



Mae'r ddogfen hon ar gael yn Gymraeg yn ogystal â Saesneg.

This document is available in Welsh as well as English.



**Comisiynydd Heddlu a Throseddu
Dyfed-Powys
Police and Crime Commissioner**

OPCC WELSH LANGUAGE ANNUAL REPORT 2022-2023

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My overarching vision for 2021-25 is to keep the communities of Mid and West Wales safe, maintaining trust and confidence in our police and criminal justice system. As part of this, within my Police and Crime Plan 2021-25, I recognise that this means that policing services need to be accessible to all communities, recognising diversity and Welsh language.

I have committed to supporting the Chief Constable to invest in increasing Dyfed-Powys Police's capacity to deliver policing services through the medium of Welsh, but I am also committed to ensuring that my Office adopts the principle of treating Welsh and English equally when undertaking public business. Dyfed Powys is an area with a high percentage of first language Welsh speakers and we have a duty to ensure that we provide a bilingual service with a workforce that has the skills to communicate with the public confidently.

I am pleased to publish our first Welsh Language Annual Report as an Office of the Police and Crime Commissioner, which shows the progress made in the last year.

We have introduced measures that aim to increase the level of Welsh fluency within the Office and give staff the confidence to work bilingually.

We continue to work closely with the Force and in the next year Welsh Language will feature in staff's Development Assessment Profiles to facilitate and encourage our workforce to develop their skills and confidence in using the Welsh language.

I am passionate about supporting people to develop their skills in order to improve capacity within the organisation to deliver public services through the medium of Welsh, and I look forward to seeing sustained improvements being made over the years to come.

A handwritten signature in black ink, reading 'Dafydd Llywelyn'. The signature is written in a cursive style with a long, sweeping tail on the final letter.

Dafydd Llywelyn, Dyfed-Powys Police and Crime Commissioner

accordance with section 150(2) of the Welsh Language (Wales) Measure 2011, They have been created in order to ensure that the Welsh language is not treated any less favourably than the English language.

During 2022-23 Dyfed-Powys OPCC have continued to embrace the use of the Welsh language within the workplace and with the communities in which we serve. It is vital that the public are able to access our services through the medium of Welsh on a day-to-day basis. We are assisting all staff to ensure that support is easily accessible in order to ensure that we provide a high standard of service to all communities within the Dyfed-Powys area.

The purpose of this annual report is to provide an overview of our compliance with the Welsh Language Standards, how we facilitate the use of Welsh language services and how the OPCC works to ensure the standards are adhered to. A copy of this report is available on the OPCC website in both Welsh and English.

The OPCC and Dyfed Powys Police have had a joint Welsh Language Strategy document in recent years. The strategy's aim has been to ensure that we develop a workforce which is representative of our communities through various actions; setting a clear timescale and a plan for us to be held accountable to.

There are two legally recognised languages in Wales and this is acknowledged in our service provision: **Dwy iaith- Dau Ddewis!**

The Office of the Police and Crime Commissioner work very closely with Dyfed-Powys Police Force and all resources, training opportunities etc are shared with the OPCC ensuring that staff of the OPCC have access to the same materials and opportunities as staff and officers of the Force.

A Member of the OPCC team sits on the 'Yr Iaith Ar Waith' group which is the Force's Welsh Language Action Group . The purpose of the group is to promote the value and importance of the Welsh Language for Dyfed-Powys Police and to further progress work around the Welsh Language on a strategic level. The forum considers data in relation to Welsh 101 calls received by the Force Command Centre, Data from Human Resources in relation to the Welsh Language skills of the workforce and any complaints or dissatisfactions which have been received within the year. It allows the OPCC to understand any issues being faced by the Force and forms part of the scrutiny of the Police and Crime Commissioner on the Chief Constable's performance in increasing Dyfed-Powys Police's capacity to deliver policing services through the medium of Welsh.

It has been decided that during 2023-2024 a strategy will be developed solely for the OPCC so that actions for improvement are clear and linked directly to the work of the office.

Welsh Language Standards

The Equality, Diversity and Welsh Language Officer employed by the Force attended a lunchtime learning session in 2022-2023 to talk to the Office about Welsh Language Standards and also Welsh Language opportunities in general. The conversations in this session was the catalyst for further opportunities to embrace and engage with the Welsh Language.

Clwb Clecs

During 2022-23, discussions took place as in relation to what assistance could be provided to staff to assist them in improving their Welsh Language skills. Monthly sessions entitled "Clwb Clecs" were organised during the year where people would get together and have discussions in Welsh. The sessions focussed on assisting individuals in using every day Welsh words and phrases to help improve their skills and confidence.

Welsh Language Buddying

In addition to Clwb Clecs some officers have engaged colleagues within the office as their Welsh Language buddies and converse with them in Welsh to improve their skills, knowledge and confidence in speaking Welsh. This has resulted in an increase in Welsh spoken within the office environment.

Policing Board Meetings

The Commissioner holds Policing Board meetings on a fortnightly basis which are meetings where he holds the Chief Constable to account for the delivery of policing services across Dyfed Powys. During 2022-2023 a number of the Policing Board were conducted through the medium of Welsh. This was agreed by the Commissioner and the Chief Constable who are both strong advocates of the Welsh Language.

Recruitment

The Commissioner recognises that the most efficient way to enhance the bilingual capacity of the organisation is to recruit staff who have a good command of the Welsh Language from the outset and who possess other necessary skills commensurate with the role. The OPCC monitors the skills of staff in an annual basis.

The Welsh Language Standards (No 5) Regulations 2016 came into force on 22nd March 2016. The main duties resulting from the standards require that the Welsh language should be treated no less favourably than the English Language and should make it easier for people to use Welsh in their every day life.

As of April 2019 the Welsh language entry requirement for all staff is to be able to converse to level 1 standard, which is a basic Welsh greeting. Current staff who have no Welsh language ability are supported to reach level 1 Welsh.

During 2022/2023 three posts were advertised that required a higher level of Welsh language ability. Firstly the Head of Communications and Engagement was advertised with a requirement for Level 5 Welsh Language skills which is Full and Accurate. The other two posts were for student placements and their Welsh Language skills were required to be at Level 4 which is Formal/Conversational.

Whilst other positions were advertised in the same period at the Level 1 requirement, individuals were appointed who had a higher level of Welsh Language skills.

Further information on the Welsh Language ability of staff can be found later in this report.

Events: Eisteddfod Genedlaethol Tregaron

During the summer of 2022, the National Eisteddfod was in Tregaron, where we had shared stand space with Dyfed-Powys Police. The Eisteddfod was a key opportunity for us to engage and consult with the public, and Welsh language speakers in particular, to promote the work of the Office, and to

provide them an opportunity to raise any issues in relation to the services that we provide through the medium of Welsh.

During the week we organised an event with Dyfed-Powys Police and the Coleg Cymraeg Cenedlaethol to announce that the new intake of student officers starting their training through the Policing Education Qualifications Framework (PEQF) in September 2022 will be the first tranche to be able to undertake as much of their student journey through the medium of Welsh as possible, if they wish to do so.

Through collaborating with Coleg Cymraeg Cenedlaethol and the University of South Wales, the Force has been able to increase the opportunities for Welsh speaking new recruits to undertake as much of the training in Welsh as possible.

Communications

All of our communications to the public are published bilingual. This includes all our social media posts, press releases, monthly bulletins, ensuring that we comply with requirements of the Welsh Language Standards.

Over the course of three months in early 2022 the Welsh Language Commissioner's office conducted verification checks on the OPCC's Welsh language services. The results of the monitoring and compliance were very positive and the OPCC progressed the actions during 2022/2023.

Following the checks the Welsh Language Commissioner's Officer made 3 main findings that Office need to address:

1. The OPCC's complaints procedure doesn't reference complaints relating to the standards and to the categories of standards, which isn't compliant with standards 153 and 159 – this has been resolved and the complaints procedure on the website references this.
1. Standards 155, 161 and 167 requires the OPCC to produce an annual report for each financial year, which deals with how you complied with the service delivery standards, policy standards and operational standards. In our supplementary standards questionnaire at the time we pointed towards the Dyfed-Powys Police annual report, however the standards require OPCC to produce its own report that's independent of the Dyfed-Powys Police report. In previous years a joint report has been accepted, however going forwards the OPCC will create its own and this will be the first report

1. Documents on the website didn't have a note on the English version to say that there are Welsh versions also available, as is required under standard 47 – All historic English Documents have been amended to show that they are available in Welsh. They will be uploaded on to the new website that is scheduled to be released in early 2024.

Staff within the OPCC are encouraged to undertake any Welsh language courses that are felt to be relevant and appropriate. The staff have access to all the same course accessible to Police Officers and Staff and they vary in complexity depending on the level of the requirement.

With the introduction of Clwb Clecs and the buddying initiative there was no specific training undertaking during the year but courses have been booked for the next year.

It is important for the OPCC's workforce to represent the communities in which it serves. As an office we are proud of our Welsh identity and wish to encourage staff to support all our residents by engaging with them in Welsh when they wish to do so. We believe that it is really important for our staff to be able to display basic Welsh linguistic courtesy to our residents and to one another. In order to ensure this the OPCC has committed to having a workforce who can all converse in Welsh at level 1 as a minimum. To help us achieve this, as of April 2019 all new role profiles for staff state that the

successful applicant must have the ability to communicate through the medium of Welsh to level 1 or be prepared to achieve this within 6 months of appointment.

At the end of the financial year 2022/2023 the following levels of Welsh language spoken skills and written skills were recorded.

Welsh Language Spoken Skills

Level 0	1
Level 1	2
Level 2	4
Level 3	4
Level 4	3
Level 5	6

Welsh Language Written Skills

Level 0	1
Level 1	2
Level 2	4
Level 3	5
Level 4	2
Level 5	6

Equality Impact Assessments

The OPCC has a responsibility to undertake Equality Impact Assessments on any Policy, Procedure or Activity which the OPCC undertakes to ensure they meet the requirements of the Public Sector Equality Duty, and do not have an adverse or negative effect on any particular groups of people protected by the Equality Act 2010, assessing the impact it may have on a person.

Welsh language has been included within this assessment to ensure that it is considered at all times. The question asks:

'In accordance with the Welsh Language Standards, the following considerations also need to be made in relation to the Welsh Language:

Evidence how you have considered how the policy decision would have positive effects, or increased positive effects, on -

(a) opportunities for persons to use the Welsh language, and (b) treating the Welsh language no less favourably than the English language.

Evidence how you have considered how the policy decision would not have adverse effects, or so that it would have decreased adverse effects, on —

(a) opportunities for persons to use the Welsh language, and (b) treating the Welsh language no less favourably than the English language.

Whenever the OPCC carries out an independent piece of work we also ensure that an equality impact assessment is undertaken. Examples of previous impact assessments are:

- Council Tax Precept EIA
- Police and Crime Plan Consultation EIA
- Victim Engagement Forum EIA
- Consultation and Engagement EIA
- Police and Crime Plan EIA

These are all published and available to view on our website.

The OPCC did not receive any complaints relating to the Welsh language during the last year.

Some ways of using Welsh in the OPCC	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Level 4</u>	<u>Level 5</u>
In an office	Can say place names/Welsh first names or Welsh signs correctly. Can recognise departments / locations/ ranks in Welsh. Can greet and introduce others in Welsh.	Can Understand the essence of a conversation in Welsh. Can convey basic information e.g. simple admin. or routine tasks.	Can understand much in the office or in meetings. Can take and pass on messages likely to require attention during a normal working day.	Can contribute effectively in meetings within own area of work and argue for or against a case.	Can interview Welsh speaking applicants for posts and assess their suitability.
Public Meetings / Talking to the Media	Can open and close meetings and welcome participants bilingually.	Can introduce oneself and others by name, rank, role, and location/ organisation. Can contribute in a meeting partly in Welsh.	Can converse or present in part in Welsh but turns to English when discussing detail of core business, answering questions or using complex information.	Can chair a meeting and respond to questions in Welsh. Can describe a situation or event in Welsh, but turns to English for technical or policing terms.	Can provide Welsh Language presentations. Can answer complex or hostile questions in Welsh to the extent that he/she has the necessary specialist knowledge.
Writing	Can write a simple routine request to a colleague, such as 'Can I have.... please?'	Can write a short note of request to a colleague or known external contact.	Can write informal internal memos, E-mail messages and deal with routine requests.	With editorial help, can write business letters, e-mails and posters for external customers.	Can write reports and presentations and make full and accurate notes in a meeting.

Further Information Should you require further information with regards to the Welsh Language Annual Report; please email opcc@dyfed-powys.police.uk

THIS REPORT IS ALSO AVAILABLE IN WELSH