

**MINUTES OF PERMANENT SECRETARY GROUP MEETING
HELD ON FRIDAY 10 FEBRUARY 2006 IN ROOM GD14, STORMONT CASTLE
AT 8.45 AM**

Present: Nigel Hamilton
Robson Davison
Will Haire
John Hunter
Gerry Lavery
Andrew McCormick
Aideen McGinley
Gerry McGinn
Stephen Peover
Stephen Quinn
Bruce Robinson
Alan Shannon

In Attendance: Denis McCartney
Andrew Hamilton
Michael Bloomfield } - Agenda Item 4
Dean Sullivan
Debbie Sweeney - Secretary

1. **Apologies:** Stephen Grimason
Rosalie Flanagan
Nick Perry
Pat Toal

2. **Minutes of Meeting held on 3 February**

The minutes of the meeting held on 3 February were agreed.

3. **Matters Arising**

Ministerial Sub-Committee on Children

The meeting scheduled for Tuesday 14 February has been rearranged for end-February.

4. **Elective Care Reform**

Andrew Hamilton outlined the scale of the waiting list problem from September 2002 when there were

60,200 patients waiting for in-patient or daycase treatment

14,900 patients waiting over 12 months

9,200 patients waiting more than 18 months.

By April 2005, considerable progress had been made on waiting times for in-patient and daycase treatment through massive health reforms.

46,500 patients were waiting 12+ months

nearly 900 patients were waiting more than 18+ months

Andrew said work was continuing on improvement to out-patient waiting lists and from April 2006 Integrated Clinical Assessment and Treatment Services (ICATS) will be introduced to ensure, once patients have been to their GP, they will be dealt with as quickly and effectively as possible. In future, people should receive a letter within five days after seeing their GP, giving them details of what the next step of their treatment is.

Andrew said measures will continue to improve services with the establishment of a Service Delivery Unit and the application of elective care approach to emergency care, in particular A&E waiting times through to discharge.

In conclusion, Andrew said that the Department had, in order to manage the first system of reform, had

- identified a limited number of key priorities and associated targets;
- communicated unambiguous expectations of which failure was not an option;
- reformed systems and working practices;
- established robust, transparent performance management arrangements in place;
- established organisational support arrangements and secured appropriate resourcing as appropriate.

Nigel Hamilton and PSG thanked Andrew, Dean and Michael for their comprehensive presentation and agreed that they should make the presentation again to a SCS Masterclass later in the year, outlining the key principles and the approach which could be relevant in other areas.

[Action: DHSSPS/CPG]

5. RPA

Public Service Commission

Nigel Hamilton said he would be chairing a meeting of the RPA Steering Group after PSG on Friday 17 February.

John Hunter said that a further letter had been received from NICICTU and a meeting had been arranged for Friday 21 February.

John said he had contacted the proposed members of the PSC and they had agreed to serve on the Commission. The proposed Chairman was keen to meet with Nigel and John to agree terms of reference.

Stephen Graham would provide secretariat support for the PSC.

6. **Tour de Table**

Delivery Team

Nigel Hamilton said he would be issuing a further note to Departments asking them to re-present their information, highlighting new material and confirming continuity of existing work.

[Action: Nigel Hamilton]

Child Protection

Will Haire said that the Education work on child protection was progressing and the NSPCC had been very helpful.

Sandy Row

Alan Shannon informed PSG that the Minister would be visiting The Village as a 6-month follow-up to his last visit.

BIC

Gerry McGinn said he and Stephen Peover had attended the BIC meeting on 9 February.

SCS Masterclass

Bruce Robinson said the Masterclass date had moved to 28 March.

NILGA Conference

Stephen Peover said Jeff Rooker would be speaking at the NILGA Conference on Friday 24 February.

Small Report

Denis McCartney said that a letter had issued from NIO/DFP to staff on the Small Report.

IFI

John Hunter updated PSG on Jeff Rooker's meeting with Denis Rooney.

e-HR

John Hunter updated PSG on the e-HR project.

Festivals Policy

Aideen McGinley said the Festivals Policy would be issued during the week of 13 February.

Next Week's PSG

Agenda: Sports Strategy/Multi-Sports Stadium – Olympics
Access to Government Service Project

From 10.30 am – 12.30 am – RPA Steering Group Meeting

DEBBIE SWEENEY
13 February 2006