

**MINUTES OF PERMANENT SECRETARY GROUP MEETING  
HELD ON FRIDAY, 15 AUGUST 2008  
IN THE GLASSHOUSE, STORMONT CASTLE  
AT 8.45 AM**

**Present:** Will Haire  
Alan Shannon  
Stephen Quinn  
Aideen McGinley  
Malcolm McKibbin  
Linda Brown  
Richard Pengelly  
Edgar Jardine  
Paul Simpson

**In attendance:** John McMillen  
Neill Jackson  
Damian Prince  
Maria McQuoid – Secretary

1. **Apologies:** Andrew McCormick  
Leo O'Reilly  
Stephen Peover  
Paul Sweeney  
Oswyn Paulin  
Rosalie Flanagan  
Stephen Grimason

2. **Minutes of Meeting held on Friday 8 August**

The minutes of the meeting held on 8 August were agreed with minor amendments.

3. **Matters Arising**

Celtic Forum

Stephen Quinn gave an update on the appraisal methodology work arising from the Celtic Forum in Cardiff in February. Agreed that this would not be a substantive agenda item at the next forum, rather update report.

Celtic Ball

John McMillen provided an update to members. As Laurent Beaudoin of Bombardier is an honouree, the First Minister has been invited to speak; Gerry Kelly will also attend. It was agreed that this was likely to be sufficient representation from the Executive.

4. **Executive Assembly Update**

Neill Jackson updated members indicating the Executive/Assembly and advisers still on annual leave. The first Executive meeting after the summer break is likely to be 18 September. There is a substantial volume of work for the Executive to get through on its return.

5. **KPMG Report on ERINI**

John McMillen introduced Damien Prince who gave a briefing and responded to questions on the content of the KPMG report.

It was agreed that a piece of work was required to establish the research and policy analysis requirements across Departments. John McMillen and Damian Prince were asked to develop terms of reference. This analysis is to be completed reasonably quickly.

6. **FOI**

Members had been provided with a written update. No verbal update was required.

7. **SCS Pay**

Minuted separately.

8. **Tour de Table**

September Monitoring

Richard Pengelly informed members that there is to be a statement on September Monitoring to the Assembly on 7 October. As yet there has been no resolution on equal pay. It is important to get as much certainty on this as possible for the Statement.

Richard asked that DFP be made aware of any reduced requirements as soon as possible. It was recognised that some bids will be coming forward from Departments.

Bruce Robinson concluded that difficult decisions would be required regarding resources so scrutiny on outturn next year would be more intense.

OFMDFM - FSC Event

Stephen Quinn referred to the above event to be held in Belfast in November and suggested that Executive inputs should be co-ordinated and comprehensive to obtain maximum benefit.

**Action: John McMillen**

### Olympic Flag

Edgar Jardine gave an update on the flying of the Olympic handover flag. Bruce Robinson confirmed that advice will issue on this matter.

### Arts Council

Edgar informed PSG on the Arts Council Website Security Breach and on its Collection database. Both matters are being dealt with.

### CEF

Alan Shannon raised the issue of Departments being individually billed by the CEF. Bruce Robinson indicated that the CEF had become a membership organisation and events were now sponsored in response to public sector reform and reorganisation.

It was agreed that John McMillen would circulate background papers on OFMDFM sponsorship of CEF from the last couple of years to PSG members.

**Action: John McMillen**

### Londonderry Chamber of Commerce Dinner

Attendance at the above event was tabled by Alan Shannon. Bruce Robinson confirmed he was guest speaker. Aideen confirmed she would be attending the SOLACE Chairman's Dinner that evening.

### Public Inquiries

Linda Brown expressed concern about the tendency of the Assembly to call for inquiries which were very expensive. Whitehall guidance on the matter was discussed. It was agreed that the issue would be researched by Neill Jackson and Linda Brown and brought back to PSG.

Maria McQuoid  
20 August 2008