



Llywodraeth Cymru
Welsh Government

Minutes of the Board Meeting, 27 May 2016

Present:

Permanent Secretary (Chair)
Owen Evans
Andrew Goodall
Adrian Webb
Peter Kennedy
James Turner
James Price (item 5)
David Richards
Natalie Pearson
Gillian Baranski
Gawain Evans
Ann Keane
Jeff Godfrey
Chris Dawson

Secretariat:

Sarita Marshall
Kyle Molloy

In attendance:

Sue Owen, Permanent Secretary of
the Department of Culture, Media
and Sport and Civil Service Diversity
Champion (Item 5)
Toby Mason (item 1)
Andrew Jeffreys (item 1)
Edward Sherriff (item 1)
Georgina Haarhoff (item 1)
Julie Carne (item 3)
Sarah Morgan (item 5)

Apologies: Elan Closs Stephens
Sioned Evans

Governance & Performance

1. Monitoring Delivery Progress – Welsh Treasury [Oral]

- 1.1 Andrew Jeffreys, Director of Treasury, in conjunction with Edward Sherriff, Head of Fiscal Strategy, and Georgina Haarhoff, Head of Tax Policy and Legislation Development, gave a presentation on Developing the Welsh Treasury.
- 1.2 In discussion, it was agreed that consideration should be given to mapping potential candidates for the Welsh Revenue Authority Board and to raising internal awareness of the Welsh Treasury work.

- 1.3 The Permanent Secretary thanked Andrew Jeffreys, Edward Sherriff and Georgina Haarhoff for the presentation.

2. Finance Report [Board(16)031]

- 2.1 Gawain Evans, Director of Finance, introduced the Finance Report, outlining the Budgetary Pressures for 2016-17, Commitments made by the previous administration, and the level of Reserves available.
- 2.2 There was a brief discussion on Revenue Pressures identified under Health and Social Services.

Corporate

3. Proposals for a Compassionate Leave Policy [Board(16)032]

- 3.1 Peter Kennedy, HR Director, and Julie Carne, Head of Policy Development, introduced a paper outlining the principles of the draft compassionate leave policy.
- 3.2 The Board agreed to the principles but felt that the policy should be centrally controlled on a permanent basis, rather than just in the short term.
- 3.3 Communication of the policy was discussed, and it was agreed that this should be linked to communications around Flexible Working. In the meantime, guidance on short term, ad hoc leave was required.
- 3.4 It was agreed that a cost-benefit analysis should be developed on savings to the organisation of staff working flexibly instead of taking sick leave.

4. Permanent Secretary's Items [Oral]

- **Exception reports [Oral]**

Exception Reports

- 4.1 The Permanent Secretary invited Board members to share key issues from within their areas. The discussion included updates on:
 - the Legislation Programme Board;
 - HMRC audit of WG accounts;
 - initial meetings with new Cabinet Secretaries and Ministers;
 - a reduction in sickness absence and falling numbers of temporary staff;
 - plans for the First Minister and Cabinet to hold an event outlining the new Government's priorities to staff; and
 - an update on the Wales Bill.

Permanent Secretary's Items

- 4.2 The Permanent Secretary reported briefly on the first meeting of the new Cabinet, where the First Minister emphasised the need for Cabinet members to be mindful of the Pre-referendum Guidance.
- 4.3 The Permanent Secretary also updated the Board on discussions around the liaison committees and confirmed that the First Minister had agreed that the existing management structure would remain.

5. Equality and Diversity

- 5.1 The Permanent Secretary welcomed Sue Owen, Permanent Secretary of the Department of Culture, Media and Sport and Civil Service Diversity Champion, to the Board.
- 5.2 Sue Owen gave a presentation on Diversity and Inclusion across the Civil Service.
- 5.3 Gillian Baranski gave a presentation on the Diversity and Inclusion work being undertaken in the Welsh Government.
- 5.4 Sue Owen welcomed the initiatives being undertaken in the Welsh Government.
- 5.5 The Permanent Secretary informed Sue Owen that the Welsh Government's position in the Stonewall Equality Index had risen significantly and that its LGBT+ network PRISM had made a major contribution to that rise. He invited Sue Owen to meet representatives of the network at a future date.
- 5.6 Board members discussed Diversity and Inclusion issues in their areas. Natalie Pearson, Head of Engagement and Innovation, informed the Board that the Permanent Secretary would be hosting a mentors' 'speed-dating' event and invited Senior Team members to consider attending.
- 5.7 Natalie Pearson also outlined how the data collected from the People Survey informs work in the area of diversity and inclusion.
- 5.8 The Board endorsed the strategic direction of the Diversity and Inclusion work being undertaken in the Welsh Government but agreed that more information was required from stakeholders on their support for Flexible Working. It was agreed that this would be considered when the results of the Merthyr Pilot were brought to Board for discussion in the autumn.

Regular Items

6. Draft Minutes of 29 April and Matters Arising [Board(16)034]

- 6.1 The minutes of the meeting held on 29 April were agreed as an accurate record.

7. Committee Updates [Oral]

- 7.1 It was noted that an update on legislation had already been provided and, that as Sioned Evans, Chair of the Operations Committee, was absent, there were no further updates to report.

8. Any Other Business

- 8.1 No other items of business were raised.

Board Secretariat, 2 June 2016