

PERMANENT SECRETARY GROUP MEETING

Minutes of meeting on Friday 23 October 2015, 8.45 am

1. **Present:** Malcolm McKibbin (Chair)
Derek Baker
Richard Pengelly
Andrew Hamilton
Noel Lavery
Leo O'Reilly
Paul Sweeney
Nick Perry
Peter May
Andrew McCormick

Apologies: Denis McMahon
David Sterling
Brenda King

In attendance: Mark Browne
Stephen Grimason
Hugh Widdis
Cynthia Smith
Anne Breen
Neill Jackson
Kellie Sprott (Secretariat)

2. **Minutes of 16 October 2015 Meeting**
The minutes of 16 October 2015 were cleared.

3. **Matters Arising**

Remembrance Day Service

Action complete, Malcolm McKibbin has informed the Speaker that the NICS is content to move its service to 11th November each year.

Diversity in Board appointments

Action complete, Richard Pengelly has spoken to Judena Leslie about potentially adopting a different approach of selection for one of his board appointments.

Access to Justice Report

Action complete, Nick Perry has circulated the report to PSG.

4. **Executive & Assembly Update – verbal**

Neill Jackson discussed the legislative programme with PSG and asked all departments to take a critical look at the current schedule with a view to only keeping Bills on the schedule that will be ready for passage through the Assembly before the end of this mandate.

Action: PSG

Malcolm McKibbin provided PSG with an update on the talks process. He also informed PSG, on behalf of David Sterling, that DFP would be commissioning a monitoring round the following week.

5. **Tour de Table**

DEL

Derek Baker informed PSG of a legal issue in separating the Employment and Training legislation, which is part of departmental restructuring. He is working with OLC to look at all the options.

Derek advised PSG that there would be a discussion at the next NICS Board on Grade 3 placements in the nine new departments.

DRD

Peter May updated PSG on arrangements for the PfG workshops on 10th & 11th November. He confirmed that Sir John Elvidge will facilitate the workshops and encouraged the same person to attend each of the workshops to ensure continuity of thought and momentum.

DOJ

Nick Perry updated PSG on policing and prison matters.

HOCS

Malcolm McKibbin discussed the latest sickness absence figures with PSG. He asked all departments to continue their efforts in this regard with a view to improving the NICS sickness absence statistics.

Malcolm told PSG that he would be meeting with Brian Rowntree, Civil Service Commissioner, later today and that he would let Brian know which of the Permanent Secretaries would be attending the 17th November meeting. It was agreed that Malcolm, Derek Baker, Andrew Hamilton, Noel Lavery, Peter May and David Sterling should attend.

Action: HOCS

Malcolm also discussed the University of Ulster's Board Apprenticeship Programme with PSG again. He indicated that he had received more detailed information about the proposal which was different to what had previously been proposed. Malcolm agreed to share this note with PSG for their consideration and further discussion.

Action: HOCS