

The Assembly Commission

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

Meeting date: **Thursday, 26 September 2013**

Meeting time: **13:00-13:30**

Cynulliad
Cenedlaethol
Cymru

National
Assembly for
Wales



Minutes: AC(4)2013(13)

Committee Members:

Sandy Mewies (Chair)
Peter Black
Angela Burns
Rhodri Glyn Thomas

Officials present:

Claire Clancy, Chief Executive & Clerk of the Assembly (Official)
Nicola Callow, Head of Finance (Official)
Craig Stephenson, Principal Private Secretary to the Presiding Officer (Official)
Carys Evans, Principal Commission Secretary (Official)

Others in attendance:

David Melding, Deputy Presiding Officer

1 Introduction

1(i) Introduction and apologies

Apologies had been received from the Presiding Officer. It was agreed that Sandy Mewies AM would Chair the meeting.

A special thank you was given to Sir George Reid for his outstanding contribution as Chair to the Assembly's Remuneration Board and the Commission sent him their very best wishes.

1(ii) Declarations of interest

There were no declarations of interest.

1(iii) Minutes of the previous meeting

The minutes were agreed.

2 Draft Budget 2014-15

The Commission's budget for 2014-15 had to be laid for consideration by the Assembly no later than 1 October. At previous meetings Commissioners had agreed that the budget should be based on the £50.598m sum, as set out in the previous two years' approved budget documents, which were scrutinised by the Assembly's Finance Committee in October 2011 and 2012.

2014-15 would be the final year of the Commission's three-year investment plan for the budget. The budget proposal for 2014-15 was precisely in line with that set out in the previous two years' approved budgets.

Work had been undertaken over the summer to revise the document, taking on board Commissioners' suggestions.

Angela Burns had written to the Minister for Finance seeking agreement that, in view of the UK Spending Review timetable, the Commission would only provide an indicative budget for 2015-16 in this Draft Budget. In addition, the Commissioners felt that it would be appropriate to continue focusing on an shorter timeframe for the subsequent year (2016-17) as this would enable the Fifth Assembly Commission to make their own, multiple period plans.

Angela Burns, Claire Clancy and Nicola Callow would be giving evidence to the Assembly's Finance Committee on 3 October.

The draft budget was agreed and would be laid that afternoon. The Commission would consider any recommendations made by the Finance Committee before laying the document for the Assembly's consideration in November.

Commissioners commended Nicola Callow for her exemplar work on the budget and thanked her and Angela Burns for their efforts in finalising the draft.

3 Any other business

Secretariat

September 2013