
STATES OF JERSEY



RECORDS ADVISORY PANEL: APPOINTMENT OF CHAIR

**Presented to the States on 2nd December 2025
by the Minister for Sustainable Economic Development**

STATES GREFFE

REPORT

Context

The Public Records (Jersey) Law (the ‘Law’) requires the establishment of a Records Advisory Panel (the ‘RAP’) to supervise the implementation of the Law by means of review and direction. The RAP consists of 5 members who are appointed under the Law by the Minister for Sustainable Economic Development (the ‘Minister’); one of the five will be appointed chairman by the Minister.

In accordance with Article 14(5) Public Records (Jersey) Law 2002, the Minister has presented this report to notify the States Assembly of appointment of Chairman to the RAP.

Functions

The Law lays out the functions of the RAP.

It may:

- review the performance of the Trust, Archivist and Public Institutions under the Law
- review the appraisal of records and retention schedules produced by the Archivist
- advise the Minister, the Jersey Heritage Trust (the ‘JHT’) and the Archivist with respect to the functions of JHT and the Archivist under the Law
- advise public institutions of their duties under the Law
- advise the Minister, Trust, Archivist and Public Institutions on the preservation of and access to public records
- direct the Trust and Archivist to perform their functions under the Law
- direct that a public record is a record which does not need to be transferred to the Archive or is a record that the Archivist cannot have access to or can only access under specific conditions. These directions can be revoked by the Panel.

It shall:

- ensure at all times that there are standards that it has approved for the purposes of Articles 8 and 9 (Article 8 – Principal duties of JHT, Article 9 – Principal duties of the Archivist), that are not less strict and not less extensive than the standards in force at those times of the British Standards Institute and the International Organisation for Standardisation on records management and the storage, conservation and preservation of records.

Biography of the appointed chairman

Since his retirement in mid-2007, Mr Clive Jones has been non-executive chairman of a statutory regulatory authority. He has also held non-executive directorships with an international intellectual property management and legal process outsourcing company and a Scandinavian private equity investment company. He recently served on the boards of an infrastructure feeder fund and a listed collectibles company. He is also a former vice-president of the Jersey Society for the Prevention of Cruelty to Animals and a former Board member of the Institute of Tourist Guiding, London. He has been a member of the Records Advisory Panel since 2022.