

To:	1. Dr Christianne Glossop 2. Minister for Natural Resources and Food	cc	PS First Minister Des Clifford (via PS First Minister) PS Minister for Finance PS Counsel General PS Special Advisers PS Permanent Secretary Jo Kiernan Jeff Godfrey Peter Greening Jo Salway Marion Stapleton FP Mailbox CGU Mailbox Freedom of Information Officer Mailbox Policy Support mailbox FM Delivery Unit mailbox	Gareth Jones Andrew Slade Matthew Quinn Chris Hale Tony Joss Jackie Price Irene Allen Gary Haggaty Terri Thomas Laura Griffiths Gary Douch Spencer Conlon Sharon Rogers Carol Harris Colette Kitchen Anna McMorrin Howell Rees  DESD Mailbox Press Office Mailbox Legal Services Mailbox
From :	Carol Harris Office of the Chief Veterinary Officer  02920 82 3560			
Date:	16 October 2013			

## **SF/AD/3469/13 - TO COMMENCE THE PROCESS TO SET UP A WALES ANIMAL HEALTH AND WELFARE FRAMEWORK GROUP**

### **Issue**

1. To seek your agreement to formally proceed with the process to set up a Wales Animal Health & Welfare Framework Group. This will succeed the current Animal Health & Welfare Strategy Steering Group Wales.

### **Timing**

2. Routine

### **Recommendation**

3. That you agree;
  - a. The Statement of Information at doc one and the immediate publication of the Decision Report.

- b. To commence the process to set up a new Wales Animal Health & Welfare Framework Group. The Group will have fewer members and a revised remit and way of working. All external members, including the Chair will be publically appointed. **(Option 2)**.
- c. That all external members, including the Chair, will be paid travel and subsistence and a daily rate in accordance with the Welsh Government's Remuneration Scheme **(Option 2c)**.

## Background

- 4. The Statement of Information at doc one contains the facts and analyses relating to the submission that may be published in accordance with the Welsh Government's Code of Practice. This statement should be read in conjunction with the following information, which is considered exempt from publication under the "Code of Practice on Access to Information".
- 5. You have seen and noted our latest advice (MB/AD/3813/13) which explained that;
  - a. The current Great Britain Animal Health & Welfare Strategy (GB AHWS) will come to an end in 2014 and that work has commenced on the development of a successor Animal Health and Welfare Framework for Wales to be launched in summer 2014.
  - b. The last meeting of the current Animal Health & Welfare Strategy Steering Group Wales (AHWS SG) will take place in January 2014.
  - c. Consideration was being given to the future monitoring requirements and the role, remit and membership of a successor Group to manage the new Wales Animal Health & Welfare Framework in Wales.
- 6. As the term of appointment for the current Chair of the AHWS SG runs until April 2015, Public Appointments Unit have advised that Peredur Hughes, the current Chair can remain in post to provide a level of continuity through this period of change.
- 7. The current AHWS SG was informed of this approach at their meeting on the 4<sup>th</sup> September 2013.

## Advice

- 8. Through discussions with the Chief Veterinary Officer and also at the recent AHWS SG meeting the view at this early stage is that a successor Group is required. This will ensure continued provision of a recognised link between the Welsh Government, livestock keepers, animal owners and industry representatives, covering the whole spectrum of animal health & welfare issues. However, it is also recognised that consideration needs to be given to reviewing the purpose, scope and membership of the Group (compared to the existing Group) to take account of a range of factors including;

- a. lessons learned from the current AHWS SG.
  - b. the need to effectively manage the more focussed outcome based approach under the proposed new animal health & welfare framework in Wales.
  - c. the need for a more formalised partnership approach to manage delivery under the new framework. The last strategy covered Great Britain, with an implementation plan for Wales, whereas the new Framework will be unique to Wales.
  - d. the need to ensure value for money.
9. As part of this process, two options have been considered.
- **Option 1** – Maintain the status quo
  - **Option 2** – To commence the process to set up a new Wales Animal Health & Welfare Framework Group. The Group will have fewer members and a revised remit and way of working. All external members including the Chair will be publically appointed
10. The benefits and costs for each option are set out below.
11. It is recommended that you agree to Option 2 (c) based on the advice set out below in paragraphs 12-28.

### **Option 1 – Maintain the status quo**

12. The current AHWS SG was established in November 2004 to oversee the implementation of the Great Britain AHWS in Wales. The Group advise and assist the Welsh Government on a range of key issues that impact on the AHWS in Wales.
13. The Group has 21 members who represent the industry and industry views in Wales. Only the Chair of the Group is publically appointed and under these terms is able to claim travel & subsistence. All other members attend on a voluntary basis. It is estimated that the cost to programme budgets of running the Group is £10,000 per financial year. (see Doc 2 for calculations).
14. The key benefits of the Group are that it;
- provides a recognised link between the Welsh Government, livestock keepers, animal owners, veterinary and industry representatives
  - acts as a consultative forum on animal health & welfare issues
  - it is relatively inexpensive to run.
15. The disadvantages of the current approach are that;
- the Group is too big in terms of membership which makes focussed discussion and agreeing actions difficult.
  - as members attend on a voluntary basis, we are reliant on goodwill and there is no guarantee that important industry priorities are taken forward.

- members are representative of industry organisations. This makes it difficult for the Group to view issues objectively and reach a consensus.
- it is up to the organisation who attends as their representative – this can be determined by who is available rather than who is needed. A consequence is that representatives are not always in a position to make decisions.
- as only the Chair is publically appointed there is a low level of accountability

**Option 2 – To commence the process to set up a new Wales Animal Health & Welfare Framework Group. The Group will have fewer members and a revised remit and way of working. All external members including the Chair will be publically appointed**

### Remit and Way of Working

16. It is proposed that the new Group would continue to provide a recognised link between the Welsh Government, livestock keepers, animal owners and industry representatives but would also provide a forum to;

- discuss delivery of outcomes and priorities, especially important in current (& future) climate of pressurised resources;
- raise and consider new issues which could potentially impact on achieving the animal health & welfare strategic outcomes;
- challenge new and emerging policy
- liaise with and gain information from industry to better inform decisions;
- ensure continuous reviews of progress, identify, deliver and where required facilitate improvements and projects;
- facilitate and streamline communication of key messages & flow of information as part of a broader communications strategy; and
- establish and maintain links to industry organisations and representative groups, the wider agricultural and rural economy as well as to areas such as human health, education, tackling poverty etc.
- perform a representative role – members can act as spokespeople on animal health & welfare issues.

17. It is proposed that the Group will not have the autonomy to make decisions on how funding will be allocated, sign off Service Level Agreements with delivery bodies, approve contingency plans or approve submissions.

18. It is proposed that the Group would also be supported by a virtual network of expertise which would contribute as necessary to on-going or new/ emerging issues.

### Membership

19. Regarding membership, it is proposed that the new Group should have between 7 to 10 members who will meet on a quarterly basis. Membership of the Group will be made up of external members and Welsh Government officials from the Office of the Chief Veterinary Officer. It is proposed that there will be 6 external members (the Chair plus 5 others with a track record or recognised links to animal health &

welfare). External members should be independent and not representative of organisations. All external members should be appointed to the Group through the Public Appointments process.

### Financial Costs

20. The financial costs of running the Group will be dependent on the terms external members are appointed. The three available options and their overall estimated costs to programme budgets are set out below. The calculations for these costs are set out in Doc 2.

- a. The Chair is paid travel and subsistence whilst the remaining external members commit their time on a voluntary basis. The estimated total cost is £10,000 per financial year.
- b. The Chair and external members are paid travel and subsistence only. The estimated total cost is £50,000 per financial year.
- c. The Chair and external members are paid on a daily rate (as set out in the Welsh Government's Remuneration Scheme) and also paid travel and subsistence. The estimated total cost is £61,480 per financial year.

21. The Secretariat support to the Group would be provided from within the Office of the Chief Veterinary Officer. There is already a Secretariat team in place who provide support to the current AHWS SG. The team will also continue to liaise with counterparts across the UK Administrations. As a consequence, there is no requirement for any additional Departmental Running Costs (DRCs) as costs are already factored into existing resources and workforce planning.

### Benefits and Costs

22. The key benefits of Option 2 are set out below;

- the appointment of independent members would help ensure that issues are considered objectively with advice provided based on expertise.
- a smaller number of members would encourage more focussed discussions.
- publically appointing independent members would increase the level of accountability over outcomes.
- there is opportunity to maximise the synergy of bringing "experts" together.
- a smaller Group could be pulled together quickly to ensure a proactive approach to issues - an improved ability to react quickly to new/ emerging issues.
- a more objective approach will benefit the tax payer as there will be challenge to industry as well as Government. This will increase the scope to encourage industry to also come up with cost saving solutions with minimum government intervention.

23. With regard to financial costs, if Option 2 is agreed, then the preferred basis for appointing members would be to pay them a daily rate and travel and subsistence (Option c).

24. Whilst this represents an increased cost to programme budgets of approximately £51,000 per financial year, it is a cost that can be met from within existing budgets, namely the animal health & welfare budget expenditure line.
25. It is felt that the benefits of making this investment will pay dividends in the medium to longer term as it maximises the probability of attracting a high calibre of applicant with expertise in their own field. In addition, as paying travel & subsistence is a variable cost dependent on member's circumstance, paying a daily rate provides a level of consistency to ensure members are remunerated fairly for their time.
26. Ensuring high calibre applicants also helps maximise the potential of the Group to help steer and where appropriate deliver economic benefits. For example, there are a range of animal diseases that are not governed by regulatory requirements but cost industry and impact on the economy in Wales. These include sheep scab and liver fluke, diseases which have posed long standing problems to the sheep sector and cattle sector respectively. For example, sheep scab has in the past been estimated to cost the sheep industry around £2.3m annually, whilst liver fluke has been estimated to cost around £11.9m.
27. The total value of the red meat sector to the Welsh economy; taking into account the agricultural, processing and retail sectors; is estimated by the red meat promotion agency HCC to be in excess of £1 billion per annum. If the Group prove to be instrumental in tackling such issues as sheep scab and liver fluke, then the level of investment in maintaining such a Group will have proved its worth. Ensuring the right levels of expertise of members becomes a critical factor.
28. It is proposed that the costs of running the Group will be monitored monthly by the Secretariat and a formal review undertaken each year as part of the budget planning round.

### Timing

29. If Option 2 is agreed then work on the public appointments process will commence. An "appointments plan" submission seeking your agreement to the arrangements for making appointments and the criteria to be applied will be submitted later this year.
30. To ensure that the new Group is set up in readiness for the launch of the new Wales Animal Health & Welfare Framework in summer 2014, then the intention would be to advertise posts in January 2014.

### **Legal Advice**

31. This submission contains no issues that raise the need for legal advice and therefore, no legal advice has been sought.

### **Powers**

32. The Welsh Ministers have a large number of devolved powers relating to animal health and welfare. Most of those powers are contained in the Animal Health Act 1981 or subordinate legislation made under it (for example, avian influenza, bluetongue, Foot and Mouth Disease and Classical Swine Fever legislation). These functions were either conferred directly upon the Welsh Ministers or upon the National Assembly for Wales and then transferred to the Welsh Ministers by virtue of the Government of Wales Act 2006.

### **Financial Requirements and Governance Implications**

33. Financial costs are considered in detail in paragraph 20 – 28, with more detailed calculations and their rationale set out in **Doc 2**. All costs including programme and DRC can be met from within existing budgets, namely the Animal Health & Welfare BEL 2270. The situation will be kept under review and any changes will be discussed with the Sustainable Futures Operations Team.

34. Sustainable Futures Operations Team have been fully consulted regards this submission and are content with the advice, in line with the terms of [Finance Notice 01/2007](#) and [Finance Notice 01/2009](#). Approval Number NRF/324/13.

35. Officials have sought advice from Public Appointments Unit and Corporate Governance Unit in the preparation of this submission.

36. Corporate Governance Unit has confirmed that the new Group would be set up as an Advisory Panel. They have had sight of and approved this submission. Clearances from Strategic Budgeting Division are not required for the purposes of this submission.

### **Press and Publicity Arrangements**

37. No media interest at this time but consideration will be given to publicising the adverts etc to attract a wide field of applicants.

### **Statutory Consideration & Policy Compliance**

38. This submission contains no policy issues so impact assessments will not need to be carried out.

### **Specialist Policy Advice**

39. This submission has been cleared by the Chief Veterinary Officer.

**Carol Harris**  
**Office of the Chief Veterinary Officer**

**Doc 1****STATEMENT OF INFORMATION**

In June 2012, the Minister for Environment and Sustainable Development agreed that work commence on the development of an Animal Health and Welfare Strategy for Wales to be launched in summer 2014, now referred to as the Wales Animal Health & Welfare Framework. This will succeed the current Great Britain Animal Health & Welfare Strategy. Work to develop the framework has continued under the Minister for Natural Resources and Food.

As part of this work, consideration has been to the future of the current Wales Animal Health and Welfare Strategy Steering Group which was established to oversee the implementation of the Great Britain Animal Health & Welfare Strategy in Wales. The Group has 20 members who represent the industry and industry views in Wales. The Group advise and assist the Welsh Government on a range of key issues that impact on the Animal Health & Welfare Strategy in Wales.

A Group is required to ensure continued provision of a recognised link between the Welsh Government, livestock keepers, animal owners and industry representatives, covering the whole spectrum of animal health & welfare issues. However, it is also recognised that consideration needs to be given to reviewing the purpose, scope and membership of the Group, in light of the new framework.

In order to proceed, the Minister for Natural Resources and Food has been asked to agree that work commence on the process to set up a new Wales Animal Health & Welfare Framework Group. Membership of the Group is yet to be determined as this will be through the public appointments process. The criteria for making appointments will be subject to further Ministerial agreement.



## Doc 2

**WALES ANIMAL HEALTH & WELFARE FRAMEWORK GROUP – ESTIMATED PROGRAMME BUDGET COSTS**

1. The estimated programme budget costs for each of the 2 options proposed for the Wales Animal Health & Welfare Framework Group are set out below.
2. Calculations have been based on the Welsh Government's Remuneration Scheme which provides advice and guidance on how to calculate costs associated with making public appointments.

**OPTION 1 – Maintain the Status Quo**

3. The financial costs of maintaining the status quo are based on the Travel & Subsistence claimed by the current Chair of the Animal Health & Welfare Strategy Steering Group for the period September 2012 to September 2013. Travel & Subsistence is claimed using Welsh Government rates and actual costs where appropriate.
4. To maintain the status quo only the Chair will be able to claim travel and subsistence. As a consequence **the estimated total cost is approximately £10,000 per financial year.**

**OPTION 2 – To commence the process to set up a new Wales Animal Health & Welfare Framework Group. The Group will have fewer members and a revised way of working. All external members including the Chair will be publically appointed**

5. The financial costs to programme budgets of running the Group will be dependent on the terms external members are appointed. The estimated costs per financial year for the three available options are set out below in **Table 1**.
6. Calculations have been based on the following assumptions;
  - In accordance with the scoring table set out in the Assembly Remuneration Scheme guidance the Group have been scored as Band 1. The criterion for this is set out below.

<b>CRITERION</b>	<b>BAND 1</b>
Gross Expenditure	Budget under £5million
Staff Numbers	Fewer than 50
Complexity of Role	Advisory body
Risk/ Exposure	Low

- As a consequence, daily remuneration rates are as follows;
  - Chair - £114 per day

- Members - £92 per day
- Proposed External Membership - 1 Chair plus 5 publically appointed external members
- Time Commitment - there is an element of fixed time commitment but the nature of some work will be demand led. Costs for the fixed time commitment have been calculated on the basis that the Group will meet 4 times per year with 1 day preparation. This equates to 8 days in total per member. Demand led costs are estimated at 12 days per annum (1 extra day per month).
- Travel and subsistence will be paid in accordance with Welsh Government rates. As this is a variable cost (dependent on travel requirements of individual members), it is proposed that there is a set budget for the Group as a whole. For **Option a**, there will be a maximum travel and subsistence budget of £10,000\*. For **Options b & c**, there will be a maximum budget of £50,000 for travel and subsistence.

**Table1: Estimated Programme Budget Costs for the Wales Animal Health & Welfare Framework Group**

Option	Member	T&S (£'s)	Daily Rate (£'s)	Total (£'s)
a. The Chair is paid travel and subsistence whilst remaining members commit their time on a voluntary basis	<b>Chair</b>	10,000	N/A	10,000
	<b>External Members</b>	N/A	N/A	N/A
				<b>10,000</b>
b. The Chair and external members are paid travel and subsistence only	<b>Chair</b>	50,000	N/A	50,000
	<b>External Members</b>		N/A	
				<b>50,000</b>
c. The Chair and external members are paid on a daily rate and also paid travel and subsistence	<b>Chair</b>	50,000	2280	61,480
	<b>External Members</b>		9200	
				<b>61,480</b>

\*This is based on the travel & subsistence claimed by the current Chair of the Animal Health & Welfare Strategy Steering Group from September 2012 – September 2013