

Privileges and Procedures Committee

Constituency Office Sub-Committee

(1st Meeting)

23rd February 2023

Part A (Non-Exempt)

All members were present with the exception of Deputy T. A. Coles from St Helier South and Deputy P.F.C. Ozouf from St. Saviour from whom apologies had been received.

Deputy C.S. Alves of St Helier,
Deputy I. Gardiner of St Helier,
Deputy R. J. Ward of St Helier,
Connétable K. E. Shenton-Stone of St Martin,
Deputy M.R. Scott of St Brelade,
Deputy L.K.F Stephenson of St. Mary, St. Ouen and St. Peter,
Deputy B. Ward of St Clement,
Deputy M. M. Tadier of St Brelade,
Deputy K. F. Morel of St Lawrence

In attendance –

Mr. W Millow, Deputy Greffier of the States
Ms K. Boydens, Principal Committee and Panel Officer
Ms K. Camara, Research and Project Officer

Note: The Minutes of this meeting comprise Part A

Appointment
of Chair and
Vice Chair

A1. The Sub-Committee agreed to appoint Deputy Alves as Chair and Connétable Shenton-Stone as Vice Chair of the Sub-Committee.

Terms of
Reference

A2. The Sub-Committee noted the draft Terms of Reference as follows:

- a) To identify the resourcing requirements (including venues, staffing and equipment) in order to establish, or embed, a constituency office in each constituency (or, where the constituency comprises more than one Parish, in each Parish of that constituency);
- b) To consider how the provision of constituency offices sits alongside the provision of central facilities in Town for States Members;
- c) To report back to the Privileges and Procedures Committee with findings and recommendations for the establishment or embedding of constituency offices in time for any recommendations to be considered during the preparation of the Government Plan 2024-2027.

The Deputy Greffier explained that the Terms of Reference asked the Sub-Committee

to consider the establishment of constituency offices alongside the provision of central facilities for States Members. In terms of central facilities, it was noted that the Privileges and Procedures Committee (PPC) had overseen the establishment of dedicated facilities in 23 Hill Street which was intended to provide an office environment for Members when they were in town. In that regard, the Sub-Committee requested that a site visit to 23 Hill Street would be beneficial, and the Principal Committee and Panel Officer was tasked to make the necessary arrangements.

The Sub-Committee discussed the Terms of Reference and requested minor amendments to part (a) to include options to establish a physical venue for constituency offices as well as administrative support mechanisms. The Sub-Committee agreed that varying constituencies could require differing resources and that the Terms of Reference should reflect this.

The Deputy Greffier advised that the Terms of Reference would be updated and circulated to PPC.

Constituency
Office
provision

A3. The Sub-Committee acknowledged that the provision of constituency offices could mean different things to different people and that consideration had been taken into account about what could be delivered within existing resources. The Deputy Greffier suggested that the Sub-Committee consider establishing a clear vision of what a constituency office should look like in the Jersey context. Furthermore, the Deputy Greffier advised a number of questions had arisen following various discussions on the topic which could assist the Sub-Committee in its deliberations including:

- (a) Does a constituency office need to be permanently open (and staffed) or opened and staffed as and when required (e.g. to hold constituency surgeries)?
- (b) What facilities should be included within a constituency office for use by Members and constituents?
- (c) Is the project about delivering physical infrastructure? In other words, identifying spaces for use by Members and ensuring they were appropriately provisioned. Or was it also about staffing support for members and, if so, what was the nature of support required?

The Sub-Committee agreed to consult with other States Members in order to determine what each individual constituency would require in terms of the physical infrastructure, resources and administrative support. It was agreed that the Sub-Committee would base its discussions on the questions raised and would report back at the next meeting.

Regular
meeting day
and time

A4. The Sub-Committee agreed that the next meeting should take place at the end of March 2023. The Research and Project Officer advised that a meeting request would be circulated in due course.