

Freedom of Information Request

Date of receipt: 19th August 2022

Date of response: 21st September 2022

Freedom of Information Request regarding Civil Service Structure

Request:

What is the current structure of the civil service?

Response provided by the Policy & Resources Committee:

The Civil Service, as one part of the Public Service, is structured so to support the safe, effective and efficient provision of public services. Staffing structures are the responsibility of the Head of the Public Service and are based on:

- The provision of consistent enabling services across the Principal Committees in respect of government business planning, human resources, organisational development, procurement, digital, portfolio investment and treasury;
- A coordinated operations function overseeing day-to-day business activity in service areas; and
- Support to Committees regarding their parliamentary and Committee business.

The staffing of the Public Service is reported through the Annual Accounts. The States of Guernsey Accounts for the year ending 31 December 2021 set out the following arrangements:

Full Time Equivalents by Pay Group Included Within Pay Costs

	2021 Average FTE
Established staff	1,656
Public service employees	487
Nurses and medical consultants	1,380
Teachers, lecturers and learning support assistants	878
Fire officers	59
Police officers	145
Home support staff	51
Border Agency officers	73
Prison officers	76
Crown Officers and Judges	8
Other pay groups	49
Total Full Time Equivalents by Pay Group Included Within Pay Costs	4,862

Freedom of Information Request

Date of receipt: 19th August 2022

Date of response: 21st September 2022

Freedom of Information Request regarding Douzaines

Request:

What is the current level of work undertaken by the Douzaines and how does this compare to pre-2008?

Response provided by the Policy & Resources Committee:

The Freedom of Information Code applies to States' service areas and Committees (section 1.14 of the Code) and therefore does not extend to the Island's Douzaines. While the States of Guernsey work closely with the Douzaines for both routine matters, such as refuse collection and licensing, and standalone projects such as General Elections or specific policy workstreams, the States of Guernsey would not have visibility to advise on the full breadth of work undertaken by Douzaines or be able to compare current workloads to pre-2008.

Information is however publicly available in respect of the functions undertaken by Douzeniers and Constables through their own websites.

Freedom of Information Request

Date of receipt: 19th August 2022

Date of response: 21st September 2022

Freedom of Information Request regarding changes to the Scrutiny Function

Request:

What have been the changes to the scrutiny function up to and since it was the Audit Commission in 2002?

Response provided by the Scrutiny Management Committee:

1987	<p>The Internal Audit Department: Established in 1987 as a result of the review of the organisation of the Advisory and Finance Committee by Peat Marwick Mitchell.</p> <p>However, it was only as part of the 1990 Policy Planning, Economic and Financial Report (Billet d'État XIII, July 1990), that the States approved the "Rôle and Responsibilities Statement for the Internal Audit Section of the States Treasury".</p>	
1997	<p>States Audit Commission: In February 1997, the States Advisory and Finance Committee recommended, and the States agreed, to the formation of an "independent audit body for the States of Guernsey".</p> <p>In March 1998, following the approval of the States Audit Commission (Guernsey) Law, 1997 the States Audit Commission was formed, and its first members appointed.</p> <p>In its letter accompanying the Audit Commission's third annual report (Billet d'État VI, 2001) the Committee included the following:</p>	<p>Recommendations The Advisory & Finance Committee recommended the States:</p> <p>a) To agree that the membership of the States Audit Commission should be 6 persons, all elected by the States from persons nominated by the Committee who are not members of the States.</p> <p>b) To agree that members of the States Audit Commission should be entitled to receive remuneration as determined by the Committee from time to time.</p>

	<p><i>“The Commission was formed with effect from 1 March 1998 and in light of its experiences during this time, and in view of the ongoing review of the machinery of government, the Committee believes that it is now appropriate to consider what, if any, changes need to be made to the mandate and operation of the commission. The Committee therefore intends, in co-operation with the Commission, to carry out such a review to ensure that the audit arrangements for the States are appropriate and continue to be in accordance with modern best practice”.</i></p> <p>Review of the Audit Arrangements within the States of Guernsey by the National Audit Office Included a recommendation to establish a Public Accounts Committee (Paragraph 2.8.4, Billet d’État VII 14 May 2002)</p>	<p>c) To direct the preparation of the necessary Ordinance to give effect to the above changes to the States Audit Commission (Guernsey) Law, 1997.</p> <p>d) To note the Committee’s intention to report back as soon as possible on the results of its detailed investigations into the formation of an Auditor General’s Office.</p> <p>e) To approve the Statement of Rôle and Responsibilities of the Internal Audit Department as set out in Appendix II to this report.</p> <p>Billet d’État VII, 14 May 2002</p> <p>States Advisory and Finance Committee States Audit Commission: 2001 Annual Report Billet d’État IV, 27 March 2002</p> <p>Fourth Annual Report of the States Audit Commission - Billet d’État IV March, 2002 Billet d’État VII, 14 May 2002</p>
1998-2002	Review of the Machinery of Government ‘The Harwood Review’	
2002	<p>Joint Committees Policy Letter: Billet d’État VII, 14 May 2002</p> <p>Joint Committees Policy Letter: Billet d’État VII, 14 May, 2003</p>	<p>Proposals led to the structure of Departments/Committees 2004-2016</p> <p>Billet d’État VII, 14 May 2002</p> <p>Billet d’État VII, 14 May 2003</p>
2004-2016	<p>New Structure:</p> <p>Scrutiny Committee (9 x Elected Members) Public Accounts Committee (9 x Members, 5 Elected Members & 4 Non-states Members) Legislation Select Committee (7 x Members) House Committee (<i>name changed to the States Assembly and Constitution Committee, 1 August 2008</i>)</p>	<p>Policy Council (11 x Members) Treasury & Resources 9 x Departments Other Committees</p>

2011	Requête to establish the States Review Committee: <i>“to undertake a comprehensive review of the organisation of States’ affairs and recommend any reforms considered necessary”</i>	CHttpHandler.ashx (gov.gg)
2012	States Review Committee established	History of the States Review - States of Guernsey (gov.gg)
2014	First States Review Committee Policy Letter	CHttpHandler.ashx (gov.gg) Resolutions CHttpHandler.ashx (gov.gg)
2015	Second States Review Committee Policy Letter	CHttpHandler.ashx (gov.gg) Resolutions CHttpHandler.ashx (gov.gg)
2015	Third States Review Committee Policy Letter	CHttpHandler.ashx (gov.gg) Resolutions CHttpHandler.ashx (gov.gg)
2016	Scrutiny Management Committee – Powers, Resources and Impartiality Billet d’État IV 16th February 2016	CHttpHandler.ashx (gov.gg) Resolutions CHttpHandler.ashx (gov.gg)
2016	May 2016 onwards - new SMC arrangements in place The Scrutiny Management Committee (SMC) comprises 5 Members, 3 Elected Members and 2 Non-states Members, who are voting members and whose nomination is agreed by the full Assembly The new SMC to encompass the responsibilities of the Previous Scrutiny Committee and the Public Accounts Committee (PAC) Legislation Review Panel Added to SMC responsibilities (to encompass the statutory role of the former Legislation Select Committee) This panel to comprise 5 Elected Members & 2 Non-states Members (with legal expertise)	
2020 -	Following the Election in October 2020 the above arrangements remain in place	



Freedom of Information Request

Date of receipt: 19th August 2022

Date of response: 21st September 2022

Freedom of Information Request regarding costs of the Consortium established to provide training on anti-discrimination legislation

Request:

Please can you confirm the cost to the States of Guernsey of the Consortium that has been established in order to provide training with regards to the proposed anti-discrimination legislation?

Response provided by the Committee for Employment & Social Security:

The States of Guernsey, acting by and through the Committee for Employment & Social Security, has, following a formal tender process, entered into a Service Level Agreement with the Guernsey Institute (working in partnership with relevant organisations) to provide a wide range of training options to ensure that employers and service providers (including providers of goods and services, accommodation, education and clubs and associations) have the opportunity to familiarise themselves with the requirements of the new legislation at an appropriate level, before it comes into force. The value of the Agreement is £27,950 fixed for the training services quoted, plus any additional costs agreed for any extra services requested which have been agreed to date as –

- Extra training sessions at £1,200 each, if requested by the Committee;
- Brand and website development up to £4,800.

Freedom of Information Request

Date of receipt: 19th August 2022

Date of response: 21st September 2022

Freedom of Information Request regarding Compromise Agreements 2021/ 2022

Request:

Can you confirm the value and number of compromise agreements issued by the States of Guernsey during 2021 and 2022 year to date?

Response provided by the Policy & Resources Committee:

The following table details compromise agreements entered into in 2021 and 2022 (January to July inclusive).

Year	Number	Total Value
2021	7	£289,186.26
2022 (Jan-July)	10	£655,843.73

Freedom of Information Request

Date of receipt: 19th August 2022

Date of response: 21st September 2022

Freedom of Information Request regarding Guernsey Development Agency Chairman

Request:

Can you please confirm the process of appointment for the Chairman of the new Guernsey Development Agency?

Response provided by the Policy & Resources Committee:

Section 5.9.2.8 of the Policy letter entitled 'Establishment of a Development Agency'¹ dated 31st January 2022, sets out the process for recruitment.

This states that

"the political oversight group will have oversight of the appointment process of a board for the development agency. The establishment of a development agency will provide the opportunity to appoint an independent chair together with other non-States members to emphasise the continuity of the agency outside of electoral terms. The membership will be comprised of independent subject-matter experts that are most qualified to deliver on its mandate with the chair of the oversight group attending all meetings. The board will total up to six people including the chair. All of the appointments will be made via an open and transparent process, beginning with the recruitment of the chair, who will then support the oversight group in the recruitment of board members. All of the board appointments will be remunerated in line with non-political voting members of the States' Trading Supervisory Board."

The States subsequently agreed the propositions associated with the policy letter, as amended, thereby agreeing to the process of establishing a political group with oversight of

¹ [Billet d' État VI of 2022](#)

the appointment process of a board and to make recommendations of appointments for approval by the States.

The political oversight group has now held an open and transparent process to identify a Chair for the Development Agency. Four applicants were interviewed from a strong field and a suitable candidate selected. This individual, Mr Stuart Falla CBE, will now lead the process of identifying the remaining members of the agency board after which the Policy & Resources Committee will present these candidates, including the Chair, to the States for their formal appointment.