

**MINUTES OF PERMANENT SECRETARY GROUP MEETING  
HELD ON FRIDAY, 19 DECEMBER 2008  
IN THE GLASSHOUSE, STORMONT CASTLE  
AT 8.45 AM**

**Present:** Bruce Robinson - Chair  
Aideen McGinley  
Malcolm McKibbin  
Leo O'Reilly  
Paul Priestly  
Stephen Quinn  
Alan Shannon  
Cynthia Smith  
Paul Sweeney

**In attendance:** John McMillen  
Neill Jackson  
Emma Annett } Item 5  
Paul Bryans }  
Pauline Boyle – Secretary

1. **Apologies:** Andrew McCormick  
Will Haire  
Stephen Peover  
Rosalie Flanagan  
Stephen Grimason

2. **Minutes of Meeting held on 5 December 2008**

The minutes of the meeting held on 12 December were agreed with minor amendments.

3. **Matters Arising**

Workplace 2010

Three action points from the PSG meeting held on 12 December have been passed to the Workplace 2010 team.

4. **Executive & Assembly Update**

Neill Jackson reported on the Executive meeting which took place on Monday 15 December. The next Executive meeting would take place on 15 January 2009. The Assembly will return following the Christmas recess on Monday 12 January.

## 5. **Investors in People in the NICS**

Bruce Robinson welcomed Paul Bryans and Emma Annett to PSG. Paul said approximately 30% of the Northern Ireland workforce overall are employed by organisations currently working with the Investors in People Standard. Paul outlined the key benefits of working with the standard which delivers continuous improvement, embeds a strong change culture and aligns with best practice. Aideen McGinley said an NICS networking group has been in existence for a number of years with representatives from all Departments and Agencies. This Sub-Group which Emma Annett chairs decided to carry out a review in 2008 to refresh aims and terms of reference of the group. The group meets quarterly to share good practice and creative ideas eg review of various departmental learning and development practice. The aims and terms of reference were circulated to Departments for comment. It was acknowledged that Departments were at different stages of accreditation and Paul Bryans highlighted how IIP aligned with the EFQM model.

PSG supported the aims and terms of reference for the NICS IIP Network and Aideen McGinley proposed that the Network report annually through the PSG People Sub-Group. Bruce Robinson highlighted the value of all of the NICS being accredited. It was agreed the Interdepartmental Networking Group would report through the PSG Sub-Group to PSG.

**[Action: Alan Shannon]**

## 6. **Tour de Table**

### Planning Reform

Cynthia Smith reported on Planning Reform.

### Wind Turbines

Malcolm McKibbin updated on wind turbines.

### Contaminated Feed

Malcolm updated on arrangements in place to deal with the contaminated feed incident.

### Fisheries Council

Malcolm said the Fisheries Council were meeting in Brussels today 19 December.

### Rapid Transit Scheme

Paul Priestly asked colleagues to note that Ciaran de Burcha will be appointed as Director of the Rapid Transit delivery team and will take up post early in the New Year.

### Appointment in DEL

Aideen McGinley said Hugh McPoland, Grade 5 has been appointed to the Corporate Services Directorate in DEL.

#### Victims Commissioners

Oswyn Paulin reported on the Victims Commissioners case.

#### Job Seekers Allowance

Alan Shannon reported on applications for Job Seekers Allowance.

#### Economic Conference

It was decided that DSD, DEL, DARD and DETI would send a representative to the Northern Ireland Local Economic Development Forum on 27 January 2009 in the Craigavon Civic Conference Centre.

**PAULINE BOYLE**

7 January 2009