



Northern Ireland
Assembly

Chairpersons' Liaison Group

Minutes of Proceedings

14 May 2024

Room 30, Parliament Buildings

Present:

Deborah Erskine MLA (Deputy Chairperson)
Phillip Brett MLA
Tom Elliott MLA
Nick Mathison MLA
Matthew O'Toole MLA

Apologies:

Kellie Armstrong MLA
Paula Bradshaw MLA
Jonathan Buckley MLA
Joanne Bunting MLA
Alan Chambers MLA
Colm Gildernew MLA
Liz Kimmins MLA
Daniel McCrossan MLA
Philip McGuigan MLA
Cáral Ní Chuilín MLA (Chairperson)

In Attendance: Roisin Kelly (Assembly Clerk)
 Alison Belshaw (Senior Assistant Clerk)
 Pamela Carson (Senior Assistant Clerk)
 Charmaine McBride (Assistant Assembly Clerk)
 Jenny Massey (Clerical Supervisor)

 Lesley Hogg (Chief Executive/Clerk to the Assembly)
 Frank Geddis (Clerk Assistant)
 Stephanie Mallon (Clerk Assistant)

The meeting commenced at 1:20pm in closed session.

Deborah Erskine took the Chair at 1:20pm.

The Deputy Chairperson welcomed members to the third meeting of the CLG and sought Chairpersons agreement to defer two items of business on the agenda.

Agreed: In the interests of keeping to time, Chairpersons agreed to defer agenda items 5 and 6 to the next meeting.

1. Apologies

As above.

2. Minutes of Previous Meeting

Agreed: The Chairpersons agreed the minutes of the meeting held on 16 April 2024.

3. Matters Arising

Keeping to time: Suggested lines to take with witnesses appearing before Assembly Committees.

Members were content to note the clerk's memo and examples of standard forms of words which they could use to remind witnesses briefing the committee to keep to their allotted time.

4. Hybrid Proceedings – Committee Meetings

Members were content to note the clerk's memo on Zoom Meeting Functions which contained a communication from the Director of Parliamentary Services, Gareth McGrath (at Annex A) and further guidance for using remote contributions in committee meetings (at Annex B).

Members were content with the information and guidance provided to them to improve their experience during hybrid meetings.

5. Parliamentary Excellence Programme

Agreed: This item of business was deferred to a future meeting.

6. Chairpersons' Liaison Group Development

Agreed: This item of business was deferred. The clerk will seek feedback and bring a further paper to June's meeting of the CLG.

7. Correspondence

Letter from the Minister of Agriculture, Environment and Rural Affairs to the Speaker of the Northern Ireland Assembly - copied to the Chairperson of CLG.

Chairpersons noted receipt of the letter they were copied into between the Minister of Agriculture, Environment and Rural Affairs to the Speaker of the Northern Ireland Assembly regarding the implementation of the Windsor Framework Regulations 2024.

The Chair of the Agriculture, Environment and Rural Affairs Committee recognised that it was not a matter for CLG to act upon, however Chairpersons should be aware that there may be similar issues in relation to their department. He advised that while it wasn't for CLG to deal with collectively, it may be for individual Chairpersons to consider within their committees.

8. Any Other Business

None.

9. Date, Time and Place of Next Meeting

The next meeting is on Tuesday 11 June 2024 in Room 21 at 1pm.

The meeting was adjourned at 1:23pm.

Cáral Ní Chuilín MLA

Chairperson, Chairpersons' Liaison Group

14 May 2024