

<b>CYFARFOD</b>	<b>PWYLLGOR SAFONAU</b>
<b>DYDDIAD</b>	<b>1, GORFFENNAF, 2013</b>
<b>TEITL</b>	<b>ADBORTH O'R GYNHADLEDD SAFONAU.</b>
<b>AWDUR</b>	<b>DILYS PHILLIPS, SWYDDOG MONITRO</b>

1. Cynhaliwyd seithfed Gynhadledd Safonau Cymru gyfan yn Llandudno ar y 19, Ebrill, 2013. Mynychodd 5 o'r Pwyllgor sef :  
Cynghorydd Michael Sol Owen  
Einir Young  
Margaret Jones  
Gwilym Evans  
Linda Byrne,  
  
ynghyd â 4 swyddog :  
Dilys Phillips,  
Iwan Evans  
Siôn Huws  
Rhun ap Gareth.
2. Daeth ychydig dros 100 o fynychwyr a derbyniwyd 80 ffurflen adborth. Mae dadansoddiad ohonynt i'w weld yn Atodiad '1'.
3. Cynhaliwyd pedwar gweithdy yn ystod y gynhadledd. Mae adborth o un ohonynt sef "Hyrwyddo Safonau yn Rhagweithiol" i'w gael yn Atodiad '2'.
4. Gofynnir i'r Pwyllgor :
  - (a) Nodi'r adroddiad.
  - (b) Gynnig unrhyw sylwadau ar amseriad a threfniadau cynadleddau i'r dyfodol.

## Cynhadledd Safonau 2013 / Standards Conference 2013

### Ffurflen adborth / Feedback form

Os gwelwch yn dda rhowch eich barn am y canlynol: <i>Please give your view on the following:</i>	Ardderchog <i>Excellent</i>	Da <i>Good</i>	Boddhaol <i>Satisfactory</i>	Gwael <i>Poor</i>
Trefniadau cyn y gynhadledd <i>Pre-conference arrangements</i>	50	21	6	2
Pa mor ddefnyddiol oedd y gynhadledd <i>The usefulness of the Conference</i>	49	28	2	0
Y cyfle i rwydweithio <i>Opportunity for networking</i>	42	30	5	1
Lleoliad/Lluniaeth <i>Location/Refreshments</i>	54	18	3	1
Trefniadau'r gynhadledd <i>The Conference arrangements</i>	55	19	0	1
Deunyddiau'r gynhadledd <i>Conference materials</i>	47	23	8	2
Sesiwn lawn 1 – Peter Tyndall <i>Plenary session 1 – Peter Tyndall</i>	38	34	3	0
Sesiwn lawn 2 – trefn datrys leol <i>Plenary session 2 – local resolution procedure</i>	38	30	0	0
Gweithdy 1A/2A: hyrwyddo safonau <i>Workshop 1A/2A: promoting standards</i>	31	17	1	0
Gweithdy 1B/2B: gwrandawiadau a chosbau <i>Workshop 1B/2B: hearings and sanctions</i>	19	18	6	1
Gweithdy 1C: buddiannau a gollyngiadau <i>Workshop 1C: interests and dispensations</i>	12	9	3	0
Gweithdy 2C: cyngorau cymuned ac un bwrpas <i>Workshop 2C: communities and single purpose</i>	15	8	2	1

### Sylwadau pellach / Further comments.

1.	I think we did a good job here in the North. Good balance of presentations and workshops.
2.	Very worthwhile exercise. Informative, lively, information sharing.
3.	Very well organised in all respects.
4.	Very well organised and useful. Well chosen topics. Good venue and good facilities.
5.	Very enjoyable and good Conference.
6.	Should have started at 9 or 9:30. Most stayed overnight or were within 1 hours drive Standards documents too large Perhaps One Voice Wales representative should be invited?
7.	I'd suggest that the Conference should have started earlier in the day. Those that travelled from South Wales probably all stayed the night before. Conference should have finished therefore at 15:30. Conference was excellent.
8.	Diddorol dros ben. Dim digon o drafod/gwaith grŵp yn Gweithdy 1C. Trefniadau da / dwyieithog. <i>Very interesting. Not enough discussion/group work in Workshop 1C. Good organisation/bilingual.</i>

9.	Would have liked longer to discuss Workshop 1A/2A – Promoting Standards.
10.	Would have preferred all the conference materials to be on the web or e-mail. The contents were very heavy to transport and a waste of paper. Could have condensed the day a little to perhaps start at 10:00 to enable us to get home earlier. Would be easier on a midweek day. Good use of bilingual communications.
11.	Found documentation awkward to negotiate.
12.	Generally good – but not as good over the whole range as the last 2/3 annual events have been. Venue (although at the opposite end of Wales for me) was very good.
13.	Nid oedd y brif neuadd yn lleoliad delfrydol ar gyfer y gweithdai (rhy fawr ac amhersonol!) At y dyfodol, byddai'n ddefnyddiol pe bai'r dogfennau i aelodau'r gynhadledd gynnwys rhestr o'r holl aelodau, gan nodi pa Gyngor oeddent yn ei gynrychioli. <i>The main hall was not ideal for the workshop (to big and impersonal). In the future, it would be useful if the documents contained the names of all the delegates attending, together with the Council they were representing.</i>
14.	Cynhadledd wedi ei threfnu'n dda gyda chynnwys ardderchog. Diolch! <i>The Conference was well organised with excellent content. Thank you!</i>
15.	<i>Workshop 1C</i> – We didn't have the opportunity to work in small groups although tables were arranged to provide just the opportunity. I would have welcomed more workshop sessions, shorter lunch break if necessary. I would have been happy to forego the cost of having conference documents in English and Welsh.
16.	Page numbers needed on brochure. Morning group sessions not enough "Group Work".
17.	Balance of Workshops/Plenary – just right.
18.	Location – excellent – easy to find and very pleasant vicinity, good facilities. Refreshments – very good. Food – poor – satisfactory – very heavily bread orientated, good fruit sticks option.
19.	Members should have been asked prior to arriving if they wanted material in English or Welsh as of this document is waste! 1B – too rushed – needed 2 hour slot. 2C – Single Purpose Authorities was poor - Registration on interest was good.
20.	Venue could have been warmer and it would have been nice to have had some form of soft drink save for water. Otherwise – Excellent!
21.	As a new member of the Standards Committee I have found the conference to be extremely helpful.
22.	Da iawn. <i>Very good.</i>
23.	Excellent conference pack, well organised and relevant. 2C – This took the form of a presentation with questions rather than a workshop.
24.	It is encouraging to see the degree to which all participants engaged with the issues, are willing to share and learn from good practice.
25.	A useful and informative day. Thank you.
26.	The need for mandatory training per town and community councils on the code is foremost. We have to sign to state we have read this when elected but not all understand. Well Done.
27.	Prior commitment prevented attendance to morning session.
28.	Excellent venue and welcome from staff-organisers. I feel that once again Community Councils were disregarded in view of what they do and achieve re training in Standards.
29.	Excellent – particularly hearings and sanctions.
30.	Excellent conference. Acoustic conditions in workshops not good. Microphones needed. Food excellent.
31.	The workshop in interests wasn't really a workshop with participations.
32.	Conference materials overblown. Shiny paper not good. Papers very difficult to find ones way around. Liked idea of allocating people to tables for workshop sessions.
33.	Really good conference, well done to everyone involved in organising the day.
34.	At my first Standards Conference I found it very interesting and enjoyed hearing from others. The setting of the venue was much enjoyed! It was good to be able to chat to those with so much more experience.
35.	Really useful – lots to think about. Look forward to receiving conference notes.

36.	No further comments required. An informative and enjoyable conference.
37.	Wedi mwynhau'r profiad ac wedi dysgu llawer. Cynhadledd wedi ei threfnu yn dda. Diolch am gael bod yna. <i>Enjoyed the experience and have learnt a lot. Conference was well organised. Pleased that I attended.</i>
38.	A very good day.
39.	Very enjoyable and good to meet other members. More time for Workshops would be good.
40.	I spent the first few minutes of each session trying to find the slides in the conference pack. Rather confusing – please could it be improved, at least with page numbering.
41.	Gormod o ddeunydd yn sleidiau Gweithdy B. Fformat Gweithdy A yn llawer gwell a mwy rhyngweithiol. <i>Too much material in the slides for Workshop B. The format of Workshop A was a lot better and more interactive.</i>
42.	Llongyfarchiadau am y trefniadau ac ar lwyddiant yr achlysur. <i>Congratulations on the organisation and the success of the event.</i>
43.	The standard of arrangements was well above expectation!!
44.	Very well organised and relevant conference.
45.	Really useful, especially the opportunity to discuss with members of other Standards Committees. Raised a lot of new and interesting issues concerning the role of Standards Committees.
46.	Facilities – Main conference room was dark, black walls (!). Poor lighting. The room was very cold. Doors were left open and I asked several times if door could be closed. The women present sat in their coats. Thoroughly enjoyed and learned a great deal from Workshop Session 1A. Content was thin and I felt a wasted opportunity. Pack not numbered, difficult to follow. I do not eat dairy products not asked dietary requirements before attending.
47.	Diwrnod buddiol – yn bennaf i glywed beth sydd yn mynd ymlaen mewn Awdurdodau eraill. <i>Profitable day – mainly to hear what is going on within other Authorities.</i>
48.	Buddiol iawn. <i>Very profitable.</i>

**CYNHADLEDD SAFONAU 2013**  
**VENUE CYMRU, LLANDUDNO,**  
**19, EBRILL, 2013.**

**ADBORTH O'R SESIYNAU GWEITHDY AR HYRWYDDO  
SAFONAU YN RHAGWEITHIOL.**

**CYFLWYNIAD.**

Yn ystod y Gynhadledd cafwyd dwy sesiwn weithdy ar gyflwyno safonau yn rhagweithiol. Yr hwyluswyr oedd Dilys Phillips, Swyddog Monitro, Cyngor Gwynedd a Stephen Phipps, Pennaeth Tîm Moeseg a Rheoleiddio, Adran Llywodraeth Leol, Llywodraeth Cymru.

Nodwyd mai dyletswyddau statudol Pwyllgorau Safonau ydi hyrwyddo a chynnal safonau uchel o ymddygiad, cynorthwyo aelodau etholedig gyda materion yn ymwneud â'r Côd Ymddygiad, monitro gweithrediad y Côd o fewn yr awdurdod a chynghori a hyfforddi aelodau etholedig ar faterion ymddygiad. Gofynnwyd i fynychwyr y gweithdai wneud gwaith grŵp ar sut y gallai Pwyllgorau Safonau fod yn rhagweithiol wrth gyflawni'r swyddogaethau hyn. Dyma'r syniadau a gyflwynwyd :-

**GWEITHGAREDDAU CODI PROFFIL.**

1. Cyfarfodydd.

Cynnal cyfarfodydd rheolaidd gyda budd-ddeiliaid perthnasol i hyrwyddo gwaith y Pwyllgor Safonau a/neu gynnal trafodaethau am faterion safonau. Gallai budd-ddeiliaid gynnwys :

- Arweinyddion Grwpiau Gwleidyddol o fewn yr awdurdod;
- Prif Weithredwr;
- Aelodau'r Tîm Rheoli Corfforaethol;
- Penaethiaid Adrannau;
- Cadeirydd ac Is-gadeirydd y Cyngor;
- Cadeirydd y Pwyllgor Gwasanaethau Democrataidd;
- Clercod Cynghorau Cymuned.

2. Ymweliadau.

Cynnal ymweliadau hefo cyrff neu gyfarfodydd perthnasol megis:

- Cynghorau Cymuned;
- Pwyllgorau'r Cyngor;
- Awdurdod Llawn.

Gwahodd y Pwyllgor Safonau neu rhai o aelodau'r Pwyllgor Safonau i ddigwyddiadau megis cyfarfodydd blynyddol cynghorau cymuned neu ddiwrnod anwytho aelodau newydd.

### 3. Cyhoeddusrwydd.

Cynnal ymgyrchoedd cyhoeddusrwydd i waith y Pwyllgor Safonau megis:

- Adroddiad blynyddol i'r Cyngor;
- Rhyddhau erthyglau i'r wasg o bryd i'w gilydd;
- Cynnwys erthygl yn y papur newyddion sydd gan y Cyngor;
- Cynhyrchu newyddlen achlysurol;
- Anfon diweddariad i bob aelod o'r Cyngor;
- Gwahodd y wasg i gyfarfodydd y Pwyllgor.

## **GWEITHGAREDDAU YN YMWNEUD A HYFFORDDIANT.**

### 4. Cynnwys Hyfforddiant

Llunio polisiau hyfforddiant aelodau er mwyn sicrhau cynnwys safonol. Gall polisiau o'r fath ymwneud â'r canlynol :

- Cael cymeradwyaeth y Cyngor i wneud hyfforddiant ar y Côt Ymddygiad yn orfodol;
- Cyflwyno hyfforddiant ar bynciau sydd yn peri pryder o fewn yr awdurdod, e.e. y defnydd o gyfryngau cymdeithasol neu ymddygiad mewn cyfarfodydd cyhoeddus;
- Cyd gynhyrchu hyfforddiant ar sail ranbarthol;
- Defnyddio deunydd Cymdeithas Llywodraeth Leol Cymru neu Unllais Cymru fel sail i'r hyfforddiant.

### 5. Cyflwyno.

Defnyddio gwahanol ddulliau o gyflwyno hyfforddiant gan gynnwys rhai o'r canlynol:

- Aelodau'r Pwyllgor Safonau i fynd i ddigwyddiadau hyfforddi i gyfrannu yn y cyflwyniadau;
- Cyflwyno hyfforddiant yn seiliedig ar y we;
- Aelodau Pwyllgorau Safonau i gynnal ymweliadau hefo cynghorau cymuned;
- Defnyddio deunyddiau hawdd i'w deall megis talfyriad o'r Côt "canllaw cyflym", a.y.y.b.

### 6. Monitro.

Cynnal digwyddiadau i fonitro effaith hyfforddiant drwy:

- Ddadansoddi ffurflenni adborth;
- Derbyd adroddiadau rheolaidd i'r pwyllgor ar faterion ymddygiad.

## GWEITHGAREDDAU HYRWYDDO YMDDYGIAD DA.

### 7. Datrys Anghydfod.

Gweithredu yn lleol i ddatrys anghydfod ynglŷn ag ymddygiad trwy :

- Gynhyrchu Protocol Lleol (mae dau fodel yn cael eu defnyddio yng Nghymru, un yn cynnwys y Pwyllgor Safonau a'r llall yn cynnwys arweinyddion grwpiau gwleidyddol);
- Cyflafareddu rhwng aelodau;
- Cymorthfeydd safonau.

### 8. Arsylwi.

Gwahodd aelodau etholedig i arsylwi ar gyfarfodydd y Pwyllgorau Safonau.

## GWEITHGAREDDAU MONITRO.

### 9. Cwynion.

Monitro cwynion neu honiadau yn erbyn aelodau a chynhyrchu adroddiadau rheolaidd i'r pwyllgor.

### 10. Presenoldeb.

Monitro presenoldeb aelodau mewn gwahanol gyfarfodydd a chynhyrchu adroddiadau rheolaidd:

- Presenoldeb mewn digwyddiadau hyfforddi;
- Presenoldeb mewn cyfarfodydd pwyllgor;
- Presenoldeb mewn cyfarfodydd cyrff allanol.

### 11. Cofrestrau.

Monitro y cofrestru sydd yn digwydd gan aelodau ar y canlynol :

- Cofrestr rhoddion a lletygarwch;
- Cofrestr buddiannau (a phenderfynu a ddylid eu cyhoeddi neu beidio).

## GWEITHGAREDDAU ADOLYGU

### 12. Gweithdrefnau'r Pwyllgor Safonau.

Adolygu neu lunio gwahanol brotocolau neu weithdrefnau yn ymwneud â'r ffordd y mae'r pwyllgor ei hun yn gweithredu megis;

- Protocol datrys anghydfod;
- Trefn gwrandawiadau gerbron y pwyllgor;
- Ceisiadau am oddefebau;
- Hunan asesiad o waith y pwyllgor.

13. Polisiau'r Awdurdod.

Adolygu polisiau sydd gan yr awdurdod sydd yn ymwneud â'r maes safonau gan gynnwys y canlynol:

- Polisi rhoddion a lletygarwch;
- Polisi gwefannau cymdeithasol;
- Polisi gwe-ddarlledu;
- Polisi fideo gynadledda;
- Polisi defnydd technoleg gwybodaeth;
- Polisi gohebiaeth aelodau;
- Polisi canu'r gloch ("whistle blowing");
- Polisi defnydd o'r wasg;
- Ymrwymiad lleol i safon ymddygiad.

**GWEITHGAREDDAU DATBLYGU Y PWYLLGOR.**

14. Gwerthusiadau

Cynnal gwerthusiad neu arfarniad o waith ac anghenion hyfforddiant aelodau unigol y pwyllgor.

15. Gweithgaredd Rhanbarthol.

Sefydlu neu gymryd rhan mewn gwahanol ddigwyddiadau i rannu ymarfer da megis :

- Fforwm Rhanbarthol Pwyllgorau Safonau;
- Cynadleddau Safonau;
- Digwyddiadau hyfforddi ar y cyd gyda phwyllgorau safonau eraill.

16. Adroddiadau.

Ystyried a dysgu oddi wrth adroddiadau sydd wedi cael eu cyhoeddi megis:

- Adroddiadau blynyddol yr Ombwdsmon;
- Llyfr achosion yr Ombwdsmon;
- Adroddiadau neu benderfyniadau gan Bwyllgorau Safonau eraill.