



Minutes of Proceedings

1 September 2026

Meeting Location: Room 105, Parliament Buildings

Present:

Alan Lowry, Chairperson

Craig Griffiths, Member

Robert Herron, Member

In Attendance:

James Gilsenan, Assembly Clerk

Roisin Donnelly, Senior Assistant Assembly Clerk

Krystal Clarke, Executive Assistant

Jonathan McMillan, Head of Legal Services, NI Assembly Legal Services (Agenda item 6)

Helen Smyth, Legal Adviser, NI Assembly Legal Services (Agenda item 6)

John Hart, Head of Communications, NI Assembly (Agenda item 8)

The meeting commenced at 9.30 am.

1. Apologies

There were no apologies.

2. Declaration of Interests

The Board noted members' updated *declaration of interest* forms to be published on the Board's webpage.

3. Chairperson's Business

The Chairperson provided an update on the UK Chairs Network (of comparable pay bodies) meeting of 4 August 2026.

Action: The Board agreed to seek information in relation to Members security from the Assembly Commission.

4. Draft Minutes

Agreed: The Board agreed the minutes of the meeting held on 22 June 2026.

5. Matters Arising

There were no matters arising.

6. Drafting Instructions for Second Determination on Assembly Members' Salaries

Jonathan McMillan, Head of Legal Services and Helen Smyth, Legal Advisor, NI Assembly joined the meeting at 9.38 am.

Mr McMillan provided an update on the draft determination text prepared following instruction at the previous Board meeting.

The Chairperson thanked Mr McMillan and Ms Smyth for their attendance.

There followed a discussion to consider next steps.

7. Assembly Members' Pensions

The Board discussed the progression of work for its first pensions determination.

The Board considered and discussed correspondence received from the Chairperson of the Assembly Members Pension Trustees; and the RalSe briefing paper relating to Pension Schemes in other legislatures.

Agreed: The Board agreed to publish the research paper from RalSe.

8. Board Communications

John Hart, Head of Communications, NI Assembly joined the meeting at 11.06 am.

The Board discussed communication of its upcoming second determination on Assembly Member's salaries with Mr Hart.

The Chairperson thanked Mr Hart for his attendance and he left the meeting.

9. Forward Work Programme

The Board discussed its forward work programme and the deadlines for determinations to be made in respect of the next Assembly mandate.

10. Any Other Business

There was no other business.

11. Date, Time and Place of the next meeting

The next meeting of the Board is scheduled for Tuesday, 15 September 2026.

The meeting was adjourned at 11.45 am.

Chairperson, Independent Remuneration Board

15 September 2026