

**MINUTES OF THE MEETING OF THE INDEPENDENT
FINANCIAL REVIEW PANEL AT 10AM ON THURSDAY 13
NOVEMBER 2014
IN ROOM 241 PARLIAMENT BUILDINGS**

Present: Pat McCartan, Chairman
Dr Etta Campbell

In attendance: Dr Robert Barry, RAISE
Tony Logue, Secretary

1 APOLOGIES

Alan Mc Quillan

2 DECLARATION OF INTERESTS

- 2.1 Mr Mc Cartan declared that he had attended a meeting in with Minister O' Dowd in his capacity as Chair of St Columbanus's School.

3 MINUTES OF IFRP MEETING OF 23 October 2014

- 3.1 These were approved without amendment.

4 MATTERS ARISING

All items to be considered on the Agenda.

5 CONSULTATION ON ASSEMBLY MEMBERS' STAFF

Dr Robert Barry, RAISE, attended the meeting. He provided the Panel with a detailed analysis of the data provided by Finance on the salaries of constituency office support staff. Dr Barry further provided data on the process for developing job descriptions in other legislatures. Following consideration of this information, it was agreed that the Consultation document be amended to include details of proposed job titles and salary bands as set out below

Grade	Salary band
Assembly Constituency Assistant	£15.5k - £18k per year
Assembly Constituency Office Manager	£18.9k- £22k per year

Policy/Research/Comms Officer to MLA £ 23.1k- £27.5k per year.

It was further agreed that sample job descriptions would be appended to the Consultation document. The Panel also discussed a proposal that the maximum amount which an MLA can claim per year from Office Costs Expenses, in relation to staff salary costs, will be £50k. From this allowance it is proposed that an MLA can pay for up to a maximum 80 hours support per week

ACTION: SECRETARY TO AMEND CONSULTATION DOCUMENT AND ISSUE TO PANEL MEMBERS.

6 ANY OTHER BUSINESS

It was agreed to arrange a visit to the Houses of the Oireachtas to discuss

7 DATES OF NEXT MEETING

26 November 2014 Room 241