

Item: 13

Title: Welsh Language Standards compliance notice

Gweithredu / Action required	To note
Amseru / Timing	Routine
Argymhelliad / Recommendation	The Board is asked to note the Welsh language standards compliance notice, the period for implementation and proposed next steps.
Risg / Risk	Failure to comply within the set timeframe will result in non-compliance with statutory requirements.
Cyllid / Finance	Some costs may be associated with the implementation of the standards. Work will be done to determine these costs over the coming weeks.
Amcan cynllun blynyddol / Annual plan objective Amcan cynllun strategol/ Strategic plan objective	This is a statutory requirement. It is also in line with Welsh language policy which sets out our ambition to providing a fully bilingual service to our people and the public.
Cydraddoldeb / Equality	An integrated impact assessment was carried out during the development of our Welsh language policy. This didn't highlight any negative impact. A further impact assessment will be carried out during the implementation of the standards – any potential for negative impact will be communicated to our Board and the Welsh Language Commissioner.
Cyfathrebu / Communications	Please tick one of the following boxes if this activity will have an impact on: Internal: our people <input checked="" type="checkbox"/> External: our customers/partners/stakeholders <input checked="" type="checkbox"/>

	External: our organisation's reputation <input checked="" type="checkbox"/>
Cymeradwyaeth / Approval/Clearance	This paper has been cleared by the Chief Executive.
Trafodaethau neu penderfyniadau blaenorol / Previous discussions or decisions	The Board considered and discussed the draft compliance notice at a briefing session on 13 July.
Awdur Cyflwyno / Author/presenting	Ceri Sullivan
Dyddiad / Date	16.10.2023
Cefndir / Background	
<p>Before Llais became operational on 1 April 2023, the Board agreed its Welsh Language policy (27 February 2023). As part of this discussion, the Board agreed that Llais would voluntarily comply with the former Community Health Council Welsh Language Standards until it received standards of its own.</p> <p>Engagement with the Commissioner's office started before Llais became operational and has continued since.</p> <p>A draft compliance notice was issued to the Llais Chief Executive on the 13 June 2023, this marked the beginning of the consultation period. The draft compliance notice was shared with the Board for information at the Board briefing session on 13 July.</p> <p>The Commissioner is required to impose standards that are reasonable and proportionate, however it is an organisation's responsibility to prove that a requirement is unreasonable and / or disproportionate – the consultation period was an opportunity for Llais to raise any concerns in this respect.</p> <p>The consultation period on the Llais' draft compliance notice concluded on 18 August 2023. Llais issued a response to the Welsh Language Commissioner's office via the purposeful response form provided by the Commissioner.</p> <p>On the 29 September 2023, the Welsh language commissioner issued Llais with:</p>	

- Letter from the Welsh language commissioner (23-06 (11)a)
- Appendix 1 – table of changes (23-06 (11)b) – this includes changes made to the compliance notice following the consultation along with some additional notes to explain the requirements.
- Final Compliance notice (23-06 (11)c)

Llais has 6 months to comply with the standards from the date it received its final compliance notice – Llais will be required to comply with the Welsh Language Standards from 1 April 2024.

Manylion / Detail

Now that Llais has received its compliance notice, we will assess our compliance against each of the standards and map out any changes needed to policies and procedures. This exercise will be overseen by Tîm Arwain and updates will be provided to the Audit and Risk Assurance Committee as part of the regular report on compliance with statutory requirements.

In addition to the above and in support of implementation, we will also:

- review our guidance on using the Welsh language internally;
- review our accessibility policy statement;
- arrange Welsh Language Standards awareness training for our people;
- review our current practices across Wales to ensure they stand up to our requirements;
- publish our compliance notice on our website, and proactively request feedback from people about what they want from us in terms of the Welsh language (and wider communications); and
- ensure regular communications with the Welsh Language Commissioner and alert them as soon as possible, of any issues we encounter that may delay full compliance.

All organisations are entitled to challenge the duty through the Commissioner's challenge and appeal procedure following receipt of the final compliance notice.

Whilst the Commissioner does have the flexibility to impose a later date, the organisation would need to prove that it would be unreasonable and/or

disproportionate to comply within that 6-month period and make a further case to the Commissioner.

At this stage we don't foresee any issues complying with the standards received. However, given Llais is a new organisation that is still implementing many of its systems and policies, we may find that additional time is needed. This won't be known until Tîm Arwain carry out a mapping exercise to identify any changes needed.

Action:

The Board is asked to note the:

- compliance notice and timetable for implementation;
- approach being taken to manage and monitor implementation; and
- additional actions being taken support implementation.