

# 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](mailto:sullie@caerphilly.gov.uk))

**Dyddiad: Dydd Llun, 31 Ionawr 2022**

Annwyl Syr/Fadam,

Bydd cyfarfod o'r **Pwyllgor Apwyntiadau** yn cael ei gynnal trwy Microsoft Teams ar **Dydd Llun, 7fed Chwefror, 2022** am **2.00 pm** 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

## AGENDA

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

Tudalennau

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.

I gymeradwyo a llofnodi'r cofnodion canlynol:-

- 3 Pwyllgor Apwyntiadau 17th Tachwedd 2021.

A greener place Man gwyrddach



- 4 Prawf lles y cyhoedd.  
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 Rhestr fer o ymgeiswyr ar gyfer y Ganolfan Asesu fel rhan o'r broses recriwtio ar gyfer swydd Pennaeth Gwasanaethau Tir ac Eiddo.

**Cylchrediad:**

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

Aelod Cabinet Cynghorydd Perthnasol Cynghorwyr J. Pritchard

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](http://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](mailto:griffd2@caerffili.gov.uk) neu ffoniwch 01443 863028.



## APPOINTMENTS COMMITTEE

### MINUTES OF THE MEETING HELD VIA MICROSOFT TEAMS ON WEDNESDAY 17<sup>TH</sup> NOVEMBER 2021 AT 4:30PM

PRESENT:

Councillor Mrs E.M. Aldworth (Chair)

Councillors:

W. David, C. Gordon, C. Mann, J. Ridgewell, J. Taylor

Relevant Cabinet Member: Councillor J. Pritchard

Together with:

M.S. Williams (Corporate Director Economy and Environment) and L. Donovan (Head of People Services)

#### 1. **APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor J. Simmonds.

The Committee noted Councillor G. Simmonds was not present at the meeting and that no substitute Member was present from the Independents Group. The Committee were advised that Councillor Simmonds had resigned as a Member of the Appointments Committee, furthermore the Independents Group had confirmed that they would not be taking up their seat on this politically balanced committee.

The Cabinet Member for Corporate Services expressed his disappointment that the Independents Group had decided not to take up their seat on this committee which appointed candidates to the most Senior Officer/Head of Service posts of Caerphilly County Borough Council. As a politically balanced committee the Councillors that formed its membership ensured cross party decision making on the recruitment, selection and appointment process, now, as a result of this action the Independents Group would have no voice and take no part in the decision making which, from a democratic perspective was far from ideal.

The Committee placed on record their disappointment that this place would remain vacant and expressed the hope that the Independents Group would reconsider their position and take up their committee seat.

#### 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 POSITION OF HEAD OF LAND AND PROPERTY SERVICES**

Following full discussion and consideration it was moved and seconded that the appointment process and timeline for recruitment as detailed be approved. By show of hands this was unanimously agreed.

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

The meeting closed at 5.15pm.



## APPOINTMENTS COMMITTEE – 7TH FEBRUARY 2022

### 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 HEAD OF LAND AND PROPERTY SERVICES

**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 detailed 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 information contains personal data of staff members 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:** 31<sup>st</sup> January 22

**Post:** Head of Legal Services and Monitoring Officer

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I accept the recommendation made above.

**Signed:**

**Proper Officer**

**Date:** 31st January 22

Gadewir y dudalen hon yn wag yn fwriadol