

SHARED REGULATORY SERVICES JOINT COMMITTEE

Minutes of the Meeting held on 23rd September 2026.

The meeting papers are available [here](#).

The recording of the meeting is available [here](#).

To view the presentation and subsequent discussion for any Part I agenda item, please click the hyperlink contained in its title below.

Representing Bridgend County Borough Council – Councillors H. Williams (Chair) and M. Lewis.

Representing Cardiff City and County Council – Councillors G. Ferguson and E. Stubbs (Vice-Chair).

Representing the Vale of Glamorgan Council – Councillor P. Drake.

[\(a\) Announcement](#) –

Prior to the commencement of the business of the Committee, the Chair read the following statement: “May I remind everyone present that the meeting will be recorded and this recording archived for future viewing”.

[\(b\) Apology for Absence](#) –

This was received from Councillor R. Sivagnanam (Vale of Glamorgan Council).

[\(c\) Declarations of Interest](#) –

No declarations of interest were received.

[\(d\) Minutes](#) –

RESOLVED – T H A T the minutes of the Annual Meeting held on 24th June 2026 be approved as a correct record.

[\(e\) Overview and Update on Shared Regulatory Services \(DEH\)](#) –

The report apprised the Committee of the work of the service and progress toward completing the actions contained in the Shared Regulatory Services (SRS) Business Plans, during Q1 of 2026/27.

The update report covered several key areas, achievements and challenges for SRS, including the following:

- Human Resources matters / sickness absence figures;
- The budgetary position / financial monitoring;
- Performance monitoring;
- Supporting economic development – staging of events;
- City centre concerts;
- Protecting the Vulnerable – SRS safeguarding work;
- Making the Best Use of Resources – recent audit reports;
- Enforcement Activity – Appendix 4.

The Joint Committee was also asked to consider the Communicable Disease Plan 2026-27 which was attached at Appendix 3 to the report. The Plan set out how the SRS would fulfil its role of protecting public health for the investigation of cases and outbreaks of communicable disease and the application of control, preventative and enforcement measures. The Committee agreed for the Communicable Disease and Health Service Plan 2026-27 to be approved.

Following consideration of the report, it was

RESOLVED –

- (1) T H A T the contents of the report be agreed.
- (2) T H A T the 2026-27 Communicable Disease Plan be approved.
- (3) T H A T the Head of Shared Regulatory Services be authorised to make administrative amendments to the Communicable Disease Plan 2026-27, should the need arise.

Reasons for decisions

- (1) Having regard to the contents of the report and discussions at the meeting.
- (2) Having considered the 2026-27 Communicable Disease Plan.
- (3) To enable minor changes to be made, should the need arise, during the lifetime of the Communicable Disease Plan, without the need for it to be brought back to the Joint Committee.

(f) [Shared Regulatory Services Food and Feed Law Enforcement Service Plan 2026-27 \(DEH\)](#) –

The report apprised the Committee of the work of the Shared Regulatory Service in respect of Food and Feed law. The report requested Committee to approve the Food and Feed Law Enforcement Service Plan for the Shared Regulatory Service for 2026/27.

Having approved the Plan, the Committee agreed to write Welsh Government to request additional funding to support the work of the Shared Regulatory Service.

Subsequently, it was

RESOLVED –

- (1) T H A T the Shared Regulatory Services Food and Feed Law Enforcement Service Plan 2026-27 be approved.
- (2) T H A T the Head of the Shared Regulatory Services be authorised to make administrative amendments to amendments to the 2026-27 Food and Feed Law Enforcement Service Plan should the need arise.
- (3) T H A T the Joint Committee write to Welsh Government to request additional funding to support the work of the Shared Regulatory Service.

Reason for decisions

- (1) The Food Standards Agency requires all Local Authorities to produce and approve an annual Plan that sets out how it will discharge its statutory responsibilities under the relevant legislation.
- (2) To ensure the Plan remains up to date should any changes in law or best practice be introduced during the period.
- (3) To seek additional funding to support the work and functions of the Shared Regulatory Services.