

Chief Minister

19-21 Broad Street | St Helier
Jersey | JE2 4WE



Connétable Karen Shenton-Stone
Chair, OneGov Review Panel
States Greffe
Morier House
St Helier
JE1 1DD

10 June 2019

Dear Connétable Shenton-Stone,

One Gov Review – Request for Information

Further to your letter dated 31st May 2019, please find attached a number of documents that will support the One Gov Panel's review. Please note that these documents are provided on a private and confidential basis as some departments have not yet shared information on proposed target operating models with all staff.

I notice that in your letter you refer to the One Government project. It is important to note that One Government is a term used in the Government of Jersey to refer to a number of interrelated (but not necessarily interdependent), modernisation programmes, which are being managed independently. For example, the Terms of Reference for the OneGov Board describes a number of initiatives:

- Departmental Target Operating Models
- Finance Transformation Programme
- Efficiencies Programme
- Government Plan
- Team Jersey Programme
- Jersey Standard
- Office Modernisation Programme
- ICT and Digital Transformation Programme
- Island Communication and Engagement Programme

As such, it has not been possible to collate information on the OneGov costs at short notice. We will, however, look to provide this information at a later date at the request of the Panel.

I look forward to engaging with your Panel in person on the 21st June.

Yours sincerely

A handwritten signature in blue ink, appearing to be "John Le Fondré".

Senator John Le Fondré
Chief Minister

Schedule of documents for One Gov Review Panel - 06 June 2019.

1. The business case for the One Gov modernisation:

- 1.1. One island, one community, one government, one future
- 1.2. One Government, One Year on

2. Transition Team due diligence reports:

- 2.1. Audit and review of communications in the States of Jersey
- 2.2. Policy making and governance
- 2.3. Strategic Finance Review in the States of Jersey

3. Documents by department:

- The business case for each target operating model
- The original target operating models as first presented to the Council of Ministers and current models, along with any associated papers to show what consultation or meetings have influenced changes
- Any briefing papers or similar provided to ministers or the political oversight group

3.1. Chief Operating Office

- 3.1.1. Index of documents
- 3.1.2. Business Case
- 3.1.3. Consultation Document
- 3.1.4. Opening Consultation Presentation
- 3.1.5. CSB – COO Phase 1 Presentation
- 3.1.6. CSB – Discussion Item
- 3.1.7. SCRUTINY – COO Phase 1 Briefing Presentation
- 3.1.8. SEB – COO Phase 1 Presentation
- 3.1.9. SEB – Business Case
- 3.1.10. End of Consultation Report
- 3.1.11. Closing Consultation Presentation

3.2. Children, Young People, Education and Skills

- 3.2.1. Business Case
- 3.2.2. Presentation to CSB, SEB and COM

3.3. Communications

- 3.3.1. Initial Business Case
- 3.3.2. Consultation Document
- 3.3.3. Presentation to CSB, SEB and COM March 2018
- 3.3.4. Organisational design and updated structure May 2018
- 3.3.5. Communications team structure 2019

3.4. Customer and Local Services

- 3.4.1. Business Case
- 3.4.2. 8 page consultation document
- 3.4.3. Consultation presentation CSB, SEB and COM
- 3.4.4. Consultation document
- 3.4.5. Consultation closure report
- 3.4.6. Final structure chart
- 3.4.7. Closing consultation presentation
- 3.4.8. Target operating model slide pack

3.5. Growth, Housing and Environment

- 3.5.1. Business Case
- 3.5.2. Staff presentation January 2019
- 3.5.3. Presentation to CSB, SEB and COM
- 3.5.4. COM cover sheet describing ministerial briefings
- 3.5.5. Communications and engagement plan
- 3.5.6. Proposed structure March 2019
- 3.5.7. GHE future operating model
- 3.5.8. Response to consultation comments

3.6. Health and Community Services

- 3.6.1. Case for change – OneHCS
- 3.6.2. Presentation to CSB, SEB and COM re developing the care model
- 3.6.3. Communications and engagement plan
- 3.6.4. Target operating model consultation document
- 3.6.5. Consultation response
- 3.6.6. Final Target operating model
- 3.6.7. Individual consultation presentation
- 3.6.8. Individual consultation document
- 3.6.9. Frequently asked questions
- 3.6.10. Consultation engagement

3.7. Justice and Home Affairs

- 3.7.1. Business Case
- 3.7.2. Council of Ministers briefing note
- 3.7.3. Presentation to COM
- 3.7.4. Consultation document
- 3.7.5. Communications and engagement plan
- 3.7.6. Revised target operating model for SEB

3.8. States Treasury and Exchequer

- 3.8.1. Business Case
- 3.8.2. SEB briefing document
- 3.8.3. SEB presentation
- 3.8.4. Treasury Minister briefing
- 3.8.5. End of consultation report
- 3.8.6. SEB update March 2019

3.9. Strategic Policy, Performance and Population

- 3.9.1. Business Case
- 3.9.2. Cover sheet for SEB
- 3.9.3. Target Operating Model Briefing for SEB
- 3.9.4. Consultation document for SEB
- 3.9.5. Consultation presentation to SEB
- 3.9.6. Target Operating Model Briefing for COM
- 3.9.7. Organisational structure for COM

4. The job description, terms of engagement or equivalent, given to the Chief Executive Officer and Directors-General:

- 4.1. Job description for Chief Executive
- 4.2. Contract of employment for the Chief Executive
- 4.3. Chief Operating Officer job description
- 4.4. Job description for Director General of Children, Young People, Education and Skills
- 4.5. Job description for Director General of Customer and Local Services
- 4.6. Job description for Director General of Growth, Housing and Environment
- 4.7. Job description for Director General of Health and Community Services
- 4.8. Job description for Director General of Justice and Home Affairs
- 4.9. Job description for Treasurer of the States
- 4.10. Job description for Director General of Strategic Policy, Performance and Population
- 4.11. Standardised contract of employment for Director Generals