

# Welsh Language Standards

## Supplementary Matters: Position Report - March 2016

Produced in accordance with the requirements of the  
Welsh Language Standards Regulations (No.1) 2015.

A greener place  
Man gwyrddach

Mae'r ddogfen hon ar gael yn Gymraeg, ac mewn ieithoedd a fformatau eraill ar gais.  
This document is available in Welsh, and in other languages and formats on request.



In accordance with the requirements of the Supplementary Matters section of the Welsh Language Standards (placed upon the council in the Welsh Language Commissioner's Compliance Notice dated 30/09/15), Caerphilly County Borough Council provides the following information in order to demonstrate compliance and progress.

<b>Standard Number</b>	<b>Information</b>
155, 161, 167, 173, 175	<p>The Welsh Language Commissioner's Compliance Notice (that details all the Service Delivery, Policy Making, Operational, Promotional and Record Keeping Standards under which the Council has a duty to comply) has been published on the Council's intranet for staff and elected members' information, and also on a new page on the Council's website, and so replaces the previous information on the Welsh Language Scheme.</p>
156, 162, 168	<p>The Council has developed and published a new, integrated Equalities and Welsh Language Complaints Guidance for staff, in order to raise awareness of the various updated statutory requirements.</p> <p>This links to the existing Equalities and Welsh Language complaints recording and monitoring system, which the Council reports on in full detail each year in its Annual Monitoring and Improvement Reports.</p>
157, 158, 159, 163, 164, 165, 169, 170, 171, 173, 175.	<p>Oversight of the Welsh Language Standards at a corporate level and across service areas is ensured in the following ways:</p> <ul style="list-style-type: none"> <li>○ Compliance with the Welsh Language Standards is one of the 11 Strategic Equality Objectives in the Strategic Equality Plan 2016-2020 (Objective 6), which progressed through the Corporate Management Team, Policy and Resources Scrutiny Committee, the Cabinet and Full Council for approval in March 2016. This ensures that the Standards are part of the legal policy framework of the Council.</li> <li>○ Since 2007, the Annual Monitoring and Improvement Reports have been drafted, consulted upon then presented to the Corporate Management Team, Policy and Resources Scrutiny Committee and the Cabinet before being published by the 30<sup>th</sup> June deadline date.</li> </ul>

<p>157, 158, 159, 163, 164, 165, 169, 170, 171, 173, 175 (contd.)</p>	<ul style="list-style-type: none"> <li>○ The Council's Equality Impact Assessment process has included Welsh Language issues since 2011, however the EIA form and guidance have been updated for 2016 in order to strengthen the Welsh Language aspects in accordance with the relevant policy-making Standards.</li> <li>○ Service areas' service delivery plans contain a section on Equalities and Welsh Language, requiring each service area therefore to note progress and actions achieved under both areas of legislation.</li> <li>○ The previous Welsh Language Schemes and the new Welsh Language Standards cover every aspect of the Council's service delivery across hundreds of different functions. In order to break down the requirements into thematic areas for staff to be able to understand how Welsh Language issues relate to their day-to-day work, since 2011 various practical guidance documents have been developed. New ones have been and are being developed recently and existing ones are being updated to reflect the new requirements of the Welsh Language Standards. These include: <ul style="list-style-type: none"> <li>i) Accessible Events Guidance</li> <li>ii) Accessible Voting Guidance</li> <li>iii) Complaints Guidance</li> <li>iv) Consultation and Monitoring Guidance</li> <li>v) Design and Print Guidance</li> <li>vii) Equalities Assessments in Reports Guidance</li> <li>viii) How to get Accents on Letters</li> <li>ix) Place Names in the County Borough</li> <li>x) Private and Social Landlords Guidance</li> <li>xi) Procurement and Commissioning Guidance</li> <li>xii) Welsh Translation Guidance</li> </ul> </li> </ul> <p>These ensure compliance with a wide range of Standards and the updates note which Standards are specifically relevant to that document.</p>
<p>160, 166, 172, 174, 176</p>	<p>Where the Welsh Language Commissioner has requested, or may request in future, any information from Caerphilly County Borough Council, the Council will provide it either in the form of existing documents and reports, or as specifically prepared information if the request is for anything not covered by those existing documents and reports.</p>

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