

Comisiwn y Cynulliad Assembly Commission

Cynulliad
Cenedlaethol
Cymru

National
Assembly for
Wales



**NAFWC 2010
Minutes of 18 March 2010 meeting**

**Date: 18 March 2010
Time: 16:00
Venue: Conference room 4B**

Minutes of 18 March 2010 meeting

Present:

**Llywydd, Chair
Lorraine Barrett AM (Labour)
Peter Black AM (Liberal Democrats)
William Graham AM (Conservatives)
Chris Franks AM (Plaid Cymru)**

Officials present:

**Claire Clancy, Chief Executive and Clerk
Adrian Crompton, Director of Assembly Business
Keith Bush, Director of Legal Services
Connie Robertson, Head of Estates and ICT
Steven O'Donoghue, Head of Assembly Resources
Aled Eirug, Constitutional Adviser
Helen Finlayson, Secretariat**

Independent Advisers:

Mair Barnes

Observers:

None

Others:

None

**NAFWC 2014
Minutes of 18 March 2010 meeting**

1. Introduction

Declarations of interest

There were no declarations of interest.

Minutes of meeting – 28 January 2010

The minutes were formally agreed.

Matters arising from the meeting on 28 January 2010

There were no matters arising.

2. Supporting Assembly Members (SAM) Project Update

Adrian Crompton introduced paper two, providing an update on phase two of the implementation of recommendations, outlining the options for financial provision for security and disability access for Members' offices, the proposed revisions to the Salaries and Allowances Determination, and the proposal that, from 1 April 2010, the Supporting Assembly Members Project be subsumed into the 4th Assembly Programme.

The Commission agreed the Salaries and Allowances Determination 2010 and associated guidance, subject to clarification of paragraph 10.2.2 with regards to consumables (see below), endorsed the proposal to deliver phases 3 and 4 of the SAM Project through the 4th Assembly Programme, considered and agreed the proposal to reduce the £2000 limits within paragraphs 10.3.1 and 10.4.1 of the OCA (provision for security and for health and safety/disability access to Members' offices) to £1000, and agreed that it would be appropriate for recommendation 85, concerning mobile phones, to be implemented after the 2011 elections.

The Commission asked that the guidance accompanying the Determination make clear that the reference to "office equipment" in paragraph 10.2.2 (office equipment to be registered on an inventory held by the Members' Business Support Team) did not include consumable items (such as printer cartridges), so that these need not be recorded even if their cost exceeds the £50 limit.

3. Unified Network Project Update

Connie Robertson introduced paper three, noting the progress of

the Unified Network Project, and the revised estimated project costs.

The Commission discussed the issues raised in the paper and expressed its extreme disquiet at the increase in costs of the work to be carried out by Siemens as compared with the original estimates. The Commission agreed, by majority, the continuation of the project, subject to the proposed measures to further control and reduce costs, and agreed by majority that a supplementary budget be considered for 2010-11 if required to meet increased project costs. William Graham and Chris Franks opposed the recommendations.

4. Wales Legislation Online – report on progress

Keith Bush introduced paper four, noting the progress made by the Wales Legislation Online website against the Commission's objectives and issues experienced attracting additional sources of funding.

The Commission noted the continued public support for the Commission's objectives for the website, and the progress which has been made against the objectives, despite a lack of additional funding. The Commission confirmed its commitment to provide funding at the current level, but also requested that officials consider potential options for contingency arrangements for fulfilling the Commission's objectives in the longer term.

Action: Alternative proposals to be developed to consider contingency provision for the fulfilment, in the longer term, of the Commission's objectives for Wales Legislation Online.

5. Pierhead – future use and opening times

Claire Clancy introduced paper five, noting the proposals from the Wales Governance Centre to use the Pierhead, and the proposed opening hours for the Assembly estate.

The Commission discussed the proposals from the Wales Governance Centre, and agreed that officials should work with the Centre to develop specific proposals for use of the Pierhead for consideration at the next Commission meeting.

The Commission also agreed the proposed opening hours for the Assembly estate.

6. Framework for the Assembly Commission Annual Report and Accounts 2009-10

Claire Clancy introduced paper six, outlining the proposed framework for the Annual Report and Accounts, and noting that it was similar to the previous year's successful framework.

The Commission agreed to the proposed outline and timetable for the Annual Report and Accounts 2009-10.

7. Management Board Report to the Commission

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

Public appointments

Claire Clancy noted that two public appointments are in progress – the Standards Commissioner and the Auditor General for Wales – and provided an update on the appointment processes.

Financial report

Steven O'Donoghue noted that the year end underspend was estimated at £0.9million, and outlined the reasons for this. Regular financial updates will be provided to Commissioners.

8. Matters to note

The Commission noted papers 8a-8f.