

Peredur Owen Griffiths MS

Chair

Finance Committee

14 July 2021

Dear Peredur

Committee Timetable

I'm writing to inform you of the Committee Timetable agreed by Business Committee at its meeting of 13 July, and the rationale behind the decisions made by the Business Committee.

The Business Committee has agreed a timetable that provides committees with fortnightly meetings, with the exception of the LJC Committee which meets weekly due to the need to consider Statutory Instruments to strict deadlines.

A key message from the Fifth Senedd was to ensure that there is flexibility within the arrangements for committees so that peaks in workload, or new tasks, can be managed. The Business Committee has sought to introduce this flexibility by varying the meeting time allocated to different committees. This reflects the type of work that different committees might need to undertake and reflects how working practices have evolved in recent years.

To this end, the timetable is fortnightly and has a number of additional meeting slots available within it, to accommodate peaks in the work of particular committees e.g. the Finance Committee when considering a draft budget, or a committee with Stage 1 legislative scrutiny responsibilities. By under-committing the timetabling capacity, there are greater opportunities for committees to work together as the possibility of membership clashes in each meeting slot is reduced.



Senedd Cymru
Bae Caerdydd, Caerdydd, CF99 1SN

 SeneddPwyllgorBusnes@Senedd.cymru

 0300 200 6565

Welsh Parliament
Cardiff Bay, Cardiff, CF99 1SN

 SeneddBusiness@senedd.wales

 0300 200 6565

In recognition of the imbalance in potential workload across committees, the following committees are provided with a double meeting slot i.e. a morning and afternoon slot on a Thursday:

- Children, Young People, and Education;
- Climate Change, Environment, and Infrastructure;
- Economy, Trade, and Rural Affairs; and
- Health and Social Care.

The remaining committees are provided with a single meeting slot i.e. one morning or afternoon meeting slot per fortnight. These committees are:

- Culture, Welsh Language, Communications, Sport, and International Relations;
- Equality and Social Justice;
- Finance;
- Local Government and Housing;
- Petitions;
- Public Accounts and Public Administration; and
- Standards of Conduct.

In order to provide some additional capacity for Bill scrutiny work, Fridays are also made available for committee Stage 2 scrutiny of Bills i.e. to provide an additional meeting for committees at this stage of the legislative process. The Business Committee will determine the allocation of any additional slots following a request from a committee.

In the case of the Finance Committee, as there is a known need for some additional meeting slots at particular points in the year as outlined in your letter to the Business Committee, we have agreed that the Finance Committee can meet outside its regular timetable slot during these periods without needing to make specific requests of the Business Committee, as long as it does not create a clash with any other Senedd business, or meetings of the Senedd Commission, when doing so.

The Business Committee has already indicated its intention to keep timetabling under review, so that it can respond to the needs of committees as the tasks they face change. Flexibility and responsiveness is at the heart of its decisions around



timetabling for committees, and the Business Committee intends to review the committee structure and timetable around Easter 2022.

Yours sincerely

A handwritten signature in blue ink that reads "Elin Jones". The signature is written in a cursive style.

Elin Jones MS

Y Llywydd and Chair of the Business Committee

