

The Assembly Commission

Meeting Venue: **Presiding Officer's office, 4th floor - Ty Hywel**

Meeting date: **Thursday, 20 October 2011**

Meeting time: **13: - 15:00**

Cynulliad
Cenedlaethol
Cymru

National
Assembly for
Wales



Minutes: AC(4)2011(5)

Present:

Rosemary Butler (Chair)
Peter Black
Angela Burns
Sandy Mewies

Officials present:

Claire Clancy, Chief Executive & Clerk of the Assembly (Official)
Adrian Crompton, Director of Assembly Business (Official)
Dianne Bevan, Chief Operating Officer (Official)
Keith Bush, Director of Legal Services (Official)
Craig Stephenson, Principal Private Secretary to the Presiding Officer (Official)
Carys Evans, Principal Commission Secretary (Official)
Brian Davidge, Head of ICT and Broadcasting (Official)
Ross Davies, Equalities Manager (Official)
Non Gwilym (Official)

Others in attendance:

David Melding, Deputy Presiding Officer
Mair Barnes, Independent Adviser

1. Chair's introduction

- 1(i) Introduction and apologies
- 1(ii) Declarations of interest

1(iii) Minutes of the previous meeting

2. Bilingual services

3. UNO benefits and savings six monthly review

4. Support for Assembly Members: creation of an access fund

5. Management Board report to the Commission

6. Portfolio holder updates

7. Assembly Commission rolling programme

8. Paper to note - Finance and Corporate Governance Adviser

9. Paper to note - Motion to elect Members' Pension Scheme Trustees

10. Any other business