

MINUTES OF THE MEETING OF THE INDEPENDENT FINANCIAL REVIEW PANEL

FRIDAY 12 FEBRUARY 2016

ROOM 241, PARLIAMENT BUILDINGS

Present: Mr Pat McCartan (Chairperson)
Dr Henrietta Campbell
Mr Alan McQuillan

In attendance: Mr Simon Burrowes
Mrs Shauna Mageean

1. Apologies

None.

2. Declaration of interests

None

3. Minutes

Minutes of the meeting of 3 February were agreed without amendment.

4. Draft Report

The Panel discussed the latest version of the draft report. Further amendments were suggested and agreed. A further draft is to be produced for the Panel's next meeting. **[ACTION: Shauna]**

Simon explained that he had received two quotations to originate, format and print the report. Both quotations were very similar. After discussion, it was agreed that the report would not be printed as it had been in the past, but rather produced digitally. Simon provided the Panel with information on the likely cost of getting the report produced digitally, which offered good value for money at approximately 20% of the cost of originating, formatting and printing. It was agreed that Simon should proceed with engaging a third party to format and produce a digital copy of the report and Determination. **[ACTION: Simon]**

5. Draft determination

Simon informed the Panel that the latest draft Determination would be with the Panel later that day. It was agreed that the Panel would discuss it at its next meeting.

6. Any other business

The Panel agreed that it would be sensible and appropriate to engage a third party to handle the publication and associated handling arrangements (including media).

[ACTION: Simon]

Simon advised the Panel that, further to its decision at its last meeting to request a meeting with the Chair of SARC, he had written to the Chair and would contact his office to make arrangements. **[ACTION: Simon]**

Simon advised the Panel that meetings to discuss pension issues had been arranged with Evershed for 22 February and with Mercer for 3 March. Louise Anderson would be issuing invitations in due course. **[ACTION: Louise Anderson]**

7. Date of Next Meetings

Wednesday 17 and Friday 19 February 2016.