

Llyr Gruffydd  
Chair of Finance Committee  
National Assembly for Wales  
BY EMAIL

20 November 2018

**Assembly Commission 2018 Voluntary Exit Scheme (VES)**

Dear Llyr

At the Commission's recent appearances before the Finance Committee and Public Accounts Committee, I was asked about the possibility of a Voluntary Exit Scheme (VES). I am now writing to confirm that, at its 5 November meeting, the Commission agreed to offer a Voluntary Exit Scheme to all staff.

The VES will help to ensure that the Commission can continue to provide the necessary skills, expertise and capacity to support the Assembly through the particular challenges brought by Brexit and Constitutional Change, whilst continuing to work, for as long as possible, within the overall establishment cap of 491 posts.

In summary the aims of the VES will be to:

- allow the Commission to respond to changes in skill and expertise requirements;
- facilitate organisational change, including within particular teams;
- improve workforce efficiency; and
- where possible, deliver long-term savings and avoid an establishment increase in meeting resource needs.

We intend to launch the VES on 22 November 2018, with the window for applications open until early January 2019. The scheme will be run in accordance with Cabinet Office/Treasury rules and will have robust and tested assessment criteria and decision processes. We will take full account of the recommendations arising from the internal audit



review of our previous schemes and from the wider WAO review of severance schemes. The Trade Union Side (TUS) has been informed of our intention to offer a VES and will be invited to observe the work of the selection panel.

The financial implications have been carefully considered and we have identified a budget of up to £800K. I can confirm that this budget can be funded from underspends from the Commission's operational staffing budget, largely resulting from higher than normal levels of staff turnover. This budget is similar to the budget of £850K set for the 2015 VES, of which £650K was committed. The Welsh Government, in its most recent VES, set a budget of £5.5M.

Finally, the costs of the scheme will be published as part of the 2018-19 Annual Report and Accounts in July 2019.

Please do not hesitate to contact me if you have any queries or would like any further information.



**Manon Antoniazzi**

**Prif Weithredwr a Chlerc/Chief Executive and Clerk**

**Cynulliad Cenedlaethol Cymru/National Assembly for Wales**

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

