



AUDIT COMMITTEE - 10TH JUNE 2015

SUBJECT: REGISTER OF EMPLOYEES' INTERESTS FORMS

REPORT BY: HEAD OF WORKFORCE AND ORGANISATIONAL DEVELOPMENT

1. PURPOSE OF REPORT

- 1.1 To advise Members of the Audit Committee of the Register of Employees' Interests Forms completed by officers for the 2 year period 1 April 2013 to 31 March 2015.

2. SUMMARY

- 2.1 Enclosed in the Appendices are summaries of the declarations by Directorate, Service and Type received over the previous 2 years - 1 April 2013 to 31 March 2014 and 1 April 2014 to 31 March 2015.

3. LINKS TO STRATEGY

- 3.1 The Council acting through this Committee has an obligation to maintain high standards, probity and conduct throughout its workforce.

4 THE REPORT

- 4.1 A total of 164 disclosures were made from 1 April 2014 to 31 March 2015 compared to 1108 in the previous year (2013-2014). A total of 120 employees and 1 agency employee submitted disclosures 2014/2015. This compared to 651 employees and 4 agency employees in the previous year (2013-2014). Where multiple declarations have been made on one form they have been separated onto individual lines.

It should be noted that the higher declaration quantity last year, would be mainly due to the work of the Improving Governance Programme Board in strengthening our governance arrangements, and the reissuing of the Code of Conduct to all employees requesting that any current declarations were re-registered. In addition all Heads of Service were asked to reinforce this message through their communication meetings with employees.

Appendix 1 summarises the Declarations by Directorate and Service Area submitted in 2013/2014 and 2014/2015.

- 4.2 Appendix 2 summarises Declarations by Type submitted in 2013/2014 and 2014/2015:

- Gifts and Hospitality;
- Outside Interests;
- Relationships.

Gifts and Hospitality is the subject of a separate, quarterly report to the Audit Committee.

4.3 A new Register of Employees' Interest form was implemented from February 2015 following consultation with the HR Strategy Group. Forms can be accessed from the HR Support portal on the intranet, they are no longer controlled stationery with individual numbers.

5. EQUALITIES IMPLICATIONS

5.1 None.

6. FINANCIAL IMPLICATIONS

6.1 None.

7. PERSONNEL IMPLICATIONS

7.1 The Head of Workforce and Organisational Development will continue to monitor the declarations to promote best practice and ensure compliance.

8. CONSULTATIONS

8.1 There are no consultations that have not been included in the report. The Improving Governance Programme Board and Corporate Management team have been consulted on this report.

9. RECOMMENDATIONS

9.1 The members of the Audit Committee are requested to note the contents of the report.

10. REASONS FOR THE RECOMMENDATIONS

10.1 The members of the Audit Committee are asked to note the content, there is no action required.

11. STATUTORY POWER

11.1 Local Government Act 2000.

Author: Gareth Hardacre, Head of Workforce and Organisational Development.
hardag@caerphilly.gov.uk

Consultees: Nicole Scammell, Director of Corporate Services & Section 151 Officer (Acting)
Gail Williams, Interim Head of Legal Services and Monitoring Officer
Colin Jones, Head of Property and Performance Management
Cllr Christine Forehead, Cabinet Member for HR and Governance
Alessandra Veronese, Programme Manager – Improving Governance Programme Board

Appendices:

Appendix 1 Declarations by Directorate and Service Area 2013/2014 and 2014/2015.

Appendix 2 Declarations by Type 2013/2014 and 2014/2015.