



South West Wales Corporate Joint Committee

Welsh Language Standards Annual Report

1st April 2025 to 31st March 2026

Introduction

South West Wales Corporate Joint Committee (SWWCJC) received its Compliance Notice from the Welsh Language Commissioner on 24th April 2024.

The Notice detailed SWWCJC's duty to meet the standards set out in the Welsh Language Standards (No. 1) Regulations 2015 relating to the Welsh language, which were determined by the Welsh Government under the Welsh Language (Wales) Measure 2011.

SWWCJC is committed to the principles enshrined in the Welsh Language (Wales) Measure 2011, that the Welsh language should be treated no less favourably in English in public life in Wales, and that people in Wales should be able to live their lives through the medium of Welsh if they choose to do so. We share and support the visions of the 4 local authorities of the South West Wales Region and Pembrokeshire National Park Authority Bannau Brycheiniog National Park Authority, whose leaders are members of the corporate joint committee, and who each have their own Welsh Language Promotional Strategies. SWWCJC's work in the fields of strategic development planning, regional transport planning, and economic well-being will assist in creating the regional infrastructure and socio- economic conditions that will contribute to the success of each authority's strategy to promote the language in their own geographic areas

This also aligns with the well-being goals of the Well-Being of Future Generations (Wales) Act 2015 which include 'a prosperous Wales', 'a more equal Wales' and 'a Wales of vibrant culture and thriving Welsh language', which emphasises the significance of economic development and prosperity to the longevity and vitality of the Welsh language and the communities (be they geographical, sectoral, or virtual) that use it.

In addition to this, SWWCJC is committed to the aims and objectives of other strategies and policies, such as 'Cymraeg 2050: Miliwn o Siaradwyr⁴' (one million Welsh speakers by 2050) and 'TAN 20: Planning and the Welsh language⁵', which are designed to strengthen the linguistic infrastructure of Wales and help the language go from strength to strength.

As a corporate joint committee, SWWCJC is a relatively young organisation, and at present has no staff engaged directly with statutory requirements being fulfilled by service level agreements between the SWWCJC and the respective constituent local authorities and accordingly utilises their standing orders and policies in respect of areas such as recruitment and policy requirements.



Overall accountability for the Welsh Language within SWWCJC rests with the Chief Operating Officer of the SWWCJC.

Reporting

This is SWWCJC's second Welsh Language Standards report in accordance with the Welsh Language (Wales) Measure 2011 since it was given its final compliance notice on 24th April 2024 and covers the period 1st April 2025 to 31st March 2026

This report is a requirement of Standards 158 and 164 states how SWWCJC has complied with the following Supplementary Standards:

- Service Delivery Standards
- Operational Standards
- Policy Making Standards

The report also presents data on the required indicators as follows:

- The number of staff who have Welsh Language Skills (Standards 151)
- The number of staff who attended the training courses listed in Standards 128 if they were offered in Welsh (Standard 152)
- The number of new jobs and vacancies that were categorised as jobs that where (i) skills in the Welsh Language to be essential; (ii) it is necessary to learn skills in the Welsh language once someone is appointed to the post; (iii) skills in the Welsh language are desirable; or (iv) skills in the Welsh language were not necessary (Standard 154)
- The number of complaints SWWCJC received (Standard 150)

The number of staff who have Welsh Language Skills (Standards 151)	N/A The SWWCJC does not employ staff directly. All services and operational functions are delivered through Service Level Agreements with the Constituent Authorities. As such, the SWWCJC aligns its Welsh Language requirements with the standards and practices adopted by those authorities. This approach ensures that the delivery of services complies with the Welsh Language (Wales) Measure 2011 and reflects the commitments and obligations already embedded within
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Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council



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	each Constituent Authority's Welsh Language Standards.
The number of staff who attended the training courses listed in Standards 128 if they were offered in Welsh (Standard 152)	N/A The SWWCJC does not employ staff directly. All services and operational functions are delivered through Service Level Agreements with the Constituent Authorities. As such, the SWWCJC aligns its Welsh Language requirements with the standards and practices adopted by those authorities. This approach ensures that the delivery of services complies with the Welsh Language (Wales) Measure 2011 and reflects the commitments and obligations already embedded within each Constituent Authority's Welsh Language Standards.
The number of new jobs and vacancies that were categorised as jobs that where (i) skills in the Welsh Language to be essential; (ii) it is necessary to learn skills in the Welsh language once someone is appointed to the post; (iii) skills in the Welsh language are desirable; or (iv) skills in the Welsh language were not necessary (Standard 154)	N/A The SWWCJC does not employ staff directly. All services and operational functions are delivered through Service Level Agreements with the Constituent Authorities. As such, the SWWCJC aligns its Welsh Language requirements with the standards and practices adopted by those authorities. This approach ensures that the delivery of services complies with the Welsh Language (Wales) Measure 2011 and reflects the commitments and obligations already embedded within each Constituent Authority's Welsh Language Standards.
The number of complaints SWWCJC received in relation to compliance with Welsh Language Standards (Standard 150)	0

Setting the Standards



This annual report covers the second full reporting period since the South West Wales Corporate Joint Committee became subject to the Welsh Language Standards. During the year, the SWWCJC has continued to strengthen its approach to Welsh language compliance and has sought to further embed the principles of the Welsh Language (Wales) Measure 2011 into its governance, decision-making processes and service delivery arrangements.

Building upon the foundations established during the initial implementation period, the focus during this reporting year has been on progressing and delivering the Welsh Language Action Plan, monitoring compliance, and ensuring that Welsh language considerations are integrated into the organisation's day-to-day operations. This has included reviewing policies and procedures, strengthening internal governance arrangements, and ensuring that Welsh language requirements are considered as part of wider organisational planning and development.

The SWWCJC has continued to work collaboratively with partner authorities and service providers to promote opportunities for individuals to engage with the organisation through the medium of Welsh. Welsh language requirements are now increasingly embedded within communications, public-facing information and administrative processes, helping to ensure that Welsh speakers are able to access services and information in accordance with the standards.

Throughout the reporting period, the organisation has maintained a positive and proactive approach to compliance. The Welsh language is recognised not only as a statutory requirement but as an important part of the cultural and linguistic identity of the region served by the SWWCJC. As the organisation continues to mature, there remains a strong commitment to continuous improvement, increasing awareness of Welsh language responsibilities, and identifying opportunities to enhance the provision and visibility of Welsh language services.



Ref	Action Area	Compliance Step	Responsible Officer	Deadline	Progress
1	Governance & Oversight	Appoint Welsh Language Compliance Lead	Chief Operating Officer	Complete	The SWWCJC Head of Policy and Administration undertakes this role
2	Governance & Oversight	Schedule monthly progress meetings	Chief Operating Officer	Complete	Programme Board for the SWWCJC meets on a quarterly basis and any relevant matters are discussed at that meeting.
3	Communications	Audit/update correspondence templates to include Welsh versions	Chief Operating Officer	Complete	Templates updated where required
4	Communications	Train staff to reply in Welsh to Welsh correspondence	Chief Operating Officer	Complete	The SWWCJC does not employ staff directly. All services and operational functions are delivered through Service Level Agreements with the Constituent Authorities. As such, the SWWCJC aligns its Welsh Language requirements with the standards and practices adopted by those authorities. This approach ensures that the delivery of services complies with the Welsh Language (Wales) Measure 2011 and reflects the commitments and obligations already embedded within each Constituent Authority's Welsh Language Standards.
5	Communications	Add Welsh welcome statement to all correspondence/publications	Chief Operating Officer	Complete	Statement added
6	Telephone Services	Update call scripts for Welsh greetings and service info	Chief Operating Officer	Complete	The SWWCJC does not employ staff directly. All services and operational functions are delivered through Service Level Agreements with the





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7	Telephone Services	Train staff to handle/transfer Welsh language calls	Chief Operating Officer	Complete	The SWWCJC does not employ staff directly. All services and operational functions are delivered through Service Level Agreements with the Constituent Authorities. As such, the SWWCJC aligns its Welsh Language requirements with the standards and practices adopted by those authorities. This approach ensures that the delivery of services complies with the Welsh Language (Wales) Measure 2011 and reflects the commitments and obligations already embedded within each Constituent Authority's Welsh Language Standards.
8	Meetings & Events	Update invitations to ask about Welsh language preference	Monitoring Officer	Complete	Actioned
9	Meetings & Events	Arrange translation services for meetings as required	Monitoring Officer	Complete	Actioned
10	Publicity & Documents	Audit all public documents/forms/materials; produce Welsh versions	Chief Operating Officer	Complete	Actioned



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11	Digital Services	Update website/intranet for full Welsh functionality	Chief Operating Officer	Complete	New website launched, fully bilingual
12	Reception & Grants	Display Welsh welcome signage at receptions	Chief Operating Officer	Complete	The SWWCJC has no physical premises.
13	Tenders & Contracts	Publish invitations to tender in Welsh	Chief Operating Officer	Complete	The SWWCJC does not undertake any tendering exercises and utilises Carmarthenshire County Council for these purposes and follows the Camarthenshire Welsh Language Standards.
14	Internal Policies	Develop/publish internal Welsh language policy	Chief Operating Officer	Complete	Available on SWWCJC Website
15	Training & Development	Assess Welsh language skills of all staff	Chief Operating Officer	Complete	The SWWCJC does not employ staff directly. All services and operational functions are delivered through Service Level Agreements with the Constituent Authorities. As such, the SWWCJC aligns its Welsh Language requirements with the standards and practices adopted by those authorities. This approach ensures that the delivery of services complies with the Welsh Language (Wales) Measure 2011 and reflects the commitments and obligations already embedded within each Constituent Authority's Welsh Language Standards.
16	Recruitment	Assess Welsh language requirements for all posts	Chief Operating Officer	Complete	The SWWCJC does not employ staff directly. All services and operational functions are delivered through Service Level Agreements with the Constituent Authorities. As such, the SWWCJC



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					aligns its Welsh Language requirements with the standards and practices adopted by those authorities. This approach ensures that the delivery of services complies with the Welsh Language (Wales) Measure 2011 and reflects the commitments and obligations already embedded within each Constituent Authority's Welsh Language Standards.
17	Record Keeping & Reporting	Set up systems to record complaints, skills, training, post categorisation	Chief Operating Officer	Complete	This register is held by the Monitoring Officer in respect of complaints.
18	Supplementary Actions	Publish compliance documents, complaints procedures, arrangements	Chief Operating Officer	Complete	Documents are available on the SWWCJC website.
19	Monitoring & Review	Conduct quarterly reviews of compliance status	Chief Operating Officer	Quarterly	Ongoing - Programme Board for the SWWCJC meets on a quarterly basis and any relevant matters are discussed at that meeting where appropriate.

