

Manon Antoniazzi

Prif Weithredwr a Chlerc y Senedd
Chief Executive and Clerk of the Senedd

21 June 2024

Mark Isherwood MS
Chair of Public Accounts and Public Administration Committee
Senedd Cymru
Tŷ Hywel
Cardiff Bay
CF99 1SN

Dear Mark,

**Public Accounts and Public Administration Committee Report on the Scrutiny of Accounts
2022-23 - Update on recommendations**

I am writing to provide you with further updates as agreed in our letter of the 29 January 2024. I am pleased to enclose a response to the following recommendations in the Annex to this letter.

- **Recommendation 2.** The Commission should provide six-monthly updates to the Committee, starting in Spring 2024, on the progress of the Ways of Working Strategy and the resources that have been allocated to delivering the projects associated with the Strategy.
- **Recommendation 6.** The Workforce Plan and any outputs from the Medium-Term Resourcing Framework should be shared with the Committee as soon as they are available, to ensure that we are updated on the Commission's future planning around Senedd Reform and under the Ways of Working Strategy.

Your Committee's recommendations concerning the Commission are addressed in the attached Annex.

The Commission's approach is always to try to operate with openness, transparency and clarity. As ever, if there is any further information your Committee would like, please let me know.

Yours sincerely,



Manon Antoniazzi

Prif Weithredwr a Chlerc y Senedd / Chief Executive and Clerk of the Senedd

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



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Annex

Recommendation 2.

The Commission should provide six-monthly updates to the Committee, starting in Spring 2024, on the progress of the Ways of Working Strategy and the resources that have been allocated to delivering the projects associated with the Strategy.

Response

Resources are allocated to the Ways of Working programme via two-ring fenced amounts which are set out in the Commission's 2024-25 annual budget: the Senedd Reform ring-fence (to fund Ways of Working activity that is directly and wholly linked to Senedd Reform) and the Ways of Working ring-fence (for activity which is related to responding to the challenges and opportunities arising from its own changing environment, and the evolving needs of the Senedd and its Members).

The Ways of Working programme is comprised of five principle areas of activity and the latest progress in each is set out below:

- **Bay 2032 Project:** this project relates to meeting the accommodation needs of the Senedd on the expiry of the current Tŷ Hywel lease in 2032. The Strategic Outline Case for the project was approved by Commission in December 2023. This approval has allowed the project to progress to its main planning stage which will include the development of an Outline Business Case, and the associated procurement documentation to include the Senedd's needs. The current intent is to gain approval to launch the procurement process in the late autumn of 2024.
- **Tŷ Hywel 2026:** this project relates to reconfiguring Tŷ Hywel to ensure it can meet the needs of a reformed Senedd with 96 Members. Work has progressed on developing the available options for reconfiguration with extensive consultation with the occupiers of Tŷ Hywel (including Members, their staff, Party Groups, Welsh Government, Commission staff and the media). The next stage of this project is to gain approval for a preferred option to implement from the summer of 2024.
- **Siambr 2026:** this project relates to reconfiguring the Senedd Siambr to accommodate 96 Members. This project is in its design phase with a detailed design scheduled to be completed during the summer of 2024. A procurement will then be launched for the works to implement that design. As part of this project, Plenary will be required to decant into the Siambr Hywel debating chamber from Easter 2025 onwards, which will be recommissioned for the duration of Siambr works.



- **Pierhead:** this project will conduct a comprehensive investigation into the commercial viability of the Pierhead building and develop potential options for implementing viable revenue streams if indicated. This project is in its starting-up phase.

Recommendation 6.

The Workforce Plan and any outputs from the Medium-Term Resourcing Framework should be shared with the Committee as soon as they are available, to ensure that we are updated on the Commission's future planning around Senedd Reform and under the Ways of Working Strategy.

The current Medium-Term Resourcing Framework (MTRF) is a critical part of the development of the 2025-26 draft budget, a process which is not yet complete. This means the MTRF is not yet available. The Commission will however be very pleased to share the MTRF with the Committee once the draft 2025-26 budget has been laid. In the interim, the Commission is pleased to set out the purpose of the MTRF and how it will inform the 2025-26 Commission budget below.

The MTRF sets out the Commission's financial horizon on a rolling three-year period, to assist and inform the Commission's annual resource allocations.

By setting a context for resource requests from the Welsh Block Grant, the MTRF better ensures alignment between resourcing needs and resourcing availability over the medium-term.

The original MTRF covered the period 2024-25 to 2026-27. This was approved by the Commission on 06 November 2023. It was refreshed in the spring of 2024, with the extant version covering the future budgetary periods of 2025-26 to 2027-28.

In detail, the Medium-Term Resourcing Framework:

- sets a clear **Planning Assumption** for developing Commission budget requests to the Senedd that balances the required resourcing to deliver Commission priorities, with budgetary restraint to ensure the Commission budget does not outstrip growth in the Welsh Block Grant;
- establishes the **ringfencing approach** to the Commission's budgets, to ensure resourcing of priority growth requirements (Senedd Reform and Ways of Working programmes) and effective management of Business as Usual (BAU) resourcing within the context of that overall growth;
- Through a **Medium-Term Financial Plan** that utilises the above Planning Assumption, sets out the Commission's forecast budget and resourcing needs over the next three years, and identifies any forecast budget pressures and gaps that arise; and



- Through a **Workforce Plan**, provides a means to strategically align the staffing base with the available resourcing, and ensure the workforce is aligned closely with Commission priorities.

Included within the MTRF is a Workforce Plan. This plan will align the Commission's workforce against forecast demand and against the forecast staffing budget. It will achieve this via three key pillars:

- The introduction of a core Target Establishment and strategic timeframes for recruitment;
- A 'grow your own' approach to staff development which will underpin the Target Establishment, which will include the development of a Talent Strategy and the development of professional pathways; and
- Developing a recruitment plan to ensure the expected volume of internal and external recruitment campaigns for normal churn and Senedd Reform needs can be managed effectively and deliver staffing resourcing in a timely manner.

