

Concise Minutes - Remuneration Board

Meeting Venue: Hybrid – Microsoft
Teams/Conference Room B and A

Meeting time: 16.30 - 17.30 / 9.00 – 15.00

Meeting date: Wednesday 13 and Thursday
14 March 2024

IRB(02-24)

Attendance

| Category | Names |
|---------------------------------------|---|
| Board members: | Dr Elizabeth Haywood (Chair) Sir David Hanson Michael Redhouse Dame Jane Roberts Hugh Widdis |
| Secretariat: | Daniel Hurford, Clerk Huw Gapper, Second Clerk Martha Da Gama Howells, Second Clerk Natasha Davies, Senior Researcher Beth Hales, Deputy Clerk Ruth Hatton, Deputy Clerk Megan Jones, Support to the Board |
| Officials Present: | Anna Daniel, Senior Adviser to the Board, Head of Strategic Transformation Service Matthew Richards, Head of the Legal Service Kate Rabaiotti, Legal Adviser to the Board Craig Griffiths, Head of Members' Business Support |
| Others in Attendance (Item 6 Only) | Mick Bourke, Beamans Trudy Steadman, Beamans |

1 Annual Review of the Determination 2024-25 - Decision letter and Determination as amended (16.30 - 17.00)

- The Chair welcomed everyone to the meeting. Mike Redhouse and David Hanson joined virtually.
- The Board reflected on the earlier meetings held with the Representative Groups, the Members' "Drop in" and meetings with the Chief Executive.

Decision:

- The Board agreed the revised Determination 2023-24 and the accompanying decision letter, subject to a few amendments as noted in the meeting.
- The Board agreed to also publish a tracked changed version of the Determination and to include in the decision letter an Annex setting out the total business cost rates and staffing budgets for Members.
- The Board noted the timeline for publication and agreed to send the decision letter to all those who had responded to the consultation.

Action:

- Secretariat to arrange laying and publication of the Determination and decision letter before the start of the new financial year.

2 Chair's Introduction (9.00 - 9.05)

Decision:

- The Board agreed the minutes of the meeting on 22 February.

Action:

- Secretariat to publish the minutes for the meeting held on 22 February.

3 Thematic Review and Draft Determination Planning (9.05 - 10.45)

- The Board considered emerging themes in relation to their five thematic reviews and discussed the next steps in delivering the Determination for the Seventh Senedd. The themes included:
 - the balance between flexibility and prescription in the Determination for the Seventh Senedd, providing sufficient discretion and flexibility for Members whilst providing a proportionate framework of accountability and transparency;
 - the balance of individual and collective support for Members in the next Senedd; and
 - the balance and relationship between resources and support provided to Members via the Determination and by the Senedd Commission.
- The Board also reviewed timetabling ahead of planned publication of a Determination for the Seventh Senedd in the Summer of 2025, noting several challenges and constraints including Senedd Reform and the Commission's budget timetabling.

Decision:

- The Board agreed the timetable for publishing their final Determination, noting that it should be reviewed periodically and reaffirmed the thematic review objectives.

4 Staff Pay and Grading Thematic Review Draft Report (11.00 - 12.30)

- The Board noted the summary presentation provided by Beamans and received and considered the draft report for Phase 1 of the Staff Pay and Grading thematic review.

Action:

- Secretariat to provide any comments on the draft report to Beamans.
- The Board agreed to consider the final report, its response and options for Phase 2 of the thematic review in the May Board meeting.

5 Members' Remuneration Thematic Review (Workstream One: Members' Pay) (13.15 - 14.15)

- The Chair noted that the Chief Executive's consultation response had requested that the Commission be expressly referenced in the terms of reference. The Board agreed that this change would be made and agreed the final Terms of Reference.
- The Board considered international comparative research relating to payment of elected Members.
- The Board considered an outline specification for the Members' Pay thematic review.
- The Board noted the equalities considerations for this thematic review.

Decision:

- The Board agreed the final Terms of Reference for this thematic review.
- The Board agreed to proceed with the procurement of externally delivered review of Members' Pay, with the final specification and process overseen by the Chair supported by the Secretariat.

6 Ways of Working Thematic Review Update (14.15 - 14.45)

- The Board noted the update on the Ways of Working thematic review.

- The Board discussed the importance of the planned dialogue between the Commission and the Board in regards to this thematic review.

Decision

- The Board agreed the key issues to be explored as next stage of the thematic review.

7 Update Paper (14.45 - 15.00)

- The Board noted updates on various matters relevant to its work and its forward work programme.
- The Board noted correspondence received and issued since the last meeting.
- The Chair updated the Board on recent meetings held with stakeholders.