

# Y PWYLLGOR CRAFFU DIOGELU'R CYHOEDD A'R AMGYLCHEDD

12<sup>FED</sup> CHWEFROR, 2018

## CYNLLUN CYFLAWNI GWASANAETH 2017/18 GWASANAETHAU DIOGELU'R AMGYLCHEDD

**Ystyried y materion canlynol a chyflwyno sylwadau arnynt:**

Argymhell i'r Bwrdd Gweithredol i gymeradwyo'r Cynllun Cyflawni Gwasanaeth ar gyfer 2017/18.

**Y rhesymau:**

1. Mae'n ofynnol i gynllun cyflawni y gwasanaeth bwyd gael ei gymeradwyo bob blwyddyn yn unol â chytundeb y Fframwaith Safonau Bwyd.
2. Mae'r cynllun cyflawni gwasanaeth yn sail i'r blaenoriaethau a'r gwaith a gynllunnir o ran Adran Diogelu'r Amgylchedd ar gyfer 2017/18.

**Angen cyfeirio'r mater at y Bwrdd Gweithredol / Cyngor er mwyn gwneud penderfyniad:**

Y Bwrdd Gweithredol : OES – 26 Chwefror, 2018

Cyngor Sir: NAC OES

**Yr Aelod o'r Bwrdd Gweithredol sy'n Gyfrifol am y Portffolio:**

Y Cyng. P. Hughes (Deiliad Portffolio Diogelu'r Cyhoedd)

Y Gyfarwyddiaeth <b>Cymunedau</b> Enw Pennaeth y Gwasanaeth: <b>Robin Staines</b>  Awdur yr Adroddiad: <b>Sue Watts</b>	Swydd <b>Pennaeth Cartrefi a Chymunedau Mwy Diogel</b>  <b>Rheolwr Diogelu'r Amgylchedd</b>	Rhif ffôn: <b>01267 228960</b>  Cyfeiriad e-bost: <a href="mailto:RStaines@sirgar.gov.uk">RStaines@sirgar.gov.uk</a>  Rhif ffôn: <b>01267 228929</b>  Cyfeiriad e-bost: <a href="mailto:sewatts@sirgar.gov.uk">sewatts@sirgar.gov.uk</a>
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**EXECUTIVE SUMMARY**  
**ENVIRONMENTAL & PUBLIC PROTECTION**  
**SCRUTINY COMMITTEE**

**12<sup>TH</sup> FEBRUARY, 2018**

**SERVICE DELIVERY PLAN 2017/18**  
**ENVIRONMENTAL PROTECTION SERVICES**

The Environmental Protection Section is required by the Food Standards Agency and the Health and Safety Executive to produce an annual Service Delivery Plan. The format of the plan is prescribed in the relevant Framework Agreements.

The Plan provides an outline of the Council's service aims and objectives including links to the corporate objectives and plans. A brief description of the Council is included, defining its infrastructure, economy and organisation structure. The Plan also requires the scope and demands of the Environmental Protection Services.

The Plan is divided into sections' which provide details of specific areas of each of the services and workplans' for the coming year. This is an opportunity to highlight where there are weaknesses and strengths within the relevant Teams. There are specific areas that are highlighted as being at risk and those that the section is no longer able to provide because of the limited resources.

A breakdown of resources is provided, including staffing costs, administration, supplies and services, training etc. with comparisons between financial years. Details of the breakdown of the costs are included within the text.

The final section contains information and details of quality assessments and illustrates the various ways that the Section ensures consistency, efficiency and competency.

The Service Delivery Plan is subject to annual review.

**DETAILED REPORT ATTACHED?**

**YES**

## IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: Robin Staines

Head of Homes and Safer Communities

Policy and Crime & Disorder	Legal	Finance	ICT	Risk Management Issues	Organisational Development	Physical Assets
NONE	NONE	NONE	NONE	NONE	NONE	NONE

## CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Robin Staines

Head of Homes and Safer Communities

1. Local Member(s) - No consultation necessary
2. Community / Town Council - No consultation necessary
3. Relevant Partners - No consultation necessary
4. Staff Side Representatives and other Organisations - No consultation necessary

Section 100D Local Government Act, 1972 – Access to Information  
List of Background Papers used in the preparation of this report:

THERE ARE NONE

Title of Document	File Ref No.	Locations that the papers are available for public inspection
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