

# Comité des Connétables

Minutes of the meeting held on  
**Monday 15<sup>th</sup> September 2025**  
at the Parish Hall, Trinity.

## Present:

Connétable de St Brélade - M. K. Jackson, Chairman  
Connétable de St Héliér - A. S. Crowcroft (present for items 7-13 and 15-19 only)  
Connétable de la Trinité - P. B. Le Sueur  
Connétable de St Pierre - R. P. Vibert (present for items 8-13 and 15-19 only)  
Connétable de St Martin - Mrs K. Shenton-Stone  
Connétable de St Clément - M. O'D. Troy  
Connétable de Grouville - M. Labey  
Connétable de St Ouën - R. Honeycombe  
Connétable de Ste Marie - R. D. Johnson  
Connétable de St Sauveur - K. C. Lewis

## Apologies:

Connétable de St Laurent - Mrs D. W. Mezbourian, Vice Chairman  
Connétable de St Jean - A. N. Jehan

In attendance: Mrs S. R. de Gruchy and Mrs S. J. Parkin as Secretaries

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

Minutes	1. The minutes of the meetings held on 14 <sup>th</sup> July, 21 <sup>st</sup> August and 4 <sup>th</sup> September 2025, having been previously circulated, were taken as read and were confirmed.
Comité des Connétables meeting dates	2. The Comité agreed the schedule of meeting dates for 2026 and decided the date for the meeting in May 2026 would need to be determined in due course (a later date in the month was preferred).
Public Records (Jersey) Law 2002 - Data Retention Schedule	<p>3. The Comité noted that the data retention schedule prepared in accordance with the Public Records (Jersey) Law 2002 was due for review and update this year. The retention schedule specified that selected papers from Connétables' correspondence, which was not subject specific, would be archived. All Connétables were reminded they should ensure correspondence relating to Parish matters was copied to the Parish office, particularly if this was received or sent using a gov.je email account, so that Parish Secretaries would be able to arrange for the relevant records to be submitted to the Jersey Archive.</p> <p>The Comité agreed that the data retention schedule should be reviewed and updated and, in relation to the management of Connétables email correspondence, that a policy should be drafted which would be adopted by all Connétables following the elections in 2026.</p>
Attorney General's Guidelines: PHE - Minor Public Disorder Offences	4. The Comité noted the Attorney General's Guidelines "Parish Hall Enquiry - Minor Public Disorder Offences" had been published in August 2025 on the Law Officers' Department website and a copy had been provided to all Connétables.

International  
Cultural Centre  
(ICC) Service -  
Introduction

5. The Comité received the Local Services Manager, the Specialist Officer and Engagement Officer, International Cultural Centre (ICC), Government of Jersey to provide a presentation on the services offered by the ICC.

The ICC was a newly established team dedicated to delivering trusted, personalised support to individuals who were new to the Island, and particularly those from diverse backgrounds and who were most in need. This service offered free, confidential and personalised services to individuals facing challenges relating to a wide range of topics to assist with navigating life in Jersey such as employment and workplace rights; housing and accommodation matters; visas and residency; and wellbeing and community integration.

The ICC officers outlined their access to case workers, the flexible communication options for support and social integration options available. Referrals could be made and the ICC also offered ‘drop-in sessions’, free tours of the island and could accompany individuals to immigration appointments if assistance was required.

The Comité noted that the ICC services had commenced under the umbrella of the previous Chief Minister but had since been re-organised. Connétables commented on the issue of social isolation and praised the re-focussed approach adopted by the ICC. This could be a point of contact for the Parishes when dealing with enquiries from those newly arrived in the island; ‘drop-in sessions’ could be facilitated within the Parish Halls and Parish magazines could be used to publicise what was available.

Following discussion, the ICC officers were thanked for their presentation and then withdrew from the meeting.

Fostering and  
Adoption  
Service  
Structure

6. The Comité received the Head of Improvement for Fostering and Adoption, Children’s Social Care Services, Government of Jersey, to provide an overview of the fostering and adoption service structure in Jersey. The Comité was informed that a new Corporate Parenting Board now oversaw the support provided for children in care and of care leavers, ensuring that the local offer was accessible and focussed on four key areas: having a loving and stable home, promoting wellbeing and health, supporting education and personal development.

The Fostering and Adoption’s statistics were outlined and it was explained that, though foster places were limited in Jersey, attempts were made to keep children in Jersey as opposed to moving them to the United Kingdom. The Service provided post-adoption support and there was no longer a formal agreement regarding adoption between Jersey and Guernsey. The focus was to recruit additional foster carers and the Comité noted that there were fewer foster carers since the Covid-19 pandemic.

Following discussion, the officer was thanked for his presentation and then withdrew from the meeting.

Children  
(Convention  
Rights) (Jersey)  
Law 2022 –  
Phase 2

7. The Comité received the Assistant Director - Policy and the Senior Policy Officer, Strategic Policy, Planning and Performance, Government of Jersey, to provide a presentation on phase 2 of the Children (Convention Rights) (Jersey) Law 2022 which would bring into force, with effect from 1<sup>st</sup> January 2026, the remaining Articles including Schedule 1 which named the Parishes as Public Authority “duty bearers”.

Article 9 provided that Public Authority duty-bearers must exercise the duty to have due regard when making certain decisions and might prepare a children’s rights impact assessment (CRIA) should it wish to do so. The CRIA took into account the United Nations Convention on the Rights of a Child (UNCRC) and had been implemented since January 2024 by the States Assembly.

The Comité was informed that the CRIA template had been devised in a simple format, not onerous to the preparer, but if prepared would need to be published. The Assistant Director had previously presented the CRIA steps to the Parish Secretaries and

had provided guidance on the drafting of three CRIAs which had recently been prepared by the Comité, the Parish of Grouville and the Parish of St Helier.

Following discussion, the officers were thanked for their presentation and then withdrew from the meeting.

Accounts and  
budget

*Also recorded  
in the minutes  
of the  
Supervisory  
Committee*

8. The Comité, with reference to its minute no. 8 of 14<sup>th</sup> July 2025, recalled it had approved the budget for 2025/2026, covering staff and office costs, and agreed that each Parish would contribute £13,270 towards the estimated expenditure of c. £163K (this excluded the budget for the Comité des Chefs de Police) but that as 12 members were not present the matter should be considered again at the next meeting. In accordance with its rules, and with 10 members present on this occasion, the Comité confirmed the contribution of £13,270 per Parish for 2025/2026.

The Comité considered the Comité des Chefs de Police budget for the year ended 30<sup>th</sup> April 2026 which estimated expenditure of £3,600 and proposed a contribution of £300 from each Parish; this was the same amount as contributed in 2024/2025. The Comité approved this contribution per Parish but as 12 members were not present, it agreed the matter should be considered again at the next meeting.

The Comité noted that the audited accounts for the office for the year ended 30<sup>th</sup> April 2025 had still to be finalised and would be considered at the next meeting.

Driving  
licences –  
medical  
assessment fees

9. The Comité, with reference to its minute no. 8 of 16<sup>th</sup> June 2025, noted that Dr Newton's practice would be increasing their 'fitness to drive assessment' fee from £100 to £125 and the review from £75 to £86. This fee increase would be communicated to the Parish Secretaries and take immediate effect.

Forthcoming  
States Business

10. The Comité noted the items of forthcoming States Assembly business.

Next meeting

11. The Connétable of Trinity was thanked for his hospitality and the Comité noted that the next meeting would be on 13<sup>th</sup> October 2025.

Chairman ..... Date .....