

Carmarthenshire County Council

Welsh Language Standards 2020 – '21 Action Plan

Standards	Action Point
Compliance with Service Delivery Standards Correspondence (Standards 1 - 7), Telephone (Standards 8 -22), Meetings and events (Standards 24 - 36) Publicity, display materials, documents and forms (Standards 37 - 51), Website and social media (Standards 52 - 59), Self Service machines (Standard 60), Signs (Standards 61 - 63), Reception service (Standards 64 - 68), Official notices (Standards 69 - 70), Awarding of grants and contracts (Standards 71 - 80), Public announcement Systems (Standard 87), Standards for raising awareness of Welsh Language Service (Standards 81 - 82), Corporate identity (Standard 83), Courses (Standard 84 - 86)	General: Train Language Leaders in the Education Department to enable them to ensure the Standards are being met within the department
	84 Finalise the Education course Guideline
	Disseminate the 'Using Welsh while coaching' video amongst the Leisure department staff
	52-59 Overhaul the Welsh language web pages to raise the profile of the Welsh language and to enable better access to our work
	24-36 Assist the Environment Department, and specifically the Planning unit, to organise listed houses events in partnership with the Tywi Centre in accordance with the Standards.
	71-80 Cooperate with the Communities Department to ensure that the re-tendering Process for Flying Start proceeds in accordance with the Standards
	Cooperate with the Economic Development Department to ensure that the grants and projects of the Ten Rural towns initiative are delivered in accordance with the Standards
	81-2 Look into the possibility of organising events for <i>Shwmae</i> day and <i>St David's Day</i> with the Language leaders in order to promote the council's Services rather than the Standards internally.
Cooperate with the Education department to promote our Welsh medium services for Young People	

Compliance with the Policy Making Standards (Standards 88 - 97)	Introduce the use of the integrated impact assessment into the council's democratic process
	Conduct training for Chairs of Scrutiny committees and elected members on challenging the content of the assessments
Compliance with the Operational Standards (Standards 98 - 144) Internal Use Increasing the Welsh language skills of our staff	136-140 Complete the Standards guideline relating to 'recruitment and interviews'. To raise awareness of the guidance among managers, staff and language leaders
	98 Re-draft the ' internal use of Welsh policy and include information on time from work to learn Welsh, exam time and time to study for examination (to coincide with learning and development policy)
	120 Continue to resolve any issues preventing the use of Welsh internally caused by IT developments, and continue to promote the possibilities of working bilingually using new programmes such as <i>Teams</i>
	Complete the work of enabling staff to identify the language skills of other staff in order to encourage the use of Welsh in internal communication
	Work on specific projects with the language leaders of the Sport and Leisure team, the Communities Department, Children's services, and the Department of Environment.
	130-3 Ensure that new staff receive the on-line modules that promote the Welsh language, including the Language Awareness, Welcome to Welsh, and the sports modules for leisure staff
	Continue to train mentors and to pair mentors with learners
	Continue to encourage staff to undertake Welsh language learning courses including on-line ones. Consolidate the process of setting learning agreements for new members of staff.

	<p>121-26 Revamp Welsh language pages on the intranet to increase the visibility of our resources to support the use of Welsh and the expectations of, and support for, action in line with the Standards.</p>
<p>Complying with the Promotion Standards (Standard 145 – 146)</p>	<p>Continue to administer, facilitate and lead the county Strategic Forum on the Welsh Language</p> <p>Continue to lead the implementation of the Promotion Strategy Action Plan and follow the themed updates timeline for the strategic County Forum</p> <p>Lead on assessing the impact of the Promotion Strategy, finding a suitable methodology for the 5-year report</p> <p>Determine the format and gather evidence for the first 5-year report of the Promotion Strategy</p> <p>Continue to lead a 'businesses and the Welsh language' working group including Council departments (Policy and Regeneration, Planning and Assets) and external partners (Business Welsh officers and Welsh Language Commissioner officers).</p> <p>Revamp the 'Welsh in business' booklet with updates in line with the Commissioner's latest research and Welsh Language in business promotion developments</p> <p>Continue to chair the field officers' County Forum</p>