

**MINUTES OF PERMANENT SECRETARY GROUP MEETING
HELD ON FRIDAY 27 JULY 2007
IN THE GLASSHOUSE, STORMONT CASTLE
AT 8.45 AM**

Present: Nigel Hamilton
Catherine Bell
Will Haire
John Hunter
Andrew McCormick
John McGrath
Malcolm McKibbin
Stephen Peover
Stephen Quinn
David Sterling
Paul Sweeney

In Attendance: Rosalie Flanagan
John McMillen
Colm Shannon
Lorraine Doherty } Agenda Item 4
Liz Mitchell }
Debbie Sweeney }

1. Apologies: Aideen McGinley
Bruce Robinson
Alan Shannon
Stephen Grimason

Nigel Hamilton thanked, on behalf of himself and PSG, John Hunter who was attending his last PSG before his retirement on 9 August.

2. Minutes of Meeting held on 6 July 2007

The minutes of the meeting held on 6 July were agreed.

3. Matters Arising

CBI Annual Lunch

It was agreed that Aideen, Stephen Quinn and Bruce would attend the CBI Lunch on 27 September.

4. Executive Update

Rosalie updated PSG on the BIC held on 16 July, the NSMC on the 17 July and the Executive meeting held on 19 July. The next Executive meeting will be held on 13 September.

Nigel reminded PSG that it was important to strengthen contacts from the other Administrations in Wales, Scotland, Whitehall and Republic of Ireland.

5. Pandemic Flu Update

Dr Lorraine Doherty outlined the National Planning Structures and the UK National Framework which are both overseen by Cabinet Office with input from all Government Departments, particularly the Department of Health.

Cross Government Planning in Northern Ireland is facilitated by the Civil Contingencies Policy Branch through the Civil Contingencies Group Pandemic Flu Sub Group. This group is taking forward issues including information and advice for staff. Meetings are also held six monthly with Rol on the health aspects of pandemic flu planning.

At national level a package of medical countermeasures has been drawn up which include stockpiling medicines and protective equipment.

Locally CMO and Dr Doherty continue to engage with local TV and newspaper editors to raise awareness of the impact of a pandemic. Nigel referred to the 'Winter Willow' exercise run before Restoration and said it was important for new Ministers to be au fait with current planning. He suggested that CMO involve FM, dFM, DHSSPS and DARD Ministers regarding contingency planning with a view to returning the matter to a future Executive.

[Action: Andrew McCormick]

6. RPA Database

John McMillen referred to his RPA Database paper which asked PSG to endorse the use of a unique identifier to facilitate the analyses of impacts of before and after RPA implementation. John said it was intended to use National Insurance numbers. Confirmation from the Assistant Information Commissioner has been received which notes that the Data Protection Act does not prevent the disclosure of information, provided the data protection principles are met. John said he and John Hunter were meeting the TUS later and would raise the unique identifier with them.

Nigel asked John McMillen to report back to Permanent Secretaries at the next PSG meeting.

[Action: John McMillen]

7. Tour de Table

Fujitsu Services Opening

It was agreed that Nigel, Bruce, a DSD and DARD representative would attend the official opening of Fujitsu Services Centre of Excellence on 22 August 2007.

Northern Ireland Bureau

John McMillen said the advertisement for the Washington post would be advertised in the press week commencing 29 July.

PSG Meetings

There will be no PSG meetings on:

3 August
10 August
24 August

DEBBIE SWEENEY
31 July 2007