

The Assembly Commission

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

Meeting date:
28 February 2013

Meeting time:
10:30

For further information please contact:

Carys Evans, 029 2089 8598
Committee Clerk

Agenda
AC(4)2013(4)

1. Introduction

Introduction and apologies

Declarations of interest

Minutes of the previous meeting (Pages 1 – 3)

2. Reporting Corporate Performance

3. ICT Progress and Performance Report

4. Financial Performance Update 2012–13

**5. Framework for the Assembly Commission annual report and
statement of account 2012–13**

6. Feedback from 21 February Audit Committee (oral item)

7. Commissioner updates

8. Any other business

Cynulliad
Cenedlaethol
Cymru

National
Assembly for
Wales



Agenda Item 1c

The Assembly Commission

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

Meeting date: **Thursday, 7 February 2013**

Meeting time: **10:30 – 12:00**

Cynulliad
Cenedlaethol
Cymru

National
Assembly for
Wales



Minutes: AC(4)2013(3)

Committee Members:

Rosemary Butler (Chair)
Peter Black
Sandy Mewies
Rhodri Glyn Thomas

Officials present:

Claire Clancy, Chief Executive & Clerk of the Assembly (Official)

Adrian Crompton, Director of Assembly Business (Official)

Craig Stephenson, Principal Private Secretary to the Presiding Officer (Official)

Non Gwilym (Official)

Mike Snook, National Assembly for Wales (Official)

Carys Evans, Principal Commission Secretary (Official)

Others in attendance:

David Melding, Deputy Presiding Officer
Mair Barnes, Independent Adviser

1. Introduction

1(i) Introduction and apologies

Apologies had been received from Angela Burns AM.

1(ii) Declarations of interest

There were no declarations of interest.

1(iii) Minutes of 16 January and 24 January for agreement

The minutes were agreed.

2. Education outreach

Following discussions at the Commission meeting on the 16 January 2013, Commissioners had approached their groups to gather views on the proposal to extend existing education outreach work to create a youth parliament. The feedback from the groups was shared and it was agreed they would be kept informed as work in this area developed.

Commissioners identified the education event that had been taking place in the Assembly that week as an excellent example of the high quality work that was being delivered in this area and emphasised the need for this and any new initiatives to build on this exemplar activity.

Commissioners discussed the suggested approach for involving relevant groups in the proposals. It was agreed that the focus of such an activity would be to involve young people in citizenship and democracy, and that there would be a clear distinction from activities being undertaken by other groups or organisations. It was also agreed that a review of the wide ranging outputs currently delivered by the education service would be undertaken in order to identify areas that could be refocused. The work should also incorporate the successes and lessons learned by other legislatures.

The Commission asked that the review findings should be presented at a meeting in April so that the next stages could be considered.

3. An Estate Fit for Purpose – External Portico

Following a discussion on 29 November of suggestions to improve the Tŷ Hywel entrance and reception area, a new set of proposals were presented by Peter Black AM and Sandy Mewies AM.

It was noted that 100,000 people use the Tŷ Hywel entrance annually and that the current arrangement meant that there were many instances when visitors, including young people undertaking educational visits, were required to queue outside the main doors in all weather conditions. Commissioners also noted that people with disabilities were required to use a separate entrance.

Commissioners were concerned that the facilities did not:

- provide equality of access to the estate;
- support the achievement of targets to reduce energy and carbon emissions as a result of heat loss;
- provide the most effective security arrangements; or
- provide an appropriate visitor experience.

Noting that the facilities had not been improved for approximately ten years and were in need of refurbishment, it was agreed that the revised proposals to construct a covered entrance would provide a practical and modest solution to the issues of access, security and sustainability. The work would be undertaken during the summer recess to minimise disruption. Officials would explore the extent to which the proposal could be enhanced to maximise the amount of space that would be made available.

4. Any other business

There were no other items of business.

Secretariat
February 2013