

Comisiwn y Cynulliad Assembly Commission

Cynulliad
Cenedlaethol
Cymru
National
Assembly for
Wales



NAFWC 2014

Minutes of 28 January 2010 meeting

Date: 28 January 2010

Time: 16:00

Venue: Conference room 4B

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Present:

Llywydd, Chair

Lorraine Barrett AM (Labour)

Peter Black AM (Liberal Democrats)

William Graham AM (Conservatives)

Chris Franks AM (Plaid Cymru)

Officials present:

Ian Summers, Head of Corporate Unit

Helen Finlayson, Secretariat

Non Gwilym, Head of External Communications – items 1-4

Dianne Bevan, Chief Operating Officer – items 1-6

Adrian Crompton, Director of Assembly Business – items 1-6

Keith Bush, Director of Legal Services – items 1-6

Aled Eirug, Constitutional Adviser – items 1-6

Steven O'Donoghue, Head of Assembly Resources – item 7

Independent Advisers:

Mair Barnes

Observers:

None

Others:

None

1. Introduction

Declarations of interest

William Graham declared that he is the Chair of the Pension Trustees in relation to item two.

Minutes of meeting – 25 November 2009

The minutes were formally agreed.

Matters arising from the meeting on 25 November 2009

There were no matters arising.

2. Supporting Assembly Members (SAM) Project Update

Keith Bush introduced paper two, providing an update on phase two of the implementation plan, the progress of the proposed Remuneration Measure through phase one scrutiny, and outlining the proposed approaches to the implementation of the recommendations on registering Members' additional employment and the Members' Pension Scheme.

The Commission agreed that the Committee on Standards of Conduct should be invited to consider how best to implement recommendation 15 of the 'Getting it Right for Wales' report, and approved the proposed changes to the Memorandum of Understanding with the Trustees of the Members' Pension Scheme

3. Pierhead Update

Non Gwilym introduced paper three, noting that the project was nearing completion on time and within budget. The official launch will take place on 1 March, and will focus on local communities and those with links to the building. The Pierhead Sessions will take place 4-6 March, and will celebrate the opening of the building as a public arena for free speech and debate. Lorraine Barrett outlined the facilities available and how impressed she had been with her tour, encouraging those Commissioners and Members who had not visited to take up the opportunity prior to the official launch.

The Commission noted the progress on the Pierhead project, agreed the proposals for the launch event and Pierhead Sessions, and agreed in principle the proposals for revised operational arrangements for events and bookings from mid-March. The Commission requested that further consideration be given to the

building's open hours, particularly the proposal not to open to the public on Sunday.

The Commission thanked the Pierhead Project Team, and particularly Gwen Thomas, for their work to on the conservation and refurbishment of the Pierhead, and complimented the project on the excellence of the facility now available to the Assembly and to the public.

Action: Further consideration to be given to opening hours for the Pierhead building for events and as a visitor attraction.

4. Promoting engagement in 2010 and 2011

Dianne Bevan introduced paper four, noting the possible opportunities for, and restrictions on, the Assembly's contribution to raising awareness and enhancing engagement in public debate on the referendum and around major elections.

The Commission considered the opportunities and challenges presented in terms of the communication strategy and objectives outlined in the paper, and agreed the proposal to commission further research.

5. Asset Management

Dianne Bevan introduced paper five, noting that the purpose of the Asset Management Strategy is to ensure that the Assembly's assets are used in the most effective and integrated way, with due regard to sustainability, to provide the best support for the Assembly.

The Commission discussed and endorsed the proposed Asset Management Strategy.

6. Management Board Report to the Commission

The Commission considered paper six, the Management Board Report, and discussed the following issues:

Legislative Programme

Adrian Crompton noted that the outlook for the legislative programme over the next year is extremely busy, both in terms of Government and non-Government legislation.

Inclement weather

The Commission noted its thanks to staff for their commitment to ensuring that services functioned as normal during the recent bad weather. Dianne Bevan advised that only 54 days of special leave were granted, due to a combination of travel and caring difficulties.

Unification of the Network for the Organisation (UNO) Project

Dianne Bevan advised that the contractual arrangements for the project have been finalised. Delays in contract negotiations have meant that the project is underspent for 2009-10, and that there will need to be a mechanism for carrying forward spending to the following year, using supplementary budgets to reduce funding this year and add it to the next. The Commission discussed the proposed budgetary arrangements and the location of a second data centre, Dianne Bevan agreed to circulate the figures in the next week.

Nursery facilities

Dianne Bevan noted that a paper had been circulated out of committee regarding the provision of nursery facilities. Officials are working with the nursery provider to implement the necessary development and building works. The Commission was content with the proposals set out in the paper, to support the chosen provider in extending the facility and securing spaces for the use of Assembly Members, their staff and Assembly staff, fees to be met by those using the spaces.

7. Staff Remuneration

Steven O'Donoghue introduced paper seven, and outlined the proposals of the Pay and Reward Steering Group and the advice of the Remuneration Committee as reflected in the paper.

The Commission discussed the main proposals in relation to Pay & Reward and by majority accepted in principle the recommendations set out in the paper. Peter Black's preference for maintaining parity between the pay growth of Members and Assembly staff was noted.

8. Matters to note

The Commission noted the Accounts Preparation Plan and the correspondence with the All Wales Convention and the Chair of the

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Finance Committee. The Commission agreed the request of the Chair of the Independent Panel on Bilingual Services to extend the deadline by which the Panel is due to report, to Easter recess.