

Forms received from Mr McCrossan by Finance.pdf

MF9 - Establishment Expense Approval Office Furniture.pdf

Correspondence from Mr McCrossan to Finance.pdf

Desk & Pedestal Images.docx

20220525_MF8 Establishment Expenses Claim Form.docx

Constituency Office Expenses Establishment Expenses Approval/Rejection

Name of MLA:

Following your recent request, your application to purchase the following item(s):

Supplier	Item(s)	Estimated Cost
Order Office Furniture.co.uk	Office Furniture	£ 1,209.97
		£
		£

Is Approved

Is Declined

Approved

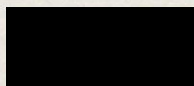
1. Once you have made the purchase, please attach this form to your request for payment or
2. if you wish to obtain the goods from Office Resources, please submit this form with your request and the cost of the goods will be recharged against your establishment costs.

Declined

3. For the following reason:

4. If you wish to appeal my decision, you may do so using the declined payment appeal form (MF9a)

Signed
Name:



Date: 31 May 2022

When complete this form should be emailed to membersfinance@niassembly.gov.uk or sent to:
Pay and Claims, Finance Office, Room 401, Parliament Buildings

Floor 5, Turnbridge Mills, Quay Street
Huddersfield
West Yorkshire
HD1 6QT
01484420088
sales@oakfieldstores.co.uk
VAT Registration No.: GB 987063186

OakfieldStores

Order Beds... Order Office Furniture... Big AV...

INVOICE TO

Daniel McCrossan
SDLP
1 Church Street
Strabane
BT82 8BS
BT82 8BS

SHIP TO

Daniel McCrossan
SDLP
1 Church Street
Strabane
BT82 8BS
BT82 8BS

INVOICE NO. 4000002385-SHIP

DATE 06/06/2022

DUE DATE 06/06/2022

Shipping	Default Shipping Product	20.0% S	1	90.00	90.00
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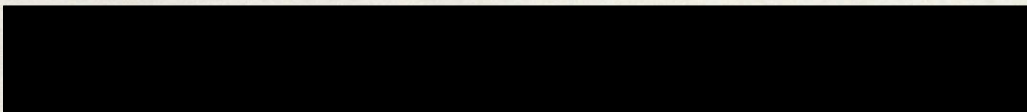
PAID

Please note - All Waste Packaging Will Be Left At The Shipping Address Above

SUBTOTAL	90.00
VAT TOTAL	18.00
TOTAL	108.00
PAYMENT	108.00
BALANCE DUE	£0.00

VAT SUMMARY

VAT @ 20%	18.00	90.00
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Oakfield Stores is a Trading name of Gecko Furniture UK LTD

Floor 5, Turnbridge Mills, Quay Street
Huddersfield
West Yorkshire
HD1 6QT
01484420088
sales@oakfieldstores.co.uk
VAT Registration No.: GB 987063186

OakfieldStores

OrderBeds... OrderOfficeFurniture... BigAV...

INVOICE TO

Daniel McCrossan
SDLP
1 Church Street
Strabane
BT82 8BS
BT82 8BS

SHIP TO

Daniel McCrossan
SDLP
1 Church Street
Strabane
BT82 8BS
BT82 8BS

SALES NO. 4000002385

DATE 31/05/2022

BG856

Quality Executive Office
Corner Desk in Walnut
BG856

20.0%
S

1 1,209.97 1,209.97

Size
2000mm Wide
Add Optional Pedestal
Add Pedestal and
Credenza

Please note - All Waste Packaging Will Be Left At The
Shipping Address Above

INCLUDES VAT TOTAL
TOTAL
BALANCE DUE

201.66
1,209.97
£0.00

VAT SUMMARY

VAT @ 20%

201.66

1,008.31

Oakfield Stores is a Trading name of Gecko Furniture UK LTD

Constituency Office Expenses Application for Reimbursement

The **original** receipts / invoices (stamped or marked paid) must be submitted for reimbursement.

Please enter the supplier name, service provided and amount payable

Supplier	Service Provided	Invoice Total		Claimed*		
		Amount		Amount	OR	%
*The percentage claimed should be for Assembly business only. Any expenditure relating to personal use must be deducted, e.g. calls made from a mobile or other telephone.						
Oakfield Stores	Office Desk	£1209.97				%
	Delivery	£108.00	£			%
		£	£			%
Total		£1317.97				

I, the undersigned certify that:

please tick

- 1 In submitting this claim I have considered and applied the Ten Principles. This expenditure has been incurred in the exercise of my functions as a member and not recovered from any other source.
- 2 In submitting this claim I have complied fully with the requirement of the Assembly Members (Salaries and Expenses) Determination (Northern Ireland) 2016. (Determination 2016)
- 3 The payee is **not** a "connected person" as defined by the Assembly Members (Salaries and Expenses) Determination (Northern Ireland) 2016 (the definitions are provide overleaf)
- 4 Is the payee an associated person, as defined in the Determination 2016, (the definitions are provide overleaf), if so, please give details below
 Yes No

The name of the associated person: _____

Details of the association: _____

Signed:

Date:

08/06/22.

Print Name:

DANIEL MCCLOSKEY MLA

Telephone Contact

When complete this form should be sent to: Pay and Claims, Finance Office, Room 401, Parliament Buildings

Constituency Office Expenses Establishment Expenses Approval/Rejection

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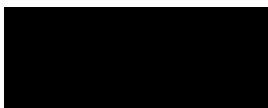
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2. if you wish to obtain the goods from Office Resources, please submit this form with your request and the cost of the goods will be recharged against your establishment costs.

Declined

3. For the following reason:

4. If you wish to appeal my decision, you may do so using the declined payment appeal form (MF9a)

Signed
Name:



Date: 31 May 2022

When complete this form should be emailed to membersfinance@niassembly.gov.uk or sent to:
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[REDACTED]

From: [REDACTED]
Sent: 25 May 2022 10:45
To: McCrossan, Daniel
Cc: [REDACTED]
Subject: FW: Establishment Exp Request
Attachments: Establishment Exp Desk.docx

Hi Dan,

Thank you for your reply.

Thank you for emailing your **Establishment Expenses Request Form** to me.

[REDACTED] – please see emails below in relation to Dan McCrossan’s Establishment Expenses Request. Is there anyone within the team that can look at this for Dan in [REDACTED] absence? Please can you advise Dan, thank you.

Kind regards,

[REDACTED]

From: McCrossan, Daniel <daniel.mccrossan@mla.niassembly.gov.uk>
Sent: 25 May 2022 10:35
To: [REDACTED]@niassembly.gov.uk
Subject: RE: Establishment Exp Request

Hi [REDACTED]

Please see attached.

Thanks

Dan

Daniel McCrossan
MLA
Social Democratic and Labour Party

1 Church Brae, Strabane, Tyrone, BT82 6BS
02871 882828
daniel.mccrossan@mla.niassembly.gov.uk
@DanielMcCrossan

From: [REDACTED]@niassembly.gov.uk
Sent: 25 May 2022 10:16
To: McCrossan, Daniel <daniel.mccrossan@mla.niassembly.gov.uk>

Cc: [REDACTED]@niassembly.gov.uk>

Subject: RE: Establishment Exp Request

Hi Dan,

Would you please email your **Establishment Expenses Request Form** to us.

I think you may have overlooked attaching it to your email yesterday?

I can open the link in your previous email, however, this only shows what you would like to purchase. We still need a completed Establishment Expenses Request Form from you.

I look forward to hearing from you.

Kind regards,

[REDACTED]



[REDACTED]

Clerical Officer
Finance Office

work: [REDACTED]
email: [REDACTED]@niassembly.gov.uk

Room 401
Parliament Buildings
Ballymiscaw
Stormont
Belfast
BT4 3XX

From: McCrossan, Daniel <daniel.mccrossan@mli.niassembly.gov.uk>

Sent: 24 May 2022 13:27

To: [REDACTED]@niassembly.gov.uk>

Cc: [REDACTED]@niassembly.gov.uk>

Subject: Establishment Exp Request

Thank you [REDACTED]

I have spoken with [REDACTED] this morning regarding this furniture. Maybe she may be in a position to okay it.

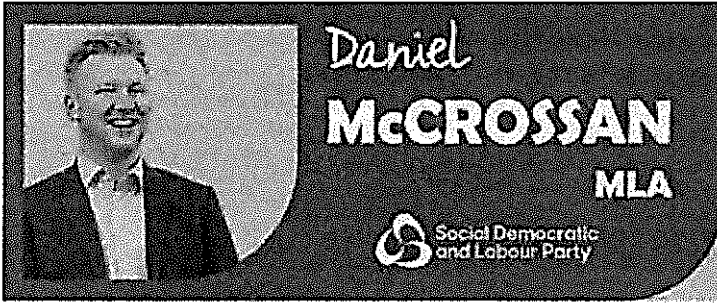
I have included her in this email.

The attachment should now open, but if not the link for the same is below.

https://www.orderofficefurniture.co.uk/catalog/product/view/id/53405/s/quality-executive-office-corner-desk-in-walnut-bg856/?store=office_eng#242=878&299=1366

Thanks

Dan McCrossan



1 Church Brae, Strabane, Tyrone, BT82 8BS

02871 882828

daniel.mccrossan@mla.niassembly.gov.uk

@DanielMcCrossan



From: [REDACTED]@niassembly.gov.uk]

Sent: 24 May 2022 12:40

To: McCrossan, Daniel <daniel.mccrossan@mla.niassembly.gov.uk>

Cc: [REDACTED]

Subject: FW: Establishment Exp Request

Importance: High

Good afternoon Dan,

All is well with me, thank you.

I advise that [REDACTED] deals with Establishment Expenses Requests. She is currently on annual leave and returns to the office next Monday so I'm afraid it will be next week before you receive a reply from her.

Concerning your attachments, I advise that I am unable to open the one named 'Establishment Exp Desk'. Would you please take a look at this at your end and re-send it again to me.

Many thanks,

[REDACTED]



[REDACTED]
Clerical Officer
Finance Office

[REDACTED]@niassembly.gov.uk

Room 401
Parliament Buildings
Ballymiscaw
Stormont
Belfast
BT4 3XX

From: McCrossan, Daniel <daniel.mccrossan@mla.niassembly.gov.uk>

Sent: 24 May 2022 11:41

To: [REDACTED]@niassembly.gov.uk>

Subject: Establishment Exp Request

Importance: High

Good Morning [REDACTED]

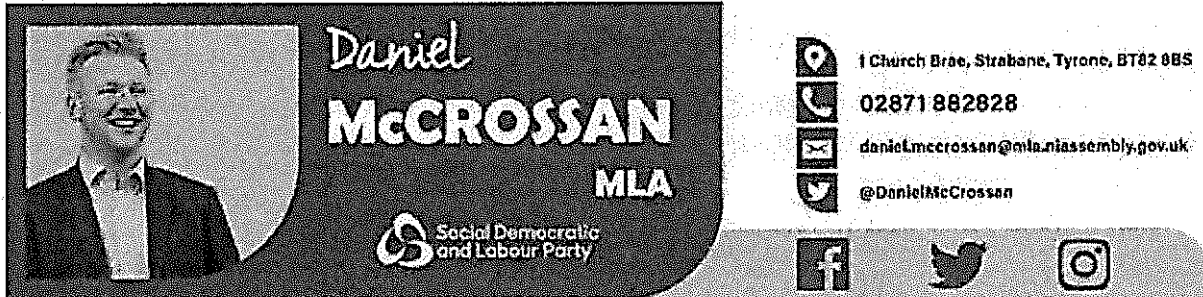
Hope all is well?

I have attached above request for office furniture.

Can this be considered today as I'm keen to get ordered.

Kindest Regards

Dan McCrossan MLA



Daniel
McCROSSAN
MLA

Social Democratic
and Labour Party

1 Church Brae, Strabane, Tyrone, BT82 0BS
02871 882828
daniel.mccrossan@niassembly.gov.uk
@DanielMcCrossan

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From:
Sent:
To:
Subject:

McCrossan, Daniel
31 May 2022 13:15
[REDACTED]
Re: Establishment Exp Request

Form MF8

S
t

Determination (Northern
ing items or obtain the items

Sent from my iPhone

On 31 May 2022, at 13:09, [REDACTED]@niassembly.gov.uk> wrote:

Hi

Apologies, the form needs to be signed.

Regards

[REDACTED]

[REDACTED]

From: McCrossan, Daniel <daniel.mccrossan@mla.niassembly.gov.uk>
Sent: 31 May 2022 12:47
To: [REDACTED]@niassembly.gov.uk>
Subject: RE: Establishment Exp Request

Please find attached the amended form as requested.

Dan

Daniel McCROSSAN
MLA
Social Democratic and Labour Party

1 Church Bree, Strabane, Tyrone, BT62 8BS
02871 882828
daniel.mccrossan@mla.niassembly.gov.uk
@DanielMcCrossan

From: [REDACTED]@niassembly.gov.uk
Sent: 30 May 2022 11:10
To: [REDACTED]@mla.niassembly.gov.uk>
Subject: RE: Establishment Exp Request

Good morning

Unfortunately the application would not open, can you please amend and resend.

Regards

[REDACTED]

From: McCrossan, Daniel <daniel.mccrossan@mla.niassembly.gov.uk>
Sent: 23 May 2022 15:52
To: [REDACTED]@niassembly.gov.uk>
Subject: Establishment Exp Request
Importance: High

Good evening [REDACTED]

Hope all is well?

I have attached above request for office furniture.

Kindest Regard

Dan McCrossan MLA

Daniel McCROSSAN
MLA
Social Democratic and Labour Party

1 Church Brae, Strabane, Tyrone, BT02 8BS
02871 882828
daniel.mccrossan@mla.niassembly.gov.uk
@DanielMcCrossan

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Quality Executive Office Corner Desk in Walnut BG856-2000mm Wide-Add Pedestal and Credenza

Quality Executive Office Corner Desk in Walnut BG856

Days

QTY



FREE Insured Delivery

~~£1,209.97~~ **£1,008.31** £1,451.99

ADD TO CART



Previous

[Skip to the beginning of the images gallery](#)

Product Description

Executive office desk with integrated side return and optional drawer pedestal & credenza

Quality MFC L shaped desk, with integrated side return, the desk is available either on its own or with a matching drawer pedestal and credenza in a highly competitive package deals

Features cable management built into the desktop allowing cables to be routed from computer equipment stored in the return section.

Available in a choice of attractive yet durable MFC finishes in both black as or walnut.

Desk Dimensions:

Width 1800mm or 2000mm

Height: 760mm

Total depth: 1600mm

Desktop depth: 800mm

Return width 500mm

Pedestal Dimensions:

Width: 400mm

Depth: 425mm

Height: 615mm

Meaning of Connected Person

As defined in the Assembly Members (Salaries and Expenses) Determination (Northern Ireland) 2016, paragraph 45, the meaning of an connected person is:

- (a) a family member of the member,
- (b) a political party of which the member is a member,
- (c) person with whom the member is connected within the meaning of the following provisions of the Companies Act 2006 –
 - (i) section 252(2)(b) (bodies corporate with whom a person is connected),
 - (ii) section 252(2)(c) (trusts with which a person is connected),
 - (iii) section 252(2)(d) (partnerships with which a person is connected),
 - (iv) section 252(2)(e) (firms with which a person is connected)

Meaning of Associated Person

As defined in the Assembly Members (Salaries and Expenses) Determination (Northern Ireland) 2016, paragraph 46, the meaning of an associated person is:

- (a) a political party;
- (b) a member, employee or officer of a political party;
- (c) an association, whether incorporated or not, the purpose of which is wholly or mainly—
 - (i) the advancement of political opinions;
 - (ii) the advancement of culture or heritage; or
 - (iii) the advancement of religion;
- (d) a person who is, or was within the last five years—
 - (i) a member of the Assembly, the European Parliament, the Houses Parliament, the National Assembly for Wales, the Scottish Parliament, Dáil Éireann (House of Representatives of Ireland) or Seanad Éireann (Senate of Ireland);
 - (ii) a member of a district councillor;
 - (iii) an employee of a member of the Assembly;
 - (iv) an employee of the Commission;
 - (v) an employee of a Northern Ireland department;
 - (vi) an employee of a district council;
 - (vii) a family member of a member of the Assembly; or
 - (viii) a candidate for election to the Assembly.
- (e) a trust, where –
 - (i) any trustee of the trust falls within any of sub-paragraphs (a) to (d),
 - (ii) any beneficiary of the trust falls within any of sub-paragraphs (a) to (d),
- (f) a company, where –
 - (i) any director or secretary of the company falls within any of sub-paragraphs (a) to (d),
 - (ii) any person who owns or controls more than 5% of the company's share capital or voting rights falls within any of sub-paragraphs (a) to (d).