HCS-339-14

MINUTES OF PERMANENT SECRETARY GROUP MEETING
HELD ON FRIDAY 16 MAY 2014
IN THE GLASSHOUSE, STORMONT CASTLE
8.45am

Present: Malcolm McKibbin - Chair
Derek Baker
Will Haire
Noel Lavery
Peter May
Richard Pengelly
Stephen Peover
Nick Perry
David Sterling
Paul Sweeney

In attendance: Catherine Daly
Ian Maye
Mark Browne
Stephen Grimason
Colin Sullivan – Item 5
Paul Wickens – Item 6
Kellie Sprott - Secretariat

1. **Apologies:** Brenda King
Andrew McCormick
Leo O'Reilly
Oswyn Paulin
Neill Jackson

2. **Minutes of the PSG meeting held on 2 May 2014**
The minutes of the meeting held on 2 May were agreed.

3. **Matters Arising**
Success of Giro d'Italia
Malcolm McKibbin and David Sterling thanked all departments for their input to the successful Giro d'Italia. David Sterling advised that all feedback received so far had been positive.

Local Government Reform Programme
Ian Maye advised that John Hunter, CEF, had suggested that an evening round table discussion might be the best format for PSG to meet with the 11 Chief Executives of the new councils. PSG agreed and Ian Maye said he would contact the CEF.

Action: Ian Maye

Board of Directors of the CEF
Malcolm McKibbin reminded all permanent secretaries to contact him if they were interested in sitting on the Board of Directors of the CEF following Stephen Peover's retirement.

Action: All permanent secretaries

4. **Executive and Assembly Update**
Nothing to report.

5. **NICS Award Scheme**
Colin Sullivan took the lead for this agenda item. Key areas of discussion were:
- introduction and background;
- coverage;
- NICS Live;
- categories of award;
- process;
- selection of winners; and
- Ministerial involvement.

A general discussion followed. It was suggested that the leadership award should be split into two categories, one for SCS and one for NICS staff. It was agreed that the qualifying period would be for achievements made since the last NICS Live in October 2012. PSG agreed that the inaugural awards should be presented at the next NICS Live event in 2015 and to the selection approach suggested by Colin Sullivan.

6. **PSG sub-group on Service Transformation through Digitalisation**
Paul Wickens took the lead for this agenda item. He provided a short update on progress of the sub-group noting good progress overall with no issues to report. PSG noted the progress.

7. **Tour de Table**
DRD
Richard Pengelly advised that due to staff shortages in the NIAO, DRD's accounts would not be finalised in the usual timeframe. This applies to DEL also.

DETI
David Sterling reported that Invest NI's end of year performance had been its best ever and that it had promoted 11,000 jobs in NI in the past year.

DFP
Stephen Peover discussed the Finance Minister's response to the PAC report on Account NI. He also said that he had been interviewing for 2 Grade 5 positions in NISRA which will introduce a new staffing structure. The results of the competition will be known in the next few weeks.

DSD
Will Haire advised he had been at the PAC on Wednesday about tenancy fraud. He also advised of work the Equality Commission was taking forward on EQIAs.

DCAL
Peter May discussed the next NSMC Plenary and a potential issue around 2014-15 budget for the languages body.

DEL
Derek Baker reported that new Principals would be announced in the North West and Northern Further Education Colleges.

DARD
Noel Lavery reported on the successful Balmoral Show.

HOCS
Malcolm McKibbin provided an update on the Economic Pact, SIB social clauses, NICS legislative programme and issues arising at his latest Wednesday Morning colleagues meeting.
Malcolm encouraged PSG members to attend the SIB seminar on social clauses on 5 June and for departments to encourage staff to attend the follow on seminars.

Action: All PSG members

KELLIE SPROTT
20-5-14