

**MINUTES OF PERMANENT SECRETARY GROUP MEETING HELD ON  
9 JANUARY 2004 IN ROOM GD.10, STORMONT CASTLE, AT 8.45 am – 11.15 am**

**Present:** Nigel Hamilton  
Clive Gowdy  
Will Haire  
John Hunter  
Andrew McCormick  
Aideen McGinley  
Gerry McGinn  
Stephen Peover  
Stephen Quinn  
Bruce Robinson  
Alan Shannon  
David Watkins

**In Attendance:** Linda Brown  
Debbie Sweeney (Secretary)  
Stephen Grimason from Item 5

**Apologies:** Pat Toal

**1. Minutes and Summary**

The Minutes of the meeting held on 19 December were agreed with one amendment.

**2. Matters Arising**

There were no matters arising.

**3. Construction Industry Apprenticeships**

DEL to lead. A meeting has been arranged with Mr Spellar on Tuesday. DEL will involve other Departments as necessary.

**4. Budget**

Dr McCormick confirmed the budget launch on Tuesday 13 January and updated PSG on budget issues, which were discussed in detail.

5. **Good Governance**

Meeting scheduled for 13 January has been cancelled. A provisional date of 2 February at 2.00 pm has to be approved by the Secretary of State. Confirmation will follow.

[Action: PS/HOCS]

6. **Resource Accounts 2002-03**

John Dowdall letter wrote to Mr Hamilton on 18 December. He will arrange meetings with individual Accounting Officers during February/March.

[Action: Letter copied to PSG members]

7. **Trolley Waits**

Mr Gowdy reported hospital trolley waits were still a problem.

8. **Costello Report**

Mr McGinn reported that a further announcement on the Costello Report would be made at the end of January.

9. **QUB Vice-Chancellor**

Mr Haire informed PSG that the appointment of QUB Vice-Chancellor would be announced later that day.

10. **Away Day**

Mr Hamilton suggested that the 'Away Day' on 13 February should extend to an overnight on 12 February. Mr Pearson has been approached to attend dinner with PSG members on that evening. Venue to be confirmed.

[Action: HOCS]

[PSG members to note]

**DEBBIE SWEENEY**