

PERMANENT SECRETARY GROUP MEETING

Minutes of meeting on Friday 11 September 2015, 8.45 am

1. **Present:** Malcolm McKibbin (Chair)
David Sterling
Andrew McCormick
Derek Baker
Peter May
Paul Sweeney
Brenda King
Richard Pengelly
Andrew Hamilton
Nick Perry
Denis McMahon
Noel Lavery

Apologies: Leo O'Reilly
Stephen Grimason

In attendance: Claire Archbold
Paul McGinn
Mark Browne
Neill Jackson
Fiona McCandless
Kellie Sprott (Secretariat)

2. **Minutes of 4 September 2015 Meeting**
The minutes of 4 September 2015 were cleared.

3. **Matters Arising - verbal**
Jordanstown School – details to CAL
Action complete, Denis McMahon has passed on the relevant details to CAL.

Handling of complaints about senior officials
Action ongoing, DFP will commission a review of current procedures re the handling of complaints about senior officials. DFP will report back to PSG in due course.

4. **Executive & Assembly Update – verbal**
Malcolm McKibbin provided an update to PSG on the current political position. Neill Jackson talked through a note he had prepared for departments without Ministers detailing how various elements of business should now be conducted. Neill agreed to issue the note to PSG following the meeting.

Action: Neill Jackson

5. **Tour de Table**

HOCS

Malcolm reminded colleagues about planning a retirement dinner for Ossie Paulin, possibly around the end of September. HOCS office will circulate potential dates to PSG.

Action: HOCS office

Malcolm also informed PSG that another meeting and dinner will be planned for November with Martin Fraser and his Director Generals in the Irish Government. HOCS office will email a number of dates to PSG to check Permanent Secretary availability. As before, only 6 Permanent Secretaries will be required for the meeting.

DFP

David Sterling reminded PSG colleagues about the NICS of the Future papers. He asked the relevant Permanent Secretaries to get back to him as soon as possible.

Action: Relevant Permanent Secretaries

DARD

Noel Lavery sought PSG's approval to a temporary promotion at Grade 3 level on a time limited basis to cover a post that will become vacant on 30th September. PSG approved this temporary promotion.

Noel reported that the European Commission had held its session on the dairy crisis earlier in the week.

Noel also advised PSG that Northern Ireland had been granted a brucellosis free status. PSG acknowledged this good news for Northern Ireland.

DEL

Derek Baker advised PSG that a future meeting of the NICS Board will consider proposals for the SCS structure following departmental restructuring.

OLC

Brenda King advised PSG of an upcoming visit by Daniel Greenburg to NI.

OFMDFM

Mark Browne updated PSG on the Peace IV negotiations and the current position regarding the intake of Syrian refugees in Northern Ireland.

DSO

Claire Archbold advised PSG that DSO has a small number of staff leaving under the Voluntary Exit Scheme. Claire said that she would meet with relevant departments in the coming weeks to discuss DSO service provision.

Action: Claire Archbold