

## **Appointment for the Chair and Members of the Independent Statistics Council**

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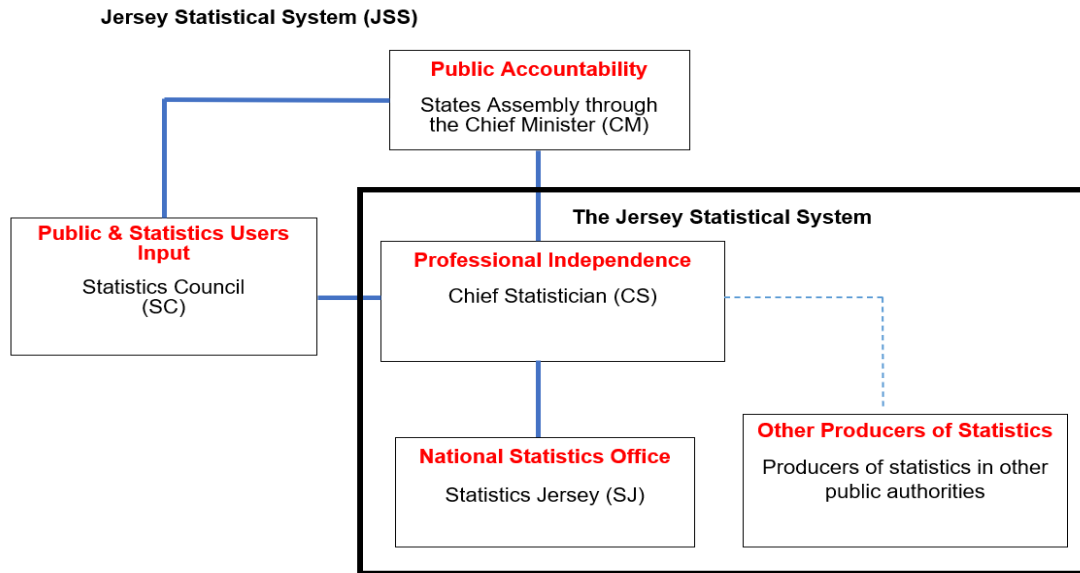
Thank-you for your interest in the positions of Chair and/or member of the Independent Statistics Council.

This information pack contains the following information:

1. Background information on the Statistics Council
2. Role description and personal specification for Chair
3. Role description and personal specification for members
4. Appointment process and how to apply
5. Appendix A - Functions of the Statistics Council
6. Appendix B - States Assembly and Government of Jersey

# 1. Background

[Amendments to the Statistics and Census \(Jersey\) Law 2018](#) have created the new Statistics Council, in line with international guidance. It is therefore necessary to first recruit the Chair and members of the Statistics Council. The functions of the Statistics Council in the Law are in Appendix A. Background information on the States Assembly and the Government of Jersey are in Appendix B.



## Resources

Under the amended Statistics Law the Chief Minister ‘must provide the Statistics Council with adequate resources to carry out its functions.’

Members of the Statistics Council, in the first instance, hold office for a term of 3 years subject to formal review at 6 months. On expiry of their term, they are eligible for re-appointment, subject to serving a maximum of 3 terms.

Members of the Statistics Users Group (SUG) are eligible to apply for a role on the Statistics Council for a three-year term. However, time served on the SUG will be taken into account.

The Law provides that, in addition to the Chair, there are between 6 and 10 members of the Statistics Council. Members are appointed by the Chief Minister with input from the Chair.

## **2. Role Description – Chair**

As Chair of the new Statistics Council, you will help ensure that Jersey's official statistics remain independent, relevant, and robust, supporting the provision of information and advice on statistical matters to government, the States Assembly, other users of statistics, and the public. You will help ensure that the Statistics Council acts as a forum for the public and statistics users to interact with the Chief Statistician, Statistics Jersey and other producers of statistics in public authorities on the quality, relevance and integrity of tier 1 statistics.

You would consider statistics across the Jersey Statistical System (JSS) on subjects as diverse as population, housing, education, crime, employment, and social trends, etc.

The Statistics Council meets formally at least three times a year; the Chair may decide to hold additional formal or informal meetings. The Statistics Council must produce an annual report on its performance over the preceding financial year. The Chair of the Statistics Council must present the report to the Chief Minister as soon as practicable after the end of the financial year to which it relates. The Chief Minister will then submit the annual report to the States Assembly.

Given that much of the role can be completed remotely, suitable applicants from outside Jersey will be considered.

### **Remuneration**

The Chair of the Statistics Council will be remunerated at a rate equivalent to £525 a day, for up to 12 days a year.

### **Person Specification**

We are looking for a person who has the skills and experience to effectively and efficiently lead the Statistics Council to deliver against its responsibilities under the amended Statistics and Census (Jersey) Law (see Appendix A).

For the role of Chair you must be reliable, motivated and committed to doing the job with:

- The ability to seek and understand the views of the diverse range of users of Jersey statistics, to consolidate those potentially conflicting views, and to represent them to the Chief Statistician, Government, and/or the States Assembly, as appropriate
- The ability to remain independent whilst holding public authorities to account, and at the same time being able to work constructively with public authorities to deliver the functions of the Statistics Council
- Experience in chairing effective meetings and of producing annual reports, or similar
- Experience of leading others. Experience of leading volunteers would be valued
- A demonstrable appreciation of the importance of the independence of statistical production and the ability to support and preserve that independence
- Ability to reach conclusions and make recommendations on the basis of the information available.

- The time to devote up to a day a month to the role

### **Restrictions**

Under the amended Statistics and Census (Jersey) Law, an individual who is currently, or has been within the past 4 years, a member of the States Assembly is disqualified from being the Chair of the Statistics Council.

Once in post, the Chair of the Statistics Council must comply with a Code of Conduct which the Chief Minister is required to issue by the Law. The Council will be consulted on the contents of the Code before it is issued.

### **3. Role Description – Member**

As a member of the Statistics Council, you will support the Chair to ensure that Jersey's official statistics remain independent, relevant, and robust, supporting the provision of information and advice on statistical matters to government, the States Assembly, other users of statistics, and the public. You will support the Chair to ensure that the Statistics Council acts as a forum for the public and statistics users to interact with the Chief Statistician, Statistics Jersey and other producers of statistics in public authorities on the quality, relevance and integrity of tier 1 statistics.

You would consider statistics across the Jersey Statistical System (JSS) on subjects as diverse as population, housing, education, crime, employment, and social trends, etc.

The Statistics Council meets formally at least three times a year; the Chair may decide to hold additional formal or informal meetings.

Given that much of the role can be completed remotely, suitable applicants from outside Jersey will be considered.

#### **Remuneration**

Members of the Statistics Council will receive an annual fee of £500 with a minimum expectation that they attend all Council meetings as required by the Chair, as far as reasonably possible.

#### **Person Specification**

We are looking for applicants who have the skills and experience to play an effective role in assisting the Statistics Council to deliver against its responsibilities under the amended Statistics and Census (Jersey) Law (see Appendix A).

For the role of member, you must be reliable, motivated and committed to doing the job with:

- The ability to play a role in seeking and understanding the views of the diverse range of users of Jersey statistics, to consolidate those potentially conflicting views, and to support the Chair to represent them to the Chief Statistician, Government, and/or the States Assembly, as appropriate
- The ability to remain independent whilst holding public authorities to account, and at the same time being able to work constructively with public authorities to deliver the functions of the Statistics Council
- Experience of board membership would be valued
- A demonstrable appreciation of the importance of the independence of statistical production and the ability to support and preserve that independence
- Ability to reach conclusions and make recommendations on the basis of the information available

- The time to devote to attend at least 3 formal meetings per year and further formal and informal meetings, as required, as well as time an appropriate time commitment to assist the Chair outside meetings

### **Restrictions**

Under the amended Statistics and Census (Jersey) Law, an individual who is currently, or has been within the past 4 years, a member of the States Assembly is disqualified from being a member of the Statistics Council.

Once in post, members of the Statistics Council must comply with a Code of Conduct which the Chief Minister is required to issue by the Law. The Council will be consulted on the contents of the Code before it is issued.

## 4. Appointment Process and How To Apply

Given the profile and importance of these positions, the appointment process is to be overseen by the [Jersey Appointments Commission](#)

### Making an application

You may make a single application for the position of Chair and member of the Statistics Council. Alternatively, you may choose to apply for only the Chair or only a member position.

We actively look to recruit people from different backgrounds, with diverse experience and perspectives.

To make an application please send your CV together with a supporting letter to [resourcing@gov.je](mailto:resourcing@gov.je). **Please indicate in your email which role or roles you are applying for.**

Please also ensure that you are not disqualified from being the Chair or a member. Information about restrictions is set out in the role descriptions and personal specifications above.

Applications must be received by **23:59pm on Friday 31<sup>st</sup> January 2025**

It is anticipated that interviews will take place week commencing Monday 24<sup>th</sup> February 2025

For further information or to arrange an informal discussion about the role please contact Francis Walker ([F.Walker@gov.je](mailto:F.Walker@gov.je)) or see the [Statistics and Census \(Jersey\) Law 2018](#) as amended by the [Statistics and Census \(Jersey\) Amendment Law 202-](#)

### Supporting Letter

Your supporting letter is your opportunity to demonstrate how you meet each of the criteria set out in the person specification. How you choose to present the information is up to you, however you should aim to provide specific and detailed examples that demonstrate how your knowledge and experience matches the criteria.

You can draw on examples from your working life, through your participation with a private, public, voluntary or community organisation, and/or other areas of your personal life. You should consider such issues as where your skills knowledge and experience was gained, the length and breadth of your experience and most importantly how you applied your skills, knowledge and experience in practical situations. It will be beneficial to the selection panel if you can be clear which particular evidence you provide relates to which criteria.

If you have any business or personal interests that might be relevant to the work of the Statistics Council and which could lead or to actual, or perceived, conflicts of interest if you were to be appointed, please give details in your supporting letter.

### Fit and Proper Person Assessment

Prior to appointment you will be expected to demonstrate that you are a fit and proper person to take up this high-profile position. This will be assessed throughout the appointment process and will include gathering appropriate information and evidence to verify fitness. This will include:

- Verification and evaluation of information you provide in relation to the skills and knowledge required by the role from application documentation and at interview
- If successful, obtaining references and an appropriate criminal record disclosure
- Confirmation that your conduct to date has been compatible with the role
- Confirmation that you have no conflicts of interest
- Confirmation that you are not disqualified from being appointed
- By virtue of submitting an application you are declaring that the information you provide is to the best of your knowledge and belief, true and complete.

## **Interviews**

Interviews for the Chair position will take place first, before interviews for member roles.

All candidates for the Chair position will be required to undertake an interview. While current members of the SUG must apply for the Chair or member positions to be considered for appointment, SUG members may not be required to attend an interview for appointment to a member position on the Statistics Council.

Shortlisted applicants can claim for reasonable expenses including travel, accommodation and subsistence.

It is anticipated that the Interview Panel will include representatives from:

- the Jersey Appointments Commission
- the Cabinet Office, Government of Jersey
- a qualified and experienced Statistician
- independent representative

The appointment of members will follow the recruitment of the Chair.



## 5. Appendix A - Functions of Statistics Council

(as listed in the Statistics and Census Law, at [www.jerseylaw.je](http://www.jerseylaw.je))

- (1) The Statistics Council is independent of the [Chief] Minister and has the primary function of overseeing the Jersey Statistical System by –
  - (a) advising public authorities on the production, use, quality, relevance and integrity of the statistics produced by the authorities that describe, on a representative basis, the economic, demographic, social and environmental situation in Jersey; and
  - (b) advising any person or body in relation to tier 1 statistics.<sup>1</sup>
  
- (2) The particular functions of the Statistics Council are –
  - (a) to review, comment on and make recommendations to the [Chief] Minister, the States and the Chief Statistician about the statistics on which it advises with respect to the matters set out in paragraph (3);
  - (b) to promote the standards for tier 1 statistics;
  - (c) to gather and present the views of statistics users;
  - (d) to respect, uphold and defend the independence of the Chief Statistician and the Jersey Statistical System; and
  - (e) to provide a neutral forum for statistics users to interact with the Chief Statistician, [Statistics Jersey] and other producers of statistics in public authorities on the production, use, quality, relevance and integrity of tier 1 statistics.
  
- (3) The matters are –
  - (a) the quality, relevance, and integrity of the statistics mentioned in paragraph (1)(a), including the extent to which those statistics are appropriate to the purposes for which they are used;
  - (b) the range of statistics provided;
  - (c) the demands placed upon providers of information, whether it be provided on a voluntary or compulsory basis;
  - (d) the confidentiality of information concerning individuals and businesses;
  - (e) the methodology by which those statistics are compiled and their resultant accuracy and reliability;
  - (f) the independence of the compilation and dissemination process from political or other inappropriate influence;
  - (g) the form and procedure through which statistical information is disseminated; and
  - (h) the output and quality of statistics of the Chief Statistician, other producers of tier 1 statistics and the Jersey Statistical System.

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<sup>1</sup> Tier 1 Statistics are defined under Article 7G of the Amended Statistics Law as those that satisfy the criteria under that Article and appear on the list of tier 1 statistics.

(4) The Statistics Council may also –

(a) give views and make recommendations to the [Chief] Minister on the appointment of the Chief Statistician;

(b) consider any suspension or dismissal of the Chief Statistician;

(c) comment on the [Chief Statistician's] annual report, plan for the output of [Statistics Jersey] and strategy for the JSS;

(d) advise the Chief Statistician on –

(i) the contents of the Statistics Code of Practice,

(ii) the list of tier 1 statistics,

(iii) the suspension of a statistical report from the list of tier 1 statistics,  
and

(iv) the criteria for reviews of tier 1 statistics;

(e) advise on the removal of a statistical report from the list of tier 1 statistics;  
and

(f) request the instigation of reviews.

## **6. Appendix B – States Assembly and Government of Jersey**

Jersey is self-governing and has its own financial and legal systems and its own courts of law.

The States Assembly is the parliament of Jersey and is made up of 49 elected members ([States Assembly | About the States Assembly](#)). See also [States Assembly | History of the States Assembly](#).

The Chief Minister is the head of the Government of Jersey and chairs the Council of Ministers. Ministers are elected by the States Assembly.

The Government of Jersey and the Council of Ministers is supported by 9 departments of Jersey's public service. Each department supports Ministers to deliver on their policy objectives and to deliver services for Islanders. Each department is led by a Chief Officer. See [Government of Jersey structure](#) and [About the Government](#)