

# Member of the Independent Remuneration Board of the Senedd

Information Pack - October 2024



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## 1. Welcome

Thank you for your interest in the role of Member of the Independent Remuneration Board of the Senedd ('the Board').

The Board is a statutory independent body. Its objective is to ensure an open and transparent process for determining remuneration of Senedd Members and their staff and other financial resources. These are set out in its Determination. Its aim is to enable Members to do their job effectively, with value for money for the people of Wales. The Board is not subject to the direction or control of the Senedd or the Senedd Commission.

This is a particularly interesting period to be joining the Board as the Senedd prepares to operate under a different electoral system after the next Welsh General Election in May 2026. The Board is preparing a reformed Determination for the Seventh Senedd through its five thematic reviews which are underway and it will need to keep the Determination under review over its following five-year term.

The Board's thematic reviews cover a range of areas including Member and Ministerial pay, support staff pay and grading, personal support for Members, and support for political groups. The Board has to take into account the future increase in the number of Members from 60 to 96, a new electoral system and boundary constituencies, and changes in how Senedd business may be organized in future. It is therefore a critical period of work for the Board.

The Board is made up of a Chair and four members. Members of the Board can be appointed for up to a maximum of two 5-year terms. I anticipate there being three vacancies within the next 12 months. An immediate vacancy has arisen following the resignation of the Rt Hon Lord Hanson of Flint, who has taken up a Ministerial position in the UK Government. Two other members will have completed their second five-year term in September 2025 which will therefore create other vacancies. This recruitment will also serve to fill any other Board vacancies which may occur during this recruitment period and for up to twelve months following the conclusion of the appointment process.

In seeking new members for the Board, my aim is to ensure that, as a whole, the Board is made up of members with a complementary range of skills and backgrounds. For the immediate vacancy, we are seeking a Board member with political experience as a former elected politician.

These are stimulating positions in a challenging but highly rewarding environment. The decisions that the Board undertakes are sensitive, at times attracting strong public interest. The Board plays an

essential part in maintaining public trust in our democratic system. It is important that we find exceptional individuals to take up these roles to maintain the confidence of Members, their staff and the public.

We invite applications from individuals who bring a diverse array of skills, experiences, and perspectives, reflective of the diversity of society in Wales. If you believe you have the necessary skills, I look forward to receiving your application.

Yours sincerely



*Manon Antoniazzi*

Manon Antoniazzi

Chief Executive of the Commission and Clerk of the Senedd

## 2. Background - The Independent Remuneration Board of the Senedd

The Welsh Parliament or Senedd Cymru, is at the heart of democracy and politics in Wales. The Senedd is the democratically elected body that represents the interests of Wales and its people, makes laws for Wales, agrees Welsh taxes and hold the Government to account.

The National Assembly for Wales (Remuneration) Measure 2010 established an Independent Remuneration Board to make decisions in respect of all aspects of financial support for Members of the Senedd. The Board's statutory objectives are to:

- provide Members with a level of remuneration which fairly reflects the complexity and importance of their work as Members and which does not deter, on financial grounds, anyone from seeking election;
- provide Members with adequate resources to enable them to exercise their functions as Members; and
- ensure that public money is spent with probity, accountability, value for money and transparency.

The Board's work is underpinned by a set of three clearly defined principles, set by the Board:

- financial support and remuneration for Members should support the strategic purpose of the Senedd and facilitate the work of its Members;
- decisions must be appropriate within the context of Welsh earnings and the wider financial circumstances of Wales; and
- the system of financial support for Members must be robust, clear, transparent, sustainable, inclusive, and represent value for money for the taxpayer.

## 3. The Role of Independent Remuneration Board Member

The role of the Board is to determine:

- the remuneration of Senedd Members (salary and pension);
- the additional remuneration of office holders - for example, the Presiding Officer, Deputy Presiding Officer, Senedd Commissioners, leaders of opposition parties and committee chairs;

- the remuneration of members of the Welsh Government (the First Minister, Welsh Ministers, Deputy Welsh Ministers and the Counsel General);
- financial support for party groups represented in the Senedd;
- arrangements for staff support for Senedd Members, including their remuneration; and
- all other aspects of financial support available to Members, such as office and accommodation costs.

The Measure specifically establishes the Board's independence from any influence by the Senedd or Senedd Commission when exercising its functions. The decisions of the Board are final and not subject to ratification or approval by the Senedd Commission or the Welsh Parliament/Senedd Cymru and it is not accountable to the Senedd in relation to its determinations.

The Board is required to consult Members and others affected before reaching its decisions, so far as possible. It is also required to act in an open and transparent manner. It accounts for its use of resources on its own activities through its annual report. The Board seeks assurance on its effectiveness as a Board through periodic independently conducted effectiveness reviews.

The Board is supported by a secretariat led by a clerk, provided by the Senedd Commission. New Board members will be supported through an induction programme. Find out more about the **[work of the Board and its current members.](#)**

**Dame Jane Roberts – member of the Independent Remuneration Board since 2015**



*Having serendipitously seen the advert for membership of the Remuneration Board nearly ten years ago, I applied for one of the vacancies, uncertain whether my somewhat hybrid background would fit. While I'd had a variety of experience in non-executive roles, including holding political office as a council leader, and recommending a national framework for the remuneration of councillors, it had been at a different level of governance from the then National Assembly.*

*It has since been a fascinating journey over almost ten years – both to be a close observer of the evolution of the Assembly into the Senedd, as powers have been increasingly devolved to Wales and to work with my colleagues from very different backgrounds on the Board. In May 2026, there will be a larger Senedd, with Members elected by a different system and operating somewhat differently. Challenging but such interesting times!*

*Be assured that the work involved is not simply a technocratic exercise. The Board works to the three key principles mentioned above. It is a rich combination of strategic thinking to be clear about what is needed better to support Members of the Senedd in their role and thereby to support Welsh democracy, as well as the necessity to get your head around the detail when necessary.*

*I have found my colleagues on the Board and in the Commission supporting the Board to be unfailingly helpful, collegiate and very able. While it is a serious business of course, we have our light-hearted moments too. The opportunity is much to be recommended.*



## 4. Person Specification

This section sets out the essential knowledge, experience and personal attributes that are being sought for members of the Remuneration Board.

Candidates should provide evidence that they have the relevant experience to fulfil the role and responsibilities. Candidates will need to demonstrate the below criteria in their application:

- the credibility, presence and personal integrity needed to command the trust and respect of the general public and of Senedd Members across the whole of the Senedd;
- an approach that is independent, fair-minded, realistic and firm;
- exceptional judgement in dealing with sensitive and high profile matters;
- the ability to make sound recommendations on the basis of analysis;
- ability to apply strategic insight and lived experience on a range of sensitive and complex issues;
- excellent communication and team working skills;
- a thorough understanding of the work of parliamentary bodies and the diverse ways of working of the individual Member, and the changing constitutional context in Wales and the UK;
- experience of public life, and a thorough understanding of the issues surrounding the public debate on standards in public life and of working in line with the **Nolan Principles**;
- appreciation of the importance of the environment of equality, sustainability, bilingualism and diversity and inclusion in which public bodies in Wales operate.

In addition, candidates must be able to present evidence of one or more of the following:

- political experience as a former elected politician;
- parliamentary experience by having operated at a senior level in a relevant role;
- experience of public life in Wales - either directly or by having operated at a senior leadership level in a relevant role;



- specific knowledge and experience of human resources, remuneration, pensions or related matters, particularly in relation to public sector pay and including experience of pay review bodies;
- audit, legal or governance experience and qualifications;
- communications, engagement;
- academic, research or public policy experience in a relevant field.

**Desirable:**

The Board welcomes the opportunity to increase its capacity to work bilingually in Welsh and English and welcomes applications from applicants with Welsh Language Skills. All candidates will be expected to show commitment towards the language and culture.

## **5. Terms of the appointment**

The Independent Remuneration Board is a public appointment made by the Senedd Commission.

Board members are appointed for a fixed term of five years. Members of the Board can be re-appointed for one further term only. The maximum length of service is ten years.

The Board, as a public body, attracts considerable public interest. It is particularly important to ensure that there is no possible conflict of interest between current responsibilities (or previous positions) and the responsibilities of this post. Board members are expected to exercise caution in taking up new responsibilities which could conflict with the interests of the Board. Any appointments made by the Welsh Ministers would be considered a conflict of interest.

Members must notify the Chief Executive and Clerk of the Senedd before accepting any new appointment which is offered. Acceptance of an appointment which conflicts with the role as a member of the Board would mean that the appointment would be liable to be terminated.

## **Eligibility: Political and Outside Activities**

The following persons are disqualified from being members of the Board:

- Senedd Members or candidates for election as an Senedd Member;
- A person whose name appeared on a list of candidates submitted to a regional returning officer for the general election to the Senedd held on 06 May 2021;
- A member of the House of Commons, Scottish Parliament, Northern Ireland Assembly or European Parliament;
- Members of staff of the Senedd or the Welsh Government and persons employed by Senedd Members or a group of Senedd Members for the purpose of assisting Senedd Members to perform the functions of a Senedd Member;
- The Counsel General;
- The Auditor General for Wales;
- The Senedd Commissioner for Standards;
- Members of the Senedd Commission Corporate Governance Committee;
- An Independent Adviser to the Senedd Commission;
- A person holding the appointment of Non-Executive Director of the Welsh Government;
- A person who has previously served as a member of the Board for two terms.

As referenced above, any person holding an appointment made by the Welsh Ministers would be considered a conflict of interest and therefore would need to resign from their role on appointment to the Board.

## **Remuneration**

The current remuneration rate for Board members is £310 per day and the Chair is £400 per day. Remuneration is payable in respect of all activity undertaken on behalf of the Board, not just formal meetings.

Travel and subsistence expenses properly and necessarily incurred, in compliance with Senedd Commission policy will be reimbursed and a summary will be published in the Independent

Remuneration Board's Annual Report along with details of fees claimed.

### **Time Commitment**

The number of meetings and workload are likely to vary during the course of an Senedd five-year term. Typically, the Board meets six times a year. Exceptionally between January and September 2025, the Board will meet eight times to prepare its Determination for the next Senedd.

The estimated average time required of Board members will be between 12 and 18 days per year. Our experience to date suggests that the time commitment would be relatively more demanding in the two years preceding a Welsh general election.

### **Status**

Independent Remuneration Board Members are office holders and are not employees of the Senedd Commission.

### **Location**

Meetings will normally be held in the Senedd offices in Cardiff Bay or virtually on Teams.

## 6. Application Process

- Please apply by submitting a CV, and a supporting statement which outlines your motivation for applying for the role and how you meet the person specification (no more than 2 sides of A4 in length). Please ensure that you address the key requirements set out in the person specification.
- Applicants will also need to declare that they meet the eligibility criteria set out in this document. You will need to complete an Eligibility: Political and Outside Activities form with your application to allow relevant checks to be undertaken.
- Please provide details of two referees (one should ideally be your current employer) - we will only approach referees with your permission and if you are shortlisted.
- Please complete the Equal Opportunities monitoring form when you upload your details. We are keen to ensure that all our jobs are accessible to all members of the community and use this data to monitor our progress in achieving this.
- Please make sure your application is submitted by the closing date as stated below to [fizza.islam@LHH.com](mailto:fizza.islam@LHH.com)

For a confidential informal discussion about the role, please contact our recruitment partners LHH Penna, directly on +44 (0)141 220 6460 or email [fizza.islam@LHH.com](mailto:fizza.islam@LHH.com)

## Timetable:

<b>Closing Date</b>	Midnight Sunday 01 December 2024
<b>Shortlist</b>	w/c 09 December 2024
<b>Interviews</b>	w/c 13 <sup>th</sup> January 2025

## 7. Selection Process

The Board has one immediate vacancy and will have two future vacancies when two panel members come to the end of their tenure.

We anticipate that one appointment will commence at the earliest opportunity (likely January 2025), while two other appointments will commence in September 2025.

In accordance with paragraphs 1-4 of Schedule 2 to the National Assembly for Wales (Remuneration) Measure 2010, having considered relevant matters, I consider that the current members of the Board, whose first term would otherwise end in September 2025, including the Chair, are eligible for appointment for a second term and are not required to submit an application.

When the current recruitment process has been concluded, the Chief Executive and Clerk intends to notify to the Senedd Commission-

- (i) the name of the person who in accordance with these arrangements, is to be appointed as Chair;
- (ii) the name of the person who has been selected to take up the immediate vacancy on the Board;
- (iii) names of persons who have been selected, in accordance with these arrangements, to be members of the Board when vacancies arise in September 2025; and
- (iv) names of current members of the Board who will be appointed for a second term.

The Senedd Commission is required to appoint as Chair, and as members of the Board (as the case may be) those whose names have been notified to them by the Chief Executive and Clerk.

The selection panel will assess candidates' CVs and Supporting statements to determine who best meets the criteria for the role and who will be invited to interview.

The panel will be chaired by Manon Antoniazzi, Chief Executive and Clerk of the Senedd, and will also comprise an external or independent representative and a member of the Commission's Independent Advisers.

The panel will have due regard to the principle that there should be equality of opportunity for all people.

A reserve list will be held for 12 months.

### **Diversity and Inclusion**

The recruitment will be undertaken in accordance with equal opportunities principles – this means that everybody should have the same opportunities based on their ability, qualifications and suitability for the role.

We therefore welcome applications from all sections of the community, regardless of age, gender, ethnicity, sexual orientation, faith or disability, from all backgrounds and with many different skills, experience and perspectives. We particularly encourage applications from disabled people and people from ethnic minority backgrounds.

All appointments will be made on merit following a fair and transparent process.

### **Disability Confident**

We are proud to operate under the Disability Confident Employer Scheme whereby we guarantee an interview for disabled applicants if they meet the minimum essential requirements for the role. By 'minimum criteria' we mean that you must provide us with evidence in your application which demonstrates that you generally meet the level of competence for the role and any qualifications, skills or experience defined as essential.

Please contact us for a conversation if you require any reasonable adjustments for any part of this recruitment process. We can also discuss what adjustments you would like to be put in place if you were to be appointed to enable you to fully participate. Please email [jobs@senedd.wales](mailto:jobs@senedd.wales) as soon as possible and we will contact you to discuss requirements and any questions you may have.

### **Security and Vetting**

Appointments will be subject to National Security Clearance.

