be considered in relation to the Fiscal Stimulus Fund, R.105 and its links to the Public Finance Law. The Panel noted that the Question Plan for the Chief Minister was under construction and would be shared with the Panel later in the week and would be agreed at the next Panel meeting. and noted that the Chair would be absent from its Quarterly Public Hearing with the Chief Minister on Friday 25th June. The Panel reviewed and agreed a quorum was present for both hearings.</p>	KG

<p>9. E-Petition: Stop the Double Taxation of the Jersey Pension</p> <p>The Panel noted the response of the Minister for Treasury and Resources to the petition and the lack of notification provided to the Panel.</p> <p>The Panel agreed to include questioning on the tone and wording of the response in its upcoming Quarterly Hearing with the Minister, and agreed to request clarification from the Panel Adviser for its review of Proposed Amendments to Taxation on the difference in pension policies for those born before and after 1952.</p>	KG
<p>10. R.103/2021: Complaint made to States of Jersey Complaints Board against Treasury and Exchequer Department</p> <p>The Panel noted the report lodged by the Minister for Treasury and Resources on 8th June 2021.</p>	
<p>11. P.56/2021 – Draft Elections (Miscellaneous Amendments) (Jersey) Law 202-</p> <p>The Panel noted and discussed the proposition lodged by the Privileges and Procedures Committee and noted the reduction in signatories required to stand for election and concerns regarding the extension of Postal Voting, the declaration of donations to political parties and campaign expenses incurred outside of the election period. The Panel agreed to invite the Chair of the Privileges and Procedures Committee to a private meeting to discuss the proposed electoral reforms.</p>	KG
<p>12. P.62 – Draft Amendment (No. 52) of the Standing Orders of the States of Jersey</p> <p>The Panel noted and discussed the proposition lodged by the Privileges and Procedures Committee. The Panel agreed to draft a Comments Paper outlining its view in relation to the Government Plan review period reducing from 12 weeks to 10 weeks and that future Elections should return to the month of May and to urge the next Privileges and Procedures Committee to give careful consideration to this for the next general election cycle in 2026.</p>	KG
<p>13. P.63/2021 – Draft Access to Justice (Jersey) Law 2019 (Appointed Day) Act 202-</p> <p>The Panel noted and discussed the proposition lodged by the Chief Minister and noted the expected consultation period, expected cost of implementation, and the lack of formal deadline for the introduction of the proposed legislation. It was further noted that the Legal Aid Review Panel would be reviewing this Proposition.</p> <p>Senator Moore declared an interest in Item 13 through her husband being a practicing lawyer.</p>	
<p>14. Consultants: Reporting on their Use by the Government of Jersey</p> <p>The Panel noted and discussed the reply received from the Chief Minister to its letter dated 21st May 2021, and agreed to submit a response requesting clarity on the use of the Revolving Credit Facility and to reiterate points made in previous correspondence regarding the Use of Consultants. The Panel further agreed to consider the use of the Public Finance (Jersey) Law’s references to Structured Needs Assessment’s in its upcoming Quarterly Public Hearing with the Chief Minister.</p>	

<p>15. P.66/2021 – Draft Amendment (No. 53) of the Standing Orders of the States of Jersey</p> <p>The Panel noted and discussed the proposition lodged by the Privileges and Procedures Committee. The Panel noted concerns regarding the process for emergency legislation to be addressed during the period the States Assembly is prorogued and agreed to discuss these concerns during its private meeting with the Privileges and Procedures Committee.</p>	<p>KG</p>
<p>16. R.105/2021 – Transfers between Heads of Expenditure under the Public Finances (Jersey) Law 2019: Article 18 – 28th May 2021</p> <p>The Panel noted and discussed the report lodged by the Minister for Treasury and Resources on 10th June 2021 and noted concerns regarding the use of funds from areas such as sports and that transfers were fixed within the Government. The Panel further noted the use of contingencies put in place for the administration of risk and agreed to raise concerns regarding the use of funding for Major Capital Projects within the Government Plan during its upcoming Quarterly Public Hearing with the Minister for Treasury and Resources.</p>	<p>KG</p>
<p>17. States Business</p> <p>The Panel reviewed recent Ministerial Decisions and Reports, and subsequently considered MD-TR-2021-0065. The Panel agreed to request clarification from the Minister for Treasury and Resources regarding the provision of pay awards, adherence to the policy of not providing pay increases to those on salaries over £100,000, whether pay awards had been provided to employees above this threshold, and what pay strategies are in place.</p> <p>The Panel agreed for Senator Vallois to submit a request to the Chair of the Children, Education and Home Affairs Scrutiny Panel to write to the Director General for Justice and Home Affairs to seek clarity on the IT spend and consolidation between Ministerial departments and the States of Jersey Police.</p>	<p>KG</p>
<p>18. Items for Communications</p> <p>The Panel agreed to meet immediately after future public hearings to discuss items for communication with its Digital and Communications Officer.</p>	<p>EN</p>
<p>19. Future Meetings</p> <p>The Panel noted that its next meeting would take place on Tuesday 22nd June 2021 at 10:30am in the Blampied Room.</p>	

Corporate Services Scrutiny Sub-Panel

Goods and Services Tax Personal Importation Review

Record of Meeting

Date: 16th June 2021

Present	<p>Senator Steve Pallett, Chair (appointed for review)</p> <p>Deputy Steve Ahier, Vice Chair</p> <p>Connétable Andy Jehan (Co-opted Member for Goods and Services Tax Personal Importation Review)</p>
In attendance	<p>Katie Griffiths, Committee & Panel Officer</p> <p>Theo Stone, Research & Project Officer</p> <p>Ella Nicholas, Digital and Communications Officer (Item 3 only)</p> <p>Carl Walker, Chair of the Jersey Consumer Council (Item 2 only)</p> <p>Tina Langdon, Executive Officer of the Jersey Consumer Council (Item 2 only)</p>

Agenda matter	Action
<p>1. Pre-Hearing Meeting</p> <p>The Panel agreed to write to and request meetings with the Chief Executive of Jersey Post and Head of Service for Jersey Customs and Immigration to further discuss their views regarding potential changes to the Goods and Services Tax - personal importation.</p>	TS
<p>2. Public Hearing with the Jersey Consumer Council</p> <p>The Panel welcomed the Chair of the Jersey Consumer Council to a public hearing. The hearing was recorded and streamed live to the public and a transcript was produced.</p>	
<p>3. Items for Communication</p> <p>The Panel agreed to ask its Digital and Communications Officer to highlight that the Jersey Consumer Council had raised concerns regarding the lack of public awareness in relation to multiple items under £135 when ordered separately from different suppliers being treated as a single purchase if they arrived at the same time and that concerns had been raised regarding the ability to claim back GST on returned items and that IT systems were not suitable for GST payments.</p>	EN

Corporate Services Scrutiny Panel

Record of Meeting

Date: 22nd June 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois Connétable Richard Vibert
Apologies	
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
1. Records of Minutes The Panel noted and approved the records of the meetings held on the 15th June 2021.	
2. COVID-19 Response and Recovery Review The Panel received and acknowledged the latest treasury report of COVID-19 spending dated 16th June 2021. The Panel noted and discussed a letter from the Minister for Treasury and Resources received 15th June 2021 regarding Tranche 2 allocations of the Fiscal Stimulus Fund. The Panel agreed that a response letter would be drafted outlining the non-committal nature of the future of the Fiscal Stimulus Fund outlined by the Minister for Treasury and Resources, as well as questioning consideration that had been given to sectors of the economy impacted by the COVID-19 pandemic. The Panel agreed that questions would be put to the Fiscal Policy Panel on the topic of further use of the Fiscal Stimulus Fund, at a meeting scheduled to take place 7th July 2021.	KG
3. People and Culture Review The Panel noted that a draft report was being formed. The Panel noted and discussed a letter from the Chief Minister received 22nd June 2021 regarding the Public Hearing following one held as part of the review on 18th June 2021. The Panel agreed that a letter in response would be drafted thanking the Chief Minister for the confirmation that he held Fridays in reserve for scrutiny related actions, clarifying that the Panel would endeavour to hold Public Hearings and briefings with him on that day dependent on member's availability, but also highlighting his duty to attend upon scrutiny. The Panel requested that Officers enquire if a shared calendar to outline scheduling such as Council of Ministers meetings could be forwarded.	KG
4. GST Personal Importation Review	

<p>The Panel was updated by Senator Pallett, appointed Chair for the Review Sub-Panel, on progress of the Review.</p> <p>The Panel was advised that a Public Hearing with the Jersey Consumer Council had taken place on 16th June 2021 in which a number of interesting points had been raised and that these would be considered as part of the Review.</p> <p>The Panel was advised that it was assumed that much of the information gathered by the Minister for Treasury and Resources on the topic of collection of imported Goods and Services Tax in respect of unaccompanied goods for personal use, would be included within the Government Plan. As such it was agreed by the Panel that there were potential areas of the review that may have influence on any scrutiny of the Government Plan 2022 to 25.</p>	
<p>5. Taxation Amendment Law Review</p> <p>The Panel noted an initial briefing paper and questions arising from its appointed Adviser. The Panel agreed that it would meet with the Adviser on Thursday 24th June 2021 at 2pm to discuss the topic further.</p> <p>The Panel noted that a Public Hearing with the Minister for Treasury and Resources was scheduled to take place at 1pm on Friday 25th June 2021.</p> <p>The Panel was advised that a Call of Evidence had been communicated, however there had been little interest in providing submissions. The Panel agreed that, as a technical topic, no further action was required.</p>	
<p>6. Quarterly Hearing with Chief Minister</p> <p>The Panel noted and discussed a draft question plan for its upcoming quarterly hearing with the Chief Minister, scheduled to take place at 10am on Friday 25th June 2021.</p> <p>The Panel agreed that a number of changes would be made, such as the inclusion of questions regarding the Chief Executive Officer, Infrastructure Fund and policy consistency during COVID-19. The Panel further agreed that questions regarding the use of consultants would be forwarded in a letter to the Chief Minister.</p>	<p>KG</p>
<p>7. P.62/2021 – Draft Amendment (No.52) of the Standing Orders of the States of Jersey</p> <p>The Panel noted and discussed a draft comments paper on P.62/2021 – Draft Amendment (No.52) of the Standing Orders of the States of Jersey.</p> <p>Senator Tracey Vallois declared an interest as a member of the Privileges and Procedures Committee and withdrew from the discussion.</p> <p>The Panel approved the comments and requested that the be lodged.</p>	<p>KG</p>
<p>8. Office Accommodation Project</p> <p>The Panel noted a hard copy of the confidential Office Contract provided by the Chief Minister. The Panel agreed that it may form part of its review of Capital Projects in the Government Plan.</p>	

<p>9. Fiscal Policy Panel</p> <p>The Panel noted that a meeting with the Fiscal Policy Panel had been scheduled for 12:45pm on Wednesday 7th July 2021. The Panel agreed that questions on the future of Fiscal Stimulus to negate the impact of COVID-19, and the Infrastructure Fund, would be put forward.</p>	
<p>10. Outstanding Letters</p> <p>The Panel discussed responses from the Chief Minister and Minister for Treasury and Resources that were outstanding. The Panel agreed that Scrutiny Panels would be contacted to enquire if they had faced delayed responses from Ministers, and that a letter should be sent to the Chief Minister outlining the obligation to respond to Scrutiny requests within 10 working days.</p>	
<p>11. Ministerial Decisions</p> <p>The Panel noted MD-TR-2021-0072 Revolving Credit Facility: Transition from London InterBank Offered Rate and agreed that questions would be put to the Minister for Treasury and Resources in the next quarterly hearing, which was to be scheduled.</p> <p>The Panel noted MD-C-2021-0024 Access to Justice (Jersey) Law 2019 (Appointed Day) Act 202- and further noted that this Ministerial Decision would be reviewed by the Legal Aid Review Panel.</p>	
<p>12. R.105/2021 Transfer Between Heads of Expenditure</p> <p>The Panel noted that R.105/2021 Transfers Between Heads of Expenditure Under the Public Finances (Jersey) Law 2019: Article 18 – 28th May 2021 had been reissued. The Panel agreed that individual members would lodge Oral Questions to relevant Ministers at the next sitting of the States Assembly, Tuesday 19th June 2021, to query their approval of deferring or removing funding for Capital Projects under their remit.</p>	
<p>13. Next Meeting</p> <p>The Panel noted that its next meeting would take place at 10:30am on Tuesday 6th July 2021 in the Blampied Room.</p>	

Corporate Services Scrutiny Sub-Panel

Record of Meeting

Meeting held by video conference

Date: 23rd June 2021

Present	Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois
Apologies	Senator Kristina Moore, Chair Connétable Richard Vibert
In attendance	Katie Griffiths, Committee & Panel Officer Theodore Stone, Research & Project Officer Deputy Susie Pinel, Minister for Treasury and Resources Deputy Lindsay Ash, Assistant Minister for Treasury and Resources Paul Martin, Interim Chief Executive Hannah Le Bail, Advisor – Stakeholder Relations Simon Hayward, Director of Treasury and Investment Management Steven Robinson, Head of Shareholder Relations

Agenda matter	Action
1. Private Briefing on the Sale of JT (IOT) Limited The Panel welcomed the Minister, Assistant Minister for Treasury and Resources and Government Officers to a private briefing on Project Jaguar; the sale of JT (IOT) Limited. The record of this meeting was classified as exempt in accordance with the Freedom of Information (Jersey) Law 2011 (as amended) under Qualified Exemption Article 35.	KG

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by video conference

Date: 24th June 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois Connétable Richard Vibert
Apologies	
In attendance	Rebecca Benneyworth, Panel Advisor Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
<p>1. Taxation Amendment Law Review</p> <p>The Panel welcomed Rebecca Benneyworth, Panel Advisor, who briefed it on work undertaken for the review.</p> <p>The Panel was informed by the Panel Adviser that preliminary review of each of the articles included in Draft Taxation (Income Tax, Goods and Services Tax and Revenue Administration) (Amendment) (Jersey) Law 202- [P.51-2021] had taken place. The Panel Adviser briefly outlined preliminary points of interest:</p> <ul style="list-style-type: none">• A number of proposed articles changed references in rights to appeal to make them more generic, so that these could be updated more simply in the future• Proposed articles provided clarity that some existing breaches constituted a criminal offence• Proposed articles clarified that purposely submitting a false state on behalf of an individual may constitute an offence• Proposed articles included amendments to the way assessments could be changed by the Comptroller of Revenue, to two years, or five years if a careless return had been submitted, or an unlimited timescale if a deliberately false return has been submitted or no return had been submitted. It was noted that the United Kingdom had a maximum limit of 20 years• Although individuals would have a right to appeal decisions made, there was no right for appeals to be heard in person and these would likely be a purely paper-based exercise• That publication of appeals would be useful for future reference by the Commissioners of Appeal, however as publication was not mandatory there was a risk that decisions to publish may be biased• That interest on outstanding payments related to the construction industry, and that these would be due to and by employers, and not individual workers• There was a need for clarity on who would decide if an individual had failed to requested information, and clarity on when prosecution would be sought	

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| <ul style="list-style-type: none">• There was a need for clarity if an individual had a right to appeal when issued with an information notice• That there was a need for the Comptroller of Revenue to sign information notices | |
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The Panel agreed that topics and questions discussed would be put to the Minister for Treasury and Resources in a public hearing scheduled for Friday 25th June 2021 at 1pm. The Panel agreed that it would meet at 12.30pm on Friday 25th June 2021 to finalise question areas.

Corporate Services Scrutiny Sub-Panel

Record of Meeting

Date: 25th June 2021

Present	Senator Kristina Moore, Chair (Items 1 and 3 only) Deputy Steve Ahier, Vice Chair Connétable Richard Vibert Senator Steve Pallett (Items 2 and 3 only) Senator Tracey Vallois
In attendance	Katie Griffiths, Committee & Panel Officer Theodore Stone, Research & Project Officer Item 1 only: Senator John Le Fondré, Chief Minister Paul Martin, Interim Chief Executive John Quinn, Chief Operating Officer Mark Grimley, Group Director of People and Corporate Services Alex Khalidi, Interim Director of Public Health Policy Item 2 only: Deputy Susie Pinel, Minister for Treasury and Resources Richard Summersgill, Comptroller of Revenue Fiona Fraser, Deputy Director of Income Tax Item 3 only: Edward Le Gallais, Digital and Communications Officer

Agenda matter	Action
1. Quarterly Hearing with the Chief Minister The Panel welcomed the Chief Minister to a quarterly public hearing. The hearing was streamed live to the public and a transcript was produced.	
2. Public Hearing with the Minister for Treasury and Resources The Panel welcomed the Minister to a public hearing on the Taxation Amendment Law Review. The hearing was streamed live to the public and a transcript was produced.	
3. Items for Communication The Panel agreed to ask the Digital and Communications Officer to highlight key points raised in each public hearing for communication on social media to engage the public on key issues.	ELG

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by video conference

Date: 2nd July 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois
Apologies	
In attendance	Rebecca Benneyworth, Panel Advisor Andrew Harris, Principal Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
<p>1. Taxation Amendment Law Review</p> <p>The Panel welcomed Rebecca Benneyworth, Panel Advisor, who briefed it on work undertaken for the review of the Draft Taxation (Income Tax, Goods and Services Tax and Revenue Administration) (Amendment) (Jersey) Law 202- [P.51-2021], following a public hearing held with the Minister for Treasury and Resources on Friday 25th June 2021.</p> <p>The Panel agreed that amendments would be drafted to achieve the following:</p> <ul style="list-style-type: none">• Updating (article 37) – 27C to require the Comptroller of Revenue (the Comptroller) to warn third parties that they would be liable to prosecution if they disclosed material relating to an information notice to any person;• Updating Article 24 to allow appropriate judgement to be used instead of requiring the Comptroller to register all of those persons deemed liable to be registered for Goods and Services Tax; and• Updating (article 37) – 27B and 27C to ensure a “wet” signature was not a requirement in approval of information notices by the Comptroller or an authorized officer. <p>The Panel agreed that it would meet electronically on Monday 5th July 2021 to discuss the amendments.</p>	

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by video conference

Date: 5th July 2021

Present	Deputy Steve Ahier, Vice Chair Senator Steve Pallett
Apologies	Senator Kristina Moore, Chair Senator Tracey Vallois
In attendance	Rebecca Benneyworth, Panel Advisor Andrew Harris, Principal Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
<p>1. Taxation Amendment Law Review</p> <p>The Panel welcomed Rebecca Benneyworth, Panel Advisor, who updated it on work undertaken for the review of the Draft Taxation (Income Tax, Goods and Services Tax and Revenue Administration) (Amendment) (Jersey) Law 202- [P.51-2021].</p> <p>The Panel noted and approved draft amendments to P.51/2021 and agreed that these would be lodged.</p>	

Corporate Services Scrutiny Panel

Record of Meeting

Date: 12th July 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Tracey Vallois
Apologies	Senator Steve Pallett
In attendance	Deputy Susie Pinel, Minister for Treasury and Resources Deputy Lindsay Ash, Assistant Minister for Treasury and Resources Richard Bell, Treasurer of the States Fiona Fraser, Deputy Director, Revenue Jersey Simon Hayward, Director, Treasury & Investment Management Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
1. Quarterly Hearing with the Minister for Treasury and Resources The Panel received the Minister for Treasury and Resources, Assistant Minister and officers for a quarterly public hearing. The hearing was recorded and transcribed.	

Corporate Services Scrutiny Sub-Panel

Record of Meeting

Date: 13th July 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Tracey Vallois
Apologies	Senator Steve Pallett
In attendance	Katie Griffiths, Committee & Panel Officer

Agenda matter	Action
<p>1. Panel Membership</p> <p>The Panel noted the resignation of Connétable Richard Vibert from the Panel, who had accepted a role as Assistant Minister for Children and Education. The Panel noted his valued contribution to its work.</p> <p>The Panel noted the absence of Senator Steve Pallett from the meeting and praised his achievement in completing a cross channel swim.</p>	
<p>2. Records of Meetings</p> <p>The Panel approved the records of its meetings held on the 10th, 14th, 16th, 22nd, 23rd, 24th and 25th June, 2nd and 5th July 2021.</p>	
<p>3. COVID-19 Response and Recovery Review</p> <p>The Panel noted the latest treasury figures dated 7th July 2021.</p> <p>The Panel noted the agenda and relevant papers of the Emergency Council meeting dated 7th July 2021. The Panel highlighted concern on risk and modelling in relation to the emergency response and agreed to ask relevant questions at a forthcoming public health briefing with the Chief Minister.</p> <p>The Panel discussed the Fiscal Stimulus Fund reporting requirements as set out in the agreed fund proposition [P.128/2020]. The Panel agreed to send a letter to the Minister for Treasury and Resources requesting confirmation on the timetable for the presentation of the quarterly update reports to the States Assembly and to receive the Fiscal Stimulus Oversight Group minutes as outlined in the proposition. The Panel also agreed that the letter should request that the Minister for Treasury and Resources comply with the proposition criteria and update the Assembly at its next sitting of the intention to extend the delivery and completion of projects beyond the 31st December 2021 as highlighted to the Panel in its quarterly public hearing with the Minister on the 12th July 2021.</p> <p>The Panel noted and discussed correspondence which it had received from event organiser - Tony Sargent. The Panel noted it had sent a letter to the Chair of the Scientific and Technology Advisory Cell which would provide clarification on the points</p>	<p>KG</p>

<p>raised within the correspondence. The Panel also agreed that the letter would be forwarded to the Economic and International Affairs Scrutiny Panel for its review.</p>	
<p>4. Proposed Amendments to Taxation (Income Tax, Goods and Services Tax and Revenue Administration) (Jersey) Law Review</p> <p>The Panel noted and agreed the transcript from its Public Hearing held with the Minister for Treasury and Resources on the 25th June 2021. The Panel also agreed the report prepared by its adviser, two drafted amendments and agreed that its comments paper would be forwarded electronically for review and approval after the meeting.</p>	<p>KG</p>
<p>5. People and Culture Review</p> <p>The Panel agreed that it would review the final advisers report and its own draft report at its next meeting.</p> <p>The Panel was advised that communication had been received by its adviser for the review requesting additional funding to complete the report. It was agreed that e-mail communication would be forwarded to the Panel for its consideration.</p> <p>The Panel noted and discussed email communication which it had received from the Unions. The e-mail communication confirmed that government officers had approached Union representatives requesting a private meeting to substantiate evidence following its public hearing with the Panel. The Panel agreed to send a response to the Unions, States Employment Board and government officers stipulating that a written submission should be received by the Panel if any party held concerns with the evidence provided.</p> <p>The Panel noted that it had not received a reply to its letter dated 8th June 2021 sent to the Chief Minister, States Employment Board and Jersey Appointments Commissioner in relation to the recruitment of the Chief Executive. The Panel agreed to send a follow up letter highlighting its concern that due process had been ignored and that this demonstrated a disregard for scrutiny in its role as a constructive partner and critical friend. The Panel also agreed that the letter would refer to the Jersey Appointment Commissioners article in the Jersey Evening Post, dated 13th July 2021, and would request confirmation on the five politicians who would assist with the recruitment process of the Chief Executive.</p>	<p>KG</p>
<p>6. Independent Taxation Reform</p> <p>The Panel noted the letter from the Minister for Treasury and Resources regarding Independent Taxation Reform received on the 25th June 2021 and that its briefing on the Reform with the Minister for Treasury and Resources had been scheduled for 15th July 2021. The Panel also noted that a slide pack would be provided by Revenue Jersey prior to the briefing.</p>	<p>KG</p>
<p>7. Electoral Reform</p> <p>The Panel noted and discussed the reply to its letter from the Chair of the Privileges and Procedures Committee regarding electoral reform which was received 22nd June 2021. The Panel agreed to raise any outstanding concerns regarding the legislation at its States Members briefing on 20th July 2021.</p>	

<p>8. Employment of States of Jersey Employees (Jersey) Law 2005</p> <p>The Panel noted the reply to its letter from the Chief Minister regarding the Employment of States of Jersey Employees (Jersey) Law 2005 received 6th July 2021.</p>	
<p>9. Trial Three Week Sitting Cycle of the States Assembly</p> <p>The Panel noted and discussed the letter from the Chair of the Privileges and Procedures Committee to the President of the Scrutiny Liaison Committee regarding the trial three week sitting cycle of the States Assembly which had been forward to the Panel, for its consideration, on the 30th June 2021. The Panel agreed to write a letter to the Chair of the Privileges and Procedures Committee to convey its desire to return to a two week cycle to assist in the management of work programmes, calling in legislation and provides greater opportunity for scrutiny to complete its work and hold the Government to account through questions, debates and Standing Orders.</p>	KG
<p>10. Council of Ministers Meeting – 6th July 2021</p> <p>The Panel noted the agenda and relevant papers of the meeting of the Council of Ministers held on the 6th July 2021. The Panel agreed to ask about technology policy at its next Public Hearing with the Chief Minister. The Panel also agreed to request quarterly financial reports from the treasury department and organise update meetings for various projects identified in the Government Plan 2021-24 primarily investment in information technology, office modernisation programme and communications re-organisation to inform its work.</p>	KG
<p>11. States Business</p> <p>The Panel reviewed recently lodged ministerial decisions and reports within its remit. The Panel agreed to review R.118/2021 – Consultants: Reporting on their use by Government of Jersey (P.59/2019) and R.114/2021 – Overall management of Public Finances during COVID-19 Pandemic at its next meeting. The Panel agreed upon reviewing R.113/2021- Transfer between Heads of Expenditure under Public Finances (Jersey) Law 2019 that it would generate a report detailing all of the transfers between Heads of Expenditure in 2021 and cross compare against the narrative provided in target operating models within the Government Plan 2021-24 for review at its next meeting.</p>	KG
<p>12. Items for Communication</p> <p>The Panel noted and agreed social media content following its Public Hearing with Minister for Treasury and Resources and that it would be immediately released following its meeting.</p>	KG
<p>13. Any Other Business</p> <p>The Panel noted that specialist training had been provided to other Panels which focussed on enhancing questioning techniques and skills. The Panel agreed that it would also like to receive this training and would consider costs and timings for this to be completed at its next meeting.</p>	KG
<p>14. Future Meeting</p> <p>The Panel noted that its next meeting was scheduled to take place on Tuesday 27th July 2021 at 10.30am in the Blampied Room.</p>	

Corporate Services Scrutiny Panel

Record of Meeting

Meeting held by Video Conference

Date: 15th July 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair
Apologies	Senator Steve Pallett Senator Tracey Vallois
In attendance	Deputy Susie Pinel, Minister for Treasury and Resources Richard Bell, Treasurer of the States Fiona Fraser, Deputy Director, Revenue Jersey Heather Morgan, Risk Officer, Revenue Jersey Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
1. Briefing from the Minister for Treasury and Resources on Independent Taxation Implementation The Panel welcomed the Minister for Treasury and Resources and officials, who briefed it on Independent Taxation Implementation. This meeting was held in private in accordance with the Freedom of Information (Jersey) Law 2011 (as amended) under Qualified Exemption Article 35.	

Corporate Services Scrutiny Sub-Panel

Record of Meeting

Meeting held by video conference

Date: 27th July 2021

Present	Deputy Steve Ahier, Vice Chair Senator Tracey Vallois
Apologies	Senator Kristina Moore, Chair Senator Steve Pallett
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
<p>1. Records of Meetings</p> <p>The Panel approved the records of its meetings held on the 12th, 13th, and 15th July 2021.</p>	
<p>2. COVID-19 Response and Recovery Review</p> <p>The Panel noted the latest treasury figures dated 22nd July 2021.</p> <p>The Panel noted and discussed a letter received from the Minister for Treasury and Resources on 22nd July 2021 regarding the Fiscal Stimulus Fund. The Panel agreed that the letter did not indicate a definitive decision on the future of allocations, however agreed no action was required at that time, reminiscent that any changes in use of the Fiscal Stimulus Fund would require agreement within the States Assembly.</p>	
<p>3. Proposed Amendments to Taxation (Income Tax, Goods and Services Tax and Revenue Administration) (Jersey) Law Review</p> <p>The Panel noted and discussed a letter from Fiscal Strategy Group sent to Minister for Treasury and Resources dated 16th July 2021, which was shared with the Panel by a member of that group, regarding the delayed debate of the Draft Taxation (Income Tax, Goods And Services Tax and Revenue Administration) (Amendment) (Jersey) Law 202- [P.51/2021]. The Panel agreed that a letter to the Fiscal Strategy Group would be sent to recognise its letter to the Minister for Treasury of Resources, and informing it of the Panel's comments paper and amendments to P.51/2021 and to request comment upon concerns held to the original proposition; the Panel further agreed that confirmation of the membership of the Fiscal Strategy Group would be requested.</p> <p>The Panel agreed that a letter would be sent to the Minister for Treasury and Resources to request clarification on whether formal consultation on P.51/2021 would be taking place and the planned timescale for debate of the draft legislation within the Assembly.</p>	<p>KG</p>

<p>The Panel requested that Officers form briefing notes on submissions received as part of its review of the Draft Revenue Administration (Jersey) Law 201- [P.122/2018] that were relevant to its current review.</p>	
<p>4. People and Culture Review</p> <p>The Panel noted the adviser's draft report and budget allocation. Mindful of the need of a pragmatic approach to funding allocation, the Panel agreed that although additional funding would be requested from the Scrutiny Liaison Committee to enable the finalisation of the adviser's report, no further support was needed as part of its review.</p> <p>The Panel noted that an additional private hearing would potentially be organised and agreed that this would be held as soon as possible.</p>	<p>KG</p>
<p>5. Independent Taxation Reform</p> <p>The Panel noted a draft Scoping Document and Terms of Reference for its Independent Taxation Review. The Panel agreed that additional witnesses, including the Fiscal Strategy Group would be included and approved the documents following these changes. The Panel agreed that the Scoping Document and Terms of Reference would be forwarded to the Scrutiny Liaison Committee for approval.</p>	<p>KG</p>
<p>6. GST Personal Importation Review</p> <p>The Panel noted and discussed a response letter from the Minister for Treasury and Resources on 26 July 2021 to Senator Pallett, as lead member of the GST Personal Importation Review. The Panel agreed that the majority of the review would likely be reviewed during the next term.</p>	
<p>7. Council of Minister papers</p> <p>The Panel noted a number of agendas and accompanying papers from Council of Ministers meetings on 15th and 22nd June, 16th and 26th July 2021. The Panel agreed that no action was necessary.</p>	
<p>8. R.118/2021 – Consultants: Reporting on their use by the Government of Jersey (P.59/2019) – Report of the Chief Minister – June 2021</p> <p>The Panel noted and discussed Consultants: Reporting On Their Use By The Government Of Jersey (P.59/2019) – Report of The Chief Minister – June 2021 [R.118/2021]. The Panel agreed that no action was necessary at that time.</p>	
<p>9. R.114/2021 – Overall management of Public Finances during COVID -19 Pandemic</p> <p>The Panel noted and discussed the Comptroller and Auditor general report Overall management of Public Finances during COVID -19 Pandemic [R.114/2021]. The Panel agreed that no action was necessary at that stage.</p>	
<p>10. Future Meeting</p> <p>The Panel noted that its next meeting was scheduled to take place on Tuesday 10th August 2021 at 10.30am in the Blampied Room.</p>	

Corporate Services Scrutiny Sub-Panel

Record of Meeting

Date: 13th September 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett
Apologies	Senator Tracey Vallois
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer Item 1 only Paul Martin, Chief Executive Officer

Agenda matter	Action
<p>1. Meeting with Chief Executive Officer</p> <p>The Panel welcomed the Chief Executive Officer (CEO) for a discussion on the Panel's People and Culture Review's report, findings and recommendations. This meeting was held in private in accordance with the Freedom of Information (Jersey) Law 2011 (as amended) under Qualified Exemption Article 35.</p>	
<p>2. People and Culture Review</p> <p>The Panel discussed the ongoing actions following the People and Culture Review. The Panel agreed to invite the Jersey Advisory & Conciliation Service to meet with it in order to discuss findings and recommendations.</p> <p>The Panel noted that a Ministerial response to the Review's Report [S.R.12/2021] was due on 18 October 2021 and agreed that consideration of a formal response to the response would be given at that time. The Panel also agreed that points arising would be but to the Chief Minister within future public hearings.</p>	KG
<p>3. P.75/2021 Draft Finance (2020 Budget) (Jersey) Law 2020 (Appointed Day) Act 202-</p> <p>The Panel noted and discussed the Draft Finance (2020 Budget) (Jersey) Law 2020 (Appointed Day) Act 202- [P.75/2021] and agreed that Senator Steve Pallett would act as rapporteur for the Panel, due to his role as Chair of the Migration and Population Review Panel.</p>	KG
<p>4. Independent Taxation Reform</p> <p>The Panel noted that the Draft Act Declaring That the Income Tax (Amendment – Stage 1 Of Independent Taxation) (Jersey) Law 202- [P.78/2021] was due to be debated at the Assembly Sitting of 14 September 2021. The Panel agreed it continued to hold concern on the fairness of the changes proposed and was informed that the Panel adviser would be providing further comment.</p>	KG

Corporate Services Scrutiny Sub-Panel

Record of Meeting

Date: 11th October 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Tracey Vallois
Apologies	Senator Steve Pallett
In attendance	Warwick Lightfoot, Panel Adviser Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
<p>1. Government Plan 2022 – 2025 Review</p> <p>The Panel welcomed Warwick Lightfoot who would be advising it during its review of the Government Plan 2022 - 2025.</p> <p>The Panel discussed a question plan for the public hearing with the Minister for Treasury and Resources, to be held as part of the review, scheduled to take place 1pm on Tuesday 12 October 2021. The Panel agreed a number of changes to the order of questions and further agreed that these would be reviewed and finalised in its meeting scheduled to take place at 10.30am on Tuesday 12 October 2021.</p>	

Corporate Services Scrutiny Sub-Panel

Record of Meeting

Date: 12th October 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Tracey Vallois
Apologies	Senator Steve Pallett
In attendance	Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer (Items 3, 12 and 13 only) Theodore Stone, Research & Project Officer Jenny O'Brien, Head of Digital and Public Engagement (Items 12 and 13 only) Item 12 only: Warwick Lightfoot, Panel Adviser Deputy Susie Pinel, Minister for Treasury and Resources Lindsay Ash, Assistant Minister for Treasury and Resources Richard Bell, Treasurer of the States Richard Summersgill, Comptroller of Revenue Simon Hayward – Director of Treasury and Investment Management Andrew Hacquail, Group Director - Strategic Finance Hazel Cunningham, Group Director – Finance Business Partnership

Agenda matter	Action
<p>1. Records of Meetings</p> <p>The Panel approved the record of the meeting held on 21st September 2021.</p>	
<p>2. COVID-19 Response and Recovery</p> <p>The Panel noted the latest Treasury Figures dated 6th October 2021 and noted the publication of the Health and Social Care Committee's Sixth Report on lessons learnt from the COVID-19 Pandemic, and further noted commentary from Islanders in local print media.</p> <p>The Panel agreed to request from Officers a breakdown of actual spend against spend provided by the Minister for Treasury and Resources during the COVID-19 Pandemic and agreed to ask questions of the Minister for Treasury and Resources during the upcoming Quarterly Hearing with the Panel regarding the Public Finances Law, with particular scope given to the Infrastructure Development Fund.</p> <p>The Panel further noted proposed increases to the Central Reserves and the changes to the projected COVID spend in 2022, alongside updates to the Business Loan Disruption Guarantee Scheme.</p>	KG

<p>3. Question Plan - Public Hearing with the Minister for Treasury and Resources</p> <p>The Panel reviewed the question plan for its public hearing with the Minister for Treasury and Resources and agreed an order of questioning and agreed to include questions regarding the planned relationship between debt and inflation. The Panel agreed to reserve several questions to be presented in writing to the Minister for Treasury and Resources, following its hearing.</p>	<p>KG</p>
<p>4. Attorney General Letter – Legal Advice Request</p> <p>The Panel noted and discussed the memorandum response following the Attorney General in relation to the Public Finance (Jersey) Law 2019 Clause 18.1. The Panel gave consideration to potential amendments towards tightening the Law.</p>	
<p>5. GST Personal Importation</p> <p>The Panel noted an upcoming meeting with Jersey Customs and Immigration Services on Thursday 28th October 2021, and that the Lead Member for the Review, Senator Steve Pallett, had requested an additional meeting of the Review’s Sub-Group.</p>	
<p>6. Government Plan 2022-25</p> <p>The Panel noted the appointment of its adviser, Warwick Lightfoot, for its review. The Panel further noted that the Call for Evidence had been published online and would be sent out to stakeholders over the coming week. The Panel agreed to arrange an additional meeting at 13:00pm on Thursday 21st October to discuss draft written questions to the Chief Minister.</p>	<p>KG</p>
<p>7. P.158/2021 Jersey Appointments Commission: Commissioner Appointments</p> <p>The Panel noted that it had not yet received the response from the Chief Minister that was expected on 6th October 2021 and noted the Decision Summary and Written Report for MD-C-2021-0084 relating to R.158/2021. The Panel noted the expiration of the Chair of the Jersey Appointments Commission’s terms of office, and that the proposed extension would be a re-appointment. The Panel further noted previous comments made by its adviser as part of its People and Culture review.</p> <p>The Panel agreed to draft a press notice outlining its disappointment that the Chief Minister had not provided a response within sufficient time, and to raise concerns with the details of the appointment, noting previous criticisms by the Chair of the Jersey Appointments Commission regarding the appointment processes undertaken by Arms-Length Organisations.</p> <p>The Panel agreed to consider ways to meet with the Chair of the Jersey Appointments Commission.</p>	<p>KG</p>
<p>8. Arms-Length Organisations</p> <p>The Panel noted that Andium Homes and Jersey Telecoms had obtained new loans and agreed to raise the commitment of Arms’ Length Organisations to new loans as a question to the Minister for Treasury and Resources during its public hearing in Item 12.</p>	<p>KG</p>

<p>9. Council of Ministers Meetings</p> <p>The Panel noted and discussed relevant papers from the Council of Ministers' meeting on 28th September 2021. Officers agreed to organise a meeting with treasury to review Financial Monitoring.</p>	<p>KG</p>
<p>10. P.92/2021 Changes to the Objects and Purpose of the Ann Alice Rayner Fund</p> <p>The Panel noted the proposition lodged by the Minister for Treasury and Resources, and further noted information provided to States Members by the Minister for Treasury and Resources regarding the fund's accounts. The Panel noted concerns regarding the lack of clarity about the model used to determine the changes to the Fund, and the measures to be set to administer the Fund.</p> <p>The Panel agreed to write to the Minister for Treasury and Resources about the impact on public wellbeing, measurement of the effectiveness of the Fund, the accountability of the Jersey Community Foundation and the designated distributors of the fund. On receipt of this information the Panel concluded that it would consider if any comments or amendments would be required.</p>	<p>KG</p>
<p>11. Taxation of Cannabis Companies</p> <p>The Panel noted the proposition lodged by the Minister for Treasury and Resources and received an update from Officers that the Economic and International Affairs Scrutiny Panel would publish a statement regarding the proposition. The Chair agreed to meet with the Chair of the Economic and International Affairs Scrutiny Panel to discuss joint methods of working.</p>	<p>KG</p>
<p>12. Public Hearing with the Minister for Treasury and Resources</p> <p>The Panel welcomed the Minister for Treasury and Resources, Assistant Minister for Treasury and Resources and Officers to a public hearing on the Government Plan 2022-25. The hearing was recorded, and a transcript published.</p>	
<p>13. Items for Communication</p> <p>Following its public hearing, the Panel met with the Head of Digital and Public Engagement and agreed to publish a news release and social media posts identifying the key messages of Item 12.</p>	<p>KG</p>
<p>14. Next Meeting</p> <p>The Panel noted that its next formal meeting would take place on Tuesday 26th October at 11:30am in the Blampied Room.</p>	

Corporate Services Scrutiny Sub-Panel

Record of Meeting

Date: 13th September 2021

Present	<p>Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Steve Pallett Senator Tracey Vallois</p>
Apologies	
In attendance	<p>Katie Griffiths, Committee & Panel Officer Peter Lamy, Research & Project Officer</p> <p>Item 1 only John Quinn, Chief Operating Officer Gary Bowles, Group Director Modernisation & Digital Rob Walsh, Programme Director Services ITS and M&D Change Management Consultant Graham Ramsden, Head of Corporate Change Delivery Fiona Capstick, Head of Technology James Caughlin, Head of Information Governance</p> <p>Item 2 only Dirk Danino-Forsyth, Director of Communications Cathy Keir, Head of Media and Stakeholder Relations Vicky Barclay, Head of Marketing Belinda Cheswick, Internal Communications Officer</p> <p>Item 3 only Ruth Johnson, Head of Policy, Strategic Policy, Planning and Performance</p>

Agenda matter	Action
<p>1. Briefing on Information Technology programmes and projects</p> <p>The Panel welcomed Officers for a briefing on Information Technology programmes and projects. This meeting was held in private in accordance with the Freedom of Information (Jersey) Law 2011 (as amended) under Qualified Exemption Article 35.</p>	
<p>2. Briefing on the Communications Directorate</p> <p>The Panel welcomed Officers for a briefing on work undertaken by the Communications Department. This meeting was held in private in accordance with the Freedom of Information (Jersey) Law 2011 (as amended) under Qualified Exemption Article 35.</p>	
<p>3. Briefing on Public Inquires Law</p>	

<p>The Panel welcomed an Officer for a briefing on the progress of the creation of a Public Inquiries Law. This meeting was held in private in accordance with the Freedom of Information (Jersey) Law 2011 (as amended) under Qualified Exemption Article 35.</p>	
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Corporate Services Scrutiny Panel

Record of Meeting

Date: 22nd October 2021

Present	Senator Kristina Moore, Chair Deputy Steve Ahier, Vice Chair Senator Tracey Vallois Senator Steve Pallett
Apologies	
In attendance	Warwick Lightfoot, Panel Adviser Peter Lamy, Research & Project Officer Ella Nicholls, Digital and Communications Officer Item 2 only Senator John Le Fondré, Chief Minister Andrew Hacquoil, Group Director, Strategic Finance Fiona Capstick, Head of Technology, Modernisation and Digital Ian Cope, Interim Director Statistics and Analytics and Chief Statistician Steve Skelton, Group Director, Strategy and Innovation Ruth Johnson, Head of Policy, Strategic Policy, Planning and Performance

Agenda matter	Action
1. Pre-Hearing Meeting The Panel discussed the upcoming public hearing with the Chief Minister and agreed that a letter with any additional questions would be sent following the hearing.	
2. Public Hearing with the Chief Minister The Panel received the Chief Minister and officers for a public hearing as part of its Government Plan 22-25 Review. The hearing was recorded and transcribed.	
3. Post-Hearing meeting The Panel agreed that it would communicate key areas of discussion that it had heard during the hearing, this included elements of the performance framework, Digital ID, borrowing and planning applications.	