

**CYFARFOD PENDERFYNIADAU'R AELOD O'R BWRDD  
GWEITHREDOL DROS DDIOGELU'R CYHOEDD A'R AMGYLCHEDD**

**Y DYDDIAD: 21<sup>ain</sup> Medi 2015**

<b>Yr Aelod o'r Bwrdd Gweithredol:</b>	<b>Y portffolio:</b>
<b>Y Cynghorydd T. J. Jones</b>	Diogelu'r Cyhoedd a'r Amgylchedd

**Y pwnc**

**Cynllun Cyflawni Gwasanaeth - lechyd yr Amgylchedd a  
Thrwyddedu**

**Yr argymhellion / penderfyniadau allweddol sydd eu hangen:**

Cymeradwyo'r Cynllun Cyflawni Gwasanaeth ar gyfer 2015/16

**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 lechyd yr Amgylchedd a Thrwyddedu ar gyfer 2015/16.

<b>Y Gyfarwyddiaeth Cymunedau</b> Enw Pennaeth y Gwasanaeth: <b>Robin Staines</b>  Awdur yr Adroddiad: <b>Sue Watts</b>	Swydd <b>Pennaeth Tai a Diogelu'r Cyhoedd</b>  Swydd <b>Rheolwr lechyd yr Amgylchedd a Thrwyddedu</b>	<b>Rhif ffôn:</b> 01267 228960 <b>Cyfeiriad e-bost:</b> <a href="mailto:RStaines@sirgar.gov.uk">RStaines@sirgar.gov.uk</a> <b>Rhif ffôn:</b> 01267 228929 <b>Cyfeiriad e-bost:</b> <a href="mailto:sewatts@sirgar.gov.uk">sewatts@sirgar.gov.uk</a>
---	---	--

**Declaration of Personal Interest (if any):**

None

**Dispensation Granted to Make Decision (if any):**

N/A

**DECISION MADE:**

Signed:

DATE: \_\_\_\_\_

EXECUTIVE BOARD MEMBER

**The following section will be completed by the Democratic Services Officer in attendance at the meeting**

Recommendation of Officer adopted	YES / NO
Recommendation of the Officer was adopted <b>subject to the amendment(s) and reason(s) specified:</b>	
Reason(s) why the Officer's recommendation was <b>not adopted:</b>	

# EXECUTIVE SUMMARY EXECUTIVE BOARD MEMBER DECISION MEETING FOR ENVIRONMENTAL AND PUBLIC PROTECTION

DATE: 21<sup>st</sup> September, 2015

## SERVICE DELIVERY PLAN 2015/16 – ENVIRONMENTAL HEALTH AND LICENSING

The Public Health Services 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 Public Health 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 **Housing and Public Protection**

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

## CONSULTATIONS

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

Signed: **Robin Staines**

Head of **Housing and Public Protection**

1. **Scrutiny Committee** - No consultation necessary
2. **Local Member(s)** - No consultation necessary
3. **Community / Town Council** - No consultation necessary
4. **Relevant Partners** - No consultation necessary
5. **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
-------------------	--------------	---