

Peredur Owen Griffiths MS
Chair of Finance Committee
Senedd Cymru
Tŷ Hywel
Cardiff Bay
CF99 1SN

14 October 2022

Dear Peredur

Following our appearance at your Committee on 5 October, I am writing to provide you with further information to add to the responses we provided during the meeting. The information is set out in the attached annex.

We would like to thank the Committee for its scrutiny. The Commission's approach is always to try to operate with openness, transparency and clarity. So if there is anything else that we can provide you with to assist the Committee, please do not hesitate to let me know.

Yours sincerely



Ken Skates MS

cc Senedd Commissioners, Manon Antoniazzi, Nia Morgan

Croesewir gohebiaeth yn Gymraeg neu Saesneg / We welcome correspondence in Welsh or English



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Senedd Commission: Additional information following 5 October 2022 appearance at Finance Committee

1. A note on the identified projects for 2023-24 contained within the Commission's project fund.

The Commission's Project Fund expenditure for 2023-24 is outlined in Table 10 of the draft Commission budget:

	2023-24
	£000
Engagement and outreach activities	£200
EFM planned expenditure	£600
ICT planned expenditure	£400
Future ways of working	£300
Total	£1,500

It is not yet known with certainty how the budget earmarked as 'Engagement and outreach activities' will be spent as the Commission is yet to determine its specific engagement activities for 2023-24. The expenditure in 2023-24 could, for example, be influenced by activities related to Senedd Reform. This is also the case with expenditure earmarked as "Future ways of working", which will be influenced by recommendations of the Ways of Working programme board. The Commission's Estates and Facilities Management (EFM) and Information and Communications Technology (ICT) service areas each have their own detailed forward work programme.

The projects currently identified for investment in 2023-24 within the EFM forward work programme include Solar photovoltaic installation, the replacement of the Senedd Building management system and further installations of LED lighting.

The projects currently identified for investment in 2023-24 within the ICT forward work programme include network infrastructure improvements, broadcasting infrastructure upgrade and Senedd Committee room camera upgrades.

The outputs and outcomes of Project Fund expenditure on priority projects will always be aligned with the Commission's strategic goals and priorities and the Corporate Delivery Plan.



2. A guide to Senedd Members regarding the heating and ventilation system in Ty Hywel offices.

The following webpage and documents are available on the Senedd’s website:

[Energy and Room Temperatures - webpage](#)









[Room Temperature Guide](#)

[How to operate your room temperature controller](#)

3. A note on the top-level priorities within the Commission’s strategy for reducing its energy costs and carbon footprint.

The Commission’s [Carbon Neutral Strategy](#) was published in February 2021.

A summary of the top level priorities is as follows, along with each initiative’s carbon saving target:

SHORT TERM TARGET: (2021-2023)			MEDIUM TERM TARGET: (2023-2026)		
	Behavioural change and good housekeeping	100		Refurbishment of AHUs (air-handling units)	42
	BMS improvements (three buildings)	59		Connect to district heating network	132
	Monitoring- additional meters and software	52		Revert Ty Hywel to passive ventilation	97
	LED lighting: continued replacement and review of controls	30		Install solar PV (Senedd and Ty Hywel)	60
= 241 TONNES OF CARBON SAVED PER YEAR			= 331 TONNES OF CARBON SAVED PER YEAR		



Longer term priorities include:

LONG TERM TARGET: (BY 2030)



Air-source heat pumps for hot water supply

10



Modify T&S system to pay for EV travel only by Members of the Senedd ¹

82

**= 10 TO 92 TONNES OF CARBON
SAVED PER YEAR**

1. based on current level of private car claims and adoption of RFID cards, carbon figure for medium-sized car mileage.

4. A note on the Commission's eligibility for the Welsh Government's invest-to-save initiative.

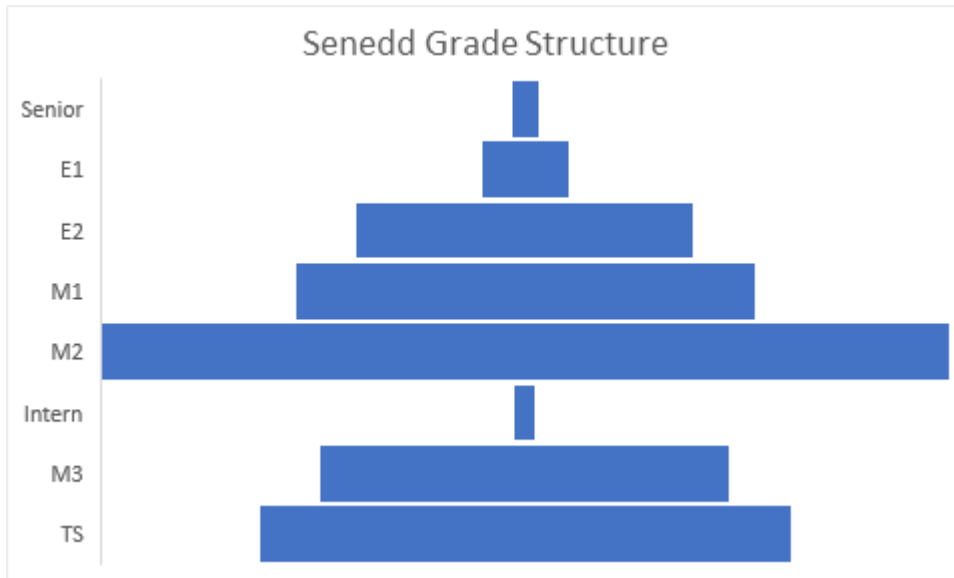
The Welsh Government's invest-to-save initiative and other schemes such as the "**Green Growth Fund**" are loans to organisations which are then repayable. The Commission is not able to participate in these initiatives as its powers to borrow money are extremely limited and do not apply to the fund (see paragraph 4(5) and (6) of Schedule 2 to the Government of Wales Act 2006).

5. A note on the Commission's staff structure.

Para 3(4)(b) of Schedule 2 to the Government of Wales Act 2006 states that "*The Senedd Commission must ensure that...the terms and conditions of employment of the members of staff of the Senedd are broadly in line with those of the members of the staff of the Welsh Government*".



The current proportions of Commission staff set against the pay and grading structure is set out below.



An overview of the Commission's Governance Structure can be found on page 24 of the [2021-22 Annual Report and Accounts](#). This provides information on the Commission's advisory bodies and each of the service areas within the three directorates.

