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**CYNGOR SIR
YNYS MÔN
ISLE OF ANGLESEY
COUNTY COUNCIL**

Dr Gwynne Jones
Prif Weithredwr – Chief Executive
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RHYBUDD O GYFARFOD	NOTICE OF MEETING
PANEL DETHOL Y PWYLLGOR SAFONAU	STANDARDS COMMITTEE SELECTION PANEL
DYDD GWENER, 21 MEHEFIN 2019 am 1.00 o'r gloch	FRIDAY, 21 JUNE 2019 at 1.00 pm
YSTAFELL BWYLLGOR 1 SWYDDFEYDD Y CYNGOR LLANGFNI	COMMITTEE ROOM 1 COUNCIL OFFICES LLANGFNI
Swyddog Pwyllgor	Mrs Shirley Cooke (01248) 752514 Committee Officer

Yn cynrychioli'r Cyngor Sir / Representing the County Council

Y Cyngohrydd/Councillor Gwilym O Jones
Y Cyngohrydd/Councillor Robert Ll Jones
Y Cyngohrydd/Councillor Margaret M Roberts

Yn cynrychioli'r Cyngorau Tref/Cymuned / Representing the Town/Community Councils

Mr Gordon Warren

Aelodau Annibynnol / Independent Members

Dr Teleri Mair Jones

A G E N D A

1 DECLARATION OF INTEREST

To receive any declaration of interest by a Member or Officer in respect of any item of business.

2 MINUTES (Pages 1 - 4)

To submit for confirmation, the draft minutes of the meeting of the Panel held on 11 April 2019.

3 EXCLUSION OF THE PRESS AND PUBLIC (Pages 5 - 6)

To consider adoption of the following:-

“Under Section 100(A)(4) of the Local Government Act 1972, to exclude the press and public from the meeting during discussion on the following item on the grounds that it may involve the disclosure of exempt information as defined in Schedule 12A of the said Act, and in the attached Public Interest Test.”

4 TO SHORTLIST CANDIDATES FOR THE ROLES OF INDEPENDENT MEMBERS OF THE STANDARDS COMMITTEE, AND TO DECIDE ON THE INTERVIEW PROCESS (Pages 7 - 140)

To submit a report by the Head of Function (Council Business)/Monitoring Officer.

STANDARDS COMMITTEE SELECTION PANEL

Minutes of the meeting held on 11 April 2019

PRESENT: **Representing the County Council**

Councillor Gwilym O Jones
Councillor Robert LI Jones
Councillor Margaret M Roberts (Chair)

Representing the Town/Community Councils

Mr Gordon Warren

Independent Members

Dr Teleri M Jones

IN ATTENDANCE: Head of Function (Council Business)/Monitoring Officer
Solicitor (Corporate Governance) (MY)
Committee Officer (SC)

APOLOGIES: None

The Monitoring Officer welcomed Dr Teleri Jones to the meeting. Dr Jones has been appointed as a co-opted member of the Standards Committee Selection Panel.

1. TO ELECT A CHAIRPERSON

Councillor Margaret M Roberts was elected Chair for the duration of the appointments process.

2. DECLARATION OF INTEREST

No declaration of interest was received.

3. RECRUITMENT OF FOUR NEW INDEPENDENT MEMBERS TO SERVE ON THE STANDARDS COMMITTEE

Submitted - a report by the Head of Function (Council Business)/Monitoring Officer on the above.

The Solicitor (Corporate Governance) reported that the Selection Panel is required to agree on the recruitment criteria and application pack for applicants.

The Solicitor (Corporate Governance) reported that the Panel will score the applications, and devise the interview questions, against the set criteria. The short listed candidates will then be invited for interview by the Panel.

The Panel discussed the statutory requirements for the role as well as possible local choice criteria. Copies of the current job description were shared with the Panel for information.

RESOLVED that the Selection Panel agreed to apply only the statutory requirements as their criteria.

4. TO APPROVE THE ADVERTISEMENT AND DOCUMENTATION FOR THE RECRUITMENT OF FOUR NEW INDEPENDENT MEMBERS TO THE STANDARDS COMMITTEE

Submitted - a report by the Head of Function (Council Business)/Monitoring Officer on the above.

The Solicitor (Corporate Governance) reported that it is a statutory requirement that vacancies for independent members are advertised in two local newspapers. The Selection Panel may decide on additional advertising as well.

The Panel discussed the options available regarding advertising the vacancies and the associated costs, and agreed that a notice be placed in two local newspapers for a period of one week, with a link provided to the application form and background papers, as well as the Council's Facebook and Twitter pages.

With regard to the application form and supporting documents, the Panel considered that the content was too onerous, and that some parts should be removed.

RESOLVED:-

- **To approve the draft documentation in Appendix 1, to include only the statutory requirements.**
- **To authorise the Monitoring Officer to advertise the vacancies for four independent members to the Standards Committee in two local newspapers, for a period of one week, following the Easter schools holiday, and on the Council's Facebook and Twitter pages.**
- **To authorise the Monitoring Officer to remove Enclosures B and C from Part 3 of the draft application pack.**

5. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED to adopt the following:-

“Under Section 100(A)(4) of the Local Government Act 1972, to exclude the press and public from the meeting during the discussion on item 12 on the grounds that it involved the disclosure of exempt information as defined in Schedule 12A of the said Act and in the Public Interest Test as presented.”

6. POSSIBLE QUESTIONS FOR THE INTERVIEWS FOR INDEPENDENT MEMBERS TO SERVE ON THE STANDARDS COMMITTEE

Submitted - a report by the Head of Function (Council Business)/Monitoring Officer requesting that the Selection Panel consider and agree on suitable interview questions for shortlisted candidates from the criteria adopted.

A list of potential interview questions was circulated to the Panel for consideration. The Committee’s responses would be discussed in the Selection Panel’s next meeting.

RESOLVED:-

- **To consider the draft interview questions presented for candidates, and to include any additions/amendments by the Panel to finalise the interview questions, to report to the next meeting of the Selection Panel.**
- **The Monitoring Officer to schedule a closing date for the newspaper advertisement at the end of May, and arrange to convene a meeting in June for the Selection Panel to draw up a shortlist.**
- **The Monitoring Officer to forward all relevant paperwork to members of the Selection Panel prior to the meeting; in hard copy to those requiring it.**

The meeting concluded at 10.40 am

**COUNCILLOR MARGARET M ROBERTS
CHAIR**

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PRAWF BUDD Y CYHOEDD PUBLIC INTEREST TEST

**Penodi Aelodau Annibynnol i Swyddi Gweigion ar y Pwyllgor Safonau /
Appointment of Independent Members to Vacant Seats on the Standards Committee**

**Paragraff 12 Atodlen 12A Deddf Llywodraeth Leol 1972
Paragraph 12 Schedule 12A Local Government Act 1972**

Y PRAWF – THE TEST

Mae budd i'r cyhoedd o ddatgelu oherwydd / There is a public interest in disclosure as:-

- Mae angen tryloywder wrth benodi aelodau cyfetholedig i'r Pwyllgor Safonau oherwydd y rôl arwyddocaol sydd gan y Pwyllgor mewn perthynas â llywodraethiant ac ymddygiad cynghorwyr sir etholedig a chynghorwyr y cynghorau tref a chymuned.
- There is a requirement for transparency in the appointment of co-opted members to the Standards Committee, given the significant role played by the Committee in relation to governance and conduct of elected county councillors and town and community councillors.

Y budd i'r cyhoedd with beidio datgelu yw / The public interest in not disclosing is:-

- Mae disgwyliad rhesymol gan ymgeiswyr y bydd eu ffurflenni cais a'u hasesiadau'n cael eu trin yn gyfrinachol ac y bydd eu cyfweiliadau'n cael eu cynnal yn breifat. Mae'n bosib y gellid cymryd camau am beidio â chwrrd â'r fath ddisgwyliad rhesymol i barchu cyfrinachedd.
- Mae'n rhesymol disgwyl y gallai cyhoeddi ffurflenni cais a chynnal proses ddethol sy'n hollol gyhoeddus, olygu y byddai llai o ymgeiswyr, os o gwbl, yn ymgeisio am swyddi yn y dyfodol.
- Mae'r Panel wedi cael ei benodi i ymgymryd â rôl sicrwydd ar ran y Cyngor a'r cyhoedd ac, ar ôl dilyn y broses briodol, bydd yn gwneud ei argymhellion i'r Cyngor llawn a fydd yn cymeradwyo'r penodiadau terfynol.
- Bydd manylion am y penodiadau terfynol yn cael eu cyhoeddi.
- Mae llawer o'r broses eisoes yn y parth cyhoeddus ac mae'n debyg y byddai gwybodaeth fanylach am y

broses yn cael ei chyhoeddi petai cais dan Ddeddf Rhyddid Gwybodaeth 2000 yn dod i law.

- There is a reasonable expectation of confidentiality by the applicants that their application forms, assessments and interviews will be conducted in private. A breach of such a reasonable expectation of confidence is potentially actionable.
- Publication of applications, and a wholly public selection process, might reasonably be expected to result in fewer, or no, candidates applying for future vacancies.
- The Panel has been appointed to undertake the assurance role on behalf of the Council and the public and, following due process, will make its recommendations to full Council which will ratify the final appointments.
- The final appointments will be made public.
- Much of the process is already in the public domain and more detailed information about the process would likely be published in the event of a Freedom of Information Act 2000 request.

Argymhelliad - Mae'r budd i'r cyhoedd wrth gadw'r eithriad o bwys mwy na'r budd i'r cyhoedd a ddeuai yn sgil datgelu'r wybodaeth.

Recommendation - The public interest in maintaining the exemption outweighs the public interest in disclosing the information.

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