

Comité des Connétables

Minutes of the meeting held on
Monday 20th April 2015
at the Parish Hall, Grouville.

Present:

Connétable de St Clément - L. Norman, Chairman
Connétable de St Pierre - J. M. Refault, Vice Chairman
Connétable de St Laurent - Mrs D. W. Mezbourian (present for items 1 - 7 only)
Connétable de Ste Marie - Mrs J. Gallichan
Connétable de St Ouën - M. J. Paddock (not present for items 1 and 2)
Connétable de St Brélade - S. W. Pallett (present for items 1 - 8 only)
Connétable de St Martin - M. P. S. Le Troquer
Connétable de St Sauveur - Mrs S. A. Le Sueur-Rennard (present for items 1 - 8 only)
Connétable de Grouville - J. E. Le Maistre
Connétable de St Jean - C. H. Taylor
Connétable de la Trinité - P. B. Le Sueur

An apology for absence was received from the Connétable de St Hélier - A. S. Crowcroft.

In attendance: Mrs S. R. de Gruchy, Secretary

Non-exempt (public) under Freedom of Information (Jersey) Law 2011

Minutes

1. The minutes of the meeting held on 16th March 2015, having been previously circulated, were taken as read and were confirmed.

HPA accounts
and budget

2. The Comité, with reference to its minute no. 6 of 16th March 2015, recalled that it had received the Honorary Police Association (HPA) accounts for 2014/2015 and budget for 2015/2016 and that it had approved the proposed budget expenditure of £3,000. The Comité had decided that the parishes would fund a subscription of £17 per officer but its rules required the assent of all members on the first occasion and not all members had been present. In accordance with its rules the Comité now decided, with 10 votes in favour, that for each officer in post on 1st May 2015 parishes would contribute £17 towards the 2015/2016 HPA subscription.

Honorary
Police – age
criteria for
election

3. The Comité, with reference to its minute no. 8 of 16th March 2015, gave further consideration to the age criteria for election as a member of the Honorary Police. The Comité recalled that the age criteria was set in the Honorary Police (Jersey) Regulations 2005 and provided that a person was only qualified for election if, on the day of nomination as a candidate for election, the person had attained 20 years of age but had not attained 70 years of age and that, having been consulted on this matter, the Comité des Chefs de Police and the Honorary Police Association supported an existing officer being able to continue until 75 years of age.

Following discussion, and mindful that the role of the Honorary Police was to provide community policing within their parish and whilst this could be delivered by older officers, particularly if the duties were during the day when other officers might be in employment, they were not the same as the States Police and should not be regarded as ‘front line’ officers, the Comité voted in favour (8 for and 3 against) of seeking an amendment to permit a person elected prior to the age of 70 years to seek a further term

of office and requested that a law drafting brief be prepared accordingly.

draft Register of Names and Addresses (Comparison with Electoral Registers) (Jersey) Regulations 201-

4. The Comité received the Assistant Minister to the Chief Minister, the Director – Corporate Policy, Chief Minister’s Office, and the Assistant Greffier of the States, to discuss the proposed draft Register of Names and Addresses (Comparison with Electoral Registers) (Jersey) Regulations 201-. The Director, Business Change, Chief Minister’s Department, was present for this item. The Comité was informed that the draft Regulations would allow a trial comparison between the Names and Addresses Register (NAR) held by the Population Office and parish electoral registers. The comparison was a recommendation of the feasibility study carried out by the Association of Electoral Administrators at the request of the Privileges and Procedures Committee following approval of the States on 6th November 2013. It was initially thought that the trial would compare the NAR with electoral registers at the time of the 2014 elections but it was subsequently agreed that it was too early for the NAR to make a meaningful comparison. The Comité was informed that the cost of the work would be met by the States and recalled that it had been suggested that the electoral registers for St Brelade No. 1; St Helier No. 1 and St Saviour No. 1 might be compared.

Following discussion, and having been informed that further Regulations dealing with the use of the NAR for medical purposes were also proposed to be lodged at the same time as part of a wider approach of using the NAR to support a broader range of States departments, the Comité gave its support to the project. The Assistant Minister, the Director – Corporate Policy and the Assistant Greffier of the States were thanked for attending and then withdrew.

e-government

5. The Comité, with reference to its minute no. 15 of 16th March 2015, discussed with the Director, Business Change, Chief Minister’s Department, the States proposals for e-government to deliver services on-line. The proposals sought to rearrange services (of both the States and parishes) around the customer so they were better aligned; to drive out inefficiencies and to deliver this in a way which stimulated the local digital industry. The Director outlined the need for a ‘digital ID’ and a home, or landing, page so that multiple systems could be presented to the customer through a single portal. Work to date included the ‘Tell Us Once’ (TUO) project outlined at the last meeting and it was important that customers were consulted as systems were developed. In response to questions the Director outlined the timescale for procurement and confirmed the budget available over the next 5 years. Whilst the budget would assist with some funding for projects involving the parishes, such as TUO, further discussion was required about costs which parishes might fund. The Comité confirmed its wish to proceed in conjunction with e-government but stressed to the Director that it would not wish there to be a delay in the delivery of e-parish initiatives.

LICAR – e-parish enhancements

6. The Comité, with partial reference to its minute no. 5 of this meeting, received Messrs B and T Coutanche, teleologica, to discuss the proposal for enhancements to RMS (the Rates Management System) and LICAR (the driving licence system) to provide an on-line delivery of services. The Director, Business Change, Chief Minister’s Department, was present for this item.

RMS is recorded in the Supervisory Committee minutes

The Comité was reminded that e-Government should enable citizens, enterprises and organisations to carry out their business with government more easily, more quickly and at lower cost. Whilst there were challenges there would also be an opportunity for innovation in the delivery of services. The proposal was for online driving licence related services which would be rolled out in implementation waves subsequent to rates payments and online rates returns. The preliminary estimate was outlined and there would be additional costs for server infrastructure to host the on-line platform, the implementation of text messaging and a full-time project manager. The on-line platform required to facilitate enhancements to RMS and LICAR would also benefit the Driver

and Vehicle Standards vehicle registration system and the cost would be apportioned over both projects.

The Comité decided there was merit in a preferred supplier providing this enhancement to the bespoke LICAR system it had previously provided rather than seek tenders for the work from suppliers who were not familiar with the program. The Comité, having been informed that the e-government program was seeking to introduce a 'digital ID' and the enhancements proposed would be developed with this in mind, confirmed its commitment to e-parish projects but required a clear financial plan before commissioning the work. The Connétables of St Mary and St Brelade were requested to progress this project.

The Director, Business Change, and Messrs Coutanche were thanked for attending the meeting and then withdrew.

Jersey Police Authority

7. The Comité received Mr J White, Chairman, and the Executive Officer of the Jersey Police Authority (JPA) who updated the Comité regarding the Authority's work and how its first year had progressed. The Vice Chairman of the Comité des Chefs de Police and the President of the Honorary Police Association were present for this item.

The Comité was informed that, so far as the JPA was concerned, the relationship between the States of Jersey Police (SOJP) and the Honorary Police was working well and there were no specific issues which it wished to raise (the monitoring of CCTV cameras having been satisfactorily addressed (minute no. 12 of 8th December 2014 refers)). The Comité concurred with this view and commented favourably on the improved arrangements for community officers linked to parishes (minute no. 9 of 8th December 2014 refers). The Comité did comment that it continued to be vigilant that States departments, including SOJP, did not pass duties to the parishes and Honorary Police to achieve budget savings (this only transferred the cost from the taxpayer to the ratepayer) and it was asked to bring any such concerns to the attention of the JPA. In relation to budget cuts, the role of the JPA was to oversee the SOJP and to ensure it provided an effective and wide ranging police service to the island community and if this was prevented by budget cuts it would be the Authority's duty to make this clear.

The meeting discussed the retirement of the Chief Officer of the Home Affairs Department and the restructuring of the Home Affairs and Chief Minister's departments under the leadership of the current Chief Officer for External Relations and Constitutional Affairs but noted that this would not impact on the operation of SOJP. In relation to the role of the Honorary Police and whether there should be a single 'police authority' the Comité was informed that it would be for the Connétables to determine if there was a lacuna in terms of the operational efficiency of the policing system but the lines of communication between the SOJP and Honorary Police were open and worked well. Following further discussion the attendees were thanked for attending and then withdrew.

Shops (Regulation of Opening and Deliveries) (Jersey) Law 2010 and special occasions

8. The Comité received the Strategic Development Officer and the Assistant Director, Economic Development Department, who, on behalf of the Minister for Economic Development, wished to consult it on the proposal to introduce an additional two Sundays to the current Fete de Noué 'special occasion' prescribed in the Shops (Regulation of Opening) (Special Occasions) Order 2012. Regulation 4 of the Shops (Regulation of Opening) (Jersey) Regulations 2011 permitted the Minister by Order, after consulting the Comité, to designate a day as a special occasion if that particular day was of economic, social or cultural importance to Jersey; or one on which an event that was of economic, social or cultural importance to Jersey was to be held. The Retail Development Group (a cross-section of industry and government) had suggested that 27th December 2015 and 3rd January 2016 might be suitable as additional days of economic importance due to post-Christmas sales. Following discussion the Comité noted that only 2 Connétables supported the proposal with 3 abstentions and 5 against.

Arising from this the Comité drew to the officers attention the need to enforce the provisions of the Shops (Regulation of Opening and Deliveries) (Jersey) Law 2010 and to take action where a shop opened on Sunday, Good Friday, Christmas Day, 26th December or Liberation Day other than in accordance with a permit issued by the Connétable of the parish in which the shop was situated. The anomaly in the law in relation to a shop that was on premises which held a licence under the Licensing (Jersey) Law 1974 was also raised and the officers advised this would be addressed in the drafting of the new Licensing Law. The officers were thanked for attending and then withdrew.

Freedom of Information (Jersey) Law 2011

9. The Comité, with reference to its minute no. 9 of 16th March 2015, and with the FOI Supervisor (Parishes), Chief Minister's Department (CMD), in attendance, considered a briefing paper concerning the implementation of the Freedom of Information (Jersey) Law 2011 for the parishes and the provision of a central unit to handle FOI requests. The Comité recalled that it had previously agreed the principle of a central FOI unit to log requests and forward these to the relevant parish(es); and that if a request was sent direct to a parish it should be notified to the central unit. The Comité considered the model used by the States of Jersey for such a unit (known as the CFU), a summary of the role undertaken and the staffing required together with data relating to the number of FOI requests received since 1st January 2015.

Whilst the States CFU acted on behalf of States of Jersey departments and non-Ministerial bodies it did not act on behalf of independent authorities and it was therefore expected that, beyond the valuable assistance provided by officers of the CMD to parishes to help prepare for FOI, there would be no assistance from the CFU in handling requests. However, given the number of areas where requests to States departments might cover subjects where parishes held information, officers of the CFU had considered whether it might be feasible, or indeed desirable, for there to be a single response to FOI requests prepared on behalf of the island's government i.e. States and parishes. The options for a hub to handle parish FOI requests therefore appeared to be either a unit established and resourced by the parishes; or the States CFU to handle requests on behalf of parishes (subject to the Chief Minister's agreement, and the CFU might be supplemented by an additional employee who would become an 'expert' on parish matters) or the employment of a shared resource. Following discussion, and having noted that the FOI Supervisor (Parishes) contract was until the end of 2015, the Comité requested that the States CFU should act as the central unit for parish FOI requests from September to December 2015 as this would enable the volume and impact of FOI requests to be assessed and consideration given to the longer term arrangements.

The Comité also noted the forthcoming provision of training to parish staff on information audits and the offer to provide 3 training sessions for honorary/elected officers of every parish covering the FOI law, the Data Protection law, information and records management which would help to identify whether any changes to methods of operation were required for business-related information. The FOI Supervisor (Parishes) was thanked for attending and then withdrew.

Occupation memories

10. The Comité considered correspondence from Mrs M Rossler to the Connétable of St Ouen suggesting the collection and publication of the memories of those who were in Jersey during the occupation. The intention was to record the memories of everyone in a publication planned to celebrate the 75th anniversary of the liberation of the island. The Comité was informed that a similar recording project was being considered by BBC Radio Jersey and recommended they work together.

Parish roads - scenic lane competition

11. The Comité, with reference to its minute no. 4 of 17th November 2014, noted correspondence on behalf of the Scenic Lanes Committee, Société Jersiaise, outlining proposals for the competition in 2015 and subsequent years.

Freedom of
Information
(Jersey) Law
2011: FOI
request –
CCTV cameras

12. The Comité noted that the States had received a request about CCTV cameras by district but, on clarification, the journalist had requested this by Parish and had contacted Connétables having been informed that the Freedom of Information (Jersey) Law 2011 did not apply to the parishes until 1st September 2015. The requester sought information about the number of CCTV cameras and the names of the streets covered by those cameras including details of when the cameras were monitored and recording. The States FOI team was providing a response from the States of Jersey Police about the 23 CCTV cameras on streets in the town centre and the Comité, having been informed of the information held by parishes, agreed it should reply on behalf of all Connétables that the parishes had no CCTV cameras covering streets.

Next meeting

13. The Connétable of Grouville was thanked for his hospitality and the Comité noted the next meeting would be on 18th May 2015.

Chairman Date