

Dear Members,

SUMMARY OF BOARD MEETING HELD ON 18 MAY 2023

The Independent Remuneration Board of the Senedd met on Thursday 18 May, following meetings with Representative Groups of Members and Support Staff and 'drop-ins' with Members on Wednesday 17 May. This letter provides a summary of the Board's discussions and decisions. It will be published on the Board's website along with [summaries of previous meetings](#).

Strategic Work Programme

The Board received an update on progress of the thematic reviews and agreed to publish its strategic work programme on the Remuneration Board website.

Update on Senedd reform

The Board considered an update on Senedd Reform and discussed areas it wished to explore further as part of its strategic work programme. The Board agreed to write to the Llywydd setting out the range of issues raised by Members where there may be intersection with Commission provided services which would be useful for the Chair to discuss with the Llywydd as part of the dialogue regarding matters within their respective remits.

Staffing Review: Pay and Grading

The Board considered the draft specification for the contract to procure an external organisation to carry out a review of the current pay and grading framework for Member Support Staff and Group Staff. The review will identify any issues for the short-term and any necessary changes to the staff pay and grading framework to inform the Determination for the next Senedd.

The Board discussed the review with the staff Representative Group on Wednesday 17 May and will engage and involve Members and Members' Support Staff and Group Staff and trade unions during the review process. Informal engagement with the Staff Representative Group (including unions) will be held over the summer, with wider engagement with Members and Support Staff during the Autumn.

Simplification review

The Board noted the update, particularly the interdependencies with other thematic reviews and risks arising. The Board noted the Members' Business Support pay and claims system was a matter for the Senedd Commission, and that MBS would keep the Board updated on any proposed changes to the system.

Annual Report 2022-23 – July Member and Support Staff engagement event

The Board agreed the draft report and gave a steer on its presentation.

It also agreed to hold a virtual event aimed at all Members and their Support Staff to provide an opportunity for engagement on the Board's annual report on its strategic work programme and a look ahead on its work for the remainder of its term. Further details will be shared with Members and Support Staff in June.

Other Matters

Effectiveness Review Response Action Plan

Following the publication of its Effectiveness Review, and the Board's response on [12 April 2023](#), the Board noted and agreed the action plan with a commitment to report on progress and review it annually.

The Review recommended publishing a Board 'Charter'. The Board reviewed the existing 'Governance Principles and Guidance on the Conduct of Business' document. The Board agreed to draft various amendments, including further details on 'working with the Senedd Commission', these will be discussed at the next meeting before the updated document is published. The Board agreed that the document should be formally reviewed and published at the beginning of each new Board's term.

Recruitment of Pension Board Chair

The Board noted that Jill Youds, Chair of the Pension Board Trustees for the Members' Pension Scheme has written to inform the Board that she will retire from her role as the Chair in the autumn term. The Board agreed to recruit a replacement for her and thanked her for her years of valued service to the Members' Pension Scheme. The Board agreed that the recruitment exercise will be carried out by the Commission HR team, and the panel members would consist of a Board member, the Head of Pensions and a senior HR member of staff.

Covid-19 Special Purpose Committee

Following the Senedd decision to establish the Wales Covid-19 Inquiry Special Purpose Committee, the Board agreed it would wait for more information on the Committee remit, membership and work programme before making a decision on the salary of the Chair.

These updates will be provided to you following each meeting of the Board. In the meantime, should you have any matters you wish to raise with me or the Board, please do not hesitate to get in touch by emailing remuneration@senedd.wales.

Yours sincerely,

A handwritten signature in black ink that reads "Dr Elizabeth Haywood". The signature is written in a cursive, flowing style.

Dr Elizabeth Haywood

Chair, Independent Remuneration Board of the Senedd

Croesewir gohebiaeth yn Gymraeg neu Saesneg.

We welcome correspondence in Welsh or English.