



## **POLICY AND RESOURCES SCRUTINY COMMITTEE – 20TH JANUARY 2015**

**SUBJECT: UPDATE IN RESPECT OF EMPLOYEE SURVEILLANCE**

**REPORT BY: ACTING DIRECTOR OF CORPORATE SERVICES AND SECTION 151  
OFFICER**

---

### **1. PURPOSE OF REPORT**

1.1 To update Members in respect of the Authority's position on employee surveillance.

### **2. SUMMARY**

2.1 Employee surveillance has not been undertaken in the Authority since April 2013. Since that date, Wales Audit Office (WAO) have presented a report and more recently the Information Commissioner's Office (ICO) have published their findings in respect of a self referral of a data protection breach reported to them in November 2013 that took place prior to April 2013.

### **3. LINKS TO STRATEGY**

3.1 If the Authority decided to undertake employee surveillance in the future, existing processes would need to be reviewed in detail and robust policies and procedures will need to be in place.

### **4. THE REPORT**

4.1 Attached as Appendix 1 is a report presented to the Audit Committee on 11 June 2014. This report also included the report presented to the Policy and Resources Scrutiny Committee on 16 April 2013. The Report confirms that employee surveillance has been on hold since April 2013.

4.2 Since the two reports above, the ICO has published findings in respect of activity relating to employee surveillance undertaken prior to April 2013.

4.3 The Audit Committee were advised on 11 June 2014 that due to the implications of the Medium Term Financial Plan and the requirement for Human Resources to focus on the downsizing of the organisation due to the significant savings required that by the Authority the review of the current arrangements around employee surveillance was not a priority for the foreseeable future.

4.4 In addition to a review of the current arrangements, a formal procurement process would need to be undertaken before employee surveillance could be undertaken in the future, this is currently not a priority for the Authority's Procurement team who are heavily involved in the WHQS programme and have a full timetable of commitments for next year.

4.5 Furthermore, it is considered that the future use of employee surveillance would be extremely limited. Hence, for the foreseeable future, the review of the current arrangements will be held in abeyance and the use of employee surveillance will remain on hold.

## **5. EQUALITIES IMPLICATIONS**

5.1 A full Equality Impact Assessment has not been undertaken on this report, which is for information purposes only.

## **6. FINANCIAL IMPLICATIONS**

6.1 None as this report is for information only.

## **7. PERSONNEL IMPLICATIONS**

7.1 None relating to this report.

## **8. CONSULTATIONS**

8.1 There are no consultation responses that have not been reflected in this report.

## **9. RECOMMENDATIONS**

9.1 Members are requested to note the content of this report and the fact that employee surveillance will not be undertaken in the foreseeable future for the reasons outlined in paragraphs 4.3 – 4.5.

## **10. REASONS FOR THE RECOMMENDATIONS**

10.1 To ensure that Members are kept up to date in respect of this matter.

## **11. STATUTORY POWER**

11.1 Local Government Act 1972.

Author: Nicole Scammell, Acting Director of Corporate Services & S 151 Officer  
E-mail: scammn@caerphilly.gov.uk Tel No. 01443 864419

Consultees: Gareth Hardacre, Head of Workforce and Organisational Development  
Gail Williams, Interim Head of Legal Services/Monitoring Officer  
Stephen Harris, Acting Head of Corporate Finance  
Liz Lucas, Head of Procurement  
Lynton Jones, Acting Head of ICT & Customer Services  
Cllr B Jones, Deputy Leader and Cabinet Member for Corporate Services  
Cllr C Forehead, Cabinet Member for Human Resources and  
Governance/Business Manager

Background Papers:  
Policy and Resources Scrutiny File

Appendices:

Appendix 1 Review of Employee Surveillance by Wales Audit Office (WAO) – Audit Committee –  
11 June 2014