

MEETING OF THE CHAIRPERSONS' LIAISON GROUP

TUESDAY 18 JUNE 2013

Present: Mr Alex Maskey MLA (Chairperson)
Mr Robin Swann (Deputy Chairperson)
Mr Paul Frew MLA
Ms Anna Lo MBE MLA
Mr Sean Lynch MLA
Mr Patsy McGlone MLA
Miss Michelle McIlveen MLA
Mr Stephen Moutray MLA
Ms Sue Ramsey MLA
Mr Alastair Ross MLA
Mr Gerry Kelly MLA
Mr Paul Givan MLA
Ms Michaela Boyle MLA

In attendance: Dr Gareth McGrath, Director of Clerking and Reporting
Mr Damien Martin, Clerk Assistant
Ms Nuala Dunwoody, Clerk Assistant
Ms Lucia Wilson, Committee Clerk
Ms Kathy O'Hanlon, Clerk to the Liaison Group
Mr George McClelland, Clerical Supervisor
Mr Michael Greer, Clerical Supervisor

Apologies: Mr Danny Kinahan MLA
Mr Mike Nesbitt MLA
Mr Jimmy Spratt MLA

12.36pm The Chairperson opened the meeting in closed session.

1. Apologies

Apologies are detailed above.

2. Minutes of the meeting on 7th May 2013

The minutes of the meeting on 7th May 2013 were agreed.

3. Matters Arising

Sue Ramsey raised the issue of the Disabled Lifts still being out of action.

Agreed: Damien Martin seek an update from Building Management

Paul Frew raised the issue of the provision of late papers from departments in respect of monitoring rounds.

Agreed: to raise concerns regarding the late provision of monitoring round papers with the Executive.

4. Electronic Committee Packs Update

Damien Martin gave the group an update on the Electronic Committee Pack and advised Chairpersons that a post master would be issued later that day from the IS office with details of when to collect the device and training to be offered by Microsoft.

12:40 Robin Swann joined the meeting

5. Committee Review Group Update

Lucia Wilson spoke to her paper on the Committee Review Group (CRG) and gave a brief overview of what the group has discussed to date. Chairpersons noted that a paper will be issued to Whips on Wednesday 19 June asking parties for comments on the outline proposals. It is hoped to have these comments back before CRG meets again on 2nd July.

6. Committee Strategic Planning Away Day

Damien Martin spoke to his paper on a suggested approach to strategic planning days for committees. It was proposed that the planning days should be held at the beginning of the next session with the aim of encouraging committees to determine their objectives and priorities for the session. Chairpersons welcomed the proposed approach.

Agreed: The group agreed to have a planning day for CLG.

7. 2013/14 Budget Allocation

Damien Martin gave an update to the group on the committee budget outturn for 2012-13 and the committee budget allocation for 2013-14. Mr Martin advised that expenditure on committee travel is expected to increase slightly for 2013-14, and that committees should be encouraged to make use of special advisers when necessary.

Chairpersons asked that future responses to enquiries about expenditure explain that hospitality spend includes hospitality provided to those engaging with the Assembly.

Agreed: Kathy O'Hanlon to discuss with the Communications and Finance Offices.

Gerry Kelly asked for clarification on how the 2012-13 outturn compared to the budget allocation for that year.

Agreed: details of the 2012-13 budget allocation and outturn will be forwarded to Chairpersons.

12:55 Alistair Ross left the meeting.

8. Draft Forward Work Programme

The group noted the Forward Work Programme.

9. Any other business

Paul Givan sought clarification in relation to why the Commissioner for Standards can investigate complaints against members for their conduct at Committee meetings when complaints about conduct in the Chamber are inadmissible.

Agreed: Damien Martin to seek advice for the next meeting of CLG

Gerry Kelly raised the issue of CLG clashing with Business Committee

Agreed: The group agreed to move the start time of CLG meetings to 1pm

10. Date, time and venue of next meeting

The next meeting of the Liaison Group is scheduled to take place on Tuesday 17 September 2013 at 1.00pm in Room 21, Parliament Buildings.

1.05pm The Chairperson adjourned the meeting.

Mr Patsy McGlone, Deputy Chairperson

01 October 2013