

Pecyn Dogfennau Cyhoeddus

Penallta House,
Tredomen Park,
Ystrad Mynach,
Hengoed CF82 7PG

Ty Penallta,
Parc Tredomen,
Ystrad Mynach,
Hengoed CF82 7PG



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Am bob ymholiad ynglŷn â'r agenda hwn cysylltwch â Emma Sullivan
(Tel: 01443 864420 Email: sullie@caerphilly.gov.uk)

Dyddiad: Dydd Mercher, 7 Gorffennaf 2021

Annwyl Syr/Fadam,

Bydd cyfarfod o'r **Pwyllgor Apwyntiadau** yn cael ei gynnal trwy Microsoft Teams ar **Dydd Mercher, 14eg Gorffennaf, 2021** am **10.00 am** i ystyried materion a gynhwysir yn yr agenda canlynol. Mae croeso i chi ddefnyddio'r iaith Gymraeg yn y cyfarfod, a dylid rhoi cyfnod rhybudd o 3 diwrnod gwaith os ydych yn dymuno gwneud hynny.

Yr eiddoch yn gywir,

Christina Harrhy
PRIF WEITHREDWR

A G E N D A

- Tudalennau
- 1 I dderbyn ymddiheuriadau am absenoldeb
 - 2 Datganiadau o Ddiddordeb.

Atgoffi'r Cynghorwyr a Swyddogion o'u cyfrifoldeb personol i ddatgan unrhyw fuddiannau personol a/neu niweidiol mewn perthynas ag unrhyw eitem o fusnes ar yr agenda hwn yn unol â Deddf Llywodraeth Leol 2000, Cyfansoddiad y Cyngor a'r Cod Ymddygiad ar gyfer Cynghorwyr a Swyddogion.
 - 3 Cofnodion y Pwyllgor Penodiadau a gynhaliwyd ar 11 Mawrth 2021. 1 - 2
 - 4 Cofnodion y Pwyllgor Penodiadau a gynhaliwyd ar 15 Ebrill 2021. 3 - 4

A greener place Man gwyrddach



Correspondence may be in any language or format | Gallwch ohebu mewn unrhyw iaith neu fformat

5 I dderbyn ac ystyried yr adroddiad canlynol sydd ym marn y Swyddog Priodol yn gallu cael ei drafod pan nad yw'r cyfarfod ar agor i'r cyhoedd ac i ystyried yn gyntaf os yw lles y cyhoedd yn golygu y dylai'r cyfarfod gael ei gau i'r cyhoedd ar gyfer ystyriaeth o'r eitem-

5 - 6

6 Llunio rhestr fer o ymgeiswyr i symud ymlaen i'r Ganolfan Asesu fel rhan o'r broses recriwtio ar gyfer y swydd Prif Swyddog Tai.

Cylchrediad:

Cynghorwyr Mrs E.M. Aldworth (Cadeirydd), C.J. Gordon, W. David, C.P. Mann, J. Ridgewell, G. Simmonds, J. Simmonds (Is Gadeirydd) a J. Taylor,

Aelod Cabinet Cyngorydd Perthnasol Cynghorwyr

A Swyddogion Priodol.

SUT FYDDWN YN DEFNYDDIO EICH GWYBODAETH

Bydd yr unigolion hynny sy'n mynychu cyfarfodydd pwyllgor i siarad/roi tystiolaeth yn cael eu henwi yng nghofnodion y cyfarfod hynny, weithiau bydd hyn yn cynnwys eu man gweithio neu fusnes a'r barnau a fynegir. Bydd cofnodion o'r cyfarfod gan gynnwys manylion y siaradwyr ar gael i'r cyhoedd ar wefan y Cyngor ar www.caerffili.gov.uk. ac eithrio am drafodaethau sy'n ymwneud ag eitemau cyfrinachol neu eithriedig.

Mae gennych nifer o hawliau mewn perthynas â'r wybodaeth, gan gynnwys yr hawl i gael mynediad at wybodaeth sydd gennym amdanoch a'r hawl i gwyno os ydych yn anhapus gyda'r modd y mae eich gwybodaeth yn cael ei brosesu.

Am wybodaeth bellach ar sut rydym yn prosesu eich gwybodaeth a'ch hawliau, ewch i'r [Hysbysiad Preifatrwydd Cyfarfodydd Pwyllgor Llawn](#) ar ein gwefan neu cysylltwch â Gwasanaethau Cyfreithiol drwy e-bostio griffd2@caerffili.gov.uk neu ffoniwch 01443 863028.



APPOINTMENTS COMMITTEE

MINUTES OF THE MEETING HELD VIA MICROSOFT TEAMS ON THURSDAY 11TH MARCH 2021 AT 11:00AM

PRESENT:

Councillor Mrs E.M. Aldworth (Chair)

Councillors:

W. David, C. Gordon, J. Pritchard, Mrs M.E. Sargent, G. Simmonds, J. Simmonds, J. Taylor

Relevant Cabinet Member: Councillor L. Phipps

Together with:

C. HARRY (Chief Executive), D. Street (Corporate Director Social Services and Housing) and L. Donovan (Head of People Services)

1. **APOLOGIES FOR ABSENCE**

An apology for absence had been received from Councillor V. James (Councillor Colin Gordon attending as substitute) and Councillor C. Mann (Councillor M.E. Sargent attending as substitute).

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest made at the meeting.

3. **PUBLIC INTEREST TEST**

Members considered the public interest test certificate from the Proper Officer and concluded that on balance the public interest in maintaining the exemption outweighed the public interest in disclosing the information and it was

RESOLVED that in accordance with Section 100A(4) of the Local Government Act 1972 the public be excluded from the remainder of the meeting because of the likely disclosure to them of exempt information as identified in paragraph 12 of Part 4 of Schedule 12A of the Local Government Act 1972.

4. **EXEMPT ITEM – TO CONSIDER THE APPOINTMENT PROCESS FOR THE POST OF CHIEF HOUSING OFFICER**

Following due consideration, the appointment process and timeline for recruitment were moved and seconded and unanimously agreed.

RESOLVED that the appointment process and timeline for recruitment be approved.

The meeting closed at 12.30am.



APPOINTMENTS COMMITTEE

MINUTES OF THE MEETING HELD VIA MICROSOFT TEAMS ON THURSDAY 15TH APRIL 2021 AT 1:00PM

PRESENT:

Councillor Mrs E.M. Aldworth (Chair)

Councillors:

W. David, C. Gordon, J. Pritchard, C.P. Mann, G. Simmonds, J. Simmonds, J. Taylor

Relevant Cabinet Member: Councillor L. Phipps

Together with:

C. HARRY (Chief Executive), D. STREET (Corporate Director Social Services and Housing) and L. DONOVAN (Head of People Services)

1. APOLOGIES FOR ABSENCE

An apology for absence had been received from Councillor V. James (Councillor Colin Gordon attending as substitute).

2. DECLARATIONS OF INTEREST

There were no declarations of interest made at the meeting.

3. MINUTES OF APPOINTMENTS COMMITTEE – 8TH MARCH 2021, 22ND MARCH 2021 AND 29TH MARCH 2021

Subject to a correction to the minutes of the 29th March 2021 to include Cllr C.P. Mann in the list of attendees the minutes of the Appointments Committee were moved and seconded as a correct record and by show of hands this was unanimously agreed.

RESOLVED that subject to the aforementioned correction the minutes of the Appointments Committee held on the 8th March 2021, 22nd March 2021 and 29th March 2021 be approved as correct records.

4. PUBLIC INTEREST TEST

Members considered the public interest test certificate from the Proper Officer and concluded that

on balance the public interest in maintaining the exemption outweighed the public interest in disclosing the information and it was

RESOLVED that in accordance with Section 100A(4) of the Local Government Act 1972 the public be excluded from the remainder of the meeting because of the likely disclosure to them of exempt information as identified in paragraph 12 of Part 4 of Schedule 12A of the Local Government Act 1972.

5. **EXEMPT ITEM – TO SHORTLIST CANDIDATES TO PROGRESS TO ASSESSMENT CENTRE AS PART OF THE RECRUITMENT PROCESS FOR THE POST OF CHIEF HOUSING OFFICER**

Following due consideration, It was moved and seconded that the recruitment process be suspended to allow the job description for this post to be reconsidered and the vacancy to then be readvertised.

By way of the 'hands up' function this was unanimously agreed.

RESOLVED that the recruitment process for the post of Chief Housing Officer be suspended and following reconsideration of the job description this vacancy be readvertised.

The meeting closed at 2.30pm.



APPOINTMENTS COMMITTEE – 14TH JULY 2021

PUBLIC INTEREST TEST – EXEMPTION FROM DISCLOSURE OF DOCUMENTS SCHEDULE 12A LOCAL GOVERNMENT ACT 1972

**SUBJECT: TO SHORTLIST CANDIDATES FOR ASSESSMENT CENTRE AS PART OF THE
RECRUITMENT PROCESS FOR THE POST OF CHIEF HOUSING OFFICER**

REPORT BY: HEAD OF LEGAL SERVICES AND MONITORING OFFICER

I have considered grounds for exemption of information to be presented to the Committee and make the following recommendations to the Proper Officer:-

EXEMPTIONS APPLYING TO THE REPORT:

Information relating to a particular individual(s) (para 12).

FACTORS IN FAVOUR OF DISCLOSURE:

There is a public interest in the way in which the Council deals with staffing issues.

PREJUDICE WHICH WOULD RESULT IF THE INFORMATION WERE DISCLOSED:

The report contains personal information regarding individuals who have applied for the above-mentioned vacant post.

MY VIEW ON THE PUBLIC INTEREST TEST IS AS FOLLOWS:

That paragraph 12 should apply. My view on the Public Interest Test is that whilst there is a need to ensure transparency and accountability of a Public Authority for decisions taken in relation to the appointment of senior officers, this must be balanced against the fact that this process has not yet been formally concluded and also the right of a third party to the privacy of their affairs. It is considered that this outweighs the need for the information to be made public.

The information is not affected by any other statutory provision, which requires the information to be publicly registered. The report contains personal data which is protected by the Data Protection Act 2018.

On that basis I feel that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.

RECOMMENDED DECISION ON EXEMPTION FROM DISCLOSURE:

On that basis I feel that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, and that the report should be exempt.

Signed:

Date: 1st July 2021

Post: Head of Legal Services and Monitoring Officer

I accept/~~do not accept~~ recommendation made above.

Signed:

Proper Officer

Date: 1st July 2021

Gadewir y dudalen hon yn wag yn fwriadol