

Consultation

Draft Determination for the Seventh Senedd

To come into force from 7 May 2026

15 December 2025

The Board would welcome responses to this consultation **no later than 17.00, 4 February 2026**. The process for submitting a response and more information on how it will be handled can be found at the end of this document. Please send responses to remuneration@senedd.wales.

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Chair's Introduction

The Board is pleased to present the consultation on the draft Determination for the Seventh Senedd.

This marks the culmination of a significant programme of work undertaken throughout the Sixth Senedd term, and has been shaped, in part, by the constructive engagement and views of Members, their staff, and the Senedd Commission.

In July, the Board made a number of key decisions regarding Members' pay, staff pay and grading, overnight accommodation costs, Senedd group support and constituency work costs for the next Senedd term. These decisions, set out in the Annex to the Determination 2025-26, were taken following extensive evidence-gathering and consultation; they are therefore not being revisited through this consultation.

The purpose of this consultation is to seek views on the revised and simplified draft Determination for the Seventh Senedd as well as views on a small set of additional proposed policy changes, and the annual inflationary uprating of financial support for 2026-27.

The Board's aim has been to create a clearer, more accessible document — one that is easier to read, interpret and apply in practice for Members, their staff and the Senedd Commission. In clarifying and simplifying the Determination, the Board also aims to make the arrangements for Members' pay, staffing and business support more accessible and transparent to the public.

The revised Determination has also been designed with flexibility in mind, recognising that the Seventh Senedd will operate in a changed parliamentary landscape, with more Members, different constituency arrangements, new ways of working and possible changes to Senedd business arrangements. At the same time, appropriate safeguards have been reviewed and retained to ensure public money is used responsibly and with due regard to the Board's statutory duties.

Given these changes, the Board intends to keep the new Determination under close review during the early stages of the Seventh Senedd. We will continue to engage with Members and staff to understand how the arrangements are working in practice and whether further refinement is required.

We welcome your views on the revised draft Determination and proposals for the Seventh Senedd term.



Elizabeth Haywood

Dr Elizabeth Haywood
Chair,
Independent Remuneration Board of the Senedd

Draft Determination and Simplification

Purpose

1. The purpose of this document is to consult on the draft Determination for the Seventh Senedd.
2. The draft Determination has been simplified and several of the underlying principles and controls in the Determination have been reviewed. The consultation document also seeks views on a limited number of policy proposals and inflationary uplifts to salaries and budgets for 2026-27.
3. The Board has already taken the majority of its policy decisions for the Determination for the Seventh Senedd, including Members' pay, which were published in July 2025 and incorporated as an [Annex to the Determination 2025-26](#). Further information can be found in previous consultation documents and reports on the Board [website](#).
4. These decisions are incorporated in the draft Determination and the [Board will not be reconsidering these decisions as part of this consultation](#).
5. **The Board would welcome responses to this consultation no later than 17.00, 4 February 2026.**

Background

6. The Board agreed its strategy in 2022 with the aim of delivering a new Determination for the Seventh Senedd. The Board has undertaken a number of thematic reviews which considered the business costs and support for Members, their offices and staff, ensuring that the Determination:
 - provides Members of the Senedd with a level of remuneration which fairly reflects the complexity and importance of the functions which they are expected to discharge, and does not, on financial grounds, deter persons with the necessary commitment and ability from seeking election to the Senedd;
 - provides Members of the Senedd with resources which are adequate to enable them to fulfil their functions as Members;
 - promotes probity, accountability, value for money and transparency with respect to the expenditure of public funds.

7. Further information and background about the Board’s strategic programme and work can be found on the [website](#).

Determination Budget

8. The Senedd Commission included the outline budget for the Determination for the Seventh Senedd in its Draft Budget 2026-27 published in October 2025¹.

Analysis of Members' salaries and related costs

	2025-26 (Supp#1) £000	2026-27 £000	2027-28 £000	2028-29 £000
Senedd Members’ salaries and on-costs	£6,841	£7,284	£7,503	£7,728
Members’ Support Staff salaries and on-costs	£11,808	£13,043	£13,435	£13,838
Business and office costs	£2,674	£3,432	£3,535	£3,624
Anticipated underspend	(£500)	(£2,527)	(£1,375)	(£1,250)
Subtotal – 60 Members	£20,823	£21,232	£23,098	£23,939
Additional costs for 36 new Members				
Senedd Members’ salaries and on-costs	-	£4,371	£4,502	£4,637
Members’ Support staff salaries and on-costs	-	£7,826	£8,061	£8,303
Business and office costs	-	£2,059	£2,121	£2,174
Anticipated underspend	-	(£1,517)	(£825)	(£750)
Subtotal – additional 36 Members	-	£12,739	£13,859	£14,364
Total including additional 36 Members	£20,823	£33,972	£36,956	£38,303

9. The following table² also includes Determination related expenditure (including some elements of the Senedd Commission’s Election related expenditure):

¹ Annex 2: Budget Detail, Table 9, Page 33, Senedd Commission [Draft Budget 2026-27](#)

² Annex 1: Budget overview, Table 2, Page 30, Senedd Commission [Draft Budget 2026-27](#)

Budget Heading	2025-26 (Supp#1) £000	2026-27 £000	2027-28 £000	2028-29 £000
Budget to support the Independent Remuneration Board (Table 11)	£609	£607	£620	£641
Election related expenditure	£1,000	£4,500	£0	£0
Members' pension finance costs	£1,000	£400	£400	£400
Total Senedd Commission Budget	£84,618	£102,672	£100,775	£103,365

10. The Senedd Commission's budgetary assumptions set out above were based on an ASHE Wales increase of 5% and an inflationary CPI rate of 3%. The ASHE Wales figure published in November is 4.5% and the CPI rate of January 2026 (the figure that will be used to uprate a number of budgets) is not yet known. The Board will therefore publish revised costs in March 2026 when the final Determination for the Seventh Senedd will be published.

Simplification

11. Simplification of the Determination has been a key Board objective and one of the Board's core thematic reviews during its past term³.

12. The Simplification review has sought to ensure that the Determination for the Seventh Senedd is clearer and easier to read and understand, aiming to aid administration and interpretation, and has sought to identify:

- Controls that may be unduly restrictive or unnecessary;
- Material that would benefit from re-drafting;
- Potentially redundant provisions;
- Duplication and superfluous wording;
- Wording which describes a process or function carried out by the Commission, and;
- Wording which is better suited to another part of the Determination for clarity.

13. Underlying principles and controls in the Determination have also been reviewed, and, in some areas, the Board has sought to provide Members with greater flexibility to determine how they manage their resources in order to meet their or their constituents' needs or their preferred ways of working, whilst retaining a balance of accountability and commitment to value for money for the taxpayer.

³ In accordance with the [National Assembly for Wales \(Remuneration\) Measure 2010](#) a Board term is fixed for five years. The current Board term started in September 2025

General changes to the Draft Determination

Terminology and Title

14. As noted in the Board's Autumn and Spring consultations, much of the terminology in the new Determination will be simplified and made more consistent throughout the Determination.

15. A range of terms are used currently, such as 'allowances', 'expenses', 'expenditure' and 'funds'. The Board have made a conscious decision to refer instead to 'budgets' and 'costs' in the Determination for the Seventh Senedd.

16. The Determination's title will therefore change from the 'Determination on Members' Pay and Allowances' to the 'Determination on Members' Pay, Staffing and Business Costs'.

17. The Board's view is that this title more clearly explains the purpose of the Determination particularly to the public and, rather than providing for 'allowances', Members are able to claim the 'costs' of the necessary staffing and business support they require to fulfil their duties.

18. This is also consistent with the approach followed by the Independent Parliamentary Standards Authority (IPSA).

19. Similarly, the names of specific chapters or budgets will be renamed, for example, 'Overnight Accommodation' will be used instead of 'Residential Accommodation Expenditure'.

20. The term 'central funds' will also be replaced in the Determination. 'Central funds' is a general budget provided by the Senedd Commission under the Determination to provide for costs for matters such as travel, costs of care, employer national insurance contributions, some redundancy costs or security costs. Other budgets in the Determination are subject to Member oversight and budgets are limited and must not be exceeded, such as overnight accommodation, constituency work or staffing budgets.

21. The term 'central funds' is not widely understood and has caused confusion in the past. The Board will therefore clarify in the Determination where costs are to be claimed from specified budgets which have a maximum amount claimable (e.g. Staffing budget) and where the costs are claimed under the Determination and are not subject to a specific budget or limit.

Consultation Questions

1. Do you have any views on changing the title of the Determination?

2. Do you have any views on the new approach to terminology and do you think it is easier to understand?

Streamlining and removal of duplication

22. The Determination currently includes some duplication and repetition which will be removed in the Determination for the Seventh Senedd.

23. The Determination currently includes several references to Senedd Commission processes or policies. The administration of the Determination however is a matter for the Commission and outside the Board's remit. References, for example, to an appeals process relating to claims will be removed from the Determination. Similarly, attribution of specific actions or responsibilities to the Commission or references to the Members Business Support Team will be removed.

24. The Determination for the Seventh Senedd will include http links to relevant legislation, documents or publications for ease of reference, which should aid Members and support staff with their understanding and application of the Determination.

Clarity of Purpose

25. Each chapter in the Determination for the Seventh Senedd will set out a brief introductory 'Purpose' section. This sets the overarching policy intent and purpose of the provisions relating to Members' remuneration or staffing or business support in that Chapter.

An Annex containing a table of Salaries and Staffing and Business Costs

26. The details of Members' and staff salaries and the various budgetary figures available to Members are included throughout the body of the Determination currently; this approach however means that it is not straightforward to clearly identify salary levels or specific budgets and does not aid transparency or usability.

27. In recent years, the Board has piloted an approach where all salary and budgetary figures are included in a single published table, similar to the IPSA Scheme. The Board therefore intends to introduce this formally as an Annex to the Determination for the Seventh Senedd as it

provides greater clarity, administrative ease and aids transparency and simplifies the annual review process when uprating salaries or budgets in line with agreed annual indexation.

28. To aid clarity for support staff, the Determination for the Seventh Senedd will also include an Annex summarising the enhancements to statutory entitlements in the Terms and Conditions of Support Staff which are incorporated into support staff contracts.

Structure of the consultation document

29. The Draft Determination for the Seventh Senedd, included in Annex B, is a brand new document. It has been simplified and streamlined, with duplication reduced and the draft is 10,131 words compared to the 18,800 words of the current Determination.

30. The format and text of the Determination has largely remained unaltered since the first Determination in 2011-12 and the text and structure of this new Draft Determination is therefore markedly different from the current or previous Determinations.

31. This consultation document has therefore been structured to guide readers through the proposed drafting and policy changes in the Determination, summarising what has changed and why, as well as highlighting any further specific policy proposals for the Seventh Senedd.

32. Given the substantial drafting changes, to make the consultation document as clear as possible, each of the 9 new Chapters is summarised in this document as follows:

- Summary of drafting changes
- Any policy Proposals for the Seventh Senedd (including any proposed annual inflationary uplifts)
- Each Chapter will include consultation questions relevant to the drafting or policy proposals included.
- All consultation questions, including questions relating to equality, are included in Annex A.

33. The Board is consulting on the proposals as set out below, and we would welcome responses **no later than 17.00, 4 February 2026**. The process for submitting a response and more information on how it will be handled can be found at the end of this document. Please send responses to remuneration@senedd.wales.

Chapter 1: Principles, general rules, exceptional costs and interpretation

Summary of drafting changes

34. This new Chapter merges the current Chapter 1 (Introduction and Principles of Financial Support), Chapter 2 (Rules for the Submission of Claims) and the Interpretation section of the Determination.

35. The Chapter broadly retains the same content as current Chapters 1 and 2, but has been simplified and includes the following changes:

- Removal of some unnecessary references to the Board's own principles, instead emphasising the principles that Members must follow when making claims.
- Inclusion of a new principle of 'equality of representation', which is consistent with the Rules and Guidance on the Use of Public Resources.
- Simplification and renaming of the exceptional expenses process.
- Removal of current section 1.3B Role of the Senedd Commission and 1.4 Appeals Process, as these are matters for the Senedd Commission and not for the Board to specify.
- Removal of duplicated references to principles or matters included elsewhere in the Determination, for example:
 - Current section 2.1.2 relating to part year funding of political groups will be moved to section 1.6
 - Current section 2.3.1 has been removed as this is a repetition of the principles already set out in Chapter 1
 - Current sections 2.3.5 and 2.3.6 removed as these relate to matters separately set out in Chapter 5 Travel
 - Current section 2.3.10 relating to referrals to the Chief Executive has been removed as this is a matter for the Senedd Commission to determine
- The Interpretation section has been updated to reflect the new terminology used within the new Determination and any revised provisions and has also been moved and incorporated within the body of the Determination as part of Chapter 1 to ensure that it is read and referenced when using the Determination.

Consultation Questions

3. Do you agree that the revised draft Chapter 1 provides clarity regarding the purpose, principles and general rules applicable to Members when making a claim through the Determination?

4. Do you agree with the proposed insertion of a principle relating to 'equality of representation'?

5. Do you think there are any omissions or unintended consequences of the redrafting of the Chapter?

Chapter 2: Remuneration of Members and Additional Office Holders

Summary of drafting changes

36. The chapter title has been changed to reflect the fact that the chapter also includes additional office holders' as well as Members' remuneration.

37. Members' remuneration was included in Chapter 3 in the previous Determination, however, it will be Chapter 2 from the Seventh Senedd, as current Chapters 1 and 2 have been merged, as noted above. The chapter retains the same policy intent as the current Chapter 3, however it has been streamlined and simplified extensively to remove repetitive or unnecessary wording.

38. Other changes include:

- Changed 'Leader of a Political Group not in Government' to 'Leader of a Senedd Group', to be consistent with the general terminology relating to 'Senedd Groups' and also to provide flexibility for payments to a Leader of a Senedd Group in a coalition, but who was not a Welsh Minister (Members who hold more than one additional office will continue to receive only one additional office holder's salary).
- Retained reference to ASHE Wales as the annual index for Members' salaries, but the previously included detail related to ASHE Wales is included in the Interpretation section (as it applies equally to staffing salaries)
- Additional information relating to Members' pension entitlement has been included, as this is a substantial element of a Member's overall remuneration package and cost to the taxpayer. The Determination will also include an [http link](#) to the Pension Handbooks to signpost to more information to aid understanding and transparency.
- The salary figures for Members and additional office holders will be included in a table in an Annex to the Determination.

Policy Proposals for the Seventh Senedd (including any annual inflationary uplifts)

39. The Board made its determination for Members' and additional officer holders' salaries in July 2025 and there are no further proposals.

40. In line with the Board's decision in July, Members and additional office holders' salaries will increase by ASHE Wales figure of 4.5%, from 1 April 2026. These figures are included in the Annex to the Determination for the Seventh Senedd.

Consultation Questions

6. Do you agree that the revised draft Chapter 2 provides clarity regarding Members' salaries and pensions entitlements?

7. Do you think there are any omissions or unintended consequences of the redrafting of the Chapter?

Chapter 3: Additional Support

Summary of drafting changes

- 41.** Members' additional support was included in Chapter 3A in previous Determinations, it was originally inserted as a new Chapter 3A at the start of the Sixth Senedd, however, it will be Chapter 3 from the Seventh Senedd, as current Chapters 1 and 2 have been merged, as noted above.
- 42.** The revised chapter has been drafted to more closely align with the 'social model of disability', an approach confirmed in the Part Two consultation in the Spring.
- 43.** The revised chapter also cross-references Chapter 4 Overnight Accommodation, to make it clear to Members with caring responsibilities that they may also be able to claim for additional accommodation costs for dependants normally resident with them in Cardiff under section 4.3.2(h).
- 44.** The revised chapter retains the same policy intent as the current Determination, however has been streamlined and simplified, including:
- Removal of current section 3.A1.2 which is a general statement requiring prior approval for expenditure, as this is separately specified in the relevant sections
 - Current section 3.A1.4 regarding publication of claims has been removed, as publication matters are already included in Chapter 1
 - Current sections 3.A1.3 and 3.A1.5 have been removed as the redrafted chapter notes that all costs related to claims under this chapter are paid through the Determination (formerly 'central funds')
 - Current section 3A.3 re Support for Members with childcare and other caring responsibilities has been amended to incorporate the Board's policy decision in July (as set out below).
 - Current section 3A.4.6 regarding parental leave claims being made 'where possible, in advance of the Member taking the period of parental leave' has been removed, to provide greater flexibility as a Member may need to put in place such arrangements during parental leave (or may not have been able to do so if a Member was unwell or the birth was premature, for example).
 - Current section 3A.4.7 has been removed. This currently requires Members to inform the Commission of their intention to take parental leave in advance of their leaving date, which should be no later than 23 weeks before the due date; this has been

removed to provide greater flexibility for Members and may be subject to Commission guidance.

- The current section 4.6 regarding Security Measures at Members' main homes has been moved from Chapter 4 Overnight Accommodation, as Chapter 4 sets out claimable costs relating to (temporary) overnight accommodation which is not a Member's main home. The Board is of the view that as these relate to 'additional costs', it is clearer for Members that security costs are located in Chapter 3 Additional Costs.

Policy Proposals for the Seventh Senedd (including any annual inflationary uplifts)

Proposal: The maximum claim of £350 per dependant for costs of care limit will be increased by the January 2026 CPI rate from the start of the Seventh Senedd.

45. Members will be entitled to claim up to a maximum of £350 per month (for up to three dependants) per month for the costs of care where such care is specifically required to enable the performance of the Member's duties (and is outside normal working hours).

46. This maximum claimable cost has historically been operated annually in line with CPI rate.

Consultation Questions

8. Do you agree that the revised draft Chapter 3 provides clarity regarding additional support available to Members?

9. Do you think there are any omissions or unintended consequences of the redrafting of the Chapter?

10. Do you agree with the proposed increase of claimable costs of care limit in line with January CPI rate?

Chapter 4: Overnight Accommodation

Summary of drafting changes

47. The chapter title will change to 'Overnight Accommodation' from the current 'Residential Accommodation Expenditure' and includes a new 'introductory' Purpose section which summarises the policy intent of the chapter.

48. There are substantive changes to reflect the Board's previous policy decisions including:

- removal of current section 4.3 which relates to the 'Intermediate Area' as this area will be merged with the 'Outer Area' from the start of the Seventh Senedd (as per the Board decision in July, as below);
- removal of current Option D – transitional arrangements relating to mortgage payments, as this no longer applies from the end of the Sixth Senedd (as per the Board decision for the start of the Sixth Senedd⁴)

49. The revised chapter otherwise retains the same policy intent as the current chapter, however, it has been streamlined and simplified, including a reordering and combination of sections. Revisions include:

- new section 4.3 simplifies current sections 4.4.2 to 4.4.5A,
- new section 4.7 simplifies current section 4.5 relating to overnight accommodation outside the Cardiff area, with accommodation costs included in the table in the Annex to the Determination. The business case requirements for international accommodation are cross-referenced with those for international travel in Chapter 4 (so only one business case is required for both travel and accommodation).
- New section 4.9 sees current sections 7.16 and 8.5B, relating to support staff and group staff accommodation respectively, being simplified and included in this chapter so all overnight accommodation-related matters are in one place. New section 4.10 clarifies that such accommodation costs, as now, would be paid out of the Staffing budget or the Group Support budget.
- Current section 4.1.3 'borderline cases' regarding the location of Members' main homes has been moved to a new specific section 4.6 'Main home in borderline

⁴ The Board decision can be found at paragraph 5.77 of the [Review of the Determination for the Sixth Senedd](#).

cases'. The requirement for an application in such circumstances remains; however, this would be considered by the Board rather than the Senedd Commission as is currently the case.

- Current section 4.2.A2 (where an Inner area Member who has claimed the maximum amount of accommodation may apply to the Senedd Commission 'in exceptional circumstances for reimbursement of any further accommodation') has been removed. This provision is redundant as such claims may be made under the general 'exceptional costs' provisions set out in new section 1.7.

Policy Proposals for the Seventh Senedd (including any annual inflationary uplifts)

Proposal: Removal of Option B – expenses in relation to a home in the Cardiff area provided at the Member's own expense

50. The Determination currently provides for Members with a main residence in the Outer Area to claim overnight accommodation in Cardiff when undertaking Senedd duties, which may either be rental accommodation (described as Option A), hotel or serviced accommodation (described as Option C), which is up to the maximum amount specified for rental costs in Option A.

51. The Determination also includes an Option B, where costs related to council tax, utility bills, broadband, television licence and insurance may be claimed for a home provided at a Member's own expense. The home must be in the Cardiff area, must not be the Member's main home and must not be sublet.

52. The Board is proposing to remove Option B from the start of the Seventh Senedd. This proposal is consistent with the Board's prior decision (in 2019) to remove transitional arrangements in place for Members to claim mortgage interest payments and funding for essential repairs on a property they own, by the end of the Sixth Senedd term.

53. The Board gave careful consideration to whether Option B should continue in the Seventh Senedd and the Determination includes a principle that claims there should be 'no personal benefit' of any Determination claims, specifically that 'Members must not make claims that give rise to the perception of an improper, direct or indirect personal financial benefit to a Member or any other person.

54. Under the current Option B provisions, a person who owned or contributed to the rental/mortgage costs of a home in the Cardiff area would have been able to claim household

costs that they would usually incur and pay for personally in relation to their property. Furthermore, should a Member live in a home in the Cardiff area and share the costs of rent or mortgage with another person (not a dependent family member), that other person would benefit and would have subsidised living costs at their property, which might also be their main residence.

55. Should the Board remove Option B, Members with a property in Cardiff may wish to use that property at their own expense. Otherwise, an eligible Member would be able to rent a property and claim for accommodation costs (under Option A) or C (hotel accommodation), if the Member considered this was necessary and reasonable.

56. The Board recognises that the total costs claimed by Members may be less under Option B compared to Option A, and therefore has to consider the balance between value for money for the taxpayer, reasonableness and minimising any 'personal benefit' to Members and the associated perceptions.

57. The Board has considered the equality implications of this proposal. Although this proposal may have an impact on people with the protected characteristic of marriage and civil partnership, the Determination provides for alternative costs and support (including costs of a rental property or hotel accommodation). The Board is also seeking to ensure the Determination principles regarding no personal benefit and avoid negative effect on the reputation of the Senedd or its Members.

Proposal: The maximum amount that may be claimed for overnight accommodation in the United Kingdom (Cardiff and elsewhere, new section 4.7) will be increased by the CPI figure for January 2025 and the London maximum overnight amount will be increased to £230.

58. Members can claim the cost of hotel accommodation in the Cardiff area, elsewhere in the UK or in London if it is necessary to stay overnight in connection with the performance of their duties.

59. The Board compared overnight accommodation rates compared to other relevant bodies and also reviewed the availability of hotel accommodation in the Cardiff Bay area. This analysis confirmed that there remains a range of available hotel options within the maximum nightly rates, even when booking accommodation on the day. The Determination also allows for the maximum rate to be applied to the average cost per night, where consecutive nights are booked in a single transaction. Analysis however showed that there is limited availability of hotels within the current maximum rate within London.

60. The Board therefore proposes to increase the maximum overnight rate by CPI for January and uprate the London overnight rate to align with the rates set for MPs by IPSA.

Proposal: The overnight accommodation budget for Inner Area Members (new section 4.1.1) will be the equivalent of 6 nights' at the uprated maximum overnight accommodation rate from the start of the Seventh Senedd.

61. The Board has piloted a new approach during 2025-26, whereby Members with a main residence in the Inner Area may claim for overnight accommodation in the Cardiff area up to a maximum of £702 per year. This amount was based on 6 nights' equivalent overnight accommodation at the maximum hotel rate, though the Board noted that further nights' accommodation could be managed if a Member secured lower rates.

62. The Board has considered usage during the first seven months of the pilot, noting that:

- 24 Members (83% of those eligible) have not made a claim (to date)
- 3 Members have claimed for one overnight stay (average cost of £74)
- 1 Member has claimed 2 nights' overnight accommodation (average cost of £98)
- 1 Member has claimed 4 nights' overnight accommodation (average cost of £78.50 and totalling £314 or 48% of the overall budget available).

63. Five months of the pilot is yet to run, which includes the winter months which could lead to greater demand due to severe weather (the latter months of the pilot may also be affected as the business demands and commitments of the Senedd and Members may be different in the last few months of a Senedd term).

64. Based on Members' usage to date, the Board is of the view that the budgetary provision is sufficient and notes that the Determination provides for additional exceptional costs to be claimed under new section 1.7.

65. The Board therefore proposes to retain the current approach, in line equivalent of 6 nights' at the uprated maximum overnight accommodation rate from the start of the Seventh Senedd. The Board will keep the sufficiency of this budget under review in the new Senedd term pending the outcome of any changes to the timetabling of Senedd business.

Proposal: Subsistence rates will increase (new section 4.8.1) to £30 for a 24 hour period from the start of the Seventh Senedd.

66. The Determination currently provides for an evening meal for a Member subject to a maximum of £20 per night (and the amount claimed may not include the cost of any alcoholic

drinks). This rate has not been reviewed since 2011. Members may also claim for breakfast for an overnight stay, where this not provided on an inclusive basis within the overnight rate.

67. The Board has compared subsistence rates with other relevant organisations:

- Welsh councillors are able claim a daily allowance of £28 supported by receipts.
- MPs may claim for the cost of purchasing food and non-alcoholic drinks up to £25 for each night, but the claims can cover purchases made during the day.
- MSPs' higher overnight rates of £233 and £271 (London) specifically includes dinner, bed and breakfast.

68. All of the above subsistence rates are higher than currently provided for Members of the Senedd and the rates for MPs and MSPs may be subject to increases for 2026-27.

69. The Board therefore proposes to change the provision from a 'maximum of £20 per night' to a 'maximum of £30 per 24 hour period' to provide greater flexibility for Members and their staff to make reasonable claims for food and drink incurred whilst away from home or their usual place of work whilst undertaking a Member's duties.

70. In making this proposal, the Board has considered the more flexible approach as set out by other bodies above, but would welcome views on whether specific meal limits or criteria regarding reasonable distance or time away from home or usual place of work should be specified in the Determination, as is the case with subsistence policies in many public sector organisations.

Proposal: The annual amount that may be claimed for overnight accommodation in Cardiff by Members whose main homes are in the Outer Area will increase by 3.4% from the start of the Seventh Senedd (rounded to the nearest £5 per month).

71. Members whose main homes are located within the Outer Area are currently able to claim expenses in relation to properties in the Cardiff area, up to a maximum of £12,900 per year or £1,075 per month.

72. Members may also claim for expenses such as council tax (up to Council Tax Band F), utility bills, TV licence, Broadband provision, etc. in addition to rent (including any management charge or ground rent). There is no upper limit on these additional costs.

73. When reviewing this provision as part of the annual review for 2025-26, the Board agreed to increase in line with the ONS Index of Private Housing Rental Prices for Cardiff..

74. The Board has considered analysis of the local rental market, including monthly rental costs for one and two bedroom flats in the Cardiff Bay area, as well as current Members' rental costs. This analysis shows that the average rental increase over the past 12 months is 3.4%; although rental increases are slowing down, they remain higher in the Cardiff area compared to elsewhere in Wales and the UK.

75. Based on this analysis, the Board proposes to increase the annual amount that may be claimed for overnight accommodation by Members whose main homes are in the Outer Area (in new sections 4.3.2 (a) and 4.5.1) by 3.4% to £13,320 per annum based on a maximum of £1,110 per month in 2026-27.

Proposal: The additional overnight accommodation costs available to Members in the Outer Area with caring responsibilities will remain unchanged.

76. The Board provides for additional overnight accommodation costs for Members in the Outer Area with caring responsibilities for dependants normally resident with them in Cardiff.

77. The Board determined in July that, from the start of the Seventh Senedd, this would be up to £3,870 per year for the first dependant and £1,290 per year for each additional dependant, up to a maximum of two. This was based on analysis that showed a 2 bedroom property was 30% more expensive than a 1 bed property and additional bedrooms were approximately 10% in addition.

78. The latest data shows that the average two bedroom property in the Cardiff area is c27.3% more expensive than an average one bedroom property. The additional accommodation costs for the Seventh Senedd set by the Board in July therefore remain appropriate and will remain up to £3,870 per year for the first dependant and up to £1,290 per year per additional dependant (up to a maximum of 2 dependants) for 2026-27.

Consultation Questions

11. Do you agree that the revised draft Chapter 4 provides clarity regarding overnight accommodation costs available to Members?

12. Do you think there are any omissions or unintended consequences of the redrafting of the Chapter?

13. Do you agree with the proposal to remove Option B (expenses in relation to a home in the Cardiff area provided at the Member's own expense)?

14. Do you agree with the proposed annual uplifts for overnight accommodation costs set out above?

15. Do you have any views on the proposed changes to subsistence costs set out above and whether additional clarification or criteria regarding reasonable claims is necessary?

Chapter 5: Travel

Summary of drafting changes

79. The chapter title has been changed to 'Travel' from 'Member's Travel', as it will include travel relating to support staff and group staff.

80. The revised chapter includes a new 'introductory' Purpose section which summarises the policy intent, which remains as per the current chapter. There are no substantive policy changes, but the chapter has been simplified, with various sections condensed, merged or removed, including:

- Removal of principles relating to travel in current sections 5.1, 5.2, 5.3 and 5.4 as these replicate the general principles in Chapter 1.
- A new section 5.1 which merges the two current categories of domestic travel: travel within Wales (i.e. 'normal travel') and travel within the rest of the UK (i.e. 'extended travel') as the same rules apply to both.
- Current section 5.15.6 requiring Members to submit a report after returning from international travel has been removed, in line with the Board's decision in July 2025.
- Current section 5.17 relating to 'recall of the Senedd or a committee' has been simplified in new section 5.3 and renamed to reflect that this covers travel due to unscheduled plenary meetings and unscheduled committee meetings. Should a Member be on holiday in the UK, travel to attend the meeting is covered by new section 5.1 and if the Member is abroad, travel is covered by new sections 5.3.1(a) and (b).
- Current section 5.18.1 has been redrafted and incorporated within new section 5.4.1, allowing 12 journeys per 'family member' per year as per the Board's decision in July 2025. A 'Member's partner' will be a defined term in the Interpretation section (mirroring the definition in Senedd Standing Orders).
- Current sections 5.20 and 5.23 relating to direct payments to a Member's partner or child or to staff have been removed, as these relate to Commission processes.
- The limit on the number of journeys for constituency based staff to/from Cardiff have been removed (current section 5.21) as per the Board's decision in July 2025.
- Current sections 7.15 and 8.5B (Staff travel and group staff travel respectively) have been moved to this chapter (new sections 5.6.2 and 5.7) as claims for such travel would mirror travel claims by Members, although any claims for staff travel would be made against the staffing budget or Senedd Group Support budget.

Policy Proposals for the Seventh Senedd (including any annual inflationary uplifts)

81. There are no proposed policy changes for the travel chapter for 2026-27.

82. There are no proposed annual uplifts to budgets as all claims are based on actual costs based on HMRC rates (as set out in Part 5 of the Table in the Annex to the Determination).

Consultation Questions

16. Do you agree that the revised draft Chapter 5 provides clarity regarding Members' and staff travel?

17. Do you think there are any omissions or unintended consequences of the redrafting of the Chapter?

Chapter 6: Constituency Work

Summary of drafting changes

83. The chapter title has been changed to 'Constituency Work' from the proposed 'Constituency Office and Engagement' title as set out in the Part One consultation in the autumn of 2024; the chapter also includes wider references to 'constituency work'.

84. The Board has chosen this term as it provides a better description of the purpose of the budget provided, which relates almost entirely to work undertaken in the constituency, including research and other costs. The original proposal may have been misinterpreted by Members that there is an expectation that Members should have an 'office', the Board's view however is that this is a matter for Members depending on how they wish to work in their constituency.

85. The revised chapter includes a new 'introductory' Purpose section which summarises the policy intent. There are no substantive policy changes (other than set out specifically below which were subject to previous consultations and the Board's decisions in July 2025). The chapter has been simplified, with various sections merged or removed, including:

- Removal of the 'Office Accommodation principles' currently set out in section 6A.1 of the Determination, as per the Part One consultation in August 2024, as these broadly replicate the general principles in Chapter 1 or relevant statutory requirements, for example relating to accessibility, and some of which are less relevant given increased hybrid working.
- The office accommodation principle in current section 6A1.2 has however been retained in new section 6.3.1 and continues the requirement for Members to ensure that constituency premises are suitable for their needs as a Member.
- New footnote references to the relevant Rules on the Use of Senedd Resources, specifically Rules 7 and 8, reminding Members of the rules on equal treatment of constituents and communicating and engaging with constituents.
- A new section 6.4 on Shared Costs, to make it clearer to Members that they may wish to share costs on matters and clarify how costs are shared.
- The increased budget transfer limit (formerly 'virement') of 50% into the Staffing budget (currently 25%).

Policy Proposals for the Seventh Senedd (including any annual inflationary uplifts)

Proposal: The £27,430 Constituency Work budget will be updated by the January 2026 CPI rate

86. The Board has previously assessed the sufficiency of the Constituency Work budget (currently referred to as the Office and Constituency Liaison Fund) based on Members' spending patterns during recent years and concluded as part of the Part One consultation in autumn 2024 that the budget was sufficient.

87. The Board therefore proposes to increase the budget, as in previous annual reviews, in line with the January 2026 CPI rate.

Proposal: The Office Start-up budget (£6,500) and Office Refresh budget (£2,500) will be updated by the January 2026 CPI rate.

88. The Determination provides budgets for new and returning Members to set up new offices or refresh or refurbish existing offices following the election. Several returning Members may need to refresh their office (such as install new signage) or move offices given the changes to Senedd constituencies.

Proposal: The provision for Members to claim broadband costs at their main home will be removed from the start of the Seventh Senedd.

89. Section 6.6A.1 of the Determination currently provides for Members to claim for the reimbursement of costs for broadband at their main home 'which are additional to those which are part of the normal cost of living in the home'.

90. This provision was inserted into the 2022-23 Determination following the representations from Members as a result of increased hybrid working during and following the COVID pandemic.

91. No Members are currently claiming under section 6.6A.1.

92. The Board's view is that this provision no longer remains appropriate given the developments in and wide adoption of high-speed broadband by the majority of households, which allows the general working population to sustain normal remote working practices from home, notably remote access to ICT systems and remote attendance in meetings through

Teams or Zoom. This proposal is consistent with the Board's previous decision to remove the 'Homeworking Allowance' for support staff for the Seventh Senedd.

Consultation Question

18. Do you agree that the revised draft Chapter 6 provides clarity regarding making claims for Constituency Work?

19. Do you think there are any omissions or unintended consequences of the redrafting of the Chapter?

20. Do you agree with the proposed annual uplifts for Constituency Work and Office start-up and Office Refresh costs in line with the January 2026 CPI rate?

21. Do you agree with the proposed removal of the provision for Members to claim additional broadband costs at their main home?

Chapter 7: Support Staff

Summary of drafting changes

93. The chapter title has been changed to 'Support Staff' from the current 'Staffing Support for Members' and the revised chapter includes a new 'introductory' Purpose section which summarises the policy intent.

94. The Chapter has been restructured and simplified to provide greater clarity. Key changes include:

- Summarising and combining several existing 'rules' relating to the employment of staff (and which help provide consistency and protection for staff) into a new section 7.1 at the start of the chapter e.g. provision of contracts, adherence to the job classification framework, prohibition of employment of family members, fair and open recruitment and treatment of interns.
- Progression through the pay points (new section 7.3) includes reference to satisfactory 'competence' as well as 'performance', as now, as this aligns with the purpose of the new Job Classification framework.
- Removal of duplication relating to staff travel and overnight accommodation, instead including a reference (in new sections 7.9, 7.10 and 7.11) to the general travel and overnight accommodation provisions in Chapters 4 and 5.
- Current section 7.4 Staff combinations and references to 'Remaining Balance' have been removed, as this is broadly descriptive commentary and Members retain discretion and flexibility regarding the usage of their Staffing Budget for the purposes of the Chapter.
- Current section 7.12 'Temporary Staffing Allowance' has been renamed 'Cover during support staff absences' (new section 7.8) to more clearly define the purpose of this budget (which continues to be in addition to a Members' staffing budget)
- Current section 7.5 'Temporary Support' has been removed as it is superfluous as this relates to the employment of staff on fixed term contracts, which is covered under new section 7.1. The reference to Unpaid Placement Policy has been removed as it is not published
- the increased budget transfer limit (formerly 'virement') into the Constituency Work budget of up to 50% of the Constituency Work Budget (currently 25%).

Policy Proposals for the Seventh Senedd (including any annual inflationary uplifts)

95. The Board made its determination for Support staff salaries in July 2025 and there are no further proposals.

96. The support staff salaries for Seventh Senedd, set by the Board in July 2025, will increase by ASHE Wales figure of 4.5% and are set out in the Annex to the Determination.

97. As a result of the ASHE Wales uplift of 4.5%, **Members' Staffing Budget will be £148,382** for the Seventh Senedd (this budget is based on the calculation of the maximum pay-points of the 3 highest Bands in Members' offices: Senior Advisor, Band 1 and Band 2).

98. The following policy proposals are subject to consultation and therefore have not been included in the draft Determination for the Seventh Senedd in Annex B; should the Board confirm its decision to include these proposals following the consultation, these provisions will be incorporated into the final Determination for the Seventh Senedd published in March 2026.

Proposal: To introduce a new Additional Duties Payment for staff who take on additional temporary responsibilities

99. Members have made representations to the Board about the lack of flexibility provided by the Determination to remunerate staff appropriately should they take on additional responsibilities, particularly when covering for the absence of a colleague at a higher pay Band.

100. Although 'additional responsibility payments' are not set out in the staffing framework for MPs or MSPs, the IPSA scheme for MPs provides for a Reward and Recognition Payment of up to £1,000 per year as a reward for 'outstanding performance'.

101. Additional duties allowances are provided to staff by many employers, including the Senedd Commission, Welsh Government, and a wide range of other public, private and third sector organisations. Generally, this type of allowance is available to those who take on duties normally assigned to a higher pay band only, however sometimes it is also provided to those who take on additional duties normally assigned to their substantive grade or pay band.

102. The Commission and Welsh Government both provide a 5% uplift for additional duties, although the Commission does provide for a temporary promotion to a higher band. A Temporary Promotion Assignment (TPA) is provided for in the Welsh Government subject to a recruitment exercise payable for a temporary period only (up to a maximum of 18 months.)

103. Members already have the ability to provide for a temporary promotion for a member of staff to a higher Band through an open and fair recruitment.

104. The Commission also provides for staff to temporarily increase to the minimum of the next pay band upwards from the employee's substantive pay band; this would not be appropriate arrangement for Members' staff, given the overlap in the top and bottom of pay Bands. There is generally a 5% pay uplift between the top of pay band and the bottom of the next highest pay band in the Senedd Commission.

105. The Board therefore proposes to provide Members with additional flexibility to claim the cost of remunerating their staff with an 'additional responsibility payment' where they are required to undertake additional responsibilities of a higher Band, as follows:

- Members may claim the costs of paying a member of staff, who has passed their probationary period, a 5% salary uplift for a period of up to 6 months where they are performing additional duties (such as a new project) at a higher grade, or to cover the absence of a colleague at a higher grade who is absent from work.
- This additional responsibility payment will be pensionable.
- Where the additional payment is made to a member of staff who is undertaking additional duties at a higher grade for a limited period (e.g. a new project or piece of work), such additional costs would be met from a Member's staffing budget. Where the additional payment is made to a member of staff covering a staff absence (as set out within the renamed 'Cover during support staff absences' section of the Determination), these costs will be paid through the Determination, but not deducted from the Member's staffing budget.
- The additional responsibility payment would be subject to review at the 6 month period, should an extension be required, to cover an absent member of staff.

Proposal: To provide greater flexibility for Members and developmental opportunities for staff by introducing new short-term internal secondment arrangements

106. Some support staff are currently employed separately on a part-time basis by two or more employing Members or a Member and a Group.

107. The Board intends to introduce greater flexibility for Members to manage short-term staffing needs by clarifying arrangements for internal secondments of staff between Members' offices or between a Member and a Group office.

108. Short-term internal secondments may assist new Members setting up an office or establishing a team after the election and could also provide short-term cover during staff absences or provide staff with developmental opportunities.

109. The approach has been informed by IPSA's 'Inter-office Loans' scheme, which is for loans between Members' offices of up to 3 months. IPSA is awaiting further advice before the 'Inter-office Loans' scheme commences.

110. The Board is liaising with IPSA and may seek further advice, however is seeking views on the following proposal:

- Internal Secondments, of up to 6 months, of staff who have passed their probationary period, between Members' offices and/or Group Offices.
- A standard written agreement would be required between the two employing parties, detailing management arrangements and approach to re-imbursing costs between Members'/Group budgets. The relevant parties should liaise with the Senedd Commission before confirming an agreement.
- It is anticipated that, following the agreement of such an approach, the relevant staffing costs (salary and any travel or overnight accommodation) of an 'internal secondee' would be payable from the 'receiving' Member's staffing budget during the period of the secondment. The staff member's terms and conditions of employment will remain the responsibility of the employing Member.

Proposal: Additional support will be provided to staff affected by a relocation of a Members' office due to constituency changes

111. Changes to the Senedd constituencies for the Seventh Senedd means that current Members who are returned will represent new, larger constituencies and some may represent different constituencies. Members who are re-elected may therefore need to relocate their constituency office to a new location or constituency; all Members at the start of the Seventh Senedd may claim from an Office Start-up budget (or those who remain in their existing premises may claim a lower Office Refresh budget).

112. A change of office location as a result of a constituency change of an employing Member may have implications for a returning Member's current staff in terms of an agreed place of work; commuting costs may therefore increase or where a staff member's commute is extended beyond a "reasonable distance" due to an office move, they may be entitled to redundancy.

113. The Board may need to seek employment and tax advice before finalising any decision post-consultation and therefore it is seeking views on the following proposals, which are based

on the arrangements IPSA introduced to address the Parliamentary boundary changes ahead of the last UK General election.

Additional commuting costs

114. It is proposed that a Member will be able claim costs for the reimbursement of staff members' additional commuting costs (those costs over and above what they were paying to commute to the previous office location) for a period of three months following an office move as a result of a constituency changes. This could relate to additional mileage or public transport fares.

115. The office move would need to take place within six months of the election for the additional commuting costs to be claimed.

116. Any additional time spent commuting would be considered to be personal time and not part of a staff member's contractual working hours. Claims for additional commuting costs would be taxable, meaning that tax will be deducted when the amount is reimbursed to the staff member.

Redundancy as a result of office relocation

117. Where a staff member's commute is extended beyond a "reasonable distance" due to an office move, they may be entitled to redundancy. Redundancies may also arise where other changes, prompted by the constituency changes, are made to a staff member's role.

118. A "reasonable distance" could relate to additional time and/or cost and may not be the same for all staff, and may be based on an individual's personal circumstances. IPSA's rules stipulate that, in most cases, an additional 45 minutes on the journey is the criteria considered.

119. Not all office moves will result in a possible redundancy situation and staff may leave the Member's employment for other reasons, such as an appointment to another job. Members would need to seek advice from the Senedd Commission to confirm whether a possible redundancy situation has arisen and to ensure they follow the correct process. Where a returning Member makes a role redundant following the election, as the result of the above or due to office restructuring, the relevant costs will be payable from the Member's staffing budget.

Consultation Questions

22. Do you agree that the revised draft Chapter 7 provides clarity regarding staffing support for Members?

23. Do you think there are any omissions or unintended consequences of the redrafting of the Chapter?

24. Do you agree with the proposal to introduce a new Additional Duties Payment for support staff?

25. Do you agreed with the proposal to introduce internal secondment arrangements for support staff?

26. Do you agree with the proposal to introduce additional support for support staff affected by a Member's office re-location due to constituency changes?

Chapter 8: Senedd Group Support

Summary of Drafting Changes

120. The chapter title has been changed to 'Group Support' from the current 'Support for Political Parties' and the revised chapter includes a new 'introductory' Purpose section which summarises the policy intent. These proposals were subject to previous consultation and make it clear that the funding provided is to support the work of political Groups of the Senedd, rather than political parties.

121. The Chapter has been restructured and simplified. Key changes include:

- Insertion of 'travel' in the Purpose to clarify that, as now, travel claims relating to Senedd Group activity are eligible expenditure (although any travel claims relating to a Member's duties continue to be claimable from Chapter 5 Travel).
- Removal of a significant amount of duplication relating to group staffing matters which is covered in chapter 7 on staffing; the revised draft chapter 8 therefore includes several sections where Group Leaders should refer to the relevant sections in chapter 7 relating to Group staff appointment, employment, salaries and pay progression, and chapters 4 and 5 relating to group staff overnight accommodation and travel.
- Removal of references to the total budget and distribution formula between groups, which is now included in Table 8 in the Annex to the draft Determination.
- Removal of duplication relating to Group staff travel and overnight accommodation, instead including a reference (in new sections 8.4, 8.5 and 8.7) to the general travel and overnight accommodation provisions in Chapters 4 and 5.

122. The Board made its determination for the formula and per Member rate (£60,000) for Senedd Group Support from the start of the Seventh Senedd in July 2025; these figures are set out in Table 8 in the Annex to the Determination and no annual uplifts will apply from 2026-27. The per Member rate will be adjusted from 1 April 2027 and each year following by the change in ASHE Wales.

123. The Board made its determination for Group staff salaries in July 2025 and there are no further proposals. The support staff salaries for the Seventh Senedd set by the Board in July 2025 will increase by ASHE Wales figure of 4.5%, and are set out in the Annex to the Determination.

Proposed policy change

Proposal: To clarify the circumstances and requirements when a Group obtains external services

124. The purpose of Senedd Group support is to provide to a leader of a Senedd Group resources for central administration and coordination, support for scrutiny, research and policy development related to Members' duties, communications support, pastoral and wellbeing support, equipment and services.

125. The Board anticipates that the majority of this support will be provided through Group support staff. The Board recognises that, on occasions, specific policy or research expertise may be required that cannot be provided by Senedd Group support staff and the Group support 'purpose' set out in Chapter 8 therefore includes reference to 'externally commissioned services'.

126. The current provisions relating to external expertise (from section 8.7.A) including research into policy development, scrutiny of policy, legislation and finance and exploration of issues of significance to constituents have therefore been retained in the draft Determination for the Seventh Senedd (new section 8.1.1(c) and expanded to include 'wellbeing support' (given this is a newly referenced activity in the revised 'purpose')).

127. The Seventh Senedd is expected to see larger groups than the current Senedd and larger Senedd Group budgets as a result. This therefore means that there is scope for greater expenditure on external expertise by Senedd Groups. There are also risks of the perception of 'party political activity' being funded or commissioned by a Senedd Group.

128. The Board therefore intends to include the following specific provisions to clarify and reinforce current requirements:

- the leader of a Senedd Group is accountable for ensuring that any external costs remain consistent with the principles set out in Chapter 1.
- a new footnote referencing the Rules on the Use of Senedd Resources and the requirement to follow these rules when using Determination resources, either as a Member or a leader of a Senedd Group.
- to follow prevailing HMRC off-payroll working (also known as IR35) rules when obtaining external services, and
- costs relating to rent or mortgage may not be claimed through the Senedd Group budget.

129. The Board also intends to include the following requirement:

- Where costs relating to external services are above the quotation threshold set out in section 1.5.2, a statement setting out the purpose of the work and why it could not be undertaken by staff employed by Senedd Group support staff should be submitted alongside the claim for reimbursement.

Proposal: To clarify that where support staff are made redundant following the change of a group leader, such payments will be deducted from the Senedd Group budget

130. The staff redundancy provisions in the draft Determination for the Seventh Senedd have been clarified and simplified and remain the same in terms of the redundancy payments and protection for staff. As is currently the case, staff redundancy as a result of changes to the group's entitlement (i.e. changes to the size of a group) will continue to be payable under the Determination and not be deducted from the Senedd Group budget and where redundancies are the result of an office restructure, these will be payable from the Senedd Group budget.

131. New Chapter 8 clarifies that, where redundancies are the result of a change of group leader, such costs will be payable from the group's Senedd Group Budget.

132. Group leaders are encouraged to retain the employment of group staff, where possible, when group leadership changes occur. The Board however recognises that an incoming group leader may wish to change key personnel or restructure an office; such redundancies are therefore consistent with the office restructuring provisions, which are payable from the Senedd Group Support budget.

Consultation Questions

27. Do you agree that the revised draft Chapter 8 provides clarity regarding Senedd Group Support?

28. Do you think there are any omissions or unintended consequences of the redrafting of the Chapter?

29. Do you agree with the proposal to clarify the circumstances and requirements when a Group obtains external services?

30. Do you agree with the proposed clarification that the costs of any staff redundancies as a result of changes to a group leader will be deducted from the Senedd Group budget?

Chapter 9: Members leaving office

Summary of drafting changes

133. The revised chapter includes a new 'introductory' Purpose section which summarises the policy intent. There are no substantive policy changes and the chapter has been simplified, with various sections merged or removed, including:

- Section 9.1 'Winding Up Allowances' has been renamed 'Winding Up costs' and has been summarised extensively, without changing the requirements or provision of Members' entitlement.
- Section 9.3 'Resettlement Grant' and section 9.6 'Ill Health Retirement Grant' have been renamed 'Resettlement Payments' and 'Ill Health payments' to make it clearer that this is a payment to Members, rather than a grant which could be construed as covering costs incurred. This is also consistent with the term used for 'Winding Up payments'.
- Section 9.6 'Ill Health Retirement Grant' also includes reference evidence (for example, a medical note or a professional assessment) to support such claims.

Policy Proposals for the Seventh Senedd (including any annual inflationary uplifts)

134. There are no proposed policy changes or annual inflationary uplifts to this Chapter.

Consultation Questions

31. Do you agree that the revised draft Chapter 9 provides clarity regarding payments or making claims by Members leaving office?

32. Do you think there are any omissions or unintended consequences of the redrafting of the Chapter?

Annex A:

List of consultation questions

Simplification	
1.	Do you have any views on changing the title of the Determination?
2.	Do you have any views on the new approach to terminology and do you think it is easier to understand?
Chapter 1: Principles, general rules, exceptional costs and interpretation	
3.	Do you agree that the revised draft Chapter 1 provides clarity regarding the purpose, principles and general rules applicable to Members when making a claim through the Determination?
4.	Do you agree with the proposed insertion of a principle relating to 'equality of representation'?
5.	Do you think there are any omissions or unintended consequences of the redrafting of the Chapter?
Chapter 2: Remuneration of Members and Additional Office Holders	
6.	Do you agree that the revised draft Chapter 2 provides clarity regarding Members' salaries and pensions entitlements?
7.	Do you think there are any omissions or unintended consequences of the redrafting of the Chapter?
Chapter 3: Additional Support	
8.	Do you agree that the revised draft Chapter 3 provides clarity regarding additional support available to Members?
9.	Do you think there are any omissions or unintended consequences of the redrafting of the Chapter?
10.	Do you agree with the proposed increase of claimable costs of care limit in line with January CPI rate?
Chapter 4: Overnight Accommodation	
11.	Do you agree that the revised draft Chapter 4 provides clarity regarding overnight accommodation costs available to Members?
12.	Do you think there are any omissions or unintended consequences of the redrafting of the Chapter?
13.	Do you agree with the proposal to remove Option B (expenses in relation to a home in the Cardiff area provided at the Member's own expense)?
14.	Do you agree with the proposed annual uplifts for overnight accommodation costs set out above?
15.	Do you have any views on the proposed changes to subsistence costs set out above and whether additional clarification or criteria regarding reasonable claims is necessary?

Chapter 5: Travel	
16.	Do you agree that the revised draft Chapter 5 provides clarity regarding Members' and staff travel?
17.	Do you think there are any omissions or unintended consequences of the redrafting of the Chapter?
Chapter 6: Constituency Work	
18.	Do you agree that the revised draft Chapter 6 provides clarity regarding making claims for Constituency Work?
19.	Do you think there are any omissions or unintended consequences of the redrafting of the Chapter?
20.	Do you agree with the proposed annual uplifts for Constituency Work and Office start-up and Office Refresh costs in line with the January 2026 CPI rate?
21.	Do you agree with the proposed removal of the provision for Members to claim additional broadband costs at their main home?
Chapter 7: Support Staff	
22.	Do you agree that the revised draft Chapter 7 provides clarity regarding staffing support for Members?
23.	Do you think there are any omissions or unintended consequences of the redrafting of the Chapter?
24.	Do you agree with the proposal to introduce a new Additional Duties Payment for support staff?
25.	Do you agree with the proposal to introduce internal secondment arrangements for support staff?
26.	Do you agree with the proposal to introduce additional support for support staff affected by a Member's office re-location due to constituency changes?
Chapter 8: Senedd Group Support	
27.	Do you agree that the revised draft Chapter 8 provides clarity regarding Senedd Group Support?
28.	Do you think there are any omissions or unintended consequences of the redrafting of the Chapter?
29.	Do you agree with the proposal to clarify the circumstances and requirements when a Group obtains external services?
30.	Do you agree with the proposed clarification that the costs of any staff redundancies as a result of changes to a group leader will be deducted from the Senedd Group budget?
Chapter 9: Members leaving office	
31.	Do you agree that the revised draft Chapter 9 provides clarity regarding payments or making claims by Members leaving office?
32.	Do you think there are any omissions or unintended consequences of the redrafting of the Chapter?

General Questions

- 33.** To inform its equality impact assessment on the Determination for the Seventh Senedd:
- 33.1.** Do you have a view on whether the proposals outlined in this document could have any implications for equality and diversity, in particular for those people who identify with any protected characteristics as defined under the Equality Act 2010?
- 33.2.** Do you have a view on whether the issues you have raised in response to this consultation could have an impact or potential impact on people who identify with protected characteristics as defined under the Equality Act 2010?

Other Issues

- 34.** If you have any related issues which we have not specifically addressed, please include them in your response

Annex B:

Draft Determination on Members' Pay, Staffing and Business Costs for the Seventh Senedd

2026-30

Determination on Members' Pay, Staffing and Business Costs

The Independent Remuneration Board of the Senedd makes independent decisions on the pay and direct support for Members of the Senedd to attract a wide range of capable and diverse candidates and to enable those elected as Members to do their job effectively, ensuring value for money for the people of Wales. The Board was established by the National Assembly for Wales (Remuneration) Measure 2010.

Members of the Independent Remuneration Board of the Senedd

Dr. Elizabeth Haywood (Chair)
Hugh Widdis
Jennifer Long
Lord Nicholas Bourne of Aberystwyth
Gareth Llewellyn

Copies of this Determination can also be obtained in accessible formats including Braille, large print, audio or hard copy from:

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1. Principles, rules and interpretation

Purpose

This Chapter sets out the principles that underpin this Determination and requires Members to follow those principles.

This Chapter also sets out general rules that apply to the submission of claims, claims for costs that do not fall within Chapters 2 to 9 and the meaning of various terms used in this Determination.

1.1 The Independent Remuneration Board

1.1.1 The Independent Remuneration Board of the Senedd (“the Board”) makes independent decisions on the pay and direct support for Members of the Senedd to attract a wide range of capable and diverse candidates and to enable those elected as Members to do their jobs effectively, ensuring value for money for the people of Wales. The Board was established by the National Assembly for Wales (Remuneration) Measure 2010 (“the Measure”).

1.1.2 The decisions made by the Board, in accordance with its powers under sections 20, 22, 24, 53 and 54 of the Government of Wales Act 2006 and in accordance with section 3 of the Measure, are set out in this document.

1.1.3 The decisions come into force on [DATE] and this document supersedes the Independent Remuneration Board of the Senedd’s Determination on Members’ Pay and Allowances 2025-26 (Number 2).

1.2 The Board’s objectives and principles

1.2.1 Section 3 of the Measure provides that the Board must exercise its functions with a view to achieving the objectives of:

- (a) providing Members of the Senedd with a level of remuneration which:
 - (i) fairly reflects the complexity and importance of the functions which they are expected to discharge, and
 - (ii) does not, on financial grounds, deter persons with the necessary commitment and ability from seeking election to the Senedd.
- (b) providing Members of the Senedd with resources which are adequate to enable them to exercise their functions as Members of the Senedd, and
- (c) ensuring probity, accountability, value for money and transparency with respect to the expenditure of public funds.

1.2.2 In making its Determination, the Board also has regard to its core principle that decisions must be appropriate within the context of Welsh earnings and the wider financial circumstances of Wales.

1.3 Principles that apply to all claims under this Determination

1.3.1 The following principles are derived from the Code of Conduct and underpin the rules by which payments are administered under this Determination.

Performing Members' duties

Members must only make claims for expenditure that is necessary to enable performance of their duties.

No party-political activity

Members must not make claims that relate to party-political activity.

No personal benefit

Members must not make claims that give rise to, or give rise to the perception of, an improper, direct or indirect personal financial benefit to a Member or any other person or organisation, including a political party or political organisation.

Accountability and transparency

Members are responsible for expenditure and making claims under this Determination. Members must maintain proper records and manage properly their staff and budgets in all matters relating to claims under this Determination. While Members may delegate some tasks in support of those activities, responsibility remains with the Member.

Members must provide evidence to support claims, except where this Determination says otherwise.

Members must be open and transparent when making claims. Members should be aware that, under section 22(2) of the Act, the Senedd Commission is responsible for making information about expenditure incurred by Members accessible to the public.

Value for money and reasonableness

Members must ensure that expenditure claimed under this Determination provides value for money and represents the most sustainable and reasonable option available and does not have a negative effect on the reputation of the Senedd or its Members.

Members must not claim under this Determination for anything that Members are entitled to claim from any other source.

Equality of representation

Members must treat constituents equally, regardless of the party-political opinions (actual or perceived) of the constituents, where claims relate to engaging with constituents.

1.4 Guidance on submitting claims

1.4.1 Members are reminded that the Senedd Commission produces guidance and good practice notes to assist Members to understand this Determination. Any documentation issued by the Senedd Commission does not affect the content of this Determination which takes precedence over any such documentation.

1.5 General rules on submitting claims

1.5.1 Members must complete claim forms accurately and submit them to the Senedd Commission in accordance with the timescales set out in section 1.5.6.

1.5.2 Subject to section 1.5.3, anything costing £1,500 or more (including anything costing a total of £1,500 or more over a period of time) must be referred in writing to the Senedd Commission and be accompanied

by at least three competitive quotations. But if there are exceptional circumstances, a Member may seek prior approval from the Senedd Commission to disapply the requirement to provide three competitive quotations.

1.5.3 The requirement to obtain three competitive quotations does not apply where a Member utilises a contract that is available for use by the Senedd Commission.

1.5.4 Where a receipt is addressed to someone other than the Member or their support staff, evidence must be provided to demonstrate that the costs relate solely to the performance of the Member's duties.

1.5.5 A Member will not be able to claim for late payment charges or charges arising from a lack of receipts that are required under this Determination.

1.5.6 Claims must be submitted within three months of the end of the month to which the costs relate unless an alternative timescale is given by the Senedd Commission or the Member can provide reasonable justification for not submitting the claim within three months. Late submission of a claim without reasonable justification will lead to the claim being refused.

1.5.7 Reimbursements for travel (including accommodation) on Senedd committee business is a matter for the Senedd Commission and is not covered by this Determination.

1.6 Part-year claims

1.6.1 Where this Determination defines a salary by reference to a financial year, the salary is calculated on a pro-rate basis where:

- (a) a Member becomes or ceases to be a Member;
- (b) a person becomes or ceases to become an additional office holder.

1.6.2 Where this Determination defines a budget by reference to a financial year, the budget is calculated on a pro-rata basis where:

- (a) a Member becomes or ceases to become a Member;
- (b) a Member joins or leaves a Senedd Group.

1.6.3 Where a Member:

- (a) ceases to be a Member;
- (b) leaves a Senedd Group;

part-way through a financial year, the Member or Senedd Group may be required to refund any amount they have received that exceeds the reduced pro-rata budget.

1.7 Costs that do not fall within Chapters 2 to 9

1.7.1 A Member may make an application for costs that cannot be claimed under Chapters 2 to 9.

1.7.2 The application must:

- (a) be made in writing to the Board;
- (b) include sufficient information to enable it to be determined by the Board (the Board may seek further information relating to the application from the Senedd Commission);
- (c) clearly identify any information the Member wants to be treated in confidence by the Board (which may include the Member's name).

1.7.3 The Board will consult the Chief Executive and Clerk, in their role as Accounting Officer, before agreeing any costs under this section.

1.7.4 In order to meet costs under this section, the Board may allow a transfer of funds between budgets which would not otherwise be allowed under this Determination.

1.7.5 The Board will keep costs approved in accordance with this section under review.

1.7.6 The Board will publish information about costs approved in accordance with this section in its Annual Report.

1.8 Interpretation

In this Determination (except where the context otherwise requires):

“the Act” means the Government of Wales Act 2006.

“adjusted in April of each year in accordance with ASHE Wales” means adjusted in April of each year by the change in the Annual Survey of Hours and Earnings, annual gross Median Earnings for full-time employee jobs in Wales between April and April of the previous year.

“business associate” means a body corporate, firm or trust (other than a party-political organisation) with which the Member is connected, or a person who is connected with the Member through a body corporate, firm or trust. For these purposes, whether a Member is connected to a body corporate, firm, trust or person is determined in accordance with section 252 of the Companies Act 2006.

“Cardiff Area” means the area within a radius of 5 miles of the Senedd.

“child” means a person under the age of 18.

“disability” means an inequality, disadvantage, disempowerment or discrimination which may affect people with impairments as a result of barriers to access and inclusion.

“financial year” means the period 1 April to 31 March.

“Inner Area” means the area made up of the following constituencies:

- Afan Ogwr Rhondda
- Pontypridd Cynon Merthyr
- Blaenau Gwent Caerffili Rhymni
- Sir Fynwy Torfaen
- Casnewydd Islwyn
- Caerdydd Penarth
- Caerdydd Ffynnon Taf
- Pen-y-bont Bro Morgannwg

“main home” means the home in Wales that a Member has registered with the Senedd Commission as their main home.

“the Measure” means the National Assembly for Wales (Remuneration) Measure 2010.

“Member” means a Member of the Senedd.

“Member’s duties” means activity in relation to the business and responsibilities of the Senedd and constituency business, wherever undertaken, in the public office of Member of the Senedd.

“Member’s partner” has the meaning given in Standing Order 2.4(i).

“Outer Area” means the area made up of the following constituencies:

Bangor Conwy Môn
Clwyd
Fflint Wrecsam
Gwynedd Maldwyn
Ceredigion Penfro
Sir Gaerfyrddin
Gŵyr Abertawe
Brycheiniog Tawe Nedd

“receipt” means documentary evidence demonstrating expenditure, for example an original receipt or invoice.

“serviced accommodation” means a residential unit with some or all of the following features:

- (a) services (such as housekeeping, laundry and reception services) provided to guests;
- (b) washing, cooking and dining facilities available separate from other units;
- (c) taxes and utilities included in the rental price.

“Senedd election” means an ordinary or an extraordinary Senedd election.

“Senedd Group” means a political group as defined in Standing Order 1.3.

“Standing Orders” means the Standing Orders of the Welsh Parliament.

2. Remuneration of Members and Additional Office Holders

Purpose

The purpose of this Chapter is to provide Members with a level of remuneration (including salary and pension benefits) which fairly reflects the complexity and importance of their functions, and does not, on financial grounds, deter persons with the necessary commitment and ability from seeking election to the Senedd.

2.1 Amount payable

2.1.1 A Member's salary is:

- (a) the amount set out in Part 1 of Annex A, plus
- (b) an additional amount set out in Part 2 of Annex A where the Member holds an additional office.⁵

2.1.2 The additional offices are:

First Minister
Welsh Minister
Counsel General
Deputy Welsh Minister
Presiding Officer
Deputy Presiding Officer
Senedd Commissioner
Committee Chair
Business Committee Member
Leader of a Senedd Group

2.1.3 A Member who holds more than one additional office (including temporarily or by designation) will receive an additional office salary in respect of only one of those additional offices, being the highest paid of those additional offices.

2.1.4 The salary of a Counsel General who is not a Member is the same as the salary of a Counsel General who is a Member.

2.2 Temporary or designated additional office holders

⁵ Section 2.1.1 is subject to any reduction in salary provided for under section 21 of the Act.

2.2.1 A person who exercises the functions of an additional office on a temporary basis or under a designation in accordance with the Act or Standing Orders will receive the relevant additional salary for the duration of the period during which they exercise those functions.

2.2.2 Section 2.2.1 applies to a Committee Chair only if the person has exercised the functions continuously for a period of at least one calendar month.

2.3 Annual indexation

2.3.1 The salaries of Members and additional office holders will be adjusted in accordance with ASHE Wales.

2.4 Payment of salaries

2.4.1 Salaries will be paid monthly in arrears on the last working day of each month, but a Member may request one salary advance per financial year.

2.5 Pension

2.5.1 Members will be provided with pension benefits as set out in the rules of the Members of the Senedd Pension Scheme.⁶ The Scheme is a defined benefit scheme providing benefits on a Career Average Revalued Earnings basis. This means a Member's pension is based on their average earnings over their period of office both as a Member of the Senedd and an additional office holder, if such an office was held.

2.5.2 Members will automatically join the Scheme when they are returned as a Member, unless they choose to opt out.

⁶ Members of the Senedd Career Average Pension Scheme, Guide for Members - <https://remunerationboard.wales/media/yobblgs4/final-aqua-a5-care-7th-senedd.pdf>

3. Additional Support

Purpose

The purpose of this Chapter is to allow Members to claim for the costs of additional support that relate to disabilities and medical conditions and caring and parental responsibilities, in order to support Members in the performance of their duties. It also provides for security at a Member's main home.

3.1 Support relating to a disability or medical condition

3.1.1 Where a disabled Member requires support because of the barriers they face as a disabled Member, they may claim for costs relating to that support.

3.1.2 In this section, "barriers" include attitudinal barriers, communication barriers, environmental barriers and organisational barriers.

3.1.3 Where a Member with a short-term medical condition requires support that arises from the condition, they may claim for costs relating to that support.

3.1.4 A Member may claim for the costs of meeting the needs of a disabled person (for example, support staff or a constituent), where the costs relate to the performance of the Member's duties.

3.1.5 The Senedd Commission may require evidence (for example, a medical note or a professional assessment) to support claims made under this section. The costs of obtaining such evidence may be claimed under this section.

3.1.6 Claims under this section may be subject to periodic review. Further claims made under this section for a new reason will require a new claim.

3.1.7 Costs under this section will be paid under this Determination and will not be deducted from any specific budget available to a Member.

3.2 Support relating to caring responsibilities

3.2.1 A Member may claim up to the relevant amount specified in Part 3 of Annex A for costs that relate to a person who relies on the Member for their care (including childcare), to enable the Member to perform their duties.

3.2.2 A claim under this section may be made for costs that relate to care provided:

- (a) outside of the hours 0900 to 1800 on Mondays to Fridays;
- (b) on weekends.

3.2.3 A Member may claim under this section where the care is provided by a registered carer, and for the care of up to three people.

3.2.4 Additional overnight accommodation costs for Members whose main homes are located in the Outer Area and who have a dependant who is normally resident with them in the Cardiff Area may be claimed under section 4.3.3 of Chapter 4.

3.2 Support relating to parental leave

3.3.1 In this section parental leave means:

- (a) maternity leave or paternity leave prior to the birth of a child;
- (b) maternity leave or paternity leave to care for a child less than 12 months old;
- (c) adoption leave to care for a child during the first 12 months following adoption.

3.3.2 While a Member is on parental leave, the Member:

- (a) continues to receive the salary provided for in Chapter 2 (including any additional office salary);
- (b) may claim for the costs of additional support staff or any other additional resource for up to 12 months, to allow for the continuity in the performance of the Member's duties other than those which can be performed only by the Member themselves (such as attending Senedd proceedings);

only if the Member has provided the Senedd Commission with evidence of the leave being taken (for example, MATB1 certificate for maternity or paternity leave or Matching Certificate for adoption leave).

3.3.3 In relation to a claim under section 3.3.2(b), the Member must also set out why the additional support staff or resource is required and how it will be used.

3.3.4 Where a Member makes a claim under section 3.3.2(b) for the costs of additional support staff, sections 7.1 to 7.6 and 7.8 of Chapter 7 apply to the employment of the additional support staff, except that all the costs will be paid under this Determination and will not be deducted from the budget available under section 7.2.1.

3.3.5 Costs under this section will be paid under this Determination and will not be deducted from any specific budget available to a Member.

3.3 Security at a Member's main home

3.4.1 A Member may claim for costs relating to enhanced security measures at their main home, where the measures have been recommended by the Senedd Commission.

4. Overnight accommodation

Purpose

The purpose of this Chapter is to allow Members to claim for costs that arise when they (and their support staff) need to stay away from home to perform their duties. It provides flexibility for Members to organise stays away from home in a way that best suits their working practices and caring responsibilities.

4.1 Members with a main home in the Inner Area but not the Cardiff Area

4.1.1 A Member may claim up to the relevant amount in Part 4 of Annex A for the costs of a hotel, bed and breakfast or serviced accommodation in the Cardiff Area.

4.2 Members with a main home in the Outer Area

4.2.1 A Member may claim under Option A or B below. A Member may claim under only one Option at any given time. A Member wishing to change Option must notify the Senedd Commission in writing at least one month before the change is to take effect.

4.3 Option A

4.3.1 A Member may claim for costs that relate to renting a furnished property that is:

- (a) in the Cardiff Area;
- (b) rented through an agency, or from a landlord, licensed with Rent Smart Wales; and
- (c) not sublet by the Member.

4.3.2 The costs that may be claimed in relation to the property are:

- (a) rent (including any service charge and ground rent) up to the relevant amount in Part 4 of Annex A;
- (b) council tax (but if the property is in band G, H or I, the maximum that may be claimed is the council tax that would have been payable had the property been in band F);
- (c) utilities (i.e. electricity, gas, telephone, water and sewerage);
- (d) broadband;
- (e) television licence;
- (f) insurance;
- (g) enhanced security measures recommended by the Senedd Commission.

4.3.3 Where a Member has caring responsibilities for a dependant who is normally resident with them at the property, they may also claim for additional accommodation costs that relate to the caring responsibilities, up to the relevant amount in Part 4 of Annex A.

4.3.4 A claim under section 4.3.3 may only be made if the Member has submitted a business case to the Senedd Commission and the Senedd Commission has approved the business case.

4.3.5 Where a Member receives a refund at the end of a rental agreement of any amount that was funded under this, or any other, Determination (such as a rental deposit), the Member must return the refund to the Senedd Commission.

4.4 Option B

4.4.1 A Member may claim up to the relevant amount in Part 4 of Annex A for the costs of a hotel, bed and breakfast or serviced accommodation.

4.5 Main home in borderline cases

4.5.1 Where a Member has a main home that is close to the border between the Cardiff Area and the Inner Area or is close to the border between the Inner Area and the Outer Area, the Member may make an application under section 1.7 of Chapter 1 for their main home to be treated as located in a different area to the area in which the main home is actually located.

4.6 Other overnight accommodation (within the United Kingdom)

4.6.1 A Member may claim up to the relevant amount in Part 4 of Annex A for the costs of a hotel, bed and breakfast or serviced accommodation where it would be unreasonable to return to their main home or the Cardiff area.

4.7 Overnight accommodation outside the United Kingdom

4.7.1 A Member may claim for the costs of accommodation outside the United Kingdom under section 5.2.2.

4.8 Subsistence

4.8.1 Where a Member makes a claim for accommodation under section 4.1, 4.4 or 4.6, they may, in any 24-hour period, claim up to the relevant amount in Part 4 of Annex A for the cost of subsistence, where provision relating to subsistence is not included in the price of the accommodation.

4.9 Overnight accommodation and subsistence for support staff

4.9.1 A Member (or a leader of a Senedd Group) may claim for the costs of overnight accommodation (including subsistence) for their support staff where the accommodation is for the purpose of supporting the Member in the performance of their duties (or an activity falling within the Purpose set out in Chapter 8).

4.9.2 Sections 4.6 and 4.8 (including the relevant amounts set out in Part 4 of Annex A for sections 4.6 and 4.8) and section 4.7 apply to claims under section 4.9.1 in the same way they apply to claims for accommodation and subsistence for Members.

4.9.3 Costs of claims under section 4.9.1 made by a Member will be deducted from the budget available to Members under section 7.2.1.

4.9.4 Costs of claims under section 4.9.1 made by a leader of a Senedd Group will be deducted from the budget available to a leader of a Senedd Group under section 8.1.1.

4.10 Claims under this Chapter

4.10.1 Costs under sections 4.1 to 4.8 will not be deducted from any specific budget available to Members.

4.10.2 Where consecutive nights of hotel accommodation are booked in a single transaction, the maximum nightly limits in Part 4 of Annex A apply to the average cost per night.

5. Travel

Purpose

The purpose of this Chapter is to allow Members to claim for the costs of travel for themselves, their support staff and their families, when Members need to travel to perform their duties. It provides flexibility for Members to organise their working arrangements in a way that best suits their working practices.⁷

5.1 Travel within the United Kingdom

5.1.1 A Member may claim up to the relevant amount in Part 5 of Annex A for the costs of travel within the United Kingdom.

5.1.2 Where Part 5 of Annex A refers to an “allowable return journey” it means a journey where a Member uses a vehicle to travel from their home to the nearest suitable railway station, bus station or airport, and it is necessary to return the vehicle to the Member’s home.

5.2 Travel outside the United Kingdom

5.2.1 A Member may claim up to the relevant amount in Part 5 of Annex A for the costs of:

- (a) a standard return fare to and from a destination outside the United Kingdom (i.e. international travel), and
- (b) accommodation, meals and incidental travel related to that travel.

5.2.2 Before making international travel arrangements, the Member must submit a business case to the Senedd Commission for approval.

5.2.3 The business case must include:

- (a) the rationale for the international travel;
- (b) the number of overnight stays required;
- (c) why the visit is necessary to enable the Member to perform their duties;
- (d) how the visit would:
 - (i) benefit the Member in their role as a Member of the Senedd and the wider Senedd;
 - (ii) allow the Member to gather new ideas that would benefit the Senedd;
 - (iii) enable the Member to promote Wales and the work of the Senedd;
 - (iv) enhance the international reputation of the Senedd.

5.2.4 Where more than one Member intends to travel to the same location for the same purpose, a single business case may be submitted on behalf of all the Members (provided the business case includes the information required under section 5.2.3 for each Member).

5.3 Travel due to unscheduled Senedd meetings

⁷ In accordance with the principles in Chapter 1, all travel expenditure should utilise any relevant discounts, railcards, concessionary passes etc.

5.3.1 A Member who is on holiday when a Senedd plenary meeting is held under Standing Order 12.3 or 12.13A, or when a Senedd Committee meeting is held under Standing Order 17.46, may claim up to the relevant amount in Part 5 of Annex A for:

- (a) costs of returning to the United Kingdom from abroad;
- (b) costs of travelling to resume a holiday following the recall.

5.4 Travel by partner or child

5.4.1 A Member may claim up to the relevant amount in Part 5 of Annex A for the costs of a maximum of twelve single journeys per family member per financial year to travel between the Member's constituency or main home and the Cardiff area.

5.4.2 A return journey counts as two single journeys.

5.4.3 In section 5.4.1, "family member" means:

- (a) the Member's partner;
- (b) a child living as one of the Member's family.

5.4.4 A Member may not claim under section 5.4.1 if the family member travels in the same car as the Member.

5.5 Occasional travel by Member support staff between Cardiff area and constituency

5.5.1 A Member may claim up to the relevant amount in Part 5 of Annex A for the costs of their support staff travelling between the Cardiff area and the Member's constituency, other than regular commuting travel costs.

5.6 Other travel by Member support staff

5.6.1 A Member may claim for the costs of travel for support staff that does not fall within section 5.5, provided the travel is for the purpose of supporting the Member in the performance of their duties.

5.6.2 Sections 5.1 and 5.2 (including the relevant amounts set out in Part 5 of Annex A for sections 5.1 and 5.2) apply to claims under section 5.6.1 in the same way they apply to travel by a Member.

5.6.3 Costs under this section will be deducted from the budget available to Members under section 7.2.1.

5.7 Travel by Senedd Group support staff

5.7.1 A leader of a Senedd Group may claim for the costs of travel for support staff, where the travel is for the purpose of supporting an activity falling within the Purpose of Chapter 8.

5.7.2 Sections 5.1 and 5.2 (including the relevant amounts set out in Part 5 of Annex A for sections 5.1 and 5.2) apply to claims under section 5.7.1 in the same way they apply to travel by a Member.

5.7.3 Costs under this section will be deducted from the budget available to Senedd Groups under section 8.1.1.

5.8 Claims under this Chapter

5.8.1 Costs under sections 5.1 to 5.5 will be paid under this Determination and will not be deducted from any specific budget available to Members.

5.8.2 Claims for mileage in relation to personal vehicles do not have to be supported by receipts.

6. Constituency Work

Purpose

The purpose of this Chapter is to allow Members to claim for costs that relate to working in, and representing, their constituencies. It includes engagement with constituents, support for research and policy development, and costs relating to premises used for carrying out Senedd duties (i.e. constituency premises) where Members choose to have them. Claims relating to travel and staffing are set out in Chapters 5 and 7.

6.1. Constituency work budget

6.1.1 A Member may claim up to the relevant amount specified in Part 6 of Annex A for costs relating to⁸:

- (a) running constituency premises;
- (b) engaging with constituents;
- (c) obtaining services for a specific piece of work for a fixed period relating to:
 - (i) research into policy development, scrutiny of policy, legislation and finance;
 - (ii) exploration of issues of significance to constituents; or
 - (iii) communications and engagement.

6.2 Claims relating to constituency premises

6.2.1 A Member may not claim under section 6.1.1(a) for costs relating to:

- (a) constituency premises which are their home or are not in their constituency;
- (b) the use of constituency premises (or part of constituency premises) that are rented from a family member or business associate;
- (c) a mortgage.

6.2.2 A Member who rents constituency premises may not claim under section 6.1.1(a) for the costs of the premises unless:

- (a) the Member, before entering into the agreement to rent the premises, notified the Senedd Commission of the proposed agreement;
- (b) a qualified adviser has advised the Member that the rent is reasonable;
- (c) the Member has received legal advice that the agreement to rent is suitable for the Member;
- (d) a signed copy of the agreement to rent has been given to the Senedd Commission.

6.2.3 A Member who sublets part of their constituency premises to any person or organisation may not claim under section 6.1.1(a) for the costs of the premises unless:

- (a) the Member, before entering into the agreement to sublet that part of the premises, notified the Senedd Commission of the proposed agreement;
- (b) a qualified adviser has advised the Member that the rent paid under the sublet is reasonable;

⁸ Members are reminded about the Rules and Guidance on the Use of Senedd Resources, in particular Rules 7 – Equal treatment of constituents in using Commission resources and 8 – Communication and engagement with constituents using Commission resources

<https://senedd.wales/how-we-work/code-of-conduct/rules-and-guidance-on-the-use-of-senedd-resources/>

(c) a signed copy of the agreement to sublet has been given to the Senedd Commission.

6.2.4 Where a Member sublets part of their constituency premises to any person or organisation, the Member may claim for rent under section 6.1.1(a) only in respect of the difference between the amount of rent paid by the Member and the amount of rent received by the Member from the other person or organisation.

6.2.5 A claim under section 6.1.1(a) may include a claim for the costs of obtaining advice under sections 6.2.2(b), 6.2.2(c) and 6.2.3(b).

6.2.6 In section 6.2.1(b), “family member” has the meaning given in Standing Order 3.2(i).

6.3 Establishing or refreshing constituency premises

6.3.1 Members must ensure that their constituency premises are suitable for their needs as a Member.

6.3.2 A:

(a) Member who establishes new constituency premises may (in addition to a claim under section 6.1) claim up to the relevant amount specified in Part 6 of Annex A for costs relating to establishing the premises;

(b) returning Member who retains pre-existing constituency premises may (in addition to a claim under section 6.1) claim up to the relevant amount specified in Part 6 of Annex A for costs related to refreshing the premises;

but a Member may not claim under both section 6.3.1(a) and (b).

6.3.3 A claim under section 6.3.2(a) must be made before the end of the financial year which follows the financial year during which the Member was returned.

6.3.4 A claim under section 6.3.2(b) must be made before 1 April 2027.

6.4 Shared costs

6.4.1 Where a Member claims under section 6.1 in relation to:

(a) premises that are shared with one or more other Members;

(b) goods or services that are commissioned jointly with one or more other Members;

the Member may claim only for their share of the costs.

6.5 Return of items no longer required

6.5.1 Where a claim under section 6.1 relates to an item which remains the property of the Senedd Commission, the item must be returned to the Senedd Commission when it is no longer required by the Member to perform their duties. The value of any item not returned will be set off against any amount due to the Member under this Determination.

6.6 Security

6.6.1 A Member may claim for costs relating to enhanced security measures where the measures have been recommended by the Senedd Commission.

6.6.2 These costs will be paid under this Determination and will not be deducted from the budget available under section 6.1.

6.7 Health and safety

6.7.1 A Member may claim for costs relating to taking health and safety measures.

6.7.2 A Member may make a claim that is over £250 under section 6.7.1 only in relation to a health and safety measure that has been recommended by a competent person.

6.7.3 In this section:

“health and safety measure” means any measure a Member has identified as required as a result of a health and safety risk assessment, including a Display Screen Equipment assessment, undertaken in accordance with health and safety law;

“competent person” means a person with the skills, knowledge and experience to be able to recognise hazards and help put sensible controls in place to protect workers and others from harm, and who has assisted the Member in relation to a health and safety measure.

6.7.4 These costs will be paid under this Determination and will not be deducted from the budget available under section 6.1.

6.8 Transferring between budgets

6.8.1 A Member may (where sufficient funds exist) transfer up to 50% of the amount specified in Annex A relating to section 6.1 (“the Constituency Work Budget”):

(a) to the budget available under section 7.2.1;

(b) from the budget available under section 7.2.1 to the Constituency Work Budget.

6.8.2 A Member may, in exceptional circumstances and with the approval of the Senedd Commission, transfer up to 25% of the Constituency Work Budget from the following year’s Constituency Work Budget to the current year’s Constituency Work Budget, and any amount transferred will be deducted from the following year’s Constituency Work budget. But no such amount may be transferred on or after 1 April of the financial year that precedes the financial year during which a Senedd election is due to be held.

6.8.3 A Member may transfer part of the Constituency Work Budget to a Senedd Group to which they belong, so that the Senedd Group may obtain services under section 8.1.1(c).

7. Support staff

Purpose

The purpose of this Chapter is to allow Members to claim for the costs of employing support staff. It also provides Members with a framework within which support staff must be employed if their salaries, and associated employment, travel and subsistence costs and entitlements, are to be funded under this Determination.

7.1 Support staff appointment and employment

7.1.1 In order to claim under this Chapter, a Member must:

- (a) appoint and employ support staff in accordance with the Job Classification Framework;⁹
- (b) employ support staff under a standard contract of employment that has been issued by the Board¹⁰, including the terms set out in Annex B;
- (c) not employ a member of their own family as support staff;
- (d) ensure that contracts of employment for support staff that are longer than 6 months are subject to an open and fair recruitment process;
- (e) not employ support staff on fixed term contracts for longer than 18 months;
- (f) where a Member provides an intern placement of more than 4 weeks, treat the intern as support staff and place them on a fixed term contract.

7.2 Support staff salaries, accommodation and travel

7.2.1 A Member may claim up to the relevant amount specified in Annex A for costs relating to employing support staff.

7.2.2 The salary ranges and bands set out in the Part 7 of Annex will apply to support staff (but see section 7.2.4).

7.2.3 Where a member of support staff starts working at any particular band, their salary will normally start at pay point 1. However, a Member may decide that their salary should start at a higher pay point if doing so would reflect the experience and competence of the member of support staff..

7.2.4 Support staff salaries will be adjusted in April of each year in accordance with ASHE Wales. However, support staff who were on the maximum pay point of Band 3 at the end of the Sixth Senedd and who continue to be employed at the maximum pay point of Band 3 in the Seventh Senedd and by the same Member will remain at the maximum pay point of Band 3 at the end of the Sixth Senedd (£35,223) for a period of two years or until the maximum pay point of Band 3 in the Seventh Senedd exceeds the maximum pay point of Band 3 at the end of the Sixth Senedd (whichever is sooner).

7.2.5 Where the Real Living Wage, published by the Living Wage Foundation, exceeds any pay point in the salary ranges set out in Part 7 of Annex A, the Real Living Wage is to be treated as that pay point from

⁹ Senedd Members' Support Staff and Group Staff Job Classification Framework -

<https://remunerationboard.wales/media/g1sp1fmg/final-job-classification-framework-senedd.pdf>

¹⁰ A link to the contract will be inserted when the final Determination is published at the end of March.

the first day of the month following the publication and until the salary of the relevant member of support staff exceeds the Real Living Wage.

7.2.6 The National Insurance contributions of support staff will be paid under this Determination and will not be deducted from the staffing budget available under section 7.2.1.

7.2.7 Support staff salaries will be paid monthly in arrears on the last working day of each month, and support staff may request one salary advance per financial year.

7.2.8 Support staff bonuses may not be paid under this Determination

7.3 Progression through pay points

7.3.1 Subject to section 7.3.2, support staff will progress to the next pay point on each anniversary of commencing employment at a particular band (until they reach the maximum pay point for that band).

7.3.2 Where a member of support staff is employed at pay point 1 of any particular band and shows satisfactory competence and performance at the end of their probation period, a Member may move the member of support staff to pay point 2 in advance of the anniversary mentioned in section 7.3.1.

7.4 Support staff pension contributions

7.4.1. A contribution of 10% will be made to the personal pension plan of a member of support staff whose salary is claimed under section 7.2.1.

7.4.2 A further contribution of 3% will be made to the personal pension of a member of support staff:

- (a) whose salary is claimed under section 7.2.1, and
- (b) who chooses to make a personal contribution to their personal pension plan.

7.4.3 In this section, a contribution of 10% or 3% means a contribution of 10% or 3% of the actual salary paid to the member of support staff.

7.4.4 Contributions made under this section will not be deducted from any specific budget available to Members.

7.5 Life assurance

7.5.1 Where a member of support staff was, at the time of their death, employed by a Member, a life assurance payment will be made in accordance with the Life Assurance Provision for Members' Support Staff¹¹.

7.5.2 The payment will be twice the final pay in the last year of employment or, if higher, the year prior to that.

7.5.3 Where support staff have worked less than a calendar year, the payment will be based on salary paid to date.

¹¹ A link to the Life Assurance Provision for Members' Support Staff will be inserted when the final Determination is published at the end of March.

7.6 Time off for public duties

7.6.1 Where a member of support staff takes paid time off for:

- (a) jury service, a Member may claim for that person's salary under section 7.2.1 for each day they are required to attend court;
- (b) mandatory armed forces reserve training, a Member may claim for that person's salary under section 7.2.1 for each day they attend the training, subject to a maximum of 15 days each financial year;
- (c) unpaid public duties, a Member may claim for that person's salary under section 7.2.1 for each day they carry out the duties, subject to a maximum of 10 days each financial year.

7.6.2 Support staff must take unpaid time off for paid public duties (other than mandatory armed forces reserve training), meaning a Member may not claim for the support staff's salary under section 7.2.1 for any time they carry out the duties.^{12 13}

7.7 Cover during support staff absences

7.7.1 This section applies where a member of support staff:

- (a) is absent from work due to:
 - (i) illness for a continuous period of more than 2 weeks,
 - (ii) compassionate leave for a continuous period of more than 2 weeks,
 - (iii) parental leave (i.e. maternity leave, paternity leave, shared parental leave or adoption leave), or
 - (iv) paid time off for public duties taken in accordance with section 7.7.1, and
- (b) their salary continues to be claimed under section 7.2.1.

7.7.2 A Member may claim for the costs of employing new support staff or modifying arrangements with current support staff to cover for the absent member of support staff.

7.7.3 Where the member of support staff is absent due to:

- (a) illness, the maximum that may be claimed under section 7.7.2 is an amount equal to 6 months' full-pay and 6 months' half-pay of the absent member of support staff;
- (b) parental leave, the maximum that may be claimed under section 7.7.2 is an amount equal to 26 weeks' pay of the absent member of support staff;
- (c) paid time off for public duties, the maximum that may be claimed under section 7.7.2 is an amount equal to the gross salary payable to the member of support staff during their absence.

7.7.4 Where a member of support staff is absent due to illness or parental leave, the Member must provide the Senedd Commission with evidence of the absence.

7.7.5 Costs under this section will be paid under this Determination and will not be deducted from the budget available under section 7.2.1.

¹² A Member may claim under section 7.7 for the costs of staffing cover where support staff are taking time off for paid public duties.

¹³ Examples of public duties in this section include those set out by the UK Government - <https://www.gov.uk/time-off-work-public-duties>.

7.8 Support staff redundancy

7.8.1 Where a person ceases to be a Member, the person may claim for the cost to them of redundancy payments to qualifying support staff.

7.8.2 Where a Member restructures their staffing support during a Senedd term, they may claim for the cost to them of redundancy payments to qualifying staff.

7.8.3 A member of support staff will qualify for a redundancy payment if, at the time they ceased to be employed by the Member, they had been employed by the Member (and their salary paid under a Determination of the Board) for a continuous period of at least two years.

7.8.4 Redundancy payments will be calculated on the basis of statutory entitlement uprated by 100%.

7.8.5 Costs under:

- (a) section 7.8.1 will be paid under this Determination and will not be deducted from the budget available under section 7.2.1;
- (b) section 7.8.2 will be deducted from the budget available under section 7.2.1.

7.9 Overnight accommodation

7.9.1 A Member may claim for the costs of overnight accommodation for support staff under section 4.9. Such costs will be deducted from the budget available under section 7.2.1.

7.10 Travel

7.10.1 A Member may claim for the costs of travel for support staff under section 5.6. Such costs will be deducted from the budget available under section 7.2.1.

7.11 Subsistence

7.11.1 A Member may claim for the costs of subsistence for support staff under section 4.9. Such costs will be deducted from the budget available to Members under section 7.2.1.

7.12 Transferring between budgets

7.12.1 A Member may (where sufficient funds exist) transfer up to 50% of the amount specified in Annex A relating to section [6.1] ("the Constituency Work Budget"):

- (a) to the budget available under section 7.2.1;
- (b) from the budget available under section 7.2.1 to the Constituency Work Budget.

8. Group Support

Purpose

The purpose of this Chapter is to provide Senedd Groups with resources for central administration and coordination, support for scrutiny, research and policy development related to Members' duties, communications support, pastoral and wellbeing support, equipment and services. This includes costs relating to staffing, travel, externally commissioned services, as well as operating a group office.

8.1 Senedd Group budget

8.1.1 The leader of a Senedd Group may claim up to the relevant amount in Part 8 of Annex A for costs relating to:

- (a) employing support staff;
- (b) office equipment and stationery;
- (c) obtaining services for a specific piece of work for a fixed period relating to:
 - (i) research into policy development, scrutiny of policy, legislation and finance;
 - (ii) exploration of issues of significance to constituents;
 - (iii) wellbeing support;
- (d) support staff overnight accommodation and travel.

8.1.2 The leader of a Senedd Group is accountable for ensuring that any costs relating to section 8.1.1(c) remain consistent with the principles set out in Chapter 1, the Rules and Guidance on the Use of Senedd Resources¹⁴ and prevailing HMRC off-payroll working rules¹⁵.

8.1.3 Where costs relating to section 8.1.1(c) are above the quotation threshold set out in section 1.5.2, a statement setting out the purpose of the work and why it could not be undertaken by Senedd Group support staff must be submitted alongside the claim for reimbursement.

8.1.4 A leader of a Senedd Group may not claim under section 8.1.1 for costs relating to rent or a mortgage.

8.1.5 The Per Member Amount set out in Part 8 of Annex A (and used to calculate the budget available under section 8.1.1) will be adjusted in April of each year in accordance with ASHE Wales.

8.2 Support staff appointment and employment

8.2.1 Section 7.1.1 applies to leaders of Senedd Groups in the same way it applies to Members.

8.3 Support staff salaries, progression through pay points etc

8.3.1 The salary ranges set out in Part 8 of Annex A will apply to support staff.

8.3.2 Sections 7.2.3 to 7.6 apply to leaders of Senedd Groups and their support staff in the same way they apply to Members. And where those sections refer to:

- (a) "section 7.2.1" the references should be read, for the purposes of this Chapter, as references to section 8.1.1;
- (b) the salary ranges and bands set out in the Part 7 of Annex A, the reference should be read, for the purposes of this Chapter, as references to the salary ranges and bands set out in Part 8 of Annex A.

8.4 Overnight accommodation

8.4.1 A leader of a Senedd Group may claim for the costs of overnight accommodation for support staff under section 4.9. Such costs will be deducted from the budget available under section 8.1.1.

8.5 Travel

¹⁴<https://senedd.wales/media/bysi2ncx/2022-ao-rules.pdf>

¹⁵<https://www.gov.uk/guidance/understanding-off-payroll-working-ir35>

8.5.1 A leader of a Senedd Group may claim for the costs of travel for support staff under section 5.7. Such costs will be deducted from the budget available under section 8.1.1.

8.6 Subsistence

8.6.1 A leader of a Senedd Group may claim for the costs of subsistence for support staff under section 4.9. Such costs will be deducted from the budget available under section 8.1.1.

8.7 Support staff redundancy

8.7.1 Where qualifying support staff are made redundant because:

- (a) a Senedd Group's entitlement to Senedd Group support under section 8.1.1 is reduced or removed;
- (b) a Senedd Group undertakes a restructure of its support staff during a Senedd term;
- (a) there is a change in the leader of a Senedd Group;

a redundancy payment may be paid under this Determination.

8.7.2 A member of support staff will qualify for a redundancy payment if, at the time they became redundant, they had been employed by the Senedd Group (and their salary paid under a determination of the Board) for a continuous period of at least two years.

8.7.3 Redundancy payments will be calculated on the basis of the statutory entitlement uprated by 100%.

8.7.4 Redundancy payments under:

- (a) section 8.7.1(a) will be paid under this Determination and will not be deducted from the Senedd Group budget available under section 8.1.1;
- (b) section 8.7.1(b) or (c) will be deducted from the Senedd Group budget available under section 8.1.1.

9. Members leaving office

Purpose

The purpose of this Chapter is to make provision to meet the various costs that arise when a Member ceases to be a Member. This includes provision for winding up contractual commitments and the closure of casework in progress, winding up and resettlement payments, providing assurance to potential candidates about their futures, and a payment for Members who fall ill.

9.1 Winding up costs

9.1.1 When a Member ceases to be a Member, they may claim for the costs that relate to completing work that was in progress at the time they ceased to be a Member.

9.1.2 The amount that may be claimed will be set out in a winding up plan agreed between the former Member and the Senedd Commission and is calculated by applying the budgets available under Chapters 4, 6 and 7 on a pro-rata basis during the winding up period.

9.1.3 The winding up period is the period agreed between the Senedd Commission and the former Member, subject to a maximum of 3 months (unless the former Member ceased to be a Member because they died, in which case the winding up period is a reasonable period agreed between the Senedd Commission and the former Member's personal representatives).

9.2 Winding up payment

9.2.1 A person who ceases to be a Member on the dissolution of the Senedd because they were not a candidate for election to the new Senedd may claim a winding up payment equivalent to two months' salary.

9.2.2 A person who ceases to be a Member on polling day because they were a candidate for election to the new Senedd but were not elected may claim a winding up payment equivalent to three months' salary.

9.3 Resettlement payments

9.3.1 A person who immediately before dissolution of the Senedd was a Member and was a candidate for re-election to the new Senedd but was not re-elected, may claim a resettlement payment under section 9.3.2 and, where applicable, an additional office resettlement payment under section 9.3.3.

9.3.2 The Member may claim for a resettlement payment of one month's salary for each period of 12 consecutive months they served as a Member, subject to a maximum equal to 6 months' salary.

9.3.3 Where the Member held an additional office (set out in section 2.1.2) during the time they served as a Member, they may claim for an additional office resettlement payment equivalent to the amount they were paid for holding the additional office in the 3 months before they ceased to hold the additional office. Where a Member held more than one additional office during the time they served as a Member, only one additional office resettlement payment will be paid (based on the higher/highest paid additional office held by the Member).

9.3.4 Where a member has received a resettlement payment or an additional office resettlement payment under a previous Determination, the reference to “served as a Member” in sections 9.3.2 and 9.3.3 is a reference to service as a Member since they received the previous resettlement payment or additional office resettlement payment.

9.3.5 A Member whose salary has been reduced in accordance with section 21 of the Act will have their resettlement payment or additional office resettlement payment calculated on the basis of their unabated Member or additional office salary.

9.4 Ill health payment

9.4.1 A person who ceases to be a Member due to ill health may claim for an ill health payment.

9.4.2 The amount that may be claimed is calculated on the same basis as a resettlement payment under section 9.3.2 is calculated (except that reference in section 9.5 to immediately before dissolution is to be read as a reference to the last month before the person ceased to be a Member).

9.4.3 A person who receives a payment under this section may not claim under section 9.3 following the next dissolution of the Senedd.

9.4.4 The Senedd Commission may require evidence (for example, a medical note or a professional assessment) to support claims made under this section. The costs of obtaining such evidence may be claimed under this section.

9.5 Monthly salary

9.5.1 Where this Chapter specifies a payment by reference to a monthly salary, the payment is calculated on the basis of the salary to which a Member was entitled under section 2.1.1(a) immediately before dissolution.

ANNEX A

SALARIES AND BUDGETS FOR 2026-27 (from 7 May 2026)

For the purposes of the consultation: 2025-26 figures are included in *italics* in several sections and these will be updated in line with the January 2026 CPI figure from the start of the Seventh Senedd.

PART 1: MEMBER SALARY	
Member salary	£79,817
PART 2: ADDITIONAL OFFICE HOLDER SALARY	
Additional Office	Additional Salary
First Minister	£94,783
Welsh Minister	£44,896
Counsel General	£44,896
Deputy Welsh Minister	£26,191
Presiding Officer	£51,132
Deputy Presiding Officer	£26,191
Senedd Commissioner	£16,212
Committee Chair	£16,212
Business Committee Member	£16,212
Leader of a Senedd Group	£16,212 + £1,248 per Member up to a maximum of £44,896
PART 3: ADDITIONAL SUPPORT	
Section	Budget
3.1.1 Support relating to barriers faced by disabled Members	Actual cost (subject to the rules set out in section 3.1)
3.1.3 Support relating to a short-term medical condition	Actual costs (subject to the rules set out in section 3.1)
3.1.4 Meeting the needs of disabled persons	Actual costs (subject to the rules set out in section 3.1)
3.2.1 Support relating to caring responsibilities	Up to £350 per person per month (for the care of up to three people).
3.3.2 Support relating to parental leave	Actual cost (subject to the rules set out in section 3.3)
3.4 Security at a Member's main home	Actual costs (subject to the rules set out in section 3.4)
PART 4: OVERNIGHT ACCOMMODATION	
Section	Budget
4.1.1 Overnight accommodation in the Cardiff Area	<i>Up to £702, with a maximum of £117 per night</i>
4.3.2(a) Rent under Option A	Up to £13,320 (based on a maximum of £1,110 per month)
4.3.3 Additional costs of accommodation that relate to caring responsibilities	Up to £3,870 for the first dependant.

	Up to £1,290 for each additional dependant, up to a maximum of two additional dependants.
4.4.1 Overnight accommodation under Option B	Up to £13,320, with a maximum of <i>£117 per night</i> : <ul style="list-style-type: none"> - in the Cardiff Area; - outside the Cardiff Area where the costs are incurred for the purpose of attending the Senedd (and provided the Member cannot find a hotel or serviced accommodation in the Cardiff Area within the nightly maximum).
4.6.1 Other overnight accommodation (within the United Kingdom)	Up to £230 per night in London. <i>Up to £117 per night elsewhere.</i>
4.8.1 Subsistence	Up to £30 in any 24-hour period
4.9.1 Overnight accommodation for support staff	Up to £230 per night in London <i>Up to £117 per night elsewhere</i>
4.9.1 Subsistence for support staff	Up to £30 in any 24-hour period
PART 5: TRAVEL	
Section	Budget
5.1.1 Travel within the United Kingdom	
Personal car, motorbike or bicycle	<u>HMRC approved mileage rate</u> based on mileage travelled Plus a <u>passenger supplement</u> if sharing with another Member, Member support staff or Senedd Commission staff Plus any allowable return journey (as defined in section 5.1.2) based on mileage travelled.
Company car (including a car under a salary sacrifice scheme)	<u>HMRC advisory mileage rate</u> based on mileage travelled Plus any allowable return journey (as defined in section 5.1.2) based on mileage travelled.
Taxi (unless it was not reasonable to travel other than by taxi)	<u>HMRC approved mileage rate</u> based on mileage travelled
Taxi (where it was not reasonable to travel other than by taxi)	Actual cost
Hire car (in exceptional circumstances where prior approval has been obtained from the Senedd Commission)	Actual cost
Rail (standard class)	Actual cost
Rail (other class, where the Member has satisfied the Senedd Commission that there is a [demonstrable] need to travel in this way)	Actual cost
Scheduled air transport	Actual cost

Private or chartered air transport	The cost of the journey had it been made by scheduled air transport			
5.2.1 Travel outside the United Kingdom				
Standard return fare	Actual cost			
Accommodation	Costs of up to 5 nights' accommodation			
Meals and incidental travel	Actual cost			
5.3.1 Travel due to unscheduled Senedd meetings				
Returning to the United Kingdom from a holiday	Actual cost			
Resuming a holiday	Actual cost			
5.4.1 Travel by partner or child				
Public transport	Actual cost			
Personal care, motorbike or bicycle	HMRC approved mileage rate based on mileage travelled			
By company car (including a car deemed to be a company car under a salary sacrifice scheme)	HMRC advisory mileage rate based on mileage travelled			
5.5.1 Occasional travel by support staff				
Public transport	Actual cost			
Personal care, motorbike or bicycle	HMRC approved mileage rate based on mileage travelled			
By company car (including a car deemed to be a company car under a salary sacrifice scheme)	HMRC advisory mileage rate based on mileage travelled			
5.1 to 5.5 – Parking	Actual cost			
PART 6: CONSTITUENCY WORK				
Section	Budget			
6.1 Constituency work	Up to £27,430			
6.3.2(a) Establishing new premises	Up to £6,500			
6.3.2(b) Refreshing existing premises	Up to £2,500			
6.6 Security	Actual Costs (based on recommendations/requirements)			
6.7 Health and safety	Actual Costs (based on recommendations/requirements)			
PART 7: SUPPORT STAFF				
Section	Budget			
7.2.1 Employing support staff	Up to £148,382			
7.2.2 Support staff salary ranges (based on a 37-hour week):				
	Pay Point 1	Pay Point 2	Pay Point 3	Pay Point 4
Senior Advisor	£42,904	£46,988	£51,073	£55,159
Band 1	£39,274	£43,015	£46,756	£50,496
Band 2	£33,233	£36,398	£39,563	£42,727
Band 3*	£26,345	£30,109	£33,873	N/A

*Support staff with pay protection, as per section 7.2.4: £35,223				
7.4 Support staff pension contributions	Calculated in accordance with section 7.4			
7.5 Support staff life assurance	Calculated in accordance with section 7.5			
7.6 Time off for public duties	Calculated in accordance with section 7.6			
7.7 Cover during support staff absences	Calculated in accordance with section 7.6			
7.8 Support staff redundancy	Calculated in accordance with section 7.7			
PART 8: SENEDD GROUPS				
Section	Budget			
8.1.1 Senedd Group budget: Senedd Group not represented in the Welsh Government	First 5 Members: 100% of the Per Member amount 6 – 39 Members: 50% of the Per Member amount 40+ Members: 25% of the Per Member amount			
8.1.1 Senedd Group budget: Senedd Group represented in the Welsh Government*	First 5 Members: 25% of the Per Member amount 6 – 39 Members: 12.5% of the Per Member amount 40+ Members: 6.25% of the Per Member amount * The budget available to a Senedd Group represented in the Welsh Government will not fall below £171,471			
8.1.2 Per Member Amount	£60,000			
8.3.1 Support staff salary ranges (based on a 37-hour week):				
	Pay Point 1	Pay Point 2	Pay Point 3	Pay Point 4
Chief of Staff *	£51,191	£56,066	£60,941	£65,816
Senior Advisor	£42,904	£46,988	£51,073	£55,159
Band 1	£39,274	£43,015	£46,756	£50,496
Band 2	£33,233	£36,398	£39,563	£42,727
Band 3**	£26,345	£30,109	£33,873	N/A
* The salary of only one Chief of Staff (full time equivalent of 37 hours) may be claimed under section 8.1.1 at any given time.				
**Support staff with pay protection, as per section 7.2.4: £35,223				
8.7.1 Support staff redundancy	Calculated in accordance with section 8.7			

PART 9: MEMBERS LEAVING OFFICE	
Section	Budget
9.1.2 Winding up costs	Calculated in accordance with section 9.1
9.2.1 Winding up payment	Equivalent to 2 months' salary a Member was entitled to under section 2.1.1(a) immediately before dissolution
9.2.2 Winding up payment	Equivalent to 3 months' salary a Member was entitled to under section 2.1.1(a) immediately before dissolution
9.3.2 and 9.3.3 Resettlement payment	Calculated in accordance with section 9.3
9.4.1 Ill health payment	Calculated in accordance with section 9.4

ANNEX B

TERMS TO BE INCLUDED IN SUPPORT STAFF

CONTRACTS OF EMPLOYMENT

Entitlement	Enhancement
Annual Leave	31 days pro-rata per annum Public holidays in England and Wales (bank holidays) pro-rata
Privilege Days	4 days pro-rata per annum, to be determined by the Employer
Sickness Absence	6 months' full pay and 6 months' half pay within any rolling period of 12 months. Paid periods of sickness must not exceed 12 months within any rolling period of 4 years.
Maternity Pay	See section 7.7.3(b) and section 8.3.2
Adoption Pay	See section 7.7.3(b) and section 8.3.2
Shared Parental Pay (Birth)	See section 7.7.3(b) and section 8.3.2
Shared Parental Pay (Adoption)	See section 7.7.3(b) and section 8.3.2
Paternity Pay	3 weeks full pay
Compassionate Leave	5 days at full pay in a rolling 12-month period.
Notice period	0-3 months Employment – 1 week 3 months – 5 years – 1 calendar month. 5+ years - one week for each complete year of continuous employment up to a maximum of 13 weeks' notice.
Redundancy	See section 7.8 of the Determination
Pension	See section 7.4 of the Determination
Life Assurance	See section 7.5 of the Determination
Time off for public duties	See section 7.6 of the Determination