

**MINUTES OF PERMANENT SECRETARY GROUP MEETING
HELD ON FRIDAY 22 JUNE 2007
ADELAIDE HOUSE
AT 8.45 AM**

Present: Nigel Hamilton
Will Haire
John Hunter
Andrew McCormick
Aideen McGinley
Gerry McGinn
Malcolm McKibbin
Stephen Peover
Stephen Quinn
Bruce Robinson
Alan Shannon
Paul Sweeney

In Attendance: Rosalie Flanagan
John McMillen
Oswyn Paulin
Chris Thompson
Olive Maybin
Tommy O'Reilly
Debbie Sweeney

} Agenda Item 5
- Secretary

1. **Apologies:** Stephen Grimason

2. **Minutes of Meeting held on 15 June 2007**

The minutes of the meeting held on 15 June were agreed.

3. **Matters Arising**

Smithsonian

Nigel Hamilton asked Paul Sweeney to pass on his thanks to the teams involved in the organisation of the Smithsonian Festival.

Alex Salmond

Nigel updated PSG on the Alex Salmond visit.

4. **Assembly and Executive Update**

Rosalie Flanagan updated PSG on the Executive meeting. The Executive would meet on 19 July and after the summer break on 13 September.

5. **Workplace 2010**

Chris Thompson said he would wish to put a paper to the Executive Committee meeting on 19 July setting out the NICS requirements including proposals for addressing key issues.

6. **Tour de Table**

Website

Aideen McGinley said DEL had been named in the top 5 websites in the UK Industry Category.

Capital Re-Profiling

Bruce Robinson said Permanent Secretaries should be aware that the Capital Re-Profiling Exercise return was due.

International Relations Function

John McMillen said he had written to Ministers to seek agreement that OFMDFM officials begin work on developing an international relations strategy over the summer.

Victoria Square

Alan Shannon said the Minister had attended a ceremony at Victoria Square to celebrate the completion of the superstructure of the development.

Historic Ships Committee

Alan said he attended a dinner with the Historic Ships Committee. The Committee had been very impressed with the Nomadic.

PSG Meetings

It was agreed no meeting would be held on 29 June. The next meeting would be on 6 July in the Glasshouse and would be an HR and Reform meeting.

DEBBIE SWEENEY
2 July 2007