CEREDIGION COUNTY COUNCIL

Report to:	**Cabinet**
Date of meeting:	**10th January 2023**
Title:	**Welsh Language Policy for Awarding Grants in accordance with Standard 94**
Purpose of the report:	**To present for approval the Welsh Language Policy for Awarding Grants**
For:	**Decision**
Cabinet Portfolio and Cabinet Member:	**Councillor Catrin M S. Davies, Cabinet Member for Culture, Leisure and Customer Services**

Welsh Language Policy for Awarding Grants in accordance with Standard 94.

In accordance with the Welsh Language (Wales) Measure 2011 the Welsh Language Commissioner has set a range of Welsh Language Standards, which contains a very detailed list of requirements that set out how Ceredigion must use the Welsh language in both the workplace and in its dealings with the Public. This, to provide quality Welsh language services; ensuring the Welsh language is not treated any less favourably than the English language.

The Welsh Language Standard 94 requires the Council to develop and publish a Welsh Language Policy on Awarding Grants. The policy aims to assist officers in ensuring that Welsh Language Standards considerations are an integrated element of the grant process across the Council, ensuring that Officers assess the impact of awarding that grant on the Welsh language. Furthermore, ensure that decision makers are aware of their duties when reaching grant decisions. The approval of this Policy will ensure that the Council is compliant with Welsh Language Standard 94.

In developing the policy, it has been shared with all Officers that are involved in allocating grants for their comments. Once the Policy has been formerly approved it will be available on CeriNet and also sent to all officers that are involved in allocating grants for them to ensure that the policy is followed and that the Council is compliant with the standards relevant to awarding grants. Progress will then be monitored on a regular basis to ensure that the Council is in compliant as per the detail contained in the policy.

	Has an Integrated Impact Assessment been completed? If, not, please state why	Yes
	Summary:	
Wellbeing of Future Generations:	**Long term:**	Aiming to increase the use of the Welsh Language. The long-term vision is to contribute to the Welsh Government's One Million Welsh Language Strategy of One million Welsh speakers by 2050.

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Collaboration:	Officers awarding grants on behalf of the Council, will work with organisations and groups who apply for grants.
Involvement:	Officers awarding grants on behalf of the Council, were included in the development of this Policy,
Prevention:	The Policy acts as a toolkit for Officers, in order to promote the use of the Welsh language.
Integration:	The Welsh language is key to the culture and heritage in Ceredigion, and therefore the policy contributes to the viability of the Welsh language within the County.
Recommendation(s):	To approve the Welsh Language Policy for Awarding Grants
Reasons for decision:	To meet the requirement of Standard 94: Welsh Language Standards Statutory Framework
Overview and Scrutiny:	Welsh Language Committee 5th December 2022
Policy Framework:	Welsh Language Standards
Corporate Well-being Objectives:	• Boosting the Economy, Supporting Businesses and Enabling Employment • Providing the Best Start in Life and Enabling Learning at All Ages
Finance and Procurement implications:	N/A
Legal Implications:	N/A
Staffing implications:	N/A
Property / asset implications:	N/A
Risk(s):	N/A
Statutory Powers:	Welsh Language Standards Statutory Framework
Background Papers:	N/A
Appendices:	Appendix A- Welsh Language Policy for Awarding Grants in accordance with Standard 94
Corporate Lead Officer:	Lowri Edwards, Corporate Lead Officer: Democratic Services
Reporting Officer:	Carys Lewis Morgan, Welsh Language Policy Officer
Date:	13th December 2022

Welsh Language Policy on Awarding Grants

Published in accordance with the requirements of the

Welsh Language Standards (No. 1) Regulations 2015
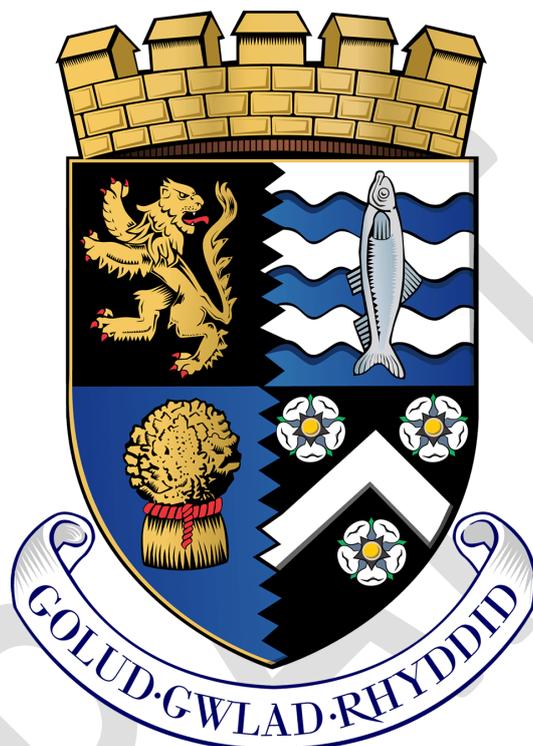
Cyngor Sir
CEREDIGION
County Council

Author:

Approval in Cabinet:

Publication Date:

This report is available in both English and Welsh.
We can provide this report in other formats upon request. Please contact the Language Policy Officer as set out below:

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Section 1: Introduction and Context

Purpose of document

This Policy is published in accordance with Ceredigion Council's priorities and the requirements imposed on the Council to comply with the Welsh Language Standards issued by the Welsh Language Commissioner, in accordance with section 44 of the Welsh Language (Wales) Measure 2011.

This Policy has been developed in order to provide guidance to Officers on how to comply with the requirements of the Welsh Language Standards when **advertising and awarding grants** on behalf of Ceredigion County Council. Awarding grants have the potential to have far-reaching effects on the Welsh language, whether directly or indirectly; many of these grants have a social and economic impact which in turn has an impact on the Welsh language. The Welsh Language Standards requires consideration of what effect the award of the grant would have on the:

> ➢ opportunities for persons to use Welsh in the context of the activity
> ➢ not treating Welsh less favourably than English in the activity

The aim of this policy is therefore to assist officers to ensure that Welsh Language Standards considerations are an integrated element of the grant process across the Council. Furthermore, ensure that decision makers are aware of their duties when reaching decisions about awarding grants.

Note: Adhering to the checklist provided (Appendix 1) will indicate that an Officer has recognised and responded to the need to consider the Welsh Language and complied with the requirements of the Welsh Language Standards.

Background

The Welsh Language Standards were imposed on Ceredigion County Council through a Compliance Notice on 30 March 2016. From this date, the Council is expected to put in place procedures in order to comply with the Standards.   In addition, the Council is required to publish an annual monitoring report on the Council's website, which provides an evaluation of the methods by which the Council has gone about implementing the requirements of the Standards and ensuring that the Welsh language is not treated less favourably than English language. The annual reports are scrutinised by the Welsh Language Commissioner.

The purpose of the Welsh Language Standards is to:
- Provide organisations more clarity on their duties about the Welsh Language
- To give Welsh speakers more clarity about the services they can expect to receive in Welsh
- Ensuring greater consistency of Welsh language services and improving their quality

What exactly are the requirements of the standard regarding awarding grants?

Welsh Language Standard 94 sets out the requirement to formulate and publish a Policy on Awarding Grants, in addition there are 5 other Standards that are directly relevant to grant award activity, that is Standards 71-75 (please find wording below). In this policy we aim to identify the duties, provide clarity on their content, as well as provide advice on how to implement the requirements.

The duty on Local Authorities in relating to the grant awarding process:

- ➢ Publish all materials in Welsh
- ➢ Respect individuals' language choice throughout the grant application process
- ➢ Stating in the invitation that grant applications may be submitted in Welsh
- ➢ When awarding grants identify any effects in terms of opportunities to use the Welsh language (positive effects or negative effects), and not treating Welsh less favourably than English
- ➢ Have due regard to the various effects that are manifested, by:
  - o identify ways to promote the Welsh language, including the use of Welsh as part of the activity
  - o minimise any adverse effects on Welsh e.g: by implementing grant conditions where necessary.
- ➢ Keep a record of the total number of grants distributed, along with recording:
  - o Number and % of applicants that have submitted their applications in Welsh, and how many have applied to conduct the interview for a grant in Welsh, as part of your assessment of the application.
  - o Number of organisations that have further developed their use of Welsh as part of the conditions to receive a community grant
- ➢ Take advice from the Council's Welsh Language Policy Officer if unsure

**The wording of the Standards in the Welsh Language Standards
(No. 1) Regulations 2015:**

Standard No.	Wording of the Standard
	Policy Making Standards

94	You must produce and publish a policy on awarding grants (or, where appropriate, amend an existing policy) which requires you to take the following matters into account when you make decisions to the awarding of a grant:
	
	(a) what effects, if any (and whether positive or negative), the awarding of a grant would have on-
	   (i) opportunities for persons to use the Welsh language, and
	   (ii) treating the Welsh language no less favourably than the English language.
	
	(b) how the decision could be taken or implemented (for example, by imposing conditions of grant) so that it would have positive effects, or increased positive effects, on –
	   (i) opportunities for persons to use the Welsh language, and
	   (ii) treating the Welsh language, no less favourably than English Language.
	
	(c) how the decision could be taken or implemented (for example, by imposing conditions of grant) so that it would not have adverse effects, or so that it would have less adverse effects on:
	   (i) opportunities for persons to use the Welsh Language, and

	(ii) treating the Welsh language, no less favourably than the English language
	(ch) whether you need to ask the applicant for any additional information in order to assist you in assessing the effects of awarding a grant on – (i) opportunities for persons to use the Welsh language, and (ii) treating the Welsh language, no less favourably than English language.
	Service Delivery Standards
71	Any documents that you publish which relate to applications for a grant, must be published in Welsh, and you must not treat a Welsh language version of such documents less favourable than an English language version.
72	When you invite applications for a grant, you must state in the invitation that applications may be submitted in Welsh and that any application submitted in Welsh is will be treated no less favourably than an application submitted in English.
72A	You must not treat applications for a grant submitted in Welsh less favourably than applications submitted in English (including, amongst other matters, in relation to the closing date for receiving applications and in relation to the time - scale for informing applicants of decisions).
73	If you receive a grant application for a grant in Welsh, and it is necessary to interview an applicant as part of your assessment of the application, you must offer to conduct that interview in Welsh and, if the applicant so wishes, you must conduct the interview in Welsh (without the assistance of a simultaneous or consecutive translation service).
75	When you inform an applicant of your decision in relation to an application for a grant, you must do so in Welsh if the application was submitted in Welsh.

Definition and examples of grants

In the Code of Practice Welsh Language Standards (No. 1) Regulations 2015, the Welsh Language Commissioner explains what constitutes a 'grant':

"*A grant is usually a permanent transfer of money to a person, that does not need to be repaid nor returned. The term includes any financial support which a body provides to a person for a specific project or purpose. A grant will usually only cover part of the total costs. Grants are usually used in accordance with specific terms and conditions. The term may include financial support or benefit but does not include a sum of money that is given to a person through a procurement process, for example services that are commissioned.*"

The amount of money is irrelevant – the standard covers small and large grants. Examples of grants include financial support to:

➢ organising a small or large event, for example a festival, competition, course or conference

➢ running a project

➢ produce or publish something, for example a record, book, leaflet or artwork, signs

➢ building, modifying, renting or purchasing a property or other resource

- ➤ employing staff

- ➤ service offering

- ➤ contributing to a particular person's cost of living, for example a maintenance grant or scholarship for students

- ➤ running an organisation, business or organisation for a certain period of time

The principles of this policy applies regardless of the size of the grant. Therefore, you will need a process to identify what language requirements will be needed for the relevant activity, and to set conditions for the awarding of the grant. For example, a small grant could be awarded for organising a small community event; and in such a case, it would be appropriate to set conditions that signs and publicity material for the event should be bilingual. As with the larger grants, it is important to make clear to grant applicants what is expected of them as organisations in relation to the use of Welsh. Where appropriate, support should be given to grant recipients so that they can comply with the principles set out in this Policy.

When is this Policy applicable?

- • This policy will apply when the Council awards grants which the Council itself funds.

- • This policy will apply if the Council awards grants on behalf of another body, the Welsh Government or any other body falling within the scope of the Welsh Language (Wales) Measure 2011), and the specific terms and conditions of the grant include considerations in relation to the Welsh language.

- • This policy will not apply if the Council awards grants on behalf of organisations that do not fall within the scope of the Welsh Language (Wales) Measure 2011.

- • The policy will not apply if the Council is not responsible for setting the policy and its direction, and the terms and conditions for those external funds cannot be changed. However, in this situation all other relevant Welsh Language Standards must be adhered to, namely publication of Welsh versions of the guidance and consultation documents, application forms, publicity material etc.

Section 2: The grant awarding process:
How Welsh language considerations can be integrated

Advertising the grant

All information materials regarding the grant must be available in Welsh, and will be published at the same time as the English version, including any guidance documents, assessment frameworks and terms and conditions. The information will also indicate that the Council will consider the effects on the Welsh language when awarding the grant.

- ➤ The following disclaimer should be placed when advertising the grant:

  Caniateir cyflwyno ffurflen gais yn Gymraeg ac ni fydd unrhyw gais a gyflwynir yn Gymraeg yn cael ei thrin yn llai ffafriol na chais a gyflwynir yn Saesneg.
  An application form may be submitted in Welsh; any application submitted in Welsh will not be treated less favourably than an application submitted in English**.**

> ➤ If information materials need to be published in English and Welsh separately, the following sentence should be placed on the front page of the English document(s):

Mae'r ddogfen hon hefyd ar gael yn Gymraeg.
This document is also available in Welsh.

Information to support the decision to award the grant

The standard requires that you consider what additional information you need in order needed to consider the effects on the Welsh language.

Applicants can be asked for this information at any point in the decision consideration process. For example, you can:

> ➤ ask standard questions about the effects on the Welsh Language as part of the application form
> ➤ request additional information from applicants following receipt of applications
> ➤ ask questions about the effects on the Welsh language in any interviews you conduct.

Below are examples of the questions you can ask grant applicants.

Information to request to support the decision

- Have you considered what the effects of the activity will be on the Welsh language? What will be the positive and/or negative effects?
- How will you actively increase positive effects on the Welsh language, and decrease the negative impacts?
- Do you have enough staff or volunteers to enable people to use Welsh?
- Have you arranged for any materials to be available in Welsh?
- Have you included any additional costs for Welsh language provision in your budgets e.g. translation costs?
- How will you ensure the quality of your Welsh language provision?
- What previous experience have you had of undertaking an activity that has positive effects, and does not have negative effects, on the Welsh language?
- Do you have any data that shows how your previous activities have affected the Welsh language?

Assessing grant applications

In order to consider the impact(s) on the Welsh language it is advisable to use the Template available in Appendix 2, or you can add the following questions about Welsh to the main form that you have already have for considering grant applications:

- what will be the effects of awarding the grant on the Welsh language, and whether they are positive or negative?
- how can the decision be made or implemented in order to increase positive effects and decrease adverse effects?
- whether any additional information is required in order to take account of the effects on the Welsh language?

Awarding the grant

The effects on the Welsh language should be taken into account when making the final decision, e.g.as one of the criteria for the grant, or as part of a scoring system.
The materials for recording the decision should indicate:
- what consideration has been given to the Welsh language?
- How has this affected the decision?

The Terms and Conditions for the grant should clearly set out the expectations for the Welsh language, see Section 4: Standard conditions that could be imposed for all grants

Taking and implementing grant decision

To ensure that the decision increases the positive effects on the Welsh language, it is possible to achieve the goal in 2 ways (both can be done – it does not have to be one or the other).

➢ **taking the decision** – awarding grants to applications that appear more likely to increase the positive impacts on the Welsh language, and reduce the negative impacts
➢ **implement the decision**– take steps to ensure that grant recipients operate in specific ways in order to increase the positive effects and reduce the negative effects.

Taking the decision

It is not expected that the effects on the Welsh language will be the main, or only, factor taken into considered in deciding who will receive each grant. It is likely that you will have a number of criteria against which to measure applications, which relate to matters such as the extent to which the application fits the objectives of the grant, and the extent to which the application provides assurance that the funding will be dealt with appropriately.

The effects on the Welsh language should be added as one of the criteria to use when taking the decision to award the grant. If you are using a scoring system for deciding which applications to award grant on, you can add the effects on the Welsh language as one part of that scoring system, giving applications a score based on your consideration of their effects on the Welsh language. However, it will be up to the Awarding Officer to decide the weighting you attribute to the effects on the Welsh language as part of such a system. It is important to keep a proper record of how consideration of the effects on the Welsh language has influenced the final decision in awarding the grant.

Implementing the decision

The grant can be awarded subject to specific steps being taken to ensure that the positive effects on the Welsh language are increased, and negative effects are decreased. It will be necessary to ensure that these conditions, and the consequences of failing to abide by them, are absolutely clear to grant recipients. The requirements should be listed in terms and conditions, or an award letter. (See: Section 4).

Note: One effective method of ensuring that businesses or charities develop their use of Welsh is to require them to develop a **Welsh Language Offer**, which is facilitated by the Welsh Language Commissioner. The system creates a plan for a level of Welsh language provision based on a questionnaire and gives businesses and charities the opportunity to set targets, to increase their Welsh language provision, supported by the Welsh Language Commissioner's Promotion and Facilitation Officers.
Cynnig Cymraeg (comisiynyddygymraeg.cymru)

Monitoring the use of the grant

Requirements to report back on the use of the grant to include reporting on:
- what action the recipient took to increase positive effects and decrease negative effects on the Welsh language
- what positive and negative effects the grant had on the Welsh language

Section 3: How grant decisions can affect the Welsh language

When making a decision on awarding a grant, the Welsh Language Standard states that the Council must consider the effects on the Welsh language. The template in Appendix 2 offers a method of recording the effects

Two types of effects on the Welsh language need to be identified. Those effects reflect the two main objectives of the standards:

➢ ensuring opportunities for persons to use the Welsh Language
➢ treating Welsh language, no less favourably than the English language.

In the Code of Practice to the Welsh Language Standards (No. 1) Regulations 2015, the Welsh Language Commissioner explains the meaning of 'treating Welsh language no less favourably than the English language' as follows:

"*The practical meaning "varies from situation to situation. But in general, it's about not putting anyone at a disadvantage if they want to use Welsh, and ensuring that Welsh is at least as prominent, standard and accessible as English at all times."*

Once potential effects have been identified, it will be necessary to identify whether they are positive or negative:

➢ **positive effects** are those that mean that there is an increase in the use of Welsh language, that the Welsh language is more visible, or that there are no additional barriers to the using Welsh, with outcomes that are at least as favourable
➢ **negative effects** are those that mean that there are fewer opportunities to use Welsh, the Welsh language is less visible, or that people who wish to use Welsh face more barriers or less favourable outcomes than people who use English.

Here are some questions you can ask in order to identify the potential effects of grant making decisions on the Welsh language:

Factors to consider when identifying effects

Direct effects:
- Will it be possible to use the Welsh language in public elements of the activity, and when communicating with the organisers?
- Will the Welsh language be used in promotion and advertising of the activity?
- Will materials produced as a result of the activity be available in Welsh?
- Will Welsh be at least as prominent as English language in terms of materials, signage, logos, audio announcements etc associated with the activity?
- Will the activity have an effect on people's understanding and awareness of issues Welsh relating to the Welsh language?

Indirect effects:
- Will the activity have an effect on the sustainability of communities where it is important to see growth or stability in the number of Welsh speakers and use of the Welsh language, for example as a result of an effect on the economy, planning, education or social opportunities?
- Will the activity have an effect on the number of children receiving a Welsh - medium education?
- Will the activity lead to the creation of employment opportunities for Welsh speakers?
- Will the activity lead to people being able to use the Welsh language at work?
- Will the activity lead to enabling and motivating people to use the Welsh language in the community or in the family?

Section 4: Standard conditions that could be imposed for all grants

Here are some examples of conditions that could be imposed on grant recipients, depending on the individual grant situation:

- Offering specific services in Welsh, e.g: welcoming people, enabling the use of the Welsh language on the phone, audio announcements, correspondence in Welsh, offering a course in Welsh
- Publishing materials in Welsh, e.g: the project's website, documents, signage, or creative output form the project
- Targeting Welsh speakers in promoting and advertising activity
- Ensure that activity takes place out in geographical locations that support the use of the Welsh language
- Host the activity in Welsh/ bilingually
- Developing and adhering to the **Welsh language Offer Scheme** [businesses and charities]. A scheme facilitated by the Welsh Language Commissioner.
- Complying with Welsh language standards or schemes [organisations under the relevant duties]
- Ensuring a suitable human resource capacity or budget is available to enable Welsh language provision
- Provide specific data or evidence on the effects of the grant on the Welsh language (see below)

Reporting on effects

Grant recipients may be asked to report on how they have used the grant or how they have adhered to the terms and conditions of the grant. For example, it is possible to create a questionnaire for grant recipients, which requires reporting back on their use of the money. Information about the effects on the Welsh language could be asked as part of this.

Here are examples of data or evidence that could be requested.

Data that could be requested when monitoring a grant
- Number of materials produced in Welsh / copies of materials
- Number of staff or volunteers who could offer a Welsh language service
- Number of Welsh speakers who took part in an activity
- Economic impact of activity in a particular area
- Number of jobs created as a result of the grant
- Areas where activities took place
- Feedback from users regarding the use of Welsh

Record Keeping

Keep a record the total number of grants distributed, along with recording:

- o Number and % of applicants that have submitted their applications in Welsh, and how many have applied to conduct the interview for a grant in Welsh, as part of your assessment of the application.
- o Number of organisations that have further developed their use of Welsh as part of the conditions to receive a community grant

A report on this data will be required as part of the Welsh Language Standards Annual Report**.**

Appendix 1: Awarding Grant Checklist

If you manage a grant process on behalf of Ceredigion County Council, adhering to this checklist will ensure that you comply with the requirements of the Welsh Language Standards. Ensuring compliance will reduce the possibility of any complaint, appeals or investigations by the Welsh Commissar and the various costs associated with it.

Step	In action?
All information about the grant is available in Welsh and will be published at the same time as the English version, including any guidance documents, assessment frameworks and terms and conditions.	
The advertising documents inviting applicants to apply for the grant include the active offer: **Caniateir cyflwyno ffurflen gais yn Gymraeg ac ni fydd unrhyw gais a gyflwynir yn Gymraeg yn cael ei thrin yn llai ffafriol na chais a gyflwynir yn Saesneg.** An application form may be submitted in Welsh; any application submitted in Welsh will not be treated less favourably than an application submitted in English.	
If information materials need to be published in English and Welsh separately e.g: an application form: the following sentence should be placed on the front page of the English document(s): **Mae'r ddogfen hon hefyd ar gael yn Gymraeg.** This document is also available in Welsh.	
Where an email address or phone number is used to ask people to get in touch, the following sentence is included in the poster, email or public notice. **Mae croeso i chi gyfathrebu â ni yn y Gymraeg.** You are welcome to communicate with us in Welsh.	
The invitation to apply for the grant include questions to allow the applicant to consider the effect of the activity on the Welsh language. Example: **Let us know:** • what effects will the activity have on the Welsh language, and are those effects positive or negative? • what steps will be taken to increase the positive effects and decrease any negative effects?	
When assessing applications for the grant, consideration is required as regards: • what will be the effects of awarding the grant on the Welsh language, and are those positive or negative? • how the decision can be made or implemented to increase positive effects and reduce adverse effects • do we need additional information from the applicants to consider the effects on the Welsh language?	

It is advisable to use the template for assessing effects, which can be found in Appendix 2	
If you arrange a meeting to ask further questions in relation to the application, you have included the active offer: (Includes hybrid and virtual meetings.) **Croeso i chi ddefnyddio'r Gymraeg yn y cyfarfod dim ond i chi roi gwybod i ni erbyn xx/xx/xx.** You are welcome to use Welsh at the meeting, just let us know by xx/xx/xx should you wish to do so.	
When you inform an applicant of your decision in relation to a grant application, you must do so in Welsh if the application was submitted in Welsh.	
You have imposed a grant condition to ensure more positive impacts on the Welsh language: see examples Section 4: Standard conditions that could be imposed for all grants, Ceredigion County Council's Policy on Awarding Grants.	
The candidate's language choice must be respected during the whole process.	

Keep a record the total number of grants distributed, along with recording:
  o Number and % of applicants that have submitted their applications in Welsh, and how many have applied to conduct the interview for a grant in Welsh, as part of your assessment of the application.
  o Number of organisations that have further developed their use of Welsh as part of the conditions to receive a community grant	

Appendix 2: Template for assessing effects

1	Name of grant:		
	Name of applicant		
Part 1: Identifying effects on the Welsh language			
		Positive effects	Negative effects
3	What would be the effects of awarding the grant on opportunities to use the Welsh language?		
4	What would be the effects of awarding the grant on treating the Welsh language no less favourably than the English language?		
Part 2: Identify additional information			
5	Is additional information required to assist with the decision?		
Part 3: Taking and implementing the decision			
		Taking Decision (e.g: whether to award / sum to award)	Implementing Decision (e.g: setting conditions)
6	How could the decision be adapted to increase positive effects on the Welsh language?		
7	How could the decision be adapted to reduce negative impacts on the Welsh language?		

A list of some of the grants to which this Policy will apply:

Grant Title	Service
Business Development Grant	Economy & Regeneration Service
Cynnal y Cardi (Leader)	Economy & Regeneration Service
Transforming Towns	Economy & Regeneration Service
Arfor Programme	Economy & Regeneration Service
Council Community Grants: Capital Grants	Finance & Procurement Service
Council Community Grants: Revenue Grants	Finance & Procurement Service
Sports Grant 'Summer of Fun'; Gaeaf Lles	Gwasanaeth Porth Cymorth Cynnar (Leisure)
Culture Grants: Theatr y Mwldan, Canolfan y Celfyddydau, Arad Goch	Education & Culture Service
Family Centre Network Homestart Cynllun Cyfeirio (Mudiad Meithrin) DASH Adran Catrin Petche Iaith a Llefarydd (Hywel Dda)	Gwasanaeth Porth Cymorth Cynnar
Canolfannau Teuluoedd	Gwasanaeth Porth Cymorth Cynnar
Gofalwyr Ceredigion Carers	Gwasanaeth Porth Cymorth Cynnar
Annual grants for contribution to developing activities and promoting the Welsh language: 1. Urdd Ceredigion 2. CFfI Ceredigion 3. Scouts Ceredigion 4. Girlguiding Ceredigion 5. Ieuenctid Tysul 6. RAY Ceredigion	Gwasanaeth Porth Cymorth Cynnar

Policy Grants	Finance & Procurement Service
- Local Eisteddfodau - Local agricultural and / or horticultural shows - Individuals - one off grant for first time representing Wales or Great Britain at an activity - (individuals representing Wales can apply up to three months after their activity) - Aberystwyth, Cardigan, Lampeter, Llandysul Shows and Aberaeron Festival of Welsh Ponies & Cobs - Cardigan Bay Sea Food Festival, Lampeter Food Festival and Cardigan River and Food Festival - Papurau Bro - Gŵyl Fawr Aberteifi, Gŵyl y Banc Awst Llambed, Eisteddfodau Teulu James Pantyfedwen	

Cyngor Sir Ceredigion County Council - Integrated Impact Assessment (IIA)

An integrated tool to inform effective decision making

This **Integrated Impact Assessment tool** incorporates the principles of the Well-being of Future Generations (Wales) Act 2015 and the Sustainable Development Principles, the Equality Act 2010 and the Welsh Language Measure 2011 (Welsh Language Standards requirements) and Risk Management in order to inform effective decision making and ensuring compliance with respective legislation.

1. PROPOSAL DETAILS: (Policy/Change Objective/Budget saving)

Proposal Title	Welsh Language Policy for Awarding Grants

Service Area	Democratic Services	Corporate Lead Officer	Lowri Edwards	Strategic Director	James Starbuck

Name of Officer completing the IIA	Carys Lewis Morgan	E-mail	Carys.morgan@ceredigion.gov.uk	Phone no	

Please give a brief description of the purpose of the proposal
The Welsh Language Standards Requirement (Standard 94) which requires Local Authorities to develop the Welsh Language Policy for Awarding Grants, to assess the impact of awarding grants on the Welsh language, seeking to increase the use of the Welsh language over time.

Who will be directly affected by this proposal? (e.g. The general public, specific sections of the public such as youth groups, carers, road users, people using country parks, people on benefits, staff members or those who fall under the protected characteristics groups as defined by the Equality Act and for whom the authority must have due regard).
Ceredigion residents applying for grants.

VERSION CONTROL: The IIA should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development, Welsh language and equality considerations wherever possible.

Author	Decision making stage	Version number	Date considered	Brief description of any amendments made following consideration
Carys Lewis Morgan	*Cabinet*	V1	10.01.2022	*This will demonstrate how we have considered and built in sustainable development throughout the evolution of a proposal. Have you considered and applied the sustainable development principle and Well-being Goals?*

COUNCIL STRATEGIC OBJECTIVES: Which of the Council's Strategic Objectives does the proposal address and how?	
Boosting the Economy, supporting Business and enabling employment.	The impact of a grant decision on the Welsh language must be assessed, to increase the use of the Welsh language.
Creating caring and healthy communities	
Providing the best start in life and enabling Learning at all ages	
Creatin sustainable, greener and well-connected communities	

NOTE: As you complete this tool you will be asked for **evidence to support your views**. These need to include your baseline position, measures and studies that have informed your thinking and the judgement you are making. It should allow you to identify whether any changes resulting from the implementation of the recommendation will have a positive or negative effect. Data sources include for example:

- *Quantitative data - data that provides numerical information, e.g. population figures, number of users/non-users*
- *Qualitative data – data that furnishes evidence of people's perception/views of the service/policy, e.g. analysis of complaints, outcomes of focus groups, surveys*
- *Local population data from the census figures (such as Ceredigion Welsh language Profile and Ceredigion Demographic Equality data)*
- *National Household survey data*
- *Service User data*
- *Feedback from consultation and engagement campaigns*
- *Recommendations from Scrutiny*
- *Comparisons with similar policies in other authorities*
- *Academic publications, research reports, consultants' reports, and reports on any consultation with e.g. trade unions or the voluntary and community sectors, 'Is Wales Fairer' document.*
- *Welsh Language skills data for Council staff*

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2. SUSTAINABLE DEVELOPMENT PRINCIPLES: How has your proposal embedded and prioritised the five sustainable development principles, as outlined in the Well-being of Future Generations (Wales) Act 2015, in its development?			
Sustainable Development Principle	Does the proposal demonstrate you have met this principle? If yes, describe how. If not, explain why.	What evidence do you have to support this view?	What action (s) can you take to mitigate any negative impacts or better contribute to the principle?
Long Term Balancing short term need with long term and planning for the future.	The aim is to increase the use of Welsh. The long-term vision is to contribute to the Welsh Government's Welsh Language Strategy of one million Welsh speakers by 2050.	Welsh Language Strategy Welsh Government [Welsh language strategy and plans | Sub-topic | GOV.WALES](#)	The Council's Language Policy Officer will be able to advise officers as they proceed to assess impact on the Welsh language.
Collaboration Working together with other partners to deliver.	Officers awarding grants will work with organisations and groups applying for grants.	The Policy itself offers good practice, along with templates and a checklist.	The Council's Language Policy Officer will be able to advise officers as they proceed to assess impact on the Welsh language
Involvement Involving those with an interest and seeking their views.	• Officers awarding grants were included in the development of the Policy	Conversations have been held with Officers to develop the Policy	
Prevention Putting resources into preventing problems occurring or getting worse.	• The Policy acts as a toolkit for Officers, to protect the use of the Welsh language	Census data regarding number of Welsh speakers and Language Use Surveys.	We will continue to analyse Census data, and consider carefully what this means for Ceredigion.
Integration Positively impacting on people, economy, environment and culture and trying to benefit all three.	• *The Welsh language is a key part of Ceredigion's culture and heritage, and therefore the policy contributes to the viability of Welsh within the County*	Census data	We will continue to analyse Census data, and consider carefully what this means for Ceredigion.

3. WELL-BEING GOALS: Does your proposal deliver any of the seven National Well-being Goals for Wales as outlined on the Well-being of Future Generations (Wales) Act 2015? Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal. We need to ensure that the steps we take to meet one of the goals aren't detrimental to meeting another.

Well-being Goal	Does the proposal contribute to this goal? Describe the positive or negative impacts.	What evidence do you have to support this view?	What action (s) can you take to mitigate any negative impacts or better contribute to the goal?
3.1. A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	The Welsh language is a key part of Ceredigion's culture and heritage, and therefore the policy contributes to the viability of Welsh within the County	Welsh Language Strategy Welsh Government. Corporate Strategy Ceredigion County Council Ceredigion Language Strategy Welsh Language Standards Framework	The basic principle of trying to increase the use of Welsh.
3.2. A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change).	*Not applicable*		
3.3. A healthier Wales People's physical and mental wellbeing is maximised and health impacts are understood.	The Welsh Language Commissioner's Assurance Report provides evidence that some Welsh speakers wish to receive their services in their mother tongue.	Welsh Language Commissioner's Assurance Report. Welsh Government Strategic Framework 'More than Words'.	We will work to ensure that Welsh speakers can make use of Welsh in all aspects of their daily lives.
3.4. A Wales of cohesive communities Communities are attractive, viable, safe and well connected.	Working towards ensuring that Welsh speakers can access Welsh-medium services unhindered, and can use	Welsh Government's Welsh Language 2050 Strategy	We will work to ensure that Welsh speakers can make use of Welsh in all aspects of their daily lives

	Welsh in all aspects of their daily lives if they wish to do so.	Ceredigion Language Profile Ceredigion Welsh Standards Ceredigion Language Strategy	
3.5. A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental well-being.	Welsh is counted as a minority native language that needs to be protected for future generations.	• Welsh Government's Welsh Language 2050 Strategy • Welsh Language Commissioner's Assurance Report. • European Language Charter	We will work to ensure that Welsh speakers can make use of Welsh in all aspects of their daily lives

| **3.6. A more equal Wales**
People can fulfil their potential no matter what their background or circumstances.

In this section you need to consider the impact on equality groups, the evidence and any action you are taking for improvement.
You need to consider how might the proposal impact on equality protected groups in accordance with the Equality Act 2010?
These include the protected characteristics of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or beliefs, gender, sexual orientation.
Please also consider the following guide:
Equality Human Rights - Assessing Impact & Equality Duty | Describe why it will have a positive/negative or negligible impact.

Using your evidence consider the impact for each of the protected groups. You will need to consider do these groups have equal access to the service, or do they need to receive the service in a different way from other people because of their protected characteristics. It is not acceptable to state simply that a proposal will universally benefit/disadvantage everyone. You should | What evidence do you have to support this view?

*Gathering Equality data and evidence is vital for an IIA. You should consider who uses or is likely to use the service. Failure to use <u>data</u> or <u>engage</u> where change is planned can leave decisions open to legal challenge. Please link to **involvement** box within this template. Please also consider the general guidance.* | What action (s) can you take to mitigate any negative impacts or better contribute to positive impacts?

These actions can include a range of positive actions which allows the organisation to treat individuals according to their needs, even when that might mean treating some more favourably than others, in order for them to have a good outcome. You may also have actions to identify any gaps in data or an action to engage with those who will/likely to be effected by the proposal. |

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				demonstrate that you have considered all the available evidence and address any gaps or disparities revealed.		These actions need to link to Section 4 of this template.
Age Do you think this proposal will have a positive or a negative impact on people because of their age? (Please tick ✓)				*Ensuring that Ceredigion residents can make use of Welsh in all aspects of their daily lives if they wish to do so.*	Ceredigion is a stronghold of the Welsh language, and according to the result of the 2021 Census, 45.3 % (31,678) of the county's residents over the age of 3 are Welsh-speaking, and demand for Welsh-medium service provision remains high within the County.	Continue to implement the requirements of the Welsh Language Standards.
Children and Young People up to 18	Positive ✓	Negative	None/ Negligible			
People 18-50	Positive	Negative	None/ Negligible			
Older People 50+	Positive	Negative	None/ Negligible			

				In line with the 'More than Words' Strategic Framework there are some vulnerable groups, such as disabled people, where receiving their services in their first language is a matter of language need rather than language choice.	X number of disabled people have registered themselves as people with disabilities in Ceredigion.	
Disability Do you think this proposal will have a positive or a negative impact on people because of their disability? (Please tick ✓)						
Hearing Impartment	Positive ✓	Negative	None/ Negligible			
Physical Impairment	Positive ✓	Negative	None/ Negligible			
Visual Impairment	Positive ✓	Negative	None/ Negligible			

Learning Disability	Positive	Negative	None/ Negligible			
	√					
Long Standing Illness	Positive	Negative	None/ Negligible			
	√					
Mental Health	Positive	Negative	None/ Negligible			
Other	Positive	Negative	None/ Negligible			

Transgender
Do you think this proposal will have a positive or a negative impact on transgender people? (Please tick ✓)

Transgender	Positive	Negative	None/ Negligible	There is no expected differential effect. Residents with one or more protected equality characteristics will receive equal opportunities.		
			√			

Marriage or Civil Partnership
Do you think this proposal will have a positive or a negative impact on marriage or Civil partnership? (Please tick ✓)

Marriage	Positive	Negative	None/ Negligible	There is no expected differential effect. Residents will be able to choose the language they wish to communicate in their daily lives and when engaging in activities		
	√					
Civil partnership	Positive	Negative	None/ Negligible			
	√					

Pregnancy or Maternity Do you think this proposal will have a positive or a negative impact on pregnancy or maternity? (Please tick ✓)				There is no expected differential effect. Residents will be able to choose the language they wish to communicate in their daily lives and when engaging in activities		
Pregnancy	Positive	Negative	None/ Negligible			
	√					
Maternity	Positive	Negative	None/ Negligible			
	√					

Race Do you think this proposal will have a positive or a negative impact on race? (Please tick ✓)				There is no expected differential effect. Residents will be able to choose the language they wish to communicate in their daily lives and when engaging in activities		
White	Positive	Negative	None/ Negligible			
	√					
Mixed/Multiple Ethnic Groups	Positive	Negative	None/ Negligible			
	√					
Asian / Asian British	Positive	Negative	None/ Negligible			
	√					
Black / African / Caribbean / Black British	Positive	Negative	None/ Negligible			
	√					
Other Ethnic Groups	Positive	Negative	None/ Negligible			
	√					

Religion or non-beliefs Do you think this proposal will have a positive or a negative impact on people with different religions, beliefs or non-beliefs? (Please tick ✓)				We do not anticipate any expected differential impact. Any beliefs, traditions or practices will be respected		
Christian	Positive	Negative	None/ Negligible			
	√					
Buddhist	Positive	Negative	None/ Negligible			
	√					
Hindu	Positive	Negative	None/ Negligible			
	√					
Humanist	Positive	Negative	None/ Negligible			
	√					
Jewish	Positive	Negative	None/ Negligible			
	√					
Muslim	Positive	Negative	None/ Negligible			
	√					
Sikh	Positive	Negative	None/ Negligible			
	√					
Non-belief	Positive	Negative	None/ Negligible			
	√					
Other	Positive	Negative	None/ Negligible			
	√					

Sex Do you think this proposal will have a positive or a negative impact on men and/or women? (Please tick ✓)				There is no expected differential effect. Residents will be able to choose the language they wish to communicate in their daily lives and when engaging in activities	
Men	Positive	Negative	None/ Negligible		
	√				
Women	Positive	Negative	None/ Negligible		
	√				

Sexual Orientation Do you think this proposal will have a positive or a negative impact on people with different sexual orientation? (Please tick ✓)				There is no expected differential effect. Residents will be able to choose the language they wish to communicate in their daily lives and when engaging in activities	
Bisexual	Positive	Negative	None/ Negligible		
	√				
Gay Men	Positive	Negative	None/ Negligible		
	√				
Gay Women / Lesbian	Positive	Negative	None/ Negligible		
	√				
Heterosexual / Straight	Positive	Negative	None/ Negligible		
	√				

Having due regards in relation to the three aims of the Equality Duty - determine whether the proposal will assist or inhibit your ability to eliminate discrimination; advance equality and foster good relations.

3.6.2. How could/does the proposal help advance/promote equality of opportunity?
You should consider whether the proposal will help you to: ● *Remove or minimise disadvantage* ● *To meet the needs of people with certain characteristics*

● *Encourage increased participation of people with particular characteristics*
The Policy aims to provide equal opportunities for County residents, so that they can choose the language they wish to communicate in their daily lives and when engaging in public activities/ services.

3.6.3. How could/does the proposal/decision help to eliminate unlawful discrimination, harassment, or victimisation?   *You should consider whether there is evidence to indicate that:* ● *The proposal may result in less favourable treatment for people with certain characteristics* ● *The proposal may give rise to indirect discrimination* ● *The proposal is more likely to assist or imped you in making reasonable adjustments*
Increasing the use of Welsh language is the aim of the Policy. However, it also provides assurance that a choice of language is available when accessing services or activities.

3.6.4. How could/does the proposal impact on advancing/promoting good relations and wider community cohesion?   *You should consider whether the proposal with help you to:* ● *Tackle prejudice* ● *Promote understanding*
Ensuring that Welsh speakers can use their Welsh in their daily lives if they wish to do so. Addressing ensuring that there are equal opportunities in the use of Welsh, and in the use of the English language within the County. Trying to protect language use, so that Welsh speakers do not need to change language in their daily lives.

Having due regard of the Socio-Economic Duty of the Equality Act 2010.   **Socio-Economic Disadvantage is living in less favourable social and economic circumstances than others in the same society.**   *As a listed public body, Ceredigion County Council is required to have due regard to the Socio-Economic Duty of the Equality Act 2010. Effectively this means carrying out a poverty impact assessment. The duty covers all people who suffer socio-economic disadvantage, including people with protected characteristics.*

3.6.5 What evidence do you have about socio-economic disadvantage and inequalities of outcome in relation to the proposal?   Describe why it will have a positive/negative or negligible impact.
Ensuring that Welsh speakers can use their Welsh in their daily lives if they wish to do so. Addressing ensuring that there are equal opportunities in the use of Welsh, and in the use of the English language within the County. Trying to protect language use, so that Welsh speakers do not need to change language in their daily lives.

What evidence do you have to support this view?
Census Data. Language Use Survey. Welsh Language Commissioner's Assurance Reports.   Welsh Government 2050 reports.

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What action(s) can you take to mitigate any negative impacts or better contribute to positive impacts?
Fulfilling the requirements of the Welsh Language Standards Framework, so all people have equal opportunities linguistically within the County.

3.7. A Wales of vibrant culture and thriving Welsh language				Describe why it will have a positive/negative or negligible impact.	What evidence do you have to support this view?	What action (s) can you take to mitigate any negative impacts or better contribute to positive impacts?
Culture, heritage and Welsh Language are promoted and protected. *In this section you need to consider the impact, the evidence and any action you are taking for improvement. This in order to ensure that the opportunities for people who choose to live their lives and access services through the medium of Welsh are not inferior to what is afforded to those choosing to do so in English, in accordance with the requirement of the Welsh Language Measure 2011.*						
Will the proposal be delivered bilingually (Welsh & English)?	Positive	Negative	None/ Negligible	*The aim of the Policy is to increase the use of Welsh.*	Language Use Survey	We will monitor the impact on Welsh language use in awarding grants
	√					
Will the proposal have an effect on opportunities for persons to use the Welsh language?	Positive	Negative	None/ Negligible	*The aim of the Policy is to increase the use of Welsh.*	Language Use Survey	We will monitor the impact on Welsh language use in awarding grants
	√					
Will the proposal increase or reduce the opportunity for persons to access services through the medium of Welsh?	Positive	Negative	None/ Negligible	*The aim of the Policy is to increase the use of Welsh.*	Language Use Survey	We will monitor the impact on Welsh language use in awarding grants
	√					

How will the proposal treat the Welsh language no less favourably than the English language?	Positive	Negative	None/ Negligible	*The aim of the Policy is to increase the use of Welsh.*		
	√					
Will it preserve promote and enhance local culture and heritage?	Positive	Negative	None/ Negligible	*The aim of the Policy is to increase the use of Welsh.*		

4. STRENGTHENING THE PROPOSAL: If the proposal is likely to have a negative impact on any of the above (including any of the protected characteristics), what practical changes/actions could help reduce or remove any negative impacts as identified in sections 2 and 3?

4.1 Actions.

What are you going to do?	When are you going to do it?	Who is responsible?	Progress
Officers awarding grants will proceed to assess the impact of any grant on the Welsh language.	Permanent hereafter	Officers responsible for awarding grants.	Increase Welsh Language use.

4.2. If no action is to be taken to remove or mitigate negative impacts please justify why.
(Please remember that if you have identified unlawful discrimination, immediate and potential, as a result of this proposal, the proposal must be changed or revised).

To increase the use of Welsh across the Council's range of services, the Council will continue to implement the requirements of the Welsh Language Standards

4.3. Monitoring, evaluating and reviewing.
How will you monitor the impact and effectiveness of the proposal?

We will monitor the impact of the Policy when considering the grants being offered by the Council.

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5. RISK: What is the risk associated with this proposal?

Impact Criteria	1 - Very low	2 - Low	3 - Medium	4 - High	5 - Very High
Likelihood Criteria	1 - Unlikely to occur	2 - Lower than average chance of occurrence	3 - Even chance of occurrence	4 - Higher than average chance of occurrence	5 - Expected to occur

Risk Description	Impact (severity)	Probability (deliverability)	Risk Score
Failure to fulfil the Statutory requirements of the Welsh Language Standards and risk being fined by the Welsh Commissioner for failing to ensure Ceredigion residents can access Welsh medium services/ activities	4	2	*8*

Does your proposal have a potential impact on another Service area?

The Policy has an impact on Council services which provide grants for county residents. Growth and Enterprise Service, specifically Finance Service.

6. SIGN OFF

Position	Name	Signature	Date
Service Manager	Nia Jones		
Corporate Lead Officer	Lowri Edwards		
Strategic Director	James Starbuck		
Portfolio Holder	Councillor Catrin M S. Davies		