

Assembly Members' Services 2005-2006

(the Fourth Annual Report of the House
Committee under Standing Order 18.12,
dealing with the year
1 April 2005 to 31 March 2006)

October 2006

Foreword by the Presiding Officer

The House Committee was a creation of Assembly Members to run their own 'House'. With the passage of the Government of Wales Act 2006, the Assembly Commission will be responsible for providing services and resources to Members and employ Assembly staff. As this is the last report in this form, may I thank Colleagues, both Assembly Members and Staff, for their commitment to our democratic adventure.

May I particularly thank the Chair of House Committee during the whole period of this Report, Dr John Marek AM, for his commitment of time and energy to 'House' issues.

No other event showed Staff commitment to better effect than the joint efforts by our Staff and Contractors ably led by Managers to get the new Senedd open for public use on time. St David's Day's Royal Opening gave us world-wide positive coverage and the Welsh public has voted with their feet by visiting us in huge numbers. Let's hope they will also vote with their hands in our forthcoming third Welsh General Election.

Foreword by the Deputy Presiding Officer (Chair of the House Committee)

The year 2005-6 has seen two important events in the development of the National Assembly. The first was the introduction in the Houses of Parliament, Westminster, of the Government of Wales Bill, which has since received Royal Assent. The second was the opening of the Senedd building.

The new ICT facilities in the Senedd provide a wide range of the latest technology to help Members in their work and for the public to be involved. Members now have direct access to all their ICT whilst in the Chamber and there have been upgrades to the equipment available to support members in their constituencies, particularly with improvements to broadband connectivity. In addition, there have been developments in broadcasting facilities and, for example, external Assembly Committees have been broadcast on S4C for the first time.

As we move towards the 3rd Assembly the House Committee is taking forward work to establish the Parliamentary side of the Assembly as an independent organisation which it will become in May 2007. Work is well advanced to develop a new independent Internet site for the Assembly. A further development came with the establishment of the separate Parliamentary Translation and Reporting Service in April 2005. Written translation services can now be provided for individual Assembly Members. Alongside we have seen the appointment of a permanent Brussels officer and support staff to ensure that Members are fully briefed on developments in relation to Europe. Extensive planning and preparatory work for the future was undertaken in 2005-6 by officials and this will bear fruit in the coming year as we move towards the 3rd Assembly.

Improving access to the Assembly for the people of Wales has also been a priority. The opening of the Senedd, at the end of this year, attracted visitors from all over Wales as well as from across the world. Interest in the building was enormous at the time of the opening and this has continued into 2006-7. Other developments in improving awareness of the Assembly included the extension of the scheme to subsidise travel costs for schools wishing to make a visit.

This has been an exciting year for the House Committee, for Assembly Members and for the staff of the Assembly Parliamentary Service. I believe we have risen to the challenge and continued to lay strong foundations for the future.

I hope readers will find the report of interest.

Contents

<u>House Committee and sub-group Membership 2005/06</u>	4
<u>Assembly Parliamentary Service Staff Structure</u>	7
<u>Highlights of the Year</u>	8
<ul style="list-style-type: none">• <u>Better Governance for Wales</u>• <u>Opening of the Senedd</u>• <u>Support for Members</u>• <u>Parliamentary Translation and Reporting Service</u>• <u>Assembly Parliamentary Service</u>• <u>Wider Wales</u>• <u>Media Coverage of the Assembly</u>• <u>External and International Links</u>	
<u>Assembly Business 2005–2006</u>	15
<ul style="list-style-type: none">• <u>The Assembly in Plenary</u>• <u>Members Research Service</u>• <u>Committee Highlights</u>	
<u>Access to Information</u>	36
<u>Human Resources</u>	37
<u>Budget</u>	39
<u>The Assembly Estate</u>	40
<u>2005–2006 Objectives</u>	41
<u>Forward Look</u>	46
<u>Annex 1 Committee Membership, Attendance and Statistics</u>	47
<u>Annex 2 Individual AM Salaries and Allowances</u>	56

HOUSE COMMITTEE MEMBERSHIP 2005/2006

Chair

Dr John Marek, AM
Deputy Presiding Officer



Members

Lorraine Barrett

Labour



Peter Black

Liberal Democrat



William Graham

Conservative



Janice Gregory

Labour



Jane Hutt

Labour



Owen John Thomas

Plaid Cymru



In Attendance

Lord Dafydd Elis Thomas
Presiding Officer

Plaid Cymru



Clerk and Deputy Clerk to the House Committee

Clerk – Dianne Bevan, Deputy Clerk to the Assembly.
Deputy Clerk – Gareth Brydon, House Committee Secretariat.

House Committee Sub-Groups and Liaison Group

The House Committee has the following sub-groups to assist it in its work. Each of the first three groups listed below contains a Member from each of the party groups. The Equipment and Facilities Liaison Group is made up of a member of AM Support Staff from each party group. The minutes of the sub-groups are reported to House Committee and the Committee takes decisions on any recommendations made.

Membership

Arts Sub-Group

This sub-group considers proposals for art to be displayed on the Assembly estate in the Bay.

Rosemary Butler (Chair)	Labour
Eleanor Burnham	Liberal Democrat
Jonathan Morgan	Conservative
Owen John Thomas	Plaid Cymru

In March 2006 the House Committee agreed that the work of the Arts Sub-Group should be subsumed within the newly established Assembly Buildings Sub-Group.

Catering Sub-Group

This sub-group considers the catering arrangements for Members, staff and the public in the Cardiff Bay estate.

David Melding (Chair)	Conservative
Lorraine Barrett	Labour
Eleanor Burnham	Liberal Democrat
Rhodri Glyn Thomas	Plaid Cymru

IT Sub-Group

This sub-group considers the information technology and communication facilities available to Members.

Alun Cairns (Chair)	Conservative
Eleanor Burnham	Liberal Democrat
Elin Jones	Plaid Cymru
Carl Sargeant	Labour

Equipment and Facilities Liaison Group

This group allows Assembly Member Support Staff and Political Group to raise issues and be consulted about services provided.

Group Representatives (AM Support Staff)

Mike Penn (Chair)	Labour
Catherine Adams	Plaid Cymru
Claire Bradford	Liberal Democrat
Sarah Sharpe	Conservative

Assembly Buildings Sub Group

In March 2006 the House Committee agreed the terms of reference for a Buildings Sub-Group of the Committee to take responsibility for issues related to the Assembly estate for which the APS is responsible. These include:

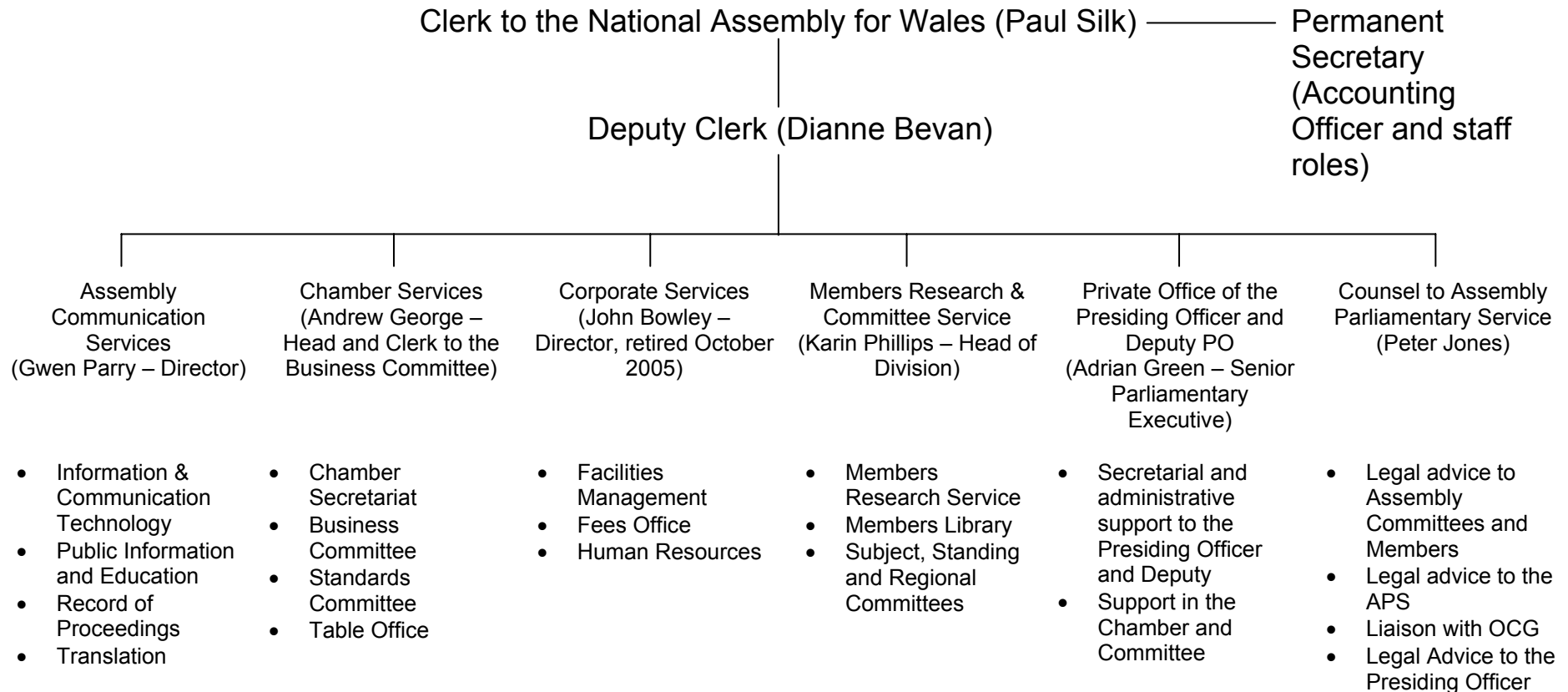
- Maintenance of the fabric of the buildings, repairs and minor works, internal decoration, art works, office equipment;
- Policy on use, and changes in use, of the buildings, including the Senedd, and changes necessary following an election;
- Security policy and procedures, including vetting, scanning and access policy;
- Any issues arising out of operation of the Senedd and issues arising out of legislative separation.

The remit of the Sub-Group does not include the provision of Information Technology or catering and refreshments. These issues will continue to be considered by the ICT Sub-Group and the Catering Sub-Group respectively.

Membership of the new Sub-Group was agreed in April 2006 and it includes Lorraine Barrett as Chair with Peter Black, William Graham and Owen John Thomas.

Assembly Parliamentary Service – Staff Structure

The Assembly Parliamentary Service supports and takes direction from the Presiding Officer and the Deputy Presiding Officer in their formal roles, and reports to the House Committee in its role of providing facilities for all Members.



Highlights of the Year: April 2005 – March 2006

2005-6 saw by two milestones in the development of the National Assembly for Wales: the UK Government's proposals to develop and extend democracy in Wales and the opening of the Senedd.

Better Governance for Wales

In June 2005 the Government's proposals to extend the process of devolution in Wales were published in the White Paper 'Better Governance for Wales'. Following consultation, a Bill was presented to Parliament in December 2005 and the resultant Government of Wales Act 2006 received Royal Assent in July 2006. The provisions in the Act will have a wide ranging impact on the National Assembly and, in particular, establishes the National Assembly for Wales and the Welsh Assembly Government as separate bodies. Responsibility for the provision of property, staff and services to the National Assembly will fall to a new body, the National Assembly for Wales Commission, which will in May 2007 broadly take over the functions at present fulfilled by the House Committee.

Much of the House Committee's work in 2005-6 has been undertaken in anticipation of the changes in the Act, although in the course of the year the focus has been primarily on the planning phases of this major project. A particular requirement will be to develop systems and services to allow the 'parliamentary' side of the Assembly to operate independently of the Government. These are wide ranging and cover everything from finance, to human resources, to ICT. In addition, completely new legislative procedures will be required for the working of the Assembly and the exercise of the enhanced powers conferred by the Act. This is a major exercise involving both members and staff throughout the APS. In the course of 2005-6 a great deal of effort went into preparing for the new Assembly and this will accelerate into 2006-7, culminating with the election in May 2007.

Opening of the Senedd

The other key event in 2005-6 was the opening of the Senedd and Assembly using it for Plenary and Committee meetings from early 2006. The Senedd was formally opened by Her Majesty the Queen, accompanied by the Duke of Edinburgh and the Prince of Wales on 1 March. Formal ownership of the building remained with the Welsh Assembly Government pending final acceptance which is expected in late 2006. However, in the course of 2005-6, management of the Senedd became the responsibility of the Assembly Parliamentary Service. This was another major project for the Assembly and involved a significant level of commitment and time by staff throughout the APS.

Support for Members

Information and Communication Technology for Members: Members received an allowance for additional ICT equipment and a variety of new products was introduced. The ICT sub-group made recommendations on further improvements to ICT provision which culminated in the roll-out to all Assembly Members of a 'Blackberry' device; this allows mobile access to diary, contact and e-mail systems. Members' IT equipment has also been improved as part of the Merlin ICT service contract including new desk-top editing facilities. Projects to provide additional broadband connectivity from Members' homes also started, alongside improvements to broadband laptop access.

The major change introduced was the new system for the Senedd, which provides Members with direct access to all their ICT whilst in the Siambr and direct Internet access. A new voting system was also installed and integrated with the ICT systems.

Information and Communication Technology for APS: all staff in APS have received new computers and updated software. Upgrades to the Members' Research System, the Access to Information database and PTRS contacts system have been delivered.

Information and Communication Technology for All: the opening of the Senedd involved major improvements in the technology used by the Assembly to both conduct business and inform the public. In addition to the new software used by Members in the Siambr, each committee room has dedicated presentational equipment and plasma screen displays. Members of the public can view proceedings on interactive pods located throughout the Senedd, including personal computers in each of the public galleries. Central control of content allows material to be stored in a single area and published to any television or interactive pod in the Senedd. Mobile presentation units have also been provided to allow improved public presentations.

Broadcasting the Assembly: the Siambr installation included bespoke broadcast camera installation, with rail mounted, remote control cameras and a new audio microphone system. In committee rooms, cameras from the old Assembly building were re-used to provide comprehensive broadcasting coverage. A desk-top video editing system has been introduced to create weekly round-up videos of Assembly business, shown in the Senedd.

Through the new host broadcasting contract, external Assembly committee meetings have been broadcast on S4C for the first time.

Separate Internet and Intranet Sites: one of the first steps towards establishing independent 'parliamentary' and government sides of the Assembly was the development of separate internet and intranet sites by the Welsh Assembly Government, from April 2006. In June 2005 the House Committee agreed to proceed with a scoping exercise to develop a new and separate internet and intranet site for the National Assembly. Members

agreed that the new site should comply in all respects with the terms of the Disability Discrimination Act. A full tendering exercise was commissioned in November 2005.

AMSS Recruitment Advertisements: to facilitate and enhance the recruitment of Assembly Member Support Staff (AMSS), in January 2006 the House Committee considered and agreed proposals allowing Assembly Members to advertise AMSS vacancies via the Assembly website.

Child care facilities in Cardiff Bay: early in 2006 the House Committee agreed that a feasibility study into the provision of child care facilities at the Assembly should be undertaken. It also agreed that a clear timetable for establishing these facilities should be established and that consideration should be given to the differing needs of potential users, such as visitors to the Assembly requiring short term child care and Members or staff requiring all-day care.

Parliamentary Translation and Reporting Service

The Parliamentary Translation and Reporting Service was established on 1 April 2005. In addition to consolidating the work of the newly formed branch, the main focus of PTRS' work during this period was preparing for and moving into the new Senedd building. Interpreters and editors were heavily involved with the testing of systems and procedures within the new Senedd in preparation for the official opening on 1 March 2006.

Following the House Committee's decision on 23 June 2005, a 6-month pilot scheme was established to provide written translation services to individual Assembly Members. This service is used solely by Assembly Members and their support staff for the translation of constituency business. The House Committee subsequently resolved to extend this service following the successful pilot.

Three new translators were recruited to PTRS, including two part-time homeworkers based in North East and North West Wales. On the reporting side, a secondee from the Northern Ireland Assembly joined APS for a 12 month period. A new business unit was also established within the branch.

Two delegates represented PTRS at the Commonwealth Hansard Editors Association (CHEA) conference held in Canada in August 2005. Branch members were also involved with preparation for hosting the British-Irish Parliamentary Reporting Association (BIPRA) conference to be held at the National Assembly for Wales in September 2006.

Assembly Parliamentary Service

Review of Structure of Assembly Parliamentary Service: in January 2006 the House Committee agreed that George Cubie CB, recently retired deputy to the Clerk to the House of Commons, should advise the Clerk to the

Assembly on the structure of the APS that would be required when the Government of Wales Bill was implemented.

Assembly Parliamentary Representation in Brussels: in July 2005 the Assembly Parliamentary Service appointed a permanent Brussels officer and office support staff.

Disability Discrimination Act: in October 2005 the House Committee endorsed the Disability Discrimination (Public Authorities) (Statutory Duties) Regulations 2005. The Regulations were approved in Plenary on 19 October 2005. One of the amendments made by the Act introduced a new positive duty on the public sector to promote equality of opportunity for disabled people. The House Committee is fully involved in implementation of the Regulations within the Assembly.

Shadowing Assembly Members: to assist in the development of APS staff, Members approved the implementation of an Assembly Member Shadowing Scheme. Participation in the Scheme is voluntary for both Members and staff.

Wider Wales

Subsidised Travel : following the success of the scheme to subsidise the travel costs for schools outside the immediate area of the Assembly in Cardiff Bay (including the cost of travel to the North Wales Centre), the House Committee agreed to extend the scheme to assist schools and colleges with the cost of travelling to attend Regional Committees.

British Sign Language: in March 2006 Members agreed to develop the capacity to provide BSL interpretation from plenary and committee proceedings and to the required expenditure install the equipment required to provide BSL on a broadcast feed.

Visitors to the Assembly: the opening of the Senedd to the public on 7 February 2006 provided the main event within the period of this annual report. Open to the public seven days a week, the Senedd attracted immediate interest and with it many visitors from Wales and across the world. From 7 February until 31 March, 59,454 people were recorded as having visited the Assembly, an average of 1,122 each day.

The Public Information and Education Branch welcomes and assists visitors to the Assembly's buildings in Cardiff Bay and Colwyn Bay. The Branch supplies Visitor Services, Education Services and Overseas and External Liaison teams to accommodate the Assembly's diverse range of visitors. It also has two further teams, a Regional Information Service and a North Wales Education Officer, operating off-site to enable the Assembly to engage with people throughout Wales.

During the period of the report the Visitor Services team welcomed a total of 162,133 people and 767 visiting groups to the Assembly; the Overseas and External Liaison team co-ordinated 97 high-profile visits welcoming 1,392

visitors from across the world; and the Education Service team delivered 315 education programmes to 9,083 students visiting the Assembly in Cardiff Bay.

In North Wales, the Colwyn Bay Visitor Centre improved on its previous performance and welcomed 3,274 casual drop-in visitors and 10 group visits involving 188 visitors. The Centre also provided a venue for 65 meetings involving 711 attendees. In Colwyn Bay the Education Officer delivered 26 education programmes to 479 visitors in the Assembly's visitor centre and a further 124 programmes in schools to 2,842 students across the North Wales region.

The Public Information and Education Branch maintain a call centre in Colwyn Bay to manage the many enquiries received about the Assembly. This has been a very productive year with 6,606 requests for information and 5,662 queries received from the public booking seeking information to visit the Assembly.

Away from the Assembly, the Branch's Regional Information Service attended a total of 458 events across Wales during 2005-06 making contact with 25,170 members of the public.

Media Coverage of the Assembly

During 2005-6, there was a total of 778 pieces of media coverage of the Assembly, an increase of 76% in comparison with the previous year, and of 118% in the two years since the Branch was set up. The largest increases were in mid and west Wales and north Wales, which saw an increase of 167% and 101% respectively.

The Senedd: the Royal Opening of the Senedd contributed to the increased coverage with 55 newspaper articles, including pieces in the national press. There was also coverage on national and Welsh television. The Senedd itself has also contributed 67 pieces of coverage in addition to that given to the Royal Opening with coverage of visits to the Senedd by groups and schools, coverage of the first plenary session and of the design and operation of the building.

Committee Coverage: Committee coverage accounts for 251 items, with the report of the Education & Lifelong Learning Committee (as it was then) School Transport, the report of the Committee on Smoking in Public Places, the Social Justice & Regeneration Committee's report on Restructuring the Constabulary and the E-coli Committee receiving the greatest coverage. Many of the Audit Committee's reports also received considerable coverage.

Other Items: other items to receive notable coverage include the Better Governance for Wales White Paper and the subsequent Bill, Plenary debates, in particular those associated with the committee reports mentioned above, the Assembly's presence at the summer events and other events arranged by Public information and Education Services such as Commonwealth Day events and Local Democracy Week events.

External and International Links

The Assembly continues to maintain its active programme of external and international relations centred on inter-parliamentary activity within Europe and the Commonwealth.

The Royal Opening of the Senedd by Her Majesty The Queen on 1 March 2006 provided the main focus for external and international link activity within the period of this report. Speakers and parliamentarians from across the Commonwealth, European member state and European legislative regions attended the ceremony. Further international representation was achieved by the presence of a diplomatic component from amongst the United Kingdom Consular Corps and from amongst Wales' Consular Association. From within Wales, Chairs and Mayors of unitary authorities represented local government and the Wales Interfaith Council represented faith communities. Representatives from youth and senior citizens across Wales provided further diversity amongst those attending the ceremony.

The Assembly's particularly strong links with the New South Wales Parliament were celebrated within the ceremony in the Senedd. A delegation from the New South Wales Parliament travelled to attend the ceremony and to present the Assembly with a mace as a gift from the Parliament of New South Wales.

Throughout the year the Wales Branch of the Commonwealth Parliamentary Association (CPA) continued to provide the platform on which to develop the Assembly's relations across the Commonwealth. Members represented the Assembly at the 50th CPA Annual Conference in Fiji and at the annual Canadian Parliamentary Seminar in Ottawa. In October a CPA delegation visited the Kingdom of Lesotho developing the possibility for further inter-parliamentary exchange with the Lesotho National Assembly adding a further tier to the breadth of links already in place between the two countries. The Branch also initiated a sponsorship programme to assist Assembly Members in making individual study visits to other Commonwealth legislatures and was able to welcome Commonwealth visitors to the Assembly including delegations from Tasmania, New South Wales, Sri Lanka and Tonga.

The Assembly has maintained its presence within the British Irish Inter-Parliamentary Body with Members attending plenary meetings and participating in its subject committees. The Deputy Presiding Officer has maintained the Assembly's participation in European regional inter-parliamentary relations attending plenary and committee meetings of the Conference (of Presidents) of European Regional Legislative Assemblies.

A diverse range of official visitors with an interest in the Assembly and in sub-state governance continue to visit. Whilst many such groups and individuals of these make direct requests to visit, many come through organisations with responsibilities for international relations and the promotion of democratic principles of good governance including the UK Foreign and Commonwealth Office, the British Council, the British Inter-Parliamentary Union, the Hansard

Society and the Thomson Foundation. The Presiding Officer and Assembly Members were pleased to support a British Council conference held in Cardiff on women's participation in politics in November. This brought an international conference of parliamentarians, academics and activists to the Assembly for a reception hosted by the Presiding Officer and provided an opportunity for Assembly Members through the All-Party Group on Women in Democracy to play an active role in the proceedings of the conference.

Assembly Business 2005-2006

The Assembly in Plenary

There were 72 Plenary Meetings held during the financial year 2005-6, administered, advised and supported by Assembly Parliamentary Service staff. Meetings were held on Tuesday and Wednesday afternoons, between 2.00pm and 5.30pm.

Members' Research Service

In 2005-6 the Members' Research Service (MRS) answered some 2,400 enquiries from individual Members, prepared around 400 pieces of committee briefing, published 40 Research Papers and produced over 40 Debate Packs in support of plenary business. 96% of enquiries were answered within the agreed deadlines.

The MRS research paper programme was increasingly targeted at issues of legislative or policy relevance. Half of the 40 Research Papers produced were on specific pieces of legislation or had a very obvious focus on legislative issues. A monthly paper to the Business Committee, and Panel of Chairs, tracked through Parliament and the Assembly the Bills remitted to Assembly committees and monitored the inclusion of framework powers in primary legislation.

The development of the APS Brussels Office, put in place at the end of 2004, allowed a more strategic approach to the consideration of EU issues in committee, led by our EU Policy Analyst in Brussels alongside researchers and clerks. The Brussels Office also organised visits and programmes for four Member delegations to Brussels as well as frequent visits from the Assembly Members sitting on the Committee of the Regions. In November 2005, along with staff of the Welsh Assembly Government EU Office, the Office re-located to the heart of Brussels. This new accommodation provides 'hot desks' and improved facilities for visiting Members.

Other developments during the year included:

- establishing a forum for Members' support staff to give feedback on the Research Service;
- providing bespoke training on budget scrutiny to 38 Members and 12 of their support staff;
- establishing a dedicated post of equality development officer to improve the way that the Research and Committee Services support Members and committees in relation to equality of opportunity;
- restructuring the research teams and seconding a public finance specialist from the Northern Ireland Assembly in order to establish a new, expert team to strengthen the advice provided to Members on financial and statistical matters;

- taking on responsibility for the procurement of all library resources so that, by the end of the year, the Members Library functioned almost entirely independently of the Welsh Assembly Government;
- enhancing the *Assembly Weekly Information Bulletin* to provide subject-based coverage and to track the progress of Bills and developed intranet pages to track developments on the Government of Wales Bill.

Committee Highlights

Subject Committees, Standing Committees and Other Committees (includes Additional Committees, Sub Committees and the Committee on Scrutiny of the First Minister).

Subject committees met on a 2-weekly basis from January 2006.

A total of 222 formal committee meetings were held in 2005-6. These consisted of 116 subject committee meetings, 63 standing committee meetings, 37 meetings of additional and sub committees, four Planning Decision Committee meetings and two meetings of the Scrutiny of First Minister Committee.

The Committee Service also arranged 36 informal meetings and 16 visits for subject and standing committees.

Committees received 1,122 papers, of which 412 were produced by APS. 98% of papers were sent out to subject and standing committees in English at least two working days before the meeting to which they relate, as set out in Standing Orders. The equivalent figure for Welsh papers was 66%.

418 research briefs were provided specifically in support of committee meetings and visits.

Audit Committee

The Chair of Audit Committee was Janet Davies AM throughout the reporting period.

The Committee held ten formal meetings during 2005-6. In order to improve openness and public accessibility to the Committee's work, the Committee held its meeting on 1 December 2005 at the National Botanic Garden of Wales.

The Committee examined subjects from across the whole spectrum of the Welsh public sector, from the highly topical issue of protecting NHS staff from violence and aggression to the funding of the National Botanic Garden of Wales. The Committee published eight reports¹, which together included 43

¹ 'Energy and Water Management in the Higher Education Sector in Wales'; 'The Management of Sickness Absence by Further Education Institutions in Wales'; 'The Collapse of Antur Dwyryd Llŷn Ltd'; 'The Finances of NHS Wales 2005'; 'The General Report of the Auditor General for Wales 2005'; 'Contract for the provision of the out-of-hours GP service in

recommendations for the improvement of public spending and service delivery. It considered eight responses from the Welsh Assembly Government on these reports. These responses covered 67 recommendations.

Four major themes in the Committee's scrutiny work emerged during the year: sound employment practices; managing risks; procuring effectively; and collaborating with others.

The term of appointment of Jeremy Colman as Auditor General for Wales began on 1 April 2005. On the same day, the Wales Audit Office came into being. Headed by the Auditor General, it is a unified audit and inspection body for the public sector in Wales and delivers a joined-up audit and inspection regime across a wide range of public services. The Audit Committee receives reports from the Auditor General on all parts of the Welsh public sector with the exception of local government.

In fulfilling its responsibilities under Standing Order 12.2 (i), at its October 2005 meeting, the Committee considered the Auditor General's estimate of income and expenditure for the year ending 31 March 2007. At the same meeting the Committee considered his draft programme of value for money examinations 2006-7. The final programme of value for money examinations for 2006-7 was presented to the Committee at its February 2006 meeting.

Business Committee

The Chair of Business Committee was Jenny Randerson AM through out the reporting period.

The Business Committee advises on the management of the Assembly's business and on the general practice and procedure of the Assembly. The Committee met weekly every Tuesday when the Assembly was in session. It was chaired by Jenny Randerson, AM and attended by the Minister for Assembly Business, a Business Manager from each of the other three groups and the Deputy Presiding Officer. During 2005-6, the Committee considered a total of 1,483 papers. The Committee meets in private and minutes are published six weeks after each meeting.

Committee on Better Governance for Wales White Paper

The Chair of the Committee on Better Governance for Wales White Paper was Dafydd Elis-Thomas AM throughout the reporting period.

The White Paper on the future of the National Assembly for Wales (Better Governance for Wales) was published on 15 June 2005. It contained proposals for changes in the Assembly's structure, legislative powers and electoral arrangements.

Cardiff'; 'Protecting NHS Staff from Violence and Aggression'; 'Funding for the National Botanic Garden of Wales'.

As part of its response to the consultation on the White Paper, the National Assembly for Wales established a special Committee to take evidence from leading figures on the Welsh political and constitutional stages. The Committee's terms of reference were to:

- Consider the proposals set out in the White Paper so far as they relate to the proposed new structure and its proposed legislative powers;
- Take evidence from organisations and individuals with a direct interest in the proposed new structure of the Assembly and its proposed legislative powers.

The Committee took evidence at a number of meetings during June and July 2005 concluding its work before the summer recess and reporting to the Assembly on 13 September 2005. The report, agreed by the Assembly, was sent to the Secretary of State for Wales as the Assembly's formal response to the consultation on the White Paper.

Culture, Welsh Language and Sport Committee

The Chair of the Culture Welsh Language and Sport Committee was Rosemary Butler AM throughout the reporting period.

The Committee held 15 formal meetings during 2005-06, including two external meetings at Cyfarthfa Castle, Merthyr Tydfil and Liberty Stadium, Swansea.

The primary focus of the Committee's work continued to be policy reviews. The Committee's report entitled Arts, Sport and Community Regeneration² was debated in plenary in April 2005. The following January its report "Dance in Wales: a Review"³ was also debated in plenary following completion of its review begun in November 2004. The Committee visited the Scottish Parliament in June as part of its evidence gathering for the dance review.

The Committee began a short review of the English Language Newspaper Industry⁴ in Wales following a request from individual Members and a debate

² Terms of reference: *To review and consider:*

- *the links between arts policy, sport policy, and community regeneration policy;*
- *how local arts and sports projects can contribute to community regeneration;*
- *support mechanisms for community regeneration-related arts and sport projects; and*
- *best practice in community regeneration-related arts and sport projects.*

³ Terms of reference: *To review and consider:*

- *levels of participation and opportunities to participate in dance (including dance in education);*
- *levels of support for dance;*
- *degree of strategic direction; and*
- *recommendations for future action by Government and other key players.*

⁴ The Committee agreed: *to carry out a "short sharp review of the role of Trinity Mirror in the media market in Wales".* This followed representations from Members of the Committee and a discussion in plenary about potential job losses in the newspaper industry in Wales.

in Plenary in December 2005 on the Trinity Mirror Group in Wales. During the period of this report, the Committee took formal evidence from a range of newspaper groups and the Cardiff School of Journalism on the issues facing English language newspapers in Wales.

The Committee began a review of football in Wales⁵ in February 2006 with an overview of the issues from the Sports Council of Wales. This was followed by evidence from a range of interests in football. The Committee will report on its findings in December 2006.

The only piece of primary legislation remitted by plenary to Committee was the National Lottery Bill which was considered twice during the year. The Committee made no recommendations for change.

Economic Development and Transport Committee

The Chair of the Economic Development and Transport Committee was Christine Gwyther AM throughout the reporting period.

The Committee held 18 formal meetings, including one external meeting in Powys to discuss the Mid Wales economy.

In October 2005 the Committee began a review of science policy in Wales⁶. The Committee appointed Dr Robin Fears as expert adviser to the review and a reference group of representatives from a small number of key organisations was established to advise on terms of reference and identify organisations to give oral evidence to the Committee. The final report is due to be published in September 2006.

The Committee continued to scrutinise the Minister on the options for arrangements following the merger of the WDA and WTB into the Welsh Assembly Government. A number of detailed issues surrounding the transfer of staff and terms and conditions were raised, as well as the cost to the Welsh Assembly of effecting the merger and supporting the current pension

⁵Terms of reference: *To review aspects of football in Wales in order to establish:*

- *the future direction and priorities for the development of football in Wales*
- *the effectiveness of the current structure supporting football in Wales including:*
- *whether it enables delivery for all and contributes to the Welsh Assembly Government's agenda;*
- *the relationships between the FAW as the governing body and the FAW Trust as the development arm;*
- *Funding and resources for football.*

⁶ Terms of reference: *To consider a science policy in Wales which more effectively supports the development of a knowledge based economy. In particular:*

- *the current range of research and development carried out in Wales in both public and private sectors;*
 - *ways in which it can be strengthened and made more effective;*
 - *covering likely priorities for science awareness, skills provision, HE excellence, technology transfer and innovation;*
- and to make recommendations for the development of policy in this area.*

schemes. The Committee also met the Trade Unions representing staff affected by the merger, as well as the CBI and WLGA.

In June 2005 the Committee met representatives of the Department for Transport to discuss the letting process for the Great Western franchise. The Committee was concerned that the Welsh Assembly Government had not been consulted prior to the issue of the Invitation to Tender (ITT) document and felt that it did not reflect the Welsh Assembly Government's policies for the development of rail services in South Wales, given that over 60% of peak capacity between Swansea and Cardiff is provided by the Great Western franchise. Following the meeting, the Chair wrote to the Secretary of State for Transport setting out the Committee's concerns.

The Committee continues to consider it a priority to ensure maximum benefit is achieved for Wales from the European Structural Funds programme and receives regular reports from the Chief Executive of the Wales European Funding Organisation (WEFO) and the Chairs of the Programme Monitoring Committees.

At the end of the year, the Committee's name was changed to *Enterprise, Innovation and Networks* to reflect the change in the title of the Assembly Minister.

Education and Lifelong Learning Committee

The Chair of the Education and Lifelong Learning Committee was Peter Black AM throughout the reporting period.

The Committee held 18 formal meetings during 2005-06 including one held in Port Talbot. The Committee agreed its report on the second phase of its policy review of Special Educational Needs on Statutory Assessment (Statementing)⁷. Publication of the report is planned for May 2006. The Committee was assisted in its work on the review by an external reference group.

⁷ Terms of reference. *The Committee will:*

- examine how local education authorities are having regard to the requirements of the SEN Code of Practice for Wales, concerning assessment and statements;
- examine the implications of the distinction between those children and young people with SEN who have a statement, and those who have not;
- examine how local education authorities create positive incentives for schools to review their policy and practice, to ensure that all children and young people with SEN benefit from inclusive education;
- examine how local education authorities and schools provide parents with assurance that their children's needs are being met;
- identify best practice in multi-agency working in the assessment of SEN;
- consider whether the current assessment framework makes the best use of skills and resources - both human and financial;
- examine the provision of advice and support through the medium of Welsh, concerning assessment and statements; and
- make recommendations to the Assembly Minister on how current arrangements for assessing SEN could be improved.

The Committee continued to scrutinise relevant education and training organisations in Wales including the National Council for Education and Training in Wales (ELWa); the Higher Education Funding Council for Wales (HEFCW); the General Teaching Council for Wales (GTCW); the Education and Training Inspectorate in Wales (Estyn); the Curriculum and Qualifications Authority in Wales (ACCAC); and Careers Wales.

Committee Members also had rapporteur meetings with education and training organisations, which were useful both in obtaining an in-depth knowledge of education and training issues and also in developing constructive relationships with the respective organisations.

In March 2006 the Committee scrutinised the Education & Inspections Bill, which had been remitted to the Committee by the National Assembly. In February 2006 the Committee considered, at the request of the Committee on the Government of Wales Bill, proposed procedures in the Government of Wales Bill for making secondary legislation after May 2007.

The Committee also scrutinised nine items of secondary legislation during the year including the legislation relating to the Merger of the National Council for Education and Training for Wales and the Qualifications, Curriculum and Assessment Authority for Wales.

In March 2006 Committee members took part in a joint meeting with the Health and Social Services, Social Justice and Regeneration and Equality of Opportunity Committees to consider the Children's Commissioner's annual report.

The Committee also held in depth scrutiny sessions on Work-based Learning, and on the Furlong Review of Initial Teacher Training arrangements in Wales.

At the end of the year, the Committee's name was changed to *Education, Lifelong Learning and Skills* to reflect a change in the title of the Assembly Minister.

Environment, Planning and Countryside Committee

The Chair of Environment, Planning and Countryside Committee was Alun Ffred Jones AM until 31 December 2005. Glyn Davies AM was elected as Chair on 30 November 2005 in Plenary, taking effect from 1 January 2006.

The Committee held 16 formal meetings during 2005-6, including an external meeting at Haverfordwest on 23 March 2006. In addition, on 9 June 2005, it undertook two ASPB rapporteur visits to the Countryside Council for Wales and the Planning Inspectorate and made recommendations to the Minister regarding their work at its meeting on 5 October 2005.

The Committee completed and published the report of its third inquiry on 'Meeting Landfill and Recycling Targets'. The Committee discussed the Minister's response to its 25 recommendations in November 2005 and in

March 2006 received an update on how the Welsh Assembly Government was implementing the recommendations. With regard to the Committee's second inquiry into Bovine TB, it continued to receive regular updates from the Minister on the treatment of the disease. However, with the introduction of pre-movement testing and the proposal to change to a tabular calculation of compensation, the Committee undertook a visit to Ireland in March 2006 to examine animal welfare issues, to discuss problems faced by the farming industry, and to hear from the Irish Government about its policies for eradicating the disease.

Four Bills were remitted to the Committee by Plenary following the Queen's Speech on 21 June 2005: the Natural Environment and Rural Communities Bill; the Commons Bill; the Animal Welfare Bill and the Marine Bill. On 22 September 2005 the Committee agreed a protocol for its handling of the scrutiny of primary legislation. The Committee suggested an amendment to Clause 38 (2) of the Natural Environment and Rural Communities Bill, which was eventually proposed and accepted as a UK Government amendment to the Bill. The Committee also scrutinised 24 items of subordinate legislation.

With regard to monitoring and scrutiny of European legislation, the Committee took evidence and reported on the REACH (Research Evaluation and Authorisation of Chemicals) Regulation. The Committee concluded that the Welsh Assembly Government needed to do far more to raise awareness with SMEs of the implications of the Regulation with regard to costs and expertise. In November 2005 and January 2006, the Committee took evidence from key stakeholders with a view to influencing the four axes of the successor Rural Development Plan 2007-2013. The Committee reported its recommendations to the Minister in February 2006.

In July 2005 the Committee Chair jointly hosted a reception at the Royal Welsh Show with the Presiding Officer to raise awareness of the Committee's work with key stakeholders.

Four Planning Decision Committees, each of which comprises four members of the EPC Committee, met during the year to consider eleven cases. Under Standing Orders the committee is chaired by the Minister unless the Minister is disqualified, when another chair is elected.

Equality of Opportunity Committee

The Chair of the Equality of Opportunity Committee was Gwenda Thomas AM throughout the reporting period.

The Equality of Opportunity Committee held ten formal meetings, one of which took place in Conwy Business Centre, Llandudno Junction.

During the reporting period much of the Committee's time was used to take evidence in connection with its policy review of service provision for young disabled people⁸.

The main focus of the evidence sessions were the themes of 'education, training and employment' and 'transport'. The Committee continued to work with, and be advised by, the reference group of young disabled people. In December 2005, Members of the Committee undertook a short review of the operation of the group and made a series of recommendations aimed at improving participation and engagement. In March 2006 the Committee considered the key issues identified to date with a view to a final report by the end of the calendar year.

In November 2005 the Committee discussed the implementation of the 27 recommendations of its Mainstreaming Equality report with the Minister for Assembly Business, Equalities and Children, the Assembly Permanent Secretary and the Deputy Presiding Officer, in his role as Chair of the House Committee.

The Committee continued to keep a watching brief on the Welsh Assembly Government's implementation of recommendations contained in its report on Service Provision for Gypsies and Travellers in Wales via its informal working group.

In June 2005, following a change in Standing Orders which provided for the Assembly to refer primary legislation to the Committee for detailed scrutiny, the Committee considered the Equality Bill. The Committee wrote to the Minister, Secretary of State for Wales and Welsh MPs and Peers in support of an amendment to the Bill to include protection from discrimination in provision of facilities, goods and services on the basis of sexual orientation, which was subsequently adopted.

⁸ The terms of reference of the review are *to enable the Committee to properly audit the Assembly's arrangements for promoting in the exercise of its functions the principle that there should be equality of opportunity for all people.*

For those purposes, the Committee on Equality of Opportunity will review the provision of services for disabled young people in Wales. The review will include examination of the issues emerging from the first International Congress for Young Disabled People.

The potential scope of the review is vast, so to make it manageable the Committee will focus on the most significant or fundamental problems and those where the Welsh Assembly Government and the National Assembly for Wales can make a difference.

Three key themes will inform the review:

- *Promoting and supporting independence and autonomy of young people*
- *Responsive, customer focused and joined-up service provision*
- *Age appropriate support and services*

Within these over-arching themes, the Committee will give particular regard to the following eight areas:

Education; training and employment; leisure; housing; transport; equipment; transition to adulthood; access to information; and poverty.

The Committee considered equality aspects of the Government of Wales Bill and wrote to the Secretary of State for Wales regarding the retention of the statutory equality duty and to ascertain the extent to which the Bill had been subjected to equality impact assessment. The Committee received assurances from the Secretary of State for Wales that the statutory equality duty would not be diminished under the new Act.

The Committee also considered the Civil Partnerships Order, The Disability Discrimination (Public Authorities) (Statutory Duties) Regulations 2005 and the Commission for Racial Equality's Statutory Code on Racial Equality in Housing (Wales).

In accordance with Standing Order 14.2, the Committee considers the annual reports of the three statutory equality commissions and the Welsh Local Government Association Equalities Unit.

In March 2006 Committee members took part in a joint meeting with Education & Lifelong Learning, Social Justice & Regeneration and Health & Social Services Committees to question the Children's Commissioner on his annual report.

European and External Affairs Committee

The Chair of the European and External Affairs Committee was Sandy Mewies AM throughout the reporting period.

The Committee held nine formal meetings during 2005-6. Committee members also received a briefing from senior UK Government officials from the Foreign and Commonwealth Office regarding the Presidency of the European Union which was held by the UK during the latter part of 2005. In addition, the Committee participated in a pilot project arranged by the Subsidiarity Monitoring Network of the Committee of Regions. The project involved the consideration of two European Directives on air quality and the application of the principle of subsidiarity. Various procedural issues were highlighted and it is likely that a second pilot project will be arranged during 2006.

The Committee further endorsed the European Union Legislation Scrutiny protocol put in place at the end of the planning year 2004-05, with a paper submitted to and accepted by the House Committee in January 2006. During the reporting period the Committee considered several directives and has selected a number of items for scrutiny from the Commission's 2006 work programme. The Committee will continue to monitor work carried out by subject committees on scrutiny of European Union legislation or policies.

The Committee has continued to receive regular updates from the First Minister regarding the Lisbon Strategy, relations with other European countries and the European Union Structural Funds. The Committee received welcome news of the Brussels European Council's agreement on the EU Financial Perspectives for the six year period commencing in 2007. The

Committee looks forward to the determination of the exact amount of Convergence and Competitiveness funding available to Wales.

The Committee has met the Ambassadors of Austria, Estonia and Lithuania throughout the year, and delegates from several countries at the International Eisteddfod in Llangollen. The Committee has also welcomed delegates from the British Council and received reports from Oxfam Cymru, Christian Aid and Wales Centre for International Affairs.

The Committee continued to maintain its links with other UK European Committees and the Committee of the Regions. It also visited Brussels and met representatives of the Committee of Regions.

Government of Wales Bill Committee

The Chair of the Government of Wales Bill Committee was Dafydd Elis-Thomas AM throughout the reporting period.

The Government of Wales Bill was published on 8 December 2005 and sought to implement the proposals contained in the Better Governance for Wales White Paper published in June 2005. The National Assembly for Wales established a special committee on 18 January 2006 to undertake a detailed scrutiny of the provisions contained in the Bill.

The Committee's terms of reference, agreed by plenary, were to:

- consider the proposals set out in the Bill;
- consider such other matters arising from the Bill as the Committee may determine.

The Committee shall report its recommendations as appropriate and may, if they deem appropriate, do so through tabling motions in accordance with Standing Order 33.9. The Committee shall cease to exist on the date that the Bill receives Royal Assent.

Timing for consideration of the Bill was very tight and the Committee on the Better Governance for Wales White Paper had already taken extensive evidence on the Government's proposals for the development of devolution in Wales. The Bill Committee therefore concluded it would not take further evidence and instead focused on a detailed examination of the proposals contained in the Bill which it did through considering proposals for amendments to the Bill. A full record of the amendments proposed is available in the Committee's report.

The Committee held eight meetings to scrutinise the Bill and reported to Plenary on 22 March 2006.

Health and Social Services Committee

The Chair of the Health and Social Services Committee was David Melding AM until 31 December 2005. Rhodri Glyn Thomas AM was elected as chair on 30 November 2005 in Plenary, taking effect from 1 January 2006.

The Committee held 14 formal meetings during 2005-6.

In March 2005 the Committee published its report on the review of the interface between Health and Social Care. The Committee considered the Minister's response to the recommendations on 13 July. The Welsh Assembly Government accepted all the Committee's recommendations.

In October 2005 the Committee published the report of its review of Standard 2 of the Mental Health National Service Framework - User and Carer Empowerment, which also encompassed children and adolescent mental health services. The Minister's written response to the report was discussed by the Committee on 8 March 2006. The Welsh Assembly Government accepted ten recommendations in full and two in part.

The Committee also began a review of Cancer Services for the People of Wales. A scoping exercise was carried out in April 2006, the results of which informed the terms of reference for a full consultation. The Committee will report to the Assembly in the spring of 2007.

In February 2006 the Committee considered the provision of health services through the medium of Welsh and other languages and how the NHS responds to different cultural needs. Consequently, the Deputy Minister agreed to provide a paper on initiatives to assist Welsh speaking health professionals to work through the medium of Welsh, including information on courses to enable Welsh speaking doctors to conduct their consultations in Welsh.

The Committee considered 21 pieces of secondary legislation, in accordance with their agreed protocol. Five Bills were remitted to the Committee by plenary following the Queen's speech. Four of the Bills, The Older People's Commissioner (Wales) Bill; The Health Bill; The Children and Adoption Bill; and The NHS Redress Bill have been scrutinised using the Committee's protocol and reports laid before the Assembly and sent to the Minister. The Mental Health Bill was not published.

In June 2005 the Committee established the Scrutiny Sub-Committee under Standing Order 8.27 as an additional vehicle to scrutinise the Minister. The sub-committee comprised all Members of the main committee with the exception of the Minister. The Chair of the main committee also chaired the sub-committee. The sub-committee held two meetings in 2005-6 – in June 2005 and November 2005 - and scrutinised the Minister of a range of subjects. The Committee continued to receive regular reports from the Minister.

In March 2006 Committee members took part in a joint meeting with Education & Lifelong Learning, Social Justice & Regeneration and Equality of

Opportunity Committees to question the Children's Commissioner on his annual report.

Committee on the Inquiry into the Outbreak of E.Coli in Wales

The Chair of the Committee on the Inquiry into the Outbreak of E.Coli in Wales was Jocelyn Davies AM throughout the reporting period.

Following the outbreak of E.coli 0157 infection in the South Wales Valleys, the National Assembly established a committee under Standing Order 8.1 on 5 October with a remit to consider the terms and conditions for an inquiry under the Inquiries Act 2005 and to report on its conclusions by 7 December 2005.

The Committee met twice and recommended that an inquiry should be held under the Inquiries Act 2005. It recommended that Professor Hugh Pennington should be appointed to chair the inquiry and that the terms of reference should be:

- to inquire into the circumstances that led to the outbreak of E.coli 0157 infection in South Wales in September 2005, and into the handling of the outbreak; and
- to consider the implications for the future and make recommendations accordingly.

The Committee also proposed that all remaining functions under the Inquiries Act 2005 for the purpose of the inquiry into the outbreak of E.coli 0157 disease in South Wales should be delegated to the First Minister.

Legislation Committee

The Chair of the Legislation Committee was Glyn Davies AM until 17 January 2006. David Melding AM was elected as Chair on 17 January 2006 in Plenary.

The committee held 34 meetings and considered 225 pieces of legislation, issuing a report on each Statutory Instrument.

In September 2005 the Committee's proposal to amend Standing Order 11 to strengthen its position in relation to the use of gender specific language and legislation not made bilingually was approved and the Standing Orders have been changed accordingly.

In February 2006 the Committee expressed its concern over the amount of monolingual legislation still produced by the Assembly. The Members wrote to the Ministers requesting that, despite time constraints and complexities, all legislation should be produced in bilingual format.

In February 2006 the Committee commenced a review of the technical scrutiny of legislation by the National Assembly from May 2007, gathering

evidence from internal and external sources (including the conduct of the first-ever videoconference in the Senedd).

Local Government and Public Services Committee

The Chair of the Local Government and Public Services Committee was Ann Jones AM throughout the reporting period.

The Local Government and Public Services Committee held 16 formal meetings in the reporting period.

The Committee met Sir Michael Lyons and Sir Jeremy Beecham, both of whom have been conducting inquiries into aspects of local government in England and Wales, and submitted evidence to both inquiries.

The Committee took oral evidence from witnesses for its scrutiny project on 'Electoral arrangements in Wales'⁹. Rapporteur visits were undertaken to Denmark, the Netherlands, and Belgium, where Members examined alternative voting systems, electronic voting and the engagement of young people in the democratic process.

In October 2005 the Committee decided to scrutinise the Electoral Administration Bill. An interim report of findings from its scrutiny project was sent to the House of Commons Committee dealing with the Bill. After taking written and oral evidence on the Bill the Committee produced its final report in January 2006, recommending amendments to the Bill. The report was sent to all Welsh Members of the House of Lords and the Committee met informally with Peers to discuss their proposed amendments. On 11 January 2006, Committee Members laid a motion before plenary requesting the First Minister to ask the Secretary of State for Wales to bring forward the Committee's amendments. The motion was carried unanimously with one amendment.

In September 2005 the Minister provided a written response to the Committee's inquiry report on 'Regulation and Inspection of Public Services in Wales'¹⁰, and in November 2005 an update was received on Welsh Assembly Government progress in implementing recommendations in the Committee's

⁹ Terms of reference: *'To consider the issues surrounding the arrangements for local government and National Assembly elections in Wales, in particular, voter registration, voter turnout, the participation of young people and voting in languages other than English; to consider a range of measures used within other political systems to improve voter turnout, registration and the participation of young people and the extent to which they could be applied to local government and National Assembly elections in Wales; to consider if any additional measures are required to ensure that voting arrangements in Wales are fully inclusive; to make recommendations.'*

¹⁰ Terms of reference: *To consider the operation of the public services regulation and inspection regime in Wales, including the roles and accountabilities of inspectorates, their interaction with inspected bodies and the added value the regime brings to public service improvement.*

report on 'The Operation of new political and management structures in local government'¹¹.

In March 2006 the Committee devoted an entire meeting to equality issues, considering local authorities' responses to recent equalities legislation in Wales and the Welsh Assembly Government's Equality Report for 2004-5. The Committee agreed to continue regular scrutiny of local authorities' equality duties.

Public Audit Act Commencement Order Committee 2005

The Chair of the Public Audit Act Commencement Order Committee 2005 was Janet Davies AM throughout the reporting period.

The Committee was established on 4 May 2005 to scrutinise the Public Audit (Wales) Act 2004 (Commencement Order No. 3) 2005. The Committee met once, on 6 June 2005, to scrutinise the Order which brings Section 54 of the Act into line with the Freedom of Information Act 2000.

Rail Infrastructure and Improved Passenger Services Committee

The Chair of the Rail Infrastructure and Improved Passenger Services Committee was John Marek AM throughout the reporting period.

The Committee was established in December 2005 as an additional committee, under Standing Order 8.1. The Committee's remit was:

- to formulate a programme of costed, achievable improvements in rail infrastructure and improved passenger services affecting Wales.
- to make recommendations to the Assembly on the improvements identified.

An extensive public consultation was carried out in spring 2006 and the Committee took oral evidence from a wide range of interests. The Committee met formally four times during the reporting period and published an interim report in March, with the final report published in June 2006.

Committee on School Funding

The Chair of the Committee on School funding was William Graham AM throughout the reporting period.

The Committee on School Funding was established by resolution of the National Assembly on 14 June 2005 under Standing Order 8.1. The Committee's Terms of Reference were:

¹¹ Terms of reference: *To consider the operation in Wales of the new political management structures introduced by the Local Government Act 2000, their success in delivering more transparent, efficient and accountable decision-making and to make recommendations to encourage the development of good practice.*

- i) to review all the sources of income (both revenue and capital), how so ever generated, which create maintained primary and secondary school funding (to include pupil referral units);
- ii) to review the distribution of funding to maintained schools - both primary and secondary and pupil referral units;
- iii) to investigate and review the practicalities of introducing a 3-year funding regime for schools;
- iv) to consider the impact of National Assembly and UK Government's initiatives on the funding of schools;
- v) to make recommendations to the National Assembly on the simplification and clarification of this system.

The Committee met on nine occasions during the year and took evidence from a wide range of individuals and organisations including, at its meeting on 30 March 2006 an in-depth session with the Minister for Education, Lifelong Learning and Skills.

The Committee published its final report in June 2006 and the Assembly Government's initial response was expected shortly thereafter.

Committee for Scrutiny of the First Minister

The Chair of the Committee for Scrutiny of the First Minister was Janet Davies AM throughout the reporting period.

The Committee met in public twice during the reporting period.

On 30 June 2005 the Committee met in Cardiff Bay and questioned the First Minister on Services for Older People. Scrutiny focused specifically on the strategic objectives reflected in 'Wales a Better Country'; performance in service delivery and the impact of public service reforms outlined in 'Making the Connections'; and proposed future developments including an Older Person's Commissioner.

On 2 February 2006 the First Minister was questioned at a meeting in Colwyn Bay on two topics - Transport and Reform of Assembly Sponsored Public Bodies.

Committee on Smoking in Public Places

The Chair of the Committee on Smoking in Public Places was Val Lloyd AM throughout the reporting period.

The committee met for the final time on 28 April 2005 to agree the Committee's draft report, which was launched in May 2005.

Social Justice and Regeneration Committee

The Chair of the Social Justice and Regeneration Committee was Janice Gregory AM throughout the reporting period.

The Social Justice and Regeneration Committee held 19 formal meetings, of which one was held in Swansea and one in Colwyn Bay. Of these meetings, three were additional to the agreed plenary timetable (from April 2005 – December 2005). Committee used these meetings to progress the two policy reviews to which the Minister absents herself. The Committee visited Corus Living Solutions and Dangerpoint in North Wales in March 2006. Members of the Committee undertook a visit in connection with its review on substance misuse to Newport which concluded the programme of visits which had started in the spring term 2005.

The Committee published its Policy Review into Substance Misuse – Treatment Services in March 2006 and began taking evidence on its review into Substance Misuse - Prevention¹².

The Committee undertook a review into Restructuring the Constabulary in the autumn term which was published in November 2005 and began a further review looking at Democratic Structures of an All-Wales Force in spring 2006.

During the year it considered the Social Housing Ombudsman for Wales Regulations and the Homelessness (Suitability of Accommodation) Order (Wales) 2006.

¹² The terms of reference for the review were:

To consider the effectiveness of current policies and arrangements for the prevention and treatment of substance misuse giving particular regard to:

Prevention

- *Identification of best practice in substance misuse education in Wales.*
- *Assessment of guidance and support necessary to ensure the implementation of best practice in schools and other settings.*
- *Assessment of action taking to reduce the risk of substance misuse in Wales by means other than education (e.g. within the areas of family support, housing, employment)*

Treatment

- *Assessment of the availability of shared care and supervised consumption schemes across Wales and the barriers to recruitment of GPs and pharmacists to these schemes.*
- *Identification of the key difficulties experienced by people trying to access treatment services, in particular, detoxification and rehabilitation.*
- *Identification of best practice in reducing waiting times for treatment.*

Groups effected by substance misuse

- *Availability of services necessary in order to protect and improve the well being of children who have substance misusing families.*
- *Identification of the needs of, and availability of services for, particular groups: children, released prisoners and people with mental health problems.*

Alcohol

- *Identification of the needs of, and availability of services for, people with alcohol problems*
- *Assessment of the impact of the focus on illegal drugs, for example from the Home Office, on the provision of services for alcohol misusers.*
- *Assessment of the effectiveness of policy initiatives which address the issue of alcohol availability and 'binge' drinking.*

The Committee also considered the draft Charities Bill and Children and Adoption Bill and passed its comments, via the Minister, to the originating Whitehall Departments.

In March 2006 Committee members took part in a joint meeting with Education & Lifelong Learning, Equality of Opportunity and Health & Social Services Committees to question the Children's Commissioner on his annual report.

Standards of Conduct Committee

The Chair of the Standards Committee was Kirsty Williams AM throughout the reporting period.

The Committee met formally on three occasions during the year, including a meeting to consider a complaint against an Assembly Member.

Among the main issues the Committee dealt with were:

- Revised arrangements and guidance in relation to provisions contained in the Register of Members' Interests;
- Implementation of recommendations contained in the Woodhouse review of Standards of Conduct;
- Implications to Standards arising from the Government of Wales Bill; and
- Implementation of an appeal procedure in relation to complaints against Assembly Members.

Regional Committees

In February 2005 the Assembly agreed to change the boundaries of its regional committees to reflect the geographical areas of the Assembly Electoral Regions. As a result, five new regional committees were established in March 2005, and Chairs were elected at the first meetings

Mid and West Wales Regional Committee

The Chair of the Mid and West Wales Regional Committee was Christine Gwyther AM throughout the reporting period.

The Committee held four meetings at venues in Carmarthen, Brecon, Narberth and Cardigan.

During these meetings the Committee considered Sustainable Development; Community Access for the Elderly, Health Challenge Wales and Special Education Needs.

The Committee received presentations from relevant organisations from the Mid Wales region, including the Royal Society for the protection of Birds, Pupils of Johnstone Primary School, Carmarthen, a student from Trinity College, Carmarthen, Carmarthen Environmental, Community access for the

elderly, Community Development Officers(PAVO), Brecon University of the 3rd Age, Brecon Dial- a Ride, Pembrokeshire County Council, Pembrokeshire NHS Trust, Pembrokeshire Local Health Board, National Public Health Service, Pembrokeshire National Coastal Park, Pupil Support Division, Welsh Assembly Government, Ceredigion County Council, SNAP Cymru, and RHAG.

Members of the public took the opportunity to question presenters and committee members on these topics, and also to raise matters of local concern. Where appropriate, these local concerns were passed to the relevant Assembly Minister for action.

Average public attendance over the year was 33 people.

North Wales Regional Committee

The Chair of the North Wales Regional Committee was Eleanor Burnham AM throughout the reporting period.

The Committee met six times at venues in Beaumaris, St Asaph, Wrexham, Caernarfon, Ruthin and Criccieth.

The emphasis of the Committee was on public participation. Following each meeting, the Committee prepared a report summarising the views expressed by attendees. Copies were submitted to the relevant Assembly Minister for action. The Committee discussed the following topics in a regional context: public transport, hospice care, complementary medicine and well being, dentistry, open access to the countryside and affordable housing.

The Committee received presentations from representatives of public transport service providers and passenger groups, hospices in the North Wales region and the North Wales Network of Palliative Care, local health trusts and healthcare providers, the Countryside Council for Wales, NFU Cymru, Farmers Union of Wales, Forestry Commission Wales, North Wales Police Force, Ramblers' Association Wales, Councils and Housing organisations.

Average public attendance over the year was 82 people.

South Wales Central Regional Committee

The Chair of the South Wales Central Regional Committee was Owen John Thomas AM throughout the reporting period.

The Committee held three meetings during 2005-06 at venues at University of Wales Institute Cardiff (UWIC), The Heritage Park Hotel, Trehafod near Pontypridd and The Memorial Hall, Gladstone Road, Barry.

During these meetings the Committee considered: Integrated Transport, Affordable Housing and Dental Services.

The Committee received presentations from the Wales Transport Research, Sustrans, South East Wales Transport Association, Shamrock Coaches, Arriva Trains Wales Ltd, Cardiff International Airport, Rhondda Cynon Taf County Borough Council, Hafod Housing Association, the Chartered Institute of Housing Cymru, Welsh Federation of Housing Associations, Cardiff and Vale NHS Trust, National Public Health Service, The Dental Practitioners Association and the British Dental Association.

Members of the public took the opportunity to question presenters and committee members on these topics, and also to raise matters of local concern. Where appropriate, these local concerns were passed to the relevant Assembly Minister for action.

Average public attendance over the year was 17 people.

South Wales East Regional Committee

The Chair of the South Wales East Regional Committee was William Graham AM throughout the reporting period.

The South East Wales Regional Committee met three times during 2005-06, at venues in Newport, Abergavenny and Beaufort.

The Committee concentrated on one topic per meeting. The topics considered were: the merger of Assembly sponsored bodies into the Welsh Assembly Government, Accident and Emergency provision in South East Wales and Heads of the Valley Strategy – prospects for economic regeneration.

The public were invited to participate at all of the meetings and many points raised were answered fully and directly at each meeting. The Committee prepared a report of each meeting, which was circulated to all who attended and placed on the Internet. Minutes and relevant papers were forwarded to the appropriate Minister for action.

The Committee received presentations from representatives of the following: Welsh Development Agency, Newport and Gwent Chamber of Commerce, Welsh Tourist Board, Capital Regional tourism, Monmouthshire Local Health Board, Accident and Emergency Department – Neville Hall Hospital, Royal College of Nursing, Welsh Ambulance Service, the National Assembly's Health and Social Care department, Gwent Community Health Council, Blaenau Gwent County Borough Council, Confederation of British Industry Cymru Wales, Merthyr Tydfil County Borough Councils, Federation of Small Businesses in Wales.

Average public attendance over the year was 27 people.

South Wales West Regional Committee

The Chair of the South Wales West Regional Committee was Janet Davies AM throughout the reporting period.

The South West Wales Regional Committee met three times during 2005-06, at venues in Swansea, Pencoed and Gwaun Cae Gurwen.

On 20 May 2005 the Committee met in the Dylan Thomas Centre, Swansea. The topic for the meeting was the economic regeneration of the valleys and a copy of the minutes of the meeting was sent to the Minister for Economic Development and Transport.

The Committee met again on 17 March 2006 in Pencoed, when it discussed Education for 16-19 year-olds, with particular reference to the Welsh Baccalaureate. The Committee heard from students who were studying for, or who had achieved the qualification at school or college, and who reported positively on their experience. The minutes of the meeting were sent to the Minister for Education and Lifelong Learning and the Chair of the subject committee.

On 9 June the Committee met in Gwaun Cae Gurwen, when the subject was Energy. The basis for discussion was a paper submitted in March to the Economic Development and Transport Committee, in which the Minister set out developments in Welsh energy policy as the Government moved towards the finalisation of the Wales Energy Route Map. The minutes of the meeting were sent to the Minister.

At every meeting there have been opportunities for the public to question presenters and members and comment on the topic.

Average public attendance over the year was 25 people.

Access to Information

The House Committee includes in this Report detailed information about services provided to Members. APS continues to receive requests for information which have been handled in accordance with procedures and legislative requirements. A total of 40 requests have been received during 2005/06. The Committee receives regular reports about information requests.

Annual Plan Objective for 2005-6

<p>APS to review its approach to Freedom of Information and records management in the light of early experience of the implementation of the 2000 Act.</p>	<ul style="list-style-type: none">• Requests for information continue to be handled in accordance with the guidance. The Access to Information Adviser works closely with the divisional / branch coordinators on most requests to help establish expertise and familiarity within these business units.• Access to Information and Records Management are included in the Induction Programme for new staff; these items are also covered in the induction MRS offers to new Assembly Member support staff.• A Records Management Project has been established so that the management of APS registered files can be moved from the Records Service currently provided by WAG to APS. The Project will also review the structure, policy and guidance for record keeping in APS in line with current and future requirements. The work to date on record schedules will be picked up by this project.
--	--

Human Resources

Employee Summary

The table below shows the staff ceiling and number of employees in post within the Assembly Parliamentary Service as of 1 April 2005 and 31 March 2006.

Month/Year	Staff Ceiling	Number of employees in post
1 April 2005	336	285
31 March 2006	337	281

As of the 31 March 2006 the staffing position in APS was as follows: -

Division/Branch	Number of staff in post
Presiding Officer's Private Office	5
Clerk and Deputy Clerk's Office	9
Legal	5
Assembly Communication Services	
Director's Office	2
Information Communication Technology	9
Public Information & Education	36
Press & Media	2
Parliamentary Translation Reporting Service	29
Corporate Services	
Director's Office	-
Fees & Finance	17
Human Resources & TUS	16
Office & Facilities	76
Members Research & Committee Services	
Members Research	34
Committee Service	31
Chamber Services	
Chamber Secretariat	6
Table Office	4
Total	281

The number of staff in post is made up of the following grades.

TS	PS	EO	HEO	SEO	G7	G6	G5	G3	G2
106	2	54	58	33	20	3	3	1	1

Recruitment Summary

Throughout the period of 1 April 2005 to 31 March 2006 the Assembly Parliamentary Service conducted 25 external recruitment schemes recruiting for 38 posts. 36 initial offers were made 35 of which resulted in appointment.

In addition 25 candidates were offered a reserve position, 8 of these candidates have been appointed.

Budget

The total Assembly Parliamentary Service budget for 2005-6 was £29,568,000. The net out-turn for the year, subject to audit of the Assembly's accounts by the Wales Audit Office, was £28,857,587 – an underspend of 2.4%.

Division	Budget (£)	Net Spend (£)	Variance (%)
Direct Running Costs- Staff			
Presiding Office	188,612	190,588	1%
Clerk's Office	484,214	477,973	-1%
Assembly Communications	2,689,400	2,653,200	-1%
Chamber Services	292,092	272,478	-7%
Legal Services	325,940	326,050	0%
Members' Research & Committee Services	2,290,234	2,262,051	-1%
Corporate Services	2,650,508	2,579,194	-3%
Unallocated reserve	162,000	0	-100%
TOTAL STAFF COSTS	9,083,000	8,761,534	-4%
General Admin Expenditure			
Presiding Office	6,500	6,001	-8%
Clerk's Office	1,500	2,862	91%
Assembly Communications	2,633,946	2,654,688	1%
Chamber Services	75,000	51,277	-32%
Legal Services	25,000	25,000	0%
Members' Research & Committee Services	352,000	295,277	-16%
Corporate Services	5,683,883	5,762,873	1%
Unallocated reserve	149,171	0	-100%
TOTAL GENERAL ADMIN	8,927,000	8,797,978	-1%
Members' Pay & Allowances	10,029,000	9,749,254	-3%
Capital	1,329,000	1,389,589	5%
Cost of Capital and Depreciation	200,000	159,232	-20%
TOTAL NET EXPENDITURE	29,568,000	28,857,587	-2%

The most significant areas of underspend were:

- *Unallocated reserves*: built up during the year to reflect approved reductions in anticipated spend, providing a reserve to fund any in-year enhancement requests - £311,000.
- *Members' pay and allowances*: this is a reactive budget and the underspend reflects actual claims being lower than anticipated - £280,000.
- *Broadcasting*: plans for setting up a new web-casting site were not taken forward in the year, but were instead replaced by a new internet site project to be developed in 2006/7 - £160,000.

The Assembly Estate

The Assembly Estate in Cardiff Bay comprises the Assembly offices and the Pierhead Building. The offices temporarily accommodated the Chamber and Committee Rooms. On 7 February 2006, the Richard Rogers designed Assembly Chamber building, the Senedd opened to the public for the first plenary meeting in the new Chamber. The building was officially opened by Her Majesty the Queen on 1 March 2006. The building comprises the Chamber, Committee Rooms and public galleries and open public spaces including reception and events areas and a public café. A number of meeting spaces and offices are also provided on the chamber level to support assembly business. The House Committee has approved the necessary staff and other resources to run and operate the building on a daily basis. The House Committee will take formal responsibility for the new building in due course.

The Assembly Parliamentary Service also has an office and Visitor Centre in Colwyn Bay, North Wales. There are four regional teams, based in Cardiff, Colwyn Bay, Carmarthen and Llandrindod Wells.

2005-06 Objectives and Performance

Objectives	Action
<p>1. To enable Members by enhancing the quality of Assembly business, Committee proceedings and scrutiny processes within the Assembly, and subsequently to improve the products of the Assembly's work.</p>	<ul style="list-style-type: none"> • Second meeting took place in Assembly office in Colwyn Bay. The Committee scrutinised the First Minister on Transport and merger of ASPBs. • Due to establishment of additional Ad Hoc Committees, and return in January 2006 to 2-week committee cycle, compliance rate on SLA between PTRS and MRCS was 79%. Difficulties in recruiting suitably skilled staff also a contributory factor. • Three training sessions were arranged for Assembly Members and officials in July, October and November, 2005. The scrutiny guide should issue in May 2006. • Since January 2006, MRS has been co-ordinating a monthly research paper to the Panel of Chairs and Business Committee tracking the parliamentary progress of bills of relevance to Wales. The paper is also published as research paper to all AMs. It includes information on the powers conferred by each Bill remitted to Assembly Committees and on the extent to which they deliver on the commitment given on the White Paper <i>Better Governance for Wales</i>, to provide the Assembly with 'wider and more permissive powers'. Committees' scrutiny of remitted bills has continued and MRS has provided briefing accordingly. • Committees are now in the second year of implementing the strategic approach to EU issues that has been agreed by EEAC and POC. A number of Committees, notably EEAC, EPC, EIN and HSS, have undertaken detailed scrutiny of EU policy and legislative proposals on a number of items. The process was reviewed at the end of 2005 with positive support from Committees. EEAC agreed additional recommendations to strengthen the process in January 2006 which were adopted by POC in March 2006. These are now being taken forward. • Continued close working between Media Relations and Committee Clerks has helped achieve extensive coverage of a number of issues, particularly Audit reports and policy reviews, in both print and broadcast media. This close working, and good media contacts, have meant accurate reporting of complex areas such as the E-coli Committee. • Subject committees continue to follow through on Audit Committee reports and recommendations. For example, the Environment, Planning and Countryside Committee considered the implications of an Audit Committee report recommendation in monitoring progress on its own inquiry recommendations on waste management. • Supported the Government of Wales Bill Committee in its scrutiny of the Bill. Implications of the Bill and the various debates in both the Assembly and Parliament have been monitored and logged. In particular this will inform the work on revised Standing Orders which will ultimately

Objectives	Action
	impact on the processes necessary post 2007.
<p>2. To examine and respond effectively to the Assembly's wish to secure separation between its legislative and governmental arms and to enhance its legislative powers by planning for the implications.</p>	<ul style="list-style-type: none"> • The programme and project structure has functioned effectively through the year. Through the application of appropriate project management disciplines, there has been a methodical approach to the tasks in hand. Timelines have been developed for delivery of all that is necessary to achieve separation by May 2007, and risk has been properly assessed. A Task and Finish Group, chaired jointly by the Clerk and the Senior Director of WAG, has ensured a higher level of WAG involvement in the process. The distinction between administrative and legal separation became increasingly irrelevant as the year progressed, but considerable progress was made in achieving discrete separation projects. • House Committee has been kept informed regularly. Communication with staff has been a high priority, though by the end of the year there was some frustration from staff that decisions had not been taken on issues of importance to them. • APS has given constructive advice to Government on a number of detailed matters arising from the legislation. The political process of scrutinising the Bill has also been supported. • A high-level study of APS structures has been conducted by an external expert, who is due to report in April 2006. There is widespread awareness of the challenges which an independent parliamentary service, with more extensive powers, will bring. The development of necessary staff expertise remains an important challenge. Some new staff were recruited to key positions in the year, but it is unlikely that any whole scale increase in staff numbers will be possible in 2006-07. • There remains some uncertainty about the demands on legal services which Assembly's new legislative responsibilities will bring. <p>Considerable progress has been made in identifying the costs of separation, and the costs of the new services which APS will need to provide. At the same time, House Committee has been given information which allows Members to determine what the building blocks of the APS budget should be, rather than being asked to roll forward previous provision. The value of these exercises should become apparent in the budget setting process for 2007-08.</p>
<p>3. To act upon the views of Members, their staff and our external customers as expressed in relevant feedback, satisfaction surveys and other relevant mechanisms to improve the services we provide to our customers and, where possible, their perception of those services.</p>	<ul style="list-style-type: none"> • Performance on KPIs increased across all areas. • Visitor Charter completed and approved by SMT. • Actions completed. • Ongoing.
<p>4. To make an appropriate contribution to the delivery of an excellent new chamber building, on time and within budget, by the end of 2005 and to be ready to take on APS responsibilities when the building is completed.</p>	<ul style="list-style-type: none"> • Formal project review not yet undertaken, due shortly. Completion of the building was behind time but completed close to budget and has been well received. • Fit out was substantially completed by the end of Jan 2006, building opened 7 Feb 2006.

Objectives	Action
	<ul style="list-style-type: none"> • Building completion was later than expected delaying final training, but operational planning and training completed before opening. • Preliminary steps have been taken to consider options for improvement of Members' dining facilities and child care provision. • ICT provision in place in the Senedd. • Successful opening event held and widely covered in media, securing the positive impact of the Senedd.
<p>5. To maintain the Assembly's strong reputation for innovative use of ICT throughout the Transformation period for the Merlin partnership and to ensure that the requirements of all Assembly Members and those who provide services for them are given appropriate priority.</p>	<ul style="list-style-type: none"> • Continued progress made in consulting and informing Members, particularly in preparation for future tendering exercise for ICT services. • Focus of the Partnership has continued to be WAG-related projects, but considerable efforts have been made to improve the transformation process, which has now been completed in most of APS. Members still require complete transformation. APS staff continue to apply pressure to improve service and secure needs of Members. • Governance system in place. Change management money for APS identified and secured. House Committee has decided level of service split and to tender for a separate ICT contract, preparation under way to secure this. • Project advanced as far as possible but delayed as a result of Committee questioning about spec and scope. Currently being re-appraised to see whether it should be widened. • As interim review. Internet site contract out to tender, aiming for completion by April 2007. Temporary separate site in place following significant efforts by APS ICT team. • Information briefing provided. • U-Access not yet available but planned for AUTUMN 2006 • Visits under way.
<p>6. To implement and progress the following cross-cutting policies and strategies:-</p> <p>(a) The APS Bilingual Services Statement</p> <p>(b) The APS contribution to the Assembly's revised Sustainable Development Scheme</p> <p>(c) The APS element of the Race Equality Scheme</p> <p>(d) Mainstreaming Equality</p> <p>(e) Disability Discrimination Scheme (<i>new objective mid-year review</i>)</p>	<p>(a) Mid year monitoring undertaken and no issues identified. End year monitoring underway and report to House Committee scheduled for June.</p> <p>(b) Resources still limited although Action Plan continues. Green Dragon level 5 achieved. "Green Team" established as an APS group of interested staff who will assist in monitoring and acting as sustainability champions.</p> <p>(c) Progress with implementation of the Plan is being reviewed by the APS Equality Steering Group which was established in October 2005.</p> <p>(d) Equality awareness sessions have been held for each of the main political parties after their group meetings. Specialist training for researchers will be delivered in 2006-07. Progress was made in identifying specific training needs in 2005-06.</p>

Objectives	Action
	<p>Equality awareness training has been delivered to all front line staff and new members of staff.</p> <p>The APS Equality and Diversity Officer has worked with clerking and research staff to support subject committees in undertaking equality focused agenda items within their policy area.</p>
<p>7. Seek improvements to staff responses to key questions in the Staff Attitude Survey 2005, in particular in respect of the themes of management and communication and behaviour at work.</p>	<ul style="list-style-type: none"> • All parts of APS focused on the poorer results in the 2004 Staff Attitude Survey. Results in the 2005 survey generally demonstrated improvements in key areas: there is increased confidence in SMT; more staff believe that they are consulted about change; there was a significant increase in staff feeling that their opinions are valued; there was a significant reduction in staff believing that they were subject to unacceptable behaviours at work; 90% of APS staff express themselves proud to work for the Assembly. There are, however, no grounds for complacency, especially in a year of great change. • Better communication was a particular target. Among developments have been a refocus of the APS brief, and the launch of The Slate. • Active consideration is being given to methods of gauging staff attitudes from May 2007 onwards. APS will take part in the general NAW 2006 survey.
<p>8. Ensure that the APS has sufficient and appropriately developed staff in place so that it is able to meet the demands of the Second and Third (<i>and Third added at mid-year review</i>) Assembly, making best use of available resources.</p>	<ul style="list-style-type: none"> • An external report has been obtained on interim structural issues. House Committee/Shadow Commission likely to consider implications. • Programme produced for SMT comments and likely to commence shortly. • Continued excellent performance of 24 hour record of Plenary, production performance of Committee verbatim record is variable in terms of time. Translation facilities for Members showing increasing use. • Continued reporting of targets. Recruitment process will be improved as a result of a current programme. • Problem areas for attendance identified and targeted for particular focus. Outside these areas, APS attendance levels are reasonable and within target specified.
<p>9. To enhance the level of public engagement with the National Assembly for Wales.</p>	<ul style="list-style-type: none"> • Visits to the North Wales Centre increased from 39 in 04/05 to 96 in 05/06 representing a 146% increase. Of the visits booked, numbers increased from 412 in 04/05 to 835 in 05/06 which equates to an increase of 102%. Casual visits also increased from 3007 in 04/05 to 3386 in 05/06 – an increase of 12.6%. • The NW education officer also delivered 123 presentations in schools across the region representing an increase of 29% in 05/06. • Total number of events involving contact with the public increased from 326 to 458 – an increase in activity of 40%. Total quality contacts (excluding large events) rose from 18574 to 25170, an

Objectives	Action
	<p>increase of 36%.</p> <ul style="list-style-type: none"> • Positive coverage of the Senedd and of the Royal Opening in both local and national press. Opening ceremony carried live on four TV channels and three radio stations. Coverage of the building itself and of the artworks in Welsh and English language arts programmes and in specialist magazines. Minimum negative coverage of delays. • Invitations for expressions of interest published in OJEU • The first e-forum was completed in 2005. This has provided input into a new project to provide more e-forum activities for committees. • The ABC is still to be closed down, a new 'Press and Media' group will be set-up in 2006, probably linked to the ICT Sub-group. • Webcasting continues to be provided.
<p>10. To build upon improved management and monitoring of financial and staff resources by using resources to best effect in 2005/6.</p>	<ul style="list-style-type: none"> • Final out turn within target.
<p>11. APS to review its approach to Freedom of Information and records management in the light of early experience of the implementation of the 2000 Act.</p>	<ul style="list-style-type: none"> • Requests for information continue to be handled in accordance with the guidance. The Access to Information Adviser works closely with the divisional / branch co-ordinators on most requests to help establish expertise and familiarity within these business units. • A Records Management Project has been established to transfer the existing Records Service currently provided by WAG to APS. The Project will also review the structure, policy and guidance for records keeping in APS in line with current and future requirements. The work to date on records schedules will be picked up by this project. • As at 31 March 2006, APS has received 68 requests for information of which 12 have been refused or granted partial disclosure. Requests have been handled within the statutory deadlines (NB some small time extensions have been applied in accordance with the Act) and in line with APS' procedures. House Committee continues to receive regular reports on requests received.
<p>12. Review arrangements for contingency planning and business continuity in the context of Assembly-wide progress and the need for separate arrangements.</p>	<ul style="list-style-type: none"> • Agreement made with Cardiff County Council for the use of their chamber in emergency. • Exercise will take place during 2006/7 if time allows. • APS officials have participated fully in the Assembly-wide business continuity project. A separate section deals with APS needs. • Business Continuity Plan being developed further. Plan prepared in relation to a flu outbreak and discussions continuing with Cardiff County Council in relation to staff accommodation. House Committee has been asked to specify service delivery priorities. Planning not yet complete, but receiving proper attention.

Forward Look to 2006/07

The 3rd Assembly

Work in 2006/7 will be dominated by the changes proposed by the UK Government in the Government of Wales Bill. This has now completed its Parliamentary process and received Royal Assent in July 2006. The result of this is that after the elections in May 2007 there will be major changes to the Assembly and, in particular, a separation of its legislative and governmental arms. Along with this, many of the functions carried out for the existing Assembly by the House Committee will pass to the new National Assembly for Wales Commission.

The services currently provided by the Assembly Parliamentary Service will need to develop and change to match these new demands. The Assembly has established the Shadow Assembly Commission to plan and prepare for matters that will be the responsibility of this Commission which will come into existence in May 2007.

Committee Membership and Attendance

222 formal Committee meetings were held by the Assembly's subject, standing and other committees (includes additional committees, sub committees and the Committee on Scrutiny of the First Minister) during the financial year 2005-06. Members' attendance at each Committee is detailed as follows. The following should be noted with reference to these figures:-

- ◆ In view of complexity, the reasons and apologies for non-attendance are not included in this Annex. Reasons include illness, bereavement, maternity or paternity leave and conflicting duties.
- ◆ These attendance figures do not indicate whether attendance was for the whole or part of a meeting.
- ◆ Standing Order 8.8 states that if any Member fails to attend a Committee of which they are a Member for four consecutive meetings without good cause for their absence being shown to the Presiding Officer, they will cease to be a member of the Committee. There are no examples of a Member losing Committee membership in this way.
- ◆ Although it is not always possible for Members to attend Committee meetings, they are generally able to nominate a substitute Member to attend on their behalf and thus to secure proper representation at the meeting. Substitutions are not noted in these figures.
- ◆ Business Committee meets weekly during term-time and substitutions at these meetings are regular. In view of the unusually demanding regularity of these meetings and the fact that Committee Members almost always attend or are substituted, attendance figures for this Committee are not included.
- ◆ Joint committee meetings are counted as formal meetings for each committee involved, and non-attendance for whatever reason is counted as an absence from both.

Subject Committees, Standing Committees and Other Committees (includes Additional Committees, Sub Committees and the Committee on Scrutiny of the First Minister)

Audit Committee

Member	Party	Constituency	2005/06
Leighton Andrews	Labour	Rhondda	8/10
Mick Bates	Liberal Democrats	Montgomeryshire	10/10
Alun Cairns	Conservative	South Wales East	7/10
Janet Davies	Plaid Cymru	South Wales West	10/10
Jocelyn Davies	Plaid Cymru	South Wales East	9/10
Mark Isherwood	Conservative	North Wales	10/10
Irene James	Labour	Islwyn	10/10
Denise Idris-Jones	Labour	Conwy	10/10
Carl Sargeant	Labour	Alyn & Deeside	8/10
Catherine Thomas	Labour	Llanelli	7/10

Better Governance for Wales White Paper Committee

Member	Party	Constituency	2005/06
Lorraine Barrett	Labour	Cardiff South & Penarth	9/10
Jocelyn Davies	Plaid Cymru	South Wales East	10/10
Jane Hutt	Labour	Vale of Glamorgan	10/10
David Melding	Conservative	South Wales Central	10/10
Carl Sargeant	Labour	Alyn & Deeside	7/10
Kirsty Williams	Liberal Democrat	Brecon & Radnorshire	10/10
Dafydd Elis-Thomas	Plaid Cymru	Meirionnydd Nant Conwy	10/10

Culture, Welsh Language and Sport Committee

Member	Party	Constituency	2005/06
Leighton Andrews	Labour	Rhondda	9/10
Lorraine Barrett	Labour	Cardiff South & Penarth	15/15
Eleanor Burnham	Liberal Democrats	North Wales	15/15
Rosemary Butler	Labour	Newport West	15/15
Lisa Francis	Conservative	Mid & West Wales	15/15
Denise Idris Jones	Labour	Conwy	12/15
Elin Jones	Plaid Cymru	Ceredigion	8/10
Laura Anne Jones	Conservative	South Wales East	14/15
Val Lloyd	Labour	Swansea East	5/5
Alun Pugh	Labour	Clwyd West	14/15
Owen John Thomas	Plaid Cymru	South West Central	14/15

Economic Development and Transport Committee

Member	Party	Constituency	2005/06
Leighton Andrews	Labour	Rhondda	18/18
Alun Cairns	Conservative	South Wales East	15/18
Andrew Davies	Labour	Swansea West	12/18
Janet Davies	Plaid Cymru	South Wales West	18/18
Tamsin Dunwoody	Labour	Preseli Pembrokeshire	9/12
Lisa Francis	Conservative	Mid and West Wales	10/12
Alun Ffred Jones	Plaid Cymru	Caernarfon	6/6
Christine Gwyther	Labour	Carmarthen West & South Pembrokeshire	17/18
Elin Jones	Plaid Cymru	Ceredigion	10/12
Jenny Randerson	Liberal Democrats	Cardiff Central	3/3
Carl Sargeant	Labour	Alyn & Deeside	17/18
Kirsty Williams	Liberal Democrat	Brecon & Radnorshire	9/15

Education and Lifelong Learning Committee

Member	Party	Constituency	2005/06
Peter Black	Liberal Democrats	South Wales West	18/18
Christine Chapman	Labour	Cynon Valley	18/18
Jeff Cuthbert	Labour	Caerphilly	18/18
Jane Davidson	Labour	Pontypridd	15/18
David Davies	Conservative	Monmouth	0/2
William Graham	Conservative	South Wales East	17/17

Mark Isherwood	Conservative	North Wales	9/11
Irene James	Labour	Islwyn	15/18
Denise Idris Jones	Labour	Conwy	8/11
Janet Ryder	Plaid Cymru	North Wales	17/18
Owen John Thomas	Plaid Cymru	South Wales Central	16/18

Environment Planning and Countryside Committee

Member	Party	Constituency	2005/06
Lorraine Barrett	Labour	Cardiff South & Penarth	15/16
Mick Bates	Liberal Democrats	Montgomeryshire	16/16
Glyn Davies	Conservative	Mid and West Wales	14/16
Jocelyn Davies	Plaid Cymru	South Wales East	5/5
Tamsin Dunwoody	Labour	Preseli Pembrokeshire	4/5
Irene James	Labour	Islwyn	10/11
Alun Ffred Jones	Plaid Cymru	Caernarfon	9/11
Carwyn Jones	Labour	Bridgend	14/16
Elin Jones	Plaid Cymru	Ceredigion	5/5
Helen Mary Jones	Plaid Cymru	Mid & West Wales	10/11
Sandy Mewies	Labour	Delyn	9/11
Carl Sargeant	Labour	Alyn & Deeside	10/11
Brynle Williams	Conservative	North Wales	16/16

Equality of Opportunity Committee

Member	Party	Constituency	2005/06
Lorraine Barrett	Labour	Cardiff South & Penarth	10/10
John Griffiths	Labour	Newport East	8/10
Mark Isherwood	Conservative	North Wales	10/10
Helen Mary Jones	Plaid Cymru	Mid & West Wales	8/10
Laura Anne Jones	Conservative	South Wales East	9/10
Huw Lewis	Labour	Merthyr Tydfil & Rhymney	5/10
Jenny Randerson	Liberal Democrat	Cardiff Central	9/10
Catherine Thomas	Labour	Llanelli	9/10
Gwenda Thomas	Labour	Neath	9/10
Leanne Wood	Plaid Cymru	South Wales Central	7/10

European and External Affairs Committee

Member	Party	Constituency	2005/06
Nick Bourne	Conservative	Mid & West Wales	8/9
Rosemary Butler	Labour	Newport West	7/9
Jeff Cuthbert	Labour	Caerphilly	8/9
Mike German	Liberal Democrats	South Wales East	7/9
Christine Gwyther	Labour	Carmarthen West & South Pembrokeshire	9/9
Ieuan Wyn Jones	Plaid Cymru	Ynys Mon	6/9
Sandy Mewies	Labour	Delyn	8/9
Jonathan Morgan	Conservative	South Wales Central	6/9
Rhodri Morgan	Labour	Cardiff West	8/9
Rhodri Glyn Thomas	Plaid Cymru	Carmarthen East & Dinefwr	6/9

Government of Wales Bill Committee

Member	Party	Constituency	2005/06
Leighton Andrews	Labour	Rhondda	7/8
Nick Bourne	Conservative	Mid & West Wales	8/8
Jocelyn Davies	Plaid Cymru	South Wales East	8/8
Dafydd Elis-Thomas	Plaid Cymru	Meirionnydd Nant Conwy	7/8
Mike German	Liberal Democrats	South Wales East	8/8
Jane Hutt	Labour	Vale of Glamorgan	8/8
Ann Jones	Labour	Vale of Clwyd	8/8
Ieuan Wyn Jones	Plaid Cymru	Ynys Mon	8/8
Val Lloyd	Labour	Swansea East	6/8
David Melding	Conservative	South Wales Central	7/8
Gwenda Thomas	Labour	Neath	6/8

Health and Social Services Committee

Member	Party	Constituency	2005/6
Jocelyn Davies	Plaid Cymru	South Wales East	7/8
Brian Gibbons	Labour	Aberavon	13/14
John Griffiths	Labour	Newport	14/14
Helen Mary Jones	Plaid Cymru	Mid and West Wales	5/6
Val Lloyd	Labour	Swansea East	7/8
David Melding	Conservative	South Wales Central	8/8
Jonathan Morgan	Conservative	South Wales Central	11/14
Lynne Neagle	Labour	Torfaen	9/14
Jenny Randerson	Liberal Democrats	Cardiff Central	11/11
Karen Sinclair	Labour	Clwyd South	13/14
Rhodri Glyn Thomas	Plaid Cymru	Carmarthen East & Dinefwr	14/14
Kirsty Williams	Liberal Democrat	Brecon & Radnorshire	2/3

Health & Social Services Committee Scrutiny Sub-Committee

Member	Party	Constituency	2005/6
Jocelyn Davies	Plaid Cymru	South Wales East	2/2
John Griffiths	Labour	Newport	1/2
Val Lloyd	Labour	Swansea East	1/2
David Melding	Conservative	South Wales Central	2/2
Jonathan Morgan	Conservative	South Wales Central	2/2
Lynne Neagle	Labour	Torfaen	2/2
Jenny Randerson	Liberal Democrats	Cardiff Central	2/2
Karen Sinclair	Labour	Clwyd South	2/2
Rhodri Glyn Thomas	Plaid Cymru	Carmarthen East & Dinefwr	1/2

House Committee

Member	Party	Constituency	
Lorraine Barrett	Labour	Cardiff South & Penarth	11/12
Peter Black	Liberal Democrat	South Wales West	9/12
Dafydd Elis-Thomas	Plaid Cymru	Meirionnydd Nant	8/12

		Conwy	
William Graham	Conservative	South Wales East	11/12
Janice Gregory	Labour	Ogmore	11/12
Jane Hutt	Labour	Vale of Glamorgan	10/12
John Marek	Forward Wales	Wrexham	11/12
Owen John Thomas	Plaid Cymru	South Wales Central	11/12

Inquiry into the E.coli outbreak in Wales Committee

Member	Party	Constituency	2005/06
Jeff Cuthbert	Labour	Caerphilly	2/2
Jocelyn Davies	Plaid Cymru	South Wales East	2/2
Val Lloyd	Labour	Swansea East	2/2
Jonathan Morgan	Conservative	South Wales Central	2/2
Jenny Randerson	Liberal Democrats	Cardiff Central	2/2
Karen Sinclair	Labour	Clwyd South	2/2

Legislation Committee

Member	Party	Constituency	2005/06
Eleanor Burnham	Liberal Democrats	North Wales	29/34
Rosemary Butler	Labour	Newport West	28/34
Jeff Cuthbert	Labour	Caerphilly	24/26
Glyn Davies	Conservative	Mid & West Wales	24/25
Janice Gregory	Labour	Ogmore	27/34
Christine Gwyther	Labour	Carmarthen West & South Pembrokeshire	23/34
Ann Jones	Labour	Vale of Clwyd	29/34
Laura Anne Jones	Conservative	South Wales East	18/25
Dai Lloyd	Plaid Cymru	South Wales West	31/34
David Melding	Conservative	South Wales Central	9/9
Sandy Mewies	Labour	Delyn	2/8
Janet Ryder	Plaid Cymru	Ceredigion	29/34
Brynle Williams	Conservative	North Wales	9/9

Local Government and Public Services Committee

Member	Party	Constituency	2005/06
Glyn Davies	Conservative	Mid and West Wales	9/10
Sue Essex	Labour	Cardiff North	14/16
Mike German	Liberal Democrat	South Wales East	15/16
Alun Ffred Jones	Plaid Cymru	Caernarfon	9/10
Ann Jones	Labour	Vale of Clwyd	16/16
Laura Anne Jones	Conservative	South Wales East	1/2
Peter Law	Labour/Independent	Blaenau Gwent	0/6
Dai Lloyd	Plaid Cymru	South Wales West	16/16
Val Lloyd	Labour	Swansea East	8/10
David Melding	Conservative	South Wales Central	6/6
Catherine Thomas	Labour	Llanelli	5/6
Gwenda Thomas	Labour	Neath	15/16
Brynle Williams	Conservative	North Wales	8/8

Public Audit Act Commencement Order Committee 2005

Member	Party	Constituency	2005/06
Mick Bates	Liberal Democrat	Montgomeryshire	1/1
Janet Davies	Plaid Cymru	South Wales West	1/1
Mark Isherwood	Conservative	North Wales	1/1
Irene James	Labour	Islwyn	1/1
Ann Jones	Labour	Vale of Clwyd	1/1

Rail Infrastructure and Improved Passenger Services Committee

Member	Party	Constituency	2005/06
Leighton Andrews	Labour	Rhondda	3/4
Eleanor Burnham	Liberal Democrat	North Wales	4/4
Rosemary Butler	Labour	Newport West	4/4
Janet Davies	Plaid Cymru	South Wales West	3/4
Elizabeth Francis	Conservative	Mid & West Wales	4/4
John Marek	Forward Wales	Wrexham	4/4
Carl Sargeant	Labour	Alyn & Deeside	4/4

Committee on School Funding

Member	Party	Constituency	2005/06
Peter Black	Liberal Democrat	South Wales West	9/9
William Graham	Conservative	South Wales East	9/9
Denise Idris Jones	Labour	Conwy	9/9
Lynne Neagle	Labour	Torfaen	9/9
Janet Ryder	Plaid Cymru	North Wales	9/9

Scrutiny of the First Minister Committee

Member	Party	Constituency	2005/06
Peter Black	Liberal Democrat	South Wales West	1/2
Rosemary Butler	Labour	Newport West	2/2
Glyn Davies	Conservative	Mid & West Wales	1/1
Janet Davies	Plaid Cymru	South Wales West	2/2
Christine Gwyther	Labour	Carmarthen West & South Pembrokeshire	2/2
Janice Gregory	Labour	Ogmore	2/2
Ann Jones	Labour	Vale of Clwyd	2/2
Alun Ffred Jones	Plaid Cymru	Caernarfon	0/1
Gwenda Thomas	Labour	Neath	1/2
Rhodri Glyn Thomas	Plaid Cymru	Carmarthen East & Dinefwr	1/1
Sandy Mewies	Labour	Delyn	2/2
David Melding	Conservative	South Wales Central	1/1

Committee on Smoking in Public Places

Member	Party	Constituency	2005/06
Peter Black	Liberal Democrat	South Wales West	1/1
Jeff Cuthbert	Labour	Caerphilly	1/1

Dai Lloyd	Plaid Cymru	South Wales West	1/1
Val Lloyd	Labour	Swansea East	1/1
Jonathan Morgan	Conservative	South Wales Central	0/1

Social Justice and Regeneration Committee

Member	Party	Constituency	2005/06
Mick Bates	Liberal Democrat	Montgomeryshire	14/16
Peter Black	Liberal Democrat	South Wales West	3/3
William Graham	Conservative	South Wales East	2/2
Janice Gregory	Labour	Ogmore	17/19
Edwina Hart	Labour	Gower	11/19
Mark Isherwood	Conservative	North Wales	19/19
Laura Anne Jones	Conservative	South Wales East	14/17
Huw Lewis	Labour	Merthyr Tydfil & Rhymney	15/19
Sandy Mewies	Labour	Delyn	15/19
Catherine Thomas	Labour	Llanelli	10/12
Rhodri Glyn Thomas	Plaid Cymru	Carmarthen East & Dinefwr	10/12
Leanne Wood	Plaid Cymru	South Wales Central	13/19

Standards of Conduct

Member	Party	Constituency	
David Davies	Conservative	Monmouth	0/3
Glyn Davies	Conservative	Mid & West Wales	0/1
Jocelyn Davies	Plaid Cymru	South Wales East	3/3
Tamsin Dunwoody	Labour	Preseli Pembrokeshire	3/3
Val Lloyd	Labour	Swansea East	2/3
Lynne Neagle	Labour	Torfaen	2/3
Karen Sinclair	Labour	Clwyd South	2/3
Gwenda Thomas	Labour	Neath	2/3
Owen John Thomas	Plaid Cymru	South Wales Central	3/3
Brynle Williams	Conservative	North Wales	2/2
Kirsty Williams	Liberal Democrat	Brecon & Radnorshire	3/3

Regional Committees

Mid & West Wales Regional Committee

Member	Party	Constituency	2005/06
Mick Bates	Liberal Democrats	Montgomeryshire	2/4
Nick Bourne	Conservative	Mid & West Wales	0/4
Glyn Davies	Conservative	Mid & West Wales	3/4
Tamsin Dunwoody	Labour	Preseli Pembrokeshire	0/4
Dafydd Elis-Thomas	Plaid Cymru	Meirionnydd Nant Conwy	0/4
Elizabeth Francis	Conservative	Mid & West Wales	1/4
Christine Gwyther	Labour	Carmarthen West & South Pembrokeshire	4/4
Elin Jones	Plaid Cymru	Ceredigion	2/4
Helen Mary Jones	Plaid Cymru	Mid and West Wales	1/4
Catherine Thomas	Labour	Llanelli	2/4

Rhodri Glyn Thomas	Plaid Cymru	Carmarthen East & Dinefwr	3/4
Kirsty Williams	Liberal Democrats	Brecon & Radnorshire	3/4

North Wales Regional Committee

Member	Party	Constituency	2005/06
Eleanor Burnham	Liberal Democrat	North Wales	6/6
Mark Isherwood	Conservative	North Wales	6/6
Alun Ffred Jones	Plaid Cymru	Caernarfon	5/6
Ann Jones	Labour	Vale of Clwyd	3/6
Denise Idris Jones	Labour	Conwy	3/6
Ieuan Wyn Jones	Plaid Cymru	Ynys Mon	4/6
John Marek	Forward Wales	Wrexham	5/6
Sandy Mewies	Labour	Delyn	3/6
Alun Pugh	Labour	Clwyd West	4/6
Janet Ryder	Plaid Cymru	North Wales	5/6
Carl Sargeant	Labour	Alyn & Deeside	5/6
Karen Sinclair	Labour	Clwyd South	4/6
Brynle Williams	Conservative	North Wales	5/6

South Wales Central Regional Committee

Member	Party	Constituency	2005/06
Leighton Andrews	Labour	Rhondda	2/3
Lorraine Barrett	Labour	Cardiff South & Penarth	3/3
Christine Chapman	Labour	Cynon Valley	3/3
Jane Davidson	Labour	Pontypridd	1/3
Sue Essex	Labour	Cardiff North	3/3
Jane Hutt	Labour	Vale of Glamorgan	3/3
David Melding	Conservative	South Wales Central	2/3
Jonathan Morgan	Conservative	South Wales Central	2/3
Rhodri Morgan	Labour	Cardiff West	1/3
Jenny Randerson	Liberal Democrats	Cardiff Central	2/3
Owen John Thomas	Plaid Cymru	South Wales Central	3/3
Leanne Wood	Plaid Cymru	South Wales Central	1/3

South Wales East Regional Committee

Member	Party	Constituency	2005/06
Rosemary Butler	Labour	Newport West	3/3
Jeff Cuthbert	Labour	Caerphilly	1/3
David Davies	Conservative	Monmouth	1/3
Jocelyn Davies	Plaid Cymru	South Wales East	2/3
Mike German	Liberal Democrat	South Wales East	3/3
William Graham	Conservative	South Wales East	3/3
John Griffiths	Labour	Newport East	3/3
Irene James	Labour	Islwyn	1/3
Laura Anne Jones	Conservative	South Wales East	2/3
Peter Law	Labour/Independent	Blaenau Gwent	1/3
Huw Lewis	Labour	Merthyr Tydfil & Rhymney	1/3
Lynne Neagle	Labour	Torfaen	1/3

South Wales West Regional Committee

Member	Party	Constituency	2005/06
Peter Black	Liberal Democrats	South Wales West	3/3
Alun Cairns	Conservative	South Wales West	2/3
Andrew Davies	Labour	Swansea West	1/3
Janet Davies	Plaid Cymru	South Wales West	3/3
Brian Gibbons	Labour	Aberavon	2/3
Janice Gregory	Labour	Ogmore	2/3
Edwina Hart	Labour	Gower	3/3
Carwyn Jones	Labour	Bridgend	1/3
Dai Lloyd	Plaid Cymru	South Wales West	3/3
Val Lloyd	Labour	Swansea East	2/3
Gwenda Thomas	Labour	Neath	2/3

MEMBERS' ALLOWANCES 2005-2006

Current Members

Surname	First name	Constituency	Mileage Allowance	Other Travel	Office Costs	Additional Costs	Staff Salaries	Party Leader's Allowance
ANDREWS	Leighton Russell	Rhondda	£1,130.20	£ 239.96	£13,309.87	£6,839.01	£54,326.71	N/A
BARRETT	Lorraine Jayne	Cardiff South and Penarth	£ 792.80	£ 230.13	£3,714.79	£ 127.70	£57,442.17	N/A
BATES	Michael John	Montgomeryshire	£6,132.20	£ 656.50	£13,358.58	£11,700.00	£51,409.67	N/A
BLACK	Peter Malcolm	South Wales West	£3,561.92	£2,432.33	£13,331.63	£7,494.70	£47,448.79	N/A
BOURNE	Nicholas Henry	Mid & West Wales	£5,711.05	£3,899.94	£14,734.53	£11,700.00	£56,258.52	£140,751.96
BURNHAM	Eleanor	North Wales	£1,100.80	£7,183.27	£10,702.72	£11,700.00	£55,617.97	N/A
BUTLER	Rosemary Janet Mair	Newport West	£ .00	£ 303.75	£12,149.80	£ 423.40	£51,326.62	N/A
CAIRNS	Alun Hugh	South Wales West	£5,932.00	£1,938.50	£13,391.97	£11,700.00	£52,174.06	N/A
CHAPMAN	Christine	Cynon Valley	£1,836.00	£ 129.25	£10,126.27	£ 56.25	£51,660.26	N/A
CUTHBERT	Jeffrey Hambley	Caerphilly	£4,998.25	£ 917.23	£10,219.15	£ 829.05	£57,602.62	N/A
DAVIDSON	Jane Elizabeth	Pontypridd	£1,214.80	£ 14.40	£14,800.52	£ .00	£54,613.94	N/A
DAVIES	David Andrew	Swansea West	£ 498.80	£2,261.30	£10,849.98	£ .00	£65,172.93	N/A
DAVIES	David Thomas Charles	Monmouth	£2,638.40	£ .00	£14,739.49	£ 282.40	£38,018.08	N/A
DAVIES	Edward Glyn	Mid & West Wales	£7,020.80	£4,090.99	£11,230.91	£11,700.00	£51,481.65	N/A
DAVIES	Janet Marion	South Wales West	£1,581.40	£ 136.90	£11,929.68	£11,560.70	£47,689.87	N/A
DAVIES	Jocelyn Ann	South Wales East	£3,306.40	£ 247.60	£10,965.68	£11,700.00	£58,404.13	N/A
DUNWOODY	Moyra Tamsin	Preseli Pembrokeshire	£4,246.65	£ 10.00	£14,377.19	£11,700.00	£38,196.17	N/A
ELIS-THOMAS	Dafydd	Meirionydd Nant Conwy	£6,108.50	£ .00	£14,746.50	£10,800.00	£37,677.56	N/A
ESSEX	Susan Linda	Cardiff North	£ 954.40	£ .00	£7,074.80	£ .00	£60,736.82	N/A
FRANCIS	Elizabeth Ann	Mid & West Wales	£5,355.80	£ .00	£7,716.57	£7,838.22	£45,043.32	N/A

ANNEX 2

Surname	First name	Constituency	Mileage Allowance	Other Travel	Office Costs	Additional Costs	Staff Salaries	Party Leader's Allowance
GERMAN	Michael James	South Wales East	£4,189.65	£1,488.90	£14,750.00	£7,310.43	£44,992.62	£154,015.00
GIBBONS	Brian Joseph	Aberavon	£3,192.40	£ .00	£12,053.62	£11,700.00	£59,436.93	N/A
GRAHAM	Arthur William	South Wales East	£1,537.60	£2,019.30	£13,467.82	£ 508.66	£49,587.89	N/A
GREGORY	Janice	Ogmore	£4,164.15	£ .00	£13,540.87	£ .00	£48,008.07	N/A
GRIFFITHS	Albert John	Newport East	£3,516.60	£1,213.54	£11,735.37	£1,663.50	£51,230.19	N/A
GWYTHER	Christine Margery	Carmarthen West & South Pembrokeshire	£4,628.50	£ 70.13	£14,541.38	£11,422.18	£53,657.12	N/A
HART	Edwina	Gower	£2,156.80	£ 424.20	£12,371.90	£1,788.90	£58,963.07	N/A
HUTT	Jane Elizabeth	Vale of Glamorgan	£ .00	£ 257.03	£9,999.68	£ 62.00	£63,458.95	N/A
ISHERWOOD	Mark	North Wales	£7,585.75	£1,475.53	£9,783.80	£11,700.00	£55,578.45	N/A
JAMES	Irene Mary	Islwyn	£3,728.00	£ 4.30	£10,493.77	£ .00	£63,771.66	N/A
JONES	Alun Ffred	Caernarfon	£4,764.75	£ 641.86	£8,812.34	£9,189.12	£44,375.86	N/A
JONES	Carwyn Howell	Bridgend	£ 634.35	£1,294.90	£13,378.26	£ 55.00	£48,509.85	N/A
JONES	Denise Idris	Conwy	£3,768.00	£2,294.55	£11,889.73	£11,675.39	£57,051.81	N/A
JONES	Elin	Ceredigion	£4,205.25	£ 53.10	£13,514.11	£11,539.41	£52,014.68	N/A
JONES	Helen Mary	Mid & West Wales	£5,556.25	£ 148.97	£13,626.05	£11,700.00	£46,866.31	N/A
JONES	Ieuan Wyn	Ynys Môn	£4,597.50	£2,207.00	£12,551.56	£9,773.86	£53,720.35	£176,752.28
JONES	Laura Anne	South Wales East	£1,598.40	£5,462.81	£14,740.42	£11,700.00	£48,935.40	N/A
JONES	Margaret Ann	Vale of Clwyd	£2,266.40	£2,656.00	£10,627.85	£8,342.87	£58,588.30	N/A
LAW	Peter John	Blaenau Gwent	£4,528.00	£1,656.46	£11,798.03	£8,338.31	£55,168.09	N/A
LEWIS	Huw George	Merthyr Tydfil & Rhymney	£1,064.00	£1,842.88	£7,711.94	£11,699.51	£56,318.47	N/A
LLOYD	David Rhys	South Wales West	£3,262.80	£ .00	£10,260.49	£ .00	£59,159.32	N/A
LLOYD	Valerie	Swansea East	£2,132.20	£ 347.60	£12,525.96	£6,682.50	£44,108.32	N/A
MAREK	John	Wrexham	£1,311.60	£1,877.85	£12,922.21	£11,700.00	£65,507.13	N/A
MELDING	David Robert Michael	South Wales Central	£2,151.20	£ 109.20	£6,384.59	£ 41.95	£52,492.42	N/A

ANNEX 2

Surname	First name	Constituency	Mileage Allowance	Other Travel	Office Costs	Additional Costs	Staff Salaries	Party Leader's Allowance
MEWIES	Sandra Elaine	Delyn	£4,672.75	£ 666.00	£11,267.26	£11,700.00	£57,873.37	N/A
MORGAN	Hywel Rhodri	Cardiff West	£ .00	£ .00	£9,687.21	£ .00	£56,254.13	£110,245.66
MORGAN	Jonathan Barrie Robert Winston	South Wales Central	£1,645.20	£ 207.00	£12,106.67	£ 185.00	£58,392.24	N/A
NEAGLE	Lynne	Torfaen	£2,332.40	£ .00	£10,145.79	£11,699.12	£54,794.74	N/A
PUGH	Alun John	Clwyd West	£2,461.20	£6,518.46	£13,416.19	£11,038.83	£55,989.27	N/A
RANDERSON	Jennifer Elizabeth	Cardiff Central	£1,038.80	£1,303.08	£12,821.15	£ 57.40	£53,175.76	N/A
RYDER	Janet	North Wales	£4,964.40	£ 35.00	£13,689.36	£11,700.00	£51,802.49	N/A
SARGEANT	Carl	Alyn and Deeside	£4,507.50	£2,248.28	£11,554.07	£11,664.78	£57,979.83	N/A
SINCLAIR	Karen	Clwyd South	£2,091.20	£1,492.80	£11,954.28	£9,345.60	£60,335.52	N/A
THOMAS	Catherine Bailey	Llanelli	£4,368.75	£ 978.04	£14,128.10	£11,700.00	£55,370.86	N/A
THOMAS	Gwenda	Neath	£2,870.00	£ 33.50	£13,678.60	£9,514.53	£58,834.08	N/A
THOMAS	Hywel Rhodri Glyn	Carmarthen East & Dinefwr	£5,915.25	£1,148.16	£14,645.28	£11,700.00	£48,883.94	N/A
THOMAS	Owen John	South Wales Central	£ 974.00	£ 148.00	£9,866.42	£ .00	£61,072.37	N/A
WILLIAMS	Brynle	North Wales	£5,608.20	£ 615.46	£6,105.93	£11,254.06	£52,859.80	N/A
WILLIAMS	Victoria Kirstyn	Brecon & Radnorshire	£5,373.50	£ 961.94	£11,280.07	£10,383.25	£53,136.90	N/A
WOOD	Leanne	South Wales Central	£2,702.40	£ .00	£10,125.56	£ 644.20	£54,668.81	N/A

NOTES TO TABLE

Other Travel

Includes air, rail, taxi, hire car and parking costs.

Office Costs

Members are entitled to claim Office Costs Allowance to cover the costs to them of furnishing and maintaining an office where those costs are wholly, exclusively and necessarily incurred in connection with his/her duties as an Assembly Member.

Staff Salaries Allowance

Members are entitled to claim Staff Salaries Allowance to cover the costs to them of persons employed by them in an administrative, clerical or secretarial capacity or to undertake research where those costs are wholly, exclusively and necessarily incurred in connection with their duties as a Member of the Assembly.

A Member may also claim Temporary Staffing Allowance to meet the costs of any additional expenses wholly, exclusively and necessarily incurred in respect of their Assembly duties in obtaining temporary secretarial or research assistance while a person to whom a salary is paid by them under the Staff Salaries Allowance is prevented through illness, maternity leave or adoptive leave from providing such assistance. Any amount claimed is included in the entry for Staff Salaries Allowance.

Additional Costs Allowance

The Additional Costs Allowance reimburses Members for expenses necessarily incurred in staying overnight away from their main home for the purpose of performing their duties as a Member.

Different levels of Additional Costs Allowance apply depending on the location of a Member's main home.

Party Leader's Allowance

Groups of three or more Members are entitled to an allowance to assist them in the discharge of their work in the Assembly. The allowance is payable only in respect of costs which are incurred by them wholly, exclusively and necessarily for the purpose of discharging their responsibilities.

The bulk of expenditure on this allowance is on the salary of staff employed in support of the management of the group's Assembly activities.

MEMBERS' SALARIES AND ALLOWANCES 2005-2006

The following reflects the category entitlements for Members' salaries.

Category	Salary
Assembly Member	£45,232
Assembly Members who are also Members of Parliament or Members of the European Parliament	£15,077
Assembly First Secretary	£74,903
Assembly Secretary/Presiding Officer/Leader of the largest party not represented in the Assembly Cabinet	£38,853
Deputy Presiding Officer	£24,438
Chairs of Subject Committees/Chair of Audit Committee	£5,661

The following reflects the category entitlements for Members' allowances.

Category	Amount	
Office Costs Allowance	£13,500 p.a.	
Additional Costs Allowance – higher rate	£11,700 p.a.	
Additional Costs Allowance – lower rate	£3,600 p.a.	
	Up to 10,000 miles	Over 10,000 miles
Motor Mileage Allowance	40 p per mile	25 p per mile
Motor Cycle Allowance	24 p per mile	24 p per mile
Bicycle Allowance	20 p per mile	20 p per mile

Staff Salaries etc.

In the year commencing 1 April 2005 an Assembly Member may claim an allowance to cover the salary and related Employer's National Insurance Contributions for up to 2.5 full-time equivalent staff. No more than 1.0 full-time equivalent staff may come from Band 1 as defined below. No more than 1.0 full time equivalent staff may come from Band 2 and the remainder from Band 3.

The full time equivalent salary scales for these posts are as follows:

BAND	Point 1	Point 2	Point 3	Point 4	Point 5
1	£18,358	£20,046	£21,889	£23,902	£26,100
2	£15,612	£17,219	£18,990	£20,945	£23,100
3	£14,094	£15,220	£16,436	£17,748	£19,166

A Member may claim an additional amount of Staff Salaries Allowance (not exceeding £5,000 in the year commencing 1 April 2005) to cover the costs of overtime, training, travel, bonuses etc (including the additional Employer's National Insurance Contributions relating to any such payments).

Party Leader's Allowance

Groups of 3 or more Members are entitled to an allowance to assist them in the discharge of their work in the Assembly. The allowance is payable only in respect of costs which are incurred by them wholly, exclusively and necessarily for the purpose of discharging their responsibilities.

The amount of funding in the year commencing 1 April 2005 may be calculated in one of two ways – the choice of which method to be used is at the discretion of the party leader.

Method 1:

- (a) each group shall be entitled to an amount (the basic amount) not exceeding £96,962;
- (b) each group which is not represented by a Member in the Assembly Cabinet shall, in addition to the basic amount, receive an additional amount calculated in manner as follows :

For groups of 10 Members or less an amount of £57,053

For groups of more than 10 Members, the above amount plus for each additional 5 Members of the group (or part thereof) an additional amount of £23,348.

Staff employed under this allowance must be appointed to one of 4 Bands and be subject to the scale minima and maxima

Method 2:

In the year commencing 1 April 2005 a party group may claim an allowance to cover the salary and related Employer's National Insurance Contributions for up to 4.0 full-time equivalent staff. No more than 1.0 full-time equivalent staff may come from Band 1. No more than 3.0 full time equivalent staff may come from Band 2 and the remainder from Band 3.

A group of 10 Members or less which is not represented by a Member in the Assembly Cabinet may appoint in addition up to 2.0 full-time equivalent staff. No more than 1.0 full-time equivalent staff may come from Band 4. No more than 1.0 full time equivalent staff may come from Band 2 and the remainder from Band 3.

A group of more than 10 Members which is not represented by a Member in the Assembly Cabinet is entitled to the staff mentioned above but for each additional 5 Members of the group (or part thereof) may appoint in addition up to 1.0 full-time equivalent staff. No more than 1.0 full-time equivalent staff may come from Band 2 as defined above and the remainder from Band 3.

The full time equivalent salary scales for these posts are as follows:

BAND	Point 1	Point 2	Point 3	Point 4	Point 5
1	£18,358	£20,046	£21,889	£23,902	£26,100
2	£15,612	£17,219	£18,990	£20,945	£23,100
3	£14,094	£15,220	£16,436	£17,748	£19,166
4	£24,863	£26,160	£27,525	£28,960	£30,471

Party groups may claim an additional amount of Staff Salaries Allowance in the year commencing 1 April 2005 to cover the costs of overtime, training, travel, bonuses etc (including the additional Employer's National Insurance Contributions relating to any such payments), the purchase of necessary equipment and hire of facilities etc.

The additional amount shall be calculated as follows:

(a) each group shall be entitled to an amount(the basic amount) not exceeding £8,815;

(b) each group which is not represented by a Member in the Assembly Cabinet shall, in addition to the basic amount, receive an additional amount calculated in manner as follows :

For groups of 10 Members or less an amount of £5,187

For groups of more than 10 Members, the above amount plus for each additional 5 Members (or part thereof) an additional amount of £2,122.