



Venue: **Hybrid - Digital**

Date: **Monday, 27 September 2021**

Time: **12.30 - 14.15**

Minutes: SC(6)2021(2)

Commission
Members:

Elin Jones MS (Chair)
Rhun ap Iorwerth MS
Janet Finch-Saunders MS
Ken Skates MS
Joyce Watson MS

Officials present:

Manon Antoniazzi, Chief Executive and Clerk
Siwan Davies, Director of Senedd Business
Arwyn Jones, Director of Communications and Engagement
Dave Tosh, Director of Resources
Nia Morgan, Director of Finance
Matthew Richards, Head of the Legal Service
Lowri Williams, Head of Human Resources and Inclusion
Sulafa Thomas, Head of Commission and Member Support
Gwion Evans, Head of the Llywydd's Private Office

Others in
attendance:

1 Introduction

1.a Introduction and apologies

No apologies were received.

1.b Declarations of interest

There were no declarations of interest.

1.c Minutes of the previous meeting

The minutes of the Commission meeting on 12 July were noted.

2 Commission Budget 2022-23

Commissioners considered the 2022-23 Draft Budget, which reflected the strategy agreed upon at the 12 July Commission meeting.

They considered project priorities for 2022-23 and their approach to the likely additional pressure, on the 2022-23 draft Budget, of the recent announcement of an increase in National Insurance contributions.

Commissioners agreed to lay the Commission draft budget of £62.942 million, reflecting that UK budget announcements may require later considerations regarding a supplementary budget.

The Commission also noted the Finance Committee's statement of principles and the letter sent from the Minister for Finance and Local Government to the Chair of the Finance Committee.

3 Agile Future Report

Commissioners commented positively on the work that had been done to capture the learning and opportunities for the future from the pandemic experience so that the long-term strategic value to the Senedd and Commission of becoming more flexible, responsive and sustainable could be considered.

They confirmed that the content of the paper captures the experience and is a good basis for the strategic direction of the Commission's aspirations for the future.

Commissioners suggested further consideration of what would be regarded as measurement of success.

Commissioners observed that it would be useful for Members to see a summary, and that it would form the basis for helpful discussion with them about their needs as those needs, to deliver their duties in the Sixth Senedd, become more apparent over the period ahead.

4 COVID-19 Update

Commissioners were informed about the latest update to the covid regulations. They discussed the information available in relation to the uptake of LFTs for those attending onsite.

Commissioners discussed the intention to reinforce messaging about measures in place to keep the estate safe and minimise impacts on business continuity.

Commissioners noted the information and commented on the importance of people knowing about the Senedd's identification number for LFT reporting, and of needing to recognise where people continue to be impacted by the virus in different ways.

5 Official Opening Update

Commissioners were provided with an outline of plans for the Official Opening which would take place on the Senedd Estate in October.

They noted the programme set out and agreed an approach to aspects of risk mitigation, relating to the ongoing covid situation. In particular around the use of LFTs and face masks, other than for those directly required to speak as part of the opening.

6 District Heating Network

Commissioners considered details of the Cardiff District Heating Scheme, which the Commission had the option to join as the principal "anchor client".

The scheme would support delivery of the Commission's Carbon Neutral Strategy. Commissioners considered matters connected to the needs of the estate, the source of the energy and the thermal performance of the Senedd and Ty Hywel.

Commissioners agreed that the Commission would join the Cardiff District Heating Scheme, subject to Legal Services agreeing any final changes to the drafting of the proposed contract.

7 Chief Legal Advisor role

Commissioners noted information provided on the next steps in the plan to recruit a permanent part time member of Commission staff as Chief Legal Advisor.

This was in accordance with the delegation to the Chief Executive and Clerk.

Commissioners noted the intention to proceed to recruitment, and agreed to a further short-term extension of the current interim arrangements for up to three months (if necessary).

8 Papers to note:

8.a Response to PAC - expenditure with Welsh suppliers

Commissioners noted information being provided to the Public Accounts Committee in response to a request that the Commission write by September 2021 to set out what engagement it has carried out with other public bodies, and the steps it intends to take to improve expenditure with Welsh suppliers as a result.

8.b Petition Committee letter - alcohol on estate

Commissioners noted a letter from the Petitions Committee.

Commissioners did not seek to make any change to the current position, included in the Policy for use of the Estate, that no alcohol for consumption on the Assembly estate will be sold or served by our licensees before 6pm during the week in term time.

8.c Executive Board update (RAD decisions)

Commissioners noted the routine summary of recruitment decisions provided.

8.d ARAC Meeting minutes (June)

Commissioners noted the Committee meeting minutes.

9 Any other business

Chaplaincy – Commissioners discussed a note received from the chair of the Cross Party Group on Faith. Commission Members were sympathetic to the point made whilst being conscious of practical issues and not wishing to move to a formal arrangement without more comprehensive consultation with Members.

Safeguarding – Commissioners agreed to receive information setting out considerations.

ICT Use and Security Conditions – Llywydd indicated that she had written to Members about the parameters around the system and that she intended to discuss this with the groups.