

HCS/479/03

**SUMMARY OF PERMANENT SECRETARY GROUP MEETING ON FRIDAY
21 MARCH 2003, 08.15 am – 10.15 am IN STORMONT CASTLE**

Present: Nigel Hamilton (Chair)
Pat Carvill
Gerry McGinn
Aideen McGinley
Stephen Peover
Stephen Quinn
Alan Shannon
David Watkins
Andrew McCormick

Apologies: Clive Gowdy
John Hunter
Will Haire

In attendance: Angela Dullaghan
Bernie Rooney
Stephen Grimason (Item 3)
Denis McCartney (Item 4)
Linda Devlin (Item 4)

1. Agenda Item 1 – Minutes and Summary of meeting of 14 March 2003

The Minutes and Summary were noted and agreed.

2. Agenda Item 2 – Matters arising

(i) Fuel – Definition of the term "emergency users"

The Head of the Civil Service explained that in the context of emergency planning, essential users are those people who service the priority needs of the nation, its health, its economy and population.

In a time of crisis the priorities would be defined as:

- (i) law and order;
- (ii) health services;
- (iii) food production and distribution;
- (iv) energy generation and distribution;
- (v) water supply and sewage/waste removal; and
- (vi) money supply.

3. **Agenda Item 3 – Civil Contingencies**

Members were informed of the Whitehall arrangements for civil contingency planning. The HOCS informed the Group that NI representation had been secured on appropriate committees, that daily contact was continuing and that Departments would be briefed appropriately.

4. **Agenda Item 4 – Restoration of Devolution and Elections**

Members acknowledged that they had seen the draft guidance and forwarded comments to the Executive Services Directorate.

The Head of the Civil Service emphasised the need to respect the protocols during the pre-election period and also emphasised the need for Departments to consider Ministerial engagements, announcements and the making of subordinate legislation, which should be completed prior to 28 April, the date of dissolution of the Assembly. In the case of any doubt, Departments should seek advice from OFMDFM.

5. Agenda Item 5 – PEACE II Programme

Members were updated on the latest position and noted the Ministers' views.

Members agreed to take all possible steps to maximise expenditure on all their Departmental measures. It was agreed to monitor the position on a 2-weekly basis.

[Action – Members]

6. Agenda Item 6 – Tour de Table

(i) Senior Civil Service – Pay and Appraisal

The Pay and Appraisal sub-Committee met to consider the implications for the NICS. A paper will be circulated for comment.

[Action – Pat Carvill]

7. Date of Next Meeting

The next meeting will take place on Friday 28 March in Stormont Castle –
08.45 am – 10.15 am.

BERNIE ROONEY (MRS)

27 MARCH 2003