

ATODIAD / ENCLOSURE
D

CYNGOR SIR YNYS MON / ISLE OF ANGLESEY COUNTY COUNCIL

MEETING:	STANDARDS COMMITTEE
DATE:	12th MARCH 2015
TITLE OF REPORT:	TRAINING SESSIONS FOR TOWN AND COMMUNITY COUNCIL CLERKS ON THE CODE OF CONDUCT
PURPOSE OF THE REPORT:	TO RECEIVE FURTHER INSTRUCTIONS FROM THE STANDARDS COMMITTEE
REPORT BY:	AWENA WALKDEN, SOLICITOR CORPORATE GOVERNANCE
CONTACT OFFICER:	AWENA WALKDEN, SOLICITOR CORPORATE GOVERNANCE (ext 2563)

1. INTRODUCTION AND BACKGROUND

The role of the Standards Committee is to promote and maintain high standards of conduct amongst members and to assist Members to keep to the Code of Conduct. A great deal of emphasis is placed on training, and to this end, four training sessions were arranged in September 2013 specifically for Town and Community Councillors.

Due to the lack of support for the training that took place in September 2013, the Standards Committee decided to take a different approach in Autumn 2014 by conducting the training for the clerks of community councils only, as the clerks were the main attendees in the training sessions that took place in 2013.

The training session was held on 30th October 2014 (10:00am - 12:00pm), and a copy of the training slides pack from the session is attached as **Enclosure 1** to this Report. (17471/233773)

This report provides a review of the attendance record of the training sessions, proposals as to the actions required, and proposals for future training events.

2. ATTENDANCE AT THE TRAINING SESSIONS

Detailed figures of attendance are attached at "**Enclosure 2**". (17471/207993)

Positive feedback was received in relation to the training, and copies of the feedback forms received can be found at "**Enclosure 3**". (17471/237948)

3. ACTION REQUIRED

From enclosures 2 and 3, it is clear that there was good support for this training.

Of the 40 Community Councils across Isle of Anglesey, 29 were represented at the training which is a 73% attendance rate of Anglesey's Town and Community Councils.

This shows that the training was more successful than that conducted last year by One Voice Wales, and accordingly, it would appear that the Town and Community Councils responded well to the clerk only invitation, and this could be as a result of us emphasizing to them within correspondence leading up to the session, the importance of them having a good understanding of the Code of Conduct, and further, the Chair and Vice-chair of the Standards Committee attended a meeting of the Town and Community Clerks earlier in the year where this message was re-iterated.

4. ACTION TAKEN

As a post-training exercise, we wrote to the clerks that attended the session the week following the training session to thank them for their attendance, and to provide them with feedback forms for them to complete.

We also sent a letter to the Community Councils that did not attend the training to provide them with a copy of the material from the training session, and to highlight to them the great attendance we had at the session, and the importance of them attending such events in the future.

Copies of these letters can be found in "**Enclosure 4**".

5. FUTURE TRAINING

The training sessions we held for the clerks were focused on the clerks' role, as the clerks have responsibility for running the Council and for advising community Councillors on the Code of Conduct. Given the success of the training events, the Standards Committee need to consider the following options for future training:-

- i. Continue with the specific training for clerks, and make this an annual "refresher" session.
- ii. Conduct a similar session targeted at Town and Community Councillors next year however, noting the poor turnout which we had in 2013, it is unlikely that this would be a popular event or should the focus for next year shift back to members of the community council, i.e. target on the basis of risk?
- iii. Look at different options for training, for example, going out to train the Community Councils with particular problems in their authorities,

We would welcome your comments on areas to focus our attention on, and with any ideas you may have as to how to improve on the training.

6. RECOMMENDATION

That the Committee agrees future training delivery.

ATODIAD / ENCLOSURE

1

Côd Ymddygiad Code of Conduct

Clercod Cyngorau Cymuned
Ynys Môn
Community Council Clerks
Anglesey
Hydref / October 2014

"Cadw Tŷ"

"House Keeping"

- Sesawn gan -
- Mike Wilson, Cadeirydd Annibynnol y Pwyllgor Safonau
- Awena Walkden, Cyfreithwraig – Llywodraethiant Corfforaethol
- Lyn Ball, Pennaeth Swyddogaeth (Busnes y Cyngor) Swyddog Monitro
- Iath
- Trefnladau / Cyfleusterau
- Amseriad
- Rhaglen
 - Cyfnewid gan y Cadeirydd
 - Cefndir a Swyddogaeth y Clerc

- Session by:-
- Mike Wilson, Independent Chairman of the Standards Committee
- Awena Walkden, Solicitor – Corporate Governance
- Lynn Ball, Head of Function (Council Business)/Monitoring Officer
- Language
- Arrangements / Facilities
- Timing
- Agenda
 - Introduction from the Chairman
 - Background and Role of the Clerk

"Cadw Tŷ"

"House Keeping"

- Y Cód
 - Yn gyffredinol
 - Ymddygiad
 - Yr hyn y mae'n rhaid iddynt ei wneud
 - Yr hyn y mae'n rhaid iddynt beidio â'i wneud
 - Diddordebau
- Llunioeth
- Pŵerau'r Cód
- Enghreifftiau o achosion y cafwyd gwybod amdanynt
 - Trefnodd dan arweiniad Mike Wilson ac Awena Walkden
- Gwybodaeth ynghylch cysylltiadau ac adnoddau
- Crynodeb ahhweddol

- The Code
 - Generally
 - Behaviour
 - What they must do
 - What they must not do
 - Interests
- Refreshments
- Policing the Code
- Examples of reported cases
 - Discussion to be led by Mike Wilson and Awena Walkden
- Contact information and resources
- Key summary

Cefndir	Background
<ul style="list-style-type: none"> • Cynrychiolwyr Cymunedol • Dyletawydd statudol i weithredu'n foeseogol • Côd Ymddyglad Mandadol • Canlyniadau torri'r Côd <ul style="list-style-type: none"> - oasb personol - colli enw da - her gyfraithol 	<ul style="list-style-type: none"> • Community Representatives • Statutory duty to act ethically • Mandatory Code of Conduct • Consequences of breaching the Code <ul style="list-style-type: none"> - personal sanction - loss of reputation - legal challenge

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Rôl y Clerc	Role of the Clerk
<ul style="list-style-type: none"> • Dioglyddau'n amrywio • 'y Clerc Hanfodol' • <u>Mae bob amswr yn ddyletawydd ar Gyngorwyrdd</u> • O leiaf:- <ul style="list-style-type: none"> - Copi o'r Côd - Ymgymieradau - Cadw Ymgymieradau - Cadw Ffurfienni Datgan - Cofnodion - Gweld y broblem a chael cyngor - Presenoldeb ar y We? - Trosglwyddo Aseadau? 	<ul style="list-style-type: none"> • Expectations vary • 'the Essential Clerk' • <u>Always the Councillor's duty</u> • As a minimum:- <ul style="list-style-type: none"> - Copy Code - Undertakings - Retain undertakings - Retain Declaration Forms - Minutes - See the issue and get advice - Web presence? - Transfer of Assets?

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Y Côd – yn Gyffredinol	The Code - Generally
<p>1. Pa bryd mae'r Côd yn berthnasol</p> <ul style="list-style-type: none"> • <u>Ar fusnes y Cyngor</u> <ul style="list-style-type: none"> - Y tu mewn i'r Cyngor - Y tu allan i'r Cyngor - Ffurfiol ac anffurfiol • "Bob amswr ac mewn unrhyw swyddogaeth" <ul style="list-style-type: none"> - Defnydd amhirdodol o'r swydd • <u>Down anfr!</u> - rhaid bod cysylltied, e.e. 	<p>1. When does the Code apply?</p> <ul style="list-style-type: none"> • <u>On Council business</u> <ul style="list-style-type: none"> - Inside the Council - Outside the Council - Formal and Informal • "At all times and in any capacity" <ul style="list-style-type: none"> - Improper use of position - <u>Disputes</u> - must be a link e.g.

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<p>Y Côd – Ymddygiad (1)</p> <p>Yr hyn y mae'n rhaid i Gyngorwyr ei wneud</p> <ul style="list-style-type: none"> • Hyrwyddo cydraddokdeb • Trin eraill â pharch • Darparu mynediad i wybodaeth • Gwneud penderfyniadau ar sail y rhinweddau • Rhoi sylw dyledus i gyngor Swyddogion • Glynw wrth unrhyw reolau ynghylch costau • Rhoi gwybod am unrhyw achosion o dorri'r Côd neu ymddygiad troseddol gan Gyngorwyrdd arall • Cydwethredu gydag ymchwiliadau 	<p>The Code – Behaviours (1)</p> <p>What Councillors must do</p> <ul style="list-style-type: none"> • Promote equality • Treat others with respect • Provide access to information • Make decisions on the merits • Have due regard to advice of Officers • Abide by any rules on expenses • Report any breaches of the Code or criminal behaviour by another Councillor • Cooperate with investigations
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<p>Y Côd – Ymddygiad (2)</p> <p>Yr hyn y mae'n rhaid i Gyngorwyr beldio â'i wneud</p> <ul style="list-style-type: none"> • Derbyn rhoddion/teygarwch answyddogol • Datgelu gwybodaeth a roddwyd yn gyfrinachol • Datlyddio adnoddau'r Cyngor mewn modd amhoddol • Gwneud cwynion blinderus neu folesus • Cessio cael mantais • Dwyn antri ar y swydd 	<p>The Code – Behaviours (2)</p> <p>What Councillors must not do</p> <ul style="list-style-type: none"> • Accept unofficial gifts/hospitality • Disclose information given in confidence • Use Council resources improperly • Make vexatious or malicious complaints • Seek to gain an advantage • Bring the office into disrepute
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<p>Diddordebau Personol (1) – Yn Gyffredinol</p> <ul style="list-style-type: none"> • Rhaid i'r cyhoedd fod yn hyderus fod y penderfyniadau er budd gorau iddynt • Diddordeb proffesiynol neu bersonol y tu allan i'w swyddogaeth a all wrthdaro gyda'u dyletswydd fel Cyngorwyrdd o ran gwasanaethu'r gymuned • Os oes gan Gyngorwyrdd diddordeb yna rhaid iddo/iddi ei ddatgan ac efallai y bydd raid iddynt adael yr ystafell 	<p>Personal Interests (1) Generally</p> <ul style="list-style-type: none"> • The public must have confidence that decisions are in their best interests • A professional or personal interest outside their role which may conflict with their duty as a Councillor in serving the community • If a Councillor has an interest they must declare it and may have to leave the room
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Diddordebau Personol (2) – Personal Interests (2)
Yn Gyffredinol ... parhad Generally ... cont

Mae diddordeb personol yn bodoli os yw'r eitem dan drafodaeth yn ymwneud â / yn debygol o seel effaith ar un neu ragor o'r categorïau a restrir yn y Côd

A personal interest exists if the item under discussion relates to / is likely to affect one or more of the categories listed in the Code

1. Y Cyngorydd
2. "Cydnabod agos personol" y Cyngorydd
3. Yn cael effaith ar y Cyngorydd (neu gydnabod agos personol) i raddau hyspethach na rwyafrif eu hetholwyr
4. Yn cynnwys anffurfiol hefyd

1. The Councillor
2. The Councillor's "close personal associates"
3. Affects the Councillor (or their close personal associate) to a greater extent than the majority of their electorate
4. Includes informal too

Diddordebau Personol (3) - Personal Interests (3) -
Cydnabod Agos Personol Close Personal Associate

Pwy sy'n 'Gydnabod Agos Personol'

- Cyfeillion agos
- Cydweithwyr gyda chysylltiadau cryf
- Cydnabod Busnes
- Perthnaseu agos
- Rhywun y bu mewn anghydfod â nhw
- Ond nid pobl y daw ar eu traws yn achyruoi, perthnaseu pell neu bobl y deeth i gysylltiad â nhw drwy'r gwaith

Who is 'a Close Personal Associate'

- Close friends
- Colleagues with strong connections
- Business associates
- Close relatives
- Or someone with whom they have been in dispute
- But not casual acquaintances, distant relatives or people whom they come into contact with through work

Diddordebau Personol (4) – Personal Interests (4) -
Categoriâu Categories

- Swydd neu fusnes
- Cyflogwr neu fusnes y maent yn bartner/cyfarwyddwr ynddo
- Rhywun sydd wedi cyfrannu at eu costau etholiad neu dreulliau aelodau
- Unrhyw gwmni y mae ganddynt gyfranddaliadau o dros £25k ynddo, neu ragor nag 1% o gyfanswm gwerth y cyfranddaliadau ac sydd ag eiddo neu dir yn eich ardal
- Job or business
- Employer or a business in which they are a partner/director
- Someone who has contributed to their election costs or member expenses
- Any company where they have shares over £25k, or more than 1% of the total share value, and which has premises or land in your area

Diddordebau Personol (4) – Personal Interests (4) - Categoriâu ... Parhad Categories... Cont

- Unrhyw gontact y mae eich Cyngor yn ei wneud gyda busnes y maent yn bartner, yn gyfarwyddwr sy'n derbyn tâl neu â chyfrandaliadau ynddo
- Unrhyw dir y mae ganddynt fudd ynddo yn ardal eich Cyngor
- Unrhyw dir sy'n cael ei osod gan eich Cyngor i fusnes y maent yn bartner, yn gyfarwyddwr sy'n derbyn tâl neu â chyfrandaliadau ynddo
- Unrhyw dir yn ardal eich Cyngor y mae ganddynt drwydded i'w ddefnyddio am o leiaf 28 diwrnod
- Unrhyw gorff y maent wedi cael eu ethol, eu penodi neu eu herwebu iddo gan eich Cyngor
- Any contract that your Council makes with a business in which they are a partner, paid director or hold shares
- Any land in which they have an interest in your Council's area
- Any land let by your Council to a business in which they are a partner, paid director or share holder
- Any land in your Council's area in which they have a licence to occupy for at least 28 days
- Any body to which they have been elected, appointed or nominated by your Council

Diddordebau Personol (4) – Personal Interests (4) - Categoriâu ... Parhad Categories ... Cont

- Unrhyw awdurdod neu gorff cyhoeddus sy'n cyflawni swyddogaethau o natur gyhoeddus, elusen, corff sy'n llinio barn gyhoeddus neu bŵsi, undeb lafur neu gymdeithas broffesiynol, clwb neu gymdeithas breifat yn ardal eich Cyngor y maent yn aelod ohono neu â swyddogaeth reol
- Diddordebau Lles / Ariannol
- Any public authority or body exercising functions of a public nature, charity, body forming public opinion or policy, trade union or professional association, private club or society in your Council's area of which they are a member or in a management position
- Wellbeing / financial interests

Diddordebau Personol (5) - Personal Interests (5) - Datganiadau Declarations

Beth ddylai Cyngorwyr ei wneud os oes ganddynt Ddiddordeb Personol?

- Datgan y diddordeb ar lafar ym mhob cyfarfod
- Datgan y diddordeb wrth wneud sylwadau ysgrifenedig neu lafar y tu allan i gyfarfod
- Lierwi ffurflen datgan diddordeb
- OND mae ganddynt hawl i gymryd rhan mewn trafodaeth a phledieisio oni bai bod y diddordeb yn un sy'n rhagfamu

What Do They Do If They Have a Personal Interest?

- Declare it verbally at all meetings
- Declare it when making written or verbal representations outside a meeting
- Complete a declaration of interest form
- BUT they are entitled to take part in discussions and vote unless it is a prejudicial interest

<p>Diddordebau sy'n Rhagfarnu (1) – Yn Gyffredinol</p> <p>Unrhyw ddiddordebau personol a fyddai, yn rhyb seilodau o'r cyhoedd, yn debygol o gael dylanwadu ar allu Cyngorydd i fod yn wrthrychol, er enghraifft:</p> <ul style="list-style-type: none"> - Mae merch y Cyngorydd yn byw drws nesaf i safle lle bwriadir codi tai newydd - Mae mab y Cyngorydd yn mynychu ysgol leol y bwriadir ei chau 	<p>Prejudicial Interests (1) Generally</p> <p>Are personal interests which a member of the public would regard as likely to influence a Councillor's ability to be objective, for example:</p> <ul style="list-style-type: none"> - The Councillor's daughter lives next to a proposed site for a new housing development - The Councillor's son attends a local school which is due for closure
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<p>Diddordebau sy'n Rhagfarnu (2) - Datgan a Gadael y Cyfarfod</p> <p>Beth ddylai Cyngorwyr ei wneud os oes ganddynt Diddordeb sy'n Rhagfarnu?</p> <ul style="list-style-type: none"> - Datgan y diddordeb a gadael y cyfarfod yn ystod y drafodaeth - Rhaid iddynt beidio â chysio dylanwadu ar y penderfyniad - Rhaid iddynt beidio â gwneud unrhyw sylwadau ysgrifenedig neu lafar <p>ONI BAI</p> <ul style="list-style-type: none"> - Fod y Pwyllgor Safonau wedi rhoi caniatâd arbennig - Fod gan y cyhoedd hawl i siarad (ond rhaid iddynt adael ar ôl siarad) 	<p>Prejudicial Interests (2) – Declaration and Withdrawal</p> <p>What Do They Do if They Have a Prejudicial Interest?</p> <ul style="list-style-type: none"> • Declare the interest and leave the meeting during the discussion • Must not try to influence the decision • Must not make written or verbal representations <p>UNLESS</p> <ul style="list-style-type: none"> • The Standards Committee has granted a dispensation • The public have a right to speak (but they must leave after having spoken)
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<p>Diddordebau sy'n Rhagfarnu (2)</p> <p>Caniatâd Arbennig</p> <ul style="list-style-type: none"> - Sicrhau cydbwysedd rhwng cyfranogiad democrataidd a hyder cyhoeddus - Yn mynd y tu draw i ddiddordebau personol - Rheymau statudol cyfyngedig <ul style="list-style-type: none"> - dros hanner y Cyngorwyr yn rhannu diddordeb <ul style="list-style-type: none"> - hyder y cyhoedd - cyfran sylweddol o'r cyhoedd - cyflawnhad aherwydd rôl/arbennigedd - sefydliad gwirfoddol - o ddiddordeb i'r ardal - Cais ysgrifenedig i'r Swyddog Monitro - Panel y Pwyllgor Safonau - Mynychu gwrandawled cyhoeddus - Efallai y bydd cyfyngiadau - Rhaidrwydd i ddatgelu 	<p>Prejudicial Interests (2)</p> <p>Dispensations</p> <ul style="list-style-type: none"> • Balance democratic participation with public confidence • Overreaches prejudicial interest • Limited statutory grounds: <ul style="list-style-type: none"> - half + Councillors share interest - public confidence - significant proportion of the public - justified by role/expertise - voluntary organisation - interest of locality • Written application to the Monitoring Officer • Standards Committee Panel • Attendance at public hearing • May be limitations • Disclosure requirement
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Diddordebau – Crynodeb Interests - Summary

- Diddordeb Personol
 - datgan a chwmnd rhan yn y drafodaeth
 - tor-amod technegol
- Diddordeb Personol ac un sy'n Rhagfamu
 - datgan a gadael y cyfarfod
 - rieg ddifrifol
- Cyflwyno cais am ganiatâd arbennig?
- Edrych ymlaen a chyflwyno cais am ganiatâd arbennig
- Personal interest
 - declare and participate
 - technical breach
- Personal and prejudicial interest
 - declare and withdraw
 - serious risk
- Apply for a dispensation?
- Look ahead and apply for a dispensation

Seibiant ar gyfer
Lluniaeth
15 munud

Refreshment
Break
15 minutes

Plismona'r Còd (1)

**SWYDDOGAETHAU A
CHYFRIFOLDEBAU**

- 1.Ombwdsmon Gwasanaethau Cyhoeddus Cymru
- 2.Panel Dyfranu Cymru
- 3.Pwyllgor Safonau

Policing the Code (1)

**ROLES AND
RESPONSIBILITIES**

- 1.Public Services Ombudsman for Wales
- 2.Adjudication Panel for Wales
- 3.Standards Committee

Plismona'r C6d (2) parhad ... Policing the Code (2) cont ...

<p>1. Ombwdsmon Gwasanaethau Cyhoeddus Cymru</p> <ul style="list-style-type: none"> - rôl ddeublyg - "yr hidliad cyntaf" dan y C6d - prawf trothwy - ymchwilladod / erlyniadod - dim camau pellach neu - cyfeirio i'r Pwyllgor Safonau neu - cyfeirio i Banel Dyfarnu Cymru 	<p>1. Public Services Ombudsman for Wales</p> <ul style="list-style-type: none"> - dual role - "first sift" under the Code - threshold test - investigative/prosecutorial - no further action or - refer to Standards Committee or - refer to Adjudication Panel for Wales
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Plismona'r C6d (2) parhad ... Policing the Code (2) cont ...

<p>2. Panel Dyfarnu Cymru</p> <ul style="list-style-type: none"> - "Pwyllgor Safonau" oenedlaethol - Statws tribwriaeth / 3 aelod / cyfrathwr / bargyfrathwr yn cadeirio - Yn derbyn: <ul style="list-style-type: none"> - cyswrtadau gan yr Ombwdsmon - apeladau yn erbyn Pwyllgorau Safonau - Gwrandawledau <ul style="list-style-type: none"> - yn ghoeddu os oes hwr - gwrthwynebol - cynrychiolaeth gyfrathol - "ar y papurau", os oes yn unig - Coebau ar ydd ar gael - dim camau pellach - oerdd - stat am hyd at 1 blyddyn - Ouerhardd am hyd at 5 mlynedd 	<p>2. Adjudication Panel for Wales</p> <ul style="list-style-type: none"> - national "Standards Committee" - tribunal status / 3 members / chaired by solicitor / barrister - receives: <ul style="list-style-type: none"> - referrals from the Ombudsman - appeals against Standards Committee - hearings <ul style="list-style-type: none"> - in public, if contested - adversarial - legal representation - "on the papers", if sanction only - sanctions available <ul style="list-style-type: none"> - no further action - censure - suspension up to 1 year - disqualification up to 5 years
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Plismona'r C6d (2) parhad ... Policing the Code (2) cont..

<p>3. Pwyllgor Safonau</p> <ul style="list-style-type: none"> - 9 Aelod <ul style="list-style-type: none"> - 5 wedi eu cyfieithol - 2 gynghorydd sir - 2 gynghorydd cymuned - dyletswyddau statudol <ul style="list-style-type: none"> - cyswrtadau gan yr Ombwdsmon <ul style="list-style-type: none"> - awgrymiadau i'w gwrthwynebol - gwrandawledau llawn - yn ghoeddu - gael y pwrdd gael cynrychiolaeth gyfrathol - stat i'r Panel Dyfarnu - stat am gyfnod hyd at 6 m - cyfrifoddebu eraill <ul style="list-style-type: none"> - gweler yr adroddiad i'r Cymgor 8/5/2014 - canlyniad arbennig - hyfforddiant a datblygiad - adolygu cofrestrau 	<p>3. Standards Committee</p> <ul style="list-style-type: none"> - 9 Members <ul style="list-style-type: none"> - 5 co-opted - 2 county councillors - 2 community councillors - statutory duties <ul style="list-style-type: none"> - referrals from Ombudsman <ul style="list-style-type: none"> - preliminary hearings - full hearings - in public - parties may be legally represented - appeal to Adjudication Panel - maximum 6 months suspension - other responsibilities <ul style="list-style-type: none"> - see report to Council 8/5/2014 - dispensations - training and development - review registers
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Trafodaeth dan arweiniad Mike Wilson ac Awena Walkden

Discussion to be led by Mike Wilson and Awena Walkden

Series of horizontal lines for notes.

Gwybodaeth Gyswilt ac Adnoddau (1)

• Os oes gennych unrhyw amheuaeth, gofynnwch i'r Swyddog Monitro

- Lynn Bell - Swyddog Monitro
- Robyn Jones - Dipwy Swyddog Monitro
- Awena Walkden - Cystrawng (Llywodraethu Corfforaethol)
- Mike Wilson, Cadarnyski y Penigwr Sefftau

Contact Information and Resources (1)

• If in doubt ask the Monitoring Officer

- Lynn Bell - Monitoring Officer
- Robyn Jones - Deputy Monitoring Officer
- Awena Walkden - Selector (Corporate Governance)
- Mike Wilson, Chair of the Standards Committee

Series of horizontal lines for notes.

Gwybodaeth Gyswilt ac Adnoddau (1)

• Cód Ymddygiad Statudol

- Y Cód
- Achosion a gyhoeddwyd
- Categoriadau
- Ffynfeydd Ymddygiad Statudol

Contact Information and Resources (1)

• Statutory Code of Conduct

- Code
- Guidance
- Published Cases
- Dispersalists
- Principles of Conduct in Public Life

Series of horizontal lines for notes.

Casgliad

- Trin eraill gyda pharch ac ystyriaeth
- Paddwch & dylanwedu ar unrhyw benderfyniad sy'n debygol o fod er budd i chi neu rai sydd agosaf atoch
- Prawf trothwy'r Ombudsman
 - Tystiolaeth sylweddol bod y oed wedi cael ei ddom mewn modd ddirifol sydd, os caiff ei brofi, yn debygol o arwain at goeb gan y Pwyllgor Safonau / Panel Dyfarnu
- Nodweddion Gwesthygot
 - Males
 - Budd Personol
 - Nwedd i eraill
 - Torri'r Côd dro ar ôl tro
- Gwestiynau a'r unweith ar mwyn lliniar/unioni'r setyllfa
- Cydwethredu gydag unrhyw ymchwiliad gan yr Ombudsman

Conclusion

- Treat others with respect and consideration
- Do not influence any decision which is likely to benefit you or "yours"
- Ombudsman's threshold test:
 - Significant evidence of a serious breach which, if proved, is likely to result in a sanction by Standards Committee/Adjudication Panel
- Aggravating features
 - Malice
 - Personal gain
 - Damage to others
 - Repeated breaches
- Act quickly to mitigate/repair
- Cooperate with any Ombudsman investigation

Nodyn Briffio i Aelodau

Rhyddid Mynegiant Gwleidyddol v Y Côt Ymddygiad

1. Côt Ymddygiad yr Aelodau ("y Côt")

Ymysg pethau eraill, mae'n rhaid i Aelodau, yn unol â'r Côt:-

- Drin eraill gyda pharch ac ystyriaeth
- Peidio â bwlio na hambygio eraill
- Peidio ag ymddwyn mewn ffordd y gellid ei hystyried yn rhesymol fel un sy'n dwyn anfri ar rôl yr Aelod neu'r Cyngor.

2. Mynegiant Gwleidyddol

Mae achosion a benderfynwyd gan y Llys dros y blynyddoedd, ynghyd ag achosion sy'n dal i esblygu, wedi sefydlu'r diffiniad isod o'r hyn sy'n cael ei gyfrif fel mynegiant gwleidyddol:-

"Gwybodaeth am faterion sy'n ymwneud â threfnu bywyd economaidd, cymdeithasol a gwleidyddol y wlad..."

Beth mae hyn yn ei olygu mewn gwirionedd ac yn ymarferol? Mae'r diffiniad o sylwadau sy'n cael eu hystyried yn fynegiant gwleidyddol yn un eang, a gall gynnwys sylwadau sy'n ymwneud â sut mae cyfarfodydd yn cael eu cynnal, sut mae sefydliadau'n cael eu gweinyddu a sut mae pobl yn cyflawni eu dyletswyddau cyhoeddus.

Mae'r Uchel Lys a'r Ombwdsmon wedi dweud yn benodol bod disgwyl i wleidyddion (ac Uwch Swyddogion) fod â "chroen tewach" nag eraill; yn ôl pob tebyg oherwydd eu bod wedi dewis gweithredu o fewn amgylchedd gwleidyddol.

Mae'r disgwyliad hwn yn arbennig o berthnasol i drafodaethau gwleidyddol, sef trafodaethau a ddisgrifiwyd yn aml gan yr Ombwdsmon fel "taro a gwrthdaro". Mae'n glir bod sylwadau am wleidyddion eraill sy'n wawdlyd, yn goeglyd neu'n ddychanol yn cwrdd â'r diffiniad o fynegiant gwleidyddol. Fodd bynnag, os gellir dehongli'r sylwadau hynny'n rhesymol fel rhai maleisus, hiliol, homoffobig ac ati, neu fel rhai sydd mor eithafol eu bod yn amhriodol, mae sylwadau o'r fath yn colli'r diogelwch cyfreithiol ychwanegol a roddir i fathau eraill o fynegiant gwleidyddol.

Nid yw sylwadau a ddiffinnir fel rhai "gwleidyddol" wedi eu cyfyngu'n unig i'r rheini a wneir o fewn cyfarfodydd ffurfiol y Cyngor a gallant gynnwys sylwadau gan Aelodau i'r cyfryngau, gan gynnwys cyfryngau cymdeithasol. Mae'n cynnwys deunydd ysgrifenedig yn ogystal â deunydd llafar.

Dim ond y sylwadau hynny y gellir ystyried yn rhesymol (h.y. yn wrthrychol) eu bod yn ymosodol iawn, yn warthus, yn hiliol, yn faleisus neu'n gwbl amhriodol yn yr iaith a ddefnyddir sy'n debygol o gwrdd â trothwy'r Ombwdsmon ar gyfer ymchwilio iddynt mewn achosion pan fo'r pwnc yn un gwleidyddol.

Yn yr un modd, pan fo Aelodau yn codi "materion gwleidyddol" gydag Uwch Swyddogion gall yr Ombwdsmon hefyd wrthod ymchwilio os yw ef/hi o'r farn bod gan yr Aelod hawl i gwestiynu'r Swyddog am bryderon dilys. Wrth gwrs mae'r cyd-

destun yn hollbwysig a byddai statws y Swyddog, rôl yr Aelod a'r ffordd yr oedd yr Aelod wedi dewis mynd ar drywydd y mater oll yn ffactorau perthnasol.

3. Gwrthdaro gyda'r Côt

Mae gwrthdaro posib rhwng darpariaethau'r Côt, fel y disgrifir nhw ym mharagraff 1 uchod, a hawl Aelodau i feirniadu gwleidyddion eraill.

Ym mharagraff 4 isod nodir rhai enghreifftiau o achosion a benderfynwyd ac sy'n rhoi blas ar sut mae'r llysoedd yn gweld pethau ar hyn o bryd:-

4. Enghraifft A – R (ar sail Calver) v Panel Dyfarnu Cymru [2012] EWHC 1172

Yn yr achos hwn, penderfynodd y Panel Dyfarnu (y Pwyllgor Safonau Cenedlaethol i bob pwrpas) gadarnhau dyfarniad y Pwyllgor Safonau fod Aelod wedi methu â dangos parch ac ystyriaeth tuag at eraill trwy wneud sylwadau ar-lein am gyd-aelodau a'r ffordd yr oedd y Cyngor yn cael ei redeg.

Cafodd yr Aelod gerydd gan y Pwyllgor Safonau ac ar ôl i'w apel i'r Panel Dyfarnu fethu, fe wnaeth gais am adolygiad barnwrol o'r achos yn yr Uchel Lys. Roedd y Llys yn fodlon bod y sylwadau a wnaed, a oedd yn niferus ac yn aml, yn rhai coeglyd a dychanol ond, oherwydd bod y rhan fwyaf o'r cynnwys yn ymwneud â'r ffordd yr oedd y Cyngor yn cael ei redeg a gallu ei Aelodau a'i Glerc (Cyngor Cymuned oedd hwn), daeth y Llys i'r casgliad bod y sylwadau yn disgyn o fewn y diffiniad o fynegiant gwleidyddol. O'r herwydd, roeddent yn denu diogelwch cyfreithiol ychwanegol dan Erthygl 10 y Confensiwn Ewropeaidd ar Hawliau Dynol a chasglwyd felly fod dyfarniad y Pwyllgor Safonau, a gafodd ei gadarnhau gan y Panel Dyfarnu, yn ymyrraeth anghymesur gyda hawl yr Aelod i ryddid mynegiant gwleidyddol. Cafodd y penderfyniad gwreiddiol i roi cerydd i'r Aelod ei roi o'r neilltu felly gan y Llys.

Enghraifft B - Livingstone v Panel Dyfarnu Lloegr [2006] EWHC 2533 (Gwein.); [2006]

Mae'r Aelodau'n siwr o gofio'r achos hwn, pan siaradodd Maer Llundain (ar y pryd) gyda gohebydd yn ei gyffelybu i gard mewn gwrsyll-garchar. Casglodd yr Uchel Lys nad oedd y sylw hwn yn enghraifft o ryddid i fynegiant gwleidyddol oherwydd nad oedd y geiriau wedi eu defnyddio mewn swyddogaeth swyddogol nac wrth i Mr. Livingstone gyflawni ei swyddogaeth fel Maer. O'r herwydd, nid oedd y Côt Ymddygiad yn berthnasol ac, wrth gwrs, os nad oedd y Côt yn berthnasol nid oedd modd iddo gael ei dorri.

Fodd bynnag, fe gasglodd y Llys na fyddai'r Maer fod wedi bod ag unrhyw hawl i ddiogelwch uwch ar gyfer mynegiant gwleidyddol petai'r Côt yn berthnasol, a hynny oherwydd nad oedd yn mynegi barn gwleidyddol ond, yn hytrach, ei fod yn "indulging in offensive abuse."

I'n dibenion ni, petai'r achos hwn yn digwydd yn awr dan y Côt ar gyfer Cymru, byddai'r Maer wedi bod yn torri'r Côt oherwydd bod ein Côt ni'n dweud yn benodol bod y ddyletswydd i beidio â dwyn anfri ar rôl yr Aelod yn berthnasol pan fo'r Aelod yn gweithredu mewn unrhyw swyddogaeth (gan gynnwys swyddogaeth bersonol). Cafodd y Côt yng Nghymru ei newid o ganlyniad i'r penderfyniad yn achos Livingstone.

Sut bynnag, mae sylwadau'r Llys ynghylch dehongli mynegiant gwleidyddol yn ddilys a dibynnir yn rheolaidd arnynt mewn achosion Llys.

Enghraifft C – Y Cyng. Heesom - APW/005/2010-011/CT

Yn yr achos hwn roedd nifer o honiadau a chasgliadau ar bob un o'r materion. O ganlyniad i'w heffaith net fe gafodd yr Aelod ei anghymwyso. Fodd bynnag, wrth asesu rhai o'r honiadau daeth y Llys i gasgliad penodol fod honiadau'r Aelod fod gwasanaeth/ adran o'r Cyngor yn "shambolic" ac yn "shambles", yn fynegiant gwleidyddol oherwydd eu bod yn ymwneud â'r ffordd yr oedd y Cyngor yn cael ei redeg. Roedd y sylwadau felly yn disgyn o fewn y diogelwch yn Erthygl 10 y Confensiwn Ewropeaidd ar Hawliau Dynol a chasglwyd nad oedd y sylwadau felly'n torri'r Côd.

Enghraifft D – Y Cyng. Jones - APW/004/2012-013/AT

Yn yr achos hwn, penderfynodd y Llys nad oedd sylwadau'r Cynghorydd Jones wedi eu cyfeirio tuag at gyd-aelod ond at Swyddog. Fel gweithiwr cyflogedig, dylai bod gan y swyddog hawl i gael ei ddiogelu rhag ymddygiad amharchus a rhag cael ei hambygio (h.y. yn unol â chyfraith cyflogaeth). O'r herwydd, nid oedd yr ymddygiad yn disgyn o fewn y trefniadau diogelwch ar gyfer "mynegiant gwleidyddol". Byddwch yn sylweddoli felly bod yr achos hwn, a benderfynwyd ar ôl 4A uchod, yn awgrymu bod y diogelwch uwch ar gyfer Aelodau wedi ei lastwreiddio pan fo Aelodau'n gwneud sylwadau sy'n ymwneud â Swyddogion.

5. Casgliad

Felly, os yw unrhyw sylw a wneir gan wleidydd yn "fynegiant gwleidyddol" (mae hwn wedi ei ddiffinio'n eang) bydd yn denu diogelwch uwch ac mae'n annhebygol y bydd yr Ombwdsmon yn ymchwilio i achosion o'r fath os cyflwynir cwyn.

Fodd bynnag, ni roddir diogelwch uwch os gwneir sylwadau sy'n atgas iawn neu'n ddifrifol iawn mewn unrhyw ffordd, yn arbennig felly os ydynt yn faleisus, yn rhan o ymgyrch sydd wedi ei thargedu neu os ydynt yn hiliol, yn homoffobig ac ati. Mae'r prawf yn un gwrthrychol. Hynny yw, nid yw'r bwriad a'r effaith yn berthnasol o ran a yw'r Côd wedi ei dorri ai peidio; er y gallent fod yn berthnasol i'r gosb.

Mae sylwadau a wneir yng ngwres trafodaeth, neu sylwadau unwaith ac am byth, yn hytrach na phatrwm o ymddygiad, hefyd yn llai tebygol o ddenu diddordeb yr Ombwdsmon.

Lynn Ball
Pennaeth Swyddogaeth(Busnes y Cyngor)/Swyddog Monitro

Crynodeb o achosion i'w hadrodd i'r Pwyllgor Safonau

<p>HYRWYDDO CYDRADDOLDEBA PHARCH</p> <p>APW/003/2011-012/CT, APW/005/2012-013/CT & APW/007/2012-013/CT – Cyngor Cymuned Coedpoeth</p>	<p>- Roedd 3 atgyfeiriad ar wahân gan yr Ombwdsmon ac fe'u hystyriwyd gan un tribiwnlys.</p> <p>- Yr honiadau oedd bod y cyn Gynghorydd wedi torri Côt Ymddygiad y Cyngor Cymuned uchod trwy ei ymddygiad a'i arestio wedi hynny am dorri'r heddwch yn ystod gwrthdystiad, methu dangos parch ac ystyriaeth i Glerc y Cyngor Cymuned, ei ymddygiad, ei arést, ei garcharu wedyn a diffyg cydweithredu gyda'r awdurdodau perthnasol yn codi o brotest mewn Llys Sirrol a'i fethiant i gydweithredu cydweithrediad wrth i'r Ombwdsmon archwilio'r honiadau</p>	<p>Yn absenoldeb unrhyw ymateb ac ystyrlon gan y cyn Gynghorydd daeth y tribiwnlys i benderfyniad unfrydol bod y cyn Gynghorydd, drwy ei weithgaredd yn torri'r Côt Ymddygiad a hefyd drwy ei agwedd annerbyniol tuag at yr ymchwilad a'r ffaith nad oedd yn talu unrhyw sylw i'r Côt yn gyffredinol, a bod hynny'n dangos nad oedd yn addas i ddal swydd gyhoeddus a'i fod yn anhwybygol o ddod yn addas dros y 5 mlynedd nesaf.</p>	<p>Felly fe benderfynodd y tribiwnlys y dylid ei wahardd am 5 mlynedd rhag bod yn aelod na dod yn aelod o'r Cyngor Cymuned neu unrhyw awdurdod perthnasol arall.</p>
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	hyn.		
<p>Cyngor Cymuned Llanfaelog</p>	<p>Gwnaed nifer o gwyrnion ynglŷn ag ymddygiad Cynghorydd o Gyngor Cymuned Llanfaelog. Honnwyd bod y Cynghorydd wedi defnyddio iaith ddrwg a'i fod wedi ymddwyn yn amhriodol yn ystod cyfarfod. Penderfynodd yr Ombwdsmon ymchwilio'r mater i benderfynu a oedd tystiolaeth o dorïadau o'r Côd Ymddygiad, sy'n gofyn am i aelodau ddangos parch ac ystyriaeth at eraill ac i beidio ag ymddwyn mewn dull a allai ddod ag anfrï ar y rôl o fod yn aelod ac ar y Cyngor ei hun. Cafwyd tystiolaeth gan bob aelod o'r Cyngor oedd yn bresennol yn y cyfarfod. Roedd y dystiolaeth a gasglwyd yn cefnogi'r ffaith i'r Cynghorydd gael ei glywed yn dweud geiriau annymunol o dan ei wynt. Fodd bynnag, nid yw'n ymddangos bod yr iaith a ddefnyddiwyd yn cael ei chyfeirio'n benodol at unrhyw unigolyn. Dywedodd y Cynghorydd ei bod yn bosibl iddo fod wedi defnyddio'r iaith</p>	<p>Daeth yr Ombwdsmon i'r casgliad bod y dystiolaeth yn awgrymu bod ymddygiad y Cynghorydd efallai wedi torri'r Côt. Fodd bynnag, tra na fyddai mewn unrhyw amgylchiadau yn cymeradwyo'r defnydd o iaith o'r fath, wrth ddod i'w benderfyniad, roedd yr Ombwdsmon yn dwyn mewn cof mai digwyddiad unigol oedd hwn a bod y sylwadau wedi eu gwneud yng ngwres y foment ac nad oeddent wedi eu cyfeirio at unrhyw berson arbennig. Ar sail hyn,</p>	<p>penderfynodd yr Ombwdsmon nad oedd angen cymryd unrhyw gamau pellach gyda'r materion a ymchwiliwyd.</p>

		<p>a ddisgrifiwyd fel ffordd o leisio ei rwystredigaeth yn ystod y cyfarfod.</p>	
<p>Cyngor Mwmblws</p>	<p>Cymuned Y</p>	<p>Honnodd Cynghorydd bod aelod arall o Gyngor Cymuned Y Mwmblws wedi methu â chadw at y Côd Ymddygiad. Yr honiad oedd bod y Cynghorydd oedd yn cael ei gyhuddo wedi dwyn anfri ar swydd Cynghorydd ac ar y Cyngor drwy wneud datganiadau camarweiniol am ei asedau i Dribwyllys Cyflogaeth. Barnodd yr Ombwdsmon nad oedd tystiolaeth i awgrymu y gallai ymddygiad y Cynghorydd fod wedi torri'r Côd. Ei gasgliad oedd y dylai ei adroddiad gael ei gyfeirio i Swyddog Monitro Dinas a Sir Abertawe i'w ystyried gan y Pwyllgor Safonau.</p>	<p>Daeth i'r casgliad bod ymddygiad y Cynghorydd mewn perthynas â datganiadau camarweiniol a wrnaeth ynglŷn â'i asedau yn cyfateb i dorri'r Côd yn yr ystyr ei fod wedi dwyn anfri ar ei swydd fel Cynghorydd a hefyd ar y Cyngor. Penderfynodd y dylai'r Cynghorydd gael ei ddiarddel o fod yn aelod o'r Cyngor am gyfnod o 18 wythnos.</p> <p>Yn dilyn hyn fe apeliodd y Cynghorydd i Banel Barnu Cymru. Fe gymeradwyodd y Panel yn unfrydol y penderfyniad bod y Cynghorydd wedi torri'r Côd Ymddygiad. Cymeradwyodd hefyd y penderfyniad i'w ddiarddel rhag bod yn aelod o'r Cyngor am gyfnod o 18 wythnos.</p> <p>Gellir gweld penderfyniad</p>

<p><u>DATGELLU A</u> <u>CHOFRESTRU</u> <u>DDIDDORDEB</u></p> <p><u>Cyngor Cymuned</u> <u>Blaengwrach</u></p>	<p>Derbyniodd yr Ombwdsmon gwyn bod Cynghorydd wedi torri'r Côt trwy barthau yn yr ystafell pan oedd y Cyngor Cymuned yn trafod materion yn ymwneud â'i gwr.</p> <p>Er bod cof y partion yn amrywio ynglŷn â'r union amgylchiadau lle roedd y Cynghorydd wedi aros yn yr ystafell pan roedd materion yn ymwneud â'i gwr yn cael eu trafod roedd yr Ombwdsmon o'r farn na ddylai fod wedi parthau yno. Cyfrifoldeb pob aelod yw penderfynu a oes ganddynt diddordeb personol a'i pedio ac nid yw safbwyntiau aelodau eraill ar y mater yn berthnasol. Hefyd, mae'n glir bod mater yn ymwneud â pherson sy'n perthyn mor agos i aelod yn achosi diddordeb personol a rhagfarnus.</p>	<p>Mae'r Côt ei hun a chyfarwyddyd yr Ombwdsmon i aelodau yn eithaf clir ar y materion hyn.</p> <p>Canfu'r Ombwdsmon bod tystiolaeth y gallai toriad fod wedi digwydd o dan ddarpariaethau perthnasol y Côt, ond ei bod yn annhebygol y byddai cosb yn cael ei osod pe bai'r toriad yn cael ei ganfod. Yn unol â'r gweithdrefnau, ymgynghorodd yr Ombwdsmon â'r Swyddog Montro, oedd yn cytuno bod cosb yn annhebygol ond dywedodd y byddai'n rhoddi cyngor priodol i'r Cyngor Cymuned ynglŷn â diddordebau personol.</p>	<p>Panel Dyfarnu Cymru yma.</p> <p>Casglodd yr Ombwdsmon nad oedd angen cymryd unrhyw gamau pellach yn amgylchiadau'r gwyn arbennig hon.</p> <p>O safbwynt pryderon ynglŷn â sylwadau amhriodol yn cael eu gwneud gan y Cynghorydd, nid oedd yr Ombwdsmon wedi ei ddarbwyllo bod y sylwadau fel y'u hadroddwyd yn darparu digon o dystiolaeth o doriad. Casgliad yr Ombwdsmon mewn perthynas â'r mater hwnnw oedd nad oedd tystiolaeth o doriad o dan y ddarpariaeth berthnasol.</p>
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Briefing Note to Members

Political Freedom of Speech v Code of Conduct

1. Members' Code of Conduct ("the Code")

Among other things, the Code requires all Members:-

- To treat others with respect and consideration;
- Not to bully or harass others;
- Not to behave in a way which could reasonably be regarded as bringing the role of Member, or the Council, into disrepute.

2. Political Speech

Cases decided by the Courts, over the years and still evolving, have established the following definition of what amounts to political speech:-

"Information on matters relevant to the organisation of the economic, social and political life of the country ..."

But what does this actually mean in practice? Examples of comments which fall within the definition of political speech are broadly defined, and may include those relating to the way in which meetings are conducted, the administration and management of organisations and comments relating to the performance of others in their public duties.

The High Court, and the Ombudsman, have specifically stated that politicians (and Senior Officers) are expected to have "thicker skins" than others; presumably because they have chosen to operate within a political environment.

This expectation of resilience applies particularly to political debate, which the Ombudsman has frequently described as "the cut and thrust". It is clear that comments about other politicians, which are mocking, sarcastic or satirical, meet the definition of political speech. However, if those comments may reasonably be interpreted as malicious, racist, homophobic etc, or so extreme as to be inappropriate, then such comments lose the extra legal protection which other political speech attracts.

Comments defined as "political" are not just confined to those made within formal Council meetings and can include Members' comments to the media, including social media. It includes written material as well as verbal.

Only those comments reasonably (i.e. objectively) considered as highly offensive, outrageous, racist, malicious, or entirely inappropriate in the language used, are likely to meet the Ombudsman's threshold test for investigation in cases where the subject matter is political.

Similarly, when Members raise "political issues" with Senior Officers the Ombudsman may also decline to investigate if he/she takes the view that the Member was entitled to question the Officer about legitimate issues of concern. Clearly, context is everything and the seniority of the Officer, the role of the Member and the manner in which the Member pursues the issue would all be relevant features.

3. **Conflict with the Code**

There is a potential for conflict between the provisions of the Code, as described in paragraph 1 above, and the right of Members to criticise other politicians.

In paragraph 4 below are some examples of decided cases which give a flavour of the Courts' current thinking in this area:-

4. **Example A – R (on the application of Calver) v Adjudication Panel for Wales [2012] EWHC 1172**

In this case the Adjudication Panel (effectively the national Standards Committee) acting as an appeal jurisdiction upheld a finding of the Standards Committee that a Member had failed to show respect and consideration to others by posting online comments about fellow Members and about the way in which the Council was run.

The Member was censured by the Standards Committee and, having failed in his appeal to the Adjudication Panel, sought a judicial review of the case in the High Court. The Court was satisfied that the comments posted, which were many and often, were sarcastic and mocking but, as the majority of the content related to the way in which the Council was being run, the competence of its Members, and its Clerk (this was a Community Council) the Court concluded that the comments fell within the definition of political speech. As such it attracted additional legal protection under Article 10 of the European Convention on Human Rights. So, the finding of the Standards Committee, upheld by the Adjudication Panel, were found by the Court to be a disproportionate interference with the Member's right to political freedom of expression. The original decision to censure the Member was therefore set aside by the Court

Example B - Livingstone v Adjudication Panel for England [2006] EWHC 2533 (Admin); [2006]

Members will doubtless recall this case, when the (then) Mayor of London spoke to a journalist, likening him to a concentration camp guard. The High Court concluded that this comment did not constitute political free speech because the words were not used in an official capacity, nor in the performance of Mr Livingstone's function as Mayor. As such, the Code of Conduct did not apply and, clearly, if it did not apply then it could not be breached.

However, the Court did conclude that if the Code had applied, the Mayor would not have been entitled to enhanced protection for political expression as he was not expressing a political view but, rather, "indulging in offensive abuse".

For our purposes it should be noted that if the facts of this case occurred now, under the Wales Code, the Mayor would have been in breach of the Code as our Code specifically states that the duty not to bring the role of Member into disrepute applies when acting in any capacity (including personal). The Code in Wales was changed as a result of the decision in the Livingstone case.

In any event the comments of the Court regarding interpretation of "political expression" is valid and is regularly relied upon in Court proceedings.

Example C - Cllr Heesom - APW/005/2010-011/CT

In this case there were numerous allegations, and findings, on each issue. As a consequence of the net impact the Member was disqualified. However, in assessing some of the allegations, the Court specifically concluded that the Member's claims that a service/department of the Council was "shambolic" and "a shambles", were held to be "political expression", because they were about the way in which the Council was run. The comments therefore fell within the Article 10 protection of the ECHR resulting in the conclusion that these comments were not a breach of the Code.

Example D - Cllr Jones - APW/004/2012-013/AT

In this case it was decided by the Court that Councillor Jones' comments were not directed at a fellow Member but at an Officer who, as a paid employee, should be entitled to protection from disrespectful and harassing behaviour (i.e. an employment law obligation) and therefore the conduct did not fall within the protection of "political expression". You will appreciate that this case, decided after 4A above, suggests a watering down of the enhanced protection for Members insofar as their comments relate to Officers.

5. Conclusion

So, if any comment made by a politician constitutes "political expression" (and this is broadly defined) it will attract enhanced protection, and is unlikely to be investigated by the Ombudsman in the event of a complaint being lodged.

However, political comments which are highly offensive or degrading in some way, particularly if they are motivated by malice, form part of a targeted campaign, or are racist, homophobic etc, will not get enhanced protection. The test is an objective one. That is, the intention and effect are not relevant to the issue of whether or not the Code has been breached; although they may be relevant to sanction.

Comments made during the heat of a debate, or which are "one offs", rather than a pattern of behaviour, are also less likely to attract the interest of the Ombudsman.

Lynn Ball
Head of Function (Council Business)/Monitoring Officer

Summary of Cases to report to the Standards Committee

<p><u>PROMOTION OF EQUALITY AND RESPECT</u></p> <p>APW/003/2011-012/CT, APW/005/2012-013/CT & APW/007/2012-013/CT – Coedpoeth Community Council</p>	<p>- There were 3 separate referrals from the Ombudsman which were considered by a single tribunal.</p> <p>- The allegations were that the former Councillor had breached the above Community Council's code of conduct by his behavior and consequent arrest for a breach of the peace during a demonstration, failure to show respect and consideration to the Clerk of the Community Council, his behavior, arrest, subsequent imprisonment and non-cooperation with the relevant authorities arising from a protest at a County Court and his lack of cooperation with the Ombudsman's</p>	<p>In the absence of any proper of meaningful response by the former councillor the tribunal concluded by unanimous decision that the former councillor had, by his actions in breaching the code of conduct and in his unacceptable attitude to the investigation and general disregard to the code, demonstrated that he was unfit to hold public office and was unlikely to become fit over the next 5 years.</p>	<p>Accordingly the tribunal decided that the councillor be disqualified for 5 years from being or become a member of the community council or any other relevant authority.</p>
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	investigation of these allegations.		
<p>Llanfaelog Community Council</p>	<p>A number of complaints were made regarding the behaviour of a Councillor from Llanfaelog Community Council. It was alleged that the Councillor had used bad language and had behaved inappropriately during a meeting. The Ombudsman decided to investigate the matter to determine whether there was evidence of breaches of the Code of Conduct, which requires members to show respect and consideration to others and not to conduct themselves in a manner which could bring the role of member or the Council itself into disrepute. Evidence was obtained from all members of the Council who were present at the meeting. The evidence gathered supported the fact that the Councillor was heard muttering offensive words under his breath. However, it does not appear that the</p>	<p>The Ombudsman found that the evidence suggested that the Councillor's actions may have breached the Code. However, whilst he would not in any circumstances condone the use of such language, when reaching his decision, the Ombudsman was mindful of the fact that this was an isolated incident, the comments were made in the heat of the moment and were not directed at a particular person. On this basis,</p>	<p>the Ombudsman decided that no further action needed to be taken in respect of the matters investigated.</p>

	<p>language used was specifically directed at an individual. The Councillor said that it was possible he used the language described as a means of voicing his frustration during the meeting.</p>		
<p>Mumbles Council</p>	<p>Community</p>	<p>A Councillor alleged that another member of Mumbles Community Council had failed to observe the Code of Conduct. It was alleged that the accused Councillor had brought the office of Councillor and the Council into disrepute by making misleading statements about his assets to an Employment Tribunal.</p> <p>The Ombudsman concluded that there was evidence to suggest that the Councillor's conduct may have breached the Code. His finding was that his report should be referred to the Monitoring Officer of the City and County of Swansea, for consideration by the Standards Committee.</p>	<p>It found that the Councillor's conduct in relation to misleading statements he had made about his assets amounted to a breach of the Code in that it had brought his office as Councillor and the Council into disrepute. It decided that the Councillor should be suspended from being a member of the Council for a period of 18 weeks.</p> <p>The Councillor subsequently appealed to the Adjudication Panel for Wales. The Adjudication Panel for Wales unanimously endorsed the decision that the Councillor had breached the Code of Conduct. It also endorsed the decision to suspend him</p>

DISCLOSURE AND REGISTRATION OF INTEREST			from being a member of the Council for a period of 18 weeks. The decision of the Adjudication Panel for Wales can be found here.
<p><u>Blaengwrach Community Council</u></p>	<p>The Ombudsman received a complaint that a Councillor had breached the Code by remaining in the room when the Community Council discussed matters relating to her husband. Although the recollections of the parties varied as to the exact circumstances under which the Councillor remained in the room when matters relating to her husband were discussed it was the Ombudsman's view that she should not have remained. It is the responsibility of each member to decide whether or not they have a personal interest and the views of other members on the matter are not relevant. Further, it is clear that a matter concerning a person so closely related to a member gives rise to a</p>	<p>The Code itself and the Ombudsman's Guidance to Members are quite clear on these matters. The Ombudsman provisionally found that there was evidence that a breach may have occurred under the relevant provisions of the Code, but that it was unlikely that a sanction would be applied if the breach were found. In accordance with his procedures, the Ombudsman consulted with the Monitoring Officer, who agreed that a sanction was unlikely but said that he would issue appropriate advice to</p>	<p>The Ombudsman concluded that in the circumstances of this particular complaint, no further action was necessary. With regard to the concerns about inappropriate comments being made by the Councillor, the Ombudsman was not persuaded that the comments as reported provided sufficient evidence of a breach. The Ombudsman's finding in relation to that matter was that there was no evidence of a breach under the relevant provision.</p>

	personal and prejudicial interest.	the Community Council on the subject of personal interests.	
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ATODIAD / ENCLOSURE
2

Rhestr o Fynychwyr / List of Attendees – 30.10.2014

Rhif / No	Cyngor / Council	Enw / Name
1	Trewalchmai	Margaret Price
2	Llanelian a Llanbadrig	Carli Evans-Thau
3	Moelfre	Gwenda Parry
4	Llanddona	Geraint Parry
5	Llanfair M E	Griff E. Pritchard
6	Llanidan	Meic Jones
7	Rhosyr	Myra Evans
8	Bryngwran, Llanddyfnan, Penmynydd a Star	Graham Owen
9	Llangefni	Janice Davies
10	Cwm Cadnant a Llanfihangelescleifiog	Alun Foulkes
11	Llanfair yn Neubwll	Mai Owen
12	Llanfachraeth a Bodffordd	Derek Owen
13	Rhosybol	Gwenda Pritchard
14	Porthaethwy	Meinir Wyn Davies
15	Aberffraw	Menna Evans
16	Amlwch	Marilyn Hughes
17	Mechell	Helen Beck
18	Biwmares	Trevor Ashenden
19	Llanfairpwll	Dafydd Owen
20	Llanerchymedd	Sydna Roberts
21	Tref Alaw	Anna Jones
22	Treaddur	Gwilym Evans
23	Llanfaethlu	John Arfon Jones
24	Pentraeth	Eifion Jones

ATODIAD / ENCLOSURE

3

Enw'r Mynychydd.....Mai OwenAttendance Name

Awdurdod.....Llanfair yn Neubwl.....Authority

Teitl y Cwrs..... Code of Conduct Training.....Course Title

Dyddiad.....30/10/2014Date

1.Ar y cyfan, pa mor ddefnyddiol oedd yr hyfforddiant?

1.Overall how useful was the training?

Defnyddiol iawn/
Very Useful

Defnyddiol/
Useful

Ychydig/
Only Slightly

Dim o gwbl/
Not at All

Pa sgiliau a fydd yn ddefnyddiol i'r swydd yr ydych yn ei wneud/am ei wneud?
Sylwadau os gwelwch yn dda:

What skills have you learnt which will be useful in present/future post?
Please comment:

The ability to differentiate between the different types of interest, where to seek advice, what to do if we have no quorum etc.....

2.Pa agweddau oedd yn ddefnyddiol iawn?

2.What aspects did you find particularly useful?

The examples given to clarify the differences between the types of interest as these will help us cascade the information to our Council Members.

3. Pa agweddau oedd y lleiaf defnyddiol a beth fyddwch yn newid?

3. What aspects did you find of little use and what would you change?

...None.....

4. Pa mor effeithiol oedd yr: (os lawn neu Gwael, rhowch fanylion isod)

4. How effective was the trainer in terms of: (If Fair or Poor, please comment below)

(a) Hyfforddwr/wraig yn nhermau gwybodaeth ar y pwnc?

(a) Knowledge on the subject work?

Da lawn Da lawn Gwael

Very Good Good Fair Poor

(b) Safon y Cyflwyniad

(b) Standard of Presentation

Da lawn Da lawn Gwael

Very Good Good Fair Poor

(c) Deunydd

(c) Handouts & Materials

Da lawn Da lawn Gwael

Very Good Good Fair Poor

Sylwadau

Comments

An electronic version of the handout would also be very useful.

Enw'r Mynychydd Jarvis n Davies Attendance Name
 Awdurdod Cyngor Tref Llangefni Authority
 Teitl y Cwrs Cod Ymddygiad Course Title
 Dyddiad 30-10-14 Date

1. Ar y cyfan, pa mor ddefnyddiol oedd yr hyfforddiant?

1. Overall how useful was the training?

Defnyddiol iawn/
Very Useful

Defnyddiol/
Useful

Ychydig/
Only Slightly

Dim o gwbl/
Not at All

Pa sgiliau a fydd yn ddefnyddiol i'r swydd yr ydych yn ei wneud/am ei wneud?

What skills have you learnt which will be useful in present/future post?

Sylwadau os gwelwch yn dda:

Please comment:

Coel mwy o wybodaeth am y Cod Ymddygiad.

2. Pa agweddau oedd yn ddefnyddiol iawn?

2. What aspects did you find particularly useful?

Datgan ddi-ddorol

3. Pa agweddau oedd y lleiaf defnyddiol a beth fyddwch yn newid?

3. What aspects did you find of little use and what would you change?

N/A

4. Pa mor effeithiol oedd yr (os lawn neu Gwael, rhwch fanylion isod)

4. How effective was the trainer in terms of: (If Fair or Poor, please comment below)

(a) Hyfforddwr/wraig yn nhermau gwybodaeth ar y pwnc?

(a) Knowledge on the subject work?

Da lawn

Da

lawn

Gwael

Very Good

Good

Fair

Poor

(b) Safon y Cyflwyniad

(b) Standard of Presentation

Da lawn

Da

lawn

Gwael

Very Good

Good

Fair

Poor

20 NOV 2014

(c) Deunydd

(c) Handouts & Materials

Da lawn

Da

lawn

Gwael

Very Good

Good

Fair

Poor

Sylwadau

Comments

Cwrs ardderchog & fallai y buasai yn seprael
cael y natl yma o bell ddwywaith y flwyddyn

Enw'r Mynychydd MYRA E. EVANS Attendance Name
 Awdurdod CYNGOR CYMUNED RHOSYR Authority
 Teitl y Cwrs HYFFORDDIANT COD YMDDYGIAD Course Title
 Dyddiad 30 Hydref 2014 Date

1. Ar y cyfan, pa mor ddefnyddiol oedd yr hyfforddiant?

1. Overall how useful was the training?

Defnyddiol iawn/
Very Useful

Defnyddiol/
Useful

Ychydig/
Only Slightly

Dim o gwbl/
Not at All

Pa sgiliau a fydd yn ddefnyddiol i'r swydd yr ydych yn ei wneud/am ei wneud?
Sylwadau os gwelwch yn dda:

What skills have you learnt which will be useful in present/future post?
Please comment:

Sub a draffod gyda'r Cyngor i'w

2. Pa agweddau oedd yn ddefnyddiol iawn?

2. What aspects did you find particularly useful?

.....

3. Pa agweddau oedd y lleiaf defnyddiol a beth fyddwch yn newid?

3. What aspects did you find of little use and what would you change?

.....

4. Pa mor effeithiol oedd yr (os lawn neu Gwael, rhowch fanylion isod)

4. How effective was the trainer in terms of: (If Fair or Poor, please comment below)

(a) Hyfforddwr/wraig yn nhermau gwybodaeth ar y pwnc?

(a) Knowledge on the subject work?

Da lawn Da lawn Gwael

Very Good Good Fair Poor

(b) Safon y Cyflwyniad

(b) Standard of Presentation

Da lawn Da lawn Gwael

Very Good Good Fair Poor

(c) Deunydd

(c) Handouts & Materials

Da lawn Da lawn Gwael

Very Good Good Fair Poor

Sylwadau

Comments

.....

.....

Enw'r Mynychydd.....Carli Evans-Thau.....Attendance Name

Awdurdod.....Cyngor Cymuned Llanelian a Cyngor Cymuned LlanbadrigAuthority

Teitl y Cwrs.....Cod Ymddygiad.....Course Title

Dyddiad.....30/10/2014.....Date

1.Ar y cyfan, pa mor ddefnyddiol oedd yr hyfforddiant?

1.Overall how useful was the training?

**Defnyddiol iawn/
Very Useful**

**Defnyddiol/
Useful**

**Ychydig/
Only Slightly**

**Dim o gwbl/
Not at All**

Pa sgiliau a fydd yn ddefnyddiol i'r swydd yr ydych yn ei wneud/am ei wneud?
Sylwadau os gwelwch yn dda:

What skills have you learnt which will be useful in present/future post?
Please comment:

.....Gwell dealltwriaeth o'r Cod Ymddygiad.....

2.Pa agweddau oedd yn ddefnyddiol iawn?

2.What aspects did you find particularly useful?

.....Trafod gyda'r swyddogion perthnasol

3. Pa agweddau oedd y lleiaf defnyddiol a beth fyddwch yn newid?

3. What aspects did you find of little use and what would you change?

.....Amseru'r cwrs yn ystod y dydd

4. Pa mor effeithiol oedd yr: (os iawn neu Gwael, rhowch fanylion isod)

4. How effective was the trainer in terms of: (If Fair or Poor, please comment below)

(a) Hyfforddwr/wraig yn nhermau gwybodaeth ar y pwnc?

(a) Knowledge on the subject work?

Da iawn

Da

iawn

Gwael

Very Good

Good

Fair

Poor

(b) Safon y Cyflwyniad

(b) Standard of Presentation

Da iawn

Da

iawn

Gwael

Very Good

Good

Fair

Poor

(c) Deunydd

(c) Handouts & Materials

Da iawn

Da

iawn

Gwael

Very Good

Good

Fair

Poor

Sylwadau

Comments

.....Hyfforddiant defnyddiol iawn a llawer gwell na'r disgwyl, dylid efallai darparu hwn i gynghorwyr yn ogystal a chlercod yn hytrach na cwrs Un Llais Cymru?.....

Enw'r Mynychydd *David Jones* Attendance Name
 Awdurdod *Ynys Môn* Authority
 Teitl y Cwrs *Hyfforddwr Wrang* Course Title
 Dyddiad *10/11/11* Date

1. Ar y cyfan, pa mor ddefnyddiol oedd yr hyfforddiant?

1. Overall how useful was the training?

Defnyddiol iawn/
Very Useful

Defnyddiol/
Useful

Ychydig/
Only Slightly

Dim o gwbl/
Not at All

Pa sgiliau a fydd yn ddefnyddiol i'r swydd yr ydych yn ei wneud/am ei wneud?
Sylwadau os gwelwch yn dda:

What skills have you learnt which will be useful in present/future post?
Please comment:

Hyfforddwr Wrang yn ddwyieithus a gall yrru cerbydau masnachol.

2. Pa agweddau oedd yn ddefnyddiol iawn?

2. What aspects did you find particularly useful?

Hyfforddwr wrang yn ddwyieithus a gall yrru cerbydau masnachol.

3. Pa agweddau oedd y lleiaf defnyddiol a beth fyddwch yn newid?

3. What aspects did you find of little use and what would you change?

Dim agweddau oedd y lleiaf defnyddiol a beth fyddwch yn newid.

4. Pa mor effeithiol oedd yr (os iawn neu Gwael, rhwng fanylion isod)

4. How effective was the trainer in terms of: (If Fair or Poor, please comment below)

(a) Hyfforddwr/wraig yn nhermau gwybodaeth ar y pwnc?

(a) Knowledge on the subject work?

Da iawn	Da	Iawn	Gwael

Very Good	Good	Fair	Poor

(b) Safon y Cyllwyniad

(b) Standard of Presentation

Da iawn	Da	Iawn	Gwael

Very Good	Good	Fair	Poor

(c) Deunydd

(c) Handouts & Materials

Da iawn	Da	Iawn	Gwael

Very Good	Good	Fair	Poor

Sylwadau

Comments

Dim sylwadau.

Enw'r Mynychydd.....MICHAEL E JONES.....Attendance Name

Awdurdod.....CYNGOR CYMUNED LLANIDAN.....Authority

Teitl y Cwrs.....HYFFORDDIANT I'R CLERCOD AR Y COD YMDDYGIAD.....Course Title

Dyddiad.....HYDREF 30ain, 2014.....Date

1. Ar y cyfan, pa mor ddefnyddiol oedd yr hyfforddiant?

1. Overall how useful was the training?

Defnyddiol iawn/
Very Useful

Defnyddiol/
Useful

Ychydig/
Only Slightly

Dim o gwbl/
Not at All

Pa sgiliau a fydd yn ddefnyddiol i'r swydd yr ydych yn ei wneud/am ei wneud? Sylwadau os gwelwch yn dda:

What skills have you learnt which will be useful in present/future post? Please comment:

Gwybodaeth par: Diddordebau Personol / Diddordebau sydd yn Rhagfarnu

2. Pa agweddau oedd yn ddefnyddiol iawn?

2. What aspects did you find particularly useful?

Pa bryd mae'r cod ymddygiad yn berthnasol.

3. Pa agweddau oedd y lleiaf defnyddiol a beth fyddwch yn newid?

3. What aspects did you find of little use and what would you change?

Roeddwn yn hapus iawn gyda'r cyflwyniad. Hwyrach y buaswn wedi hoffi clywed mwy o engreiffittau o achosion.

4. Pa mor effeithiol oedd yr: (os iawn neu Gwael, rhowch fanylion isod)

4. How effective was the trainer in terms of: (If Fair or Poor, please comment below)

(a) Hyfforddwr/wraig yn nhermau gwybodaeth ar y pwnc?

(a) Knowledge on the subject work?

Da iawn Da iawn Gwael

Very Good Good Fair Poor

(b) Safon y Cyflwyniad

(b) Standard of Presentation

Da iawn Da iawn Gwael

Very Good Good Fair Poor

(c) Deunydd

(c) Handouts & Materials

Da iawn Da iawn Gwael

Very Good Good Fair Poor

Sylwadau

Comments

Mae'n dda gwybod fod cymorth ar gael ar y pen arall i'r ffôn os bydd angen!

Enw'r Mynychydd Graham Owen.....Attendance Name

Awdurdod Bryngwran, Llanddyfnan and Penmynydd Community Councils.....Authority

Teitl y Cwrs Code of Conduct.....Course Title

Dyddiad 30.10.14.....Date

1.Ar y cyfan, pa mor ddefnyddiol oedd yr hyfforddiant?

1.Overall how useful was the training?

Defnyddiol iawn/
Very Useful

Defnyddiol/
Useful

Ychydig/
Only Slightly

Dim o gwbl/
Not at All

Pa sgiliau a fydd yn ddefnyddiol i'r swydd yr ydych yn ei wneud/am ei wneud?
Sylwadau os gwelwch yn dda:

What skills have you learnt which will be useful in present/future post?
Please comment:

The role of the clerk in advising members re code

2.Pa agweddau oedd yn ddefnyddiol iawn?

2.What aspects did you find particularly useful?

All

3. Pa agweddau oedd y lleiaf defnyddiol a beth fyddwch yn newid?

3. What aspects did you find of little use and what would you change?

None

4. Pa mor effeithiol oedd yr:
(os lawn neu Gwael, rhowch fanylion isod)

4. How effective was the trainer in terms of:
(If Fair or Poor, please comment below)

(a) Hyfforddwr/wraig yn nhermau gwybodaeth ar y pwnc?

(a) Knowledge on the subject work?

Da lawn Da lawn Gwael

Very Good Good Fair Poor

(b) Safon y Cyflwyniad

(b) Standard of Presentation

Da lawn Da lawn Gwael

Very Good Good Fair Poor

(c) Deunydd

(c) Handouts & Materials

Da lawn Da lawn Gwael

Very Good Good Fair Poor

Sylwadau

Comments

An excellent course, easy to follow and Lynn, Awena and Mike very approachable and ready to help. Good to know that we clerks can pick up the phone at any time to ask you for advice and i am pleased that you want to work with us on this subject.

Enw'r Mynychydd Margaret Price

Attendance Name

Awdurdod Cyngor Cymuned
Trewalchmai.....

Authority ...

Teitl y Cwrs
Hyfforddiant ar y Cod Ymddygiad

Course Title

Dyddiad 30 Hydref 2014

Date

1. Ar y cyfan, pa mor ddefnyddiol oedd yr
hyfforddiant?

1. Overall how useful was the training?

Defnyddiol iawn/
Very Useful

Defnyddiol/
Useful

Ychydig/
Only Slightly

Dim o gwbl/
Not at All

Pa sgiliau a fydd yn ddefnyddiol i'r swydd
yr ydych yn ei wneud/am ei wneud?
Sylwadau os gwelwch yn dda:

What skills have you learnt which will be useful
in present/future post?
Please comment:

Amh.....

2. Pa agweddau oedd yn ddefnyddiol iawn?

2. What aspects did you find particularly useful?

Gwybodaeth fwy cyflawn o'r Cod

3. Pa agweddau oedd y lleiaf defnyddiol a
beth fyddwch yn newid?

3. What aspects did you find of little use and what
would you change?

4. Pa mor effeithiol oedd yr:
(os lawn neu Gwael, rhowch fanylion isod)

4. How effective was the trainer in terms of:
(If Fair or Poor, please comment below)

(a) Hyfforddwr/wraig yn nhermau gwybodaeth
ar y pwnc?

(a) Knowledge on the subject work?

Da lawn

Da

lawn

Gwael

Very Good

Good

Fair

Poor

(b) Safon y Cyflwyniad

(b) Standard of Presentation

Da lawn

Da

lawn

Gwael

Very Good

Good

Fair

Poor

(c) Deunydd

(c) Handouts & Materials

Da lawn

Da

lawn

Gwael

Very Good

Good

Fair

Poor

Sylwadau

Comments

Roedd y cwrs gwerth chweil. Ms Ball yn arbennig o dda yn ei chyflwyniad o'r cwrs ac yn gwybod ei gwaith yn dda iawn. Llawer iawn gwell na'r cwrs a gyflwynwyd gan Un Llais Cymru. Awgrymaf fod y Cyngor Sir yn cynnal pob cwrs o hyn ymlaen.

Enw'r Mynychydd.....Helen Mai Beck.....Attendance Name

Awdurdod.....Cyngor Cymuned Mechell.....Authority

Teitl y Cwrs.....Hyfforddiant Cod Ymddygiad.....Course Title

Dyddiad.....30ain o Hydref 2014.....Date

1.Ar y cyfan, pa mor ddefnyddiol oedd yr hyfforddiant?

1.Overall how useful was the training?

Defnyddiol iawn/
Very Useful

Defnyddiol/
Useful

Ychydig/
Only Slightly

Dim o gwbl/
Not at All

✓

Pa sgiliau a fydd yn ddefnyddiol i'r swydd yr ydych yn ei wneud/am ei wneud? Sylwadau os gwelwch yn dda:

What skills have you learnt which will be useful in present/future post? Please comment:

.....Sut i wneud yn siwr bod pawb yn dilyn y Cod Ymddygiad. Mae gennyf fwy o wybodaeth am y pwnc nawr, ynghynt, nid oeddwn yn siwr iawn. Mae'r ffaith ein bod wedi cael cysylltiadau i ofyn cwestiynau yn werthfawr iawn.....

2.Pa agweddau oedd yn ddefnyddiol iawn?

2.What aspects did you find particularly useful?

.....Roedd bob agwedd yn berthnasol.....

3. Pa agweddau oedd y lleiaf defnyddiol a beth fyddwch yn newid?

3. What aspects did you find of little use and what would you change?

.....Roedd y cwrs yn gyfan gwbl yn ddiddorol.....

4. Pa mor effeithiol oedd yr: (os iawn neu Gwael, rhowch fanylion isod)

4. How effective was the trainer in terms of: (If Fair or Poor, please comment below)

(a) Hyfforddwr/wraig yn nhermau gwybodaeth ar y pwnc?

(a) Knowledge on the subject work?

Da iawn Da Iawn Gwael
✓

Very Good Good Fair Poor

(b) Safon y Cyflwyniad

(b) Standard of Presentation

Da iawn Da Iawn Gwael
 ✓

Very Good Good Fair Poor

(c) Deunydd

(c) Handouts & Materials

Da iawn Da Iawn Gwael
 ✓

Very Good Good Fair Poor

Sylwadau

Comments

.....Cwrs

diddorol.....

Enw'r Mynychydd..... MARILYN HUGHES Attendance Name

Awdurdod..... CYNGOR TREF ANLUWCH Authority

Tetl y Cwrs..... CŴD YMDDYGIAD Course Title

Dyddiad..... 30-10-14 Date

1. Ar y cyfan, pa mor ddefnyddiol oedd yr hyfforddiant?

1. Overall how useful was the training?

Defnyddiol iawn/
Very Useful

Defnyddiol/
Useful

Ychydig/
Only Slightly

Dim o gwbl/
Not at All

Pa sgiliau a fydd yn ddefnyddiol i'r swydd yr ydych yn ei wneud/am ei wneud? Sytwadau os gwelwch yn dda:

What skills have you learnt which will be useful in present/future post? Please comment:

2. Pa agweddau oedd yn ddefnyddiol iawn?

2. What aspects did you find particularly useful?

Datgan Diddordeb

3. Pa agweddau oedd y lleiaf defnyddiol a beth fyddwch yn newid?

3. What aspects did you find of little use and what would you change?

4. Pa mor effeithiol oedd yr: (os lawn neu Gwael, rhowch fanylion isod)

4. How effective was the trainer in terms of: (If Fair or Poor, please comment below)

(a) Hyfforddwr/wraig yn nhermau gwybodaeth ar y pwnc?

(a) Knowledge on the subject work?

Da lawn Da lawn Gwael

Very Good Good Fair Poor

(b) Safon y Cyflwyniad

(b) Standard of Presentation

Da lawn Da lawn Gwael

Very Good Good Fair Poor

(c) Deunydd

(c) Handouts & Materials

Da lawn Da lawn Gwael

Very Good Good Fair Poor

Sylwadau

Comments

Wedi bod yn y swydd eiddo dros bum mlynedd a'i hysbortio, credaf

fy mod yn cadw at y canllawiau o safon a'i hysbortio a'i hysbortio

er ei bod yn anodd ar adedau pan mae Cyngor yn newydd

Enw'r Mynychydd GWILYM D. EVANS Attendance Name
 Awdurdod CYNGOR CYMRITHAS TRAFODDUR Authority
 Teitl y Cwrs HYFFORDDIANT COED TMDYGIAD Course Title
 Dyddiad 30 HYDRUF 2014 Date

1. Ar y cyfan, pa mor ddefnyddiol oedd yr hyfforddiant?

1. Overall how useful was the training?

Defnyddiol iawn/
 Very Useful

Defnyddiol/
 Useful

Ychydig/
 Only Slightly

Dim o gwbl/
 Not at All

Pa sgiliau a fydd yn ddefnyddiol i'r swydd yr ydych yn ei wneud/am ei wneud?
 Sylwadau os gwelwch yn dda:

What skills have you learnt which will be useful in present/future post?
 Please comment:

CYMRITH PAN YD TRAFODD GYDA CYNGOR YNYS

2. Pa agweddau oedd yn ddefnyddiol iawn?

2. What aspects did you find particularly useful?

3. Pa agweddau oedd y lleiaf defnyddiol a beth fyddwch yn newid?

3. What aspects did you find of little use and what would you change?

4. Pa mor effeithiol oedd yr: (os iawn neu Gwael, rhowch fanylion isod)

4. How effective was the trainer in terms of: (If Fair or Poor, please comment below)

(a) Hyfforddwr/wraig yn nhermau gwybodaeth ar y pwnc?

(a) Knowledge on the subject work?

Da iawn Da iawn Gwael

Very Good Good Fair Poor

(b) Safon y Cyflwyniad

(b) Standard of Presentation

Da iawn Da iawn Gwael

Very Good Good Fair Poor

(c) Deunydd

(c) Handouts & Materials

Da iawn Da iawn Gwael

Very Good Good Fair Poor

Sylwadau

Comments

Enw'r Mynychydd..... SYDANA ROBERTSAttendance Name
 Awdurdod..... CYNGOR CYMDEITHAS LL' MEDDAuthority
 Teitl y Cwrs..... CÔD YMBODYGIADCourse Title
 Dyddiad..... 30/10/14Date

1. Ar y cyfan, pa mor ddefnyddiol oedd yr hyfforddiant?

1. Overall how useful was the training?

Defnyddiol iawn/
Very Useful

Defnyddiol/
Useful

Ychydig/
Only Slightly

Dim o gwbl/
Not at All

Pa sgiliau a fydd yn ddefnyddiol i'r swydd yr ydych yn ei wneud/am ei wneud?
Sylwadau os gwelwch yn dda:

What skills have you learnt which will be useful in present/future post?
Please comment:

Cynybodaeth am y côd fel y cella/gynllunio a sicrhau bod CC Llannerddymod yn gweithredu o fewn y côd

2. Pa agweddau oedd yn ddefnyddiol iawn?

2. What aspects did you find particularly useful?

defnyddio amgylchoedd - enghreifftiau crynhoeddi ynddodol

3. Pa agweddau oedd y lleiaf defnyddiol a beth fyddwch yn newid?

3. What aspects did you find of little use and what would you change?

DIM

4. Pa mor effeithiol oedd yr (os iawn neu Gwael, rhowch fanylion isod)

4. How effective was the trainer in terms of: (If Fair or Poor, please comment below)

(a) Hyfforddwr/wraig yn nhermau gwybodaeth ar y pwnc?

(a) Knowledge on the subject work?

Da iawn Da iawn Gwael

Very Good Good Fair Poor

(b) Safon y Cyflwyniad

(b) Standard of Presentation

Da iawn Da iawn Gwael

Very Good Good Fair Poor

(c) Deunydd

(c) Handouts & Materials

Da iawn Da iawn Gwael

Very Good Good Fair Poor

Sylwadau

Comments

Enw'r Mynychydd JOHN ARFON JONES Attendance Name
 Awdurdod CYNGOR CYMDEITHAS LLANFAETHLY A LLANFWRDOS Authority
 Teitl y Cwrs COŊ YMODYSIAD Course Title
 Dyddiad 30/10/14 Date

1. Ar y cyfan, pa mor ddefnyddiol oedd yr hyfforddiant?

1. Overall how useful was the training?

Defnyddiol iawn/
Very Useful

Defnyddiol/
Useful

Ychydig/
Only Slightly

Dim o gwbl/
Not at All

Pa sgiliau a fydd yn ddefnyddiol i'r swydd yr ydych yn ei wneud/am ei wneud?
Sylwadau os gwelwch yn dda:

What skills have you learnt which will be useful in present/future post?
Please comment:

Dim LLAWER

2. Pa agweddau oedd yn ddefnyddiol iawn?

2. What aspects did you find particularly useful?

YCHYDIG O WYBODAETH - CADAŊ COFFESTR O DDATGAN BILDORDEB

3. Pa agweddau oedd y lleiaf defnyddiol a beth fyddwch yn newid?

3. What aspects did you find of little use and what would you change?

GOEMOD O ARAEŊU A DIM DISON O DRAFOD

4. Pa mor effeithiol oedd yr (os iawn neu Gwael, rhwch fanylion isod)

4. How effective was the trainer in terms of: (If Fair or Poor, please comment below)

(a) Hyfforddwr/wraig yn nhermau gwybodaeth ar y pwnc?

(a) Knowledge on the subject work?

Da iawn

Da

iawn

Gwael

Very Good

Good

Fair

Poor

(b) Safon y Cyflwyniad

(b) Standard of Presentation

Da iawn

Da

iawn

Gwael

Very Good

Good

Fair

Poor

(c) Deunydd

(c) Handouts & Materials

Da iawn

Da

iawn

Gwael

Very Good

Good

Fair

Poor

Sylwadau

Comments

Llunedig - tpm o wastraff amser - am bwrc

sydd yn cael ei gyflwyno yn bwysig.

Dim sylwadau ar sut i

Enw'r Mynychydd.....Meinir Davies.....Attendance Name

Awdurdod.....Menai Bridge Town Council.....Authority

Teitl y Cwrs.....Code of Conduct.....Course Title

Dyddiad.....30/10/14.....Date

1.Ar y cyfan, pa mor ddefnyddiol oedd yr hyfforddiant?

1.Overall how useful was the training?

Defnyddiol iawn/
Very Useful

Defnyddiol/
Useful

Ychydig/
Only Slightly

Dim o gwbl/
Not at All

Pa sgiliau a fydd yn ddefnyddiol i'r swydd yr ydych yn ei wneud/am ei wneud? Sylwadau os gwelwch yn dda:

What skills have you learnt which will be useful in present/future post? Please comment:

.....*No new skills, but to be aware of the Code.*.....

2.Pa agweddau oedd yn ddefnyddiol iawn?

2.What aspects did you find particularly useful?

.....*All aspects.*.....

3. Pa agweddau oedd y lleiaf defnyddiol a beth fyddwch yn newid?

3. What aspects did you find of little use and what would you change?

.....*N/A*.....

4. Pa mor effeithiol oedd yr (os lawn neu Gwael, rhochwch fanylion isod)

4. How effective was the trainer in terms of: (If Fair or Poor, please comment below)

(a) Hyfforddwr/wraig yn nhermau gwybodaeth ar y pwnc?

(a) Knowledge on the subject work?

Da lawn Da lawn Gwael

Very Good Good Fair Poor

(b) Safon y Cyflwyniad

(b) Standard of Presentation

Da lawn Da lawn Gwael

Very Good Good Fair Poor

(c) Deunydd

(c) Handouts & Materials

Da lawn Da lawn Gwael

Very Good Good Fair Poor

Sylwadau

Comments

.....*As A newly appointed Town Clerk, information provided was invaluable.*.....

Local

Cyngor Sir Ynys Môn
Taflen Asesu Cwrs

Isle of Anglesey County Council
Course Appraisal Sheet

Enw'r Mynychydd DEREK OWEN CLERC Attendance Name
Awdurdod CYNGOR CYMDEITHAS BODFORD A LANFACNACH Authority
Teitl y Cwrs COS YNDDYGIAD Course Title
Dyddiad 30.10.14 Date

1. Ar y cyfan, pa mor ddefnyddiol oedd yr hyfforddiant?

1. Overall how useful was the training?

Defnyddiol iawn/
Very Useful

Defnyddiol/
Useful

Ychydig/
Only Slightly

Dim o gwbl/
Not at All

Pa sgiliau a fydd yn ddefnyddiol i'r swydd yr ydych yn ei wneud/am ei wneud?
Sylwadau os gwelwch yn dda:

What skills have you learnt which will be useful in present/future post?
Please comment:

Y Cwrs yn Ddefnyddiol

2. Pa agweddau oedd yn ddefnyddiol iawn?

2. What aspects did you find particularly useful?

Reol y Clerc Y Cos Ynnddygiad (1) A (2)

3. Pa agweddau oedd y lleiaf defnyddiol a beth fyddwch yn newid?

3. What aspects did you find of little use and what would you change?

4. Pa mor effeithiol oedd yr: (os iawn neu Gwael, rhowch fanylion isod)

4. How effective was the trainer in terms of: (If Fair or Poor, please comment below)

(a) Hyfforddwr/wraig yn nhermau gwybodaeth ar y pwnc?

(a) Knowledge on the subject work?

Da iawn Da Iawn Gwael

Very Good Good Fair Poor

(b) Safon y Cyflwyniad

(b) Standard of Presentation

Da iawn Da Iawn Gwael

Very Good Good Fair Poor

(c) Deunydd

(c) Handouts & Materials

Da iawn Da Iawn Gwael

Very Good Good Fair Poor

Sylwadau

Comments

20 NOV 2014

ATODIAD / ENCLOSURE

4

ADRAN Y DIRPRWY PRIF WEITHREDWRAIG
DEPARTMENT OF THE DEPUTY CHIEF EXECUTIVE

LYNN BALL LL.B., (Hons.)Cyfreithiwr/Solicitor
PENNAETH SWYDDOGAETH (BUSNES Y CYNGOR) /
SWYDDOG MONITRO
HEAD OF FUNCTION (COUNCIL BUSINESS) /
MONITORING OFFICER

CYNGOR SIR YNYS MON /
ISLE OF ANGLESEY COUNTY COUNCIL
Swyddfa'r Sir / Council Offices
LLANGFNI
Ynys Môn / Anglesey
LL77 7TW

DX: 701771 – LLANGFNI

ffôn / tel: (01248) 752563
ffacs / fax: (01248) 752132
E-Bost – E-mail: AWXCE@anglesey.gov.uk

Ein Cyf – Our Ref. AW/SO/CC-017471-AP
Eich Cyf – Your Ref.

3 Tachwedd/November, 2014

Annwyl oll

Par:Hyfforddiant Côt Ymddygiad

Ymhellach i'r hyfforddiant ar y Côt Ymddygiad i Glercod Tref a Chymuned a gynhaliwyd gan Adran Gyfreithiol y Cyngor Sir ar 30.10.14, hoffwn ar ran y Pwyllgor Safonau eich llongyfarch a diolch i chi am eich presenoldeb yn yr hyfforddiant, ac rydym yn wir gobeithio bod yr hyfforddiant wedi bod yn ddiddorol ac yn llawn gwybodaeth i chi.

Mae'n bwysig iawn i'r Cyngor Sir sicrhau fod yr hyfforddiant y mae'n ei gynnis yn ddefnyddiol ac yn cyrraedd disgwyliadau'r mynychwyr ac rwyf wedi amgáu ffurflen atborth i chi ei llenwi a'i hanfon yn ôl ataf drwy e-bost neu'r post os gwelwch yn dda.

Dear all

Re: Code of Conduct Training

Further to the training on the Code of Conduct for Town and Community Council Clerks held by the County Council's Legal Department on 30.10.14, I would, on behalf of the Standards Committee, like to congratulate you and thank you for your attendance and we hope that you found the training interesting and informative.

It is very important that the County Council ensures that the training it provides is useful and meets the expectations of the attendees and I enclose a feedback form for you to complete and return either via e-mail or by post please.

Yn gywir / Yours sincerely

Mike Wilson
Cadeirydd – Pwyllgor Safonau
Chairman – Standards Committee

LYNN BALL LL.B., (Hons.)Cyfreithiwr/Solicitor
PENNAETH SWYDDOGAETH (BUSNES Y CYNGOR) /
SWYDDOG MONITRO
HEAD OF FUNCTION (COUNCIL BUSINESS) /
MONITORING OFFICER

CYNGOR SIR YNYS MON /
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E-Bost – E-mail: AWXCE@anglesey.gov.uk

Ein Cyf – Our Ref. AW/SO/CC-017471-AP
Eich Cyf – Your Ref.

4 Tachwedd/November, 2014

Annwyl

Par:Hyfforddiant Côt Ymddygiad

Ymhellach i'r gwahoddiadau a anfonwyd allan y flwyddyn yma mewn perthynas â hyfforddiant ar y Côt Ymddygiad i Glercod Cynghorau Tref a Chymuned, yr ydym yn ysgrifennu atoch gan nad oeddech yn bresennol yn yr hyfforddiant ar 30.10.14.

Fel yr ydych yn gwybod, mae hyfforddiant ar y Côt Ymddygiad o fudd i chi fel Clerc gan fod dyletswydd arnoch i helpu aelodau sydd yn gofyn i chi am gyngor ynglŷn â'r Côt Ymddygiad.

Yr ydym yn wir yn gobeithio y byddwch yn gallu mynychu'r sesiwn hyfforddiant nesaf a gynhelir gan y Cyngor Sir y flwyddyn nesaf (manylion i ddilyn yn ystod y flwyddyn nesaf). Yr ydym yn falch iawn o ddweud bod yr hyfforddiant a gynhaliwyd eleni wedi bod yn boblogaidd ofnadwy, gyda chynrychiolwyr o 29 o'r 40 Cyngor Cymuned ar draws yr Ynys wedi mynychu.

Dear

Re: Code of Conduct Training

Further to the invitations sent during this year with regard to training on the Code of Conduct for Town and Community Council Clerk, we write to you since you did not attend the training on 30.10.14.

As you know, training on the Code of Conduct is useful to you as a Clerk since you have a duty to assist members who ask you for advice regarding the Code.

We sincerely hope that you will be able to attend the next training session which will be held by the County Council next year (details to follow next year). We are pleased to report that this year's training was extremely popular with representatives from 29 of the 40 councils across the island attending.

Er mwyn eich helpu gyda'ch dyletswyddau, rydym yn amgáu copïau o'r dogfennau gafodd eu cylchredeg yn ystod yr hyfforddiant.

In order to assist you with your duties, we enclose copies of the documents circulated during the training.

Rhowch wybod i mi os gwelwch yn dda os bydd gennych unrhyw gwestiynau ynglŷn â'r dogfennau.

Please let me know if you have any questions regarding the documents.

Yn gywir / Yours sincerely

Mike Wilson
Cadeirydd – Pwyllgor Safonau
Chairman – Standards Committee