



Welsh Language Standards Annual Report

Financial year ending 31 March 2018

Published October 2018

Introduction

The Welsh Language (Wales) Measure 2011 established a legal framework to impose duties on specific organisations to comply with standards in relation to the Welsh language through subordinate legislation (Welsh Language Standards (No 2) Regulations 2016.)

S4C has a duty to comply with standards in relation to the Welsh language. Consequently, S4C has duties that mean that it should not treat the Welsh language less favourably than the English language in Wales. The standards are intended to:

- clarify to organisations what their duties are in relation to the Welsh language;
- clarify to Welsh speakers the services they can expect to receive in Welsh, and
- improve quality and consistency in delivering Welsh language services.

S4C's Compliance Notice and details of the standards that apply are available [here](#). The standards do not cover all aspects of S4C's functions; broadcasting is excluded from the scope of the standards, therefore S4C is not required to comply with a standard if, and to the extent that, the standard relates to broadcasting.

This annual report covers the 2017-18 financial year in accordance with the requirements of the standards. This is the first full year for S4C to comply with most of the relevant standards. The 2016-17 annual report detailed our preparations for implementing the standards.

S4C

As the only Welsh language television channel, the language is a key focus for all S4C provision and S4C has a unique role to play in ensuring the future of the Welsh language. Since 1982 we have provided a wide range of Welsh language content that is relevant to our audiences and we continue to innovate in including the Welsh language on new platforms.

S4C is committed to developing and facilitating the use of Welsh internally and to helping the public in Wales to use Welsh as part of their everyday life. Being 'Welsh' is one of our core values: "The Welsh language is central to everything we do. We celebrate the culture and lives of the people of our country through the medium of the Welsh language. We welcome and encourage everyone who endeavours to communicate through the medium of Welsh, whatever their level of fluency."

Implementation of the Standards

S4C complies with the standards placed on it and has continued to implement them throughout the year. We have also made preparations to ensure that we can comply with some standards to be implemented from 25 July 2018. We will report on these in the next annual report.

We keep a copy of the standards that apply to us in offices that are open to the public, on our website and on our intranet which includes a specific section detailing for staff the standards and their requirements. S4C has a policy on using the Welsh language in the workplace, which supports the use of the language in correspondence and in daily communication. This policy is also on our intranet.

All staff email signatures indicate their level of fluency in Welsh and that they welcome correspondence in Welsh. Anyone who corresponds with us in Welsh will not experience any delay in receiving a response. This also applies to contact with people through social media.

COMPLIANCE – SERVICE DELIVERY STANDARDS

S4C complies with the service delivery standards. During the period in question, S4C has continued to implement the standards and to regard the Welsh language as a prominent consideration in providing its services to the public.

During the reporting period, S4C received a complaint relating to the service delivery standards. A complaint was received that a staff member at the welcome desk at an event to promote an S4C series, which was held jointly with an external organisation (that is not subject to the standards) in November 2017, did not speak Welsh. This event (a screening and question and answer session) was held in Welsh with simultaneous interpretation and sub-titles. All S4C staff at the event were Welsh-speaking but there was a period when they were not at the reception desk. For a period therefore a staff member of the partner organisation, who was not fluent in Welsh, welcomed guests. Since then, at events held jointly with partners that do not have bilingual staff, we ensure that at least one Welsh-speaking member of S4C's staff is visible when guests are arriving.

COMPLIANCE – POLICY-MAKING STANDARDS

The Welsh language is an important part of S4C's ethos and existence and is a consideration when producing our policies. When we produce a new policy, or review or adapt an existing policy, we always consider consequent impacts on opportunities for people, and especially our staff, to use the Welsh language. We have continued to implement this throughout the year. With regard to the adoption and approval of policies, a specific cover sheet setting out the requirements of the standards in policy-making is attached to papers submitted to the S4C Authority board for approval.

During the reporting period, S4C did not receive any complaints about S4C's compliance with policy-making standards.

COMPLIANCE – OPERATIONAL STANDARDS

Human Resources

As the Welsh language television channel, S4C takes pride in offering the opportunity to work through the medium of Welsh and our processes are administered to enable this. We welcome job applications from Welsh speakers, learners and those who wish to learn. We invest in Welsh language training at all levels as required, and offer free classes for staff who wish to learn. We provide training and opportunities during working hours for our employees, including heads of departments and managers. We have continued to implement this throughout the reporting period.

During the period in question, S4C has advertised and publicised posts where Welsh is essential in Welsh only or bilingually. Where Welsh is not essential, a fluency category is determined when advertising the post and advertisements are bilingual. There are very few cases where Welsh is not essential, and we always advertise jobs in Welsh.

The following documents are published in Welsh or bilingually:

- job application forms;
- information about our interviewing process, or any other assessment methods used in job applications, and
- job descriptions.

S4C's WORKFORCE

Here are details of the percentages of Welsh-speaking staff at S4C, and those taking part in Welsh courses within reporting period:



- (a) number of employees with Welsh language skills working for S4C during the period in question:
- | | |
|--------------------|-------|
| Fluent in Welsh | 72.8% |
| Welsh learner | 10.5% |
| Non-Welsh-speaking | 17% |
- (b) number of staff members attending training courses offered by us through the medium of Welsh during the year:
46
- (c) Percentage of staff attending a Welsh-medium course that was also offered in English:
33%
- (d) number of new jobs and vacancies advertised by us during the year categorised according to the following requirements:
- (i) Welsh language skills essential: 16
 - (ii) requirement to acquire Welsh language skills when appointed to the post: 0
 - (iii) Welsh language skills desirable: 2
 - (iv) no Welsh language skills necessary: 0

During the reporting period, we did not receive any complaints about S4C's compliance with operational standards.

SUPERVISION

Before S4C became subject to the standards, an implementation plan was developed and approved and is available on S4C's intranet and website. All the principles of the action plan were communicated to staff and a specific section with advice on the standards is available on our intranet. Each directorate within S4C has a general responsibility for implementing the Welsh Language Standards in their own directorate according to relevance to their work, including record-keeping and monitoring, so that we can report annually in accordance with the requirements placed on us.

NEXT STEPS

S4C is embarking on a period of evolution. With the new headquarters at Canolfan S4C Yr Egin becoming operational in autumn 2018, the channel is welcoming new staff. As we move to work across three sites and commit to having an impact on the language and the economy, we intend to ensure that S4C as a service continues to comply with the standards and continues to be a workplace that offers opportunities and careers through the medium of Welsh.

Contact S4C...

S4C is always pleased to hear our viewers' opinions.

If you want to share your opinion about our programmes or if you want further information, we'd be happy to hear from you. You can contact S4C in Cardiff or Caernarfon, by phone, email, twitter, facebook or by letter.

Website s4c.cymru

Email s4c@s4c.cymru

Gwifren 0370 600 4141

Canolfan S4C yr Egin Carmarthen SA31 3EQ

Cardiff office S4C Parc Tŷ Glas Llanishen Cardiff CF14 5DU

Caernarfon office S4C Doc Fictoria Caernarfon Gwynedd LL55 1TH

You are welcome to contact S4C in Welsh, and if you do so we will respond in Welsh and this will not lead to any delays.