



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

Date: **Monday, 14 July 2025**

Time: **10.30 - 12.30**

Minutes: SC(6)2025(7)

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
Julian Luke, Director of Senedd Business
Ed Williams, Director of Senedd Resources
Leanne Baker, Chief People Officer
Lisa Bowkett, Chief Finance Officer
Matthew Richards, Head of Legal Services
Sulafa Thomas, Head of Commission and Member Support
Eleanor Wrighton, Election Transition Manager
Lisa Bray, Head of ICT Customer Services
Gwion Evans, Head of the Llywydd's Private Office
Elin Roberts, Clerk to Executive Board

Others in
attendance:

1 Introduction

1.a Introduction and apologies

There were no apologies.

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 30 June 2025.

2 Budget Update

Commissioners received an update on the latest position on the formal negotiations between Commission Management Side (CMS) and TUS on the pay framework for Commission staff from April 2026.

They also considered feedback on the engagement undertaken with two party Groups to date (with one Group declining the offer) on the preparations for the Commission's draft 2026-27 budget.

Commissioners asked Commission officials to ensure that the Draft Budget presented in September was as taut as it could possibly be, taking into account the need to ensure the proper profiling of Senedd requirements and the associated budgetary provision for the first year of the Seventh Senedd, whilst taking account of capacity and wellbeing considerations.

They also received further information to inform discussion on options to ensure that the necessary resourcing for the preferred option is built into the draft budget for 2026/27.

Commissioners

- a. noted the progressed position on the negotiations with TUS for Commission staff pay;
- b. considered the further options presented and agreed the desired next steps in the pay negotiations process, being to:
 - move to annual pay negotiations;
 - self-fund the additional 0.5% of the pay award;
 - targeted and tapered uplifts are made at 3.75% to TS to SEO grade, 3.25% to G7 to G6 and 3% to Directors/CEO; and
 - agreed a position on further dialogue with TUS, concluding in August.

3 Seventh Senedd Matters

Commissioners considered a suite of papers on planning for dissolution of the Sixth Senedd and transition through the election period in 2026.

Commissioners considered the context within which information for Members is prepared together with a note on the legal position relating to Dissolution.

They discussed the extent to which Members of the Sixth Senedd should be able to access and make use of Senedd services and resources throughout the period when they will be campaigning including during Dissolution and support arrangements for outgoing Members.

Commissioners noted the detail provided and confirmed their continuing support for the previously agreed principles and approach which underpin election transition preparations.

They agreed:

- that the office holders remaining in office during dissolution be given access to Senedd resources for the purposes of their office holder functions;
- that access to the Senedd Estate for Members and their staff during dissolution be limited to the public areas, other than where prior agreement has been given for specific purposes;
- that Members and their staff retain limited access to Senedd resources, including existing ICT accounts, hardware and constituency/ regional offices, for urgent residual casework and routine administrative tasks only, and for Members not standing to complete any outstanding winding up actions;
- that Members standing for election will not be able to hire their offices for personal use, including any campaigning; and
- that Members standing for election will not be able to hire their mobile phones for personal use, including campaigning.

Commissioners also agreed that the Commission's EAP should continue to be available to Members and their staff for six months following dissolution/polling day (subject to which date is the end of the Member's period in office), subject to the 'opt in' of the individual concerned in advance (to enable PAYE processing).

Commissioners agreed to give a steer to Members standing down that they should aim to complete activity required to wind up their offices by the end of April 2026.

Commissioners then considered recommendations for the allocation of Information & Communications Technology (ICT) to Members and their support staff in the Seventh Senedd.

Commissioners agreed Option 1 which is to provide the same ICT hardware allocation as those delivered for the 6th Senedd, with the exception that there will be no choice between a laptop or a surface as the offering for the Member will be a surface laptop only.

Regarding software options, Commissioners agreed to consult their Groups. Officials were asked to provide a note to inform the discussions.

The decisions taken on the use of resources by Members in the period leading up to the election and activity to wind-up the public office of a Member of the Senedd would be communicated to Members and used to inform the Dissolution guidance for Members and their staff.

The decisions taken on allocation of ICT would be communicated to Members at the start of the 7th Senedd.

4 Letter to Finance Committee - update to Recommendations

Commissioners agreed a letter to the Finance Committee providing further information in relation to the Committee's recommendations made in its Report on the Scrutiny of the Draft Budget 2025-26. It is anticipated that the Committee will publish the letter.

5 Ways of Working - Bay 2032 Update

Commission received an update on the progress of the Bay 32 project, and the stages leading to approval by the Commission in December of the successful bidder.

6 Papers to note:

6.a Member Pre-election Survey

Commissioners noted the content of the final Member and support staff engagement survey of the Sixth Senedd term, scheduled for Autumn 2025, and the small changes in the staff survey questions following Member feedback and the recent findings of the Standards of Conduct Committee inquiry into dignity and respect.

6.b CEX to PAPAC - update to Recommendations

Commissioners noted a response from the Chief Executive to the Public Accounts and Public Administration Committee to provide further updates on the recommendations from the Report on the Scrutiny of Accounts 2023-24.

6.c Executive Board update (RAD decisions)

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

7 Any other business

- Women's Caucus work on Member Online Safety – Joyce Watson

Commissioners noted the ongoing work by officials to explore the Scottish Parliament's approach to social media monitoring and reporting.

Officials will also provide a note on the legitimate use of footage of Senedd proceedings for social media purposes.

- Consideration of sensory audit – Hefin David

Commissioners agreed that a sensory audit should be completed as part of preparations for the Seventh Senedd.