

**MINUTES OF PERMANENT SECRETARY GROUP MEETING
HELD ON FRIDAY 1 DECEMBER 2006
IN ROOM GD14, STORMONT CASTLE
AT 8.45 AM**

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

In Attendance: Derek Baker
Brian Doherty
Rosalie Flanagan
Stephen Grimason
Debbie Sweeney - Secretary

1. **Apologies:** Paul Sweeney
Pat Toal

2. **Minutes of Meeting held on 24 November**

There were no amendments to the minutes of 24 November.

3. **Matters Arising**

There were no matters arising.

4. **Restoration/Political Update**

Rosalie Flanagan updated PSG on the events at Parliament Buildings on 24 November and the latest political developments.

Rosalie informed PSG that the Transitional Assembly's Programme for Government Committee had agreed six sub-groups with six members on each.

A letter had issued from PPS/Secretary of State to the Clerk to the Committee, setting down ground rules for official participation in the work of the Committee.

It was agreed that Permanent Secretary attendance at Programme for Government meetings was not necessary. Three officials with knowledge of

subject detail and a strategic overview would be appropriate. Officials would be seated in the Gallery.

[PSG to note]

Bruce Robinson updated PSG on the meeting with HMT and the Irish on the Economic Package.

Nigel Hamilton said he would forward an agenda for the Permanent Secretary meeting with the Secretary of State on Tuesday 5 December at 2.00 pm in Hillsborough Castle.

**[Permanent Secretaries to note
Now 19 December, 11.00 am, Stormont Castle]**

Nigel said he had met with Diane Dodds on a number of issues. He was grateful for support at the meeting from relevant officials and briefing supplied. She had requested a further meeting on Rural Issues which would be arranged and officials notified.

5. RPA Update

Derek Baker updated PSG on the RPA Guiding Principles.

It was agreed that careful consideration should be given to staff handling and support.

[Action: Derek Baker]

6. Pay Update

Derek updated PSG on the ongoing pay negotiations. Nigel asked that PSG be kept up to date on the pay developments at PSG.

[Action: John Hunter/Derek Baker]

7. e-HR

Derek said that the process design was coming to a conclusion. In January, the website would become live and would be called 'HR Connect'. Derek asked that Nigel launch the HR Connect Website.

[Action: Derek Baker/HOCS office]

8. Code of Ethics

John Hunter said the Civil Service Commissioners would like an article in Departmental and Agency Magazines on the 'new' role of the CSC in investigating complaints.

PSG agreed in principle to the proposal but agreed that John McKervill should get more clarity to the definition of a complaint.

[Action: John McKervill]

John said he would return to PSG with the final version of the Civil Service Commissioners' article and a covering editorial.

9. **Selection and Training Sub-Group PSG on CAL**

It was agreed that the funding model developed by Grant Thornton be adopted.

10. **SCS Management Schedule**

The Management Schedule was agreed.

Next Week's PSG

The meeting will be held in the Lagan Room, The Mount Conference Centre, Belfast.

DEBBIE SWEENEY
4 December 2006