

**MINUTES OF PERMANENT SECRETARY GROUP MEETING
HELD ON WEDNESDAY 19 DECEMBER 2007
IN THE GLASSHOUSE, STORMONT CASTLE
AT 8.45 AM**

Present: Nigel Hamilton
Will Haire
Andrew McCormick
Aideen McGinley
Malcolm McKibbin
Leo O'Reilly
Stephen Peover
Paul Priestly
Stephen Quinn
Bruce Robinson
Alan Shannon
Paul Sweeney

In Attendance: Stephen Grimason
Oswyn Paulin
Stewart Johnston
Debbie Sweeney - Secretary

1. **Apologies:** Rosalie Flanagan
John McMillen

2. **Minutes of Meeting held on 14 December 2007**

The minutes of the meeting held on 14 December were agreed.

3. **Matters Arising**

Computer Disks

Stephen Peover updated PSG on the latest situation relating to the loss of disks.

Celtic Forum

Nigel said the Welsh were reconsidering the proposed outline of the Conference.

Any further details received would be forwarded to Permanent Secretaries.

4. **NI Risk Assessment**

Nigel referred to his paper of 17 December.

PSG noted the outcome of the NI Risk Assessment conducted in 2007 and the action already being taken on key risks.

It was agreed that subject to First Minister and deputy First Minister approval a paper should be presented to the Executive.

(i) Security of Data

Bruce updated PSG on the NI Data Protection Review.

PSG acknowledged the considerable amount of time and effort made by officials to complete the required data security questionnaire within tight deadlines.

PSG agreed the issue should be discussed further at the meeting on 11 January 2008.

5. Executive Meeting Update

Stewart Johnston briefed PSG on the Executive Meeting held on 18 December. Leo O'Reilly updated PSG on December Monitoring and said Minister Robinson would be making a statement in the Assembly in January.

6. Reform Update

Bruce Robinson reported on the progress made in the NI Public Sector and Civil Service Reform Programmes up to the end of October 2007.

7. Tour de Table

PSG – 11 January

PSG on 11 January will be extended until 11.30am.

[PSG to note]

DEBBIE SWEENEY
December 2007