

## Chief Minister's Department

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# Chief Minister's Department

## Purpose

The Chief Minister's Department provides direction and leadership to the public service by developing and coordinating strategy and policy; delivering corporate services to support the provision of an efficient, effective and fit for purpose public sector; and promoting Jersey's international identity and reputation.

## Responsibilities

### Chief Minister's Office

- Support to the Chief Minister, Council of Ministers and Corporate Management Board;
- Strategic and business planning, strategy and policy coordination, performance reporting and corporate governance;
- Development, analysis and advice across all aspects of economic policy;
- Communication and consultation on government policy;
- Conduct external relations in accordance with the Council of Ministers' common policy, acting concurrently with the Minister for External Relations.

### Corporate Services

- Programme management support and governance for Public Sector Reform;
- Delivery of digital services, IT change and corporate IT services and infrastructure;
- Deliver the organisation's people strategy and transactional services;
- Draft legislation on behalf of the States and maintain the revised edition of the Laws of Jersey;
- Produce official statistics;
- Administer and develop the Freedom of Information (Jersey) Law 2011.

### Financial Services, Technology, Competition and Innovation

- Develop and implement strategy, policy and legislation relating to the financial services and digital sectors, data protection, competition and innovation to support the jobs and growth agenda and delivery of proportionate international standards.

## 2017 – 2019 Change Projects

In 2017-2019, the Department will undertake a number of significant projects in support of the Priorities and Strategic Goals set out in the Strategic Plan. Unless otherwise stated, these projects will be delivered from within existing resources.

**Annual Update to the MTFP Departmental Annex for 2018**

<b>Project</b>	<b>Start Year</b>	<b>Council Priority</b>	<b>Strategic Goal</b>
Deliver change initiatives in support of the Public Sector Reform Programme	Ongoing	Sustainable Public Finances	11
Implement a new Island Vision and develop planning and performance system	2017-2018	Improve Health & Wellbeing, Improve Education, Optimise Economic Growth, Improve St Helier, Sustainable Public Finances	1-11
Lead and coordinate delivery of Public Sector Reform workstreams: <ul style="list-style-type: none"> <li>• e-government</li> <li>• workforce modernisation</li> <li>• service redesign</li> <li>• office modernisation</li> </ul>	Ongoing	Improve Health & Wellbeing, Improve Education, Optimise Economic Growth, Improve St Helier, Sustainable Public Finances	1-11
Transformation of the Information Services function to be able to deliver increased levels of technology change whilst maximising capability across IT functions	Ongoing	Sustainable Public Finances	11
Deliver GDPR readiness programme	Ongoing	Sustainable Public Finances	11
Lead and co-ordinate the delivery of the Information Security Roadmap	Ongoing	Sustainable Public Finances	11
Review FOI Law, in particular, to extend the scope of the Law to bring in new entities, and to consider exemptions.	2018	Sustainable Public Finances	11
Prepare legislation to give effect to Brexit	2018	Optimise Economic Growth Sustainable Public Finances	6,8,11
Continued support of the Financial Services Policy Framework and McKinsey recommendations	Ongoing	Optimise Economic Growth	6,8

## Financial Narrative

### Introduction

The government agreed, in the States Strategic Plan, to prioritise investment in health, education, economic growth and infrastructure. This means funds are being reprioritised from other areas. Departments are looking for sustainable efficiencies, service redesign and cost reductions to reach a balanced budget by 2019.

CMD is committed to total savings of £2.37 million over the MTFP 2017 to 2019. These savings will be achieved by restructuring the department to find staff, non-staff efficiencies and savings, and through user pays initiatives.

CMD will continue to support the Public Sector Reform programme by investigating ways to restructure the department and redesign the way services are provided. This will allow efficient and effective services to be maintained with reduced budgets and fewer staff.

One major re-structure the Department will undertake is the reform of the States Information Services Department. Reforming our services means we need to work in new ways, and that includes the way we use technology and information.

At the moment Information Services supports an increasingly complex selection of technology platforms, as well as supporting departments' demands for changing systems, services and business processes.

A better focus on business change through the appropriate use of technology will enable a radical change in the way infrastructure is maintained. This will have an impact on the current Information Services teams, their working practices and terms and conditions and on the resources required by the Department.

In 2017 the Health Intelligence Unit, and its associated resources was transferred from the Medical Officer of Health's office to the Statistics Unit. This will separate the regulator from the service provider.

### 2018 Recurring Savings

In addition to maintaining the £806,600 savings in 2017, the Department has committed to further recurring savings of £521,800 in 2018 bringing the total cumulative savings to £1,328,400. These will be met through efficiencies of £321,800 and £200,000 from user pays initiatives. Whilst work is ongoing to identify where these savings can be made, these include the following incentives:

- Restructure of service delivery across the departmental functions in order that it better meets the organisation's requirements moving forward;
- User pays charges to be generated by Professional Care and Regulation once the law is developed.

### 2018 Additional Funding

Total additional funding of £15,000 has been allocated to the Department in 2018. This includes:

- £11,000 for Financial Services to implement the recommendations made by McKinsey;
- £4,000 for Information Services to maintain software and licence support.

## Staffing

Since the publication of the 2017 - 2019 MTFP and Annex a reconciliation exercise was undertaken which updated the approved 2017 FTE's within the Chief Minister's Department after taking into consideration the transfer of roles within existing ministerial portfolios, approved Voluntary Redundancies / Voluntary Severance's in 2016 and temporary increases due to long term projects from 246.8 to 259.5 FTE's.

Whilst the Department is fully committed to driving efficiencies through service rationalisation and achieving greater value for money through service re-design there will be a requirement to temporarily increase technical posts to ensure successful implementation of large and complex projects such as E-Gov, Public Sector Reform and Workforce Modernisation.

A full breakdown of FTE, including movements from 2017 (original) to 2017 (revised) and to 2018 is given in the table below:

<b>Original 2017 FTE</b>	<b>246.8</b>
Transfer of IS role from Judicial Greffe	1.0
Transfer of Health Intelligence Function from H&SS	3.0
Reduction of temporary posts in IJCI	-2.0
Approved VR	-0.8
Temporary posts to support Public Sector Reform and Workforce Modernisation	6.5
Temporary posts to support the implementation of the Cyber Security Strategy both internal and external to the organisation	5.0
<b>Revised 2017 FTE into 2018</b>	<b>259.5</b>

## Chief Minister's Department

### NET REVENUE EXPENDITURE - SERVICE ANALYSIS

Near Cash	Service Area	Near Cash			Non Cash 2018 Revised Net Revenue Expenditure	Total 2018 Revised Net Revenue Expenditure	2018 FTE
		2017 Approved Net Revenue Expenditure	Income	DEL			
£		£	£	£	£	£	
2,017,600	Chief Minister's Office	(240,000)	2,349,800	2,109,800	-	2,109,800	25.6
7,558,800	Financial Services, Digital, Competition and Innovation	(303,300)	7,828,100	7,524,800	-	7,524,800	14.0
949,300	Law Drafting Department		949,300	949,300	-	949,300	9.2
11,020,500	Information Services	(782,800)	11,799,100	11,016,300	2,221,500	13,237,800	121.4
4,888,000	Human Resources	(134,000)	4,907,000	4,773,000	-	4,773,000	77.8
47,900	Public Sector Reform		47,900	47,900	-	47,900	11.5
<b>26,482,100</b>	<b>Net Revenue Expenditure</b>	<b>(1,460,100)</b>	<b>27,881,200</b>	<b>26,421,100</b>	<b>2,221,500</b>	<b>28,642,600</b>	<b>259.5</b>

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## STATEMENT OF COMPREHENSIVE NET EXPENDITURE

Approved 2017 Net Revenue Expenditure £		Revised 2018 Net Revenue Expenditure £
<b>Income</b>		
(303,300)	Duties, Fees, Fines & Penalties	(503,300)
(825,800)	Sales of Goods and Services	(825,800)
-	Investment Income	-
(131,000)	Other Income	(131,000)
<b>(1,260,100)</b>	<b>Total Income</b>	<b>(1,460,100)</b>
<b>Expenditure</b>		
-	Social Benefit Payments	-
14,000,800	Staff Costs	14,124,800
6,349,500	Supplies and Services	6,364,500
573,100	Administrative Expenses	573,100
569,600	Premises and Maintenance	569,600
	Other Operating Expenses	-
6,249,200	Grants and Subsidies Payments	6,249,200
-	Impairment of Receivables	-
-	Finance Costs	-
-	Foreign Exchange (Gain)/Loss	-
-	Contingency Expenses	-
<b>27,742,200</b>	<b>Total Expenditure</b>	<b>27,881,200</b>
<b>26,482,100</b>	<b>Net Revenue Near Cash Expenditure</b>	<b>26,421,100</b>
1,550,500	Depreciation	2,221,500
<b>28,032,600</b>	<b>Total Net Revenue Expenditure</b>	<b>28,642,600</b>

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## RECONCILIATION OF NET REVENUE EXPENDITURE

	2018 £		2018 £
Base Department Budget	26,482,100	<u>Approved Variations to Expenditure Limits since MTFP Addition</u>	
Base Adjustment & Commitments	-	<u>Departmental Transfers:</u>	
Price Inflation Department Net Expenditure	234,800	- Transfer of budget to fund the transfer of the Court System Manager post into ISD BSG System Officer role from the Judicial Greffe	46,800
Price Inflation - Provision for General Pay Awards	-	- Transfer of Public Health budgets from the Health and Social Services Department	164,200
Price Inflation - Provision for Specific Pay Awards	-		
Provision for Re-forecast of benefit levels	-		
Departmental Transfers	-	<u>Allocations of Central Growth 2018</u>	-
Savings		<u>Changes to Savings</u>	-
- Department Savings Programme			
Savings	-	<u>Capital to Revenue Transfers</u>	-
Efficiency	(321,800)		
User Pays	(200,000)	<u>Other Variations</u>	-
- Benefit Changes	-		
Additional MTFP 2 Growth	-	<b>Revised Net Revenue Near Cash Expenditure</b>	<b>26,421,100</b>
Original MTFP 2 Growth		Depreciation per MTFP Addition	2,221,500
- Funding Pressures	-	2018 Depreciation Adjustment	-
- Commitments	11,000	Depreciation	2,221,500
- Demographics	-		
- New Funding	4,000	<b>Revised Total Net Revenue Expenditure</b>	<b>28,642,600</b>
- Revenue implications of Capital Projects	-		
Other Variations	-		
<b>Net Revenue Near Cash Expenditure</b>	<b>26,210,100</b>		