

DRAFT

**MINUTES OF PERMANENT SECRETARY GROUP MEETING
HELD ON FRIDAY, 17 OCTOBER 2008
IN THE GLASSHOUSE, STORMONT CASTLE
AT 8.45 AM**

Present: Alan Shannon - Chair
Will Haire
Andrew McCormick
Aideen McGinley
Malcolm McKibbin
Leo O'Reilly
Stephen Peover
Stephen Quinn
Paul Priestly
Paul Sweeney

In attendance: Oswyn Paulin
Rosalie Flanagan
Stephen Grimason
John McMillen
Des Armstrong } Item 5
Brian Doherty }
Pauline Boyle – Secretary

1. **Apologies:** Bruce Robinson
2. **Minutes of Meeting held on Friday 26 September 2008**

The minutes of the meeting held on 10 October were agreed with some amendments.

3. **Matters Arising**

Review of PSG's role

Bruce Robinson will issue a revised paper early next week.

[Action: Bruce Robinson]

Meeting with Civil Service Commissioners

A PSG Sub-Group is meeting with the Civil Service Commissioners following the PSG meeting on 31 October. The next full meeting with PSG and the Civil Service Commissioners will take place on Friday 30 January 2009. CPG will ask Permanent Secretaries if they have any issues they wish to raise with the Commissioners prior to the meeting.

[Action: CPG & Permanent Secretaries]

Sub-Group on Citizen-Facing Reform

Stephen Peover said he would write to key Departments today to remind them to forward names for possible membership on this group.

[Action: Stephen Peover]

Sub-Group on Civil Service Reform

Alan Shannon had written to Bruce Robinson and nominated Barney McGahan as a member on this Sub-Group. Malcolm McKibbin said he would write to Bruce Robinson soon in relation to his nomination.

[Action: Malcolm McKibbin]

Sub-Group on Improved Organisational Performance

Andrew McCormick said he would follow-up on this.

[Action: Andrew McCormick]

4. Executive & Assembly Update

Rosalie Flanagan confirmed the Executive meeting scheduled for 16 October did not take place. She said some North/South sectoral meetings are scheduled. She updated on protocol on Assembly business. She reported that Linda MacHugh will join the First Minister's Private Office as PPS on Monday 20 October replacing Tom Watson.

5. Procurement Issues

Annual Procurement Plans 2008-2009

Des Armstrong reported that annual procurement plans are well advanced across all Departments. He said further guidance would be produced by March 2009.

Public Procurement

Des Armstrong and Brian Doherty outlined actions being taken at present following a series of legal judgements. These have raised a series of issues that have the potential to have a significant impact on public procurement practice in the UK. Departmental Solicitors Office and the Central Procurement Directorate are engaged with the Office of Government Commerce on impact on the procurement process. The Procurement Board are due to meet in November.

6. Tour de Table

DARD Minister

Malcolm McKibbin said Minister Gildernew gave birth to a baby girl on Thursday 16 October.

Independent Board Members

Paul Priestly said DRD have recruited two new Independent Board Members.

Refuse Charging

Stephen Peover reported on the article in the Belfast Telegraph by Linda McKee on refuse charging.

September Monitoring

Leo O'Reilly updated on September Monitoring.

Payroll

Leo O'Reilly reported on the latest developments on payroll.

NI Events Company

Paul Sweeney updated on the NI Events Company.

RPA

Andrew McCormick said the RPA legislation is going through the Committee stage at present.

Abortion

Andrew McCormick said the Committee are meeting today on Abortion.

Extended Schools

Will Haire reported on expenditure issues in relation to the extended schools project.

PAC

Alan Shannon said he has a hearing with the PAC on Thursday 23 October on Warm Homes.

Invitations

It was agreed that Aideen McGinley and Rosalie Flanagan would attend the North South Roundtable Group Plenary and Dinner on Thursday

13 November. Stephen Quinn and Alan Shannon were also considering attendance.

Next Meeting

The next meeting will take place on Friday 24 October and will be an extended PSG meeting.

PAULINE BOYLE
20 October 2008