

Senedd Commission



Venue: **Conference Room 4B - Tŷ Hywel / Hybrid**

Date: **Monday, 19 June 2023**

Time: **10.30**

Minutes: SC(6)2023(5)

Commission
Members:

Rt. Hon. 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
Ed Williams, Director of Senedd Resources
Simon Hart, Interim Head of Financial Services
Kate Innes, Chief Finance Officer
Matthew Richards, Head of the Legal Service
Leanne Baker, Acting Chief People Officer
Matthew Jones, Sustainability Manager
Mair Parry-Jones, Head of Translation and Reporting Service
Sarah Dafydd, Business Enhancement and Change Manager
Sulafa Thomas, Head of Commission and Member Support
Gwion Evans, Head of the Llywydd's Private Office

Others in
attendance:

1 Introduction

Kate Innes was welcomed to her first Commission meeting as Chief Finance Officer.

1.a Introduction and apologies

No apologies were received.

1.b Declarations of interest

There were no declarations of interest made.

1.c Minutes of the previous meeting

The minutes of the meeting of 22 May were agreed.

2 Commission Annual Report and Accounts 2022-23

Commissioners considered their annual report and accounts covering 1 April 2022 to 31 March 2023. They received assurance that the ARAC had recommended that the report be approved, and agreed the final version to be published, subject to any minor corrections or edits.

3 Sustainability Annual Report 2022-23

The Commissioner with the portfolio for sustainable development presented the report on the sustainability performance of the Senedd estate and operations over the past year.

The report highlighted key environmental achievements, performance against targets including the second year of the Carbon Neutral Strategy, use of utilities, and a summary of improvements planned for the forthcoming financial year.

Commissioners discussed energy saving measures and suggested additional data might usefully be collected in relation to EV travel.

Commissioners agreed to publish the report subject to any minor corrections or edits, and to provide the report to the Finance Committee regarding their recommendation relating to information about energy saving.

4 Official Languages Scheme Annual Report 2022-23

The Commissioner with the portfolio for Official Languages presented the report of the work undertaken across the organisation to enable the Commission to uphold its commitment to deliver exemplary bilingual services, including the approval and implementation of the Official Languages Scheme for the Sixth Senedd.

Commissioners agreed the report and noted that a plenary debate would be scheduled before the end of term.

5 Diversity and Inclusion Annual Report 2022-23

The Commissioner with the portfolio for Equalities presented the Diversity and Inclusion Annual Report 2022-23, which reported on progress from teams across the Senedd Commission in delivering the objectives set out in the Commission's Diversity and Inclusion Strategy (2022-26).

Commissioners noted the headlines of interest and new features in this year's report intended to increase data transparency and improve accessibility. They discussed the socio-economic data and the geographic spread of response to recruitment for Commission roles.

Commissioners agreed the report for publication, along with the accompanying suite of Diversity and Inclusion data reports which would meet the public sector duties set out in the Equality Act 2010.

Commissioners also agreed the proposal to renew the Commission's membership of the Stonewall Diversity Champions' Programme for 2024/25.

6 Dignity and Respect Review Report

Commissioners considered the findings and recommendations of the report on the outcome of the dignity and respect review.

Commissioners heard about the plans of some groups to mandate participation in dignity and respect training and agreed the value of advocating that the training offered by the Commission be taken up by all Members and their staff without exception.

They suggested that consideration be given to dignity and respect related interaction at employment entry and exit points for staff. They also discussed the significance of providing information about support services available to all those impacted by dignity and respect related issues, and highlighted that it had been useful when information was physically displayed on the estate.

Commissioners agreed the report, its eight recommendations and next steps; in particular:

- to restate its commitment to supporting and developing a culture of dignity and respect across the Senedd;
- to invite the Senedd Standards of Conduct Committee to consider the review findings, including that the Senedd should replace the current tri-partite policy with a joint overarching 'Declaration on Dignity and Respect';
- agreeing a draft joint over-arching declaration for consideration by Standards Committee;
- steps to be undertaken within the Commission with clear responsibilities for leadership and activities; and
- to advocate to their groups, and independent Members, that the dignity and respect training offered by the Commission is taken up by all Members and their staff without exception.

Commissioners agreed the report would be shared with the Standards of Conduct Committee, who would publish the report as part of their work on this matter, the Standards Commissioner, the Remuneration Board and the Political Contact Group.

7 Papers to note:

7.a Ways of Working Update

Commissioners noted the update on the direction and progress of its 'Ways of Working' (WOW) major change programme, as the work moves beyond the Initial Action Plan phase into its strategic delivery phase.

7.b Annual Staff Survey Results

Commissioners noted the report of the Senedd Commission Annual Staff Survey for the year 2022/23.

7.c ARAC Minutes 27 April

Commissioners noted the routine update about ARAC meetings provided to the Commission.

7.d Executive Board update (RAD decisions)

Commissioners noted the routine summary of recruitment decisions provided to each Commission meeting.

8 Any other business

Senedd Reform – Commissioners were informed of an expectation that there would be a request from the WG to make adjustments to the assumptions applying to the Senedd Commission cost estimates that would arise from the anticipated Senedd Reform Bill. Information would be provided to the July Commission meeting.

Letter from PCS - Commissioners were informed of a letter from PCS Branch at the Senedd Commission.

Commissioner change – Rhun ap Iorwerth thanked all those who had worked with and supported him during his time as a Commissioner, ahead of his resignation from the Office.