



| States Assembly

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Deputy Kristina Moore
Chief Minister
19-21 Broad Street
St Helier
Jersey
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BY E-MAIL

1st August 2023

Dear Chief Minister,

Corporate Services Scrutiny Panel

People & Culture Follow-up Review – Information Request

As part of the ongoing work of the Corporate Services Panel's People & Culture Follow-up Review, the Panel has agreed to request relevant information and documentation. To help inform its review, the Panel requests any relevant information pertaining to the following:

- In a 2022 report by the Comptroller & Auditor General ([‘States Employment Board - Follow Up’](#)), as part of Recommendation 20, an update was provided stating “there is a tracker for the Chief Operating Officer’s department which monitors progress against all recommendations.” The Panel has requested a copy of this tracker with up-to-date information for each recommendation.
- Recommendation 1 of the previous [People & Culture Review](#) stated that States Employment Board minutes from November 2019 must be provided to the Corporate Services Panel and thereafter on a regular quarterly basis. The Panel has requested to receive States Employment Board minutes from November 2019 to date.
- In 2022, the Privileges and Procedures Committee published a report titled [Democratic Accountability and Governance Sub-Committee](#). Within this report, there were many recommendations and findings in relation to workplace culture, transparency and accountability, and the function and structure of Government. The Panel has requested any information that will aid its understanding of the reception and impact of this report. This should include, but is not limited to, an overview of whether recommendations were accepted or rejected and any actions that have been implemented as a result of the report.
- The Panel has also requested further information and data in relation to the current and ongoing employee feedback mechanisms. This should include but is not limited to:
 - Departmental breakdown of the Be Heard Survey 2023 statistics.
 - Any action plans developed following any survey or feedback initiatives, organisational or departmental.
 - Which departments have undertaken pulse surveys in the time between the last Be Heard Survey and the 2023 survey, how many surveys were conducted per department (this may include Mc³ data collection and any other staff

- development feedback tools), the results of these surveys and any accompanying analysis and actions plans.
- A breakdown of the individual department response rates for the Be Heard Survey 2023 and any analysis conducted to understand the results.
 - Which steps have been taken to ensure value-for-money since the Be Heard Survey 2020 and how this is being measured.
 - A full list of the statistics available should the Panel seek to request further information.
- Any other information or documents relevant to the review as per the terms of reference.

As such, the Panel would appreciate to receive by no later than **Wednesday 9th August 2023** a formal response including the abovementioned information alongside any other relevant information and documentation that may assist in developing the People & Culture Follow-up [Review](#) as per the terms of reference.

Yours sincerely,



Deputy Sam Mézec
Chair, Corporate Services Scrutiny Panel.