

Annual Report and Accounts: 2024-25

July 2025



The Welsh Parliament is the democratically elected body that represents the interests of Wales and its people. Commonly known as the Senedd, it makes laws for Wales, agrees Welsh taxes and holds the Welsh Government to account.

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▼ **St David's Day 2025**

A day of family fun, performances, and activity filled the Senedd



Overview

This Overview section provides information on the purpose, structure and strategic goals of the Commission and some key activities which have taken place over the past year.





Rt Hon. Elin Jones MS

Llywydd,
Welsh Parliament

Foreword

I am pleased to present this Annual Report covering my ninth year as Llywydd; the fourth report of the Sixth Senedd.

The past twelve months have seen our institution move at unprecedented pace to the implementation phase of its transformational change programmes – Ways of Working and Senedd Reform.

I am proud of how the Sixth Senedd – Members and officials alike – have embraced the duty placed upon us to prepare for a very different parliament after the Welsh General Election in May 2026 when 96 Members of the Senedd will be returned.

The Future Senedd Committee was established in October 2024 with a remit to consider the organisation of business in the Seventh Senedd, solutions to barriers (real and perceived) to ensuring a truly representative parliament, and the thresholds currently set in Standing Orders.

Chaired by Deputy Llywydd David Rees, the committee laid its report on 9 May with a range of recommendations to be considered. The final plenary session was held in the Siambr on 2 April with business taking place in Siambr Hywel

whilst the main chamber is being reworked to accommodate 96 Members. Committees and plenary continue to meet in hybrid format demonstrating our commitment to being an agile, inclusive and modern institution.

The Senedd continues to take advantage of evolving working practices to strengthen relationships and share learning with parliaments around the world, and I look forward to us hosting the Commonwealth Parliamentary Association's British Islands and Mediterranean Regional (BIMR) Conference in June.

Committees have fulfilled their duty of holding the Welsh Government to account with rigorous scrutiny resulting in impactful reports, and the Welsh Youth Parliament continues to go from strength to strength in its third term, giving the next generation a voice at the heart of their national democracy.

In stating my intention not to seek re-election as Llywydd of the Welsh Parliament, I am reminded of the then-National Assembly's remarkable journey since I was first elected in 1999.

The constant companions on this sometimes-unpredictable path have been the talented and dedicated Commission officials without whose expertise and experience our jobs as Members would not be possible.

As we prepare to write the next chapter of the Senedd's story, I would finally like to pay tribute to the late Lord Elis-Thomas who passed away in February.

He was the founding father of our national parliament, and I know that Members and officials alike will unite in building on his legacy by working to deliver a Seventh Senedd that is modern, inclusive, open-minded and befitting of the people of Wales.



Manon Antoniazzi
Chief Executive and
Clerk of the Senedd

Introduction

The past year has been one of looking back on a quarter of a century of devolution, of continuing to make the current Senedd a parliament for all, and of preparing in earnest for the Seventh Senedd.

With the Senedd Cymru (Members and Elections) Act receiving Royal Assent in June 2024, we now know that an additional 36 Members will be elected to the Seventh Senedd in 2026.

And the work of preparing for that is already underway – from adaptations to the building, to conducting scenario planning exercises so that our staff are prepared for all possibilities.

We have established a Change Board to ensure that the Senedd Commission meets the needs of a reformed Senedd and that the required change activity is delivered to schedule and budget.

We have also been preparing for the future by looking at the long-term accommodation needs of the Senedd, with a commitment to delivering value for money for public funds, and by actively exploring the use of generative artificial intelligence, examining the opportunities as well as possible risks to parliamentary activities.

It has also been a year of continuing to break down some of the perceived barriers for people to participate and influence the current Senedd's work.

We increased our efforts to reach different audiences by reaching out to communities, for example, by supporting members of the Gypsy and Traveller communities to share their views to influence the work of the Local Government and Housing Committee. Our teams also invited communities to the Senedd to show that it is a modern parliament for all, including working in partnership with Disability Wales to run a programme of workshops and talks on International Day of Disabled People.

For the third Welsh Youth Parliament election in 2024, we enlisted the support of our former Members of the Youth Parliament to share their experiences and inspire their peers. As a result, a record number of young people voted in the Youth Parliament election.

We continued our commitment to make the Senedd Commission a supportive and productive workplace where everyone can flourish, for example, by launching our Wellbeing Commitment.

We also celebrated three years of the Commission's Knowledge Exchange strategy, which has strengthened links with academic staff and universities, ensuring

access to cutting-edge research evidence and expertise.

And it has also been a year of looking back.

To mark 25 years of devolution in Wales, we curated an exhibition to celebrate the stories of people who have used their voice to campaign for change – by giving evidence to a committee, submitting a petition to the Senedd, or becoming a Member of the Youth Parliament. On social media, we shared the history of the Senedd as well as young people's hopes for its future, welcoming Their Majesties the King and Queen to the Senedd to meet people who had contributed to its work over the last quarter of a century.

In addition, a series of articles on '25 years of Welsh Law Making' were published by Senedd Research, which outlined how our institution has strived to find ways to better represent the people of Wales.

And that is what we will continue to do as we prepare to take the next big step in our history.

Statement of Purpose

The Welsh Parliament

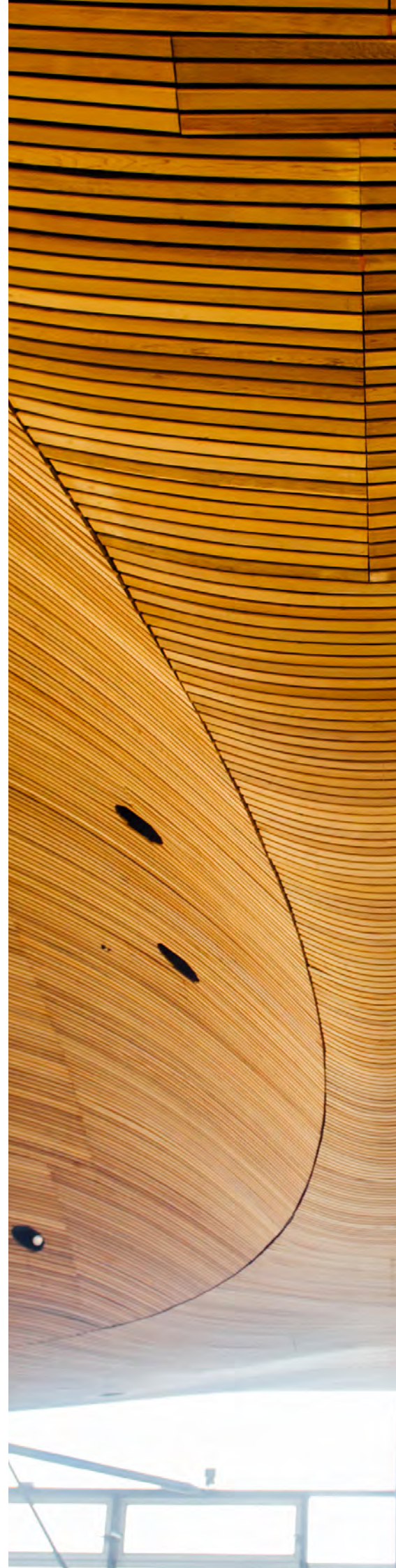
The Welsh Parliament is the democratically elected body that represents the interests of Wales and its people. Commonly known as the Senedd, it makes laws for Wales, agrees Welsh taxes and holds the Welsh Government to account.

The Senedd Commission

The Senedd Commission serves the Senedd to help facilitate its long-term success as a strong, accessible, inclusive and forward looking democratic institution and legislature that delivers effectively for the people of Wales.

Senedd Commission Strategic Goals for the Sixth Senedd

- To provide outstanding parliamentary support
- To have citizens at the heart of all we do
- To use resources sustainably



Priorities for the Senedd Commission for the Sixth Senedd

- Providing support for Members across the range of business, and adapting to Members' needs.
- Responding to, and facilitating constitutional change, including strengthening interinstitutional networks and learning.
- Maintaining a good reputation and developing sustainable services.
- Listening to citizens and showing how we act on what they tell us; that we are their voice.
- Encouraging and inspiring citizens to be involved in our deliberations online and in person.
- Establishing the Senedd as the focal point of Welsh public life, which leads the way as a bilingual organisation.
- Putting sustainability at the heart of all that we do.
- Building and developing a skilled, committed and diverse workforce, equipped with the technology and facilities to perform their roles.
- Effective planning and financial and project management, so we can respond quickly and flexibly to meet the needs of the Senedd.
- Providing assurance through appropriate governance, and evidencing value for money.
- Providing a safe and healthy environment to work and engage.

Commissioners

The *Government of Wales Act 2006* prescribes that the Welsh Parliament (Senedd) appoints Commissioners who are responsible for providing the Senedd with the staff and resources it needs to carry out its role effectively for the people of Wales.

The Commissioners are charged with the governance of the organisation and are accountable to the Senedd. The responsibilities of the Commissioners as the 'governing board' include setting the organisation's strategic aims, providing the leadership to put them into effect, overseeing the delivery of those strategic aims and reporting and being accountable to the Senedd on their stewardship.

The Commission is chaired by the Llywydd and is made up of four Members of the Senedd who have been appointed by the Senedd. The Commissioners have collective responsibility for decisions and have equal status in discussions, and each Commission member is involved in the full range of decision making. Each Commissioner also has oversight of a specific portfolio of responsibilities.



The Rt Hon. Elin Jones MS, Plaid Cymru

The Llywydd is Chair of the Commission and also has responsibility as Commissioner for communications.

The Rt Hon. Elin Jones attended 9 out of 9 Commission meetings.



Hefin David MS, Welsh Labour, Appointed 17 April 2024

Commissioner with responsibility for budget and governance (including Audit and Risk Assurance Committee membership).

Hefin David attended 9 out of 9 Commission meetings, and 4 out of 4 Audit and Risk Assurance Committee meetings.



Janet Finch-Saunders MS, Welsh Conservatives

Commissioner with responsibility for sustainable development.

Janet Finch-Saunders attended 9 out of 9 Commission meetings.



Adam Price MS, Plaid Cymru

Commissioner with responsibility for official languages.

Adam Price attended 9 out of 9 Commission meetings.



Ken Skates MS, Welsh Labour, Resigned 15 April 2024

Commissioner with responsibility for budget and governance (including Audit and Risk Assurance Committee membership).

There were no meetings in the period to 15 April 2024.



Joyce Watson MS, Welsh Labour

Commissioner with responsibility for equalities.

Joyce Watson attended 9 out of 9 Commission meetings.

Independent Advisers

The Commission appoints Independent Advisers to ensure that Commissioners and the Commission's executive team are provided with constructive challenge and assurance that governance arrangements are correct, effective and appropriate.

The Independent Advisers act in a non-political, advisory capacity. They are individuals with a wealth of boardroom, government, public and private sector experience who bring diverse knowledge, skills and expertise to help the Commission meet its own high standards of good governance and efficient use of public money. They are able to provide objective insight and constructive challenge and afford assurance.

The Independent Advisers are involved in a number of the activities of the Commission, acting as critical friends on projects, through interactions with areas of Commission services, in their roles on advisory Committees to the Commission and contributing an external perspective and independence to our corporate governance.

Remuneration

Independent Advisers receive non pensionable pay of £5,000 per annum, with £7,000 per annum for the Chairs.



Robert (Bob) Evans (November 2018 - Present)

Bob took up his appointment as an Independent Adviser and a member of the Audit and Risk Assurance Committee (ARAC) in November 2018. In February 2019 he was appointed Chair of ARAC.

Bob Evans attended 4 out of 4 ARAC meetings.



Dr Aled Eirug (April 2019 - Present)

Aled took up his appointment as an Independent Adviser in April 2019 and served as a member of ARAC until July 2023. He was appointed as Chair of the Remuneration Committee in November 2023.

Aled Eirug attended 1 out of 1 Remuneration Committee meetings. Aled is a standing invitee of ARAC and has attended 2 out of 4 ARAC meetings.



Dr Mark Egan (November 2022 - Present)

Mark took up his appointment as an Independent Adviser in November 2022 and serves as a member of ARAC.

Mark Egan has attended 4 out of 4 ARAC meetings.



Professor Uzo Iwobi (November 2022 - Present)

Uzo took up her appointment as an Independent Adviser in November 2022 and serves as a member of the Remuneration Committee. Uzo is also a member of the Diversity and Inclusion Steering Group and is a standing invitee of ARAC, and has attended 2 out of 4 ARAC meetings.

Uzo Iwobi has attended 1 out of 1 Remuneration Committee meetings, and 2 out of 3 Diversity and Inclusion Steering Group meetings.



Menai Owen-Jones (November 2022 - Present)

Menai took up her appointment as an Independent Adviser in November 2022 and serves as a member of ARAC and the Remuneration Committee. Menai is also a member of the Workforce Steering Group.

Menai Owen-Jones has attended 4 out of 4 ARAC meetings, 1 out of 1 Remuneration Committee meetings, and 3 out of 3 Workforce Steering Group meetings.

Commission Senior Leadership



Manon Antoniazzi

Chief Executive and Clerk of the Senedd

In accordance with the *Government of Wales Act 2006*, the Senedd Commission delegates its functions, including responsibility for the management of staff, to the Chief Executive and Clerk, subject to a number of exceptions and conditions.

The Chief Executive is also the Principal Accounting Officer for the Commission.

To support her, the Chief Executive has a team of Directors who share the responsibility for strategic corporate management in addition to the specific responsibilities outlined.



Arwyn Jones

Director of Communications and Engagement

Provision of Commission and Members' support services, including support to the office of the Llywydd and the senior management team, secretariat services to the corporate Boards and Commission.

Provision of translation and reporting, including the Official Languages Scheme, and provision of ICT and the Programme Office.

Ensuring efficient and effective delivery of corporate communications, visitor engagement and public information services.



Matthew Richards
Interim Director of Senedd Business
(18 November 2024 to current)

Provision of specialist parliamentary, legal, information governance, constitutional and research services to the Senedd, ensuring the efficient and effective delivery of Senedd business including the passing of legislation through the Senedd and providing impartial expert advice to Members of the Senedd.¹



Edward (Ed) Williams
Director of Senedd Resources

Provision of Estates and Facilities, Human Resources functions, Security, Procurement, Strategic Planning Unit and Corporate Governance and Assurance.

The Chief Finance Officer responsible for corporate financial strategy, planning, budget management, payments and pensions reports to Ed Williams.



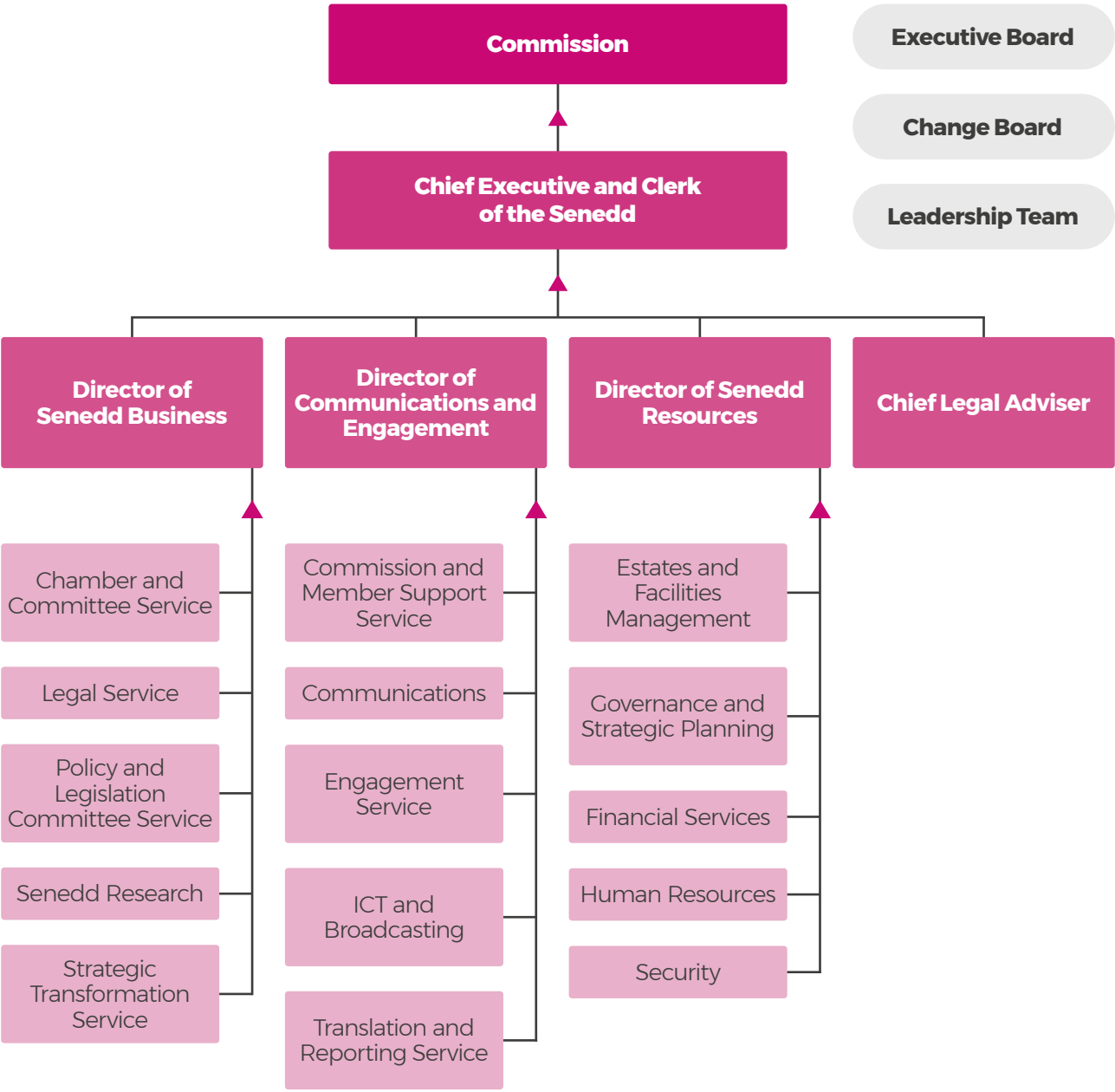
Huw Williams
Chief Legal Adviser

Provision of expert and impartial legal advice to the Presiding Officer, the Commissioners, Members of Senedd, the Chief Executive and other Senedd Commission departments.

¹ Siwan Davies, who held the post of Deputy Chief Executive and Clerk and Director of Senedd Business, left the Commission during this year.



Governance Structure



Independent Advisory Bodies

Audit and Risk Assurance Committee Review and monitor effectiveness of governance, internal controls, and risk management.	Remuneration Committee Provides assurance in relation to the Chief Executive and Directors remuneration.
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Commission Management

The Executive Board is responsible for ensuring that the Commission's financial and staffing resources are planned to meet known requirements. Specifically, in accordance with the Commission's strategic aims, it is responsible for planning and prioritising the Commission's project fund, which is focussed on the maintenance of the estate, the delivery of effective ICT services and the delivery of new projects to improve the performance and effectiveness of services.

The Executive Board is chaired by the Chief Executive and includes the Directors, Chief Finance Officer, Chief People Officer, and Head of Legal Services. It is the strategic decision-making body for all matters delegated by the Commission. It is also an advisory body to the Commission, in setting the Commission's Strategy, goals and priorities, the budget, and managing corporate risks.

A significant element of the Executive Board's responsibility has been to provide strategic oversight and leadership of the Commission's change programme². To oversee and guide the significant changes required for the transition to the Seventh Senedd, a Senedd 26 Change Board has been newly established within the Senedd Commission. The Change Board is responsible for providing strategic direction, decision-making authority and oversight to support the delivery of various workstreams. It is chaired by the Chief Executive and includes a core membership from the Executive Board, augmented by other relevant senior officials. This is set out in more detail in the Strategic Planning section below.

The Leadership Team includes the members of the Executive Board and all Heads of Service. The Leadership Team's primary responsibility is to ensure the effective delivery of operational plans and priorities.

Communication between the Commission and Members of the Senedd

Effective communication between the Commission and Members of the Senedd is important in order to inform the provision of the highest possible standards of service. The Chief Executive and the Llywydd play a key role in facilitating this communication, with the Commission and Member Support Service providing support in handling concerns and issues raised by Members.

² The Commission's Change Programme includes a number of projects and initiatives, which are managed by various teams across the Senedd. The Strategic Planning Unit has overall responsibility for reporting progress, exceptions, risks and issues to the Executive Board on a regular basis.

Various approaches are in place for communication between the Commission and Members, including regular feedback from Commissioners to their group members about the work of the Commission and provision of information through the Members' Intranet, which has undergone a refresh to ensure accuracy of information and ease of navigation. During the period, a Senedd Party Contact Group provided structured, planned meetings with party groups to inform Commission thinking and decisions. Informal engagement is arranged via 'Drop-ins' to encourage dialogue and feedback from Members on issues of topical importance.

Surveys involving all Members are provided to the Commission for consideration including the Member Survey (conducted three times a Senedd term), Dignity and Respect Survey (annual) and Diversity and Inclusion survey (annual).

The template for Commission papers, recently refreshed, includes a specific section for information about consultation undertaken with Members and requests information about implications for Members, which should be shaped by Members' views.

The Executive Board has driven forward initiatives to ensure Member views and needs are foremost in thinking where change is being considered; this is intended to support appropriate information being provided to the Commission about the views of Members as part of supporting information for decision making. This initiative, known as 'Think Members' seeks to embed a 'Members first' ethos to the work of the Commission.

The Llywydd provides direct feedback to the Commission about bi-laterals and other meetings she has held with Members on topics relating to the Commission's considerations.

Strategic planning

The Commission's overall strategic planning structure is set out in detail in the Governance Statement. The section below explains the newly established Senedd 26 Change Board, which is part of that overall planning structure.

Senedd 26 Change Board

The Senedd 26 Change Board (the 'Change Board') is a newly established entity within the Senedd Commission, designed to oversee and guide the significant changes required for the transition to the Seventh Senedd. This Board plays a crucial role in ensuring that the Senedd Commission meets the evolving needs of the Welsh Parliament.

The Change Board is responsible for providing strategic direction, decision-making authority and oversight to support the delivery of various workstreams. These workstreams are managed by two operational boards:

- **the Ways of Working Programme Board** – which focuses on delivering major estates works, key elements of which are designed to support an expanded Parliament; and
- **the Seventh Senedd Programme Board**, which is tasked with supporting the wider organisational transition to the Seventh Senedd.

One of the primary functions of the Change Board has been to agree the Senedd 26 Change Strategy and Delivery Plan. This Strategy is framed around seven outcome areas with a detailed delivery plan serving as a monitoring and assurance resource. The Change Board also sets a framework for regular, open, and transparent reporting and escalation from the operational boards, monitors progress and risk against the Delivery Plan, and holds the constituent programmes accountable for delivery.

The establishment of the Change Board is part of a broader strategic response by the Commission to enhance its collaborative culture and drive a positive and energised environment. Improvements have been made to ensure that the Leadership Team's input is captured in key strategic matters and that the team takes a full role in the range of activities being delivered by the Ways of Working and Seventh Senedd Boards.

The Change Board is chaired by the Chief Executive and includes a core membership from the Executive Board, augmented by other relevant senior

officials. This ensures that the Change Board has the necessary authority and expertise to guide the Commission through the transition period. The Change Board's members are responsible for reviewing and setting the remits of both operational boards to ensure clearly defined roles and responsibilities for the next phase of delivery.

The Senedd 26 Change Board's establishment marks a significant step in the Commission's efforts to innovate, reimagine and safeguard its services for the future. By combining its strengths as one team, the Commission aims to support a stronger, accessible, inclusive and progressive Seventh Senedd that delivers for the people of Wales.

Summary of Activity

Commission Strategic Goal (and identified Corporate Risks)	Commission Priorities (and related KPIs)	Progress in 2024-25
To provide outstanding parliamentary support A B C D E	Providing support for Members across the range of business, and adapting to Members' needs 1 2 3 4	Information on our progress in these areas can be found from pages 55 to 73
	Responding to and facilitating constitutional change, including strengthening interinstitutional networks and learning	
	Maintaining a good reputation and developing sustainable services	
To have citizens at the heart of all we do	Listening to citizens and showing how we act on what they tell us; that we are their voice 7	Information on our progress in these areas can be found from pages 75 to 92
	Encouraging and inspiring citizens to be involved in our deliberations online and in person 5 6	
	Establishing the Senedd as the focal point of Welsh public life, which leads the way as a bilingual organisation	

Commission Strategic Goal (and identified Corporate Risks)	Commission Priorities (and related KPIs)	Progress in 2024-25
To use resources sustainably BEFGHIJ	Putting sustainability at the heart of all that we do 14	Information on our progress in these areas can be found from pages 93 to 116.
	Building and developing a skilled, committed and diverse workforce, equipped with the technology and facilities to perform their roles 10 11 12	
	Effective planning and financial and project management, so we can respond quickly and flexibly to meet the needs of the Senedd 8	
	Providing assurance through appropriate governance and evidencing value for money 9 15	
	Providing a safe and healthy environment to work and engage 13	

Our KPIs – Further information on our KPIs can be found in the next section.

<div>1 Parliamentary Business takes place as scheduled.</div> <div>2 RoP published to deadline</div> <div>3 Committee transcript published to deadline</div> <div>4 Provision of bilingual papers</div> <div>5 Citizen engagement</div>	<div>6 Followers of Senedd corporate media channels</div> <div>7 Engagement with media distribution platforms</div> <div>8 Operational budget</div> <div>9 Unqualified accounts</div> <div>10 Staff survey</div>	<div>11 Welsh language learners</div> <div>12 Job applications from ethnic minority individuals</div> <div>13 Staff sickness rate</div> <div>14 Annual carbon footprint</div> <div>15 Spend with Welsh suppliers</div>
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Our Corporate Risks - Further detail on how the risk profile has changed during the year is included in the following Performance Analysis section. Further information on the process and mitigation of these risks and the progress made on the areas identified for focus and development during 2024-25 can be found in the Governance Statement shown later in the Report

<div>A Senedd Reform</div> <div>B Senedd Reform Driven Estate Projects</div> <div>C Bay 2032 Project</div> <div>D Commission response to the Remuneration Board’s Pay and Grading Review</div> <div>E Corporate Capacity and Capability</div>	<div>F Cyber-Attack</div> <div>G Artificial Intelligence</div> <div>H HR/Payroll system</div> <div>I Data Protection (Senedd Commission)</div> <div>J Dignity and Respect (Senedd Commission)</div>	
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▼ **St David's Day 2025**

A day of family fun, performances, and activity filled the Senedd



Performance Analysis

This Performance Analysis section provides details on how we have progressed work on the Commission's priorities under our strategic goals.



Corporate Key Performance Indicator Report

Our Corporate Key Performance Indicator Report looks at how the Senedd Commission performed against its strategic goals for the period April 2024 to March 2025.

Some of our indicators are static and report year on year, and some indicators provide 'stretch' to improve performance in a number of identified areas. These indicators are reviewed annually.

During the Covid-19 pandemic, the Senedd Commission adapted to the changing situation and some of our ways of working adjusted as a result. The Covid period is still represented in the trend data and so this should be borne in mind when making direct comparisons year-on-year.

In order to ensure we adequately reflected these changes to our working practices, and to ensure they were focused around the Commission's goals and priorities, a review of our key performance indicators was conducted at the beginning of the Sixth Senedd. This is the third year reporting on the key performance indicators since the review, and therefore previous year's data is not available for all indicators.

The Senedd Commission's strategic goals on which the Key Performance Indicators are focused are:

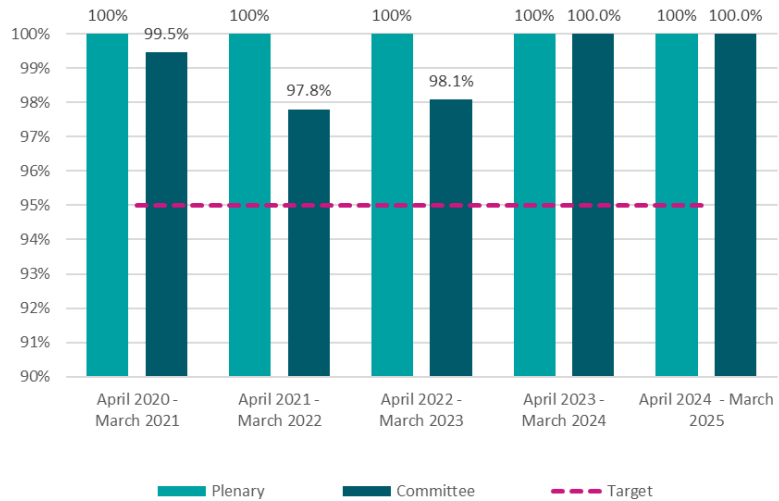
- To provide outstanding parliamentary support
- To have citizens at the heart of all we do
- To use resources sustainably

To provide outstanding parliamentary support

Progress during the year:

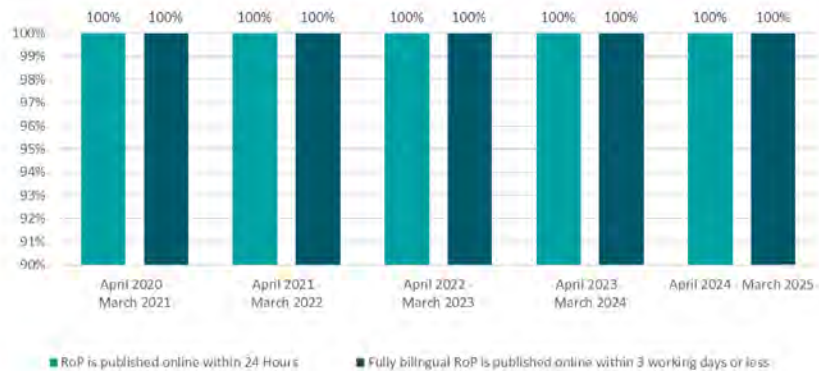
① Plenary and committees continued to meet in hybrid format.

Plenary and Committee meetings taken place within statutory requirements



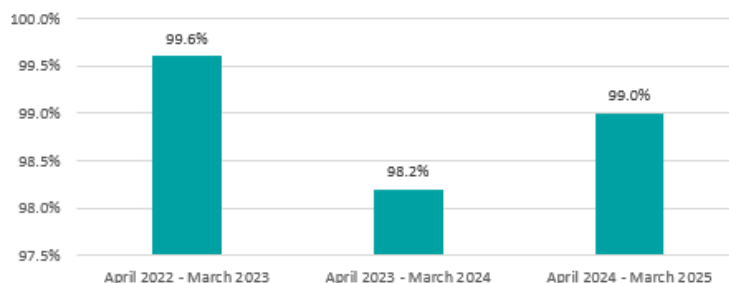
② All targets with regard to the Record of Proceedings (RoP) were met 100 per cent throughout the year.

RoP published to deadline



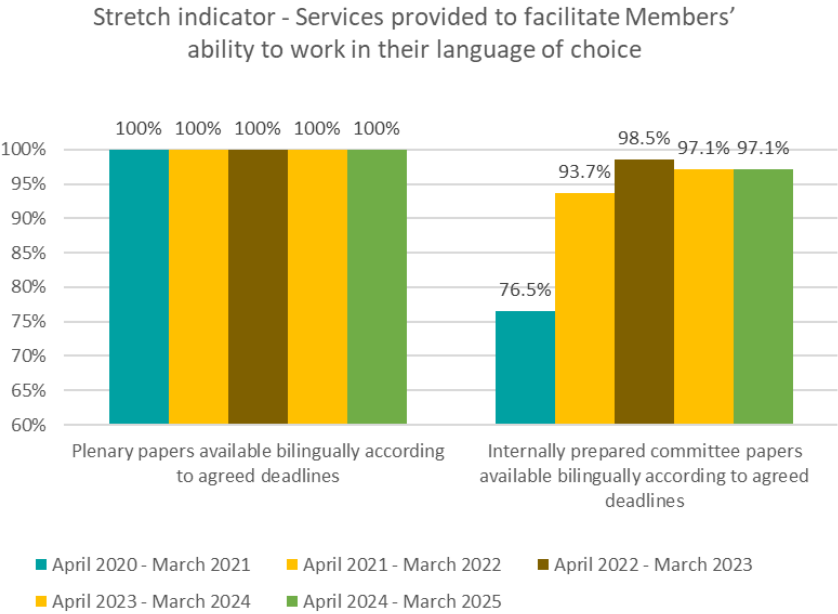
③ A KPI in its third year of reporting is the publication of committee transcripts online (with Welsh contributions translated to English) within three working days. A total of 271 committee transcript deadlines were completed on target. Two committee transcript deadlines were missed due to extremely heavy, time sensitive workloads.

Committee transcript published online within 3 working days



To provide outstanding parliamentary support

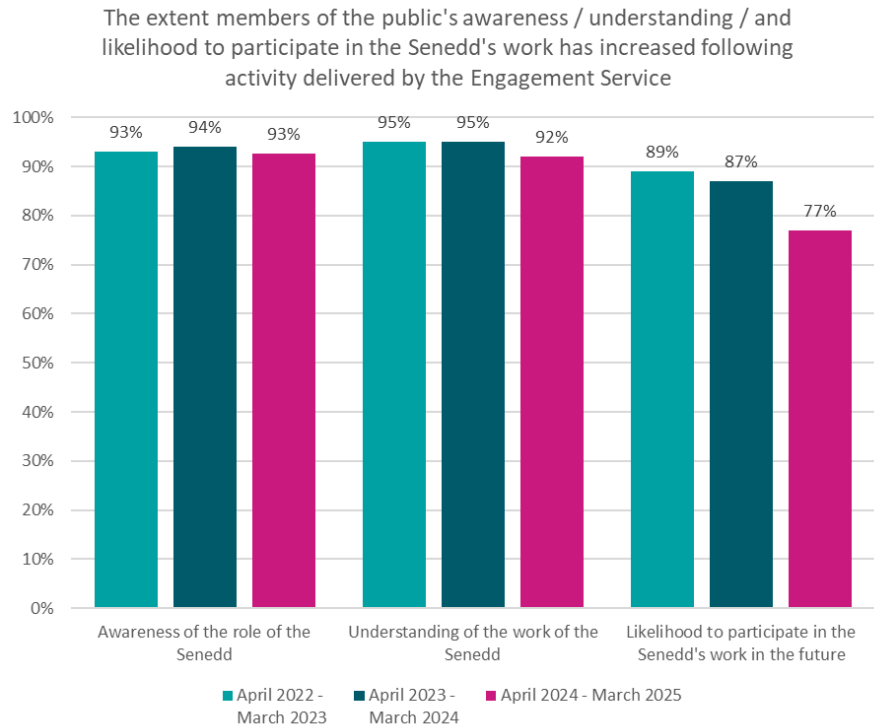
④ Within individual committees, the Chair and the Members may decide not to have all internally prepared papers produced bilingually. Of the 1,189 internally prepared committee papers, 1,154 were produced bilingually.



To have citizens at the heart of all we do

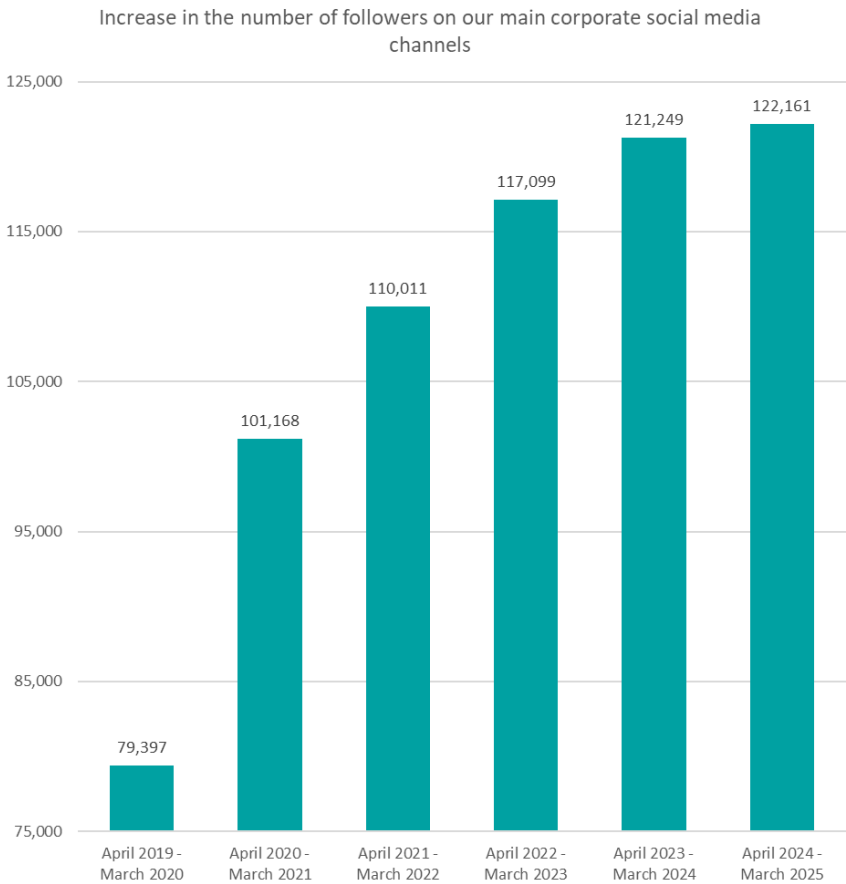
Progress during the year:

5 We have continued to strengthen our data collection methods and have added more datasets from different teams into our reporting model. The largest dataset we have included this year is from our tours, which engages with a wider variety of visitors (49% of the visitors we engaged with on our tours were based outside Wales, which is presumably why we have seen a drop in the 'likelihood to participate in the Senedd's work in the future' but 'awareness of the role of the Senedd' and 'understanding of the work of the Senedd' remains consistently high). By the end of the Sixth Senedd, in line with our Communications and Engagement Strategy, we will have completed our consistent data collection and reporting across all teams within Engagement Services to provide us with a more definitive baseline as we go into the Seventh Senedd.



To have citizens at the heart of all we do

6 Overall, our social media growth has slowed considerably in the past year. This is mostly due to changes on the X platform, where we lost 1,921 followers in the last year. Our Communications and Engagement Strategy focuses on new audiences, as such it was always our intention to grow audiences outside of X. In the past year we've seen the biggest audience growth on Instagram, which grew by 29.3%. In comparison X has decreased by 2.3%. With network algorithms focusing more on audience engagement than follower numbers, we have continued to focus efforts on engagement. Our overall engagement rate this year is 3%, with LinkedIn (5.4%) and Facebook (4.9%) our most engaged channels. This year we also started testing content on Bluesky in response to X changes, and have grown our audience on Threads - we will continue to test these channels in the next year.

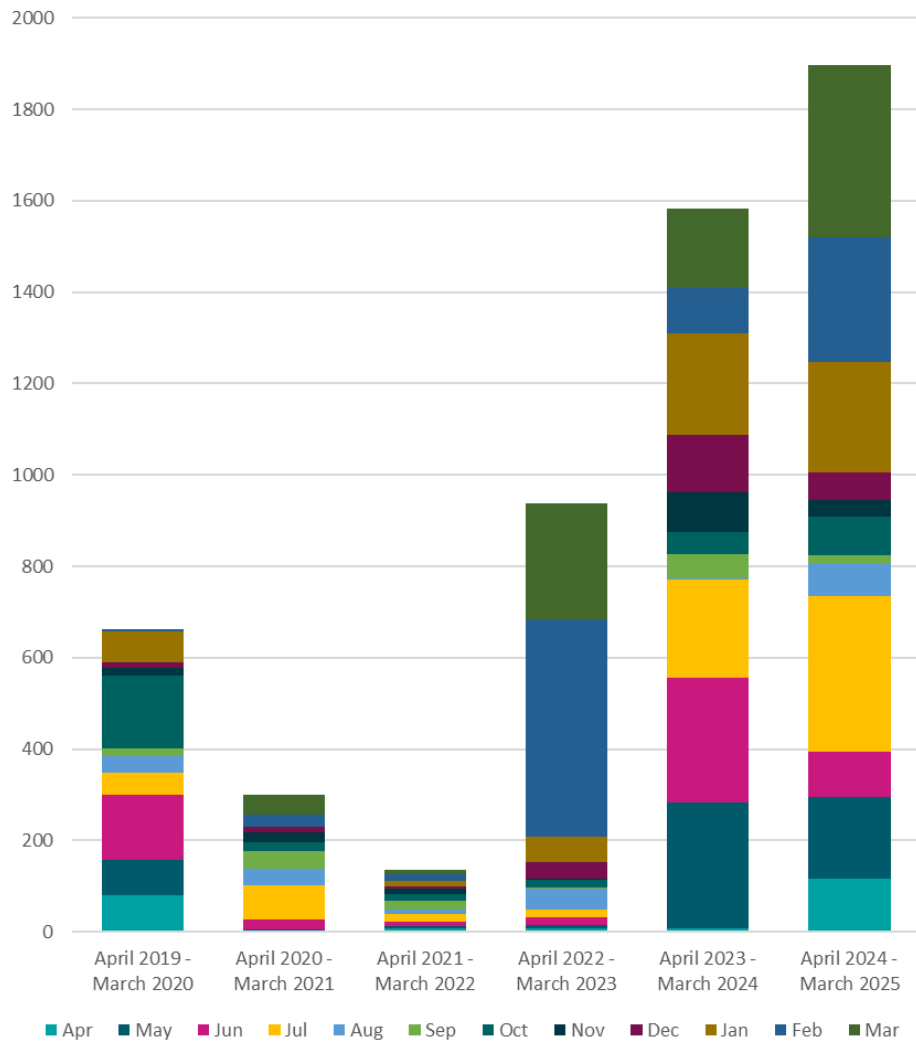


To have citizens at the heart of all we do

Progress during the year:

7 As always, the level of coverage is largely depicted by the flow of work from Committees. The spike in coverage in July is due to a number of end of term reports, while the low coverage in August and September is due to a quiet period for committee reporting. The end of year has seen a string of strong reports, which the news team have been able to get strong news lines from, resulting in excellent coverage in Wales and beyond. The Standard Committee's report on recall was syndicated by PA, while the deception report was picked up by media around the world, particularly on news social media outlets.

Media distribution platforms engaged with as a result of promotion of committee inquiry and report launches



To use resources sustainably

Progress during the year:

8 To ensure that the level of variance between the Commission's net operational expenditure and its annual operational budget is within 1.5 per cent.

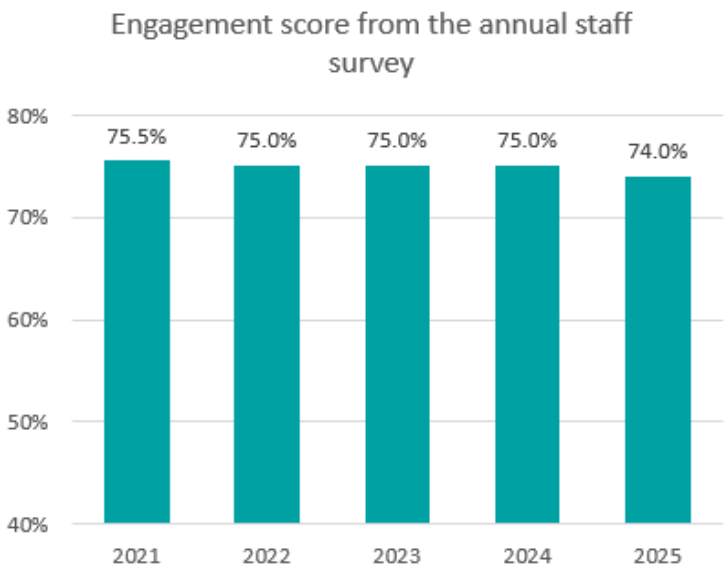
The operational outturn (excluding non-cash and ring-fenced budgets) for 2024-25 is 0.96 per cent below budget.

No table associated with this KPI

9 Our accounts are unqualified and have been certified by the Auditor General for Wales.

No table associated with this KPI

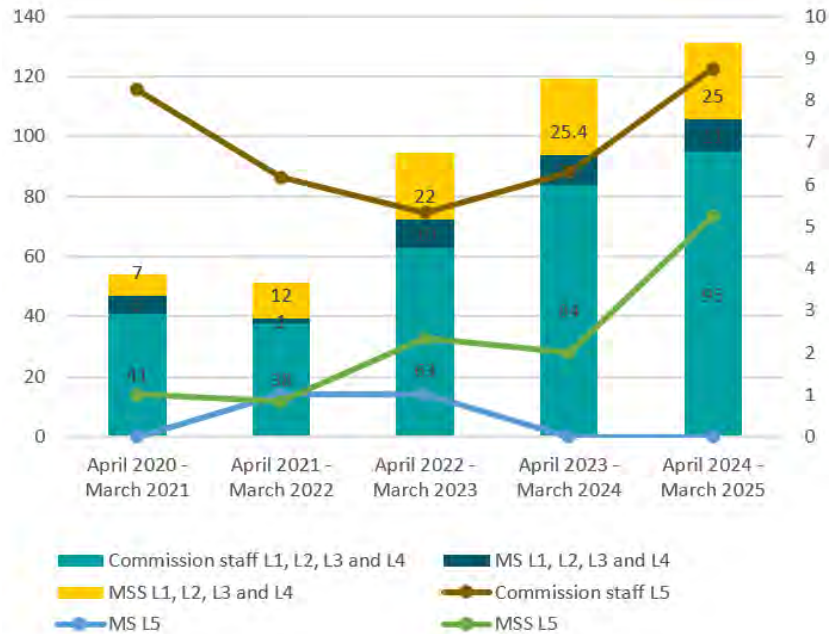
10 Our People Survey was delivered via an independent survey specialist for the fourth successive year, once again using the Six Steps to Workplace engagement: well-being, reward and recognition, information sharing, empowerment, instilling pride and job satisfaction. This year's Workplace Engagement Score is 74%; 4% above the industry average and equal to the global average.



To use resources sustainably

11 Member Support Staff and Commission staff churn accounts for fluctuations in numbers. Gloywi (the Welsh language refresher course) is much more likely to be 'ad hoc' as often it is required for a specific purpose. Future plans are the enhancement of oral skills as many staff members lack confidence in Welsh.

Average number of Welsh language learners enrolled across all levels (L1 to L5) are maintained or increased

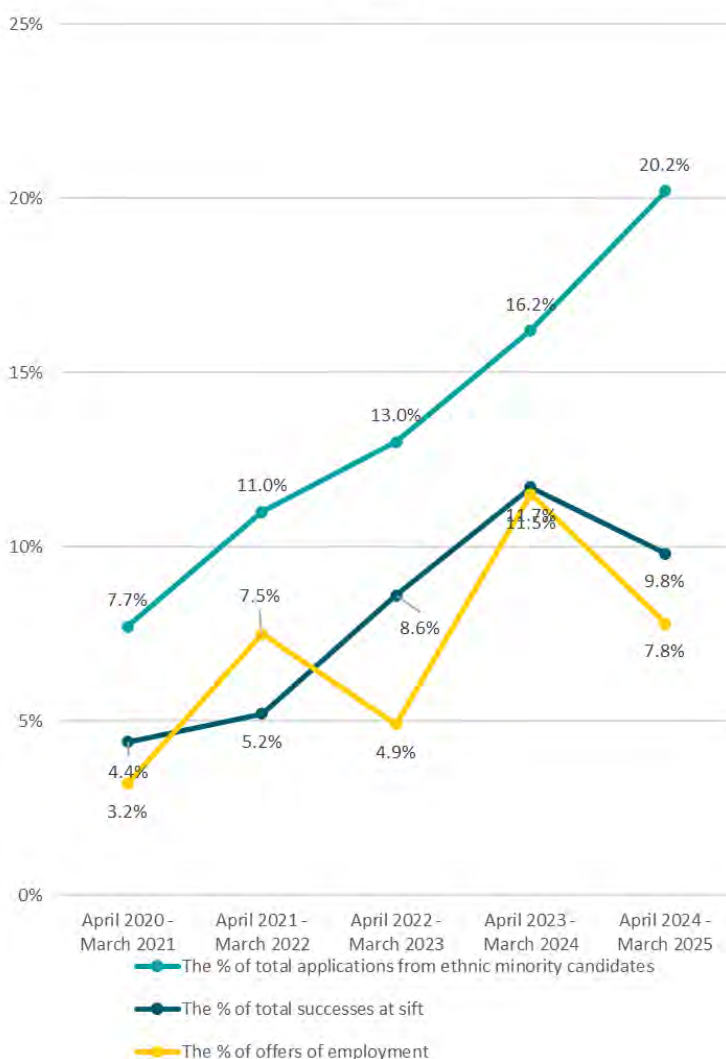


To use resources sustainably

Progress during the year:

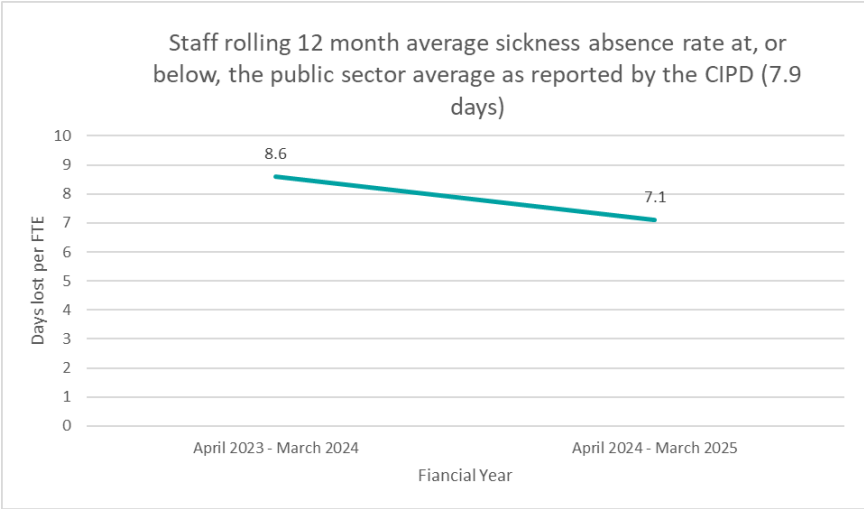
12 Our target is to increase year-on-year the number of applications for externally advertised jobs from ethnic minority candidates. As at 31 March 2025, the number of applications from ethnic minority candidates has continued to increase and is currently at 222 (20.2 per cent), compared to the last reporting period where we had 116 (16.2 per cent) applications. The data for this reporting year shows a gap in the conversion between interview and job offer for ethnic minority candidates. We will continue to monitor the conversion rates across our recruitment processes for all protected characteristics, and utilise data insights and candidate feedback to identify any potential and/or actual barriers to adjust our processes accordingly.

Stretch indicator - Increase applications for externally advertised jobs from individuals identifying as ethnic minority



To use resources sustainably

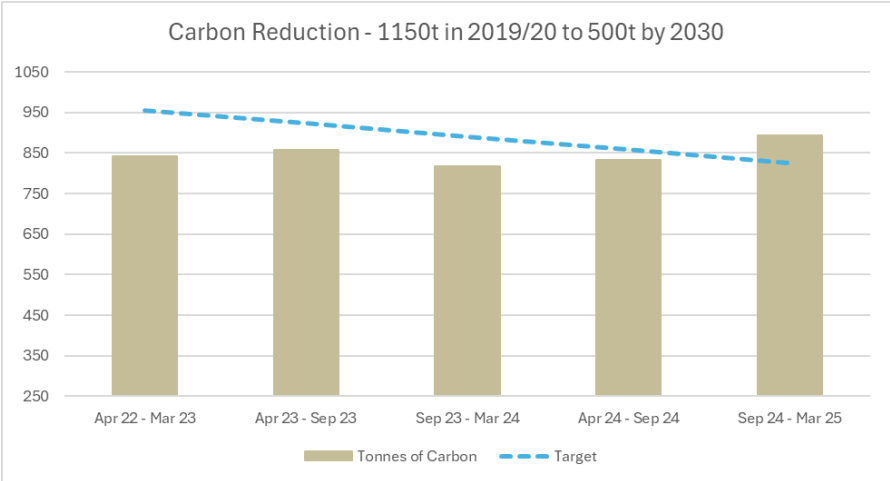
13 The average sickness absence rate for the year has remained under the benchmark of 7.9 days. With the exception of April, the rate of sickness absence in every month was below the benchmark. We have also seen a significant reduction in sickness absence from November 2024 onwards. The Commission amended the measure in this KPI from 2023-24 to days instead of % to give a more accurate analysis and the ability to compare with other governmental departments who all work with days.



To use resources sustainably

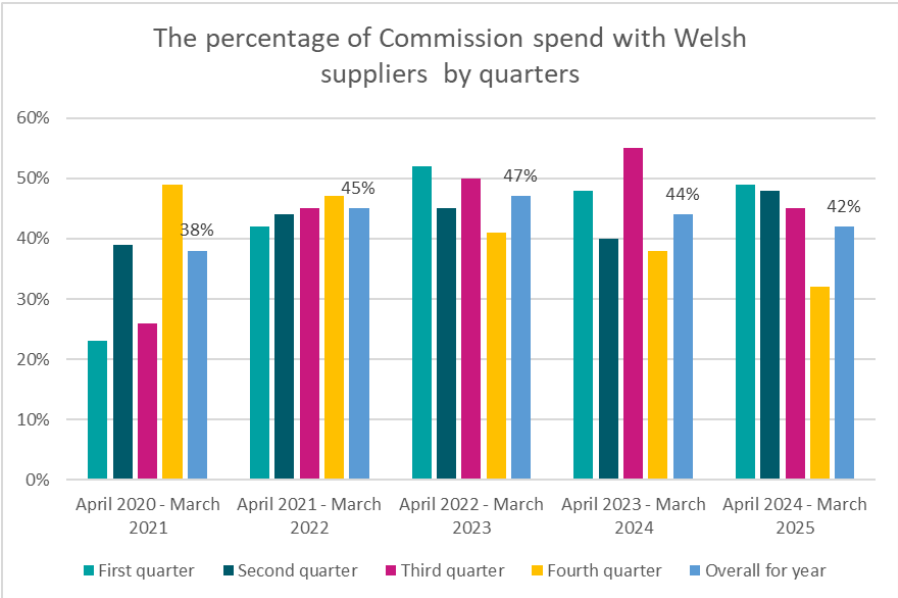
Progress during the year:

14 Electricity consumption is down slightly this year, but an increase in gas use and travel claims, particularly flights, means we are above our carbon target. This cycle in travel claims usually mirrors the cycle of a Senedd term and is something we aim to reduce over the next year.



To use resources sustainably

15 In QTR 4 we have seen a reduction in the % of Welsh spend. We have scrutinised the spend and the cause of the reduction is a number of one off contracts that support Senedd Reform, Bay 32, and annual license renewals. Activity and forecasting is taking place to strive to recover the position.





Risk Profile

The most significant risks the Commission faces are captured in a Corporate Risk Register (the Register), which is regularly reviewed and monitored by the Commission's Executive Board and is a standing agenda item in the Audit and Risk Assurance Committee meetings. Details of the processes for identification, monitoring and reporting on risks at all levels³ and their exposure to scrutiny and audit are included in the Governance Statement.

Current Risks

The Commission's Corporate Risk Register consists of the following risks:

Cyber-security

As with all organisations, cyber-security remains one of the Commission's most significant risks and is subject to constant monitoring, with regular updates and detailed assurance reports provided to the Executive Board and the Commission's Audit and Risk Assurance Committee. During the year, the cyber-security team has led on continuous mitigation activity to ensure there are effective controls in place and to ensure ongoing resilience. With the controls and mitigations in place, this risk is assessed as having a medium residual likelihood of materialising due to the continually evolving nature of the threat landscape.

Compliance with Data Protection legislation (Senedd Commission)

The Commission has maintained a focus on mitigation of risks around compliance with data protection legislation. The Information Governance team has continued to deliver important elements of its programme of work, alongside developing policies, governance and risk management arrangements for the use of generative Artificial Intelligence (see further details under Artificial Intelligence in this section of the report). The team has also led an Information Governance Champions Forum, and continued to provide training and awareness on data protection compliance to officials and Members, who are data controllers in their own right, and their staff. With the controls and mitigations in place, this risk is assessed as having a medium residual likelihood of materialising.

³ Corporate risks – identify key events that could prevent or hinder the achievement of the goals and priorities of the Senedd Commission, or any key objectives which have a cross-cutting impact across the organisation. Service level risks – identify key events that could prevent or hinder the achievement of service level objectives.

Senedd Reform

This risk has remained on the Register to facilitate close monitoring of the controls and mitigation by the Executive Board as the programme to implement Senedd Reform developed. During the year, the risk was reconfigured as the focus shifted from the passage of legislation on Senedd Reform, and onto preparations for transition to an expanded Senedd in 2026. Further details on preparations for the Seventh Senedd can be found in the *Performance Analysis* section of this report. Details of the governance arrangements for the Seventh Senedd Programme, which also has its own detailed risk register, can be found in the Governance Statement. With the controls and mitigations in place, this risk is assessed as having a medium residual likelihood of materialising.

Corporate Capacity and Capability

This risk has remained on the Register to facilitate monitoring of progress against mitigating actions relating to the capacity and capability of the Commission to deliver against growing and changing demands, particularly in relation to delivery of major transformational change. This has included the continued embedding of robust planning mechanisms, including the Medium-Term Resourcing Framework and a Workforce Plan to help ensure the right people with the right skills are available to support a resilient and adaptable workforce for an expanded Senedd. Further details on this can be found in the *Planning and performance management* section of the Governance Statement. With the controls and mitigations in place, this risk is assessed as having a medium residual likelihood of materialising.

Dignity and Respect

This risk has remained on the Register as we continue to implement recommendations from a review of the Commission's Dignity and Respect policies and procedures. We will also consider any emerging findings that are relevant to the Commission from the Standards of Conduct Committee inquiry into dignity and respect in the Senedd. Further details on action taken around Dignity and Respect can be found in the *Performance Analysis* section of this report. With the controls and mitigations in place, this risk is assessed as having a moderate residual likelihood of materialising.

HR/Payroll system

This risk remained on the Register to ensure visibility of progress against mitigating action around testing and implementing a new HR/Payroll system as part of the People and Remuneration project. The main elements of the system were implemented in January 2025, and the risk will remain on the Register until all elements of Phase 1 of the project have been fully implemented, after which residual risks will continue to be managed at the project and service levels. Further details on the delivery of the People and Remuneration project can be found in the *Performance Analysis* section of this report. With the controls and mitigations in place, this risk is assessed as having a moderate residual likelihood.

Cardiff Bay 2032 Project

This risk has remained on the Register to facilitate close monitoring of the controls and mitigation by the Executive Board as the complex Bay 32 project has developed. The aim of the project is to ensure that the future accommodation needs of the Commission and Senedd are met. A Project Board, the SRO for which is the Director of Senedd Resources, regularly reviews the detailed project risk register. Further details on the project, and the Commission's wider Ways of Working Programme, can be found under Ways of Working in the *Performance Analysis* section of this report. With the controls and mitigations in place, this risk is assessed as having a low residual likelihood of materialising.

Senedd Reform-Driven Estate Projects

This risk has remained on the Register to facilitate close monitoring of the controls and mitigation by the Executive Board as the estates projects to prepare for an expanded Senedd have progressed. There is a risk that these projects fail to meet those needs and/or other relevant Commission statutory duties. Mitigating this risk has involved close working with Members, Welsh Government and Commission staff. There is an overarching Ways of Working Programme, the SRO for which is the Director of Senedd Resources, and there are project boards in place for each of its component projects. Each of these has its own detailed project risks register and risks are reviewed regularly by the project boards. Further details on these projects can be found under Ways of Working in the *Performance Analysis* section of this report. With the controls and mitigations in place, this risk is assessed as having a low residual likelihood of materialising.

Artificial Intelligence (AI)

This risk was added to the Register during the year to reflect the importance of robust and effective governance around the Commission's use of AI. Two groups have been established, the AI Governance Group and the AI Opportunities Group, both chaired by Directors who are working together to ensure the use of AI is driven by robust governance arrangements. This has included the development of an AI policy, and a separate risk register to ensure there is clear ownership for controls and mitigation, and with regular reporting on the management of risk. Further details on this can be found in the *Performance Analysis* section of this report. With the controls and mitigations in place, this risk is assessed as having a medium residual likelihood of materialising.

Commission response to the Remuneration Board's Pay and Grading Review

This risk was added to the Register during the year to facilitate the monitoring of controls and mitigating actions by the Executive Board as the Independent Remuneration Board proposes to implement a revised pay and grading provision for Members' support staff in the Determination for the Seventh Senedd. It is anticipated this will increase demand for existing services given the complexities around the implementation of these new provisions. With the controls and mitigations in place, this risk is assessed as having a low residual likelihood of materialising.

Risks removed

The following risks were removed from the Register during the year:

UK-related Constitutional Change

This risk related to implications for the Senedd of the United Kingdom Internal Market Act 2020. A review was considered by the Business Committee as part of its procedural work programme. Management of residual risks, which were minimal, became business as usual and the risk was closed.

Regulatory Framework

This risk was added to the Register at the start of the Sixth Senedd as work progressed towards simplifying and communicating rules and procedures in our Regulatory Framework as they apply to Members. Steps were taken to ensure these were communicated effectively to Members which reduced the risk of any misunderstanding or misinterpretation of the rules around the Determination on Members' Pay and Allowances, the Accounting Officer rules on the use of Senedd resources, and the new Code of Conduct for Members. The risk continues to be monitored at a service level.

Legislation software

This risk related to the renewal of the contract for software that provides a secure system for drafting and amending legislation introduced to the Senedd. Escalation of the risk led to an interim resolution. The risk was subsequently closed and residual risks are being managed at a service level.

Financial Review

Under the terms of the *Government of Wales Act 2006*, the Commission must ensure that the Senedd is provided with the staff, property and services required to fulfil its role as a strong, accessible and forward-looking democratic legislature that delivers effectively for the people of Wales.

The Commission's budget aims to be transparent, prudent and set in the context of the long-term financial funding situation in Wales. The Commission has continued to refine the way it presents its budget based on the scrutiny and feedback it has received from both the Public Accounts and Public Administration Committee and the Finance Committee. The Commission follows the guidelines provided in the Finance Committee's 'Statement of Principles'.

The Commission presents its budget in a transparent format to show the different expenditure types. The Commission's budget is used to meet the running costs of the Senedd as well as the costs of Senedd Members' salaries and allowances, as determined by the Independent Remuneration Board.

During 2024-25 it also included ring-fenced budgets for two significant programmes of work;

- Senedd Reform – supporting the move to a larger Senedd
- Ways of Working – primarily concerned with the future accommodation needs of the Commission when the current lease on Tŷ Hywel ends in 2032.

Every five years an additional spend heading is included for Senedd Elections in the year of an election and a budget for election preparatory work in the preceding year:

Total Commission Budget					
	2020-21 £m	2021-22 £m	2022-23 £m	2023-24 £m	2024-25 £m
Operational budget (Note 1)	42	41	45	47	52
Independent Remuneration Board's Determination	16	16	17	18	19
Annually Managed Expenditure (Note 2)	2	2	2	2	0
Election related expenditure	1	2	0	0	0
	61	61	64	67	71

Note 1 - The operational budget can be broken down into its key elements (as provided)

Note 2 - The term 'Annually Managed Expenditure' relates to the accounting provision for the Members of the Senedd Pension Scheme under HM Treasury rules and is a non-cash spend heading.

Operational Budget Analysis					
Operational budget breakdown:	2019-20 £m	2020-21 £m	2021-22 £m	2022-23 £m	2024-25 £m
Staff related costs	26	26	27	28	31
Non staff related costs	13	13	10	12	13
Project fund	1	0	2	1	2
Depreciation (non-cash)(Note 3)	2	2	6	6	5
	42	41	45	47	51

Note 3 - 'Depreciation' includes the impact of IFRS16 and the requirement to recognise leases as 'Right of Use Assets' and charge depreciation. It also includes the interest charges associated with Right of Use Assets.

Total Commission Expenditure					
	2020-21 £m	2021-22 £m	2022-23 £m	2023-24 £m	2024-25 £m
Operational spend	42	41	44	46	51
Independent Remuneration Board's Determination	16	15	17	17	18
Annually Managed Expenditure	2	2	2	0	0
Election related expenditure	0	2	0	0	0
	60	60	62	63	69
Total expenditure vs total budget - under/(over)	1	1	2	3	1

Operational Expenditure Analysis					
Operational spend breakdown:	2020-21 £m	2021-22 £m	2022-23 £m	2023-24 £m	2024-25 £m
Staff related costs	25	25	27	29	30
Non staff related costs	14	14	10	11	13
Project fund	1	0	2	1	2
Depreciation (non-cash)	2	2	5	5	5
	42	41	44	46	50
Operational expenditure vs operational budget - under/(over)	-	1	0	1	1

The Commission aims to achieve an end-of-year operational outturn within the range of 0 per cent to 1.5 per cent of the operational budget.

2024-25 Outturn				
	Budget £m	Outturn £m	Variance £m	Variance %
Staff related costs	31.1	30.2	0.8	2.76%
Non staff related costs	12.8	13.0	0.2	1.5%
Project fund	1.5	1.5	0.0	(0.00%)
Election costs	0	0	0	-
Depreciation (non-cash)	5.3	5.4	(0.1)	(2.26%)
Total operational activity	50.7	50.1	0.6	1.16%
Independent Remuneration Board's Determination and Member Support (Note 4)	19.4	19.1	0.4	2.13%
Annually Managed Expenditure	0.4	0.2	0.2	42.25%
	70.5	69.4	1.2	1.66%

Note 4 - Member Support includes the cost of support provided to the Independent Remuneration Board and the costs of Office of the Standards Commissioner

The operational outturn (excluding non-cash items and ring-fenced project budgets) for 2024-25 is 0.96 per cent below budget. The Commission is proactive in managing the budget and maximising value from the available resource. Careful in-year management and accurate forecasting has facilitated a year end outturn position within the target range.

Within the outturn position above, the ring-fenced budget positions were as follows:

2024-25 Outturn				
	Budget £m	Outturn £m	Variance £m	Variance %
Ways of Working	1.0	0.7	0.2	23.4%
Senedd Reform	2.0	2.0	0.1	3.14%

The Commission is committed to working in an effective and efficient way. During 2024-25 the Commission delivered efficiencies in the following ways:

- Procurement negotiation and savings;
- Changes to processes to be able to increase delivery within the same level of resource;
- Use of artificial intelligence where appropriate to reduce the time taken to complete certain tasks;
- Automation of manual tasks using technology developments, in particular use of Office365 products;
- Use of data analytics to target spend at high impact areas for engagement;
- Joint working with other organisations to share knowledge and best practice, pool resources and avoid duplication of effort.

▼ **Plenary**
17 September 2024

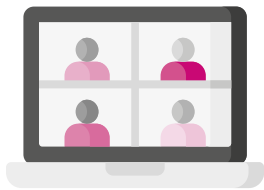


To provide outstanding parliamentary support

In this section of the Annual Report we describe how we have delivered Senedd business



Supporting Plenary



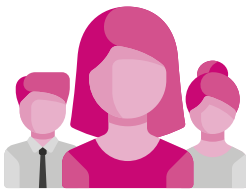
74

Hybrid Plenary Sessions



01

Emergency Recall Plenary Sessions



08

Individual Member Debates

Questions asked in Plenary



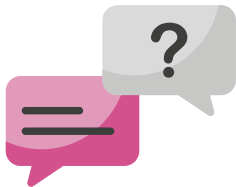
40

Topical Questions



01

Emergency Question



821

Oral Questions



3,667

Written Questions

Supporting Legislation



06

New Bills
Introduced



05

Bills passed

Supporting Committees



358

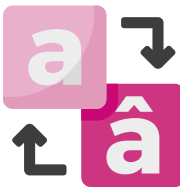
Formal Committee Meetings



345

Committee Reports

Working Bilingually



1,154

Bilingual Committee
Papers



100%

Record of Proceedings (RoP)
targets met

DAFYDD ELIS-THOMAS

(RT HON LORD
ELIS-THOMAS PC)

**18 October 1946 —
7 February 2025**

The Llywydd paid tribute to the “Senedd’s founding father” following the death of the parliament’s first Presiding Officer, Lord Elis-Thomas, announced on Friday 7 February 2025.

Lord Elis-Thomas was elected to serve as Presiding Officer for three terms from 1999 to 2011.



Preparations for the Seventh Senedd

Following the passing of the Senedd Cymru (Members and Elections) Act 2024, the Senedd and Commission have been stepping up preparations for the expanded Seventh Senedd, with the establishment of the Future Senedd Committee, the Business Committee's review of procedures and the review of the standards regulatory framework being undertaken by the Standards of Conduct Committee. The Independent Remuneration Board has also been progressing its preparation of a new Determination for the Seventh Senedd, and has been engaging with the Commission to ensure a shared understanding of the implications for Members and Commission support.

Future Senedd Committee

In July 2024, the Commission and Business Committee held a joint away-day to focus on preparing the transition to, and support for, an enlarged Seventh Senedd in May 2026.

A broad range of issues were discussed, including the structure and substance of the business week, committees and effective scrutiny, democratic innovation, public engagement, and services and facilities provided by the Commission for Members.

Following a constructive meeting, the Llywydd invited the Deputy Presiding Officer to develop proposals on the appropriate vehicle to progress this work for the Business Committee's consideration.

In response, the Future Senedd Committee was established by agreement in plenary on 16 October.

The Committee's remit covers consideration of:

- the organisation of business in the Seventh Senedd, with the objective of identifying options that increase the effectiveness of its scrutiny activity, the efficiency of its day-to-day delivery of business and the accessibility of parliamentary business to Members;
- solutions to barriers (real and perceived) which may, or have the potential to, impede the Senedd's ability to represent people of all backgrounds, life experiences, preferences and beliefs, including consideration of the draft and final diversity and inclusion guidance for political parties; and

- the thresholds currently set in Standing Orders for the number of Members required for various purposes, including (but not restricted to) the formation of political groups, removal of office holders and quorum.

The Commission has prioritised resources to support the new committee, which is expected to publish its final report by 9 May. It is anticipated that the Business Committee and Senedd Commission will consider any recommendations directed to it, to aid preparation for the Seventh Senedd.

Business Committee

As well as facilitating the effective organisation of Senedd proceedings, the Business Committee makes recommendations on the general practice and procedures of the Senedd. As part of this role, it has been considering the Senedd's procedural preparedness for Senedd reform. During the past year, this has included developing proposals for a longer-form debate, considering the introduction of job-sharing committee chairs and reviewing the Senedd's processes relating to Public and Member Bills.

Open debates

Business Committee received a proposal from four Members to trial a new occasional format for Plenary debates that focus on 'key political choices', and the Committee agreed to schedule three 'Open Debates' on a trial basis, starting on 19 March.

Committee chair job-sharing

The Committee has developed and consulted on proposals for job-sharing in the role of committee chair.

Having considered evidence received from a range of people including external consultees, Members of the Senedd and political groups, Business Committee is currently developing a final proposal.

Public Bills and Member Bills

The Committee is currently reviewing the Senedd's processes relating to Public Bills and Member Bills.

It will explore options for improving the operation and effectiveness of the Senedd's scrutiny of Public Bills by examining past experiences in the Senedd. It will also consider how to improve the Senedd's Member Bill process, including

consideration of the support that is available to Members and the potential impact of the expanded Senedd from 2026.

Standards Regulatory Framework

The Standards of Conduct Committee has been considering matters relating to individual Member accountability following deliberations by the Senedd in the context of the scrutiny of the then Election and Elected Bodies (Wales) Bill and the Senedd (Members and Elections) Wales Bill.

Recall

The Committee recommended:

- a one stage process that asks the electorate whether they wish to remove a Member and replace them with the next person on the party list. This would be held on a single day after a six week lead in period. This reflects the move to full proportional representation in Wales for the next Senedd, and the recognition that by-elections will not be a feature of the new system; and
- that the trigger process for a ‘recall’ system is set out in guidelines, rather than being placed on the face of the legislation. This would allow the Senedd to respond to changing political landscapes.

Deliberate Deception

The Committee agreed to consider the merits of introducing ‘mechanisms for the disqualification of Members and candidates found to have deliberately deceived the electorate including through an independent judicial process.’

Having considered a broad range of evidence, the Committee was clear that deliberate deception is a significant issue but concluded that it could not support creating a specific criminal offence. This was for a number of reasons, including the potential impact on the criminal justice system. Instead, the Committee made recommendations to address this using existing mechanisms. It recommended:

- for candidates standing for election: expanding the offence already in place around making false statements in relation to another candidate’s character to cover deceptive statements more generally; and

- for Members once elected to the Senedd: expanding provisions in the Code of Conduct, with removal via recall being the ultimate sanction, and creating more independence to the standards regime with the addition of lay members on the Committee.

The Committee published both reports in early 2025 and the Welsh Government is considering the recommendations with a view to legislating in time for the Seventh Senedd. The Business Committee, Standards of Conduct Committee and Senedd Commission will also need to respond to any legislative changes or changes to the procedural or standards framework if the recommendations are taken forward in due course.

Commission dialogue with the Independent Remuneration Board

This year, the Board and Commission commenced a structured dialogue through a series of meetings between the Llywydd, as Chair of the Commission, and Hefin David MS, the Budget portfolio holder, with the Chair of the Board, Dr Elizabeth Haywood and one other member of the Board (depending on the subject under discussion). The programme of joint dialogue provides an informal opportunity for the Board and Commission to share updates and latest thinking, and informally discuss issues of mutual interest.

Senedd Commission preparations - progress made during 24-25

A new Seventh Senedd Programme Board (replacing the previous Senedd Reform Programme Board) was established to assist the Commission to respond to preparatory work undertaken by the Business Committee, the Chairs' Forum, the Standards of Conduct Committee, the Future Senedd Committee and the Independent Remuneration Board in light of the Senedd Cymru (Members and Elections) Act 2024.

The Board oversees the support provided to Members to facilitate a smooth transition to the Seventh Senedd. It will ensure that all Commission services are ready to support and respond to its early decisions. The Board also oversees related communications and engagement with Members, staff, key stakeholders and the public.

The Board and the Leadership Team have held scenario planning exercises to help plan and prepare for delivery of the transition phase to the Seventh Senedd, and to inform planning for the next two years of significant change.



Celebrating three years of the Senedd's knowledge exchange strategy

Good scrutiny and law-making relies on access to cutting edge research evidence and expertise.

Our knowledge exchange strategy aims to strengthen links between the Senedd, academics, and universities to make sure that happens.

- In 2024, we saw **an increase in the number of academics contributing oral evidence to committees**, a total of 38 compared to 18 in April-September (Q1 & Q2) 2022 to 30 in the same period in 2023) an 111% increase overall.
- Our **training sessions on how researchers can effectively engage with the Senedd reached 370% more people in 2024**, compared to July-December 2023, delivering more than 33 training sessions for more than 1,200 participants since its inception, thanks to the Knowledge Exchange Unit's ESRC-funded additional capacity.

Knowledge Exchange Programme: 2021-24 in numbers

Since its launch in 2021, our knowledge exchange strategy has also:



Leveraged significant external research funding to support Senedd work, including from the Economic and Social Research Council (ESRC)



Commissioned ten research projects to fill evidence gaps for committees, including on: bus service funding models, the UK Internal Market Act, framework Bills, health literacy, gender and diversity quotas, COVID, and more

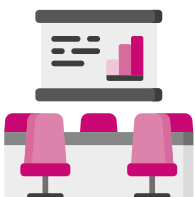
- Our knowledge exchange approach continues to develop and maintain relationships with all Welsh universities, including through **a new Senedd-led network for knowledge mobilisers, launched in Autumn 2024**, and has created new partnerships with research institutions across the UK. It has also continued to contribute to international knowledge exchange activities, including through universities, international organisations and communities of practice, and bilaterally with parliaments around the world.
- 2024 saw **the launch of three new Areas of Research Interest (ARIs)**, on innovation in healthcare, AI and the Welsh economy and biodiversity targets and governance. The ARI engagement tool for committees was developed to be specifically targeted at academics. Since 2022, committees have launched nine ARIs with nearly 400 responses, 67% from people who had never previously engaged with the Senedd.



Created a new monthly newsletter targeted at the research community, which currently has 700 registrations



Hosted 26 PhD interns, funded by UK Research and Innovation (UKRI)



Hosted knowledge exchange events, including three policy-specific events and two conferences

International Engagement

Our international activities:

- focus on Parliamentary business, enabling the Senedd to deliver its core function of representing the interests of Wales and its people by enhancing the exchange of knowledge, ideas and experience; and
- recognise the value and importance of building the institutional and international reputation of the Senedd through engagement and collaboration, whether it be Member or Committee-led, official level or Parliament to Parliament.

International visits

Llywydd visit to the Parliament of Iceland | 25-27 March 2025

The Llywydd, accompanied by Senedd Committee Chairs, Llyr Gruffydd MS (**Climate Change, Environment and Infrastructure**) and Russell George MS (**Health and Social Care**), participated in a visit to the world's oldest Parliament, the Althingi in Reykjavik. The visit, hosted by newly elected Speaker Ms. Þórunn Sveinbjarnardóttir, included meetings with the equivalent committees and their counterpart Chairs. The Senedd delegation was also honoured to have a courtesy call with the President of Iceland, H.E. Ms. Halla Tómasdóttir.

Deputy Presiding Officer led visit to Brussels | 5-6 March 2025

The DPO, David Rees MS was accompanied by Adam Price MS and Alun Davies MS to participate in a EU focussed programme, around the annual St David's Day Reception in Brussels.

Deputy Presiding Officer led visit to Stuttgart | 24-26 February 2025

DPO, David Rees MS, accompanied by Llyr Gruffydd MS, Carolyn Thomas MS and Hannah Blythyn MS undertook a visit to Stuttgart, Germany as part of the Senedd's first official programme to the German Landtag (State Parliament) of Baden-Württemberg.

Inward visits

9-11 June 2024 - The Llywydd hosted a visit by Nathalie Roy, Pr sident de l'Assembl e Nationale du Qu bec.

5 June 2024 - Hon Curtis Pitt MP, Speaker of Queensland Parliament

3-4 December 2024 - M. H. Sr. Josep Rull, President of the **Catalan Parliament**

Visit to Stuttgart



Member Networks

British Isles Mediterranean Regional Conference (BIMR)

The 2024 BIM Regional Conference was hosted, for the very first time, by St Helena (18-25 May 2024)

The Senedd Branch was represented by Natasha Asghar MS. [Link to Report](#).

Commonwealth Women Parliamentarians Regional Conference (CWP)

The Senedd was represented at the 2025 Regional CWP conference in Edinburgh by Sioned Williams MS, Natasha Asghar MS and Rhianon Passmore MS (16-18 March 2025).

Commonwealth Parliamentary Conference (CPC)

The CPA's Annual flagship conference was hosted by the New South Wales Parliament in Sydney, Australia (3-8 November 2024). The Senedd was represented by the Llywydd and Branch Chair, Rhun ap Iorwerth MS. [Link to Report](#).

Artificial Intelligence and Disinformation

A CPA Conference on AI and Deepfakes, held in Singapore (18-20 June 2024), was attended by Lee Waters MS. [Link to Report](#)

Commonwealth Youth Parliament (CYP)

The Senedd was represented at the 12th Commonwealth Youth Parliament by former Welsh Youth Parliament Member, Tegan Skyrme. A report of Tegan's participation at the CYP which was hosted by the New Zealand Parliament in Wellington (2-6 September 2024) can be read [here](#).

British Irish Parliamentary Association (BIPA)

A BIPA Plenary was held in Co. Wicklow between 14-16 April 2024 on the theme of Tourism. The Plenary was attended by Darren Millar MS, Heledd Fychan MS, and Sarah Murphy MS

Following Sarah Murphy MS's appointment to the Welsh Government, Carolyn Thomas MS joined the Senedd's BIPA delegation in her place. Carolyn will sit on BIPA's Committee for Economic Affairs.

All other BIPA business was paused following announcements of both the UK and Irish General Elections in 2024.

Commonwealth Parliamentary Conference



Wales and the EU

The Senedd continued to engage in the UK-EU structures for parliamentary relationships. Members of the Senedd attended both the UK-EU Parliamentary Partnership Assembly and the Committee of the Regions-UK Contact Group.

Members also attended the European week of cities and regions in October 2024 to raise key issues of importance to Wales on a range of policy areas.

The Deputy Presiding Officer hosted a visit programme to the Senedd by EU Ambassador and European Heads of Mission (12 June 2024).

The Senedd's Brussels office has supported and facilitated Senedd committee and Senedd Member engagement with the EU institutions. The Senedd Culture, Communications, Welsh Language, International Relations and Sport Committee launched its Culture Shock report in Brussels in November, on the effects of Brexit on the culture sector.

Senedd officials maintained their engagement with the prestigious European Union Visitors Programme; a training programme for young professionals working in relevant fields.

Senedd Business taking on an international focus

The evolution of the Senedd's work on international law was outlined as part of the *25 years of Welsh law-making* article series to celebrate the Senedd at 25. The article attracted academic interest and Senedd officials were invited to present findings at conferences and seminars.

Scrutiny and engagement of international affairs remains a priority area for Senedd committees.

- Scrutiny of the impact of international agreements and obligations on devolution by the Senedd's Legislation, Justice and Constitution Committee continued.
- A cross-committee delegation of Members of the Senedd, led by the Deputy Presiding Officer, visited the Oireachtas National Parliament as part of a commitment to deepen Wales-Ireland parliamentary relations (22 September 2024) [Link to article](#)

- The Senedd's Culture, Communications, Welsh Language and International Relations Committee published its report on the impact of Brexit on the culture sector.
- The Senedd's Economy, Trade and Rural Affairs Committee has closely monitored post-Brexit trade arrangements between Wales and the island of Ireland, including preparations for the UK's new border controls. It published a report on its work in October 2024.
- The Senedd's Equality and Social Justice Committee monitoring of the EU Settlement Scheme (EUSS) and European citizens' rights in Wales has continued. It published an annual report in April 2024 on this issue and key stakeholders attended the Plenary debate on the report.
- August 2024 saw the launch of a cross-committee inquiry on the implementation review of the UK-EU Trade and Cooperation Agreement by a number of Senedd committees (the Legislation Justice and Constitution Committee; the Culture, Communications, Welsh Language, Sport and International Relations Committee; the Economy, Trade and Rural Affairs Committee; and the Climate Change, Environment and Infrastructure Committee). A stakeholder event was held in the Senedd in September 2024 to support engagement with the inquiry. The work is ongoing.

In Plenary, the Senedd has frequently reflected and responded to key events that have shaped the world this year, such as the war in Ukraine and the Israel-Gaza conflict.

Bilingual services

The main aim of the Official Languages Scheme is to ensure that we maintain the highest possible standards and respond positively to the expectations of those who engage with us. Inevitably, the changes brought about by the Senedd Cymru (Members and Elections) Act 2024 mean that we will need to take a fresh look at the official languages framework to ensure that it is fit for purpose and that we are in a position to continue to provide excellent bilingual services by default, with a significant increase in demand for the services.

To that end, the work of reviewing and updating the service language plans has continued. A new template has been introduced for the plans, which makes it easier for Heads of Service to gather the necessary information and update it regularly. Most services have now produced a draft plan within the new template, and we will be refining the plans and importing the information from the Welsh language skills survey carried out last year into the plans. This work puts us in a strong position to assess the capacity of services to provide bilingual services for the Seventh Senedd.

After a trial period last year, a new Welsh Language Skills Matrix was adopted. It offers clearer descriptions of the different levels, and links the levels to National Centre for Learning Welsh courses or other qualifications to give context to those who are self-assessing. We are aware of the fact that individuals often underestimate their language skills in self-assessment, and it is hoped that this will ensure a clear and accurate picture of the language skills of Senedd Commission staff.

In planning for the Seventh Senedd, we have added to our provision beyond the courses of the National Centre for Learning Welsh to ensure tailored provision. After a successful trial period last year, the new Courtesy Module was adopted. The module is now available to Commission staff who are appointed to Courtesy level posts as part of their induction, and to anyone else who wishes to receive the training, including Members and their support staff. As well as providing lessons and support for new Welsh speakers, we have also focused on the provision for more experienced Welsh speakers. In addition to the ongoing language refresher provision, we have also worked with the Coleg

Cymraeg Cenedlaethol to offer Commission staff and support staff the opportunity to gain the Language Skills Certificate. The Certificate provides formal evidence of the level of Welsh language skills, and the ability to use Welsh in the workplace. Four candidates are currently working towards the qualification. Furthermore, we have developed a Welsh Confidence Module. The aim of the module is to offer Welsh speakers the opportunity to improve their spoken Welsh skills, and to increase their confidence to use their skills at work. We will be piloting the module during the 2025 summer term. It is hoped that this module and the Courtesy module will be able to be offered on a regular basis as part of the team's provision.

Over the past year, the Senedd Commission has also adopted a new human resources and payroll system. The ability to work bilingually is an integral part of the provision, with the entire system

available in the user's preferred official language. In undertaking this work, we have learnt a great deal about the procurement of bilingual systems, and these lessons will be recorded along with any other lessons learned as part of the project.

Feedback, be it positive or less favourable, is important to us. Over the past year, we have received feedback on many aspects of our work and identified areas where there is room to improve our bilingual services. We are also happy to have the opportunity to engage with Members and their support staff to receive feedback. Learning from others is also important. Over the past year, the team has met with representatives from the Welsh Language Commissioner's office to discuss and share effective practices. We will continue the discussions as we evaluate our bilingual services and prepare for the Seventh Senedd.

▼ **St David's Day 2025**

A day of family fun, performances, and activity filled the Senedd

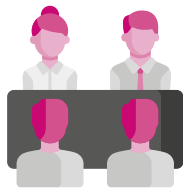


To have citizens at the heart of all we do

This section of the Annual Report highlights the work we have done to raise awareness of the Senedd and its work and to make it more accessible to the people of Wales.



The Senedd in the news



1,898

There were 1,898 pieces of news covering Senedd committee reports from April 2024 – March 2025, an increase from just under 1,600 last year.



4.5%

Between April 2024 and March 2025, the engagement rate with our social media content was 4.5%, an increase from 3.7% in the previous year.



All Wales based outlets:

32k

+7% on last year



Wales Local News:

20k

+173% on last year



Major UK nationwide media:

15k

+110% on last year

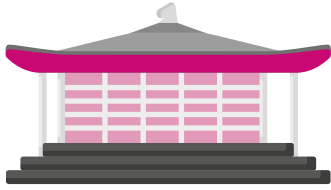


All coverage:

94k

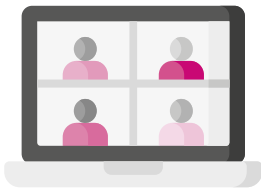
+34% on last year

People of Wales and the estate



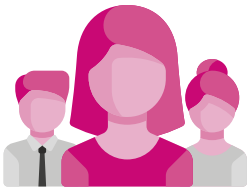
179,711

Total number of visitors to Senedd and Pierhead



572

Total number of tours, in person and online



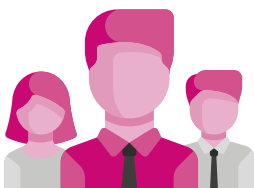
13,296

Total number of attendees to tours, in person and online



236

Total number of events held on and off the estate



24,378

Total number of participants to events held on and off the estate online

25 Years of Devolution

Celebrating the People of Wales

In 2024, the Senedd celebrated 25 years of devolution. We marked this milestone by celebrating the people of Wales who have helped shape our democracy so far. This theme aligned with the Commission's goal to have people at the heart of all we do.

The overall campaign objectives complemented those of our

Communications and Engagement Strategy – to increase awareness and understanding, and encourage participation in our work.

We kicked off six months of activity on 6 May 2024, exactly 25 years since the first Senedd election.

During the six months we:

- hosted a panel discussion in partnership with the Wales Governance Centre, attended by

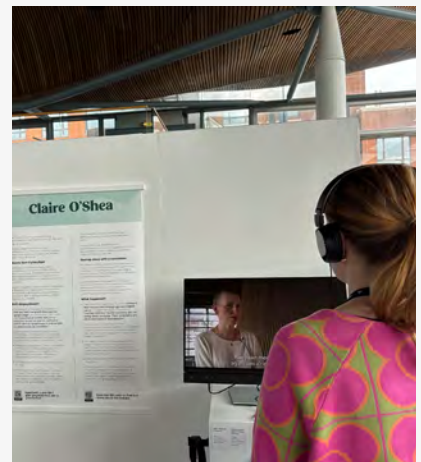


past and present Members;

- curated a *Your Voice* exhibition for the Senedd, which featured video footage of seven people talking about how they'd impacted the work of the Senedd so far;
- partnered with the National Library of Wales Political Archive and Wales Broadcast Archive to create an exhibition that

reflected key milestones in the Senedd's history;

- attended the Eisteddfod Genedlaethol in Pontypridd with the theme of *Your Senedd*;
- launched *Y Farchnad* – a marketplace-style offer for small to large organisations, community groups and individuals trying to raise awareness of a cause or project;



- Created social media content to explain the role of the Senedd, from a hero video on its history, to features with young people discussing their hopes for its future.

A key campaign moment was a visit to the Senedd by Their Majesties, The King and Queen, during which they met with people who had contributed to the work of the Senedd. These included Sarra Ibrahim, who has provided valuable evidence to Senedd Committees on childcare, gender-based violence

and the needs of migrant women, and cancer campaigner, Claire O'Shea, who shared her story to demand better gynaecological cancer treatments and results in Wales (Claire sadly passed in May 2025).

During the ceremony at the Senedd, The King reflected that "Over the last 25 years the Senedd has become more than a symbol, it has become essential to the life of Wales."



Lasting Impact

In total, the campaign resulted in 1,714 pieces of media coverage, which included interviews with the Llywydd on key Welsh media and a podcast, as well as national media coverage of the Royal visit, with 92% of coverage of that event, including key messages around the 25 year anniversary.

The social media campaign achieved 449,878 impressions, with an above average engagement rate of 4.4%.

In total, there were 34,166 attendees to our exhibitions. Of those who participated in a survey as part of their visit, 61% indicated an increased understanding of the work of the Senedd.

By introducing a Your Future element to the campaign we were able to begin conversations and gather insights on the changes to the Senedd in 2026, which are informing plans for a major campaign in 2025-26 to highlight these changes and the Senedd election.



Communications and Engagement strategy

“Your Voice” – working with vulnerable communities

This was the third year of our current Communications and Engagement Strategy, which aims to raise awareness, increase understanding and encourage participation.

This year our teams advanced efforts to reach audiences who may not feel their voices are traditionally heard by the Senedd – a key aim of our strategy.

We worked with disabled people from across Wales to gather their views on the barriers they face to employment. Using a range of inclusive methods, including online and in-person focus groups and one-to-one interviews, they were able to ensure these invaluable insights contributed to the Equality and Social Justice Committee’s inquiry into disability and employment.

Similarly, the team supported members of Gypsy and Traveller communities to share their views on the provision of sites and progress made since they last engaged with the Local Government and Housing Committee in 2022.

By hosting a follow-up hybrid focus group at the Senedd, the lived experiences of community members were able to be gathered to help inform the Committee’s report, which criticised Welsh Government for the lack of progress made in the area.

Being able to demonstrate the real, human-impact of this lack of progress enabled us to highlight the story to the media, achieving top-story coverage on *Wales Online*, further amplifying the voices of these communities.

We have also ensured the voices of missing and criminalised children, people with chronic health conditions and BSL signers have been at the centre of committee’s recommendations for action to the Welsh Government.

“Your Voice” – a Senedd for all

As well as reaching out to communities, our teams have invited communities into the Senedd to break down pre-conceived ideas and highlight its place as a modern parliament for all.

For International Day of Disabled People we partnered with Disability Wales to hold an accessible programme of talks and workshops in the Senedd.

The aim was to empower attendees by highlighting disabled people’s success in a variety of different fields such as sport, media, local government and business, and the ways in which everyone can participate in our work and the value of doing so.

By creating and strengthening partnerships with various disability groups and networks we were able to attract over 120 attendees to the event, as well as providing opportunities for people to view on Senedd TV. Promotion on social media also reached 17,000 people with a positive 4.4% engagement rate.

Last year’s Black History Cymru 365 event was chaired by Lloyd Lewis and included a panel of Mel Owen, Yusuf Hussein Ismail and Jessica Dunrod, and a musical performance from Sage Todz. The discussion delved into the power of community, the importance of identity and how to celebrate and promote Wales’s multicultural society.

We successfully reached individuals that hadn’t engaged with the Senedd previously, with half of the 78 people that attended from local youth groups including Llamau, YFC, Ysgol Gyfun Plasmawr, Foundation4sport and Tros Gynnal Plant Cymru. Promotion of the event on social media also reached 26,000 users.

Teams also worked with Cardiff Council’s *Passport to the City* to plan a visit for families from Caerau and Ely to the Bay, which included the Pierhead and Senedd. Around 60 people attended our tour, with most not having visited before, despite being “local”.

The connection made with Cardiff Council through this work enabled us to create links with other initiatives, including **the Democracy Ambassador Programme** which has ensured schools visiting County Hall are encouraged to visit the Senedd, attracting new schools that don’t usually visit.

The work undertaken this year to build trust and connections with diverse groups will be further built upon in the next year as we ramp up our efforts to communicate the changes coming to the Senedd and the 2026 elections.

Welsh Youth Parliament

This year was dominated by an election campaign to find our next Welsh Youth Parliament.

The campaign kicked off in May 2024 at the Urdd National Eisteddfod in Montgomery and culminated in the highest number of votes cast in a Welsh Youth Parliament election so far.

Involving former Welsh Youth Parliament Members to inspire their peers was a key tactic of the campaign.

Former Members joined us for engagement sessions with schools and on our stand at the Royal Welsh Show – including former Member, Leola Roberts Biggs, who gave an

Official Welsh Youth Parliament Partner Organisations



inspiring speech at the opening of the Flintshire School Pride event.

We were very grateful to those organisations and groups who applied to become Official Welsh Youth Parliament Partner Organisations for the upcoming term.

We had a very strong list of applicants and were delighted to appoint 19 partner organisations who ensure the representation of diverse groups of young people in the Welsh Youth Parliament. Partners include Voices from Care, Race Council Cymru, and Tŷ Gobaith and Tŷ Hafan, and successfully elected Members from each.



During the seven-month campaign, the team held 271 school sessions across Wales, with approximately 19,640 young people attending the sessions.

This was supported by a social media campaign that included a mix of organic content – having former Welsh Youth Parliament Members making the case for standing at its heart – advertising, and content creators. This element of the campaign had over 1.3m impressions.

In total, 525 young people put themselves forward as candidates for the 60 seats and 35,295 young people were registered to vote.

The campaign led to the introduction of our new Welsh Youth Parliament in November.

This group of enthusiastic young people were eager to get started when they first met in February. A weekend of activities culminated in impassioned speeches in the Senedd Siambr from each individual and a vote on the three topics they

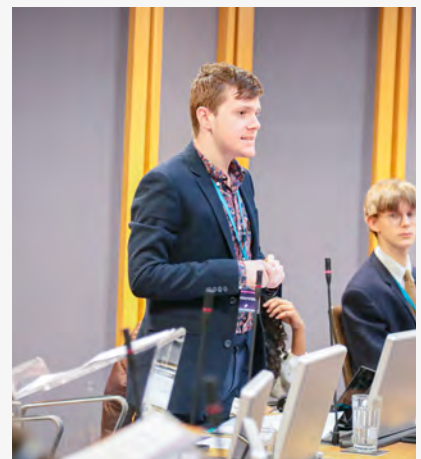


will explore during their term.

The issues championed by all young people standing for election, and topics that other young people engaged with during the election campaign formed a shortlist for newly elected WYPMs to pick from. The issues finally chosen by the newly elected WYPMs following a vote in the Siambwr were

- the cost of living;
- public transport and active travel; and
- crime and safety.

The Welsh Youth Parliament will now begin work to seek the views of young people across Wales on these subjects. These young people's voices will inform the Youth Parliament's recommendations to Welsh Government on actions they should be taking to make improvements in these areas. This ensures that young people's voices are always at the heart of the Youth Parliament's work.



Dignity and Respect

As of 31 March 2025, mandatory Dignity and Respect training has been delivered to over 95 per cent of Commission staff.

As a result of the implementation in October 2024 of the Worker Protection (Amendment of Equality Act 2010) Act 2023, a risk assessment related to sexual harassment of employees has been undertaken and an action plan has been introduced. The Dignity and Respect policy is also being updated to further strengthen provisions related to sexual harassment.

The Standards of Conduct Committee is continuing its inquiry into Dignity and Respect. The Committee has, in this year, reported on two key issues relating to individual member accountability. The Committee has recommended, firstly, that a system of 'recall' is introduced for the Senedd, where Members who have been found to have committed significant breaches of the Code of Conduct are held to account by the electorate. The Committee has also reported on deliberate deception and recommended a range of measures that will enhance the Code of Conduct in relation to Members knowingly making deceptive statements. This report also recommended the introduction of lay members to the Standards of Conduct Committee.



Generative AI

The Senedd Commission has been actively exploring the use of generative Artificial Intelligence (AI) to enhance parliamentary activities. Over the past year, significant progress has been made to ensure the safe, ethical and compliant use of AI technologies.

The Senedd Commission's approach to AI is founded on three strategic pillars:

- improving productivity;
- accessibility; and
- well-being.

Over the past 12 months, efforts have focussed on aligning AI use with these pillars. The Commission has also prioritised the development of an AI policy, assessed the impact of AI on corporate risk and addressed the need for robust governance.

Two dedicated working groups have been established to ensure we take a responsible approach to AI:

- **AI Governance Group (AIGG):** Chaired by the Interim Director of Senedd Business, this group oversees AI governance, risk tolerance, and legal compliance.
- **AI Opportunities Group:** Led by the Director of Communications and Engagement, this group identifies AI opportunities to improve services and follows the AIGG's guidance.

We are piloting two major Microsoft AI applications: Copilot for Microsoft 365 (M365) and Microsoft Teams Premium. Our trial will assess the tools' impact on productivity, collaboration and efficiency.

We are mindful that the use of AI carries numerous risks, including bias, disinformation, privacy concerns, lack of transparency and cybersecurity threats. In August 2024, a Corporate Risk for AI was approved, and ongoing efforts are focused on developing mitigations for these risks.

Work to further extend the AI pilot to Members and their staff started with additional licences rolled out early in 2025.

The AI Governance Group will continue to review and update the AI policy at least biannually, ensuring compliance with evolving regulations and best practices. The policy emphasises lawful, ethical and responsible AI use, with a focus on transparency and critical evaluation of AI-generated content.

Training and support is available for all Copilot and Teams Premium users, ensuring they understand the potential benefits, limitations and ethical considerations. This includes guidance on data protection, avoiding bias and maintaining critical oversight.

The AI Governance Group provides quarterly risk updates to the Executive Board and the Audit and Risk Assurance Committee (ARAC). Feedback from the pilot phase will inform future AI implementations and training needs.

Regular contact with Members, Chiefs of Staff and other stakeholders will further help to generate a widespread understanding of the implications and benefits of AI.

The Senedd Commission will continue to explore the potential of generative AI and ensure its use aligns with ethical principles and legislative requirements. Through careful governance, risk management and ongoing evaluation, we will endeavour to harness AI to improve parliamentary services and serve the people of Wales more effectively.

▼ **St David's Day 2025**

A day of family fun, performances, and activity filled the Senedd



To use resources sustainably

This section of the Annual Report highlights how we use our resources to support the business of the Senedd and how we ensure we use them efficiently, effectively and sustainably.



Ways of Working

2024-25 has been a busy year for the Ways of Working programme, with significant progress being made in both the Tŷ Hywel 26 and Siambr 26 projects.

Tŷ Hywel 26

Following extensive rounds of engagement with Commission staff representatives, and collaboration with the Senedd's furniture contractor Bridgend Office Furniture (BOF), plans to adapt Tŷ Hywel to relocate Commission services were developed and approved by the Commission in early June 2024. The purpose was to create space for 36 new Member offices, as part of Senedd Reform.

Building and relocation works commenced in summer recess and were completed before staff returned in September, co-locating Business Directorate teams with the Translation Service, and the Communications & Engagement teams with Resources Services.

Discussions also progressed with Welsh Government to vacate their space on the second floor, for alternative space, again to accommodate the additional Member offices.

Engagement with Members took place throughout 2024, to gather requirements and final plans were presented to party group meetings in November before approval by the Commission in December. The works to create the new Member offices began in February 2025.

Siambr 26

Following a competitive tender exercise, Rogers Stirk Harbour Partnership (RSHP, formerly the Richard Rogers Partnership) was awarded the architectural services contract to assist in the design of an adapted Senedd Siambr that will accommodate 96 Members.

Detailed engagement and consultation with key Commission stakeholders, Members, Support Staff and contractors has taken place throughout the year to assist the process in developing concept designs that were presented and agreed at Commission during Summer 2024. Key aspects of the design included desk layouts, desk design, control booth provision, wall finishes, accessibility, lines of sight, lectern options, Llywydd position, lighting, ventilation, acoustics, broadcasting and sustainability.

Since then, works on the detailed design piece have progressed with further rounds of engagement conducted throughout the process, as well as crucial input from specialist consultants. A 'mock-up' of the new style of Siambr desk was presented to Members and the detailed design specification was approved by the Commission in December 2024. Building works to adapt the Siambr commenced in April 2025.

Alongside the main Senedd Siambr piece, works were undertaken in early 2025 to adapt Siambr Hywel, which is being used as a temporary base for Plenary from April 2025 – February 2026.

Cardiff Bay 2032 Project

The Bay 32 project is focused on securing the Senedd's long-term accommodation needs beyond the expiration of the current Tŷ Hywel lease in 2032. In terms of scope, it is the most complex project the Commission has undertaken. The project is underpinned by a commitment to delivering value for money for public funds, while ensuring that the Senedd's future accommodation needs are met.

Following approval by the Commission of the Strategic Outline Case in December 2023, a range of accommodation options were identified. These include the refurbishment and purchase of our current residence, Tŷ Hywel; relocation to and refurbishment of an adjacent building; or the development of a new building on the vacant lot next to the Senedd. A key requirement for any option is that the accommodation must be located adjacent to the Senedd building, to protect critical infrastructure links and ensure that operational and security requirements continue to be met.

The project has progressed and achieved a number of significant milestones during 2024-25:

- Consultancy services were contracted in July 2024 to develop two key documents: the HQ Vision and the Occupancy Brief. The HQ Vision defines the strategic direction for the Senedd's new headquarters, focusing on creating a modern, sustainable, and efficient working environment. The Occupancy Brief offers a detailed analysis of future accommodation needs, outlining the specific requirements for various functions within the Tŷ Hywel Building. These documents were informed by extensive consultation with stakeholder user groups and Members of the Senedd to ensure they accurately reflect the needs of

all parties involved. These documents were instrumental in the development of the Outline Business Case.

- In November 2024, the Bay 32 project underwent a formal, independent gateway review to assess its progress, governance and feasibility, ensuring that all necessary processes, strategies and controls were in place before transitioning to the procurement phase. Following the review, the recommendation was that the project was ready to proceed to the procurement stage.
- In December 2024, the Commission approved the Outline Business Case — a comprehensive document setting out the project’s strategic, economic, commercial, financial and management considerations. The development of the Outline Business Case was supported by external specialists, whose expertise and experience were critical in ensuring the document’s robustness, accuracy and completeness. This approval represents a key step forward and the culmination of extensive work and engagement with stakeholders across the Senedd, ensuring the project aligns with the Commission’s strategic objectives and delivers value for money.
- The Commission approved the commencement of the procurement process in January 2025. The procurement, which formally launched with the publication of the contract notice at the end of January 2025, is being conducted through a competitive dialogue process. This approach allows for detailed discussions with potential bidders throughout the process to refine their proposals and ensure they meet our requirements. At the same time it maintains competitive tension to secure the best value for money and deliver accommodation that meets the Senedd Commission’s long-term needs.

In the year ahead, the Bay 32 project will focus on managing and facilitating the procurement phase, progressing through the competitive dialogue sessions to identify a preferred solution. Once a preferred solution has been identified, the project will transition into a decision-making phase, where the Commission will consider the final proposals and determine the best way forward.



People and Remuneration Project

The People and Remuneration (PaR) project was created ahead of the end of contract of the 'MyView' HR/Payroll system used by the Commission. This is the system used to administer payroll and manage records for Members, Member Support Staff and Commission staff, as well as provide the associated employee/manager self-service system.

The project offered an opportunity to:

- consider options for smarter / streamlined / more efficient internal HR/Payroll processes;
- empower staff and managers to 'self-serve' through the HR self-service system, and look at better functionality for information sharing; and
- incorporate various HR systems into one overall system, where previously these were managed outside of the system (e.g. via MS Forms).

A procurement exercise took place in Autumn 2023, with the new supplier - Midland HR - being awarded the contract in February 2024. Over the last year, HR, Members' Business Support, Finance, Pensions, IT and Translation Service have worked together in a project team to review, build and implement the new 'iTrent' system with Midland HR. This included running the incumbent system



and the new payroll system in parallel with each other between October- January, to enable calculations to be compared and ensure the new system fully met our requirements.

The new system provides many benefits to employees/users, managers and HR/ Payroll teams. One of the main benefits is connecting the new HR system to the IT Active Directory system. This means less manual intervention allowing resources to be used elsewhere. The HR system acts as the core system feeding the IT system with vital information on new user accounts, synchronising changes and updates of users moving around the organisation as well as leavers.

New functionality can also be included, such as the introduction of a flexi module (previously managed via Excel spreadsheets and local systems), better management reporting allowing managers to see and produce a set of standard reports themselves without the need for HR intervention, and the ability to manage expense claims through the system.

The introduction of learning and review modules, planned for implementation later in the year, will maximise the benefits of the system.



Wellbeing Commitment

The Senedd Commission's 2022-25 Wellbeing Strategy objective is to protect, promote and support organisational capability by achieving a workplace culture where health, safety and wellbeing is championed by all; enables and empowers our staff to make choices that support them to live well and work well.

In Autumn 2024, the Commission launched its Wellbeing Commitment, a key aspect of the Wellbeing Strategy. The Commitment outlines out how the Senedd Commission champions a supportive and productive workplace where everyone can flourish, by setting out expectations of managers and staff against the Wellbeing strategy objective.

The Commitment was launched at a special all-staff meeting, focussed on staff wellbeing. The meeting was hosted by Andrew Tamplin, the founder of Canna, a company dedicated to working with organisations to improve workplace wellness. Andrew talked about his own wellbeing journey and gave insight and guidance to staff on how to protect their own wellbeing at work to benefit their personal life. A panel discussion was held with members of the Leadership Team on why wellbeing is important to them and what they do to support their wellbeing, both in work and in their personal life.

A wellbeing subgroup has been formed to implement the work needed to support the Commitment, and Leadership Team have undertaken to include four wellbeing training sessions a year as part of their meeting schedule. The first was a mental health awareness session held by Time to Change Wales in October 2024; the second session, hosted by Endometriosis UK in March 2025, aimed to increase awareness of endometriosis.

Plans are underway to create a package of wellbeing training for all staff to underpin the pledges set out in the Commitment and ensure that managers are equipped to support staff wellbeing.

People and Culture Strategy Development/consultation

In 2024-25, work has been ongoing to develop a new People and Culture Strategy for the period 2025-2028. Key drivers considered include Senedd Reform, people and wellbeing survey results, insights from our workforce data and Service and budget planning activities. Benchmarking has also been undertaken with other parliaments and public sector organisations.

The Strategy forms part of the Senedd Commission's corporate governance and planning arrangements, pulling together existing strategies and relevant workstreams. It sets out a clear vision for what we will look to achieve by implementing the strategy, and how it aligns with our organisational values. It sets out six strategic objectives, with a clear and measurable action plan as to how these will be achieved.

Significant work has been undertaken to engage the whole organisation in the development of the strategy to ensure it is fit for purpose. This includes consultation with the Workforce Steering Group, the Trade Unions, workplace equality networks, the Diversity & Inclusion steering group, independent advisers, the Executive Board and Leadership Team. All staff have been able to contribute feedback through discussion at their service meetings, and via an online survey form.

Once published, achievement of the action plan will be monitored by the Executive Board, and key people metrics will be aligned to the Strategy.

Workforce and Diversity & Inclusion Steering Groups

Workforce Steering Group

The Workforce Steering Group (WSG) provides a strategic oversight of the Commission's workforce priorities to support the delivery of identified activities from Ways of Working and Senedd Reform and help shape the roadmap to deliver on the vision of the Ways of Working Strategy.

The Workforce Steering Group

- provides strategic direction and board assurance in relation to all workforce matters and oversees delivery of the Commission's People Strategy;
- supports the development of the workforce to ensure the Commission has staff with the skills, competencies and knowledge to deliver effective support and services for the Senedd;
- ensures there is a positive working environment for staff, which promotes an open culture that supports the Commission values;
- ensures the health and wellbeing of our team members continues to be supported as a Commission priority; and
- makes recommendations, as appropriate, on workforce matters.

Since its inception, the WSG has contributed to the new draft Commission People Strategy, discussed workforce planning priorities and conducted a PESTLE analysis to better understand the external factors affecting the Commission.

Diversity and Inclusion Steering Group

Since its inaugural meeting in February 2024, the Diversity & Inclusion Steering Group (DISG) has been invaluable in fostering an inclusive and progressive workplace. By embedding diversity and inclusion into the organisation's strategic direction, the Group has supported the long-term success of a strong, accessible and representative parliament that delivers effectively for the people of Wales.

The Group has actively contributed to enhancing alignment and cohesion across the Commission's D&I activities. Key areas of impact include:

- Ymlaen Internship Programme – providing input to ensure accessibility and meaningful development opportunities;
- Inclusion Week (September 2024) – shaping the themes and focus areas to foster engagement and awareness; and
- Diversity calendar events – supporting the marking of key diversity and inclusion dates to celebrate and educate.

A core function of the Group has been to ensure that D&I remains integral to the Senedd Commission's governance and decision-making processes. The Group has achieved this by:

- contributing to business-as-usual reports presented to the Executive Board, ensuring D&I considerations are embedded;
- overseeing progress on the D&I strategy and providing accountability on outstanding objectives;
- providing insight and recommendations for the draft People and Culture strategy 2025-2028 to ensure inclusivity remains at the forefront; and
- establishing a D&I Steering Group Sub-Group dedicated to improving communication and engagement with diverse communities, helping drive more inclusive campaigns and outreach efforts.

None of this progress would have been possible without the dedication and expertise of contributors, including:

- the Chair, a senior leader who has provided strategic guidance;
- the independent adviser, offering external expertise and challenge; and
- representatives from Workplace Equality Networks, Human Resources, and Trade Union, ensuring diverse perspectives are heard and acted upon.

Through their lived experiences and insights, Diversity & Inclusion Steering Group members have helped shape policies and practices that reflect the values of inclusion and fairness. Their contributions have been instrumental in driving meaningful change, and we look forward to building on this momentum in the year ahead.

Diversity and Inclusion

The Diversity and Inclusion Annual Report 2024-2025 includes detailed information on the work that the Senedd Commission has undertaken to celebrate diversity and promote inclusion as both a parliament and an employer. This is supplemented with an accompanying report for workforce and recruitment diversity data, an equal pay audit, gender, ethnicity and disability pay gap data. These reports are available via the Senedd Commission website.

During this reporting period, we have:

- been recognised as a Top 30 Employer for Working Families and as a Disability Confident Employer, and have signed up to the Dying to Work charter;
- delivered a suite of training and awareness to celebrate diversity and promote inclusion. This includes working with our colleagues from the Northern Ireland Assembly, the Scottish Parliament and

the Oireachtas to offer a virtual suite of presentations, events and learning opportunities for Learning at Work Week, Inclusion Month and LGBTQ+ History Month. Other training delivered includes Cultural Diversity; Inclusive Customer Service; Institutional Racism; Neurodivergent-affirming Language, Communication, and Spaces; and Endometriosis Awareness;

Workplace Equality Networks



- developed our ENGAGE workplace network to enable all our staff to be involved in shaping their work experience, and to share and celebrate ideas to drive a positive change and create a culture of belonging in line with our corporate value of being ONE TEAM;
- introduced our social mobility network, RISE, as part of our ongoing commitment to identifying and addressing any barriers in relation to social mobility and socio-economic background;
- supported the ongoing work of our Workplace Equality Networks, who have continued to provide peer support and inclusion advice. The networks help the Commission in

achieving an inclusive working culture that supports and values the diversity of those that work on the estate, where people can feel comfortable, respected and appreciated;

- reviewed our internal courses through an inclusion lens and are working towards having all our internal courses CPD (Continuous Professional Development) accredited. This process includes ensuring our courses are accessible, representative and support the diverse needs of our workforce. By embedding inclusion into professional development, we are fostering a learning environment where all colleagues can thrive;



- welcomed our third cohort of YMLAEN interns. Our YMLAEN programme has been another collaboration with the Windsor Fellowship who have enabled us to effectively reach out, advertise and engage with a wide array of talented candidates across Wales. The scheme provides paid internship opportunities for four individuals to work within teams across the Senedd Commission;
- reviewed our progress through staff surveys, including our regular People survey, Health and Wellbeing survey and Dignity and Respect survey;
- promoted inclusion during the recruitment process by reviewing our recruitment policy

to align it with our workforce plan and People and Culture Strategy; developed an inclusive recruitment training module and accompanying hiring manager guidance; reviewed candidate guidance to provide clarity on processes and to reassure disabled candidates as to the reasonable adjustments that can be made throughout the recruitment process; and refreshed elements of our recruitment webpages;

- enhanced maternity and co-parental / paternity leave for our staff;
- continued to make improvements to our estate to increase accessibility;

Awards and accreditation



- welcomed members of the third Welsh Youth Parliament, with representatives from across Wales and from a diverse range of inclusive organisations;
- held events and exhibitions that celebrate diversity and inclusion in Wales, including the Butetown carnival, International day of Disabled People, St David's Day, Pride Cymru, International Women's Day, Olympic and Paralympic homecoming, and Black History Month;
- welcomed organisations from across Wales into the Senedd as part of our monthly marketplace, called Y Farchnad;
- supported the health and

wellbeing of our staff through the ongoing implementation of our Wellbeing Strategy by holding awareness sessions, updating our Display Screen Equipment policy, promoting our Employee Assistant Programme and Occupational Health services, producing a regular Wellbeing newsletter and developing Wellness Action Plans for different service areas across the Senedd Commission; and

- producing a Wellbeing Commitment that outlines how we champion a supportive and productive workplace, by setting out expectations of managers and staff against the Wellbeing Strategy objectives.



Healthy Travel
Wales



Sustainability

This year we report our core carbon footprint- one of our KPIs- as being above target for the first time. The ever-decreasing annual target towards the 2030 goal we set ourselves in our carbon neutral strategy, Goodbye Carbon, was always going to get more difficult to meet. This year, with adjustments to ensure everyone on our estate is as comfortable as practicably possible, and in a period when the estate has been slightly busier than last year, we have seen an increase in heating demand. We have also seen an increase in travel- both by Members, their staff and Commission staff. Some of this has been abroad and the resultant flying emissions have impacted our carbon footprint.

We continue to seek further efficiency measures, on top of the extensive interventions taken in previous years, to target progress towards our goal. Following last year's reduction in capital works due to pressures on funding, this year we have been able to conduct some, including lifecycle replacement with more efficient technology, and the replacement of more lights with LED units. Some improvements have been made in parts of our carbon footprint; we see an electricity figure a few percent lower than last year, whilst having a slight increase in use of the estate by all stakeholders.

We continue to plan ahead however; considering further lifecycle replacement projects alongside key decision points in the Bay 32 project, as well as options to reduce those travel emissions.

The carbon footprint we are calculating now includes wider scope 3 emissions, but we will continue to report our core carbon footprint in this report for consistency. We also publish a wide range of other metrics, including financial figures, all contained in the data tables following. Further information is published in the main Sustainability Annual Report, available separately on our website.

We continue to operate a certified environmental management system, which includes an annual audit by a UKAS-accredited body against the requirements of ISO14001.

Carbon

Our carbon footprint has increased this year. Scope 1 emissions- primarily gas use on the estate- rose slightly, but is very similar to two years ago and reflects the heating provision we had at that time. Last year, given the significantly increased unit prices we were paying, we had to make cuts to heating in particular. Following feedback from stakeholders and a slightly busier estate, some of those measures were relaxed a little, but are not at the levels of three or four years ago.

We have still been able to show good financial reduction despite a colder winter than last year- about 10% according to the Degree Days data. We remain committed to the heat network being built around Cardiff, which will bring us lower carbon heat from a local source.

Travel is another component of our carbon footprint that has increased this year. Throughout the election cycle we see a mirrored cycle in travel claims and this may be one cause of more activity this year. We have also continued our collaborative work with other parliaments abroad, and some of that work has required flying to create those in-person connections. These factors combined have had a material impact on our carbon footprint. We continue to promote low-carbon and healthy travel options wherever possible and will be targeting travel emissions over the next year with an aim to bring that figure back down.

Our work on Scope 3 emissions continues in earnest. We are working with our suppliers to ensure our data is as accurate as possible and to help us look for savings. We now include carbon data questions as standard in our procurement exercises with suppliers and look forward to having improved data so that we can make carbon-conscious purchasing decisions in the future. More about this work can be seen in our main Sustainability Annual Report.

Energy

Last year we reported a significant increase in energy costs, given the volatility in the global market. This year our prices have come down, and some of the measures we took to significantly reduce gas consumption have been relaxed slightly. This was in response to increased use of the estate and feedback from stakeholders. This has meant gas use increased slightly this year, but our expenditure was still able to be cut.

Electricity consumption is something we continue to target; looking for efficiency measures across the estate. Our team meets monthly to discuss consumption

and propose reduction measures in a continued bid to drive down this largest part of our core carbon footprint.

Measures we have implemented this year to reduce energy consumption on the estate include remaining LED lighting upgrades in Tŷ Hywel, more efficient CCTV cameras, and feasibility studies for new air-handling units (AHUs) and a replacement building management system (BMS) both of which will cut consumption. Almost all our office areas are now running on LEDs, meaning a little less maintenance as well as electricity savings.

We continue to purchase our energy via a government framework and now do so over a long purchasing window. This offers economies of scale as we buy alongside much of the rest of the public sector, and the purchasing strategy irons out fluctuations in the market; allowing us to more accurately forecast spend.

Waste, water and other resources

Waste production has risen this year- again a reflection of the increased use of the estate. Whilst we continue not to send any waste to landfill, we are cognisant of the need to recycle as much as possible and only use the energy recovery option where necessary. With a change in the requirements for workplace recycling early in 2024 and a scarcity of available waste containers in the market to accommodate the change, our recycling figures did drop initially as a percentage of overall production.

Over the forthcoming year, especially as we make changes to our estate in preparation for the changing Senedd, we will again review the availability and awareness of recycling bins around our buildings and encourage Members, staff and visitors to recycle as much as possible.

Water consumption was very similar to last year- down around 10% according to our manual meter reads, even though we had similar visitor numbers and a slight increase in staff occupancy of the offices. Costs for water supply and disposal are down a similar amount. Where new fixtures have been installed these are now water-saving by default, including automatic taps and motion-sensor urinals.

We continue to procure goods like stationery and our utilities through centrally-coordinated Welsh Government frameworks. Sustainability staff are involved in the development of specifications and tender reviews for all major contracts, ensuring standards such as Fair Trade and Forest Stewardship Council (FSC) are specified wherever relevant. We continue to request that new suppliers calculate

the carbon footprint of goods where possible, in order to help us more accurately calculate our own footprint.

Travel

We operate one pool car, for business trips and engagement activities. This is a fully electric vehicle that not only reduces emissions in the areas we visit, but also promotes this technology.

Electric vehicles (EVs) continue to grow in popularity amongst our staff, visitors and other key stakeholders. The charge points we have on site are often fully occupied on business days. The EV salary sacrifice scheme that we continue to operate is one source of these vehicles. This helps promote the financial savings an ultra-low emission vehicle can bring, not just to our staff, but especially Members, whose travel around their constituencies is able to be done in as clean and efficient a way as possible.

We continue to support hybrid working and have extensive IT systems in place to do so, from hybrid meetings rooms to ever-improving virtual meeting technology. This year, however, we have seen an increase in travel, both total mileage and, when final year-end claims are submitted, we expect costs too. As mentioned, we have seen this in previous election cycles as in person engagement increases, but we will be aiming to reduce where possible.

We continue to be a member of the Public Service Board (PSB) group for active travel, and have achieved the Healthy Travel Employer charter mark. This reflects our extensive facilities for those walking and cycling to work, as well as facilities for EV drivers and e-bike users. Being part of this PSB group also helps maintain forward momentum as we share best practice in this field with other public sector organisations.

Biodiversity

With our small, urban estate, we are limited by the impact we can have on the wider biodiversity of the area, but this hasn't stopped us making improvements wherever possible. These include physical measures around the buildings and in procurement; making responsible decisions around sourcing of raw materials-specifying options like FSC timber.

On the estate, though limited with space, we continue to promote diversity of habitat to encourage biodiversity. Our extended garden strip thrives and is filled with pollinator-friendly plants along with two small ponds and fruit trees that are

currently blossoming. We also maintain the land alongside the Senedd building; reducing cuts of this grassland area to annual interventions has allowed it to produce a wide range of flora, including two varieties of orchids. As a result, the wildflower strip attracts a range of insects, including damsel flies and butterflies.

The bug hotels area has several years' worth of Christmas tree trunks in various states of decay, with additional holes drilled in to support nesting insects. The little hotels themselves, sited on the south-facing wall above the log pile are very popular with solitary bees and fascinating to watch!

Our honeybees are also doing well, despite a difficult year for them in 2024. Across the UK, poor weather meant bees suffered from the extended cold period of winter 2023-24, then a difficult growing season for flowering plants. We unfortunately lost one colony that winter, but then gained another in the early summer- opportunists keen to take over an empty hive. With honey production down, we decided not to remove any from the apiary last Autumn for the first time. We are hoping the warm spring this year will be a sign of things to come and the Pierhead Bees can have a bumper honey year once more.

Although incomparable to larger public sector estates and those maintaining public areas, we have been surveying the impact of our biodiversity interventions on the Cardiff Bay estate and will be publishing these in our main sustainability Annual Report.

Other Impacts

Although the sphere of influence of our Members encompasses various aspects of life in Wales, the operations of the Senedd Commission are largely confined to our buildings in Cardiff Bay and a small office in North Wales. These sites are not considered to be at immediate risk from climate change impacts, with Cardiff Bay being somewhat protected by the Cardiff Bay Barrage. Nonetheless, our Carbon Neutral Strategy incorporates measures such as solar PV systems to provide additional safeguards against future uncertainties.

Over the next year, we will be looking to begin some work to replace building management system (BMS) in the Senedd building as part of our lifecycle replacement programme. The newer software will improve the monitoring data we are able to produce and help drive down energy consumption.

We continue to operate a system of Sustainability Impact Assessment for new projects and contracts and will be improving this over the next year with carbon training for staff that aligns with this SIA process. One small procurement

improvement we have made this year though is switching out the plastic-based foam boards used for printing signs and publicity materials to a card-based alternative. Success with initial trials will mean visitors to our events over the summer will likely see these fully recyclable signs being used.

Greenhouse Gas Emissions ^{4,5,6}		2020-21	2021-22	2022-23	2023-24	2024-25
Non-financial indicators (tCO ₂ e)	Total gross emissions scope 1	234	252	211	183	210
	Total gross emissions scope 2	438	465	431	435	352
	Total gross emissions scope 3	96	156	217	199	191
	Total outside of scope emissions	4.8	4.3	4.1	5.6	5.9
	Total gross emissions	752	858	836	857	903
	Total net emissions	748	849	837	851	897
Expenditure on accredited offsets (e.g. Government Offsetting Fund)		£0	£0	£0	£0	£0
Financial Indicators (£)	CRC Gross Expenditure	N/A	N/A	N/A	N/A	N/A

⁴ All energy data now contains current and retrospective transmission and distribution emissions and well-to-tank emissions where applicable.

⁵ All travel data now contains current and retrospective well-to-tank emissions for fuel use.

⁶ Excludes MS and MSSS travel January to March 2025 due to delayed reporting requirements. Previous years have been adjusted as final claims for those years have been processed.

Energy Consumption [†]		2020-21	2021-22	2022-23	2023-24	2024-25
Non-financial indicators (kwh)	Electricity (renewable tariff from 2018)	1,944,436	2,179,254	2,209,985	2,109,437	2,029,970
	Gas	1,282,969	1,352,857	1,083,181	1,020,916	1,149,889
	Biomass (renewable)	285,215	275,885	391,500	522,000	548,100
	Combined heating demand	1,568,184	1,628,742	1,200,812	1,548,040	1,697,989
Non-financial indicators (tCO2e)	Total energy emissions	734	800	701	686	634
Financial Indicators (£)	Total energy expenditure	406,650	424,857	437,974	1,195,034	935,669

Water consumption		2020-21	2021-22	2022-23	2023-24	2024-25
Non-financial indicators (m3)	1,642	2,326	4,408	4,227	3,759	3,684
	141	231	469	761	514	761
	0	0	0	0	0	0
Financial indicators (£)	10,499	11,387	16,832	15,705	14,237	15,705

Waste		2020-21	2021-22	2022-23	2023-24	2024-25
Non-financial indicators (tonnes)	Total waste arising	59	50	63	63	79
	Recycled/ Recovery	59	49	63	62	79
	Energy Recovery	41	23	27	21	31
	Landfill	0	0	0	0	0
	Waste composted	2.4	1.9	6.1	7.3	9
	Hazardous waste	0.02	0.14	0.37	0.18	0.41
	Paper purchased (A4 million sheets equivalent)	0.86	0.65	1.97	2.05	1.97
Financial indicators (£)	Expenditure on all waste disposal	5,445	15,206	25,199	19,961	13,495

Official Travel ^{5,6}		2020-21	2021-22	2022-23	2023-24	2024-25
Non-financial indicators (miles)	Business travel	70,112	184,005	503,784	597,583	680,395
	Owned and leased vehicles	913	4,153	5,138	5,869	4,636
Financial Indicators (£)	Expenditure on official business travel	31,999	88,140	202,878	245,774	221,588

The information contained above has been developed for our Annual Report and Accounts in accordance with HM Treasury’s Sustainability Reporting Guidance for the 2024-25 financial year. We also use the DEFRA conversion factors for 2024 for carbon dioxide equivalent (CO2e) figures. CO2e is a universal unit of measurement that allows the global warming potential of different GHGs to be compared.

Emissions are reported based on a financial control approach for the core administrative estate only.

A full summary of our environmental performance can be found in the Senedd’s Sustainability Annual Report, available on the website.

Manon Antoniazzi
Chief Executive and Clerk of the Senedd
Date: 4 July 2025



▼ **St David's Day 2025**

A day of family fun, performances, and activity filled the Senedd



Accountability



Corporate Governance

This report, which has been signed by the Chief Executive and Clerk as Principal Accounting Officer in line with Treasury rules, provides information about senior remuneration and audit.

Directors' report

Commissioners and other office holders

Information on the Llywydd (Presiding Officer) and Commissioners is included on pages 14-15.

Independent Advisers

Information on the Independent Advisers and Independent Committee members is included on pages 16-17.

Senior management

Information on the Chief Executive and Clerk, and senior management having responsibility for directing the major activities of the Commission during the year is included on pages 18-19.

Significant interests held by Members

A Register of Financial and Other Interests of Members is available at www.senedd.wales and www.senedd.cymru.

Personal data related incidents

9 data breaches were reported internally between 1 April 2024 and 31 March 2025. Each breach was investigated with remedial action taken. Lessons were learnt and steps were taken to reduce the risk of repetition. None of the breaches met the threshold to be reported to the Information Commissioners Office.

Losses and special payments

There were no losses in year and only one special payment which related to the exit of a senior manager which is referenced on page 149.

Diversity, Inclusion and Staff engagement

Information on the Commission's policies and activities relating to diversity, inclusion and staff engagement can be found within the Remuneration Report (pages 163-165).

Auditor

The Accounts of the Senedd Commission are audited by the Auditor General for Wales. The Audit Report can be found at page 172. The estimated external audit cost for the audit of these financial statements is £67,096 (2023-24, £63,945). No additional non-statutory audit work was incurred during 2024-25 (2023-24, nil).

Disclosure of information to the Auditor General for Wales

So far as I am aware:

- there is no relevant audit information of which our auditor is unaware; and
- I have taken all the steps that I ought to have taken in order to make myself aware of any relevant audit information, and to establish that our auditor is aware of that information.

Accounts Direction

The accounts set out in pages 181 to 187 have been prepared in accordance with the Treasury Direction issued under Section 137 of the *Government of Wales Act 2006*. The financial statements comply with the requirements specified in HM Treasury's Financial Reporting Manual and are supported by explanatory notes. These accounts set out the financial impact of decisions made by the Commission both within the financial year and arising from previous financial years.

Information about the Senedd and Commission is also available on the Senedd website at www.senedd.wales and www.senedd.cymru.

Manon Antoniazzi
Chief Executive and Clerk of the Senedd
Date: 4 July 2025

Statement of Commission and Principal Accounting Officer responsibilities

The Chief Executive and Clerk of the Senedd is, by virtue of Section 138 of the *Government of Wales Act 2006*, the Principal Accounting Officer for the Commission.

The Chief Executive and Clerk of the Senedd has prepared the statement of accounts in accordance with the Direction issued by HM Treasury and with the accounting principles and disclosure requirements set out in the Government Financial Reporting Manual. The Resource Accounts are prepared on an accruals accounting basis and give a true and fair view of the Commission's state of affairs at the year-end and of its net resource outturn; resources applied to objectives; statement of comprehensive net expenditure; statement of financial position; cash flows, and statement of changes in taxpayers' equity for the financial year.

In preparing the accounts the Chief Executive and Clerk of the Senedd has:

- complied with the Accounts Direction issued by HM Treasury;
- complied with the relevant accounting and disclosure requirements and applied suitable accounting policies on a consistent basis;
- made judgements and estimates that are reasonable and prudent;
- stated whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts;
- prepared the accounts on a going concern basis;
- confirmed that the annual report and accounts as a whole is fair, balanced and understandable and has taken personal responsibility for the annual report and accounts and the judgements required to determine that it is fair, balanced and understandable.

The relevant responsibilities of the Principal Accounting Officer, including the responsibility for the propriety and regularity of the finances of the Commission and for the keeping of proper records, are set out in a Memorandum issued by HM Treasury.

Manon Antoniazzi
Chief Executive and Clerk of the Senedd
Date: 4 July 2025

Governance Statement

This statement, which is signed by the Chief Executive and Clerk as Principal Accounting Officer, sets out the way in which the Commission is governed and managed and how it is accountable for what it does. It outlines assurances on the effectiveness of the Commission's governance framework in delivering its strategic goals for the year ending 31 March 2025.

Governance framework

Under the terms of the Government of Wales Act 2006, the Commission delegates its functions, including responsibility for the management of staff, to the Chief Executive and Clerk, subject to a few exceptions and conditions. This delegation includes the governance arrangements to facilitate the effective operation of the Commission to deliver against its strategic goals and priorities.

The governance framework comprises the structures, systems, processes, and the culture and values, by which the Commission is directed and controlled. It defines relationships, accountability and responsibilities among those who work in and with the organisation, determines the rules and procedures through which the Commission's goals, priorities and objectives are set, and provides the means of attaining these and monitoring performance. The framework covers areas such as: governance principles; strategic and operational planning; management of risk and performance; information governance; procurement rules and procedures; financial management; audit; and assurance. Corporate policies and codes of conduct ensure everyone working at, or with the Commission is aware of the need to operate to the highest governance standards. This includes policies on dignity and respect, fraud, corruption and bribery, and whistleblowing.

Compliance with governance principles

The Commission has adopted a set of governance principles and supporting provisions,⁷ which are consistent with the principles outlined in HM Treasury's code of good practice on corporate governance in central government departments, and the Financial Reporting Council's UK Corporate Governance Code. As part of the assurance gathering process to inform this statement, a detailed analysis was carried out to map compliance with the supporting provisions. This assessed levels of assurance on compliance to be high.

The principles of leadership, effectiveness, accountability and sustainability run through the ways in which we operate, as demonstrated throughout this statement. The Assurance section of this statement describes how evidence of compliance with, and effectiveness of our governance framework, has been gathered through the Commission's Assurance Framework which includes assurance statements from senior management.

Governance structure

The Commission

The Commission is the corporate body which is responsible for ensuring that property, staff and services are provided for the Senedd to operate effectively. It comprises the Llywydd (Presiding Officer) who is its Chair, and four Commissioners. Further information on the Llywydd and Commissioners is included within the Overview section of the Annual Report and Accounts (the Annual Report).

The Commission's Principal Accounting Officer is the Chief Executive and Clerk of the Senedd who is accountable to the Commissioners for the delivery of their strategic goals and priorities and personally accountable to the Senedd for the organisation and quality of management in the Commission, including its use of public money and the stewardship of its assets. Senedd staff are employees of the Commission.

Commission committees

As part of the governance framework, the Commission has an Audit and Risk Assurance Committee and a Remuneration Committee, membership details of which can be found within the Overview section of the Annual Report. These are

⁷ <https://senedd.wales/commission/governance-principles-and-supporting-provisions/>

independent advisory bodies with no executive powers and produce their own Annual Reports.

The Audit and Risk Assurance Committee's role is to review the comprehensiveness, reliability and integrity of assurances and whether they meet the Commission and the Accounting Officer's needs. It has a focus on: internal and external audit reports, including the implementation of recommendations; the Commission's Annual Report and Accounts; reports on risk management, financial management and major projects; and governance and internal control arrangements. The Commission follows HM Treasury's Handbook on Audit and Risk Assurance Committees in terms of the composition and running of the Committee. Further details on the Committee's work can be found throughout this statement and on its internet pages⁸.

The Remuneration Committee makes recommendations on matters regarding the remuneration and terms of service of the Chief Executive and Clerk and other senior posts. This assists the Commission in ensuring that remuneration arrangements meet the highest standards of probity and accountability for the use of public funds.

Decision taking and business management

The Commission meets on a regular basis to provide direction and to oversee delivery of the Commission's strategic goals, priorities and objectives.

The Commission delegates its day-to-day management functions to the Chief Executive and Clerk. The formal delegation⁹ outlines exceptions and areas on which the Chief Executive and Clerk must consult with the Commission. There is also an established system of delegated authority to Directors and Heads of Service which covers finance, staffing and other resource responsibilities, such as procurement.

The Commission administration is divided into three directorates: Business; Resources; and Communication and Engagement. The Directors of each report to the Chief Executive and Clerk. The Chief Finance Officer is a member of the Resources Directorate with a direct reporting line to the Accounting Officer and is a member of the Executive Board. The directorates are sub-divided into service areas, led by Heads of Service. Further details on the governance structure,

⁸ <https://senedd.wales/commission/senedd-commission-audit-and-risk-assurance-committee/>

⁹ <https://senedd.wales/commission/delegation-of-senedd-commission-functions/>

including a structure chart can be found in the Overview section of the Annual Report.

There were some changes at the Executive Board level during the year. Following a period of interim arrangements and an external recruitment campaign, our Chief People Officer and Chief Finance Officer were appointed in April 2024 and January 2025 respectively. At the time of preparing this statement, interim arrangements are in place for the Director of Senedd Business role. An external recruitment campaign is underway to fill this role on a permanent basis.

The Commission's Executive Board, chaired by the Chief Executive and Clerk, is the strategic decision-making body for all matters delegated by the Commission. This is supported by the Leadership Team, consisting of members of the Executive Board and all Heads of Service. Further details on the Executive Board and Leadership Team can be found on in the Overview section of the Annual Report.

During the year, a Senedd 26 Change Board was also established. This Board, which is also chaired by the Chief Executive and Clerk is the decision-making body for matters relating to the transition to the Seventh Senedd. Further details on the remit and membership of this Board can be found in the Overview section of the Annual Report under Strategic planning.

Below the Senedd 26 Change Board, there are also programme boards for the Seventh Senedd (with oversight and strategic decision-making by the Change Board for its entire scope of work) and Ways of Working Programmes (with oversight and strategic decision-making by the Change Board on the Seventh Senedd related projects within the programme); both of which are chaired by Director-level SROs.

Under the Ways of Working Programme, a number of project boards are also in place (for the Bay 32, Siambr 26, Tŷ Hywel 26 and Pierhead projects). The Director of Senedd Resources is the SRO for these projects (acting as co-SRO with the Director of Communications and Engagement for the Pierhead project). Regular progress updates are provided to the Ways of Working Programme Board and, in turn, to the Senedd 26 Change Board and Executive Board.

Further details on the work being taken forward by these boards can also be found in the Performance Analysis section of the Annual Report.

Detailed updates on risks relating to these programmes and projects are also presented regularly to their respective boards. Regular updates on risks escalated to the corporate level are also presented to the Executive Board and the

Commission's Audit and Risk Assurance Committee. Further details on the corporate risks can be found in the Performance Analysis section of the Annual Report under Risk Profile.

Planning and performance measurement

The Commission's strategic goals and priorities for the Sixth Senedd, which are outlined in the Statement of Purpose section of the Annual Report, are set out in the Commission Strategy. These have provided direction and informed planning at corporate and operational levels.

There is a "golden thread" from the Commission Strategy through the Corporate Plan and Medium-Term Resourcing Framework (MTRF), and to supporting plans and strategies, including service plans.

The Corporate Plan, developed in conjunction with the Commission's Leadership Team and approved by the Executive Board, translates the Commission Strategy into clear, operational objectives and priorities which form the basis of annual Service Plans.

The Medium-Term Resourcing Framework (MTRF) provides the financial horizon for the Commission over a rolling three-year period to help ensure the annual budget demonstrates:

- alignment between resourcing needs;
- prudent resource requests from the Welsh Block Grant; and
- protecting delivery of the Commission's strategic priorities.

The MTRF comprises a:

- Medium-Term Financial Plan that identifies any potential budget pressures/gaps and which informs the development of the annual budget; and
- a Workforce Plan.

Each year, Service Plans take account of the Corporate Plan and other Commission strategies (see below) and inform a refresh of the MTRF and Workforce Plan. This helps us to assess and identify resource needs for delivery of core business, alongside preparations for the Seventh Senedd, and ensures activity and resources are aligned with the Commission Strategy and Corporate Plan.

Informed by findings from the Workforce Steering Group, the Workforce Plan takes account of diversity, inclusivity and socio-economic inequalities, with milestones and robust monitoring and evaluation systems. Linked to this, the People and Culture Strategy has also been updated.

During the year, the Commission also established a Senedd 26 Change Board to oversee delivery of the transition to the Seventh Senedd, through a new Senedd 26 Change Strategy. Further details on this can be found in the Overview section of the Annual Report under Strategic planning.

Key strategies in place to support delivery of the Commission Strategy and the Corporate and Service Plans include:

- the People and Culture Strategy;
- the Communications and Engagement Strategy;
- the Carbon Neutral Strategy: 2021 – 2030; and
- the ICT Strategy.

The assurance mapping exercise carried out to inform this statement has identified the need to further align these, and any future corporate strategies, to ensure they effectively complement one another, as well as drive delivery of key goals and priorities.

The Commission's Key Performance Indicators are set out the Performance Analysis section of the Annual Report. These are monitored during the year at a service and corporate level and bi-annually by the Commission.

The Executive Board and Senedd 26 Change Board also receive regular updates on progress in delivering the Commission's change projects. This includes a fortnightly Senedd 26 Change Board Programme Dashboard specifically for the Commission's complex Seventh Senedd and Ways of Working Programmes, which also highlights any emerging risks and issues for the Board's timely consideration. Executive Board considers a monthly dashboard of all other change projects being undertaken outside of the two programmes above.

Progress against specific areas identified for focus during 2024-25

In last year's Governance Statement, we referred to a number of specific areas of focus and development for 2024-25 and details of progress against these are set out in the sub-headings below.

Ensuring effective change management during transition to the Seventh Senedd

The development of governance structures to ensure a smooth transition to the Seventh Senedd has been a key focus for the Commission during the year. The most significant change has been the establishment of a Senedd 26 Change Board which maintains strategic decision-making authority for, and oversight of, both the Seventh Senedd Programme and Ways of Working Programme. Further details on this change, including the development of a Senedd 26 Change Strategy and Delivery Plan, can be found in the Overview section of the Annual Report under Strategic planning.

Details of the governance for the programme boards, and related estates project boards, can be found in the *Decision taking and business management* section of this statement. Details of the remit and work being taken forward by these boards can be found in the Performance Analysis section of the Annual Report under *Preparations for the Seventh Senedd and Ways of Working*.

A Programme Dashboard is presented to the Senedd 26 Change Board at each of its fortnightly meetings. This provides a high level summary of progress and highlights any emerging risks and issues for the Board's timely consideration.

Details of stakeholder engagement on the Senedd 26 Change Strategy, and on the Seventh Senedd and Ways of Working programmes are outlined in the respective parts of the Performance Analysis section of the Annual Report. The Strategy, which is published on the Intranet, also includes details of internal and external stakeholder engagement.

Commission staff, Members and their staff, and all stakeholders are provided with regular updates and opportunities to engage through various channels. This includes regular all staff meetings for officials, and briefings and drop-in sessions for Members. A new Intranet page has also been launched to ensure staff can keep up to date with developments on preparations for the Seventh Senedd.

The overall aim of this effort was to achieve effective change management and good governance outcomes, including:

- an energised, positive and accountable culture;
- excellent performance; and
- effective control.

Continuing to evolve the strategic planning framework

The Commission's planning framework ensures the cycle of planning is fully aligned with the budget setting process by way of the Medium-Term Resourcing Framework (MTRF). The Corporate Plan, refreshed in January 2025, informed development of Service Plans for 2025-26 which were in place before the start of the financial year.

The annual Service Plans have informed a refresh of the Workforce Plan, as part of the MTRF which has also been refreshed as the first stage in preparations for the 2026-27 budget setting process. Further details on this can be found in the *Planning and performance management* section of this statement.

The Senedd 26 Change Strategy has been an important and significant development. Further details of this strategy can be found in the Overview section of the Annual Report under Strategic planning. Further details on the planning framework and how it all fits together, can be found in the *Planning and performance measurement* section of this statement.

Maintaining strong information governance

The Information Governance Team has continued to provide advice, guidance and training to Commission officials and Members of the Senedd, who are data owners in their own right, and their offices, on a wide range of information governance matters. It has also provided advice and support to various project boards throughout the year.

Heads of Service and the Information Governance Team are supported by a network of Information Governance Champions who meet quarterly as an IG Champions Forum. This has helped to further raise awareness and keep a focus on the management of information risks.

The Executive Board and the Commission's Audit and Risk Assurance Committee have received regular updates on the management of the Data Protection corporate risk throughout the year.

The Senior Information Risk Owner (SIRO) Group meets regularly to consider a range of information governance issues, including data incident management and policy development. The SIRO Annual Report, which was presented to the Commission's Audit and Risk Assurance Committee, has not highlighted any significant issues. The report includes details of data breaches and near misses,

none of which have been above the threshold for reporting to the Information Commissioner's Office.

Details of the work being carried out by the Information Governance Team and across the Commission, to ensure robust governance around the use of generative AI can be found in the Performance Analysis section of the Annual Report.

The team has kept up to date with developments of relevant Data Protection and Freedom of Information (FOI) legislation. They are monitoring progress of the Data (Use and Access) Bill through UK Parliament. When the Bill is (presumably) passed, the team will review our processes and documentation to ensure compliance, and will provide advice and guidance on any changes. They are also working to ensure compliance with handling requests for information covered by the Environmental Information Regulations (which are different to those under FOI).

Financial management and performance

We work within a system of strong and effective control to ensure probity and proper use of funds.

The Portfolio Management Group (chaired by the Chief Finance Officer) makes recommendations to the Executive Board during the year to prioritise funding within the Project Fund, ensuring enough flexibility is retained to respond to emerging pressures. Funding is released at several points during the year to allow project work to be progressed in a controlled and strategic manner, as well as responding to any changes in priorities during the year.

Service budget positions are reviewed monthly by the Finance team, quarterly with the budget managers and reported each period to the Executive Board.

The Commission continued to make progress against the two significant programmes of work during the year: Ways of Working and Senedd Reform – the transition to a larger Senedd. The budgets for these two programmes of work were ring-fenced to maintain transparency and manage the impact of large-scale unknowns within each programme, particularly Ways of Working, which is time sensitive and complex, with its constituent projects subject to full procurement exercises. Due to a change in the approach to procurement during the year, the Commission returned £0.500million to the Welsh Consolidated Fund to reflect an updated funding profile based on moving to a competitive dialogue process rather than the single-source procurement originally assumed within the budget.

This will deliver best value for money for the public purse, with a decision on the preferred solution expected towards the end of 2025.

The Audit Report for 2023-24 was unqualified and the annual report and accounts was scrutinised by the Public Accounts and Public Administration Committee in November 2024. We also continue to receive challenge from the Commission and Finance Committee around the level and use of Commission resources and have undertaken additional briefing sessions to the latter to keep them abreast of progress in the Ways of Working programme to secure accommodation for the Commission when the current lease on Tŷ Hywel comes to an end in 2032.

The Medium Term Resourcing Framework (MTRF) was refreshed for the year and provided an updated medium term view of resourcing pressures, making the distinction between budgets within the Commission's control, those that are ring-fenced for specific pieces of work and those that the Commission administer but do not necessarily influence, for example the budget for the Independent Remuneration Board's Determination. The MTRF enhances visibility of future year cost pressures and informs preparation of budgets.

It was noted by the Public Accounts and Public Administration Committee:

"...we were pleased to see that the Commission is taking forward medium-term planning on a rolling basis and look forward to seeing the results of this policy, particularly how efficiencies and savings are being realised. The Committee believes that the culture of continually improving processes and making efficiency savings needs to be reinforced within the Commission, and would like to see evidence of this before annual accounts scrutiny is undertaken by the Committee."

During the year, services have been focussed on service delivery and driving efficiency in the context of supporting a larger Senedd from 2026.

The Commission also had to deliver savings of £0.315million. The target was split between staff savings of £0.202million and non-staff savings of £0.113million. Target start dates for recruitment facilitated stronger management of staff budgets and non-staff budget reductions were applied at the start of the year and monitored throughout via budget manager meetings. The savings target was delivered successfully.

A key role of the Commission's Audit and Risk Assurance Committee is to review and recommend the signing of the Commission's accounts. The Committee also

receives an update on our financial position at each of its meetings from the Chief Finance Officer and information such as reports on scrutiny by Senedd Committees (as previously referenced in this section) and the Commission's responses are shared with its members in real time.

Risk identification and management

The system of internal control is based on a continuous process designed to identify, prioritise and effectively manage the risks to the achievement of the Commission's strategic goals and priorities. On risk management, the Commission largely follows guidance set out in HM Treasury's Orange Book: Management of Risk – Principles and Concepts. The policy and processes are being reviewed to ensure they align with the latest version of this best practice guidance.

A significant development during the year has been approval of a set of risk appetite statements by the Commission. This followed a rigorous process of consultation with subject matter experts and engagement with the Executive Board (with its members individually and collectively) and Leadership Team. The risk appetite statements will also be published internally and incorporated into our risk management documentation. Decision paper authors are starting to make reference to the risk appetite statements and we will monitor this during the year, providing guidance where necessary.

As part of our assurance gathering process to inform this statement, we produced a Risk Control Assurance Map whereby we mapped the controls for our corporate and most significant risks across the three lines of assurance (in line with HM Treasury guidance on Assurance Frameworks). This was reviewed by the Executive Board and presented to the Accounting Officer. Further details on this process can be found in the *Review of effectiveness of internal controls and governance arrangements* section of this statement.

This mapping exercise identified the need to ensure adequate third line/ independent assurance for some of our risks, which we have addressed by ensuring the internal audit plan is appropriately targeted to include risks which have had less independent scrutiny. This has led to the inclusion of audits on risks relating to Dignity and Respect, and Data Protection in 2025-26. The exercise also highlighted the need to review the description of risk controls, which will be taken forward during 2025-26. Given the identification of these improvements, we have reported a reasonable level of assurance on our Risk Management Framework. Future internal audit reviews of risk management will also inform further improvements to be addressed.

The Commission's most significant risks are captured in a Corporate Risk Register which is collectively owned by the Executive Board. The corporate risks are actively managed and regularly monitored by the relevant Director and their Heads of Service. The Corporate Risk Register is reviewed in its entirety by the Executive Board quarterly to ensure the controls are adequate and that progress is being made on further actions to improve the controls. This includes horizon scanning for new or emerging risks.

Below this, risks are captured, managed and monitored at a service level, and Heads of Service provide quarterly reports to their Directors outlining movements and details of any new or emerging risks. This provides an opportunity for Directors to challenge the risks and to decide whether any should potentially be escalated. The reports provide the basis for the quarterly risk review by the Executive Board. Programme and project related risks are reported to the Executive Board monthly.

Heads of Service, Directors and the Commission's Risk Manager are supported by a network of Risk Champions who meet quarterly as a Risk Management Forum. The Forum meetings include discussions on cross-cutting risks, the development of policy and processes and also the outcome of an annual peer review exercise whereby the Risk Champions review risks of other service areas.

The Commission's Audit and Risk Assurance Committee has maintained an overview of the effectiveness of risk management arrangements and has welcomed the continual assessment and visibility of risks, the dynamic nature of the risk register and the focus on change and uncertainty. It carries out reviews of corporate risks at its meetings and selects specific risks for a 'deep dive' assessment. In 2024-25 deep dives included risks relating to:

- the new HR/Payroll system;
- Senedd Reform;
- Artificial Intelligence;
- the Bay 32 project; and
- Senedd Reform Driven Estates Projects.

One area of continued focus by the Committee has been around cyber-security, providing independent challenge to the work we do to protect the Senedd against cyber-attack and denial of service. As well as reviewing detailed updates

on the corporate risk at each meeting, the Committee also considers annual internal audit reports on cyber-security, and follow up reports on the implementation of recommendations. Senior ICT officials also attend Committee meetings twice-yearly to provide further updates, including presentation of a detailed Cyber Security Assurance Report, and respond to scrutiny.

Other areas of focus for the Committee have been around our preparations for an expanded Seventh Senedd, the Ways of Working Programme and its component projects, and the project to implement a new HR/Payroll system. Corporate updates on these are provided by senior officials at each meeting, supplementing the detailed information on the risks. Programme Dashboards are also shared with the Committee.

Further details on the Audit and Risk Assurance Committee's focus on risk management can be found in its Annual Report.

Review of effectiveness of internal controls and governance arrangements

Assurance framework

The assurance process

The Commission's Assurance Framework has been in place for a number of years and has evolved over time. It has continued to provide an effective means of gathering and reviewing assurances on the effectiveness of internal control and governance arrangements. Based on the widely adopted three lines model, and in line with HM Treasury and other relevant guidance, the framework provides a structured and evidence-based approach to help us assess the strength of our internal controls. It also helps us to identify any internal controls, or assurance levels which need to be strengthened.

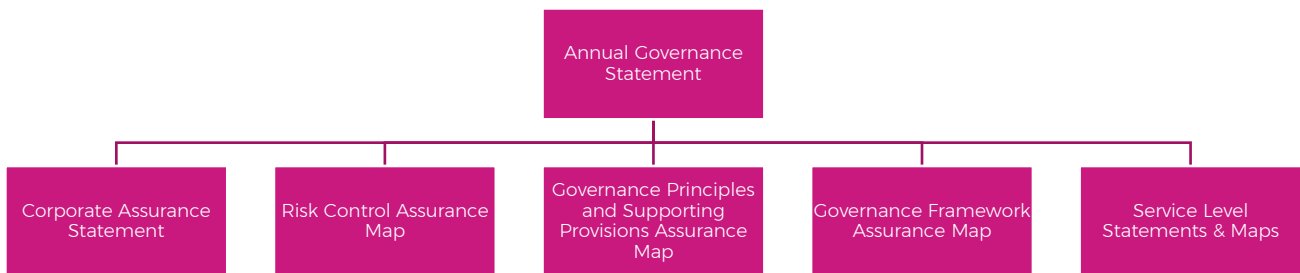
Core to this review is a self-review and challenge process carried out each year within and across directorates at various levels of management. The process starts with each service area mapping their levels of assurance. These maps, along with tools to test awareness of staff, are used to inform service-level assurance statements which are reviewed by Directors.

This year we have introduced a new approach at the corporate level, which culminated in production of a single Corporate Assurance Statement for the Accounting Officer to inform this Governance Statement.

The following assurance maps were also presented to the Accounting Officer as supporting documentation to evidence the statements made in the Corporate Assurance Statement (each of which contains an assessment of the levels of assurance i.e. Low, Reasonable, or High for the areas covered):

- Governance Framework Assurance Map - this provides evidence of the effectiveness of key elements of our Governance Framework and is a condensed version of the Corporate Assurance Map produced by Directors in 2023-24;
- Governance Principles and Supporting Provisions Assurance Map - this provides evidence of compliance against the each of the provisions in the Commission’s Governance Principles and Supporting Provisions; and
- Risk Control Assurance Map – this maps the key controls for our corporate and most significant risks across the three lines of assurance.

The overall body of evidence underpinning this Governance Statement is set out in the following diagram:



The Commission’s Independent Advisers (the Chair of the Commission’s Audit and Risk Assurance Committee and one other member of the Committee) carried out detailed scrutiny and challenge of the Corporate Assurance Statement and supporting documentation (assurance maps) which adds a further layer of assurance. The purpose of this annual assurance challenge exercise is to provide advice and support to the Accounting Officer in assessing:

- assurance levels on awareness of, and compliance with, governance principles, rules and procedures and the effectiveness of the governance and risk management arrangements;
- progress against areas identified for improvement; and
- areas for focus or strengthening.

The Independent Advisers' feedback on the process for gathering evidence to support the assurances provided has been positive and improvements identified will be addressed. This has included suggestions such as clarifying desirable levels of assurance and ensuring their alignment with risk appetite levels and third line/independent assurance.

This approach will be further evaluated and adapted to ensure it is fit for purpose ahead of next year's assurance gathering process.

The Governance team attends management meetings at Director and Head of Service level during the year. Alongside the assurance statement process, this helps to identify any areas which need further focus, awareness-raising or training. This is then addressed through further briefing or targeted training sessions. This all provides confidence that the principles of good governance are well understood and being applied across the Commission and that any areas of relative weakness are being addressed. A corporate governance induction session is also delivered to our new starters.

The assurance review outcome

The Corporate Assurance Statement, informed by the detailed assurance mapping exercises, (as referenced in *the assurance process* section), assesses the levels of assurance as follows:

- Effectiveness of Governance – reasonable level of assurance;
- Accountability – high level of assurance;
- Risk Management – reasonable level of assurance;
- Internal Controls – high level of assurance;
- Financial Management – high level of assurance; and
- Delegations – high level of assurance.

Based on this, an overall high level of assurance has been reported in the conclusion of the Corporate Assurance Statement.

A reasonable level of assurance does not imply any systemic weakness. For those assessed as having reasonable levels of assurance, areas for improvement have been identified and actions have been agreed to address these. Progress against

these actions will be presented to Executive Board in the autumn and at the year end, and these will be shared with the Audit and Risk Assurance Committee.

The 2024-25 review concluded that the process for gathering and reporting on assurances remained effective and demonstrated continuous improvement and maturity.

Assurance on other governance areas

The Commission continues to use internationally recognised codes, frameworks, standards and guidance to guide our governance, management of risk, and assurances. These are referenced in the relevant areas of this statement.

The Chief Finance Officer produced an Annual Report on Fraud and presented this, along with updates on the Fraud, Corruption and Bribery Policy and Whistleblowing Policy to the Audit and Risk Assurance Committee. No incidents of fraud or whistleblowing have been reported during 2024-25. The report took the findings of the Counter Fraud Health Check internal audit review into account, actions from which will be implemented during the year.

The Commission carries out formal compliance monitoring against legal and regulatory obligations, reports on which are published on the Commission's website. Examples of this are the Diversity and Inclusion Annual Report, the Official Languages Scheme Annual Report, and the Annual Environmental Report. A Senior Information Risk Owner (SIRO) Annual Report is also produced and presented to the Audit and Risk Assurance Committee.

Independent Assurance

Internal audit

During 2024-25, the Commission formalised the move to an outsourced model for its internal audit services and appointed a Director of the third-party internal audit service provider as its Chief Audit Executive. The Chief Finance Officer oversees internal audit strategies, plans and performance, ensuring audits are targeted on a timely and relevant basis in accordance with work programmes and risks.

Internal Audit has delivered a programme of audits during 2024-25. Below is a list of the audit reviews completed, and those in progress at the time of writing:

- Programme and Project Governance - an advisory audit
- Members' Expenses

- Counter Fraud Health Check
- Procurement
- Complaints and Compliments
- Cashflow, Treasury and Banking Administration
- Communications and Engagement
- Strategic Planning
- Cyber-security.

At the time of writing this statement, reports on the following audit reviews are yet to be received: Payroll and Pensions; and Programme and Project Governance (formal audit).

Internal audit reports continue to identify a small number of areas where improvements to the control environment can be made and highlight areas where the Commission demonstrates good practice in terms of the systems and controls in place. Where weaknesses or issues are identified, management continues to take positive action to address audit recommendations. No significant concerns were raised in the audit reports during the year.

The Commission's Chief Audit Executive and Audit Wales (the external auditors) continue to have an effective working relationship in line with a joint working protocol. As part of its risk assessment, Audit Wales takes into account the work undertaken during the year by Internal Audit.

The Chief Audit Executive attends all meetings of the Audit and Risk Assurance Committee and attends other corporate meetings as appropriate. The Chief Audit Executive's Annual Report and Opinion was presented to the Committee. It concludes that the Senedd Commission has adequate and effective risk management, governance and control processes. The Audit and Risk Assurance Committee considered the report to be a good assessment of work undertaken during the year.

Independent Advisers

The Commission's Independent Advisers¹⁰ provide support and constructive challenge to the Commission and its work. Aside from their important advisory roles on the Audit and Risk Assurance Committee and the Remuneration Committee they have participated in a number of senior recruitment campaigns, our staff recognition awards, and provided challenge to the Executive Board as part of the assurance statement process. They have also supported our work by bringing their expertise to specific issues.

As part of its role in reviewing audit activity, the Audit and Risk Assurance Committee also assesses the independence of both internal and external auditors. The Committee receives assurances on this from the Chief Audit Executive, including through his Annual Report and Opinion, and from Audit Wales through the submission of the Annual Audit Strategy which contains a section on independence.

Also included in the Committee's work programme is an annual private session with Audit Wales, providing a further opportunity to discuss the external audit process. This is in addition to the discussions of the process during the formal Committee meetings. Additionally, there are opportunities for representatives from Audit Wales and the Commission's Chief Finance Officer to debrief the Committee after the annual lessons learned session held between the Finance team and the external audit team.

In line with HM Treasury guidelines on Audit and Risk Assurance Committees, the Committee also holds annual private sessions with the Chief Audit Executive and the Accounting Officer.

External sources of assurance

The results of independent external recognition activities are also important to the Commission and reflect the inclusive culture and environment in which Commission staff work. Further information on this is included under Diversity and Inclusion within the Performance Analysis section of the Annual Report.

¹⁰ <https://senedd.wales/commission/independent-advisers/?CId=386&Year=2015>

Areas of focus and development for 2025-26

During the next year, we will continue to take forward our priorities as set out in the Commission's Strategy and Corporate Plan, whilst responding to a dynamic public funding and constitutional landscape.

Specific areas of governance for focus and development for 2025-26 will include:

- ensuring appropriate governance structures are in place to facilitate effective monitoring and reporting on delivery of the Change Strategy;
- reviewing the Commission's portfolio of strategies to ensure they are appropriately aligned;
- reviewing and updating risk management processes, to include incorporation of risk appetite statements and a fundamental review of controls; and
- evaluating the provision of internal audit services.

Concluding statement

This statement provides assurance that the ways in which we have delivered our objectives in pursuit of our strategic goals have been effective.

I welcome the changes in terms of the governance structures around our major programmes which add clarity to the decision-making authority and reporting lines.

I also welcome the development and approval of risk appetite statements which will help to inform and provide a steer on decision-making and the latest evolution of the assurance gathering process which has provided a rich source of evidence to inform this statement. Both of these developments demonstrate that we are an organisation committed to continuous learning and improvement.

I am satisfied that any weaknesses identified through our assurance processes have been addressed or are in the process of being addressed. I am confident that, over the course of the year, we have maintained high standards of governance and that our internal controls and systems and processes within our governance framework have operated effectively.

Manon Antoniazzi
Chief Executive and Clerk of the Senedd
Date: 4 July 2025

Remuneration and Staff

This section of the report sets out financial information and commentary about Commission office-holders, staff and others paid by the Commission.

Remuneration Policy

The Independent Remuneration Board (the Board) established by *The National Assembly for Wales (Remuneration) Measure 2010* (the Measure) has responsibility for setting Members' Pay and Allowances. Dr Elizabeth Haywood was appointed Chair of the Board in September 2020 for a five year term.

The Chair receives a day rate of £400. The four other members of the Board (Dame Jane Roberts, Michael Redhouse (until January 2025 when he sadly passed away), Hugh Widdis and Sir David Hanson) are eligible for a day rate of £310¹¹.

As an independent Board, it publishes its own Annual Report and arrangements for this are set out in the Measure.

Senedd Members' base salary for the 2024-25 financial year was set at £72,057 (2023-24, £69,958). Members' salaries are adjusted in April of each year in accordance with ASHE (Annual Survey of Hours and Earnings), subject to the adjustment being no lower than 0 per cent and no higher than 3 per cent. The increase applied to 2024-25 was 3 per cent.

Due to the continued impact of the cost of living crisis, the Remuneration Board took the decision in 2024-25 to remove the 'cap' on the pay for Members' Support Staff. The pay uplift applied was therefore 5.7% for the year.

¹¹ Hugh Widdis does not claim a daily rate for his work on the Board.

The following positions were entitled to additional salaries as follows:

Position	From 1 April 2024	From 1 April 2023
Llywydd (Presiding Officer)	£46,160	£44,816
Deputy Presiding Officer	£23,644	£22,955
Senedd Commissioners	£14,636	£14,210
Committee Chairs (higher) ¹²	£14,636	£14,210
Committee Chair (lower) ¹²	£9,751	£9,467
Business Committee Member	£9,751	£9,467

This table is subject to audit

From 1 April 2024 a leader of a political group without an executive role received an additional office holder's allowance calculated using a base level of £14,636 (2023-24, £14,210) plus an additional £1,126 (2023-24, £1,093) for every member of the group to a maximum additional salary of £40,536 (2023-24, £39,350).

The Commission does not provide any benefits-in-kind. Members of the Senedd are members of the Members of the Senedd Pension Scheme for which separate annual accounts are published via the Senedd website¹³.

The Commission pays the salaries and related costs of Welsh Ministers and the Counsel General and they are charged to the Commission's resource accounts for administrative efficiency. The Welsh Government Consolidated Resource Accounts contain the disclosure information.

Commission office holders

The Commission was established in May 2007 under Section 27 of the *Government of Wales Act 2006* (the 2006 Act). The Commission is made up of

¹² Committees were Children, Young People and Education; Climate Change, Environment and Infrastructure; Culture, Communications, Welsh Language, Sport and International Relations; Economy, Trade and Rural Affairs; Equality and Social Justice; Finance; Health and Social Care; Legislation, Justice and Constitution; Local Government and Housing; Petitions; Public Accounts and Public Administration; Standards of Conduct; Wales Covid 19 Inquiry Special Purpose Committee

The chairs / co-chairs of five committees are not remunerated for chairing those committees as they receive other additional office holder salaries and Members are only entitled to one office holder salary. They are the Business Committee, Scrutiny of the First Minister Committee, the Llywydd's Committee, the Reform Bill Committee and the Wales Covid-19 Inquiry Special Purpose Committee

¹³ <https://senedd.wales/how-we-work/about-members-of-the-senedd/members-of-the-senedd-pension-scheme-the-scheme/>

five Commissioners: the Llywydd, who chairs the Commission, and four other Members of the Senedd appointed by the Senedd. The Commissioners who served during 2024-25 are listed on pages 14 - 15.

Their pension details are not included in the details below because only part of their remuneration related to their roles as Commissioners. Their accrued pension and Cash Equivalent Transfer Values (CETV) as Commissioners cannot be disaggregated from the total amounts accrued.

The salary costs for the Llywydd and the Deputy Presiding Officer¹⁴ are a direct charge on the Welsh Consolidated Fund and are not charged to the Commission's resource accounts.

Table 1: Single total figure of remuneration

Name and title	Salary		Pension Benefits ^{15, 16}		Total ¹⁷	
	2024-25 £'000	2023-24 £'000	2024-25 £'000	2023-24 £'000	2024-25 £'000	2023-24 £'000
Elin Jones MS - Llywydd	115-120	110-115	44	15	160-165	125-130
David Rees MS - Deputy Presiding Officer - from 12 May 2021	95-100	90-95	33	17	125-130	105-110

¹⁴ <https://senedd.wales/senedd-business/deputy-presiding-officer/>

¹⁵ The value of pension benefits accrued during the year is calculated as (the real increase in pension multiplied by 20) less (the contributions made by the individual). The real increase excludes increases due to inflation or any increase or decrease due to a transfer of pension rights. (Pension benefits are shown to the nearest £1,000).

¹⁶ Some members may incur Annual Allowance tax charges as a result of pension accrual during the accounting period

¹⁷ Members affected by the McCloud Judgment Remedy have been offered an immediate choice to remain in the CARE (Career Average) Scheme or return to the Final Salary section of the Members of the Senedd Pension Scheme for the Remedy Period. Any change to benefits as a result of their decision under the Remedy will be reflected in next year's disclosures once they have had an opportunity to make their choice under the Remedy.

Table 2: Llywydd and Deputy Presiding Officer – pension benefits

Name and title	Real increase / (decrease) in pension	Total accrued member	CETV at 31 March 2025	CETV at 31 March 2024 ¹⁸	Real increase / (decrease) in CETV
	£'000	£'000	£'000	£'000	£'000
Elin Jones MS – Llywydd	2.5-5.00	60-65	1050	965	28
David Rees MS - Deputy Presiding Officer – from 12 May 2021	0-2.5	25-30	494	464	26

Table 1 and Table 2 are subject to audit

The Clerk of the Senedd (appointed under Section 26 of the 2006 Act) is the Chief Executive of the Commission and its Principal Accounting Officer. In practice the Commission has delegated its operational responsibilities to the Chief Executive and Clerk, with some exceptions. Its staff are appointed under paragraph 3 of Schedule 2 to the 2006 Act. The Commission is independent of Ministers of the Welsh Government.

The Commission has a statutory duty to ensure that the Senedd is provided with the property, staff and services it requires to undertake its obligations. This ensures the Senedd and its committees can convene, encourage public awareness of and engagement with the democratic process and support the aspiration to make the Senedd an accessible and effective parliamentary body that inspires the confidence of the people of Wales.

Independent Advisers and Committee members

The Senedd Commission appoints Independent Advisers to ensure that Commissioners and the Senedd’s senior management team are supported and constructively challenged in their roles. The Independent Advisers who served during 2024-25 are listed on pages 16-17.

¹⁸ The amounts shown in the CETV at March 2024 have been restated to reflect the change to the CETV actuarial factors which were reviewed following the 2023 actuarial valuation and updated at 31 July 2024.

Commission senior staff

Appointments of Commission staff, on terms and conditions set by the Commission, are made on merit on the basis of fair and open competition. This approach is in line with civil service arrangements. Staff are not members of the Civil Service but are entitled to benefits under the Civil Service pension arrangements.

The Commission's senior staff are shown in the table below. These director-level posts were agreed in accordance with the Commission's Instrument of Delegation. Directors have declared that they hold no significant third party interests that may conflict with their duties.

The senior managers covered by this report hold appointments which are open-ended. Early termination, other than for misconduct or resignation, would result in the individual receiving compensation as set out in the Civil Service Compensation Scheme. One senior manager left the Commission during 2024-25 at a cost, approved by the Commission and included in the accounts of £40 – 45,000.

The role of Chief Legal Adviser was created and Huw Williams was appointed to the role on 1 April 2022. His new role was noted in the 2023-24 Annual Report and Accounts but for full transparency, his details have been provided as for the other Senior Staff in this report.

Name	Title and attendance at meetings
Manon Antoniazzi	Chief Executive and Clerk of the Senedd Manon Antoniazzi attended nine out of nine Commission meetings, four out of four Audit and Risk Assurance Committee meetings and one out of one Remuneration Committee meetings.
Siwan Davies (until 10 January 25)	Deputy Chief Executive and Clerk and Director of Senedd Business - none attended during the period.
Siân Wilkins (29 April – 17 November 24)	Interim Director of Senedd Business Siân Wilkins attended two out of nine Commission meetings, none out of four Audit and Risk Assurance Committee meetings. She did not attend the single Remuneration Committee meeting.

Name	Title and attendance at meetings
Matthew Richards (18 November 2024 – present)	Interim Director of Senedd Business Matthew Richards attended four out of nine Commission meetings, one out of four Audit and Risk Assurance Committee meetings. He did not attend the single Remuneration Committee meeting.
Arwyn Jones	Director of Communications and Engagement Arwyn Jones attended nine out of nine Commission meetings, four out of four Audit and Risk Assurance Committee meetings. He did not attend the single Remuneration Committee meeting.
Ed Williams	Director of Senedd Resources Ed Williams attended nine out of nine Commission meetings, four out of four Audit and Risk Assurance Committee meetings. He did not attend the single Remuneration Committee meeting.
Huw Williams	Chief Legal Adviser Huw Williams attended none of the nine Commission meetings and none out of the four Audit and Risk Assurance Committee meetings. He did not attend the single Remuneration Committee meeting.

Aside from the Chief Executive and Clerk of the Senedd, the directors and Chief Legal Adviser do not attend all Commission and Committee meetings. They attend relevant meetings that correspond to their individual responsibilities.

Table 3: Single total figure of remuneration

Name	Salary (£'000)		Pension benefits (to the nearest £1,000) ¹⁹		Total	
	2024-25	2023-24	2024-25	2023-24	2024-25	2023-24
Manon Antoniazzi	175-180	170-175	69	66	240-245	235-240
Siwan Davies²⁰	105-110	125-130	46	49	150-155	175-180
Siân Wilkins²¹	30-35	n/a	13	n/a	45-50	n/a
Matthew Richards²¹	35-40	n/a	42	n/a	75-80	n/a
Arwyn Jones	110-115	110-115	45	44	155-160	155-160
Ed Williams	110-115	100-105	45	41	155-160	145-150
Huw Williams²²	65-70	65-70	27	9	95-100	75-80

This table is subject to audit.

“Salary” includes gross salary, overtime, recruitment and retention allowances.

The Chief Executive and Clerk of the Senedd and the directors do not receive any bonus payments or benefits-in-kind.

¹⁹ The value of pension benefits accrued during the year is calculated as (the real increase in pension multiplied by 20) less (the contributions made by the individual). The real increase exclude increases due to inflation or any increase or decreases due to a transfer of pension rights.

²⁰ Siwan Davies left the Commission on 10 January 2025. The exit package was accounted for as an expense in the Statement of Comprehensive Net Expenditure and is also disclosed in the Remuneration and Staff Report (table 7), as per the FReM requirements. Her total remuneration for the year included £71,320 relating to her departure. £41,830 was an extra-contractual payment with the remainder relating to pay in lieu of notice and accrued annual leave. Her salary for 10 months was £105,519, and the full year equivalent £143,318.

²¹ Sian Wilkins' appointment was from 29 April 2024 to 17 November 2024, her salary for 6 months was £34,544, and the full part time year equivalent £62,997. Matthew Richards' appointment was from 18 November 2024, his salary for 5 months was £36,076, and the full year equivalent £97,651.

²² Huw Williams is a 0.6 FTE; his costs are not grossed up to FTE

Commission staff salaries

Salaries (or “pay”) are the annualised, full-time equivalent remuneration of all staff (including temporary staff) as at 31 March 2025. Pay does not include employer’s National Insurance, pension contributions, severance payments, employer pension contributions and the cash equivalent transfer value of pensions.

There were no benefits-in-kind, performance pay or bonuses payable in 2024-25 or in 2023-24.

Pay information	2024-25 £	2023-24 £
Mid-point of the banded remuneration of the highest paid director	177,500	172,500
Percentage change in the mid-point of the banded remuneration of the highest paid director from the previous financial year	2.90%	2.99%
Percentage change in the average FTE employee pay (excluding the highest paid director) from the previous financial year	4.90%	2.65%
Pay of an employee whose pay is on the 25th percentile of pay of all employees for the financial year	34,034	31,884
Pay of an employee whose pay is on the 50th percentile of pay of all employees for the financial year	42,634	41,393
Pay of an employee whose pay is on the 75th percentile of pay of all employees for the financial year	53,935	52,364

This table is subject to audit.

The relationship between the mid-point of the banded remuneration of the highest-paid director during the year ended 31 March 2025 and the pay of an employee on the 25th, 50th and 75th percentile of all Commission staff is disclosed in the following table.

Pay Ratio Information	25 th percentile pay ratio	Median pay ratio	75 th percentile pay ratio
2024-25	5.22:1	4.16:1	3.29:1
2023-24	5.41:1	4.17:1	3.29:1

This table is subject to audit.

The 25th percentile ratio has decreased by 3.51 per cent and the median has decreased by 0.24% compared to the prior year, the 75th percentile ratio has remained the same. The ratios are fairly static compared to the previous year as they are all comparisons between top of the relevant pay bands so have all increased by the same proportion. The highest salary increased by 3 per cent as per the pay award.

In 2024-25 and 2023-24 there was no remuneration paid in excess of the highest-paid director. Remuneration ranged from £24,500, which ensured that employees received a Living Wage, to £176,000 (2023-24, £23,000 to £170,000).

Pensions

Table 4: Senior management – pension benefits

Real increase in pension ²³ £'000	Total accrued pension ²⁴ £'000	CETV at 31 March 2025 ²⁵ £'000	CETV at 31 March 2024 £'000	Real increase in CETV £'000
Chief Executive and Clerk of the Senedd: <i>Manon Antoniazzi</i>				
2.5-5	45-50	737	622	53
Deputy Chief Executive and Clerk and Director of Senedd Business <i>Siwan Davies</i>				
2.5-5	15-20	261	206	32
Interim Director of Senedd Business: <i>Sian Wilkins</i>				
0-2.5	0-5	74	58	11
Interim Director of Senedd Business: <i>Matthew Richards</i>				
0-2.5	30-35	570	529	36
Director of Communications and Engagement: <i>Arwyn Jones</i>				
2.5-5	10-15	180	137	24
Director of Senedd Resources: <i>Ed Williams</i>				
2.5-5	5-10	123	78	31
Chief Legal Adviser: <i>Huw Williams (Joined Pension scheme on 01/12/2023)</i>				
0-2.5	0-5	33	8	19

This table is subject to audit.

Accrued pension benefits included in this table for any individual affected by the Public Service Pensions Remedy have been calculated based on their inclusion in the legacy scheme for the period between 1 April 2015 and 31 March 2022,

²³ Real increase in pension and related lump sum at pension age.

²⁴ Total accrued pension at pension age and related lump sum at 31 March 2025 for current post holders and at date they ceased to hold office for previous post holders.

²⁵ The value of pension benefits accrued during the year is calculated as (the real increase in pension multiplied by 20) plus (the real increase in any lump sum) less (the contributions made by the individual). The real increases exclude increases due to inflation or any increase or decreases due to a transfer of pension rights.

following the McCloud judgment. The Public Service Pensions Remedy applies to individuals that were members, or eligible to be members, of a public service pension scheme on 31 March 2012 and were members of a public service pension scheme between 1 April 2015 and 31 March 2022. The basis for the calculation reflects the legal position that impacted members have been rolled back into the relevant legacy scheme for the remedy period and that this will apply unless the member actively exercises their entitlement on retirement to decide instead to receive benefits calculated under the terms of the Alpha scheme for the period from 1 April 2015 to 31 March 2022.

Civil Service pensions

Pension benefits are provided through the Civil Service pension arrangements. Before 1 April 2015, the only scheme was the Principal Civil Service Pension Scheme (PCSPS), which is divided into four different sections – classic, premium, and classic plus provide benefits on a final salary basis, whilst nuvos provides benefits on a career average basis. From 1 April 2015 a new pension scheme for civil servants was introduced – the Civil Servants and Others Pension Scheme or alpha, which provides benefits on a career average basis. All newly appointed civil servants, and the majority of those already in service, joined the new scheme.

The PCSPS and alpha are unfunded statutory schemes. Employees and employers make contributions (employee contributions range between 4.6% and 8.05%, depending on salary). The balance of the cost of benefits in payment is met by monies voted by Parliament each year. Pensions in payment are increased annually in line with the Pensions Increase legislation. Instead of the defined benefit arrangements, employees may opt for a defined contribution pension with an employer contribution, the partnership pension account.

In alpha, pension builds up at a rate of 2.32% of pensionable earnings each year, and the total amount accrued is adjusted annually in line with a rate set by HM Treasury. Members may opt to give up (commute) pension for a lump sum up to the limits set by the Finance Act 2004. All members who switched to alpha from the PCSPS had their PCSPS benefits ‘banked’, with those with earlier benefits in one of the final salary sections of the PCSPS having those benefits based on their final salary when they leave alpha.

The accrued pensions shown in this report are the pension the member is entitled to receive when they reach normal pension age, or immediately on ceasing to be an active member of the scheme if they are already at or over normal pension age. Normal pension age is 60 for members of classic, premium, and classic plus,

65 for members of nuvos, and the higher of 65 or State Pension Age for members of alpha. The pension figures in this report show pension earned in PCSPS or alpha – as appropriate. Where a member has benefits in both the PCSPS and alpha, the figures show the combined value of their benefits in the two schemes but note that the constituent parts of that pension may be payable from different ages.

When the Government introduced new public service pension schemes in 2015, transitional arrangements treated existing scheme members differently based on their age. Older members of the PCSPS remained in that scheme, rather than moving to alpha. In 2018, the Court of Appeal found that the transitional arrangements in the public service pension schemes unlawfully discriminated against younger members.

As a result, steps are being taken to remedy those 2015 reforms, making the pension scheme provisions fair to all members. The public service pensions remedy is made up of two parts. The first part closed the PCSPS on 31 March 2022, with all active members becoming members of alpha from 1 April 2022. The second part removes the age discrimination for the remedy period, between 1 April 2015 and 31 March 2022, by moving the membership of eligible members during this period back into the PCSPS on 1 October 2023. This is known as “rollback”.

For members who are in scope of the public service pension remedy, the calculation of their benefits for the purpose of calculating their Cash Equivalent Transfer Value and their single total figure of remuneration, as of 31 March 2023 and 31 March 2024, reflects the fact that membership between 1 April 2015 and 31 March 2022 has been rolled back into the PCSPS. Although members will in due course get an option to decide whether that period should count towards PCSPS or alpha benefits, the figures show the rolled back position i.e., PCSPS benefits for that period.

The partnership pension account is an occupational defined contribution pension arrangement which is part of the Legal & General Mastertrust. The employer makes a basic contribution of between 8% and 14.75% (depending on the age of the member). The employee does not have to contribute but, where they do make contributions, the employer will match these up to a limit of 3% of pensionable salary (in addition to the employer’s basic contribution). Employers also contribute a further 0.5% of pensionable salary to cover the cost of centrally provided risk benefit cover (death in service and ill health retirement).

Further details about the Civil Service pension arrangements can be found at the website [**www.civilservicepensionscheme.org.uk**](https://www.civilservicepensionscheme.org.uk)

The Cash Equivalent Transfer Value (CETV)

A Cash Equivalent Transfer Value (CETV) is the actuarially assessed capitalised value of the pension scheme benefits accrued by a member at a particular point in time. The benefits valued are the member's accrued benefits and any contingent spouse's pension payable from the scheme. A CETV is a payment made by a pension scheme or arrangement to secure pension benefits in another pension scheme or arrangement when the member leaves a scheme and chooses to transfer the benefits accrued in their former scheme. The pension figures shown relate to the benefits that the individual has accrued as a consequence of their total membership of the pension scheme, not just their service in a senior capacity to which disclosure applies.

The figures include the value of any pension benefit in another scheme or arrangement which the member has transferred to the Civil Service pension arrangements. They also include any additional pension benefit accrued to the member as a result of their buying additional pension benefits at their own cost.

CETVs are worked out in accordance with The Occupational Pension Schemes (Transfer Values) (Amendment) Regulations 2008 and do not take account of any actual or potential reduction to benefits resulting from Lifetime Allowance Tax which may be due when pension benefits are taken.

Real increase in CETV

This reflects the increase in CETV that is funded by the employer. It does not include the increase in accrued pension due to inflation, contributions paid by the employee (including the value of any benefits transferred from another pension scheme or arrangement) and uses common market valuation factors for the start and end of the period.

Pension liabilities

The treatment of pension liabilities and details of the relevant pension schemes are set out in the Statement of Accounting Policies within these accounts.

Staff numbers

Staff numbers by category

All senior managers and staff are employees of the Commission. The average number of full time equivalent persons employed by the Commission across the year (including senior management) was as follows:

Table 5: Average full time equivalent staff

Category	2024-25	2023-24*
Employed staff	471.90	457.57
Agency staff	0.08	1.50
Seconded staff	1.15	5.75
Temporary/casual staff	10.07	15.08
Total	484.91	479.90

*2023-24 figures have been re-stated

This table is subject to audit.

At the end of the financial year, the Commission employed 490.1 full time equivalent staff (31 March 2024: 486.6).

Table 6: Off-payroll appointments

Off-payroll engagements for more than £245 per day as at 31 March 2025	31 March 2025 No.
Number of existing engagements	1
Number of temporary off-payroll workers engaged at any point during the year ended 31 March 2025	2024-25 No.
Number	2
Of which: Subject to off-payroll legislation and determined as in-scope of IR35	2

There was one off-payroll engagement of board members or senior officials with significant financial responsibility between 1 April 2024 and 31 March 2025 which was the Chief Finance Officer who was appointed on an interim basis to assist

whilst recruitment was undertaken to fill the post permanently (2023-24 – one Interim Chief Finance Officer, November 2022 – June 2023).

Table 7: Exit Packages

	Compulsory Redundancy		Other Departures	
	31 March 2025	31 March 2024	31 March 25	31 March 2024
<£10,000	-	-	-	-
£10,000-£25,000	-	-	-	-
£25,000-£50,000	-	-	1	-
£50,000-£100,000	-	-	-	-
£100,000-£150,000	-	-	-	-
£150,000-£200,000	-	-	-	-
Total Packages	-	-	1	-
Total Cost (£000)	-	-	£42	£-

There was one exit package agreed and paid during the year at a value of £41,830 (nil 2023-24)

Table 8: Staff composition by gender and band*

Category		31 March 2025			
	Female	Male	Non-binary	Other Gender Identity	Total
Directors	1	4	-	-	5
Staff	263	242	-	-	505
Total	264	246	-	-	510

Category		31 March 2024			
	Female	Male	Non-binary	Other Gender Identity	Total
Directors	2	3	-	-	5
Staff	264	242	-	-	506
Total	266	245	-	-	511

*In the tables above staff employed are reported as full time equivalent numbers. However, the gender breakdown is reported as actual numbers.

Independent advisers are not included in the FTE figures or gender breakdown above.

Sickness absence data

The Commission is committed to supporting and managing employees who are absent from work due to ill health or sickness. This means striving to create an environment that provides for open and constructive communication and support for employees' wellbeing to allow them to bring their whole selves to work. We continue to implement our 2022-25 Wellbeing Strategy, which provides for a strategic approach to the planning and management of wellbeing interventions, as well as allowing for the assessment of the impact of these activities.

In 2024 Wellbeing Pulse Surveys were undertaken in Spring and Autumn terms, which allow us to monitor the wellbeing of our staff, put in place responsive interventions, and monitor the overall effectiveness of our Wellbeing Strategy. A

comprehensive review of the Wellbeing Strategy was undertaken in August, which enabled us to further refine the strategy for the remainder of the strategy term.

We place a high value on the health and wellbeing of our employees and we are committed to ensuring that these needs are supported and managed with due consideration to the operational needs of the Commission. Absenteeism exacts a high cost and impact on the Commission and our employees and it is in everyone's interest to maximise attendance. We have in place procedures to manage absence to ensure that a fair, consistent and, where appropriate, robust approach is taken to manage absence in the Senedd. This year we have undertaken a review and updated our sickness absence management policy. We have now put in place a Long Term Sickness Policy, a Short Term Sickness policy, and enhanced guidance for managers. As a result, training will be implemented for managers later in the year.

The sickness absence rate for the year decreased to an average of 6.6 days lost per person (in 2023-2024 it was 8.6 days lost per person). This is lower than the Civil Service benchmark (8.1 days) that we use to monitor sickness absence as a whole. Absence related to mental health now accounts for 1,517 days lost (45.9 per cent of total absence), which represents a return to pandemic levels in 2020-21 where mental health absence accounted for 40 per cent of total absence. The Senedd's MINDFUL network have continued to hold virtual drop-in sessions, creating a space for general chat and advice to all as and when needed, as well as on site sessions.

The HR, Estates and ICT Services continue to work together to ensure that staff working remotely have appropriate display screen equipment (DSE), including any reasonable adjustments and ergonomic requirements. The Senedd uses an online DSE portal to ensure that all staff have up to date DSE assessments, whether working remotely or on the estate.

Staff Turnover data

Turnover has increased slightly over the last 12 months to 6.5% per cent (2023-24 6 per cent). This is below the UK average for the voluntary resignation rate (10.3 per cent in 2024 according to **Xpert HR**). This year's turnover rate of 6.5 per cent is equal to the average turnover rate of the last 4 financial years. Prior to the pandemic turnover was 9.7 per cent in 2018-19.

Staff Engagement Indicators

Following the Senedd Commission Staff Survey in March 2023, it was agreed that our annual staff surveys move to an 18-month cycle, complemented by semi-annual pulse surveys. This adjustment has delivered several advantages. It fosters a more agile and responsive approach to employee feedback, allowing us to stay attuned to the evolving needs and concerns of our colleagues. The 18-month cycle provides sufficient time for action plans and tangible changes to be implemented and assessed, while the six-month pulse surveys act as vital checkpoints to gauge the impact of our initiatives and swiftly address any emerging issues. This approach not only promotes continuous improvement but also reduces survey fatigue among our staff, as it strikes a balance between gathering comprehensive data and respecting their time. It reflects our commitment to nurturing a dynamic and engaging work environment, where employee voices are heard and acted upon regularly.

The survey provides insight into the employee experience of working in the Senedd and helps identify areas for improvement so we can implement change based on employee feedback. In September 2024, we once again partnered with WorkL to undertake the survey, combining their expertise with our specific needs. This partnership has allowed us to continue to benchmark our results against a wider range of comparable organisations, including the civil service.

The survey is based on a framework which measures six core themes: Reward and Recognition; Information Sharing; Empowerment; Wellbeing; Instilling Pride and Job Satisfaction. Once again, the results demonstrate that teams work flexibly, and support each other through challenge and change, and overwhelmingly, colleagues are proud to work at the Senedd. This year's Workplace Engagement Score continues to be positive (74 per cent) and compares favourably with the Public Sector comparator score (70 per cent).

To effectively implement this transition, we have leveraged our Staff Engagement Network (Engage) as a pivotal support system. This network serves as a conduit for disseminating information about the new survey approach, ensuring that employees understand its purpose and benefits. Additionally, the Engage network plays a vital role in encouraging active participation in both the annual surveys and the pulse surveys. Advocates and leaders within the network help foster a culture of continuous feedback, answering questions, addressing concerns, and highlighting the importance of staff input in shaping our organisation. The Staff Engagement Network's reach and influence makes it an invaluable tool in promoting a more dynamic and inclusive feedback system, aligning perfectly with

the proposed survey cycle and further enhancing our employee engagement efforts.

Disability

EMBRACE, the Senedd's workplace equality network for disability, provides peer support, awareness raising activities, generates and contributes to policy development through providing insight and challenge. We also have a Senior Champion for disability who works closely with our network and advocates for disability equality at senior decision-making level.

We have measures in place to support employees who identify as having a disability. We are a Disability Confident Employer. Our Recruitment Policy references our guaranteed interview position for applicants who meet the minimum criteria requirements for roles, which also applies internally for employees seeking promotion. Candidates are invited to discuss with the Recruitment Team any individual requirements to support accessibility throughout all aspects of the recruitment process and are made where required.

Workplace adjustments are made, wherever possible, following discussions between employees and managers for new starters, employees in post or those returning to work following injury or illness that may have an impact on their ability to do their work. This could involve adjustments to working patterns and/or modified equipment and assistive technology that takes account of remote or on-site working. Disabled employees will be provided with a Personal Emergency Evacuation Plan (PEEP) when ordinarily located on our estate. Our estate has hearing loop systems in multiple locations and accessible signage. Regular access audits are conducted on our estate.

Trade union relationships

The Senedd Partnership Forum is a body consisting of Management and Trade Union Side (TUS) representatives and is based on the principle that the aims and objectives of an organisation are best achieved by management and employees, represented by their recognised trade unions, working together cooperatively to achieve shared goals, for example ongoing review and updating of HR policies.

Formal Partnership meetings take place once every half term, with regular less formal meetings each term, to provide an opportunity to discuss the breadth of issues across the Commission and ensure that TUS are consulted with and engaged appropriately. This year, TUS and management side successfully agreed

a pay deal for 2025-26, including a targeted uplift in pay for some staff backdated to April 2024; a 5% pay increase for all staff for 2025-26; enhancements to maternity and paternity leave / pay; agreement to signing the 'Dying to Work' charter; agreement as to an adjusted way of calculating the rate of unpaid leave; and an increase to allowance rates when staying away for work.

Diversity and Inclusion

The Commission's Diversity and Inclusion Strategy 2022-2026 outlines four priority objectives for this Senedd term: Diversity and Inclusion underpins our everyday activities and strategic planning; a representative, inclusive place to work; values-led leadership and culture; and an inclusive, accessible Parliament for the people of Wales.

One of our longstanding priorities is to ensure that our workforce is representative of the society it serves, and we are working to address the underrepresentation of ethnic minority people in our workforce, particularly at senior decision-making level. Activities include broadening our talent pipeline, enhancing our employer brand and working with trusted partners to engage more closely as a potential employer of choice with local communities. This year we have welcomed our third cohort of YMLAEN interns, our graduate programme for ethnic minority graduates.

Further information on our work to embed diversity and inclusion in our work to be an exemplar employer supporting an inclusive parliament can be found in our Diversity and Inclusion Annual Report.

Manon Antoniazzi
Chief Executive and Clerk of the Senedd
Date: 4 July 2025

Accountability and Audit

Statement of Senedd supply and supporting notes

a) Summary of Resource Outturn 2024-25

		Budget	Outturn	2024-25	2023-24
		Total	Total	Net total outturn compared with budget: under spend / (excess)	Outturn
		£'000	£'000	£'000	£'000
Resources for use by the Senedd Commission	Note SOS 01	51,446	50,739	707	46,360
Election related costs	Note SOS 01	-	-	-	-
Resources in respect of Remuneration Board decisions	Note SOS 01	18,684	18,387	297	17,364
Annually Managed Expenditure	Note SOS 01	400	231	169	136
		70,530	69,357	1,173	63,860

This table is subject to audit.

Explanations of variations between budget and outturn are given in SOS 01 and in the Performance Report.

b) Net cash requirement 2024-25

		Budget	Outturn	2024-25	2023-24
				Net total outturn compared with budget: under spend / (excess)	Outturn
		£'000	£'000	£'000	£'000
Net cash requirement	Note SOS 03	67,100	65,126	1,974	60,800

This table is subject to audit.

SOS 03 can be found in the Annex – regularity reporting, page 218

Notes to the Resource Accounts

(Statement of Senedd supply)

SOS 01. Analysis of net resource outturn 2024-25

	Outturn	Analysis of approved budget	Outturn compared with approved budget	Analysis of revised budget	Outturn compared with revised budget	Outturn 2023-24
Revenue expenditure	£'000	£'000	£'000	£'000	£'000	£'000
Staff salaries and related costs	30,356	29,663	(693)	31,122	766	28,585
Non staff costs	13,182	15,064	1,882	13,828	646	11,028
Capital charges – non cash	5,481	5,360	(121)	5,360	(121)	5,297
Gross revenue expenditure	49,019	50,087	1,068	50,310	1,291	44,910
Gross revenue income applied	(75)	(100)	(25)	(100)	(25)	(102)
Net revenue expenditure	48,944	49,987	1,043	50,210	1,266	44,808
Capital expenditure*	1,176	500	(676)	500	(676)	933
Net resource outturn (Commission expenditure)	50,120	50,487	367	50,710	590	45,741
Members' salaries allowances and related costs	18,387	19,180	793	18,684	297	17,364
Support for Remuneration Board	535	627	92	634	99	539
Office of the Standards Commissioners	84	101	17	102	18	80
Resource outturn	69,126	70,395	1,269	70,130	1,004	63,724
Members' Pension finance costs	231	1,800	1,569	400	169	136
Total net resource outturn	69,357	72,195	2,838	70,530	1,173	63,860

This table is subject to audit. * Total Capital expenditure is £1,176,000 of which £336,000 was in relation to the Senedd Reform project (2023-24 £933,000)

Net resource outturn – Management commentary

The resource outturn on Commission expenditure, before Members' Salaries and Allowances, costs to support the Independent Remuneration Board of the Senedd, costs to support the Office of the Standards Commissioner and pension finance costs, for 2024-25 was £50.1 million against a budget of £50.7 million resulting in an overall underspend of £0.6 million (1.2 per cent). This is within the Commission's target range of 0.0 per cent to 1.5 per cent of budget. This position includes the outturn for each of the ring-fenced budgets relating to Ways of Working and Senedd Reform. These budgets were specifically for the relevant projects with the underspend restricted and unavailable for operational spend.

The outturn for each project is shown in the table below. Excluding these items, the operational outturn was an underspend of £0.28million (0.56 per cent).

Project	Budget £000	Outturn £000	Variance £000
Ways of Working	£1,031	£789	£242
Senedd Reform	£2,071	£2,005	£65

Excluding non-cash items and the ring-fenced project budgets, the outturn was £41.8 million against a budget of £42.2 million, resulting in an underspend of 0.96 per cent, again within the Commission's target range and reflective of the pro-active approach to managing Commission resources.

A great deal of work has been undertaken during the year to re-design the space within the Cardiff Bay estate to accommodate 36 extra Members from 2026. Following on from the works to reduce the space available for Commission staff during 2023-24, work to create additional offices for Members started and is set to be completed during 2025-26. Siambr Hywel, which is within Tŷ Hywel, was the original Siambr for the then National Assembly from 1999 to 2006. It is being used whilst the Siambr is re-configured. The project to secure accommodation for the Commission, when the lease on Tŷ Hywel expires in 2032, has made good progress. The Commission has used external expertise where the required skills do not exist internally to ensure compliance with procurement law and to secure the solution which best meets the future needs of the Senedd as well as delivering value for money to the public purse.

The 'staff' element of the operational budget is its largest element and the use of 'target start dates' for recruitment has facilitated both better financial and

resource management and forecasting as well as supporting the recruitment team to direct resource in a structured and managed way.

The Portfolio Management Group was responsible for allocating the project fund during the year, targeting available funding at Commission priority areas and essential life-cycle maintenance. A key project to replace the HR / Payroll system was also completed with the new system going live in February 2025. Further work will continue on this project during 2025-26 to deliver some remaining features of the system.

The Members' Salaries and Allowances laid budget was £18.7 million. The outturn was £18.4 million giving an underspend of 1.6 per cent. This budget was reduced by £0.4million during the year via a supplementary budget to reflect the expected underspend. Underspends against this budget are ring-fenced and not available to the Commission.

The Commission's AME budget is for the non-cash accounting adjustment in respect of the future financial liability of the Members of the Senedd Pension Scheme. The budget for 2024-25, laid in November 2023 was for £1.8 million based on data available at the time and later reduced to £0.400 million via supplementary budget. The actual costs were £0.231 million.

SOS 02. Reconciliation of outturn to net operating expenditure

	Note	2024-25 £000	2023-24 £'000
Net resource outturn	SOS 01	69,357	63,857
Capital expenditure	4	(1,176)	(933)
Direct charges on the Welsh Consolidated Fund		795	800
Non-retainable income payable to the Welsh Consolidated Fund		3	3
Net operating expenditure		68,979	63,727

This table is subject to audit

The direct charges on the Welsh Consolidated Fund of £794,683 (2023-24, £800,257) are in respect of the salary costs of the Llywydd, Deputy Presiding Officer, Auditor General for Wales and the Public Services Ombudsman for Wales; and the salary costs and expenses of the Standards Commissioner, Acting Standards Commissioner and the Chair of the Wales Audit Office. These salaries and expenses are paid by the Commission and reclaimed from the Fund. As a direct charge on the Fund, they are excluded from the net resource outturn.

The Commission received £3,360.34 (2023-24 £3,314.41) in interest on its commercial bank account during financial year 2024-25. This will be surrendered to the Welsh Consolidated Fund in 2025-26 as per the *Government of Wales Act 2006* which does not permit the Commission to retain bank interest earned.

The Certificate and independent auditor's report of the Auditor General for Wales to the Senedd

Report on the audit of the financial statements

Opinion on financial statements

I certify that I have audited the financial statements of Senedd Commission for the year ended 2024-25 under the *Government of Wales Act 2006*.

The financial statements comprise the Statement of Supply, Statement of Comprehensive Net Expenditure, Statement of the Financial Position, Statement of Cash Flows, Statement of Changes in Taxpayers' Equity; and related notes including the material accounting policies.

The financial reporting framework that has been applied in their preparation is applicable law and UK adopted international accounting standards as interpreted and adapted by HM Treasury's Financial Reporting Manual.

In my opinion, in all material respects the financial statements:

- give a true and fair view of the state of the Senedd Commission's affairs as at 31 March 2025 and of net cash requirement, net resource outturn and net operating cost for the year then ended;
- have been properly prepared in accordance with UK adopted international accounting standards as interpreted and adapted by HM Treasury's Financial Reporting Manual; and
- have been properly prepared in accordance with HM Treasury directions issued under the Government of Wales Act 2006.

Opinion on regularity

In my opinion, in all material respects:

- the Statement of Supply properly presents the outturn against the sums authorised by the Senedd for the year ended 31 March 2025 and shows that those totals have not been exceeded; and
- the income and expenditure recorded in the financial statements have been applied to the purposes intended by the Senedd and the financial transactions recorded in the financial statements conform to the authorities which govern them.

Basis for opinions

I conducted my audit in accordance with applicable law and International Standards on Auditing in the UK (ISAs (UK)) and Practice Note 10 'Audit of financial statements and regularity of public sector bodies in the United Kingdom'. My responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of my certificate.

My staff and I are independent of the body in accordance with the ethical requirements that are relevant to my audit of the financial statements in the UK including the Financial Reporting Council's Ethical Standard, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinions.

Conclusions relating to going concern

In auditing the financial statements, I have concluded that the use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work I have performed, I have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the body's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from when the financial statements are authorised for issue.

My responsibilities and the responsibilities of the Principal Accounting Officer with respect to going concern are described in the relevant sections of this certificate.

The going concern basis of accounting for Senedd Commission is adopted in consideration of the requirements set out in HM Treasury's Government Financial Reporting Manual, which require entities to adopt the going concern basis of accounting in the preparation of the financial statements where it anticipated that the services which they provide will continue into the future.

Other information

The other information comprises the information included in the annual report other than the financial statements and those parts of the Remuneration and Staff Report that are audited and my auditor's report thereon. The Principal Accounting Officer is responsible for the other information in the annual report. My opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in my report, I do not express any form of assurance conclusion thereon. My responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or knowledge obtained in the course of the audit, or otherwise appears to be materially misstated.

If I identify such material inconsistencies or apparent material misstatements, I am required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

I have nothing to report in this regard.

Opinion on other matters

In my opinion, the part of the Remuneration and Staff Report to be audited has been properly prepared in accordance with HM Treasury directions made under the *Government of Wales Act 2006*.

In my opinion, based on the work undertaken in the course of my audit:

- the parts of the Accountability Report subject to audit have been properly prepared in accordance with HM Treasury directions made under the *Government of Wales Act 2006*; and

- the information given in the Overview, Performance Analysis and Accountability Report for the financial year for which the financial statements are prepared is consistent with the financial statements and is in accordance with the applicable legal requirements.

Matters on which I report by exception

In the light of the knowledge and understanding of the body and its environment obtained in the course of the audit, I have not identified material misstatements in the Overview, Performance Analysis and Accountability Report

I have nothing to report in respect of the following matters which I report to you if, in my opinion:

- I have not received all of the information and explanations I require for my audit.
- proper accounting records have not been kept or returns adequate for my audit have not been received from branches not visited by my team;
- the financial statements and the audited part of the Accountability Report are not in agreement with the accounting records and returns;
- information specified by HM Treasury regarding remuneration and other transactions is not disclosed;
- certain disclosures of remuneration specified by HM Treasury's Government Financial Reporting Manual are not made or parts of the Remuneration and Staff Report to be audited are not in agreement with the accounting records and returns; or
- the Governance Statement does not reflect compliance with HM Treasury's guidance.

Responsibilities of the Principal Accounting Officer for the financial statements

As explained more fully in the Statement of Accounting Officer's Responsibilities, the Principal Accounting Officer is responsible for:

- maintaining proper accounting records;

- the preparation of the financial statements and Annual Report in accordance with the applicable financial reporting framework and for being satisfied that they give a true and fair view;
- ensuring that the Annual Report and financial statements as a whole are fair, balanced and understandable;
- ensuring the regularity of financial transactions;
- internal controls as the Principal Accounting Officer determines is necessary to enable the preparation of financial statements to be free from material misstatement, whether due to fraud or error;
- assessing Senedd Commission's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Principal Accounting Officer anticipates that the services provided by the Senedd Commission will not continue to be provided in the future.

Auditor's responsibilities for the audit of the financial statements

My responsibility is to audit, certify and report on the financial statements in accordance with the *Government of Wales Act 2006*.

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion.

Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. I design procedures in line with my responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

My procedures included the following:

- Enquiring of management, the Senedd Commission's head of internal audit and those charged with governance, including obtaining and

reviewing supporting documentation relating to Senedd Commission's policies and procedures concerned with:

- identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud; and
 - the internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.
- Considering as an audit team how and where fraud might occur in the financial statements and any potential indicators of fraud. As part of this discussion, I identified the risk for fraud in respect of management override of controls;
 - Obtaining an understanding of the Senedd Commission's framework of authority as well as other legal and regulatory frameworks that the Senedd Commission operates in, focusing on those laws and regulations that had a direct effect on the financial statements or that had a fundamental effect on the operations of Senedd Commission;
 - Obtaining an understanding of related party relationships.

In addition to the above, my procedures to respond to identified risks included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with relevant laws and regulations discussed above;
- enquiring of management, the Audit and Risk Assurance Committee and legal advisers about actual and potential litigation and claims;
- reading minutes of meetings of the Senedd Commission, the Audit and Risk Assurance Committee and the Executive Board; and
- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating

the business rationale of any significant transactions that are unusual or outside the normal course of business.

I also communicated relevant identified laws and regulations and potential fraud risks to all audit team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

The extent to which my procedures are capable of detecting irregularities, including fraud, is affected by the inherent difficulty in detecting irregularities, the effectiveness of the Senedd Commission's controls, and the nature, timing and extent of the audit procedures performed.

A further description of the auditor's responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website www.frc.org.uk/auditorsresponsibilities. This description forms part of my auditor's report.

Other auditor's responsibilities

I am required to obtain evidence sufficient to give reasonable assurance that the Statement of Supply properly presents the outturn against the sums authorised by the Senedd for the year ended 31 March 2025 and shows that those totals have not been exceeded.

I am required to obtain evidence sufficient to give reasonable assurance that the expenditure and income recorded in the financial statements have been applied to the purposes intended by the Senedd and the financial transactions recorded in the financial statements conform to the authorities which govern them.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Report

I have no observations to make on these financial statements.

Adrian Crompton
Auditor General for Wales
Date: 8 July 2025

1 Capital Quarter
Tyndall Street,
Cardiff
CF10 4BZ

The maintenance and integrity of the Welsh Parliament website is the responsibility of the Accounting Officer; the work carried out by auditors does not involve consideration of these matters and accordingly auditors accept no responsibility for any changes that may have occurred to the financial statements since they were initially presented on the website.

▼ **St David's Day 2025**

A day of family fun, performances, and activity filled the Senedd



Financial Statements



Statement of Comprehensive Net Expenditure

For the year ended 31 March 2025

Income from operations	Note	2024-25 £'000	2023-24 £'000
Income from sale of goods and services	SOS 05	72	99
Total operating income		72	99
Operating expenditure			
Members, office holders and staff salary costs	2a	38,241	36,435
Members' other costs	2b	11,823	10,839
Members' Pension finance costs	2a and 5	231	136
Depreciation and impairment charges	3	4,873	4,673
Finance cost	3	608	624
Other administration costs	3	13,275	11,119
Total operating expenditure		69,051	63,826
Net expenditure for the year ended 31 March	SOS 02	68,979	63,727
Other comprehensive net expenditure			
Items which will not be reclassified to net operating costs:			
Actuarial gain on pension scheme liabilities	2a and 5	(5,515)	(1,424)
Net gain on revaluation of property, plant and equipment	4	(100)	192
Comprehensive net expenditure for the year		63,364	62,495

All activities are continuing.

There are no significant gains or losses other than those included within the Statement of Comprehensive Net Expenditure.

The notes on pages 188 to 220 form part of these accounts

Statement of Financial Position

As at 31 March 2025

Non-current assets:	Note	31 March 2025 £'000	31 March 2024 £'000
Property, plant and equipment	4	69,697	71,296
Right of use assets	10	63,155	65,153
Pension asset	5	4,211	(1,073)
Total non-current assets		137,063	135,376
Current assets:			
Inventories		15	14
Trade and other receivables	6	2,267	2,249
Cash and cash equivalents	7	350	276
Total current assets		2,632	2,539
Total assets		139,695	137,915
Current liabilities:			
Trade and other payables	8	(5,437)	(4,485)
Lease liabilities	10	(1,736)	(1,733)
Total current liabilities		(7,173)	(6,218)
Total assets less current liabilities		132,522	131,697
Non-current liabilities:			
Provisions	9	(144)	(144)
Lease liabilities	10	(62,304)	(64,039)
Total non-current liabilities		(62,448)	(64,183)
Total assets less total liabilities		70,074	67,514
Taxpayers' equity and other reserves:			
General Fund		30,643	33,467
Pension Fund Reserve	5	4,211	(1,073)
Revaluation Reserve		35,220	35,120
Total equity		70,074	67,514

The Commission retains the following reserves:

- General Fund which represents the total assets less liabilities of the Commission, to the extent that the total is not represented by other reserves and financing items.
- Pension Fund Reserve shows the movement in actuarial gains or losses on pension scheme liabilities (recognised in the Statement of Changes in Taxpayers' Equity).
- The Revaluation Reserve is a non-cash reserve created to reflect the true value of Commission assets when the market value of a certain category of asset is more or less than the value of such asset at which it is recorded in the books of account.

Manon Antoniazzi
Chief Executive and Clerk of the Senedd
Date: 4 July 2025

The notes on pages 188 to 220 form part of these accounts

Statement of Cash Flows

For the year ended 31 March 2025

	Note	2024-25 £'000	2023-24 £'000
Cash flows from operating activities			
Net operating expenditure	SOS 02	(68,979)	(63,724)
Adjustments for non-cash transactions:			
Depreciation, amortisation and impairment	4	2,875	2,676
Loss on disposal of assets	4	-	-
(Increase) / decrease in inventories		(1)	4
(Increase) in trade and other receivables	6	(18)	(94)
Increase in provision		-	-
Increase in trade and other payables	8	952	131
Decrease in payables relating to items not passing through the Statement of Comprehensive Net Expenditure	SOS 03	(74)	(50)
Increase in lease liabilities	10	-	230
Interest on lease liabilities		608	624
Use of provisions		-	(27)
Pension finance costs	5	231	136
Net cash outflow from operating activities		(64,406)	(60,094)
Cash flows from investing activities			
Purchase of property, plant and equipment	4	(1,176)	(933)
Net cash outflow from investing activities		(1,176)	(933)
Cash flows from financing activities			
Right of use assets - additions		-	(230)
Right of use assets - depreciation	10	1,998	1,997
From the Welsh Consolidated Fund (supply)		65,476	61,076
From the Welsh Consolidated Fund (direct charges)	SOS 02	795	800
Payments to the Welsh Consolidated Fund	SOS 03	(276)	(226)
Bank interest (payable to the Welsh Consolidated Fund)		(3)	(3)
Payment of lease liabilities	10	(2,340)	(2,337)
Net cash inflow from financing activities		65,656	61,077

	Note	2024-25 £'000	2023-24 £'000
Net increase in cash and cash equivalents	SOS 03	74	50
Cash and cash equivalents at beginning of year	7	276	226
Cash and cash equivalents at end of year	7	350	276

The notes on pages 188 to 220 form part of these accounts

Statement of Changes in Taxpayers' Equity

For the year ended 31 March 2025

	Note	General Fund £'000	Revaluation Reserve £'000	Pension Reserve £'000	Taxpayers' equity £'000
Balance at 31 March 2023		35,457	35,312	(2,361)	68,408
Comprehensive net expenditure for the year	SOS 02	(63,724)	(192)	1,424	(60,492)
Transfer between reserves	5	136		(136)	0
Welsh Consolidated Fund					
Supply (authorised)	SOS 03	61,536			61,536
Supply (not drawn)	SOS 03	(460)			(460)
Direct charges	SOS 02	800			800
Bank Interest (payable)		(2)			(2)
Amount payable to the Welsh Consolidated Fund					
Supply		(276)			(276)
Balance at 31 March 2024		33,467	35,120	(1,073)	67,514
Comprehensive net expenditure for the year	SOS 02	(68,979)	100	5,515	(63,364)
Transfer between reserves	5	231	-	(231)	-
Welsh Consolidated Fund					
Supply (authorised)	SOS 03	67,100			67,100
Supply (not drawn)	SOS 03	(1,624)			(1,624)
Direct charges	SOS 02	795			795
Non-retainable income	SOS 02	3			3
Amount payable to the Welsh Consolidated Fund					
Supply		(350)			(350)
Balance at 31 March 2025		30,643	35,220	4,211	70,074

The notes on pages 188 to 220 form part of these accounts

Notes to the Accounts

01. Statement of accounting policies

These financial statements have been prepared on an accruals basis in accordance with the 2024-25 Financial Reporting Manual (FReM) suitably adapted for the constitution of the Senedd and the Commission as specified by the *Government of Wales Act 2006*. The accounting policies contained in the FReM follow International Financial Reporting Standards (IFRS) to the extent that it is meaningful and appropriate to the public sector.

Where the FReM permits a choice of accounting policy, the accounting policy which has been judged to be most appropriate to the particular circumstances of the Commission for the purpose of giving a true and fair view has been selected. The Commission's accounting policies have been applied consistently in dealing with items considered material in relation to the accounts. In addition to the primary statements prepared under IFRS, the FReM also requires the Commission to prepare two additional statements of supply.

Review of new standards

A review of all new standards and interpretations issued and effective in 2024-25 by the International Accounting Standards Board (IASB) and the International Financial Reporting Interpretations Committee (IFRIC) during the year has been completed.

The following standards and interpretations/amendments, which have not been applied in these financial statements, were in issue but not yet effective:

- Lack of Exchangeability – Amendments to IAS 21 The Effects of Changes in Foreign Exchange Rates
- Amendments to the Classification and Measurement of Financial Instruments – Amendments to IFRS 9 Financial Instruments and IFRS 7 Financial Instruments: Disclosures
- Contracts Referencing Nature-dependent Electricity – Amendments to IFRS 9 and IFRS 7
- IFRS 18 Presentation and Disclosure in Financial Statements
- IFRS 19 Subsidiaries without Public Accountability: Disclosures

The Commission does not expect that the adoption of the standards and interpretations would have a material impact on the financial statements in future periods.

IFRS 16 - Leases

The Commission has adopted a de-minimis level of £20,000 and has chosen not to apply IFRS 16 to intangible assets as these are fully written off.

Accounting convention

These accounts have been prepared under the historical cost convention, modified to account for the revaluation of fixed assets in accordance with International Financial Reporting Standards (IFRS).

Critical accounting estimates and areas of judgement

The preparation of the financial statements requires various estimates and assumptions to be made that affect the reported values at year end and the expenditure and income in year.

There are three key accounting estimates and areas of judgement within these accounts:

1. **Members of the Senedd Pension Scheme** - the fair value of the pension asset is based on significant assumptions and complex calculations undertaken by an Actuary. Details can be found in Note 02.A, the Annual Report and Accounts for the Pension Scheme and the relevant accounting policies.
2. **Provisions** - provisions are made where in the opinion of the Accounting Officer it is more likely than not that a financial liability exists which cannot be estimated accurately at the year end. Details of the provisions held at the year-end are set out in Note 09 with further information in the relevant accounting policy.
3. **Land and Property asset valuations** - property and land assets must be held at fair value and can fluctuate significantly. The Commission engages a qualified valuer to undertake this work on its behalf. Details are set out in Note 04 and the relevant accounting policies.

Property, plant and equipment

Assets are capitalised when expenditure on equipment and / or projects is considered to meet the recognition tests set out within International Accounting Standard 16 on Property, plant and equipment. The Commission does not apply a de-minimis to capitalisation but carries out a substantive assessment of transactions to capitalise expenditure when appropriate to do so.

Professional valuations are obtained for land and buildings every three years as a minimum. Other tangible assets are not revalued but held at fair value as, in the opinion of the Commission, the amounts involved would not be material.

Asset impairment

Property, plant and equipment are reviewed annually to ensure that assets are not carried above their recoverable amounts. Where these values are less than the carrying amount of the assets, an impairment loss is charged first to the Revaluation Reserve with any residual balance being charged to the Statement of Net Expenditure.

Assets under construction

Assets under construction are carried at historic cost as this is considered to be a satisfactory proxy for fair value. Once brought into use, the asset is transferred to the appropriate asset category and included in subsequent revaluations and impairment reviews.

Donated assets

Donated assets are capitalised at current value on receipt and are normally revalued in the same way as purchased assets. The value of donated assets is credited with the value of the original donation and subsequent revaluations. The value of donated assets is included within the General Reserve in accordance with HM Treasury's guidance under the Clear Line of Sight Programme.

Depreciation

Assets under construction are not depreciated. Depreciation is provided at a rate calculated to write off the value of buildings and other tangible assets by equal instalments over their estimated useful lives. Assets are analysed into relevant component parts to reflect the differing economic lives. Assets are not depreciated in the year of acquisition.

Asset lives are normally as follows, but are reviewed on a case by case basis so that useful lives best reflect the prevailing circumstances:

Asset	Asset life
Land and Buildings:	50 years or an alternative period provided by a qualified (RICS) valuer
Fixed plant:	10 years, or an alternative period provided by the supplier at the time of purchase or valuation
Fixtures and fittings:	Five to ten years
ICT, audio visual and broadcasting equipment:	Four to ten years
ICT infrastructure:	10 years
Intangible assets (software):	Five years
Motor vehicles:	Four years
Donated assets:	Assessed on receipt of asset

Realised element of depreciation from revaluation reserve

Depreciation is charged on the revalued amount of assets. An element of the depreciation, therefore, may arise due to an increase in valuation and would be in excess of the depreciation that would be charged on the historical cost of assets. The amount relating to such an excess would be a realised gain on valuation and is to be transferred from the Revaluation Reserve to the General Fund, on disposal of the asset.

Asset components

Property assets are reviewed through the triennial professional valuations to confirm whether any part of the asset has a significantly different useful life. Where this is the case the asset will be split into components and the different parts will be depreciated over their respective useful lives. Assets purchased in the interim period are reviewed by the Finance team and Asset Managers.

ICT assets are “grouped” into ICT; audio visual and broadcasting equipment; ICT infrastructure, and intangible assets. The different parts will be depreciated over their respective useful lives.

Statement of comprehensive expenditure

Operating income and costs relate directly to the operating activities of the Commission. Income includes charges for goods and services provided on a full

cost basis to external customers. Income and costs are shown net of Value Added Tax where it is recoverable.

The Commission reimburses Members in respect of expenses or costs incurred in each financial year in accordance with the Determination on Members' Pay and Allowances, subject to the various limits on expenses or costs set out in the Determination.

Inventories

Inventories, including goods held for resale in the Commission's shop, are stated at the lower of cost and net realisable value.

Foreign exchange

Transactions which are denominated in a foreign currency are translated into sterling at the exchange rate ruling on the date of each transaction.

Cash and cash equivalents

Cash and cash equivalents comprise cash in hand and current balances with the Government Banking Service and with commercial banks which are readily convertible to a known amount of cash and which are subject to insignificant risk to changes in value.

Leases

Leased assets: A lease is a contract or part of a contract that conveys the right to use an asset for a period of time in exchange for consideration.

The leased assets are measured initially at an amount equal to the lower of their fair value and the present value of the minimum lease payments. Subsequent to initial recognition, the assets are revalued, in accordance with the accounting policy for Property, plant and equipment.

At lease commencement date, the Commission recognises a right-of-use asset and a lease liability on the balance sheet. The right-of-use asset is measured at cost, which is made up of the initial measurement of the lease liability, any initial direct costs incurred by the Commission, and any lease payments made in advance of the lease commencement date (net of any incentives received).

The Commission depreciates the right-of-use assets on a straight-line basis from the lease commencement date to the earlier of the end of the useful life of the

right-of-use asset or the end of the lease term. The Commission also assesses the right-of-use asset for impairment when such indicators exist. At the commencement date, the Commission measures the lease liability at the present value of the lease payments unpaid at that date, discounted using the interest rate implicit in the lease if that rate is readily available or the Commission's incremental borrowing rate. The incremental borrowing rate which has been applied (set by HMT) is 4.72 per cent for new leases commencing, or relevant lease modifications or remeasurements being remeasured in the 2024 calendar year, or 4.81% for the 2025 calendar year.

Lease payments included in the measurement of the lease liability are made up of fixed payments (including in substance fixed), variable payments based on an index or rate, amounts expected to be payable under a residual value guarantee and payments arising from options reasonably certain to be exercised.

Subsequent to initial measurement, the liability will be reduced for payments made and increased for interest. It will be remeasured to reflect any reassessment or modification, or if there are changes in in-substance fixed payments. When the lease liability is remeasured, the corresponding adjustment is reflected in the right-of-use asset, or profit and loss if the right-of-use asset is already reduced to zero. The Commission has elected to account for short-term leases (less than one year) and leases of low-value assets (less than £20k) using the practical expedients. Instead of recognising a right-of-use asset and lease liability, the payments in relation to these are recognised as an expense in profit or loss on a straight-line basis over the lease term. On the statement of financial position, right-of-use assets have been included in property, plant and equipment and lease liabilities have been included in trade and other payables.

Assets held under other leases are classified as operating leases and are not recognised in statement of financial position.

Lease payments: Rentals payable under operating leases are charged to the statement of comprehensive expenditure in the period to which they relate.

Segmental reporting

Management is satisfied that under the requirements of IFRS 8 the organisation has no additional disclosure to make.

Employee benefits

Salaries, wages and the cost of all employment related benefits, including the liability associated with untaken annual leave, are recognised in the period in

which the service is received from employees. The liability for untaken annual leave is based upon the average number of days accrued per staff member multiplied by the median staff salary.

Pensions

Civil Service and Others Pension Scheme

Staff employed directly by the Commission and staff seconded to the Commission are eligible for membership of the Civil Servant and Other Pension Scheme (CSOPS) - known as "Alpha". This is an unfunded multi-employer defined benefit scheme and the Commission is unable to identify its share of the underlying assets and liabilities. The valuation of the Scheme was completed as at 31 March 2020 by the Government Actuary's Department. The results of the valuation showed the need for the introduction of a flat employer contribution rate of 28.97%, moving away from tiered rates. This rate will be payable from 1 April 2024 to 31 March 2027. The results of the valuation also confirmed that there had been no breach of the cost control mechanism. Amounts payable to the Scheme are charged to the Statement of Comprehensive Net Expenditure when due.

Details can be found in the resource accounts of the Cabinet Office: Civil Superannuation Accounts

(<https://www.civilservicepensionscheme.org.uk/about-us/resource-accounts/>).

The Members of the Senedd Pension Scheme (MSPS)

A pension scheme for the Members of the Senedd was originally established under the *Government of Wales Act 1998* and continues in force under the *Government of Wales Act 2006*. The scheme is a defined benefit scheme and applies to the salary of Members and to any office holder salary. The cost of pensions provided for the Members is met by payment of charges calculated on an accruing basis, with liability for payment of future benefits charged to the accounts of the MSPS. Any liabilities of the fund arising from a deficit on assets would currently be met through increased funding by the Commission. In reporting on the assets and liabilities of the Scheme, the Commission has followed International Accounting Standard 19. In accordance with IAS 19, the Scheme Trustees are required to undertake a sensitivity analysis for each significant actuarial assumption as of the end of the reporting period, showing how the defined benefit obligation would have been affected by changes in the relevant actuarial assumption at that date.

The MSPS prepares its own annual accounts, separate from the Commission's accounts, and these are available on the Senedd website²⁶.

Value Added Tax

The Commission is treated as a Crown Body for the purposes of the *Value Added Tax Act 1994* and accordingly for the purposes of Section 41 of that Act (application to the Crown) it is treated as a government department, and VAT on goods and services supplied to the Senedd may be recoverable. The Commission is standard rated for VAT on its trading activities, such as the Senedd shop.

Provisions

The Commission recognises a provision in full in the year that the obligating event occurred.

Dilapidations

Generally, the Commission considers that, with the minimal backlog of maintenance and the annual review and agreement to the 10-year forward work programme, there is no current need to make a provision for general dilapidations. Advice regarding specific issues is sought and a provision made where deemed appropriate.

²⁶ <https://senedd.wales/how-we-work/about-members-of-the-senedd/members-of-the-senedd-pension-scheme-the-scheme/members-of-the-senedd-pension-scheme-annual-report-and-accounts/>

02. A – Member and staff related costs

Information on Members and staff numbers (and other relevant disclosures) can be found in the Accountability Section – Remuneration and Staff Report.

Member and staff related costs

Table 9: Staff costs comprise

Category	Staff £'000	Members and office holders £'000	Total 2024-25 £'000	Total 2023-24 £'000
Salaries				
Permanent Staff, Members and office holders	21,754	5,637	27,391	26,406
Temporary and Agency Staff	464	-	464	536
Seconded staff	52	-	52	30
Social security costs				
Permanent Staff, Members and office holders	2,445	708	3,153	3,031
Temporary and Agency Staff	48	-	48	62
Seconded staff	5	-	5	3
Other pension costs				
Permanent Staff, Members and office holders	6,143	1,014	7,157	6,609
Temporary and Agency Staff	118	-	118	133
Seconded staff	11	-	11	6
Subtotal Members, office holders and staff salary costs	31,040	7,359	38,399	36,816
Less recoveries in respect of outward secondments	(158)	-	(158)	(381)
Total Members, office holders and staff salary costs	30,882	7,359	38,241	36,435

There was one severance payment made to a member of Commission staff in 2024-25 (2023-24, nil.)

The Commission pays the salary of all Members of the Senedd and office holders, including the Welsh Ministers, as explained in the Remuneration Report within these accounts. Amounts paid to the Welsh Ministers are disclosed within the

Welsh Government's consolidated resource accounts. As at 31 March 2025 there were 60 serving Members of the Senedd. At the year-end 36 Members of the Senedd held offices that received an additional salary, as set by the Independent Remuneration Board of the Senedd, of which 14 formed the Cabinet: one First Minister, eight Cabinet Secretaries (Welsh Ministers), four Ministers (deputy Welsh Ministers), and one Counsel General.

Civil Service Pension arrangements

For 2024-25 employer's contributions of £6,326 million (2023-24, £5,627 million) were payable at 28.97 per cent of pensionable pay. The scheme's actuary reviews employer contributions every four years following a full scheme valuation. The contribution rates reflect benefits as they are accrued, not when the costs are actually incurred, and reflect past experience of the scheme.

New employees since 1 April 2015 are eligible to join either alpha or partnership. Alpha is a career average defined benefit pension scheme; partnership is a defined contribution pension scheme.

The partnership pension account is an occupational defined contribution pension arrangement which is part of the Legal & General Mastertrust. Contributions due to the partnership pension providers at the Statement of Financial Position date were £2,870 (2023-24, £2,890). There were no contributions prepaid at that date.

Further details about the Civil Service pension arrangements can be found at the website www.civilservicepensionscheme.org.uk.

Members of the Senedd Pension Scheme

The Senedd provides a defined benefit scheme, governed by section 18 of the *Government of Wales Act 1998*. Section 20 (4) of and Schedule 11 to the *Government of Wales Act 2006* provides continuity for the Scheme. The *Government of Wales Act 2006* has not affected the legal status of the Scheme.

The Independent Remuneration Board of the Senedd (the Board) is the independent body responsible for setting the pay, allowances and pensions for Members of the Senedd and their staff. Details of pay and allowances are contained in the Board's Determination published in March 2024.

The Board, as part of its Determination for the Fifth Senedd, introduced a new career average pension scheme (CARE) for Members. The Scheme was approved

by HM Treasury in accordance with the *Public Service Pensions Act 2013* and introduced with effect from 6 May 2016.

The Scheme provides benefits for Members of the Senedd and Office Holders. All Members of the Senedd are members of the Scheme from the date they enter the Senedd unless they specifically opt not to be.

From the start of the Sixth Senedd all Members are in the CARE Scheme. The Scheme has an accrual rate of 1/50th and pension age is linked to State Pension Age. The member contribution rate is 10.5 per cent. Members aged 55 or over on 1 April 2012 were subject to 'Transitional Protection' and continued to have their benefits calculated on a final salary basis for an additional five years until 6 May 2021. These members contributed either 10 per cent or 6 per cent for 40th or 50th accrual respectively until 6 May 2021.

In December 2018, the Court of Appeal ruled that the 'transitional protection' offered to some members of the judges' and firefighters' schemes, gave rise to unlawful discrimination. On 15 July 2019, the Chief Secretary to the Treasury made a written ministerial statement confirming that, as 'transitional protection' was offered to members of all the main public service pension schemes, the difference in treatment needed to be removed from all schemes for members with relevant service.

The Board is responsible for the rules of the Members Pension Scheme. Having considered the view of the Pension Board, the Board agreed that a remedy should be adopted to remove the discrimination in the rules of the Members Pension Scheme as a result of the transitional protection provisions they contained. The Board consulted with the affected Members and the Senedd Commission on a proposed remedy. Affected Members have been offered an immediate choice in the 2024/25 tax year to remain in the CARE Scheme or to return to the Final Salary section for the Remedy period (6 May 2016- 6 May 2021).

With effect from 7 May 2021 all Members are now in the CARE scheme.

Normal Retirement Age is linked to State Pension Age (or 65, whichever is higher). Any Final Salary pension accrued before 6 May 2021 will continue to be payable at a Normal Retirement Age of 65.

The assets of the Scheme are held, separately from those of the Senedd Commission, by Mobius Life Limited, and are managed by six investment managers. Investments comprise units in pooled funds managed by Baillie Gifford, BNY Mellon, Partners Group, LGIM, M&G Investments UK and Insight

Investment. The Trustees invest in a Sustainable Real Return fund, a Defensive Growth Fund, a Private Markets fund, an Ethical Global Equity Index (hedged and unhedged) fund, a Property fund and two Multi Sector Credit Funds. The Trustees continue to work towards their ESG and investment objectives to reduce the Scheme's direct exposure to the oil and gas sector.

Following completion of the valuation the employer contribution rate payable by the Senedd reduced from 19.9% to 18% of Members' aggregate salaries. This reflected improvements in the scheme funding level and changes in market outlook. The Member contribution is 10.5% of salary.

The Pension Board has a set of funding objectives and carries out a triennial funding valuation which aims to monitor funding levels and control the costs of the Scheme. The next actuarial valuation will be as at 1 April 2026.

The principal funding objective is to maintain a fund of assets which is expected to be sufficient to provide the benefits promised to members and their beneficiaries. This objective is as advised by the Trustees of the Scheme, taking into account, advice from the Actuary. The aim is to ensure that accruing benefits are paid for during members' participation in the Scheme and that the charges borne by the Senedd for accruing benefits are reasonably stable over time. These objectives are addressed by determining a contribution rate expressed as a level percentage of pensionable salary called the Standard Contribution Rate. This standard rate is such that it would be just sufficient to finance the benefits under the Scheme, provided that experience is in accordance with the actuarial assumptions made. Depending on the size of the accumulated fund and the actual experience of the Scheme as disclosed at each three-yearly actuarial valuation, larger or smaller contributions may have to be paid for a period to allow, in particular, for amortising surpluses and deficits.

The Pension Scheme was set up in 1999 and is immature, with contribution income still exceeding regular outgoings on benefits. The weighted average duration of the scheme's liabilities is around 16 years.

Table 10: The amounts recognised in the Statement of Financial Position are as follows

	Note	31 March 2025 £'000	31 March 2024 £'000*
Present value of scheme liabilities		(44,205)	(48,158)
Fair value of scheme assets		48,416	47,085
Net surplus (liability)		4,211	(1,073)
Amount in the Statement of Financial Position			
Liabilities		-	(1,073)
Assets		4,211	-
Net surplus (liability)	5	4,211	(1,073)

Table 11 7: Analysis of amounts charged to the Statement of Comprehensive Net Expenditure

	2024-25 £'000	2023-24 £'000
Current service cost	937	909
Interest on pension liability	2,291	2,097
Interest on scheme assets	(2,236)	(1,987)
Administrative expenses	163	188
	1,155	1,207
Allocated in the account as:		
Other pension costs	924	1,071
Pension finance costs	231	136
	1,155	1,207

Table 82: Analysis of amounts recognised in the Statement of Change in Taxpayer's Equity (SCITE)

	2024-25 £'000	2023-24 £'000
Actual (loss)/return less interest on scheme assets	(885)	2,412
Experience gains and losses arising on pension liabilities	(110)	(990)
Changes in assumptions	6,510	(25)
Net actuarial gains recognised in SCITE	5,515	1,397

Table 93: Movement in liabilities during the year

	31 March 2025 £'000	31 March 2024 £'000
Liabilities at 1 April	48,158	45,135
Current service cost (net of member contributions)	937	909
Member contributions (including net transfers-in)	534	518
Benefits paid during the year	(1,315)	(1,516)
Interest on pension liability	2,291	2,097
Actuarial (gains)/losses	(6,400)	1,015
Liabilities at 31 March	44,205	48,158

Table 104: Movement in assets during the year

	31 March 2025 £'000	31 March 2024 £'000
Assets at 1 April	47,085	42,801
Interest on scheme assets	2,236	1,987
Actual (loss) / return less interest on scheme assets	(885)	2,412
Employer contributions	924	1,071
Contributions by Members (including net transfers-in)	534	518
Benefits paid and expenses	(1,315)	(1,516)
Administrative expenses	(163)	(188)
Closing fair value of scheme assets at 31 March	48,416	47,085

The Commission expects to contribute £956,442 to the Members of the Senedd Pension Scheme in 2025-26.

The major categories of scheme assets as a percentage of total scheme assets are as follows:

Table 115: major categories of scheme assets as a percentage of total scheme assets

	2024-25	2023-24
Equities	50%	52%
Alternative investments	11%	14%
Property	7%	7%
Fixed interest and cash	32%	27%
	100%	100%

The assets of the Scheme are invested in a diverse range of funds. A formal review of the Scheme's investment strategy was undertaken during 2024. Following the review, the Pension Board agreed to a new investment strategy.

The new strategy targets a slightly higher investment return than the previous strategy, which supports the actuarial valuation assumptions (noting that the Scheme remains in surplus on the current valuation basis). However, the new strategy has a slightly lower risk profile compared to the previous strategy (as measured by the Value at Risk).

The managers and funds used to implement the new strategy offer a stronger focus on ESG issues and a significant further reduction in the exposure of the assets to the oil and gas sector.

The change is not expected to materially impact the level of long-term expected return associated with the Scheme's investment strategy, or to compromise the Scheme's ability to target the level of investment return in the long-term as required by the actuarial valuation assumptions.

The Pension Board is aware that investment returns can be volatile in the short-term, particularly where certain sectors are excluded from the portfolio. They will therefore keep the return of the overall strategy, and of the individual funds, under regular review, and discuss any required adjustments with their investment advisers.

The funds held at 31 March 2025 were as follows:

- BNY Mellon Real Return (Responsible)
- Baillie Gifford Defensive Growth

- Legal & General Managed Property
- Partners Group Generations
- Legal & General FTSE TPI Global Fossil Fuel Exclusions Equity Index (GBP hedged)
- M&G Global Sustainable Paris Aligned
- M&G Sustainable Total Return Credit Investment
- Insight Responsible Horizons Multi-Sector Credit
- Legal & General Cash (note this does not form part of the Scheme's strategic asset allocation and is utilised on an ad-hoc basis for cash flow purposes)

The final tranche of the transition to the new investment strategy was completed after the Scheme year end.

The total market value of the Funds invested at 31 March 2025 was £48.43 million (31 March 2024, £46.99 million).

Over the year to 31 March 2025 the Scheme's investment portfolio generated a return of approximately 3.0 percent. This was driven by gains in major asset classes during the period, particularly equity. The actual return on Scheme investments during 2024-25 was a gain of £1.4 million (2023-24, a gain of £4.4 million).

The Scheme's investment strategy underperformed against equity markets over the same period, which appreciated c.4.8 percent (in local terms), but outperformed UK long term Government bonds (which returned c.-8.2 percent). The Scheme underperformed against its discount rate (Consumer Prices Index plus 3.0 percent), which returned c5.6. percent during a period of heightened inflation.

Principal actuarial assumptions at the Statement of Financial Position date:**Table 126: Principal actuarial assumptions at the Statement of Financial Position date**

Assumption	31 March 2025	31 March 2024
Discount rate	5.65%	4.75%
Discount rate in excess of future earnings increases	1.60%	0.75%
Discount rate in excess of future pension increases (CPI)	2.80%	1.95%
Expectation of life at age 65 (years):		
Male	23.6	23.7
Female	25.5	25.3
Widows	24.4	24.1

Sensitivity to main assumptions

The following table shows the indicative impact on the total actuarial liability as at 31 March 2025 with respect to changes in the main assumptions:

Table 137: Indicative impact on total actuarial liability

Change in main assumptions	Approximate effect	
	%	£ million
Discount rate + 1 % per year	- 13%	-5.9
Discount rate - 1 % per year	+ 17%	+7.5
Earnings + 1 % per year	+ 1%	+0.4
Earnings - 1 % per year	- 1%	-0.3
CPI + 1 % per year	+ 15%	+6.7
CPI - 1 % per year	- 12%	-5.4
Longevity at retirement assumed to be 2 years greater	+ 5%	+2.4

Amounts for the current and previous four periods are as follows:

Table 148: Amounts for the current and previous four periods

	31 March 2025 £'000	31 March 2024 £'000	31 March 2023 £'000	31 March 2022 £'000	31 March 2021 £'000
Defined benefit obligation	44,205	48,158	45,135	65,211	63,885
Scheme assets	48,416	47,085	42,801*	46,166	43,644
Net surplus / (liability)	4,211	(1,073)	(2,334)*	(19,045)	(20,241)
Experience gains and losses arising on pension liabilities	110	990	3,536	229	355
Actual (loss) / return less interest on scheme assets	(885)	2,412	(4,894)*	2,233	7,144

**2022-23 figures have been re-stated to reflect values published in the Members' Pension Scheme Annual Report and Accounts for 2022-23*

Further information on the Members of the Senedd Pension Scheme²⁷ can be found in the Annual Report and Accounts for the scheme for the year ending 31 March 2025.

²⁷ <https://senedd.wales/how-we-work/about-members-of-the-senedd/members-of-the-senedd-pension-scheme-the-scheme/>

02. B – Members’ other costs

Members’ other costs of £11.823 million (2023-24 £10.839 million) in the Statement of Comprehensive Net Expenditure consist of:

Category	2024-25 £’000	2023-24 £’000
Office Costs	1,398	1,314
Additional Costs	317	263
Members’ Staff Costs	9,914	9,056
Travel costs	194	206
Total Members’ other costs	11,823	10,839

Members’ staff costs include two severance payments for 2024-25 at a cost of £28,840 (2023-24, nil).

With effect from 1 April 2023 the pension scheme for the Member Support Staff changed from a Stakeholder arrangement to a Group Personal Pension Scheme. The Scheme is a defined contribution pension scheme with Aviva to which the Commission makes a monthly contribution of 10 per cent of gross salary for Members of the Senedd support staff. In addition, from the start of the Sixth Senedd, where a member of support staff chooses to make a personal contribution to their pension, those personal contributions are matched by an employer contribution up to a maximum of three percent of actual salary paid. The Scheme is compliant with automatic enrolment legislation and the Scheme’s last re-enrolment staging date was 1 January 2023. The employer pension contributions paid in 2024-25 were £1,098,509 (2023-24 £974,083).

02. C – Commissioner for Standards

Under the terms of *The National Assembly for Wales (Commissioner for Standards) Measure 2009*, the Commission pays the salary of, and any related costs incurred by, the Commissioner for Standards ('the Commissioner'). The Commission is responsible for ensuring that the salary and allowances agreed in the terms and conditions of the appointment of the Commissioner, and any reasonable liabilities incurred in the course of his duties, are charged to the Welsh Consolidated Fund.

The Commissioner is Douglas Bain CBE TD who was appointed with effect from 1 April 2021. The appointment is for a six year period. More information about Douglas Bain and his work as the Commissioner is available from

<http://standardscommissionerwales.org/>

Support resources

The Commissioner's office is supported by a member of Commission staff who has been seconded to assist with the volume of casework under consideration, to provide customer service and to ensure that the office runs effectively. The table below provides the detail of the time and costs incurred by the Commissioner and the salary costs of his support staff. Also included in the table below are the costs associated with an Acting Commissioner who advised on one specific case. Both the Commissioner and Acting Commissioner sought legal advice from Commission staff where appropriate.

Staffing hours and costs

Nature of cost	2024-25		2023-24	
	Hours	Costs	Hours	Costs
Commissioner Hours	517		626	
Commissioner / Acting Commissioner Employment Costs		£42,101		£54,624
Costs charged to the Welsh Consolidated Fund²⁸		£42,101		£54,624
Support Staff Employment Costs		£76,368		£74,448
Legal and other professional support costs		£8,555		£5,498

²⁸ Travel and subsistence charges of £24.30 were incurred during 2024-25 which were not re-charged to the Welsh Consolidated Fund. This will be corrected in 2025-26.

Nature of cost	2024-25		2023-24	
Directly attributable resource costs supplied by the Commission		£127,024		£134,570

03. Other administration costs

Other administration costs of £18.8 million (2023-24, £16.4 million) in the Statement of Comprehensive Expenditure consist of:

	2024-25 £'000	2023-24 £'000
Leases – buildings	493	495
Leases – other	48	42
Accommodation and facilities costs	6,812	5,901
ICT costs	3,429	2,855
Administrative expenses	1,963	1,364
Staff related costs	530	462
Other administration costs	13,275	11,119
Interest charges on right of use assets	608	624
Depreciation, amortisation and impairment charges	4,873	4,673
Total Other administration costs	18,756	16,416

The estimated external audit cost for the audit of these financial statements is £67,096 (2023-24, £63,945). No additional non-statutory audit work was incurred in 2024-25 (2023-24, nil).

04. Property, plant and equipment

	Land and buildings	ICT	Fixtures and fittings ²⁹	Assets under construction	Total
	£'000	£'000	£'000	£'000	£'000
Cost or valuation					
At 1 April 2024	68,660	8,655	2,019	252	79,586
Additions	-	687	127	362	1,176
Reclassification	-	-	281	(281)	-
Revaluation	(2,039)	-	-	-	(2,039)
Disposals	-	(3,463)	-	-	(3,463)
At 31 March 2025	66,621	5,879	2,427	333	75,260
Depreciation					
At 1 April 2024	0	(6,985)	(1,305)	-	(8,290)
Charged in year	(2,140)	(629)	(106)	-	(2,875)
Revaluation	2,139	-	-	-	2,139
Disposals	-	3,463	-	-	3,463
At 31 March 2025	(1)	(4,151)	(1,411)	-	(5,563)
Carrying amount at 31 March 2025	66,619	1,729	1,016	333	69,697
Carrying amount at 31 March 2024	68,660	1,670	714	252	71,296

The carrying amount of land and buildings held under lease arrangements as at 31 March 2025 is £5.3 million (31 March 2024, £5.284 million).

A revaluation of land and buildings was undertaken by T Merrifield MRICS of Avison Young (UK) Limited as at 31 March 2025, in accordance with the Royal Institution of Chartered Surveyors Valuation Standards. The Commission undertake a full revaluation every three years, the last one was carried out for the year ended 31 March 2023. The valuation for period ended 31 March 2025 reflected inflationary increases and BCIS revisions.

²⁹ Fixtures and fittings includes 'donated assets', consisting of the Mace donated by the Parliament of New South Wales for the opening of the Senedd.

Revaluations have resulted in increase in the value of Land and Buildings in the Statement of Financial Position of £0.097 million compared to the carrying amount that would have been recognised had the assets been carried under the cost model.

Impairment reviews did not identify any indications of impairment at 31 March 2025 and hence no impairments have been recognised.

A review of the Fixed Asset Register has been undertaken and identified disposals of £3.463 million. This relates to assets that have a carrying value of nil and are no longer in use.

	Land and buildings	ICT	Fixtures and fittings ³⁰	Assets under construction	Total
	£'000	£'000	£'000	£'000	£'000
Cost or valuation					
At 1 April 2023	70,924	8,678	2,013	149	81,764
Additions	-	677	6	250	933
Reclassification	-	147	-	(147)	-
Revaluation	(2,264)	-	-		(2,264)
Disposals	-	(847)	-		(847)
At 31 March 2024	68,660	8,655	2,019	252	79,586
Depreciation					
At 1 April 2023	-	(7,364)	(1,170)	-	(8,534)
Charged in year	(2,073)	(468)	(135)	-	(2,676)
Revaluation	2,073	-	-	-	2,073
Disposals	-	847	-	-	847
At 31 March 2024	0	(6,985)	(1,305)	-	(8,290)
Carrying amount at 31 March 2024	68,660	1,670	714	252	71,296
Carrying amount at 31 March 2023	70,924	1,314	843	149	73,230

³⁰ Fixtures and fittings includes 'donated assets', consisting of the Mace donated by the Parliament of New South Wales for the opening of the Senedd.

05. Pension asset

	31 March 2025 £'000	31 March 2024 £'000
Balance at 1 April	(1,073)	(2,361)
Decrease in provision	5,515	1,424
Pension finance cost	(231)	(136)
Balance at 31 March	4,211	(1,073)

Under IAS 19, a surplus of £4.211 million is recognised for the Members of the Senedd Pension Scheme. The surplus arises due to the fair value of the scheme assets exceeding the present value of the defined benefit obligations. The Commission anticipates that the surplus could be recovered over the next 4 to 15 years by a reduction in contributions. Further information is provided in Note 02.A.

06. Trade and other receivables

	31 March 2025 £'000	31 March 2024 £'000
Amounts falling due within one year:		
Trade receivables	26	149
Other receivables	58	34
Prepayments	1,878	1,786
Recoverable VAT	305	280
	2,267	2,249

There were no receivable amounts falling due after more than one year.

07. Cash and cash equivalents

	31 March 2025 £'000	31 March 2024 £'000
Balance at 1 April	276	226
Net change in cash and cash equivalent balances	74	50
Balance at 31 March	350	276
The following balances at 31 March were held at:		
Government Banking Service	350	272
Commercial banks and cash in hand	0	4
Balance at 31 March	350	276

08. Trade payables and other current liabilities

	31 March 2025 £'000	31 March 2024 £'000
Amounts falling due within one year:		
VAT payable	8	7
Other taxation and social security	957	917
Trade payables	1,213	853
Accruals	2,909	2,432
Amounts due to the Welsh Consolidated Fund	350	276
	5,437	4,485

There were no payable amounts falling due after more than one year.

09. Provisions for liabilities and charges

Dilapidations	31 March 2025 £'000	31 March 2024 £'000
Balance at 1 April	144	171
Increase in provision	-	-
Provision utilised in year	-	(27)
Balance at 31 March	144	144

Additional information on the dilapidation provision can be found within Note 01 – Statement of accounting policies.

From the total provision of £144,000 (2023-24, £144,000), no amount is expected to crystallise within one year (2023-24, £Nil).

10. Commitments under leases

(a) Operating leases

Commitments under operating leases to pay rentals during the year following the year of these accounts are given in the table below, analysed according to the period in which payments are incurred.

Category	31 March 2025 £'000	31 March 2024 £'000
Land and buildings:		
Not later than one year	-	-
Later than one year but not more than five years	-	-
Later than five years	-	-
	-	-
Other – car, printers and copiers:		
Not later than one year	19	24*
Later than one year but not more than five years	11	36*
	30	60*

*31 March 2024 figures have been re-stated

(b) Finance leases

Commitments that are classed as leases as per the application of IFRS 16 are analysed in the following tables. The Commission has no other finance leases. There were no leases added during the 2024-25 financial year.

The liquidity risk inherent in the maturity analysis of the right of use asset is minimal given that the Commission receives funding from the Welsh Government on the basis of a budget which provides for the costs of servicing the lease.

Right of Use Assets	Buildings	Information Technology	Plant and Machinery	Total
At 1 April 2024	65,100	43	10	65,153
Additions during the year	0	0	0	0
Depreciation expense	(1,973)	(22)	(3)	(1,998)
At 31 March 2025	63,127	21	7	63,155

Maturity analysis	31 March 2025 £'000	31 March 2024 £'000
Buildings		
Not later than one year	2,311	2,311
Later than one and not later than five years	11,553	11,553
Later than five years	60,087	62,397
Less interest element	(9,928)	(10,536)
Present value of obligations	64,023	65,725
Other		
Not later than one year	17	30
Later than one and not later than five years		18
Later than five years	0	-
Less interest element	0	-
Present value of obligations	17	47
Total present value of obligations	64,040	65,772
Current portion	1,736	1,733
Non-current portion	62,304	64,039

	31 March 2025 £'000	31 March 2024 £'000
Total cash outflow for leases	2,340	2,338

Figures exclude VAT

11. Capital and other commitments

There were no contracted capital commitments at 31 March 2025 and 31 March 2024.

12. Other financial commitments

The Commission is party to various contracts which make reference to early termination but do not quantify charges for such an event. Early termination would likely be a breach of contract and the contractor is likely to be entitled to damages representing the loss of profit on the work which was not completed. As this figure is variable for each contract, such contracts have not been included in this note.

13. Contingent Liabilities

If The Commission were to terminate the lease on Tŷ Hywel the Landlord would stipulate whether any remedial works are required at the end of the lease. Any costs are unknown at this point and would depend on Landlord discussions.

14. Financial instruments

The Commission does not issue or trade in financial instruments such as loans and has no borrowings. It relies primarily on funding from the Welsh Consolidated Fund for its cash requirements, and is therefore not exposed to liquidity risks. It also has no material deposits, and all material assets and liabilities are denominated in sterling, so it is not exposed to interest rate risk or currency risk.

15. Related-party transactions

The Commission has a number of transactions with the Welsh Government and with other government departments and public bodies, including HM Revenue and Customs. Additionally, regular transactions take place with the Members of the Senedd Pension Scheme (see Remuneration and staff report, page 145).

The Senedd may give special or general directions to the Commission for the purpose of, or in connection with, the exercise of the Senedd Commission's functions.

The Commission has not undertaken any material transactions directly with Commissioners, senior managers or their close family members nor with any

organisations where Commissioners, senior managers or members of their close family hold positions of control or influence.

An independent Remuneration Board was established by *The National Assembly for Wales (Remuneration) Measure 2010* (the Board). The Board determines the salaries and allowances of all Members of the Senedd and office holders. Members were previously entitled to claim allowances for employing family members. They are no longer permitted to claim allowances for any new staff who are family members; allowances for those in service will cease at the end of the current Senedd.

The Commission decides the policies on salary and conditions for Commission staff. There are no restrictions in place relating to the employment by the Commission of family members of Commissioners or senior management.

Directors have declared that they hold no significant third party interests that may conflict with their duties. A Register of Financial and Other Interests of Members is available at www.senedd.wales and www.senedd.cymru.

Annex – regularity reporting

Regularity Reporting

The Senedd Commission’s budget is authorised by the Senedd via formal budget motions. These motions authorise the Commission’s capital and revenue expenditure, as well as retainable income and the amount that may be drawn from the Welsh Consolidated Fund.

The Statement and supporting notes have been prepared in accordance with the 2024–2025 Government Financial Reporting Manual (FReM) suitably adapted for the constitution of the Senedd and the Commission as specified by the *Government of Wales Act 2006*.

SOS 03 Reconciliation of Net Cash Requirement to increase in cash

	31 March 2025 £'000	31 March 2024 £'000
Net cash requirement	(65,126)	(60,800)
From the Consolidated Fund (supply) – current year	67,100	61,536
Amounts due from the Consolidated Fund not drawn	(1,624)	(460)
Amounts paid to the Consolidated Fund	(276)	(226)
Increase in cash	74	50

This table is subject to audit.

An amount of £3,360 (2023-24 £3,314) was received in respect of bank interest for the year ended 31 March 2025. As per the *Government of Wales Act 2006*, the Commission is not permitted to retain this amount and will return it to the Welsh Consolidated Fund.

SOS 04 Reconciliation of Net Resource Outturn to Net Cash Requirement 2024-25

	Note	Budget	Outturn	Net total outturn compared with budget: under spend/(excess)	Outturn 2023-24
		£'000	£'000	£'000	£'000
Net Resource Outturn	SOS 01	70,530	69,357	1,173	63,857
Cash required for rent		2,330	2,340	(10)	2,337
Accruals adjustments		-	-		-
Non-cash items	See below	(5,760)	(5,712)	(48)	(5,433)
Changes in working capital		-	(859)	859	39
Net cash requirement		67,100	65,126	1,974	60,800

<i>Non-cash items</i>	Note	Budget	Outturn	Outturn compared with budget 2024-25	Outturn 2023-24
		£'000	£'000	£'000	£'000
Depreciation and amortisation and de-recognition	4 and 10	(4,750)	(4,873)	123	(4,673)
Interest charges and depreciation relation to IFRS16	3	(610)	(608)	(2)	(624)
Pension finance costs and other provision movements	5	(400)	(231)	(169)	(136)
		(5,760)	(5,712)	(48)	(5,433)

This table is subject to audit.

SOS 05 Analysis of income payable to the Welsh Consolidated Fund

	Budget 2024-25 £'000	Outturn 2024-25 £'000	Outturn 2023-24 £'000
Retainable operating income	100	75	102
Subtotal	100	75	102
Amount retained	100	72	99
Amount payable to the WCF	-	3	3

There has been no other operating income in 2024-25 (2023-24, nil).

This table is subject to audit.







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