

Welsh Language Scheme Annual Report 2025/2026

From December 2023, we were covered by an updated set of Welsh Language Standards.

1. Purpose

- 1.1 Under the Welsh Language Standards (No. 8) Regulations 2022 (standard 66), the Professional Standards Authority is required to publish a report, in Welsh, in relation to each financial year. We are required to provide the following information;
- (1) You must produce a report (an “annual report”), in Welsh, in relation to each financial year, which deals with the way in which you have complied with the standards with which you were under a duty to comply during that year.*
- (2) The annual report must include the following information (where relevant, to the extent you are under a duty to comply with the standards referred to)—*
- (a) the number of complaints that you received during the year in question which related to compliance with the standards with which you were under a duty to comply (on the basis of the records you kept in accordance with standard 60);*
- (b) the number of employees who have Welsh language skills at the end of the year in question (on the basis of the records you kept in accordance with standard 62);*
- (c) the number (on the basis of the records you kept in accordance with standard 63) of new and vacant posts that you advertised during the year which were categorised as posts where— (i) Welsh language skills were essential; (ii) Welsh language skills needed to be learnt when appointed to the post; (iii) Welsh language skills were desirable; or (iv) Welsh language skills were not necessary.*
- (3) You must publish the annual report no later than 6 months following the end of the financial year to which the report relates.*
- (4) You must ensure that a current copy of your annual report is available on your website.*

2. Reporting

Complaints

- 2.1 In 2025/26 we received no complaints relating to our compliance with the Welsh Language Standards.
- 2.2 We have a complaints procedure in place which is published and would allow us to deal with any complaints about compliance with our standards. A report on complaints including those about compliance is shared with our Audit and Risk Committee in May of each year.

Recruitment and employees

- 2.3 In December 2023 we conducted a skills audit of all staff in relation to their Welsh language skills in accordance with standard 62. From December 2023 we have asked all new starters to complete a section on their new starter form to identify whether they have Welsh language skills. In 2025/26 no staff declared Welsh Language skills.
- 2.4 All new starters were given a Welsh Language Scheme induction to ensure they understood the importance of complying with the standards.
- 2.5 In accordance with standard 63, we updated our recruitment pro forma to ensure that all recruiting managers were required to consider whether '*(i) Welsh language skills were essential; (ii) Welsh language skills needed to be learnt when appointed to the post; (iii) Welsh language skills were desirable; or (iv) Welsh language skills were not necessary.*' In 2025/26 it was determined that no advertised roles required Welsh Language skills.

Other actions

- 2.6 In April 2025 we undertook a review of how we report on our compliance of the Welsh Language Standards and created a spreadsheet to be updated quarterly to show what steps we are taking to ensure that we are compliant with the standards. This is now documented and regularly reported to and monitored by the Senior Management Team (SMT).
- 2.7 We set up a Welsh Language Scheme advisory group In April 2025 with representation from all Directorates to promote the scheme and support colleagues in applying the standards.
- 2.8 All staff received external training to increase understanding of the background and importance of the Welsh Language during 2025/26. This was delivered by the IAITH (www.iaith.cymru).
- 2.9 All Directorates reviewed which documents were translated into Welsh as standard and considered what further documents should be published in Welsh. The Annual Report, Business Plan and other key documents were translated into Welsh. In March 2026, we also published our Standards for Regulators and Accredited Registers, Evidence Frameworks and Minimum Requirements in Welsh.
- 2.10 We ran consultations such as on our standards simultaneously in Welsh and English and encouraged people to correspond in Welsh.
- 2.11 We ran a Welsh Regulatory seminar on 27 March 2026, in conjunction with the Welsh

Government. We produced Welsh language versions of all the event materials (including use of the Welsh version of our logo on Teams backgrounds). Our Eventbrite registration page was also in Welsh as were related social media posts. Invitees were able to indicate their wish to receive all event correspondence in Welsh.

- 2.12 For our stand at Welsh NHS Confederation Annual Conference and Exhibition, we produced versions of all materials including freebies, banners, leaflets, and reports in Welsh.
- 2.13 When writing or reviewing policies we are required to carry out an Equality Impact Assessment (EIA). Since December 2023 our EIAs have included a section considering how we meet the Welsh Language standards and what further steps we could take to promote the use of the Welsh language.
- 2.14 We received no correspondence in Welsh from members of the public in writing or by telephone in 2025/26. However, we have taken steps to try and encourage people to contact us in Welsh in future by ensuring the 'Share your experience form' on our website is in Welsh and translating email signatures to encourage people to contact us in Welsh.