TAFLEN BENDERFYNIAD AELOD CABINET
CABINET MEMBER'S DECISION NOTICE

PWNC/SUBJECT:

Codi ffioedd yr Uned Gyfieithu

Raising the fees of the Translation Unit

AELOD CABINET/CABINET MEMBER

Cynghorydd Dyfrig Siencyn

Councillor Dyfrig Siencyn

PENDERFYNIAD/DECISION

Yn 2010, cychwynnwyd codi ffi am wasanaethau cyfieithu ar y pryd, cyfieithu ysgrifenedig a phrawf ddarllen ar bartneriaethau, cyd-bwyllgorau, fforymau ayyb sy'n derbyn gwasanaeth cyfieithu gan y Cyngor.

Gosodwyd targed incwm ar gyfer yr Uned Gyfieithu, fyddai'n fodd o gynorthwyo'r Cyngor i gwrdd â'r bwlch ariannol; a chytunwyd i adolygu'r ffioedd yn flynyddol.

Mae cryn waith wedi ei gyflawni ar y ffioedd a godir am y gwasanaeth cyfieithu er mwyn sicrhau fod y ffioedd yn adlewyrchu gwir gost y gwasanaeth cyfieithu, tra'n parhau i fod yn gystadleuol. Mae'r ffioedd am wasanaeth yr Uned Gyfieithu yn gyffredinol is na'r hyn a godir gan gyfieithwyr llawrydd.

Nid yw ffioedd yr Uned Gyfieithu wedi cynyddu ers 2012/13. Felly, bydd ffioedd newydd am wasanaethau yr Uned Cyfieithu yn weithredol o 1 Ebrill 2015.

Codir y ffioedd fel a ganlyn:

	2012/13	**2015/16**
Cyfieithu Ysgrifenedig		
Cyfieithu	**£48** y 1000 o eiriau	**£52** y 1000 o eiriau
Prawfddarllen	**£16** y 1000 o eiriau	**£22** y 1000 o eiriau
Cyfieithu ar y Pryd		
Cyfieithydd mewn cyfarfod (yn cynnwys amser teithio)	**£25** yr awr	**£27** yr awr
Offer Cyfieithu		
Offer Sibrwd	**£33** y cyfarfod	**£40** y cyfarfod
Offer Sibrwd + 'emitter'	**£83** y cyfarfod	**£90** y cyfarfod
Offer Symudol	**£81** y cyfarfod	**£81** y cyfarfod
Offer Sefydlog yn:		
Siambr Dafydd Orwig / Siambr Hywel Dda / Siambr Arfon / Penarlag	**£81** y cyfarfod	**£81** y cyfarfod
Ystafelloedd Glyder Fawr / Gwyrfai	**£53** y cyfarfod	**£60** y cyfarfod
Clustffonau ychwanegol (ar ôl yr 20 cyntaf)	**£1** yr un	**£1** yr un

Technegydd Canslo heb hysbysu'r Uned Gyfieithu Costau Teithio	**£38** yr awr **£25** y cyfarfod --	**£38** yr awr **£27** y cyfarfod **.45** ceiniog y ffilltir

In 2010, the Council began to charge a fee for translation services such as simultaneous translation, written translation and proof reading services for partnerhsips, joint committees, forums etc, which use the Council's translation services.

An income target was set for the Translation Unit, which would be a means of assisting the Council to meet its financial deficit; and it was agreed that the fees would be reviewed annually.

Much work has been undertaken on the fees for the translation service in order to ensure that they reflect the true cost of the translation service, while remaining competitive. Generally, the translation service fees are lower than those charged by independent translators.

The fees of the Translation Unit have not increased since 2012/13. Therefore the new fees for the services of the Translation Unit will be implemented from 1 April 2015.

The fees will be increased as follows:

	2012/13	***2015/16***
Written Translation		
Translation	***£48** per 1000 words*	***£52** per 1000 words*
Proof Reading	***£16** per 1000 words*	***£22** per 1000 words*
Simultaneous Translation		
Translator at a meeting (including travelling time)	***£25** yr awr*	***£27** per hour*
Translation Equipment		
Portable Equipment (Sibrwd)	***£33** per meeting*	***£40** per meeting*
(Sibrwd) Equipment + 'emitter'	***£83** per meeting*	***£90** per meeting*
Mobile Equipment	***£81** per meeting*	***£81** per meeting*
Standard Equipment in:		
Siambr Dafydd Orwig / Siambr Hywel Dda / Siambr Arfon / Penarlag	***£81** per meeting*	***£81** per meeting*
Glyder Fawr / Gwyrfai Meeting Rooms	***£53** per meeting*	***£60** per meeting*
Additional headphones (after the first 20)	***£1** each*	***£1** each*
Technician	***£38** per hour*	***£38** per hour*
Cancelling without informing the Translation Unit	***£25** per meeting*	***£27** per meeting*
Travelling Expenses	--	***.45** pence per mile*

RHESYMAU DROS Y PENDERFYNIAD/REASONS FOR THE DECISION

Yn 2010, cychwynnwyd codi ffi am wasanaethau cyfieithu ar y pryd, cyfieithu ysgrifenedig a phrawf ddarllen ar bartneriaethau, cyd-bwyllgorau, fforymau ayyb sy'n derbyn gwasanaeth cyfieithu gan y Cyngor.

Gosodwyd targed incwm ar gyfer yr Uned Gyfieithu, fyddai'n fodd o gynorthwyo'r Cyngor i gwrdd â'r bwlch ariannol; a chytunwyd i adolygu'r ffioedd yn flynyddol.

Ar 16 Rhagfyr 2014, bu i'r Cabinet gymeradwyo cynllun pellach gan yr Uned Gyfieithu fyddai'n gyfrwng i gynorthwyo'r Cyngor i gwrdd â'r bwlch ariannol.

Cyflawnir hynny drwy gynyddu ffioedd yr Uned Gyfieithu o 1 Ebrill 2015 fel y nodir uchod.

In 2010, the Council began to charge a fee for translation services such as simultaneous translation, written translation and proof reading services for partnerhsips, joint committees, forums etc, which use the Council's translation services.

An income target was set for the Translation Unit, which would be a means of assisting the Council to meet its financial deficit; and it was agreed that the fees would be reviewed annually.

On 16 December 2014, the Cabinet approved a further plan by the Translation Unit to assist the Council to meet its financial deficit.

This will be achieved by increasing the fees of the Translation Unit from 1 April 2015 as stated above.

YSTYRIAETHAU PERTHNASOL/ RELEVANT CONSIDERATIONS

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BARN Y SWYDDOGION STATUDOL/VIEWS OF STATUTORY OFFICERS

1. Y Prif Weithredwr/Chief Executive:-
Dim i'w ychwanegu ar y mater hwn sydd yn cyfarch yr angen i gynyddu incwm o fewn yr Uned Gyfieithu.
Nothing to add regarding this mater which addresses the need to increase the income of the Translation Unit.

2. Swyddog Monitro/ Monitoring Officer:-
Dim sylwadau i'w hychwanegu o safbwynt priodoldeb.
Nothing to add regarding propriety.

3. Prif Swyddog Cyllid/Chief Finance Officer:-
Rwy'n cefnogi penderfyniad yr Aelod Cabinet i gymeradwyo'r ffioedd cyfieithu arfaethedig ar gyfer 2015/16, gan nodi yn gyffredinol bydd y cynnydd disgwylir yn yr incwm a dderbynnir yn cyflawni cynllun 'arbediad', yn ogystal a chwrdd â chwyddiant ers 2012/13 yn y costau perthnasol.

I support the Cabinet Member's decision to approve the proposed translation fees for 2015/16, by noting generally that the expected increase in the income received will fulfil the 'savings' scheme, as well as address inflation since 2012/13 in the relevant costs.

BARN YR AELOD LLEOL/VIEW OF LOCAL MEMBER

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LLOFNOD /SIGNED

DYDDIAD/DATE

24/03/2015