



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

Date: **Monday, 17 February 2025**

Time: **10.30**

Minutes: SC(6)2025(2)

Commission
Members:

Rt. Hon. Elin Jones MS (Chair)
Hefin David MS
Janet Finch-Saunders MS
Adam Price MS
Joyce Watson MS

Officials present:

Manon Antoniazzi, Chief Executive and Clerk
Arwyn Jones, Director of Communications and Engagement
Matthew Richards, Interim Director of Senedd Business
Ed Williams, Director of Senedd Resources
Leanne Baker, Chief People Officer
Lisa Bowkett, Chief Finance Officer
Stephen Davies, Interim Head of Legal Services
Anna Daniel, Head of Strategic Transformation
Laurian Hubbard, Head of Engagement
Laura Williams, Head of Communications
Joanna Adams, Assembly Members' Senior Business Partner
Elin Roberts, Clerk to Executive Board
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

Commissioners agreed the Minutes of the meeting on 20 January 2025.

2 7th Senedd Matters

Commissioners considered three matters relating to the transition to the 7th Senedd: an update on the 7th Senedd programme; the Communications and Engagement campaign plan for the election; and Outplacement support.

2.a 7th Senedd Programme Update

Commissioners were provided with an update on the Seventh Senedd programme and its work in preparing for the transition to the Seventh Senedd.

They discussed the usefulness of being updated and explored the potential to enhance the regularity of information being provided, formally or informally. Commissioners inquired about the scope of the programme and sought confirmation that it would be flexible enough to incorporate further issues that become relevant, for example development of the next OLS or additional legislation.

Commissioners noted the paper.

2.b Communications and Engagement campaign plan - Election 2026

Commissioners considered proposals for the third phase of the plans for communication and engagement with the public about changes originating from the Senedd Reform Bill, which would begin in May 2025, with one year to go, through to the 2026 election.

Commissioners noted the overarching objectives of the third phase of the campaign to raise awareness of the changes to the Senedd, increase understanding of the role of the Senedd and its Members and encourage participation in the Senedd election. They agreed the general approach to the third phase of the campaign and the approach to targeting audiences; working with partners, including work to develop corporate partnerships with a number of employers in Wales, extending the suggestions made to encompass TUs and FSB; and that in-bound education team sessions are managed to allow a period of time for schools with 16–18-year-olds to book a slot and then to release the remaining slots to all other age groups so as to continue to meet the enthusiasm of primary school groups.

Commissioners also agreed that work continue to explore the pitch for a documentary series on the Senedd with a focus on staff and Members from ITV Wales and S4C, with engagement to take place with party groups and further information to be brought to a future Commission meeting.

2.c Outplacement Support

Commissioners considered the scope of outplacement (career transition) support to be provided to outgoing Members and their staff associated with the 2026 Senedd elections.

Commissioners agreed that outplacement provision be made as outlined in the paper for Members standing down and those who lose their seat, and all support staff facing redundancy. Commissioners felt that some Members may find support akin to that put in place for those moving towards retirement helpful.

A procurement exercise would be undertaken for such services during 2025.

3 Senedd Commission Use of Artificial Intelligence

Commissioners received an update on the steps being taken to ensure there is a framework for the safe, ethical and compliant use of generative Artificial Intelligence at the Senedd Commission.

They discussed the perspective of different AI Apps, and were provided assurances about the work done to ensure that any application used by the Commission is as safe as possible.

Commissioners noted the information provided and agreed the Commission's approach to the use of AI.

4 Response to PAPAC Accounts Scrutiny 2023-24 Report Recommendations

The Public Accounts and Public Administration Committee had made six recommendations to the Commission in their Report on the Scrutiny of the 2023-24 Annual Report and Accounts.

Commissioners considered and agreed responses. The letter would be provided to PAPAC who publish as part of their committee meeting papers.

5 Response to IRB consultation on annual review of Determination

The Independent Remuneration Board had issued a consultation relating to its annual review of the Determination.

Commissioners agreed their response to the IRB's consultation, and noted the response sent by the Chief Executive and Clerk.

Commissioners noted that content of the response may be included in the published report on the annual review.

6 Papers to note:

6.a Senedd Members' Pension Scheme - McCloud Remedy redress

Commissioners noted the potential tax implications identified with implementing the 'McCloud remedy' for the Members of the Senedd Pension Scheme ("the Scheme"). They were advised that the pensions team will write to affected Members setting out their

options under the remedy and provide the information necessary for affected Members to make a choice regarding their pension benefits.

6.b Letter CEX to ESJ Committee re Gender based violence

Commissioners noted the letter from the Chief Executive and Clerk to the Equality and Social Justice Committee providing an update on the arrangements to provide training opportunities to Members in support of the Committee's recommendation to Members to undertake training on preventing gender-based violence.

6.c Letter from Standards Committee re Dignity and Respect survey results

Commissioners noted the letter from the Standards of Conduct Committee in response to the Dignity & Respect Survey results. A draft response would be prepared for agreement at a future Commission meeting.

6.d ARAC minutes 18 November 2024

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

6.e Executive Board update (RAD decisions)

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

7 Any other business

A query was raised in relation to the role of electoral registration officers for voter registrations and the Commissioner was advised that, though not a matter for the Commission, they are free to seek a note from the Legal Service.

In the period since the last meeting Commissioners had noted:

- a letter from the Llywydd to the LJC sent on 13 February 2025, relating to the Legislative consent memoranda on the Employment Rights Bill, and
- a letter from the Llywydd to the Chair of the Finance Committee, dated 28 January 2025, regarding the decision of the Commission to proceed to the procurement phase of the Bay 2032 project.