

[REDACTED]

---

**From:** Freedom of Information  
**Sent:** 05 February 2018 10:13  
**To:** Freedom of Information  
**Subject:** Online FOI request - FOI-67317249  
**Attachments:** FOI-67317249.pdf

**Categories:** Green Category

## Details of FOI request

**Title:** Mr

**First name:** [REDACTED]

**Surname:** [REDACTED]

**Contact number:** [REDACTED]

**How would you like us to reply to you?:** By email

**Email:** [REDACTED]

**ucrn (hidden):**

**flat:**

**house:**

**street:**

**town:**

**postcode:**

**Enter your FOI question or a description of the information you would like :** The States of Jersey regularly state that the additional cost of implementing Workforce Modernisation for the period 2017-2020 is £47 million.

Could the States of Jersey please provide further details on this figure? In particular, please provide a detailed breakdown of the additional cost for each pay group and for each year. Could the States of Jersey also identify the amount being paid as protection (as this will then be a saving after 2020), and again a breakdown of protection per group. Please also include what amounts have been used to fund the program in terms of software, staffing for WFM team costs, consultants on the project etc. both from the £47 million and from other sources. The cost of preparing JIT's, assessing these and putting through the process of evaluation should also be included – if accurate figures are not available please provide an estimate on the cost in both monetary and financial terms.

For the avoidance of doubt the pay cost information should be in the format;

Pay Group 2017 pay cost (protection) - 2018 pay cost (protection) - 2019 pay cost(protection- -2020 pay cost (protection) Totals for 2017-2020

Civil Service  
Manual Workers  
Etc ....

If the States of Jersey does not have these details, please supply what data is available to account for the £47M

**Upload files:**

**Date and time of submission: 05 February 2018 10:13 AM**

Freedom of Information (FOI) Request

Reference: FOI-67317249



Date and time of your submission

05/02/2018 - 10:13:25

How would you like us to reply to you?

By email

FOI question

The States of Jersey regularly state that the additional cost of implementing Workforce Modernisation for the period 2017-2020 is £47 million.

Could the States of Jersey please provide further details on this figure? In particular, please provide a detailed breakdown of the additional cost for each pay group and for each year. Could the States of Jersey also identify the amount being paid as protection (as this will then be a saving after 2020), and again a breakdown of protection per group. Please also include what amounts have been used to fund the program in terms of software, staffing for WFM team costs, consultants on the project etc. both from the £47 million and from other sources. The cost of preparing JIT's, assessing these and putting through the process of evaluation should also be included – if accurate figures are not available please provide an estimate on the cost in both monetary and financial terms.

For the avoidance of doubt the pay cost information should be in the format;

Pay Group 2017 pay cost (protection) - 2018 pay cost (protection) - 2019 pay cost (protection) - 2020 pay cost (protection) Totals for 2017-2020

Civil Service  
Manual Workers  
Etc ....

If the States of Jersey does not have these details, please supply what data is available to account for the £47M

## **Supporting documents**

You may add documentation that supports your request, up to a total file size limit of 5 MB.

If your documentation is larger than 5 MB, send your request by post with photocopies of the supporting documentation. You'll need to quote the reference number you receive when you submit this request.

### [Central FOI Unit address](#)

Do not submit .exe files or use zip files to condense file sizes as these are not accepted through the online FOI form, or on a disk, as they may be rejected by anti-virus software.

---

## **Data Protection statement**

The personal information you provide will be processed by the Central Freedom of Information (FOI) Unit (Chief Minister's Department) of the States of Jersey in accordance with the Data Protection (Jersey) Law 2005 for all purposes associated with the administration of requests received under the Freedom of Information (Jersey) Law 2011, including monitoring of communications to check for compliance with any relevant policies and legislation.

Your request, including your personal information, will be passed to the Freedom of Information staff authorised to handle your request in the relevant States of Jersey department. In order to respond to your request, your request will then be anonymised and passed to the relevant business area that may hold the information you have asked for.

Information will not be passed to any other third party without your prior consent except where we are required to do so by operation of law. The information you provide will also be used to generate management information that will enable us to continually improve our service to you.

After a request is answered, we may publish anonymised requests and responses on our online disclosure log, as information issued to an applicant is then in the public domain. Information published on our disclosure log may be treated as exempt under Article 23 of the Freedom of Information (Jersey) Law 2011.

---

**From:** Freedom of Information  
**Sent:** 05 February 2018 10:53  
**To:** CMD FOI  
**Subject:** New FOI request 67317249  
**Attachments:** FOI-67317249.pdf; Online FOI request - FOI-67317249

Hi [REDACTED]

Please find a new FOI request attached.

It is not necessary for a formal acknowledgement of the request to be sent to the applicant. This is because requests submitted into the online form (to generate a unique number) and the applicant is advised at that point that their request will be dealt with under the terms of the Freedom of Information Law 2011 and will be responded to within 20 working days.

Please quote the above reference in all correspondence.

Many thanks

**Central Freedom of Information (FOI) Unit**

States of Jersey | Cyril Le Marquand House | PO Box 140 | St Helier | Jersey | JE4 8QT  
e: [foi@gov.je](mailto:foi@gov.je)

**[Find out more about FOI](#)**

██████████

---

**From:** Freedom of Information  
**Sent:** 19 February 2018 09:13  
**To:** CMD FOI  
**Subject:** 10 working day alert for request 67317249

Good morning ██████████

Just to advise you that there is a 10 day alert on this.  
Please acknowledge this just by responding "noted".

Thanks  
**Central Freedom of Information (FOI) Unit**

States of Jersey | Cyril Le Marquand House | PO Box 140 | St Helier | Jersey | JE4 8QT  
e: [foi@gov.je](mailto:foi@gov.je)

[Find out more about FOI](#)



[REDACTED]

---

**From:** CMD FOI  
**Sent:** 19 February 2018 09:23  
**To:** Freedom of Information; CMD FOI  
**Subject:** RE: 10 working day alert for request 67317249

Good Morning

Noted sent to department dealing.  
[REDACTED]

---

**From:** Freedom of Information  
**Sent:** 19 February 2018 09:13  
**To:** CMD FOI  
**Subject:** 10 working day alert for request 67317249

Good morning [REDACTED]

Just to advise you that there is a 10 day alert on this.  
Please acknowledge this just by responding "noted".

Thanks  
**Central Freedom of Information (FOI) Unit**

States of Jersey | Cyril Le Marquand House | PO Box 140 | St Helier | Jersey | JE4 8QT  
e: [foi@gov.je](mailto:foi@gov.je)

[Find out more about FOI](#)



[REDACTED]

---

**From:** Freedom of Information  
**Sent:** 21 February 2018 08:47  
**To:** CMD FOI  
**Subject:** 12 working day alert for request 67317249

Good morning [REDACTED]

Just to advise you that there is a 12 day alert on this.

Thanks  
**Central Freedom of Information (FOI) Unit**

States of Jersey | Cyril Le Marquand House | PO Box 140 | St Helier | Jersey | JE4 8QT  
e: [foi@gov.je](mailto:foi@gov.je)

**[Find out more about FOI](#)**





[REDACTED]

---

**From:** Freedom of Information  
**Sent:** 26 February 2018 09:15  
**To:** CMD FOI  
**Subject:** 15 working day alert for request 67317249

Good morning [REDACTED]

This note is to let you know that there are only 5 working days left until this request must be issued to the applicant.

Please now let us know the status of the response and when this is likely to be authorised and issued to the Central FOI Unit.

If you are considering requesting an extension of time in which to provide a response, please forward us the following information to pass on to the applicant:

- the reason(s) for the need to ask the applicant for an extension;
- the grounds on which the department considers the delay to be reasonable;
- the number of additional working days requested and the date on which the response will be issued to the applicant.

Many thanks,

**Central Freedom of Information (FOI) Unit**

States of Jersey | Cyril Le Marquand House | PO Box 140 | St Helier | Jersey | JE4 8QT  
e: [foi@gov.je](mailto:foi@gov.je)

**[Find out more about FOI](#)**



**From:** Freedom of Information  
**Sent:** 01 March 2018 09:39  
**To:** CMD FOI  
**Subject:** URGENT 18 working day alert for request 67317249

Good Morning [REDACTED]

This note is to let you know that there are only 2 working days left until this request must be issued to the applicant. If the Central FOI Unit is to be able to forward the response to the applicant in time, we need to receive the response from you no later than **02/03/18**

If you are considering requesting an extension of time in which to provide a response, please forward us the following information to pass on to the applicant:

- the reason(s) for the need to ask the applicant for an extension;
- the grounds on which the department considers the delay to be reasonable;
- the number of additional working days requested and the date on which the response will be issued to the applicant.

Many thanks,

**Central Freedom of Information (FOI) Unit**

States of Jersey | Cyril Le Marquand House | PO Box 140 | St Helier | Jersey | JE4 8QT  
e: [foi@gov.je](mailto:foi@gov.je)

**[Find out more about FOI](#)**



[REDACTED]

---

**From:** CMD FOI  
**Sent:** 01 March 2018 09:55  
**To:** Freedom of Information; CMD FOI  
**Subject:** RE: URGENT 18 working day alert for request 67317249

Good Morning

I have been chasing HR in relation to this request.

[REDACTED]

---

**From:** Freedom of Information  
**Sent:** 01 March 2018 09:39  
**To:** CMD FOI  
**Subject:** URGENT 18 working day alert for request 67317249

Good Morning [REDACTED]

This note is to let you know that there are only 2 working days left until this request must be issued to the applicant. If the Central FOI Unit is to be able to forward the response to the applicant in time, we need to receive the response from you no later than **02/03/18**

If you are considering requesting an extension of time in which to provide a response, please forward us the following information to pass on to the applicant:

- the reason(s) for the need to ask the applicant for an extension;
- the grounds on which the department considers the delay to be reasonable;
- the number of additional working days requested and the date on which the response will be issued to the applicant.

Many thanks,

**Central Freedom of Information (FOI) Unit**

States of Jersey | Cyril Le Marquand House | PO Box 140 | St Helier | Jersey | JE4 8QT  
e: [foi@gov.je](mailto:foi@gov.je)

**[Find out more about FOI](#)**



[REDACTED]

---

**From:** Freedom of Information  
**Sent:** 05 March 2018 08:27  
**To:** CMD FOI  
**Subject:** VERY URGENT - 20 working day alert for request 67317249

Good Morning [REDACTED]

Please be aware the applicant is due to receive the final response for this request **today**.

If you require an extension please let CFU know ASAP.

Kind regards

**Central Freedom of Information (FOI) Unit**

States of Jersey | Cyril Le Marquand House | PO Box 140 | St Helier | Jersey | JE4 8QT  
e: [foi@gov.je](mailto:foi@gov.je)

**[Find out more about FOI](#)**



[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 07 March 2018 10:57  
**To:** Freedom of Information  
**Subject:** FW: Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Hi,

I submitted the attached FOI request on the 5 February 2018. I understand that I should have a response within 20 days of the request. Assuming this is working days, a response should have been received by Friday 2 March 2018. I cannot find this response – could you please advise?

**Kind regards**

[REDACTED]

[REDACTED]

This message is confidential, and you must not act on or disclose the content if you have received it in error. Instead, please inform us at the address above. While we have made every effort to exclude viruses from this e-mail, you are advised to check it using your own software before opening any attachments.

Please think before printing.

**From:** States of Jersey [<mailto:foi@gov.je>]  
**Sent:** Monday, February 5, 2018 10:13 AM  
**To:** [REDACTED]  
**Subject:** Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Dear [REDACTED]

Thank you for your request asking for information. A copy of your request is attached to this email.

Your request is being dealt with under the terms of the Freedom of Information (Jersey) Law 2011 and will be responded to within 20 working days.

If you do not receive a response from us before the end of 20 working days, please contact the Central Freedom of Information (FOI) Unit at the email address below.

The reference number you have received in this email FOI-67317249 will be used in all future communications.

Yours sincerely,

Central Freedom of Information (FOI) unit

[foi@gov.je](mailto:foi@gov.je)

[www.gov.je/foi](http://www.gov.je/foi)

### **Data Protection statement**

The personal information you provide will be processed by the Central Freedom of Information (FOI) Unit (Chief Minister's Department) of the States of Jersey in accordance with the Data Protection (Jersey) Law 2005 for all purposes associated with the administration of requests received under the Freedom of Information (Jersey) Law 2011, including monitoring of communications to check for compliance with any relevant policies and legislation.

Your request, including your personal information, will be passed to the Freedom of Information staff authorised to handle your request in the relevant States of Jersey department. In order to respond to your request, your request will then be anonymised and passed to the relevant business area that may hold the information you have asked for.

Information will not be passed to any other third party without your prior consent except where we are required to do so by operation of law. The information you provide will also be used to generate management information that will enable us to continually improve our service to you.

After a request is answered, we may publish anonymised requests and responses on our online disclosure log, as information issued to an applicant is then in the public domain. Information published on our disclosure log may be treated as exempt under Article 23 of the Freedom of Information (Jersey) Law 2011.

---

**Care :** If you have received this email and it was not intended for you, please reply to the sender, and then delete it. Please treat our information in confidence. This communication may contain legal advice which is confidential and/or privileged. It should not be forwarded or copied to anyone else without the prior permission of the sender.

**Contract :** This email does not form any binding agreement unless it is supported by an official States of Jersey purchase order form.

**Content :** All States information systems may be monitored to ensure that they are operating correctly. Furthermore, the content of emails and other data on these systems may be examined, in exceptional circumstances, for the purpose of investigating or detecting any unauthorised use. This email has been scanned for viruses by the States of Jersey email gateway.

**Confidentiality :** The confidentiality of this e-mail and your reply cannot be guaranteed. As a public authority, the States of Jersey is subject to the provisions of the Freedom of Information (Jersey) Law 2011. Under this Law we may be required to disclose information we hold, including the contents of this email

and any response to it, unless the information is protected from disclosure by an exemption under the Law or any other enactment, including the Data Protection (Jersey) Law 2005.

---

[REDACTED]

---

**From:** Freedom of Information  
**Sent:** 07 March 2018 11:08  
**To:** [REDACTED]  
**Subject:** RE: Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Dear [REDACTED]

We confirm that the 20 day period ran to 5 March as the start date commences the day after receipt of request. We apologise for the delay in responding to you on this matter – we are currently chasing the relevant department and will provide an update as soon as this is available.

Kind regards

**Central Freedom of Information (FOI) Unit**

States of Jersey | Cyril Le Marquand House | PO Box 140 | St Helier | Jersey | JE4 8QT  
e: [foi@gov.je](mailto:foi@gov.je)

[Find out more about FOI](#)



---

**From:** [REDACTED]  
**Sent:** 07 March 2018 10:57  
**To:** Freedom of Information  
**Subject:** FW: Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249


Hi,

I submitted the attached FOI request on the 5 February 2018. I understand that I should have a response within 20 days of the request. Assuming this is working days, a response should have been received by Friday 2 March 2018. I cannot find this response – could you please advise?

**Kind regards**

[REDACTED]





This message is confidential, and you must not act on or disclose the content if you have received it in error. Instead, please inform us at the address above. While we have made every effort to exclude viruses from this e-mail, you are advised to check it using your own software before opening any attachments.

Please think before printing.

**From:** States of Jersey [<mailto:foi@gov.je>]

**Sent:** Monday, February 5, 2018 10:13 AM

**To:** 

**Subject:** Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Dear ,

Thank you for your request asking for information. A copy of your request is attached to this email.

Your request is being dealt with under the terms of the Freedom of Information (Jersey) Law 2011 and will be responded to within 20 working days.

If you do not receive a response from us before the end of 20 working days, please contact the Central Freedom of Information (FOI) Unit at the email address below.

The reference number you have received in this email FOI-67317249 will be used in all future communications.

Yours sincerely,

Central Freedom of Information (FOI) unit

[foi@gov.je](mailto:foi@gov.je)

[www.gov.je/foi](http://www.gov.je/foi)

### **Data Protection statement**

The personal information you provide will be processed by the Central Freedom of Information (FOI) Unit (Chief Minister's Department) of the States of Jersey in accordance with the Data Protection (Jersey) Law 2005 for all purposes associated with the administration of requests received under the Freedom of Information (Jersey) Law 2011, including monitoring of communications to check for compliance with any relevant policies and legislation.

Your request, including your personal information, will be passed to the Freedom of Information staff authorised to handle your request in the relevant States of Jersey department. In order to respond to your request, your request will then be anonymised and passed to the relevant business area that may hold the information you have asked for.

Information will not be passed to any other third party without your prior consent except where we are required to do so by operation of law. The information you provide will also be used to generate management information that will enable us to continually improve our service to you.

After a request is answered, we may publish anonymised requests and responses on our online disclosure log, as information issued to an applicant is then in the public domain. Information published on our disclosure log may be treated as exempt under Article 23 of the Freedom of Information (Jersey) Law 2011.

---

**Care :** If you have received this email and it was not intended for you, please reply to the sender, and then delete it. Please treat our information in confidence. This communication may contain legal advice which is confidential and/or privileged. It should not be forwarded or copied to anyone else without the prior permission of the sender.

**Contract :** This email does not form any binding agreement unless it is supported by an official States of Jersey purchase order form.

**Content :** All States information systems may be monitored to ensure that they are operating correctly. Furthermore, the content of emails and other data on these systems may be examined, in exceptional circumstances, for the purpose of investigating or detecting any unauthorised use. This email has been scanned for viruses by the States of Jersey email gateway.

**Confidentiality :** The confidentiality of this e-mail and your reply cannot be guaranteed. As a public authority, the States of Jersey is subject to the provisions of the Freedom of Information (Jersey) Law 2011. Under this Law we may be required to disclose information we hold, including the contents of this email and any response to it, unless the information is protected from disclosure by an exemption under the Law or any other enactment, including the Data Protection (Jersey) Law 2005.

---

[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 13 March 2018 14:22  
**To:** Freedom of Information  
**Subject:** RE: Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Hi,

Just another follow up on this matter. It is now 6 working days beyond the 20 day limit for a response. Could you please advise when I might expect the response?

■ Kind regards,

[REDACTED]

[REDACTED]

This message is confidential, and you must not act on or disclose the content if you have received it in error. Instead, please inform us at the address above. While we have made every effort to exclude viruses from this e-mail, you are advised to check it using your own software before opening any attachments.

---

**From:** Freedom of Information [mailto:FOI@gov.je]  
**Sent:** 07 March 2018 11:08  
**To:** [REDACTED]  
**Subject:** RE: Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Dear [REDACTED]

We confirm that the 20 day period ran to 5 March as the start date commences the day after receipt of request. We apologise for the delay in responding to you on this matter – we are currently chasing the relevant department and will provide an update as soon as this is available.

Kind regards

**Central Freedom of Information (FOI) Unit**

States of Jersey | Cyril Le Marquand House | PO Box 140 | St Helier | Jersey | JE4 8QT  
e: [foi@gov.je](mailto:foi@gov.je)



---

**From:** [REDACTED]  
**Sent:** 07 March 2018 10:57  
**To:** Freedom of Information <[FOI@gov.je](mailto:FOI@gov.je)>  
**Subject:** FW: Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Hi,

I submitted the attached FOI request on the 5 February 2018. I understand that I should have a response within 20 days of the request. Assuming this is working days, a response should have been received by Friday 2 March 2018. I cannot find this response – could you please advise?

**Kind regards**

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

This message is confidential, and you must not act on or disclose the content if you have received it in error. Instead, please inform us at the address above. While we have made every effort to exclude viruses from this e-mail, you are advised to check it using your own software before opening any attachments.

Please think before printing.

**From:** States of Jersey [<mailto:foi@gov.je>]  
**Sent:** Monday, February 5, 2018 10:13 AM  
**To:** [REDACTED]  
**Subject:** Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Dear [REDACTED],

Thank you for your request asking for information. A copy of your request is attached to this email.

Your request is being dealt with under the terms of the Freedom of Information (Jersey) Law 2011 and will be responded to within 20 working days.

If you do not receive a response from us before the end of 20 working days, please contact the Central Freedom of Information (FOI) Unit at the email address below.

The reference number you have received in this email FOI-67317249 will be used in all future communications.

Yours sincerely,

Central Freedom of Information (FOI) unit

[foi@gov.je](mailto:foi@gov.je)

[www.gov.je/foi](http://www.gov.je/foi)

### **Data Protection statement**

The personal information you provide will be processed by the Central Freedom of Information (FOI) Unit (Chief Minister's Department) of the States of Jersey in accordance with the Data Protection (Jersey) Law 2005 for all purposes associated with the administration of requests received under the Freedom of Information (Jersey) Law 2011, including monitoring of communications to check for compliance with any relevant policies and legislation.

Your request, including your personal information, will be passed to the Freedom of Information staff authorised to handle your request in the relevant States of Jersey department. In order to respond to your request, your request will then be anonymised and passed to the relevant business area that may hold the information you have asked for.

Information will not be passed to any other third party without your prior consent except where we are required to do so by operation of law. The information you provide will also be used to generate management information that will enable us to continually improve our service to you.

After a request is answered, we may publish anonymised requests and responses on our online disclosure log, as information issued to an applicant is then in the public domain. Information published on our disclosure log may be treated as exempt under Article 23 of the Freedom of Information (Jersey) Law 2011.

---

**Care :** If you have received this email and it was not intended for you, please reply to the sender, and then delete it. Please treat our information in confidence. This communication may contain legal advice which is confidential and/or privileged. It should not be forwarded or copied to anyone else without the prior permission of the sender.

**Contract :** This email does not form any binding agreement unless it is supported by an official States of Jersey purchase order form.

**Content :** All States information systems may be monitored to ensure that they are operating correctly.

Furthermore, the content of emails and other data on these systems may be examined, in exceptional circumstances, for the purpose of investigating or detecting any unauthorised use. This email has been scanned for viruses by the States of Jersey email gateway.

**Confidentiality** : The confidentiality of this e-mail and your reply cannot be guaranteed. As a public authority, the States of Jersey is subject to the provisions of the Freedom of Information (Jersey) Law 2011. Under this Law we may be required to disclose information we hold, including the contents of this email and any response to it, unless the information is protected from disclosure by an exemption under the Law or any other enactment, including the Data Protection (Jersey) Law 2005.

---

[REDACTED]

---

**From:** Freedom of Information  
**Sent:** 14 March 2018 11:43  
**To:** [REDACTED]  
**Subject:** RE: Updates

Thanks [REDACTED] – great news.

I'm in till about 3.45 today.

---

**From:** [REDACTED]  
**Sent:** 14 March 2018 11:40  
**To:** Freedom of Information  
**Subject:** Updates

Good Morning

Just by way of update

[REDACTED]  
[REDACTED]  
67317249 – response complete but had to return due to figures not adding up, hopefully should be revised today.  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]

Corporate Portfolio Management Office | Chief Minister's Department  
PO Box 140 | 8th Floor | Cyril le Marquand House | St Helier |  
Jersey | JE4 8QT

[REDACTED]  
[REDACTED]

Customer focus – Constantly improving – Better together – Always Respectful – We deliver

[REDACTED]

---

**From:** Freedom of Information  
**Sent:** 14 March 2018 15:34  
**To:** [REDACTED]  
**Subject:** RE: Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Dear [REDACTED]

Our apologies for the continued delay in response. We are still chasing the department on this and hope to be able to provide an update shortly.

Kind regards

**Central Freedom of Information (FOI) Unit**

States of Jersey | Cyril Le Marquand House | PO Box 140 | St Helier | Jersey | JE4 8QT  
e: [foi@gov.je](mailto:foi@gov.je)

[Find out more about FOI](#)



---

**From:** [REDACTED]  
**Sent:** 13 March 2018 14:22  
**To:** Freedom of Information  
**Subject:** RE: Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Hi,

Just another follow up on this matter. It is now 6 working days beyond the 20 day limit for a response. Could you please advise when I might expect the response?

Kind regards,

[REDACTED]

[REDACTED]



[REDACTED]

This message is confidential, and you must not act on or disclose the content if you have received it in error. Instead, please inform us at the address above. While we have made every effort to exclude viruses from this e-mail, you are advised to check it using your own software before opening any attachments.

---

**From:** Freedom of Information [<mailto:FOI@gov.je>]

**Sent:** 07 March 2018 11:08

**To:** [REDACTED]

**Subject:** RE: Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Dear [REDACTED]

We confirm that the 20 day period ran to 5 March as the start date commences the day after receipt of request. We apologise for the delay in responding to you on this matter – we are currently chasing the relevant department and will provide an update as soon as this is available.

Kind regards

**Central Freedom of Information (FOI) Unit**

States of Jersey | Cyril Le Marquand House | PO Box 140 | St Helier | Jersey | JE4 8QT  
e: [foi@gov.je](mailto:foi@gov.je)

[Find out more about FOI](#)



---

**From:** [REDACTED]

**Sent:** 07 March 2018 10:57

**To:** Freedom of Information <[FOI@gov.je](mailto:FOI@gov.je)>

**Subject:** FW: Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Hi,

I submitted the attached FOI request on the 5 February 2018. I understand that I should have a response within 20 days of the request. Assuming this is working days, a response should have been received by Friday 2 March 2018. I cannot find this response – could you please advise?

Kind regards

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] message is confidential, and you must not act on or disclose the content if you have received it in error. Instead, please inform us at the address above. While we have made every effort to exclude viruses from this e-mail, you are advised to check it using your own software before opening any attachments.

Please think before printing.

**From:** States of Jersey [<mailto:foi@gov.je>]

**Sent:** Monday, February 5, 2018 10:13 AM

**To:** [REDACTED]

**Subject:** Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Dear [REDACTED],

Thank you for your request asking for information. A copy of your request is attached to this email.

Your request is being dealt with under the terms of the Freedom of Information (Jersey) Law 2011 and will be responded to within 20 working days.

If you do not receive a response from us before the end of 20 working days, please contact the Central Freedom of Information (FOI) Unit at the email address below.

The reference number you have received in this email FOI-67317249 will be used in all future communications.

Yours sincerely,

Central Freedom of Information (FOI) unit

[foi@gov.je](mailto:foi@gov.je)

[www.gov.je/foi](http://www.gov.je/foi)

### **Data Protection statement**

The personal information you provide will be processed by the Central Freedom of Information (FOI) Unit (Chief Minister's Department) of the States of Jersey in accordance with the Data Protection (Jersey) Law 2005 for all purposes associated with the administration of requests received under the Freedom of Information (Jersey) Law 2011, including monitoring of communications to check for compliance with any relevant policies and legislation.

Your request, including your personal information, will be passed to the Freedom of Information staff authorised to handle your request in the relevant States of Jersey department. In order to respond to your request, your request will then be anonymised and passed to the relevant business area that may hold the information you have asked for.

Information will not be passed to any other third party without your prior consent except where we are required to do so by operation of law. The information you provide will also be used to generate management information that will enable us to continually improve our service to you.

After a request is answered, we may publish anonymised requests and responses on our online disclosure log, as information issued to an applicant is then in the public domain. Information published on our disclosure log may be treated as exempt under Article 23 of the Freedom of Information (Jersey) Law 2011.

---

**Care :** If you have received this email and it was not intended for you, please reply to the sender, and then delete it. Please treat our information in confidence. This communication may contain legal advice which is confidential and/or privileged. It should not be forwarded or copied to anyone else without the prior permission of the sender.

**Contract :** This email does not form any binding agreement unless it is supported by an official States of Jersey purchase order form.

**Content :** All States information systems may be monitored to ensure that they are operating correctly. Furthermore, the content of emails and other data on these systems may be examined, in exceptional circumstances, for the purpose of investigating or detecting any unauthorised use. This email has been scanned for viruses by the States of Jersey email gateway.

**Confidentiality :** The confidentiality of this e-mail and your reply cannot be guaranteed. As a public authority, the States of Jersey is subject to the provisions of the Freedom of Information (Jersey) Law 2011. Under this Law we may be required to disclose information we hold, including the contents of this email and any response to it, unless the information is protected from disclosure by an exemption under the Law or any other enactment, including the Data Protection (Jersey) Law 2005.

---

[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 23 March 2018 16:14  
**To:** Freedom of Information  
**Subject:** FW: Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Hi,

As a further 9 days has passed since your last update, I am writing to let you know that we have now contacted the States of Jersey Information Commissioner regarding the failure to provide a response to this request.

Kind regards,

[REDACTED]

[REDACTED]

[REDACTED]

This message is confidential, and you must not act on or disclose the content if you have received it in error. Instead, please inform us at the address above. While we have made every effort to exclude viruses from this e-mail, you are advised to check it using your own software before opening any attachments.

---

**From:** Freedom of Information [<mailto:FOI@gov.je>]  
**Sent:** Wednesday, March 14, 2018 3:34 PM  
**To:** [REDACTED]  
**Subject:** RE: Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Dear [REDACTED]

Our apologies for the continued delay in response. We are still chasing the department on this and hope to be able to provide an update shortly.

Kind regards

**Central Freedom of Information (FOI) Unit**

States of Jersey | Cyril Le Marquand House | PO Box 140 | St Helier | Jersey | JE4 8QT  
e: [foi@gov.je](mailto:foi@gov.je)

[Find out more about FOI](#)



---

**From:** [REDACTED]  
**Sent:** 13 March 2018 14:22  
**To:** Freedom of Information <[FOI@gov.je](mailto:FOI@gov.je)>  
**Subject:** RE: Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Hi,

Just another follow up on this matter. It is now 6 working days beyond the 20 day limit for a response. Could you please advise when I might expect the response?

Kind regards,

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

This message is confidential, and you must not act on or disclose the content if you have received it in error. Instead, please inform us at the address above. While we have made every effort to exclude viruses from this e-mail, you are advised to check it using your own software before opening any attachments.

---

**From:** Freedom of Information [<mailto:FOI@gov.je>]  
**Sent:** 07 March 2018 11:08  
**To:** [REDACTED]  
**Subject:** RE: Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Dear [REDACTED]

We confirm that the 20 day period ran to 5 March as the start date commences the day after receipt of request. We apologise for the delay in responding to you on this matter – we are currently chasing the relevant department and will provide an update as soon as this is available.

Kind regards

**Central Freedom of Information (FOI) Unit**

States of Jersey | Cyril Le Marquand House | PO Box 140 | St Helier | Jersey | JE4 8QT  
e: [foi@gov.je](mailto:foi@gov.je)

[Find out more about FOI](#)



---

**From:** [REDACTED]  
**Sent:** 07 March 2018 10:57  
**To:** Freedom of Information <[FOI@gov.je](mailto:FOI@gov.je)>  
**Subject:** FW: Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Hi,

I submitted the attached FOI request on the 5 February 2018. I understand that I should have a response within 20 days of the request. Assuming this is working days, a response should have been received by Friday 2 March 2018. I cannot find this response – could you please advise?

Kind regards

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

This message is confidential, and you must not act on or disclose the content if you have received it in error. Instead, please inform us at the address above. While we have made every effort to exclude viruses from this e-mail, you are advised to check it using your own software before opening any attachments.

Please think before printing.

**From:** States of Jersey [<mailto:foi@gov.je>]

**Sent:** Monday, February 5, 2018 10:13 AM

**To:** [REDACTED]

**Subject:** Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Dear [REDACTED],

Thank you for your request asking for information. A copy of your request is attached to this email.

Your request is being dealt with under the terms of the Freedom of Information (Jersey) Law 2011 and will be responded to within 20 working days.

If you do not receive a response from us before the end of 20 working days, please contact the Central Freedom of Information (FOI) Unit at the email address below.

The reference number you have received in this email FOI-67317249 will be used in all future communications.

Yours sincerely,

Central Freedom of Information (FOI) unit

[foi@gov.je](mailto:foi@gov.je)

[www.gov.je/foi](http://www.gov.je/foi)

### **Data Protection statement**

The personal information you provide will be processed by the Central Freedom of Information (FOI) Unit (Chief Minister's Department) of the States of Jersey in accordance with the Data Protection (Jersey) Law 2005 for all purposes associated with the administration of requests received under the Freedom of Information (Jersey) Law 2011, including monitoring of communications to check for compliance with any relevant policies and legislation.

Your request, including your personal information, will be passed to the Freedom of Information staff authorised to handle your request in the relevant States of Jersey department. In order to respond to your request, your request will then be anonymised and passed to the relevant business area that may hold the information you have asked for.

Information will not be passed to any other third party without your prior consent except where we are required to do so by operation of law. The information you provide will also be used to generate management information that will enable us to continually improve our service to you.

After a request is answered, we may publish anonymised requests and responses on our online disclosure log, as information issued to an applicant is then in the public domain. Information published on our disclosure log may be treated as exempt under Article 23 of the Freedom of Information (Jersey) Law 2011.

---

**Care :** If you have received this email and it was not intended for you, please reply to the sender, and then delete it. Please treat our information in confidence. This communication may contain legal advice which is confidential and/or privileged. It should not be forwarded or copied to anyone else without the prior permission of the sender.

**Contract :** This email does not form any binding agreement unless it is supported by an official States of Jersey purchase order form.

**Content :** All States information systems may be monitored to ensure that they are operating correctly. Furthermore, the content of emails and other data on these systems may be examined, in exceptional circumstances, for the purpose of investigating or detecting any unauthorised use. This email has been scanned for viruses by the States of Jersey email gateway.

**Confidentiality :** The confidentiality of this e-mail and your reply cannot be guaranteed. As a public authority, the States of Jersey is subject to the provisions of the Freedom of Information (Jersey) Law 2011. Under this Law we may be required to disclose information we hold, including the contents of this email and any response to it, unless the information is protected from disclosure by an exemption under the Law or any other enactment, including the Data Protection (Jersey) Law 2005.

---



[REDACTED]

---

**From:** Freedom of Information  
**Sent:** 26 March 2018 10:45  
**To:** Chris Stephenson  
**Cc:** CMD FOI  
**Subject:** RE: 67317249 - Answer

**Importance:** High

Morning Chris

Please could you urgently provide an update on the below?

The requester has now referred this to the Information Commissioner as we have not provided a final response and are considerably over due. We would like to resolve this as quickly as possible to avoid additional complaints.

Many thanks  
[REDACTED]

---

**From:** CMD FOI  
**Sent:** 14 March 2018 09:53  
**To:** Chris Stephenson  
**Subject:** RE: 67317249 - Answer

Hi Chris

I know we are meeting today but are we able to resolve this as the applicant is chasing CFU

Thanks  
[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 09 March 2018 10:07  
**To:** Chris Stephenson  
**Subject:** RE: 67317249 - Answer  
**Importance:** High

Hi Chris

Thanks sorry to be picky but [REDACTED]  
[REDACTED]

The final table Total does not include the £177,629 in the total

Thanks  
[REDACTED]

---

**From:** Chris Stephenson  
**Sent:** 09 March 2018 09:23  
**To:** [REDACTED]  
**Subject:** 67317249 - Answer

Good to go

[REDACTED]

---

**From:** Freedom of Information  
**Sent:** 03 April 2018 10:18  
**To:** [REDACTED]  
**Subject:** RE: FOI-671317249

Hi [REDACTED],  
Apologies, for the delay in responding. The response to this request is close to being finalised and we are awaiting final sign off. The Central FOI Unit had queried some of the data and asked the department to recheck before it was sent.

We hope to be able to send the response to the requester shortly.

Best wishes

[REDACTED]

[REDACTED]

[REDACTED]

Web: [www.gov.je](http://www.gov.je)

Cyril Le Marquand House, PO Box 140, St Helier, Jersey JE4 8QT

Across States of Jersey **social media platforms** more than 20,000 users are engaging with the work of government.



---

**From:** [REDACTED]  
**Sent:** 28 March 2018 14:18  
**To:** [REDACTED]  
**Cc:** Freedom of Information  
**Subject:** FOI-671317249

Dear [REDACTED],

Following our conversation of last Friday are you able to provide any further update on progress of response?

Thanks and regards [REDACTED]

[REDACTED]



Brunel House, Old Street, St Helier,  
Jersey JE2 3RG



W : [www.dataci.org](http://www.dataci.org)

[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 03 April 2018 11:00  
**To:** Freedom of Information  
**Subject:** RE: FOI-671317249

Morning [REDACTED]

Thanks for the update, can you give any timescale, would it be likely to be sent out this week. In fact, can you advise the requester of the impending disclosure as a means of removing us from acting as an unnecessary 'go-between' ?

Thanks and regards [REDACTED]

[REDACTED]



Brunel House, Old Street, St Helier,  
Jersey JE2 3RG

[REDACTED]

W : [www.dataci.org](http://www.dataci.org)

---

**From:** Freedom of Information  
**Sent:** 03 April 2018 10:18  
**To:** [REDACTED]  
**Subject:** RE: FOI-671317249

Hi [REDACTED],

Apologies, for the delay in responding. The response to this request is close to being finalised and we are awaiting final sign off. The Central FOI Unit had queried some of the data and asked the department to recheck before it was sent.

We hope to be able to send the response to the requester shortly.

Best wishes

[REDACTED]

[REDACTED]

[REDACTED]

Web: [www.gov.je](http://www.gov.je)

Cyril Le Marquand House, PO Box 140, St Helier, Jersey JE4 8QT

Across States of Jersey **social media platforms** more than **20,000** users are engaging with the work of government.



---

**From:** [REDACTED]  
**Sent:** 28 March 2018 14:18  
**To:** [REDACTED]  
**Cc:** Freedom of Information <[FOI@gov.je](mailto:FOI@gov.je)>  
**Subject:** FOI-671317249

**Dear** [REDACTED],

**Following our conversation of last Friday are you able to provide any further update on progress of response?**

**Thanks and regards** [REDACTED]



Brunel House, Old Street, St Helier,  
Jersey JE2 3RG



W : [www.dataci.org](http://www.dataci.org)

---

**Care :** If you have received this email and it was not intended for you, please reply to the sender, and then delete it. Please treat our information in confidence. This communication may contain legal advice which is confidential and/or privileged. It should not be forwarded or copied to anyone else without the prior permission of the sender.

**Contract :** This email does not form any binding agreement unless it is supported by an official States of Jersey purchase order form.

**Content :** All States information systems may be monitored to ensure that they are operating correctly. Furthermore, the content of emails and other data on these systems may be examined, in exceptional circumstances, for the purpose of investigating or detecting any unauthorised use. This email has been scanned for viruses by the States of Jersey email gateway.

**Confidentiality :** The confidentiality of this e-mail and your reply cannot be guaranteed. As a public authority, the States of Jersey is subject to the provisions of the Freedom of Information (Jersey) Law 2011. Under this Law we may be required to disclose information we hold, including the contents of this email and any response to it, unless the information is protected from disclosure by an exemption under the Law or any other enactment, including the Data Protection (Jersey) Law 2005.

[REDACTED]

---

**From:** Freedom of Information  
**Sent:** 04 April 2018 15:40  
**To:** [REDACTED]  
**Subject:** RE: FOI-671317249

Hi [REDACTED]

Unfortunately one query is still outstanding and, in order to be completely sure of the integrity of the data released, we will not be able to provide the final response until next Tuesday due to the absence of the staff member necessary to confirm the figures.

We will update the requester accordingly – and our apologies to both you and to the requester for the delay in release of this response.

Kind regards

[REDACTED]  
**Central Freedom of Information (FOI) Unit**

States of Jersey | Cyril Le Marquand House | PO Box 140 | St Helier | Jersey | JE4 8QT  
e: [foi@gov.je](mailto:foi@gov.je)

[Find out more about FOI](#)



---

**From:** [REDACTED]  
**Sent:** 03 April 2018 11:00  
**To:** Freedom of Information  
**Subject:** RE: FOI-671317249

Morning [REDACTED],

Thanks for the update, can you give any timescale, would it be likely to be sent out this week. In fact, can you advise the requester of the impending disclosure as a means of removing us from acting as an unnecessary 'go-between' ?

Thanks and regards [REDACTED]

[REDACTED]

Brunel House, Old Street, St Helier,  
Jersey JE2 3RG

[REDACTED]

W : [www.dataci.org](http://www.dataci.org)

---

**From:** Freedom of Information <[FOI@gov.je](mailto:FOI@gov.je)>

**Sent:** 03 April 2018 10:18

**To:** [REDACTED]

**Subject:** RE: FOI-671317249

Hi [REDACTED],

Apologies, for the delay in responding. The response to this request is close to being finalised and we are awaiting final sign off. The Central FOI Unit had queried some of the data and asked the department to recheck before it was sent.

We hope to be able to send the response to the requester shortly.

Best wishes

[REDACTED]

[REDACTED]

[REDACTED]

Web: [www.gov.je](http://www.gov.je)

Cyril Le Marquand House, PO Box 140, St Helier, Jersey JE4 8QT

Across States of Jersey **social media platforms** more than **20,000** users are engaging with the work of government.



---

**From:** [REDACTED]

**Sent:** 28 March 2018 14:18

**To:** [REDACTED]

**Cc:** Freedom of Information <[FOI@gov.je](mailto:FOI@gov.je)>

**Subject:** FOI-671317249

Dear [REDACTED],

Following our conversation of last Friday are you able to provide any further update on progress of response?

Thanks and regards [REDACTED]

[REDACTED]



Brunel House, Old Street, St Helier,  
Jersey JE2 3RG



W : [www.dataci.org](http://www.dataci.org)

---

**Care :** If you have received this email and it was not intended for you, please reply to the sender, and then delete it. Please treat our information in confidence. This communication may contain legal advice which is confidential and/or privileged. It should not be forwarded or copied to anyone else without the prior permission of the sender.

**Contract :** This email does not form any binding agreement unless it is supported by an official States of Jersey purchase order form.

**Content :** All States information systems may be monitored to ensure that they are operating correctly. Furthermore, the content of emails and other data on these systems may be examined, in exceptional circumstances, for the purpose of investigating or detecting any unauthorised use. This email has been scanned for viruses by the States of Jersey email gateway.

**Confidentiality :** The confidentiality of this e-mail and your reply cannot be guaranteed. As a public authority, the States of Jersey is subject to the provisions of the Freedom of Information (Jersey) Law 2011. Under this Law we may be required to disclose information we hold, including the contents of this email and any response to it, unless the information is protected from disclosure by an exemption under the Law or any other enactment, including the Data Protection (Jersey) Law 2005.

---



[REDACTED]

---

**From:** [REDACTED] >  
**Sent:** 04 April 2018 15:44  
**To:** Freedom of Information  
**Cc:** [REDACTED]  
**Subject:** RE: FOI-671317249

Dear [REDACTED],

Many thanks for the update and I will leave it for you to advise the requester.

Thanks again, and regards

[REDACTED]

[REDACTED]



Brunel House | Old Street | St Helier | Jersey JE2 3RG

[REDACTED]  
W. [www.dataci.je](http://www.dataci.je) W. [www.thinkGDPR.org](http://www.thinkGDPR.org)

**NOTICE OF CHANGE OF WEBSITE AND EMAIL ADDRESSES:**

*Please be advised that with effect from **Monday 9<sup>th</sup> April 2018**, the website address for the Office of the Information Commissioner will change to [www.OICJersey.org](http://www.OICJersey.org)*

*In addition, the contact email addresses will be changing. These are detailed as follows:*

*General enquiries: [enquiries@OICJersey.org](mailto:enquiries@OICJersey.org)*

*Breach reporting: [breach@OICJersey.org](mailto:breach@OICJersey.org)*

*Careers: [careers@OICJersey.org](mailto:careers@OICJersey.org)*

*Staff emails (Example): [a.nother@OICJersey.org](mailto:a.nother@OICJersey.org)*

*Please be advised that any emails received at the [dataci.org](http://dataci.org) addresses will not be automatically forwarded. Instead you will be asked to re-send your email to the new address.*

*We apologise for any inconvenience caused and respectfully request that you amend your contact list to reflect the above changes.*

*Thank you.*

---

**From:** Freedom of Information  
**Sent:** 04 April 2018 15:40  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** RE: FOI-671317249

Hi [REDACTED]

Unfortunately one query is still outstanding and, in order to be completely sure of the integrity of the data released, we will not be able to provide the final response until next Tuesday due to the absence of the staff member necessary to confirm the figures.

We will update the requester accordingly – and our apologies to both you and to the requester for the delay in release of this response.

Kind regards

[REDACTED]

**Central Freedom of Information (FOI) Unit**

**States of Jersey | Cyril Le Marquand House | PO Box 140 | St Helier | Jersey | JE4 8QT**  
**e: [foi@gov.je](mailto:foi@gov.je)**

**[Find out more about FOI](#)**



---

**From:** [REDACTED]  
**Sent:** 03 April 2018 11:00  
**To:** Freedom of Information <[FOI@gov.je](mailto:FOI@gov.je)>  
**Subject:** RE: FOI-671317249

Morning [REDACTED],  
Thanks for the update, can you give any timescale, would it be likely to be sent out this week. In fact, can you advise the requester of the impending disclosure as a means of removing us from acting as an unnecessary 'go-between' ?

Thanks and regards [REDACTED]

[REDACTED]



Brunel House, Old Street, St Helier,  
Jersey JE2 3RG

[REDACTED]

W : [www.dataci.org](http://www.dataci.org)

---

**From:** Freedom of Information <[FOI@gov.je](mailto:FOI@gov.je)>

**Sent:** 03 April 2018 10:18

**To:** [REDACTED]

**Subject:** RE: FOI-671317249

Hi [REDACTED]

Apologies, for the delay in responding. The response to this request is close to being finalised and we are awaiting final sign off. The Central FOI Unit had queried some of the data and asked the department to recheck before it was sent.

We hope to be able to send the response to the requester shortly.

Best wishes

[REDACTED]

[REDACTED]

[REDACTED]

Web: [www.gov.je](http://www.gov.je)

Cyril Le Marquand House, PO Box 140, St Helier, Jersey JE4 8QT

Across States of Jersey **social media platforms** more than **20,000** users are engaging with the work of government.



---

**From:** [REDACTED]

**Sent:** 28 March 2018 14:18

**To:** [REDACTED]

**Cc:** Freedom of Information <[FOI@gov.je](mailto:FOI@gov.je)>

**Subject:** FOI-671317249

Dear [REDACTED],

Following our conversation of last Friday are you able to provide any further update on progress of response?

Thanks and regards [REDACTED]

[REDACTED]



Brunel House, Old Street, St Helier,  
Jersey JE2 3RG

[REDACTED]

---

**Care** : If you have received this email and it was not intended for you, please reply to the sender, and then delete it. Please treat our information in confidence. This communication may contain legal advice which is confidential and/or privileged. It should not be forwarded or copied to anyone else without the prior permission of the sender.

**Contract** : This email does not form any binding agreement unless it is supported by an official States of Jersey purchase order form.

**Content** : All States information systems may be monitored to ensure that they are operating correctly. Furthermore, the content of emails and other data on these systems may be examined, in exceptional circumstances, for the purpose of investigating or detecting any unauthorised use. This email has been scanned for viruses by the States of Jersey email gateway.

**Confidentiality** : The confidentiality of this e-mail and your reply cannot be guaranteed. As a public authority, the States of Jersey is subject to the provisions of the Freedom of Information (Jersey) Law 2011. Under this Law we may be required to disclose information we hold, including the contents of this email and any response to it, unless the information is protected from disclosure by an exemption under the Law or any other enactment, including the Data Protection (Jersey) Law 2005.

---

[REDACTED]

---

**From:** Freedom of Information  
**Sent:** 04 April 2018 15:45  
**To:** [REDACTED]  
**Subject:** RE: Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Dear [REDACTED]

We sincerely apologise for the delay in providing a response to your request.

We had hoped that this response would be ready for release this week, however one query is still outstanding. In order to be completely sure of the integrity of the data released, we will not be able to provide the final response until next Tuesday due to the absence of the staff member necessary to confirm the figures.

Once again our apologies for the delay.

Kind regards

**Central Freedom of Information (FOI) Unit**

States of Jersey | Cyril Le Marquand House | PO Box 140 | St Helier | Jersey | JE4 8QT  
e: [foi@gov.je](mailto:foi@gov.je)

**[Find out more about FOI](#)**



---

**From:** [REDACTED]  
**Sent:** 23 March 2018 16:14  
**To:** Freedom of Information  
**Subject:** FW: Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Hi,

As a further 9 days has passed since your last update, I am writing to let you know that we have now contacted the States of Jersey Information Commissioner regarding the failure to provide a response to this request.

Kind regards,

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

This message is confidential, and you must not act on or disclose the content if you have received it in error. Instead, please inform us at the address above. While we have made every effort to exclude viruses from this e-mail, you are advised to check it using your own software before opening any attachments.

---

**From:** Freedom of Information [<mailto:FOI@gov.je>]  
**Sent:** Wednesday, March 14, 2018 3:34 PM  
**To:** [REDACTED]  
**Subject:** RE: Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Dear [REDACTED]

Our apologies for the continued delay in response. We are still chasing the department on this and hope to be able to provide an update shortly.

Kind regards

**Central Freedom of Information (FOI) Unit**

States of Jersey | Cyril Le Marquand House | PO Box 140 | St Helier | Jersey | JE4 8QT  
e: [foi@gov.je](mailto:foi@gov.je)

[Find out more about FOI](#)



---

**From:** [REDACTED]  
**Sent:** 13 March 2018 14:22  
**To:** Freedom of Information <[FOI@gov.je](mailto:FOI@gov.je)>  
**Subject:** RE: Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Hi,

Just another follow up on this matter. It is now 6 working days beyond the 20 day limit for a response. Could you please advise when I might expect the response?

Kind regards,



message is confidential, and you must not act on or disclose the content if you have received it in error. Instead, please inform us at the address above. While we have made every effort to exclude viruses from this e-mail, you are advised to check it using your own software before opening any attachments.

---

**From:** Freedom of Information [<mailto:FOI@gov.je>]

**Sent:** 07 March 2018 11:08

**To:** [Redacted]

**Subject:** RE: Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Dear [Redacted]

We confirm that the 20 day period ran to 5 March as the start date commences the day after receipt of request. We apologise for the delay in responding to you on this matter – we are currently chasing the relevant department and will provide an update as soon as this is available.

Kind regards

**Central Freedom of Information (FOI) Unit**

States of Jersey | Cyril Le Marquand House | PO Box 140 | St Helier | Jersey | JE4 8QT  
e: [foi@gov.je](mailto:foi@gov.je)

[Find out more about FOI](#)



---

**From:** [Redacted]

**Sent:** 07 March 2018 10:57

**To:** Freedom of Information <[FOI@gov.je](mailto:FOI@gov.je)>

**Subject:** FW: Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Hi,

I submitted the attached FOI request on the 5 February 2018. I understand that I should have a response within 20 days of the request. Assuming this is working days, a response should have been received by Friday 2 March 2018. I cannot find this response – could you please advise?

Kind regards

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

This message is confidential, and you must not act on or disclose the content if you have received it in error. Instead, please inform us at the address above. While we have made every effort to exclude viruses from this e-mail, you are advised to check it using your own software before opening any attachments.

Please think before printing.

**From:** States of Jersey [<mailto:foi@gov.je>]

**Sent:** Monday, February 5, 2018 10:13 AM

**To:** [REDACTED]

**Subject:** Your Freedom of Information (FOI) request has been received - Reference: FOI-67317249

Dear [REDACTED]

Thank you for your request asking for information. A copy of your request is attached to this email.

Your request is being dealt with under the terms of the Freedom of Information (Jersey) Law 2011 and will be responded to within 20 working days.

If you do not receive a response from us before the end of 20 working days, please contact the Central Freedom of Information (FOI) Unit at the email address below.

The reference number you have received in this email FOI-67317249 will be used in all future communications.

Yours sincerely,

Central Freedom of Information (FOI) unit

[foi@gov.je](mailto:foi@gov.je)

[www.gov.je/foi](http://www.gov.je/foi)

**Data Protection statement**



The personal information you provide will be processed by the Central Freedom of Information (FOI) Unit (Chief Minister's Department) of the States of Jersey in accordance with the Data Protection (Jersey) Law 2005 for all purposes associated with the administration of requests received under the Freedom of Information (Jersey) Law 2011, including monitoring of communications to check for compliance with any relevant policies and legislation.

Your request, including your personal information, will be passed to the Freedom of Information staff authorised to handle your request in the relevant States of Jersey department. In order to respond to your request, your request will then be anonymised and passed to the relevant business area that may hold the information you have asked for.

Information will not be passed to any other third party without your prior consent except where we are required to do so by operation of law. The information you provide will also be used to generate management information that will enable us to continually improve our service to you.

After a request is answered, we may publish anonymised requests and responses on our online disclosure log, as information issued to an applicant is then in the public domain. Information published on our disclosure log may be treated as exempt under Article 23 of the Freedom of Information (Jersey) Law 2011.

---

**Care** : If you have received this email and it was not intended for you, please reply to the sender, and then delete it. Please treat our information in confidence. This communication may contain legal advice which is confidential and/or privileged. It should not be forwarded or copied to anyone else without the prior permission of the sender.

**Contract** : This email does not form any binding agreement unless it is supported by an official States of Jersey purchase order form.

**Content** : All States information systems may be monitored to ensure that they are operating correctly. Furthermore, the content of emails and other data on these systems may be examined, in exceptional circumstances, for the purpose of investigating or detecting any unauthorised use. This email has been scanned for viruses by the States of Jersey email gateway.

**Confidentiality** : The confidentiality of this e-mail and your reply cannot be guaranteed. As a public authority, the States of Jersey is subject to the provisions of the Freedom of Information (Jersey) Law 2011. Under this Law we may be required to disclose information we hold, including the contents of this email and any response to it, unless the information is protected from disclosure by an exemption under the Law or any other enactment, including the Data Protection (Jersey) Law 2005.

---

[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 13 April 2018 15:30  
**To:** [REDACTED]  
**Subject:** FW: Urgent - 67317249  
**Attachments:** FOI 67317249 - Answer 11.4.18.doc

[REDACTED]

[REDACTED]

Web: [www.gov.je](http://www.gov.je)  
Cyril Le Marquand House, PO Box 140, St Helier, Jersey JE4 8QT

Across States of Jersey **social media platforms** more than 20,000 users are engaging with the work of government.



---

**From:** Chris Stephenson  
**Sent:** 13 April 2018 15:26  
**To:** [REDACTED]  
**Subject:** FW: Urgent - 67317249

Chris Stephenson  
Director HR Employment Relations & Organisational Development  
Human Resources  
States of Jersey

[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 13 April 2018 14:59  
**To:** [REDACTED] CMD FOI HR  
<[REDACTED]>; Paul Bradbury <[REDACTED]>  
**Cc:** Chris Stephenson <[REDACTED]>  
**Subject:** RE: Urgent - 67317249

Hi [REDACTED] / Paul,

With regard the above FOI, I can confirm the following:

- The information about the WFM pay groups in terms of the impact of WFM was shared with the Unions at the negotiation stage and CMB and SMTs. As far as I can recall, references were made to some of these percentages in overall terms in the communications that were released to staff about WFM after results were distributed in November 2017. However, a breakdown by pay group was not provided to the workforce or the general public.

- I've changed the column titles and some of the wording above making reference to the information in the tables which I have now split to add clarity. (see attached)
- This information is not directly relevant to the question, but portrays the impact of the project on staff to show how the benefits of the £47 m investment.
- I corrected the total figure in the last table. I can confirm that this information was never in the public domain in this form. The same statement applies to all information in the response to this FOI question.

Also, please note that the figures presented and contents of this response have had approval from Employment Relations and Treasury. We are reluctant to make further substantial changes.

\*[REDACTED], please can you save this new iteration in the relevant file.

Kind regards,

[REDACTED]

[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 13 April 2018 14:20  
**To:** [REDACTED]  
**Cc:** Chris Stephenson [REDACTED] >  
**Subject:** FW: Urgent - 67317249

Hi

As per conversation, if you can have a really quick look at this, I'd be really grateful. This is with the OIC and they are wanting an update today on status. (really sorry as fully appreciate how busy you are).

Many thanks

[REDACTED]

[REDACTED]  
 Human Resources, Chief Minister's Department  
 Cyril Le Marquand House | PO Box 600 | St Helier | Jersey | JE4 8YA

[REDACTED]

**ECO-ACTIVE**



Think of the environment...do you need to print this e-mail?

---

**From:** CMD FOI  
**Sent:** 13 April 2018 14:07  
**To:** [REDACTED] CMD FOI HR [REDACTED]  
**Cc:** Chris Stephenson <[REDACTED]>; Paul Bradbury <[REDACTED]>; CMD FOI <[REDACTED]>  
**Subject:** RE: Urgent - 67317249

Hi [REDACTED]

I've just had a quick meeting with Paul to run through this – trying to line sign off up, and he has raised some queries in relation to this latest draft:

Has the information in the Pay Groups in scope of WFM proposals been published already?

The title of these columns are misleading – [REDACTED]

[REDACTED]

I've also noted that the final table is still not including the year to 31 Aug figure – i.e total should be 1,838,633 not 1,661,004.

Paul also queried whether the details in this table are already in the public domain.

Please let me know if I can do anything to assist.

[REDACTED]

---

**From:** CMD FOI

**Sent:** 13 April 2018 13:25

**To:** [REDACTED] CMD FOI HR [REDACTED] >

**Cc:** Chris Stephenson <[REDACTED]>; Paul Bradbury <[REDACTED]>; CMD FOI <[REDACTED]>

**Subject:** RE: Urgent - 67317249

**Importance:** High

Hi [REDACTED] – if it is at all possible can we push for an earlier sign off?

We have had to agree with the OIC to contact the requester by phone this afternoon – and if we cannot provide the response will need to provide rationale as to why we aren't releasing this.

Thanks

[REDACTED]

---

**From:** [REDACTED]

**Sent:** 13 April 2018 13:17

**To:** CMD FOI <[REDACTED]>; CMD FOI HR <[REDACTED]>

**Cc:** Chris Stephenson <[REDACTED]>

**Subject:** RE: Urgent - 67317249

Hi

As per conversation earlier, I am due to meet with Chris at 4pm today so will come back to you once I've met with him.

I think looking at it we have a response which colleagues from Treasury are happy with so this should be good to go. Will come back to you if I can catch Chris earlier than 4 for this one.

Many thanks

[REDACTED]

[REDACTED]  
Human Resources, Chief Minister's Department  
Cyril Le Marquand House | PO Box 600 | St Helier | Jersey | JE4 8YA  
[REDACTED]

**ECO-ACTIVE**

 Think of the environment...do you need to print this e-mail?

---

**From:** CMD FOI

**Sent:** 13 April 2018 13:00

**To:** CMD FOI HR <[REDACTED]>; [REDACTED]

**Cc:** Chris Stephenson <[REDACTED]>; CMD FOI <[REDACTED]>

**Subject:** Urgent - 67317249

**Importance:** High

Hi [REDACTED]

Further to our earlier discussion could you let me know if we are able to release this one today?

We have just had a call from the OIC in relation to this – they are being contacted by the requester who is exceedingly upset at the delay. CFU will need to urgently contact the requester today.

Many thanks  
[REDACTED]

[REDACTED]

---

**From:** Freedom of Information  
**Sent:** 13 April 2018 16:01  
**To:** [REDACTED]  
**Subject:** Response to your Freedom of Information request 67317249  
**Attachments:** Freedom of Information response 67317249.pdf; 20170621 Internal review procedure.pdf

67317249

Dear [REDACTED]

Thank you for your Freedom of Information request of 5 February 2018 about the costs associated with Workforce Modernisation.

Firstly, please accept our apologies for the delay in responding to your request. We appreciate that this has taken longer than the standard 20 working day response period and we thank you for your patience.

Please find your request and the response attached, along with our internal review procedure.

Your request and the response to your request may be published on the log of responses on the States of Jersey website.

Please remember to quote the above reference number in any future communications.

Kind regards,

**Central Freedom of Information (FOI) Unit**

States of Jersey | Cyril Le Marquand House | PO Box 140 | St Helier | Jersey | JE4 8QT  
e: [foi@gov.je](mailto:foi@gov.je)

**[Find out more about FOI](#)**



---

If you are dissatisfied with the handling of your FOI request, you may ask for an internal review. Internal review requests should be submitted within 20 working days of the date of this communication by contacting us in writing as follows:

Email: [FOI@gov.je](mailto:FOI@gov.je)

or write to:

The Central FOI Unit  
PO Box 140  
Cyril Le Marquand House  
St Helier  
Jersey  
JE4 8QT

If you are not happy with the outcome of the internal review, you have the right to appeal directly to the Information Commissioner for a decision within 6 weeks of receipt of the outcome of the internal review. Contact details are:

The Office of the Information Commissioner  
Brunel House  
Old Street  
St Helier

Jersey  
JE2 3RG  
Email: [enquiries@dataci.org](mailto:enquiries@dataci.org)

**67317249**

**April 2018**

### **Request**

The States of Jersey regularly state that the additional cost of implementing Workforce Modernisation for the period 2017-2020 is £47 million.

Could the States of Jersey please provide further details on this figure? In particular, please provide a detailed breakdown of the additional cost for each pay group and for each year. Could the States of Jersey also identify the amount being paid as protection (as this will then be a saving after 2020), and again a breakdown of protection per group. Please also include what amounts have been used to fund the program in terms of software, staffing for WFM team costs, Consultants on the project etc. both from the £47 million and from other sources. The cost of preparing JIT's, assessing these and putting through the process of evaluation should also be included – if accurate figures are not available please provide an estimate on the cost in both monetary and financial terms.

For the avoidance of doubt the pay cost information should be in the format;  
Pay Group 2017 pay cost (protection) - 2018 pay cost (protection) - 2019 pay cost (protection) - 2020 pay cost (protection) Totals for 2017-2020.

Civil Service  
Manual Workers  
Etc ....

If the States of Jersey does not have these details, please supply what data is available to account for the £47M

### **Response**

The WFM final offer was presented to the workforce in November 2017. The offer was based on a £47m investment, agreed by the Council of Ministers, which included year on year pay awards and pay protection for three and a half years. Costs associated with assimilation and progression through the new pay structure, increased annual leave and harmonised terms and conditions payments such as unsocial hours' and overtime were also included. Within the harmonisation framework of pay, terms and conditions, the WFM package offer was designed to ensure that as many employees as possible would see the greatest benefit in pay.

The proposed investment of £47m for Workforce Modernisation was collated centrally as a combined estimate encompassing all in-scope employees and was not broken down by Pay Group.



It would require further input from each department to produce the requested analysis by Pay Group. This would take considerably longer than 12 and a half hours to complete, however the estimated WFM costs per year, including a breakdown of pay protection are presented below.

#### **Estimated costs of WFM proposals (in £ Millions)**

<b>Estimated costs of WFM</b>	<b>£ 2017</b>	<b>£ 2018</b>	<b>£ 2019</b>	<b>£ 2020</b>	<b>£ Total</b>
WFM	6.5	8.7	11.8	16.4	43.5
Pay Protection	0.8	1.3	1.0	0.8	3.9
<b>Total funding estimates</b>	<b>7.3</b>	<b>10.0</b>	<b>12.8</b>	<b>17.2</b>	<b>47.4</b>

Below is the percentage breakdown of staff to illustrate how the offered investment would have impacted on each pay group in scope of the project in terms of those receiving increases or decreases in pensionable pay over the 3.5 years assimilation period onto the proposed unified pay structure and harmonised terms and conditions of service (i.e. 01 July 2017 – 31 December 2020).

#### **WFM impact on staff by pay group**

<b>Pay Group</b>	<b>Staff Receiving an Increase in Pensionable Pay</b>	<b>Staff Receiving a Decrease in Pensionable Pay</b>
<b>Ambulance Service</b>	100.0%	0.0%
<b>Civil Servants</b>	97.4%	2.6%
<b>EfW Operations</b>	92.6%	7.4%
<b>Family SWs</b>	100.0%	0.0%
<b>Le Geyt</b>	100.0%	0.0%
<b>Manual Workers</b>	94.1%	5.9%
<b>Nurses and Midwives</b>	99.2%	0.8%
<b>RCCOs</b>	100.0%	0.0%
<b>Youth Service</b>	100.0%	0.0%

The average pay change for each of the pay groups in scope of the project by the end of the assimilation period covered by the WFM project (i.e. 01 July 2017 – 31 December 2020) is presented below.

#### **Average pay change by pay group**

<b>Pay Group</b>	<b>Average Pay Change by the end of 2020</b>
<b>Ambulance Service</b>	<b>22.7%</b>
<b>Civil Servants</b>	<b>3.6%</b>

<b>EfW Operations</b>	<b>3.9%</b>
<b>Family SWs</b>	<b>11.6%</b>
<b>Le Geyt</b>	<b>2.5%</b>
<b>Manual Workers</b>	<b>10.6%</b>
<b>Nurses and Midwives</b>	<b>7.0%</b>
<b>RCCOs</b>	<b>26.2%</b>
<b>Youth Service</b>	<b>21.7%</b>

### **Pay Protection**

Of the £47m proposed investment in WFM, £3.9m was estimated for Pay Protection over the period. As above, this was not broken down by Pay Group. The estimate for Pay Protection would have been financed for the duration of Workforce Modernisation only. These estimated costs are non-recurring, and therefore would not produce additional savings post 2020.

### **Project Costs**

The below table provides a year by year breakdown of associated costs in addition to the £47m investment to the workforce.

This includes Job Evaluation (which includes both employee and research costs), staff costs, union facilities time, and software.

This data is not available by Pay Group.

### **Costs as part of the Public Sector Reform and defined as Workforce Modernisation:**

	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>Year to 31st Aug 2017</b>	<b>Total</b>
<b>Total</b>	£348,422	£567,206	£509,609	£235,767	£177,629	£1,838,633

### **Articles applied**

#### **Article 16      A scheduled public authority may refuse to supply information if cost excessive**

(1) A scheduled public authority that has been requested to supply information may refuse to supply the information if it estimates that the cost of doing so would exceed an amount determined in the manner prescribed by Regulations.

Regulation 2 (1) of the Freedom of Information (Costs) (Jersey) Regulations 2014 allows an authority to refuse a request for information where the estimated cost of dealing with the request would exceed the specified amount of the cost limit of £500. This is the estimated cost of one

person spending 12.5 working hours in determining whether the department holds the information, locating, retrieving and extracting the information.

# **FREEDOM OF INFORMATION INTERNAL REVIEW PROCEDURE**

## **1. Overview**

The Freedom of Information (Jersey) Law 2011 (FOI Law) gives the public rights of access to information held by public authorities. The Code of Practice issued by the Information Commissioner under Article 44 of the FOI Law states that every Scheduled Public Authority must have a procedure in place for dealing with complaints in relation to its handling of requests for information. In this context the terms “procedure for dealing with complaints” and “internal review” are to be treated as one and the same.

## **2. Scope**

This procedure will be used when an applicant wishes a review to be conducted about the way the public authority has handled a request made under the FOI Law. All applicants will be informed of their right to request a review under this procedure when they are sent a response to a request for information.

## **3. Internal review process**

If you are not satisfied with the handling of your request for information under the FOI Law, or you believe that the reason which has been given to deny you access to the information was incorrect, you can request an internal review.

Unless there are exceptional circumstances, internal review requests should be submitted within 20 working days of the issue date of the initial response by contacting us in writing as follows:-

Email: [FOI@gov.je](mailto:FOI@gov.je)

or write to:

The Central FOI Unit  
PO Box 140  
Cyril Le Marquand House  
St Helier  
Jersey  
JE4 8QT

The public authority reserves the right to ask the applicant for clarification of the grounds of their complaint if the grounds are not clear.

A full review of the handling of your request will be made including any exemptions which have been applied. All reviews must be completed as soon as possible, and, unless there are exceptional circumstances, within 20 working days of the request for an internal review being received. If at any time it becomes apparent that this target cannot be met, you will be informed and given an explanation for the delay.

Your request for an internal review will be issued to someone senior to the original decision maker where this is reasonably practicable. They will not have involvement in the original decision.

The Central FOI Unit will inform you of the outcome of the internal review in writing providing reasons for the decision.

Following the review process any issues which have been raised and any learning and observations will feed into the process. Apologies will be made if and where necessary.

If the decision is made that some or all of the information that has been requested should be released, it will be sent out with the decision, if this is not possible you will be notified of when the information will be released.

If the original decision is upheld and the scheduled public authority still feels the information is exempt from release, you will be informed of the outcome of the review and the reasoning behind it. You have six weeks from the date of the decision to appeal to the Information Commissioner. Contact details are below:-

The Office of the Information Commissioner  
Brunel House  
Old Street  
St Helier  
Jersey  
JE2 3RG

Email: [enquiries@dataci.org](mailto:enquiries@dataci.org)

[REDACTED]

---

**From:** Freedom of Information  
**Sent:** 16 April 2018 07:46  
**To:** CMD FOI  
**Subject:** FW: Response to your Freedom of Information request 67317249  
**Attachments:** Freedom of Information response 67317249.pdf; 20170621 Internal review procedure.pdf

[Final response sent to requester](#)

---

**From:** Freedom of Information  
**Sent:** 13 April 2018 16:01  
**To:** [REDACTED]  
**Subject:** Response to your Freedom of Information request 67317249

67317249

Dear [REDACTED]

Thank you for your Freedom of Information request of 5 February 2018 about the costs associated with Workforce Modernisation.

Firstly, please accept our apologies for the delay in responding to your request. We appreciate that this has taken longer than the standard 20 working day response period and we thank you for your patience.

Please find your request and the response attached, along with our internal review procedure.

Your request and the response to your request may be published on the log of responses on the States of Jersey website.

Please remember to quote the above reference number in any future communications.

Kind regards,

**Central Freedom of Information (FOI) Unit**

States of Jersey | Cyril Le Marquand House | PO Box 140 | St Helier | Jersey | JE4 8QT  
e: [foi@gov.je](mailto:foi@gov.je)

[Find out more about FOI](#)



---

If you are dissatisfied with the handling of your FOI request, you may ask for an internal review. Internal review requests should be submitted within 20 working days of the date of this communication by contacting us in writing as follows:

Email: [FOI@gov.je](mailto:FOI@gov.je)

or write to:

The Central FOI Unit  
PO Box 140  
Cyril Le Marquand House  
St Helier

Jersey  
JE4 8QT

If you are not happy with the outcome of the internal review, you have the right to appeal directly to the Information Commissioner for a decision within 6 weeks of receipt of the outcome of the internal review. Contact details are:

The Office of the Information Commissioner  
Brunel House  
Old Street  
St Helier  
Jersey  
JE2 3RG  
Email: [enquiries@dataci.org](mailto:enquiries@dataci.org)