

<b>MEETING:</b>	<b>LANGUAGE COMMITTEE</b>
<b>DATE:</b>	<b>9 JULY 2019</b>
<b>TITLE:</b>	<b>Gwynedd Council Annual Report on the implementation of Welsh Language Standards</b>
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<b>PURPOSE OF THE REPORT</b>	<b>Present the Annual Report to the Members and draw their attention to matters arising in order for the members to have a further discussion and offer any recommendations for developmental steps.</b>

## **1 BACKGROUND**

1.1 As part of the Welsh Language Standards, as set by Section 44 of the Welsh Language Measure (Wales) 2011 the Council must “produce a report (an "annual report"), in Welsh, in relation to each financial year, which deals with the way in which you have complied with the service delivery standards with which you were under a duty to comply during that year”.

1.2 The Standards that relate specifically to the annual report (158, 164 and 170) ask us to include the following information:

- *the number of complaints that you received during that year which related to your compliance with the standards*
- *the number of employees who have Welsh language skills at the end of the year in question (on the basis of the records you kept in accordance with standard 151);*
- *the number of members of staff who attended training courses you offered in Welsh during the year (on the basis of the records you kept in accordance with standard 152);*
- *if a Welsh version of a course was offered by you during that year, the percentage of the total number of staff attending the course who attended the Welsh version (on the basis of the records you kept in accordance with standard 152);*
- *the number of new and vacant posts that you advertised during the year which were categorised as posts where –*
  - (i) Welsh language skills were essential,*
  - (ii) Welsh language skills needed to be learnt when appointed to the post,*
  - (iii) Welsh language skills were desirable, or*
  - (iv) Welsh language skills were not necessary, (on the basis of the records you kept in accordance with standard 154);*

1.3 Beyond this information, the Council is free to include any information that we deem relevant to improve understanding of the specific steps taken to comply with the Standards. .

1.4 The attached report is therefore the Annual Report for the year up to March 2019, and includes the specific information asked for under Standards 158, 164 and 170, as well as some further information.

## **2. MATTERS ARISING FROM THE REPORT**

### **Information about the language skills of staff:**

2.1 The data reported contains information about staff from every department of the Council, except teaching staff from the Education Department. It also does not include employees who work for GwE and NMWTRA.

2.2 Information is gathered directly from heads of departments, except the Adult and Children services, where the information is gathered from their annual data reports (the STF).

2.3 This year, data was collected for 800 more staff than the previous year.

2.4 Through the work of the language specifications, we now have detailed information about nearly 1,500 staff members across the Council and the work of offering language training to individuals who need it is constant.

### **Training:**

2.5 The data shows that there has been a slight increase in the number of courses that are delivered bilingually or in English since the previous report. This could be an English version of an equivalent course delivered in Welsh, or specialist courses where external expertise has been bought in.

2.6 We will be analysing these figures more closely and the reason for the change, in order to ascertain if any further steps are needed to remedy the situation.

### **Jobs:**

2.7 The Standard asks us to note how many jobs are advertised where the ability to speak Welsh is essential. As there is a requirement for a certain level of linguistic capability for every job within the Council, we count here every job that has been advertised during the period.

2.8 The new language specifications requirement, that asks all managers to set the different linguistic levels when they advertise and recruit to new jobs, means that we should in future be able to collect more detailed data than what we currently have on the different categorisation of jobs.

## **3. RECOMMENDATIONS**

3.1 Members are asked to:

- accept the content of the Annual Report presented for their information, and
- discuss the matters highlighted above and any other matters that raise questions
- offer their recommendations on any further developmental steps.