

INDEPENDENT FINANCIAL REVIEW PANEL

ON FRIDAY 4 MAY 2012

IN ROOM 28 PARLIAMENT BUILDINGS

APPROVED

Present: Pat McCartan, Chairman
Alan McQuillan
Dr Etta Campbell

In attendance: Richard Stewart, Director of Corporate Services
Georgie Campbell, Secretary

1 APOLOGIES

1.1 There were no apologies

2 DECLARATION OF INTERESTS

2.1 No interests were declared in relation to the issues scheduled for discussion.

3 MINUTES OF PREVIOUS MEETING (5 April 2012)

3.1 The draft minutes of the meeting of 5 April 2012 were agreed and their inclusion on the IFRP website was approved.

**ACTION: SECRETARY TO ARRANGE FOR THE MINUTES TO
BE PLACED ON THE IFRP WEBSITE**

4 ACTION POINTS/MATTERS ARISING

4.1 The Panel noted that all actions had been completed and that the drafting of the Annual Report had commenced.

5 UPDATES

5.1 The Panel discussed the meeting with a representative of the SDLP which had taken place on 1 May 2012.

5.2 The Secretary informed the Panel that the IFRP website had been updated.

- 5.3 The Secretary informed the Panel said that she had written to the Equality Commission in relation to an Equality Scheme and a Disability Action Plan and she undertook to inform the Panel of the Commission's response.

ACTION: GEORGIE CAMPBELL.

6 IMPLEMENTATION OF THE DETERMINATION

- 6.1 Richard Stewart, Director of Corporate Services, attended for this agenda item. The Panel asked Mr Stewart to provide the following information when it becomes available:

- a detailed analysis of OCE claims for 2011/2012 and 2012/2013;
- a qualitative analysis of support staff employment contracts;
- an analysis of the pension cover available to support staff;
- the number of family members currently employed by each Assembly member;

ACTION: RICHARD STEWART

- 6.2 In response to a question from the Panel, Mr Stewart said that a number of Assembly members had entered into contracts with their Parties prior to 1 April 2012. These contracts extend to the end of the current mandate. The Panel asked for details of the contracts. It was agreed that the Panel would meet at 2pm on Wednesday 9 May 2012 to discuss these.

**ACTION: RICHARD STEWART
GEORGIE CAMPBELL TO ARRANGE MEETING AND
TO INVITE RICHARD STEWART**

7 INTERNSHIPS

- 7.1 The Chairman undertook to provide a draft letter to the Assembly Commission for discussion.

ACTION: CHAIRMAN

8 TIMELINE FOR NEXT REPORT AND DETERMINATION

- 8.1 The Panel agreed an initial timetable for the production of its next Report and Determination. The Panel said that this timetable will be supplemented as work progresses and as issues are identified which need to be addressed or further explored.

9 ANY OTHER BUSINESS

- 9.1 There was no further business.

10 DATES OF NEXT MEETINGS

2PM ON WEDNESDAY 9 MAY 2012 (SINGLE ISSUE MEETING)

10AM FRIDAY 25 MAY 2012

7PM FOR 7.30PM ON WEDNESDAY 30 MAY 2012 (DINNER AT PARLIAMENT BUILDINGS)