

National Assembly for Wales

Members' Library
Key Information Sources

January 2011

Members'
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Service



The National Assembly for Wales is the democratically elected body that represents the interests of Wales and its people, makes laws for Wales and holds the Welsh Government to account.

National Assembly for Wales

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Key information sources

This guide provides a list of key information sources relevant to the work of the National Assembly for Wales.

Information

Source

Assembly Commission

Created as part of the *Government of Wales Act 2006*, the Assembly Commission was created to provide services to support Assembly Members. This section details the role of the Commission.

Assembly website

Information on the Assembly Commission, including Annual Reports is available on the Assembly website at:

<http://www.assemblywales.org/abthome/abt-commission.htm>

Assembly Measures

In the areas within which it has legislative competence, the Assembly can make its own legislation, known as Assembly Measures, which have similar effect to an Act of Parliament.

Assembly website

At-a-glance details of the Progress of all Assembly Measures can be found at:

<http://www.assemblywales.org/bus-home/bus-legislation/bus-legislation-progress-icos-measures.htm>

Further details of Measures introduced during the Third Assembly with relevant documentation and details on progress can be found at:

<http://www.assemblywales.org/bus-home/bus-legislation/bus-leg-measures.htm>

A members' Research Service Constitution Quick Guide provides further information on Assembly Measures:

http://www.assemblywales.org/qg_07-0059.pdf

Legislation.gov.uk website

The text of Assembly Measures (as passed) are available on the Legislation.gov.uk web-site at:

<http://www.legislation.gov.uk/mwa>

Assembly Questions (AQs)

Assembly website

A list of Oral Assembly Questions (OAQs) and Written Assembly Questions (WAQ) tabled for answer on any given day during the Third Assembly (2007-2011) can be accessed via the Assembly website at:

Oral questions

<http://www.assemblywales.org/bus-home/bus-chamber/bus-chamber-third-assembly-oral.htm>

Written questions

<http://www.assemblywales.org/bus-home/bus-chamber/bus-chamber-third-assembly-written.htm>

Answers to OAQs (including those not reached in Plenary) and WAQs tabled for answer on any given day can be accessed via the Assembly internet (Record of Proceedings pages) at:

Oral questions

<http://www.assemblywales.org/bus-home/bus-chamber/bus-chamber-third-assembly-oral.htm>

Written questions

<http://www.assemblywales.org/bus-home/bus-chamber/bus-chamber-third-assembly-written.htm>

Answers to questions from the first and second Assemblies can also be accessed via the Record of Proceedings page, by clicking on the links for oral questions and written questions:

First Assembly (1999-2003)

<http://www.assemblywales.org/bus-home/bus-chamber/bus-chamber-first-assembly.htm>

Second Assembly (2003-2007)

<http://www.assemblywales.org/bus-home/bus-chamber/bus-chamber-second-assembly.htm>

Assembly Public Accounts Committee (formerly Audit Committee) reports

Assembly website

Reports, agendas and papers, minutes etc. can be accessed via the Assembly website at:

<http://www.assemblywales.org/bus-home/bus-committees/bus-committees-third-assembly/bus-committees-third-ac-home.htm>

Budget and financial information

Information on Welsh Government and Assembly Commission budgets

Assembly website

Members' Research Service have produced a number of research papers and quick guides relating to the Assembly budget, which can be accessed via the Assembly website at:

<http://www.assemblywales.org/bus-home/bus-guide-docs-pub/bus-assembly-publications-research/bus-assembly-publications-budgets.htm> and

<http://www.assemblywales.org/bus-home/bus-guide-docs-pub/bus-assembly-publications-research/bus-assembly-publications-quickguides.htm#budgets>

Standing Order 27 sets out the National Assembly for Wales' finance procedures and this can be accessed at:

<http://www.assemblywales.org/bus-docs-third-standingorders.pdf>

Welsh Government website

Information on the Welsh Government's budget and strategic planning process is available on the Welsh Government internet at:

<http://wales.gov.uk/about/civilservice/departments/spfp/?lang=en>

Further details on the current draft budget are available on the Welsh Government website at:

<http://wales.gov.uk/about/budget/?lang=en>

Cabinet statements

Statements made by Welsh Government Ministers relating to their Cabinet portfolios.

Welsh Government website

Cabinet statements can be accessed, by date, via the Welsh Government website at:

<http://wales.gov.uk/about/cabinet/cabinetstatements/?lang=en>

Assembly website

Written Ministerial Statements are available via the Assembly website at:

<http://www.assemblywales.org/bus-home/bus-guide-docs-pub/bus-business-documents/bus-business-documents-written-min-state.htm>

Cabinet sub-committees

Cabinet sub-committees exist to allow fuller, and more strategic, consideration of policy in the major crosscutting areas.

Welsh Government website

Details of the sub-committees, including agendas, minutes and papers, are available on the Welsh Government Internet (Cabinet pages) at:

<http://wales.gov.uk/about/cabinet/cabinetsubcommittees/?lang=en>

Circulars

Guidance and information in certain Welsh Government portfolios, notably health and education, are published as Circulars.

Welsh Government website

Electronic versions of National Assembly for Wales circulars (NAFWC series) are available at:

<http://wales.gov.uk/publications/circular/?lang=en>

It should be noted that this is not a comprehensive list.

Circulars from the Department of Children, Education, Lifelong Learning and Skills are available on the education topic area section of the Welsh Government website at:

<http://new.wales.gov.uk/topics/educationandskills/publications/circulars/?lang=en>

Health Ministerial Letters which superseded Welsh Health Circulars (WHC) in 2008 are available at:

<http://wales.gov.uk/topics/health/publications/health/ministerial/?lang=en>

Welsh Health Circulars (WHC) from 2006 – 2008 are available at:

<http://wales.gov.uk/topics/health/publications/health/circulars/?lang=en>

Committee proceedings

The transcripts of, and papers discussed in, meetings of the Committees of the National Assembly for Wales.

Assembly website

Agendas, papers and minutes can be accessed on the relevant committee's pages on the Assembly website at:

<http://www.assemblywales.org/bus-home/bus-committees.htm>

From May 2007, transcripts are available for all public scrutiny, legislation and standing committee meetings. Draft transcripts are published within five working days of the meeting, and final versions within 10 working days, on the relevant committee's pages.

<http://www.assemblywales.org/bus-home/bus-committees.htm>

Transcripts for committee meetings for the Second Assembly can be found on the appropriate committee's pages under the Agendas, Papers and Transcripts section. Transcripts are available for all committees from April 2005.

<http://www.assemblywales.org/bus-home/bus-committees/bus-committees-second.htm>

Senedd TV

The Proceedings of the National Assembly for Wales, including Plenary and Committee meetings, can be viewed on the Senedd TV service. Proceedings can be viewed live when the Assembly is sitting, and archived proceedings can be viewed at any time.

<http://www.senedd.tv/index.jsf>

Committee reports

Reports published as a result of inquiries held by Committees of the National Assembly for Wales.

Assembly website

Reports published by committees during the Third Assembly can be accessed via the relevant Assembly Committee web pages:

<http://www.assemblywales.org/bus-home/bus-committees.htm>

The progress of Assembly Committee inquiries during the Third Assembly can be viewed at:

<http://www.assemblywales.org/bus-home/bus-guide-docs-pub/bus-assembly-publications-research/bus-assembly-publications-committee-inquiries.htm>

Committee reports published during the first and second Assemblies are available on the relevant committee pages on the Assembly website at:

<http://www.assemblywales.org/bus-home/bus-committees.htm>

Consultations – Wales

The Welsh Government consults on a number of policy areas. These papers are published on the website.

Welsh Government website

The most recent current consultations are available, listed within subject area, on the Welsh Government website at:

<http://wales.gov.uk/consultations/?lang=en>

Information on closed consultations, which may also contain summaries of responses, are also available by subject area on the Welsh Government website at:

<http://wales.gov.uk/consultations/?lang=en&status=closed>

Data protection

Information Commissioner's Office website

Information on the main principles of data protection and the Data Protection Act can be found on the Information Commissioner's Office website at:

http://www.ico.gov.uk/what_we_cover/data_protection.aspx

with further information for organisations here:

http://www.ico.gov.uk/for_organisations/data_protection_guide.aspx

and for the general public here:

http://www.ico.gov.uk/for_the_public/your_personal_information.aspx

Legislation.gov.uk

The full text of the *Data Protection Act 1998 as enacted* can be found on Legislation.gov.uk:

<http://www.legislation.gov.uk/ukpga/1998/29/contents>

Decision reports

Decision reports provide the facts and factual analysis upon which Ministers take decisions.

Welsh Government website

Decision reports can be accessed, listed by subject, via the Welsh Government internet at:

<http://wales.gov.uk/publications/accessinfo/drnewhomepage/?lang=en>

Devolution

There are a number of publications which deal with different aspects of devolution in Wales and beyond.

Assembly website

The Members' Research Service provides a bibliography of works relating to the National Assembly for Wales and devolution in Wales. It is located on the Assembly website at:

<http://www.assemblywales.org/bus-home/bus-assembly-publications-research/bus-assembly-publications-research-publications/bus-assembly-publications-bibliography.htm>

Cat Cymru

Copies of the publications and articles listed within the bibliography may be available in local authority public libraries. The catalogues of public libraries can be searched via the Cat Cymru service on library.wales.org

<http://library.wales.org/index.php?id=catcymru>

Disclosure logs

Disclosure logs contain details of the information released in response to freedom of information requests.

Welsh Government website

Details of freedom of information (Foi) responses to requests for information made to the Welsh Government are located on the Welsh Government website at:

<http://wales.gov.uk/publications/accessinfo/disclosurelogs/?lang=en>

In many responses, documentation released by the Welsh Government is included along with the response letter. In those examples where this information is not included, the Welsh Government website advises hard copies can be obtained from the lead official - the person signing the response letter.

National Assembly for Wales website

Details of freedom of information responses to requests for information made to the National Assembly for Wales are located on the Assembly website at:

<http://www.assemblywales.org/abthome/abt-nafw/abt-foi/disclosure-log.htm>

European information

Assembly website

Information from the European and External Affairs Committee for the Third Assembly can be found on the committee pages of the Assembly website:

<http://www.assemblywales.org/bus-home/bus-committees/bus-committees-third-assem/bus-committees-third-eur-home.htm>

All information from the European and External Affairs Committee from the first and second Assembly can be found on the committee pages of the Assembly website:

<http://www.assemblywales.org/bus-home/bus-committees/bus-committees-second/bus-committees-second-eur-home.htm>

Europa website

The official EU site gives an overview of the institutions and includes news, links to major policy areas, a glossary of EU terms and a who's who:

http://europa.eu/index_en.htm

Eur-Lex website

Technically part of Europa, but with the specific purpose of tracking EU legislation that has already been passed:

<http://eur-lex.europa.eu/en/legis/index.htm>

Pre-Lex website

As above, for legislation in progress. The site allows you to follow the path of a legislative proposal, find out which institution it has reached etc.:

<http://ec.europa.eu/prelex/apcnet.cfm?CL=en>

Euractiv website

An useful independent website for keeping up to date with EU news:

<http://www.euractiv.com/en/HomePage>

Government responses to committee reports

Following the publication of Assembly Committee reports, the relevant Welsh Government Minister publishes a response.

Welsh Government website

Responses are released as Cabinet statements and can be accessed, by date, via the Welsh Assembly Government website at:

<http://wales.gov.uk/about/cabinet/cabinetstatements/2009/?lang=en>

Assembly website

Responses are also laid before the Assembly. Laid documents are available online, listed by date, on the Assembly website at:

<http://www.assemblywales.org/bus-home/bus-guide-docs-pub/bus-business-documents/bus-business-documents-doc-laid.htm>

Freedom of information (FOI)

General information and advice on Freedom of Information and the disclosure logs for the Assembly and Welsh Government are available.

Information Commissioner's Office website

Information on the main principles of freedom of information and the *Freedom of Information Act* can be found on the Information Commissioner's Office website at:

http://www.ico.gov.uk/what_we_cover/freedom_of_information.aspx

With further information for organisations here:

http://www.ico.gov.uk/for_organisations/freedom_of_information_guide.aspx

and for the general public here:

http://www.ico.gov.uk/for_the_public/access_to_official_information.aspx

Legislation.gov.uk

The full text of the *Freedom of Information Act 2000 as enacted* can be found on Legislation.gov.uk:

<http://www.legislation.gov.uk/ukpga/2000/36/contents>

Welsh Government website

Details of Freedom of Information responses to requests for information made to the Welsh Government are located on the Welsh Government website at:

<http://wales.gov.uk/publications/accessinfo/disclosurelogs/?lang=en>

In many responses, documentation released by the Government is included along with the response letter. In those examples where this information is not included, the Welsh Government website advises hard copies can be obtained from the lead official - the person signing the response letter.

Assembly website

Details of freedom of information responses to requests for information made to the National Assembly for Wales are located on the Assembly internet at:

<http://www.assemblywales.org/abthome/abt-nafw/abt-foi/disclosure-log.htm>

Laid documents

Standing Order 29 requires certain documents to be formally laid before the Assembly. These include such things as annual reports and accounts of certain public bodies, various types of subordinate legislation and reports from Assembly Committees.

Assembly website

Laid documents are listed by date laid on the Assembly website at: <http://www.assemblywales.org/bus-home/bus-guide-docs-pub/bus-business-documents/bus-business-documents-doc-laid.htm>

Legislative Competence Orders

Additional Measure-making powers can be conferred on the Assembly by Legislative Competence Order, a type of Order in Council transferring specific legislative competence from Parliament to the Assembly by amending Schedule 5 to the Government of Wales Act 2006.

Assembly website

At-a-glance details of the progress of all Assembly Legislative Competence Orders can be found at:

<http://www.assemblywales.org/bus-home/bus-legislation/bus-legislation-progress-lcos-measures.htm>

Details of Legislative Competence Orders introduced during the Third Assembly, including relevant documents and details on progress can be found on the Assembly internet at:

<http://www.assemblywales.org/bus-home/bus-legislation/bus-leg-legislative-competence-orders.htm>

Legislative Competence Orders are subject to approval by both the Assembly and the UK Parliament.

A Members' Research Service Constitution Quick Guide provides further information on Legislative Competence Orders:
http://www.assemblywales.org/qg_07-0058.pdf

Legislation.gov.uk

The full text of Legislative Competence Orders, which are published as UK Statutory Instruments, can be found on the Legislation.gov.uk website, under the relevant year of publication:
<http://www.legislation.gov.uk/wsi>

Petitions

Standing order 28 determines that the Assembly must consider any admissible petition.

Assembly website

Information on admissible petitions presented to the Assembly can be found on the Assembly website:

<http://www.assemblywales.org/gethome/e-petitions-old/admissible-pet.htm>

Information on admissible petitions presented to the Assembly can be found on the Assembly website:

http://www.assemblywales.org/gethome/e-petitions-old/admissible-pet/inadmissible_petitions.htm

The proceedings of the Petitions Committee can be found on the Third Assembly Committees pages on the Assembly website:

<http://www.assemblywales.org/bus-home/bus-committees/bus-committees-third-assem/bus-committees-third-pc-home.htm>

Planning

Planning guidance in Wales.

Assembly website

Members' Research Service has produced a number of Quick Guides which explain different aspects of the planning process, including planning permission and policy as it applies in Wales. These can be found on the Assembly website at:

http://www.assemblywales.org/bus-home/bus-assembly-publications-research/bus-assembly-publications-research-publications/bus-assembly-publications-quickguides/quickguides-environment_and_sustainability.htm#planning

Plenary Proceedings

A record of all discussions, speeches made and questions asked in the meetings of the whole Assembly.

Assembly website

The full Record of Proceedings of all Assembly Plenary meetings is available on the Assembly website.

A concise record of all Plenary meetings from September 2010 onwards is also available, which includes lists of speakers and topics discussed, along with links to the relevant sections of the full Record and the proceedings on Senedd TV.

The Record of Proceedings for the Third Assembly is available here:

<http://www.assemblywales.org/bus-home/bus-chamber/bus-chamber-third-assembly-rop.htm>

Senedd TV

The Proceedings of the National Assembly for Wales, including Plenary and Committee meetings can be viewed on the Senedd TV service. Proceedings can be viewed live when the Assembly is sitting, and archived proceedings can be viewed at any time.

<http://www.senedd.tv/index.jsf>

BBC Democracy Live

Selected proceedings from the National Assembly for Wales are available on the BBC Democracy Live service at:

<http://news.bbc.co.uk/democracylive/hi/wales/default.stm>

Press releases

National Assembly for Wales and Welsh GOvernment press notices.

Assembly internet

Press releases from the National Assembly for Wales can be accessed via the Assembly website at:

<http://www.assemblywales.org/newhome.htm>

Welsh Government internet

Welsh Government press releases are listed on the Welsh Government website at:

<http://wales.gov.uk/news/?lang=en>

Procedural guidance

The Standing Orders of the National Assembly for Wales set out the procedures for the way in which the Assembly conducts its business.

Assembly website

The Standing Orders of the National Assembly for Wales set out the procedures for the operation of the Assembly. The Standing Orders of the Third Assembly can be seen at:

<http://www.assemblywales.org/bus-docs-third-standingorders.pdf>

The Presiding Officer's guidance supplements Standing Orders in relation to Assembly business in a number of areas. These and other procedural guidance can be found on the Assembly website at:

<http://www.assemblywales.org/bus-home/bus-guide-docs-pub/bus-assembly-guidance.htm>

Business Committee advises on the management of the Assembly's business and on general practice and procedure of the Assembly. It meets weekly in private. Minutes of its meetings are published six weeks after each meeting. Agendas, papers and minutes can be accessed via the Assembly website at:

<http://www.assemblywales.org/bus-home/bus-committees/bus-committees-third-assem/bus-committees-third-bc-home.htm>

Publications

Many of the documents published by the Assembly and the Welsh Government are available online.

Welsh Government website

Links to the major Welsh Government strategy documents can be found on the Welsh Government website at:

<http://wales.gov.uk/about/programmeforgovernment/strategy/publications/?lang=en>

Information on Welsh Government departmental activities (including details of publications) is available by topic area on the Assembly website at:

<http://wales.gov.uk/topics/?lang=en>

Publications from many Welsh Government departments can be accessed by clicking the 'Publications' links on the left hand menu within each topic area.

Assembly website

The latest publications from the National Assembly for Wales, including Members' Research Service Research Papers, Assembly Committee reports and documents laid before the Assembly can be found on the Assembly website at:

<http://www.assemblywales.org/bus-home/bus-guide-docs-pub.htm>

Cat Cymru

Printed copies of Welsh Government and National Assembly for Wales publications may be available in local authority public libraries. The catalogues of public libraries can be searched via the Cat Cymru service on library.wales.org

<http://library.wales.org/index.php?id=catcymru>

Research papers produced by UK legislatures

Libraries and research teams within the legislatures of UK parliaments and assemblies publish papers on a number of relevant topics.

Assembly website

Members' Research Service research papers and quick guides are listed by date and subject on the website at:

<http://www.assemblywales.org/bus-home/bus-assembly-publications-research/bus-assembly-publications-research-publications.htm>

UK Parliament website

House of Commons Library research papers and factsheets are listed, by year, on the website at:

http://www.parliament.uk/parliamentary_publications_and_archives/research_papers.cfm

Scottish Parliament website

Scottish Parliament Information Centre (SPICe) research briefings are listed, by date and by subject, on the website at:

<http://www.scottish.parliament.uk/business/research/index.htm>

Northern Ireland Assembly website

Northern Ireland Assembly Research & Library Service reports and factsheets are listed by year:

http://www.niassembly.gov.uk/io/research_main.htm

Statistics

A selection of the most relevant statistical resources available online.

Assembly website

Members' Research Service statistical briefings on constituencies are available at:

<http://www.assemblywales.org/bus-home/bus-guide-docs-pub/bus-assembly-publications-research/bus-assembly-publications-assembly.htm#top>

Welsh Government Statistical Directorate website

The 'Statistics for Wales' website contains statistics published by the Welsh Government. The interactive 'StatsWales' data system is also available through this website. This often contains more detailed information and allows users to manipulate and download data.

<http://wales.gov.uk/topics/statistics/?lang=en>

<http://wales.gov.uk/topics/statistics/statswales/?lang=en>

Statistical overviews covering each local authority are published here:

<http://wales.gov.uk/topics/statistics/publications/localarea/?lang=en>

Local Government Data Unit - Wales (LGDU) website

The LGDU collect and publish data for local authorities, including performance indicators. Most information is available through their interactive dissemination system 'Gwion'.

<http://www.dataunitwales.gov.uk/>

<http://dissemination.dataunitwales.gov.uk/webview/index.jsp>

Office for National Statistics (ONS) website

Comprehensive site of official statistics about the UK's economy, population and society at national and local level, including 'Neighbourhood' statistics. This contains detailed statistics within a specific geographic area.

<http://www.statistics.gov.uk/>

<http://neighbourhood.statistics.gov.uk/>

Health Solutions Wales website

Contains information about hospital admissions from the Patient Episode Database for Wales (PEDW)

<http://www.infoandstats.wales.nhs.uk/>

Health Maps Wales is an interactive tool that can be used to look at a variety of health indicators for a geographic area.

<http://www.infoandstats.wales.nhs.uk/page.cfm?orgid=869&pid=40976>

UK Government departmental websites

Statistics relating to Wales are published by a number of central government departments, including the following sources:

Defence Analytical Services and Advice (DASA) website

Publishes statistics relating to defence:

<http://www.dasa.mod.uk/>

Department for Work and Pensions (DWP) website

Publishes statistics on DWP benefits and pensions

<http://research.dwp.gov.uk/asd/>

HM Treasury website

http://www.hm-treasury.gov.uk/data_index.htm

HM Revenue and Customs website

Statistics relating to taxes and tax credits

<http://www.hmrc.gov.uk/stats/>

Home Office website

Publishes statistics relating to crime, policing, immigration, drugs, and other areas of Home Office responsibility

<http://www.homeoffice.gov.uk/rds/>

Ministry of Justice website

Statistics relating to the operation of the criminal and civil justice systems

<http://www.justice.gov.uk/publications/statistics.htm>

NOMIS website

Website for official labour market statistics

<https://www.nomisweb.co.uk/Default.asp>

Terminology, titles and referencing

Appropriate titles for AMs, MPs etc. can be found in these sources.

UK Parliamentary proceedings

Proceedings of the House of Commons and House of Lords, including any contributions by Welsh Members of Parliament can be found through a number of sources.

Assembly website

Members' biographies can be accessed on the Assembly website at: <http://www.assemblywales.org/memhome/mem-profile.htm>

UK Parliament website

A directory of MPs, Peers and Offices is available on the UK Parliament website at:

<http://www.parliament.uk/mps-lords-and-offices/>

UK Parliament website

Comprehensive information about Parliamentary proceedings is available on the UK Parliament website:

<http://www.parliament.uk/>

Notification of when specific pages on the UK Parliament website have been updated is available via an email alert service. Information on setting up alerts is available at:

<http://www.parliament.uk/site-information/email-alerts/>

The key areas of information on the UK Parliament pages include:

Hansard

The proceedings of The House of Commons and House of Lords are available on the next working day at 8am:

<http://www.parliament.uk/business/publications/hansard/>

Bills and legislation

The progress of current and draft bills through Parliament can be seen at:

<http://www.parliament.uk/business/bills-and-legislation/>

The parliamentary calendar

Forthcoming business of the House of Commons and House of Lords is available at:

<http://services.parliament.uk/calendar/>

Details of the week's business in the House of Commons and House of Lords are also available in the House of Commons Weekly Information Bulletin at:

<http://www.publications.parliament.uk/pa/cm/cmwib.htm>

Committee proceedings

An alphabetical list of UK Parliament Committees, via which information about Select committee, and other committee, proceedings, inquiries and membership can be accessed, is available at:

<http://www.parliament.uk/business/committees/committees-a-z/>

BBC Democracy Live

Selected proceedings from the UK Parliament are available to view on the BBC Democracy Live service.

<http://news.bbc.co.uk/democracylive/hi/default.stm>

Proceedings from the House of Commons, House of Lords and Select Committees are available by clicking on the relevant links on the left hand side of the screen.