

Welsh Language Scheme Annual Monitoring Report

31 October 2023

1 This document provides the Welsh Language Commissioner with requested information about the implementation of the HCPC's Welsh Language Scheme between 1 April 2022 – 31 March 2023.

2 Background

2.1 We launched our Welsh Language Scheme (the Scheme) in 2011. Since then, we have completed eleven reports on the Scheme for the Welsh Language Commissioner's attention.

2.2 We have adopted the principle that in the conduct of public business and administration of justice in Wales, we will treat the English and Welsh languages on a basis of equality. Our Scheme sets out how we give effect to that principle when providing services to the public in Wales.

2.3 During 2022-2023, we have continued to implement the provisions of our Scheme. This included:

- considering the needs of Welsh speakers in the continuing development of our website,
- assessing updates to policies against our Welsh Language Scheme,
- raising awareness amongst employees of our obligations under the Scheme through internal communication and the development of new e-learning modules for staff.

2.4 We are now working on implementing the Welsh Language Standards which will replace the Scheme and come into effect from 6 December 2023.

2.5 Standard 6 and standard 20 have a longer deadline, and will come into effect from 6 June 2024.

Information required by the Welsh Language Commissioner	HCPC response (all figures relate to the period April 2021 – March 2022)
<p>Policy impact assessment</p> <ul style="list-style-type: none"> ○ Number and percentage of policies (including those that were reviewed or revised) where consideration was given to the effects the policy would have on the use of the Welsh language. ○ Example of an assessment deemed to have an impact on the use of the Welsh language and details of how the policy was amended as a result. 	<p>4 (100%). This included reviews of significant policies such as our Standards on Conduct, Performance and Ethics, and our consultation on fees.</p> <p>Every project undertaken must include an impact assessment which asks, “how might this project engage our commitments under the Welsh Language Scheme?”</p> <p>While all of our policy reviews must include an impact assessment, none of these policies were deemed to have an impact on our commitments via our Welsh Language Scheme. The policies reviewed during the period generally impacted on HCPC registrants across the UK (rather than registrants in Wales specifically) and not on Welsh-speaking members of the public.</p>
<p>Publications</p> <ul style="list-style-type: none"> □ Number of publications available to the public □ Number of publications available to the public in Welsh 	<p>Number of publications available to the public: 194. This includes:</p> <ul style="list-style-type: none"> • Standards and guidance = 43 • Reports = 113 • Policy = 27 • Legislation = 16 <p>16</p> <p>While all of our publications are available to the public, not all of them relate to the carrying out of our public business or have the general public as main target audience.</p> <p>The HCPC practices a web-first policy where we prioritise the creation of web content over standalone publications. This</p>

	<p>means updates to our content are more likely to happen across the website than within publications. We publish bilingually, where the level of potential public interest requires it.</p>
<p>Complaints</p> <ul style="list-style-type: none"> ○ Number of all complaints received about the conduct of practitioners in Wales ○ Number of complaints received in Welsh about the conduct of practitioners in Wales ○ Number of complaints received related to the Council's compliance with its Welsh language scheme ○ Explain the nature of any complaints relating to the Council's compliance with its Welsh language scheme 	<p>70</p> <p>0</p> <p>0</p> <p>N/A</p>
<p>Website</p> <ul style="list-style-type: none"> ○ Percentage of the organisation's website that is available in Welsh ○ Evidence relating to improvements or increase in Welsh Language provision on the website ○ Evidence relating to the process used to ensure that existing content, updates and new content, complies with the requirements of the Welsh language scheme 	<p>5.74% (not including dynamic content, e.g. hearings, news, events, resources or documents).</p> <p><i>Our website continues to provide the ability for our content to be multilingual, allowing us to develop new Welsh language content in the same format as we would English language content. This means we can continue to develop our Welsh language content in line with the commitments in our Scheme.</i></p> <p><i>We regularly review and update our Welsh language pages to ensure that the content is up to date, accurate and complies with the requirements of our Scheme.</i></p> <p><i>Our web content is managed by a team who have received training in our Welsh Language Scheme.</i></p>

<input type="checkbox"/> Number of hearings held in Welsh	0
Language awareness training <input type="checkbox"/> Number and percentage of the organisation's staff that has received Welsh language awareness training.	86% of staff completed the Welsh Language Awareness module between 1 April 2022 – 31 March 2023.
Self-regulation <input checked="" type="radio"/> Details of the arrangements and procedures the organisation has adopted to enable it to self-regulate effectively.	<p>At the end of this reporting period, we launched our new training module for staff on the Welsh language. Before this, our training on our Welsh Language Scheme was included in our corporate induction. The new training is a standalone module which includes sections on the history of the Welsh language and the cultural significance of the Welsh language in Wales and is compulsory for all staff.</p> <p>As our Equality Impact Assessment documentation includes specific questions about our Welsh Language Scheme, new projects are assessed against this criteria at development and implementation stages.</p>