



Venue: **Hybrid - Digital**

Date: **Thursday, 19 January 2023**

Time: **09.30**

Minutes: SC(6)2023(1)

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
Matthew Richards, Head of the Legal Service
Lowri Williams, Head of Human Resources and Inclusion
Simon Hart, Interim Head of Financial Services
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.

2 Second Senedd Commission Supplementary Budget 2022-23

Commissioners were updated on the Commission's 2022-23 financial position. It highlighted that a supplementary budget decreasing the overall net cash requirement by £0.975 million was recommended. The primary drivers for this supplementary budget were:

- The reversal in the increase to employer National Insurance Contributions;
- A reduction in the provision for accrued annual leave;
- A forecast underspend in the budgets earmarked for i) the Remuneration Board's Determination, ii) support for the Remuneration Board and iii) support for the office of the Standards Commissioner; and
- The implementation of the new accounting standard IFRS 16 – Leases.

Commissioners agreed to note and approve the Explanatory Memorandum, in relation to the 2nd Supplementary Budget for 2022-23, to be submitted for inclusion in the Welsh Government's February 2023 budget motion. This would decrease the 2022-23 laid First Supplementary Budget by £1.075 million, a decrease of £0.975 million in the net cash requirement.

They also approved the letter to the Chair of the Finance Committee to accompany the proposed Supplementary Budget.

3 2022-23 Cost of Living Payment for Commission staff

Commissioners discussed a proposal to support the lowest-paid Commission employees with a Cost of Living payment, and the reason for the conclusions reached by the Executive Board. The Commission agreed to:

- support Executive Board's decision to make a payment of £500 to each Commission employee whose salary is at TS and M3 (EO) grades (staff below full time equivalent £32,000);
- support Executive Board's decision to make a full payment to all eligible staff including part time staff on the basis of its EQIA;
- note the Executive Board's intention to make this payment in three smaller payments, January to March; and

support Executive Board's decision not to make this payment to the staff of contractors, and support instead a decision to write to contracted bodies encouraging similar arrangements.

4 Any other business

Commissioners sought assurances about safety at the entrances to the estate following an issue with one of the glass panels. They were informed that temporary repairs had been completed and that both a specialist contractor and our facilities management contractor had assessed the situation before the entrance was reopened. Additional associated actions relating to the safety of the entrance would be undertaken in the coming weeks.