



Scrutiny Liaison Committee

Records of Meetings

Year: 2020

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

Signed

.....
Senator Kristina Moore

President
Scrutiny Liaison Committee

Scrutiny Liaison Committee

Record of Meeting

Meeting held by electronic mail

Date: 16th January 2020

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Tim Oldham (Assistant Greffier: Committees and Panels)

Agenda matter	Action
1. Economic and International Affairs Panel: External Relations Processes Review	
The Committee approved a scoping document and terms of reference for the Review.	

Scrutiny Liaison Committee (SLC)

Record of Meeting

Date: 23rd January 2020

Present	Senator Kristina Moore (President) Deputy Kirsten Morel (Vice-President) Connétable Mike Jackson Deputy Rob Ward
Apologies	Senator Sarah Ferguson Deputy Mary Le Hegarat
Absent	
In attendance	Deputy Geoff Southern (Item 5 only) Andrew Heaven, Head of Children's Policy, Strategic Policy, Planning and Performance (Item 7 only) Michelle Moffatt, Senior Policy Officer, Strategic Policy, Planning and Performance (Item 7 only) Tim Oldham, Assistant Greffier (Committees and Panels)

Agenda matter	Action
<p>1. Minutes</p> <p>The Committee approved the records of its meetings held on 12th and 20th December 2019 and 16th January 2020.</p> <p>It was agreed that, where feasible, it would seek to approve and publish minutes between meetings to assist transparency and more timely engagement with its work.</p>	
<p>2. Panel, PAC & Review Panel Activity Reports</p> <p>The Committee noted the activity reports for the Scrutiny Panels, PAC and all current Review Panels.</p>	
<p>3. Committee Actions List</p> <p>The Committee considered its actions list. It agreed that in future a note would be circulated to the Committee a week in advance of the liaison meetings between the Chief Minister and the President, outlining known agenda topics and inviting comment/suggestions for additional items.</p> <p>The Committee agreed that it would consult with Panels with regard to identifying ongoing training opportunities, that could be arranged collectively or as specific development to meet the requirements of individual Panels. The matter would be raised through an item on a forthcoming agenda of each Panel. The Committee registered its interest in further chairing training, and welcomed proposals to progress arrangements for a 'scrutiny away day'.</p>	
<p>4. Privileges and Procedures Committee (PPC)</p> <p>It was noted that the next meetings of PPC were scheduled for 20th January and 24th February, and that update reports would be provided subsequently to the SLC.</p>	TO
<p>5. Government Efficiencies Programme: P.88/2019</p> <p>Deputy Geoff Southern was welcomed to discuss the establishment of a Review Panel in response to the States' approval of P.88/2019, requiring the SLC to</p>	

<p>'undertake, commission or oversee' the scrutiny of the potential and actual impact of the proposed efficiency savings on a 6-monthly basis.</p> <p>A draft scoping document and terms of reference were approved. As Chair of the Review Panel, Deputy Southern was requested to submit a revised budget for the Review that accounted for the possible commissioning of expert technical advice. This would be accompanied by a draft engagement brief detailing the anticipated work of any potential advisor.</p> <p>It was agreed that attention would be given to avoiding duplication or omissions between the work of the Review Panel and other Panels, and that particular care should be given to ensuring effective communication. It was agreed that the Review Panel would circulate a briefing note to all Panels outlining the work it planned to undertake and how it envisaged effective communication would be achieved. The note would be placed as item on the agenda of each Panel.</p> <p>The Committee further agreed that Deputy Southern would attend some SLC meetings as required (at his request or the Committee's invitation) to provide updates and discuss the progress of the Review Panel. Whether the Deputy was in attendance or not, it was noted that a Review Panel activity report would be provided to the Committee at each of its meetings.</p>	
<p>6. Standing Orders</p> <p>The Committee approved the reports to draft amendments to Standing Orders on the following matters:</p> <ul style="list-style-type: none"> a. Increasing the number of Panels on which a Member was permitted to serve, and the maximum membership of a Panel b. Extending the remit of the Education and Home Affairs Panel to include children and young people <p>It was agreed that the amendments should be lodged for debate by the States Assembly.</p>	TO
<p>7. United Nations Convention on the Rights of the Child: Briefing</p> <p>The Committee welcomed Government officers for a briefing regarding the Council of Ministers' preferred model for indirectly incorporating the United Nations Convention on the Rights of the Child (UNCRC) into domestic legislation. The officers provided a full slide deck for information and future reference.</p>	
<p>8. Future Meeting</p> <p>The Committee noted that its next meeting was scheduled for 27th February 2020, 10am to 11.45am (Le Capelain Room).</p> <p>It was agreed that Scrutiny's approach to the Island Plan should be considered at the meeting.</p>	

Scrutiny Liaison Committee (SLC)

Record of Meeting

Date: 27th February 2020

Present	Senator Kristina Moore (President) Deputy Kirsten Morel (Vice-President) Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	Senator Sarah Ferguson
Absent	
In attendance	Steve Skelton, Head of Children's Policy, Strategic Policy, Planning and Performance (Item 4 only) Natasha Day, Senior Policy Officer, Strategic Policy, Planning and Performance (Item 4 only) Tim Oldham, Assistant Greffier (Committees and Panels)

Agenda matter	Action
<p>1. Minutes</p> <p>The Committee approved the record of its meetings held on 23rd January 2020.</p>	
<p>2. Panel, PAC & Review Panel Activity Reports</p> <p>The Committee discussed the activity reports for the Scrutiny Panels, PAC and all current Review Panels.</p> <p>The Committee reflected on the ongoing absence of Senator Sarah Ferguson due to ill health, noting her progress and agreeing to again pass on its best wishes to her. It was agreed that in her extended absence the Connetable of St Mary would, if required, be invited to attend the next meeting of the Committee as the representative of PAC in his capacity as its Vice-Chair.</p> <p>The Committee also noted the activity report for PPC.</p>	TO
<p>3. Committee Actions List</p> <p>The Committee noted progress of matters on its list of actions.</p>	
<p>4. Island Plan 2021-2030: Briefing</p> <p>The Committee welcomed Government officers for a briefing on the Island Plan 2021-2030. The briefing provided the Committee with an update on the Government's ongoing work establishing the process, timetable and strategic framework that would underpin the creation of the new Island Plan. Consideration was also given to the effective engagement with the relevant Scrutiny Panel(s) in the process, with agreement that there would be substantial work to undertake and that proactive communication by the Government would be imperative.</p> <p>The officers provided a full slide deck for information and future reference, and the Committee thanked them for the information and for their attendance.</p>	

5. Future Meeting

The Committee confirmed its next meeting scheduled for 26th March 2020, 10am to 11.45am (Le Capelain Room).

Scrutiny Liaison Committee

Record of Meeting

Meeting held digitally

Date: 12th March 2020

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Tim Oldham (Assistant Greffier: Committees and Panels)

Agenda matter	Action
1. Care of Children in Jersey Review Panel - Redress and Accountability Systems Review	
The Committee approved updated terms of reference for the Review.	

Scrutiny Liaison Committee

Record of Meeting

Meeting held digitally

Date: 28th May 2020

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Tim Oldham (Assistant Greffier: Committees and Panels)

Agenda matter	Action
1. Education and Home Affairs Panel: Fixed Penalty Notifications Review	
The Committee approved a scoping document and terms of reference for the Review.	

Scrutiny Liaison Committee

Record of Meeting

Meeting held digitally

Date: 4th June 2020

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Tim Oldham (Assistant Greffier: Committees and Panels)

Agenda matter	Action
<p>1. Corporate Services and Economic and International Affairs Panels: COVID-19 Response and Recovery Review</p> <p>The Committee approved a joint scoping document and separate terms of reference for the collaborative Reviews to be undertaken by the aforementioned Panels. It was noted that other Panels were considering similarly themed work relevant to their remits, and it was agreed that all Panels would produce draft scoping documents and terms of reference to share plans and help avoid duplication.</p>	

Scrutiny Liaison Committee

Record of Meeting

Meeting held digitally

Date: 15th June 2020

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Tim Oldham (Assistant Greffier: Committees and Panels)

Agenda matter	Action
1. Economic and International Affairs Panel: Decision to demerge CICRA Review The Committee approved a scoping document and terms of reference for the above Review.	

Scrutiny Liaison Committee (SLC)

Record of Meeting

Date: 18th June 2020

Present	Senator Kristina Moore (President) Deputy Kirsten Morel (Vice-President) Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	Senator Sarah Ferguson Connétable Mike Jackson
Absent	
In attendance	Tim Oldham, Assistant Greffier (Committees and Panels)

Agenda matter	Action
<p>1. Minutes</p> <p>The Committee approved the records of its meetings held on 27th February, 12th March, 28th May and 4th June 2020.</p> <p>It further noted the relevant sections of the weekly 'Scrutiny Activity Bulletin' instigated by SLC and published on the States Assembly website, outlining its work since entering a period of mostly daily informal meetings held by conference between 19th March and 17th June 2020, in addition to Panel activity updates. The arrangements were developed during the 'Stay at Home' phase of the Government's response the coronavirus pandemic. It was agreed that this daily informal meeting and weekly bulletin would continue for the foreseeable future. These would combine with the formal monthly scheduled meeting and formal ad-hoc electronic meetings, with associated minutes, to ensure transparency and recording of decisions arising.</p>	
<p>2. Current Activity Updates</p> <p>The Committee discussed the schedule of forthcoming States business. Additionally it discussed in detail the activity reports for the Scrutiny Panels, PAC and all current Review Panels, along with its list of current actions.</p> <p>It was noted that an overarching work programme for activity of all Panels was being formatted and would be available for the next scheduled meeting. Work was ongoing to provide the Committee with an up to date budget report on Panel expenditure.</p>	
<p>3. Privileges and Procedures Committee (PPC)</p> <p>The Committee noted the report from PPC providing an updating on its recent activity.</p>	
<p>4. Public Audit in Jersey: A Consultation</p> <p>SLC began consideration of the Comptroller and Auditor General's <i>Public Audit in Jersey</i> consultation, in anticipation of making a subsequent submission. Due to time pressures, it was agreed that arrangements would be made to continue consideration of the document.</p>	TO

5. Future Meeting

The Committee noted that its next formal meeting was scheduled for 16th July 2020, 11.15am to 1pm (Le Capelain Room).

Formal scheduled meetings for the remainder of 2020 were agreed as follows (10am to 11.45am):

- 24th September
- 22nd October
- 19th November
- 3rd December
- (Opening meeting 2021 21st January)

Scrutiny Liaison Committee

Record of Meeting

Meeting held digitally

Date: 29th June 2020

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Tim Oldham (Assistant Greffier: Committees and Panels)

Agenda matter	Action
<p>1. A Safer Travel Period (P.84/2020)</p> <p>Further to the lodging of <i>A Safer Travel Period (P.84/2020)</i> on 26th June by the Council of Ministers and a briefing held with the Ministers for External Relations and Economic Development, Tourism, Sport and Culture, and observing associated scrutiny related and more general activity and commentary on the matter, the Committee agreed to lodge an amendment to P.84/2020. The Committee was mindful of its remit as a co-ordinating and oversight body, but agreed that due to the extremely compromised timeframe and far reaching cross-cutting nature of the Proposition, lodging such an amendment in its own name would be an exceptional but expedient and appropriate approach in the circumstances.</p> <p>Upon finalising the wording of the amendment it was noted that Deputy Mary Le Hegarat, whilst continuing to approve the lodging of the amendment, did not anticipate being fully supportive of the substance of it when debated.</p>	TO

Scrutiny Liaison Committee

Record of Meeting

Meeting held digitally

Date: 2nd July 2020

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Tim Oldham (Assistant Greffier: Committees and Panels)

Agenda matter	Action
<p>1. Safer Travel Guidelines Review Panel</p> <p>The Committee confirmed the establishment of the Safer Travel Guidelines Review Panel and approved an associated scoping document and terms of reference. It was further agreed that the Review Panel would be chaired by Deputy Rob Ward.</p> <p>The Committee noted that all non-Executive Members has been contacted by the Chair to inform them about the Review and to request expressions of interest to join the Panel. The Committee was to be kept informed of the membership as it evolved.</p>	

Scrutiny Liaison Committee

Record of Meeting

Meeting held digitally

Date: 27th July 2020

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Tim Oldham (Assistant Greffier: Committees and Panels)

Agenda matter	Action
1. Environment, Housing and Infrastructure Scrutiny Panel: Island Plan Review The Committee approved a scoping document and terms of reference for the above Review.	
2. Children, Education and Home Affairs Panel: Change to the authorisation and deployment of Tasers by the States of Jersey Police The Committee approved a scoping document and terms of reference for the above Review.	

Scrutiny Liaison Committee

Record of Meeting

Meeting held digitally

Date: 28th July 2020

Present	Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat
Apologies	Senator Kristina Moore Deputy Kirsten Morel Deputy Rob Ward
Absent	
In attendance	Katie Griffiths, Committee & Panel Officer Caro Tomlinson, Committee and Panel Officer Peter Lamy, Research & Project Officer

Agenda matter	Action
<p>1. Comptroller and Auditor General Public Audit Consultation</p> <p>The Committee met to discuss the Comptroller and Auditor General's Public Audit Consultation. The Committee heard that the Public Accounts Committee (PAC) had met to discuss the changes that were proposed to the Code of Audit Practice and were satisfied that they would serve to formalise and improve current practices. The proposed changes sought to clarify audit practice with a clear framework and guidance notes, and the implementation of the Code would require minor legislative changes to be made. The PAC had commented that there should be a simple method by which the C&AG's Board of Governance could report on the success or otherwise of the proposed Code of Audit Practice, perhaps by way of highlighting it in the C&AG's Annual Report.</p> <p>The Committee agreed that a Comments Paper should be drafted, collating its comments and those of the PAC, and be circulated to members for approval so that it could then be sent to the C&AG by the submissions deadline of 31st July 2020.</p> <p>The Committee went on to discuss whether the C&AG's remit extended to auditing Parish accounts. It was agreed that the officer would enquire whether she would be willing to discuss with Connétables, a way to review the Parishes' adherence to the Jersey Financial Reporting Manual (JFReM) or similar Generally Accepted Accounting Principles (GAAP)-based accounting to ensure that the accounting standards that are applied in Parish accounts are maintained appropriately. Connétable Mike Jackson agreed to raise the issue at the next Comité des Connétables.</p>	<p>KG</p> <p>CT</p>

Scrutiny Liaison Committee

Record of Meeting

Meeting held digitally

Date: 25th August 2020

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Tim Oldham (Assistant Greffier: Committees and Panels)

Agenda matter	Action
1. Corporate Services Scrutiny Panel: Prior Year Basis Tax Reform Review The Committee approved a scoping document and terms of reference for the above Review.	

Scrutiny Liaison Committee

Record of Meeting

Meeting held digitally

Date: 26th August 2020

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Tim Oldham (Assistant Greffier: Committees and Panels)

Agenda matter	Action
1. Future Hospital Review Panel: Preferred Hospital Site Review The Committee approved a scoping document and terms of reference for the above Review.	

Scrutiny Liaison Committee

Record of Meeting

Meeting held digitally

Date: 28th August 2020

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Senator Sarah Ferguson Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	
Absent	
In attendance	Tim Oldham (Assistant Greffier: Committees and Panels)

Agenda matter	Action
1. Children, Education and Home Affairs Panel: Police Complaints Legislation Review The Committee approved a scoping document and terms of reference for the above Review.	

Scrutiny Liaison Committee

Record of Meeting

Meeting held digitally

Date: 14th October 2020

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	Senator Sarah Ferguson
Absent	
In attendance	Tim Oldham (Assistant Greffier: Committees and Panels)

Agenda matter	Action
1. Environment, Housing and Infrastructure Panel: Foreshore Encroachment Policy Review The Committee approved a scoping document and terms of reference for the above Review.	

Scrutiny Liaison Committee

Record of Meeting

Meeting held digitally

Date: 16th October 2020

Present	Senator Kristina Moore (President) Deputy Kirsten Morel(Vice-President) Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward
Apologies	Senator Sarah Ferguson
Absent	
In attendance	Tim Oldham (Assistant Greffier: Committees and Panels)

Agenda matter	Action
1. All Panels and Government Plan Review Panel: Government Plan Review	
The Committee approved a terms of reference and budgets for the above Reviews.	

Scrutiny Liaison Committee (SLC)

Record of Meeting

Date: 22nd October 2020

Present	Senator Kristina Moore (President) Deputy Kirsten Morel (Vice-President) Connétable Mike Jackson Deputy Rob Ward Deputy Inna Gardiner
Apologies	Deputy Mary Le Hegarat
Absent	
In attendance	Tim Oldham, Assistant Greffier (Committees and Panels)

Agenda matter	Action
<p>1. Membership</p> <p>Deputy Inna Gardiner was welcomed to her first meeting as a member of the Committee following her appointment as Chair of the Public Accounts Committee (PAC) by the States, after the resignation of Senator Sarah Ferguson from the role. The Committee placed on record its sincere thanks and best wishes to Senator Ferguson, recognising her hugely influential contribution over many years to the establishment and subsequent evolution of PAC, in addition to the wider Scrutiny function.</p>	
<p>2. Minutes</p> <p>The Committee approved the records of its meetings held on 27th and 28th, July and 25th, 26th and 28th August, and 14th and 16th October 2020.</p>	
<p>3. Activity and Work Programme Updates</p> <p>The Committee discussed the activity reports for the Scrutiny Panels, PAC and all current Review Panels. It further considered Panel work programmes and its own current actions.</p> <p>It agreed to invite all Scrutiny Members to join a Teams based discussion on the cross-cutting issue of Migration and Population Policy, including the scope, timing and structure of associated scrutiny work. The Committee would propose the formation of a Review Panel, inviting representatives from each standing Panel, but would welcome wider discussion and feedback before progressing.</p>	TO
<p>4. Privileges and Procedures Committee (PPC)</p> <p>The Committee noted the report from PPC providing an updating on its recent activity.</p>	
<p>5. Scrutiny Budget</p> <p>The Committee noted an update on review expenditure in the year to date and the remaining available budget, and discussed the deployment of Scrutiny resources. It considered the merits of Panels developing networks of remit relevant legal (and other) experts. This would complement the advice available from the Assembly's legal advisers through the Law Officers' Department, in order to help ensure a range of informed views could be heard on relevant matters under consideration.</p>	All Chairs/ TO
<p>6. Scrutiny Public Engagement and Communications</p>	

22.10.2020

<p>It was agreed to cease compilation of the weekly Scrutiny Activity bulletin as the context in which it had been introduced, when Panels were working almost entirely digitally and distanced on emergency Covid matters, had evolved.</p> <p>The Committee agreed that it would like to focus on more expedient minute turnaround, which in the case of SLC would be placed, for information, on the All Scrutiny Member Team on Microsoft Teams. The Committee expressed its wish for priority to be given by the States Greffe to the formulation of a dedicated Scrutiny Public Engagement and Communications Strategy, and associated deployment of previously outlined resources in the form of two Communications Officers whose time on scrutiny work would be split evenly across the Scrutiny Panels/PAC. In the short term, it requested an increase in real time communications from Scrutiny/PAC meetings and hearings. It agreed to request a meeting with the Greffier of the States to further discuss the approach of the States Greffe to States Assembly and Scrutiny Public Engagement and Communications.</p>	TO
<p>7. Ministerial Decisions</p> <p>Consideration was given to the approach of Scrutiny Panels to the process of receiving and examining Ministerial Decisions. It was noted that the system was inconsistent and reliant on individual arrangements negotiated between Panels and Ministers. It was agreed to seek to improve the structure, with the aim of establishing a more co-ordinated and consistent process. Work would begin with the drafting of potential amendments to the Code of Practice for Engagement between Scrutiny Panels and the Executive, with a view to subsequent consultation with the Chief Minister ahead of lodging the necessary Proposition for debate by the States to bring any changes to the code into effect.</p>	TO
<p>8. Future Meetings</p> <p>The Committee recalled a proposal from Deputy Jess Perchard that SLC might consider formulating a policy on how Scrutiny could best use the forthcoming 3-week cycle of States meetings to improve contact-time with Ministers, obtain speedy and regular answers to Questions, receive helpful and informative briefings from officers and any other business that the SLC deemed relevant. The Committee recognised the merits of a number of the suggestions made. It agreed that with different preferences for how Members and Panels approached work, it would maintain the situation whereby individual Panels pursued their own approach to the States meeting cycle, but Chairs would be mindful when doing so of the ideas raised by Deputy Perchard. Panels would therefore be approached to hold discussions about the 3-week cycle shortly. The Committee itself agreed to pursue a monthly schedule of meeting dates for 2021, based in a week before a States meeting.</p> <p>It was agreed that arrangements for an ‘All Scrutiny Members’ workshop should be pursued, to be held ideally early in Quarter 1 2021. The session would consider the successes, challenges and learning points from the previous year. Deputy Rob Ward volunteered to present feedback from a recent Commonwealth Parliamentary Association ‘Fundamental Programme’, an accredited programme for Parliamentarians on parliamentary practice and procedure and international good practices of parliamentary democracy, as a matter of common interest.</p> <p>The Committee noted that its next formal meeting was scheduled for 19th November 2020, 10am to 11.45am (Le Capelain Room).</p>	TO RW/TO

Scrutiny Liaison Committee (SLC)

Record of Meeting

Date: 25th November 2020

Present	Senator Kristina Moore (President) Deputy Kirsten Morel (Vice-President) Deputy Mary Le Hegarat Deputy Rob Ward Deputy Inna Gardiner
Apologies	Connétable Mike Jackson
Absent	
In attendance	Tim Oldham, Assistant Greffier (Committees and Panels)

Agenda matter	Action
<p>1. Minutes</p> <p>The Committee approved the record of its meeting held on 22nd October 2020.</p>	
<p>2. Activity and Work Programme Updates</p> <p>The Committee discussed the activity reports for the Scrutiny Panels, PAC and all current Review Panels. It further considered Panel work programmes and its own current actions.</p> <p>The President advised that she had been in communication with the Chair of the OneGov Review Panel, Deputy Kevin Pamplin, with regard to progress to date, plans for the timeline of the Review and next steps. Deputy Gardiner highlighted her interest in this matter and it was noted that she would follow up with the Chair and report back to the Committee.</p>	IG
<p>3. Privileges and Procedures Committee (PPC)</p> <p>The Committee noted the report from PPC providing an update on its recent activity.</p>	
<p>4. PAC: Code of Conduct for Lay Members</p> <p>A Code of Conduct for Lay Members of the PAC was considered and approved. It was agreed that in due course the Code of Conduct should be appended to the Scrutiny & PAC Proceedings Code of Practice. This would coincide with work presently underway to update the Proceedings Code in respect of matters such as gender-neutral titles, upon completion of which the revised Code would be presented to the Sates.</p>	TO
<p>5. Witness Protocol</p> <p>The merits of establishing a witness protocol for States Members in Government roles and civil servants, to help improve the efficiency of remote/hybrid Scrutiny hearings following recent examples of technical and procedural challenges on the part of witnesses that had disrupted proceedings, was discussed. It was agreed that a draft would be produced and circulated for further consideration by the Committee.</p> <p>Areas to be covered would include punctuality, required equipment, dress code, ensuring cameras and microphones were turned on when speaking, and off when not, and appropriate preparation. The protocol would establish that breaches of these areas could lead to a number of consequential actions, including suspension</p>	TO

and re-arrangement of a hearing, or referral of transgressions to the appropriate body – for example the Council of Ministers or PPC in the case of States Members, and a relevant Director General or the Chief Executive in the case of civil servants.	
<p>6. Future Meetings</p> <p>The Committee noted that its next formal meeting was scheduled for 3rd December 2020, 10am to 11.45am (Le Capelain Room). It further approved the schedule of meetings for 2021 as follows:</p> <ul style="list-style-type: none">• 15th January• 25th February• 18th March• 15th April• 20th May• 24th June• 15th July• 9th September• 21st October• 18th November• 9th December	

Scrutiny Liaison Committee

Record of Meeting

Meeting held digitally

Date: 15th December 2020

Present	Senator Kristina Moore (President) Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward Deputy Inna Gardiner Deputy David Johnson
Apologies	
Absent	
In attendance	Tim Oldham (Assistant Greffier: Committees and Panels)

Agenda matter	Action
<p>1. Corporate Services Panel: People and Corporate Services Review</p> <p>The Committee approved a scoping document and terms of reference for the above Review. The following budget was agreed:</p> <p>Public hearings: 2 x £150 = £300 Expert technical advisor: £8,000 Total: £8,300</p>	

Scrutiny Liaison Committee

Record of Meeting

Meeting held digitally

Date: 22nd December 2020

Present	Senator Kristina Moore (President) Connétable Mike Jackson Deputy Mary Le Hegarat Deputy Rob Ward Deputy Inna Gardiner Deputy David Johnson
Apologies	
Absent	
In attendance	Tim Oldham (Assistant Greffier: Committees and Panels)

Agenda matter	Action
<p>1. Future Hospital Review Panel: Our Hospital - Preferred Access Route Review</p> <p>The Committee approved a scoping document for the above Review. The following budget was agreed:</p> <p>Expert technical advisor fees: £10,000 Associated expenses: £1,000 Total: £11,000</p>	