

# 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 unrhyw ymholiad yn ymwneud â'r agenda hwn cysylltwch â Emma Sullivan  
(Rhif Ffôn: 01443 864420 Ebst: [sullie@caerphilly.gov.uk](mailto:sullie@caerphilly.gov.uk))

**Dyddiad: Dydd Iau, 12 Gorffennaf 2018**

Annwyl Syr/Fadam,

Bydd cyfarfod **Pwyllgor Archwilio a Disgyblu** yn cael ei gynnal yn **Conference Room 3, Innovation and Technology Centre, Tredomen Business Park, Ystrad Mynach ar Dydd Mercher, 18fed Gorffennaf, 2018 am 9.00 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. Bydd cyfieithu ar y pryd yn cael ei ddarparu ar gais.

Yr eiddoch yn gywir,

**Christina Harrhy**  
PRIF WEITHREDWR DROS DRO

## AGENDA

Tudalennau

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

Atgoffi'r Cyngorwyr 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 Cyngorwyr a Swyddogion.

A greener place Man gwyrddach

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



I gymeradwyo a llofnodi'r cofnodion canlynol:-

- |   |  |       |
|---|--|-------|
| 3 | Pwyllgor Archwilio a Disgyblu ar 26 Ionawr 2018.   | 1 - 2 |
| 4 | I dderbyn ac ystyried yr adroddiad(au) 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(au):- | 3 - 4 |
| 5 | Gweithdrefnau disgyblu ar Gyfer Swyddogion Statudol.   |       |

**Cylchrediad:**

Cynghorwyr M.A. Adams, A. Angel, D.T. Davies, N. George, C.J. Gordon, J. Simmonds a J. Taylor

A Swyddogion Priodol



## INVESTIGATING AND DISCIPLINARY COMMITTEE

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, YSTRAD MYNACH  
ON 26TH JANUARY 2018 AT 10:00AM

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PRESENT:

Councillors:

M. Adams(Chair), A.P. Angel, D.T. Davies, N. George, C. Gordon, J. Simmonds and J. Taylor

Together with:

D. Street (Corporate Director of Social Services), L. Donovan (Acting Head of HR and Organisational Development), S. Isaacs (Eversheds) and M. Griffiths (Eversheds)

### 1. APOLOGIES

There were no apologies for absence received.

### 2. DECLARATIONS OF INTEREST

There were no declarations of interest received at the start or during the course of the meeting.

### 3. MINUTES – 20TH DECEMBER 2017

RESOLVED that the minutes of the Investigating and Disciplinary Committee held on 20th December 2017 be approved as correct record and signed by the Chair.

### 4. EXEMPT ITEM

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. By a show of hands this was unanimously agreed 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. TO DETERMINE MATTERS ARISING REGARDING THE APPOINTMENT OF A DESIGNATED INDEPENDENT PERSON.

Members received an update on the nomination by Welsh Government of the Designated Independent Person and the next steps to be taken under the Disciplinary Proceedings for Statutory Officers as part of the approved process.

Having fully considered the information as presented it was moved and seconded that the nomination from Welsh Government contained therein be approved and by a show of hands this was unanimously agreed.

The meeting closed at 10.28 a.m.

Approved as a correct record, and subject to any amendments or corrections agreed and recorded in the minutes of the next meeting, they were signed by the Chair.

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CHAIR



## INVESTIGATING AND DISCIPLINARY COMMITTEE – 18TH JULY 2018

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

**SUBJECT:** DISCIPLINARY PROCEEDINGS FOR STATUTORY OFFICERS

**REPORT BY:** INTERIM MONITORING OFFICER

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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 detailed information regarding personal information which affects a particular individual/s and the affairs of that individual/s.

#### 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 staffing issues, this must be balanced against the fact that these matters have not yet been concluded at this stage outweigh 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 information contains personal data of staff members which is protected by the Data Protection Act 1998.

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.

**Date:** 10th July 2018

**Signed:** 

**Post:** Interim Monitoring Officer

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

**Signed:** 

Proper Officer

**Date:** 11th July 2018

Gadewir y dudalen hon yn wag yn fwriadol