



Gweinyddiaeth
Cyfiawnder

Ministry
of Justice

Ministry of Justice Welsh Language Scheme

2022-23 Annual Monitoring Report
to the Welsh Language Commissioner

February 2024



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Introduction

This report covers the period from 1 April 2022 to 31 March 2023 and is a self-assessment of how the Ministry of Justice (MoJ) has continued to deliver its commitments under its Welsh Language Scheme (the MoJ Scheme) during this period.

The MoJ Scheme sets out how the MoJ gives effect to the principle in Section 5 of the Welsh Language Act 1993 that, in the conduct of public business and the administration of justice in Wales, the English and Welsh languages should be treated on a basis of equality. It enables everyone who receives a service from the MoJ in Wales, or who communicates with us, to do so through the medium of English or Welsh, according to their personal choice.

The MoJ Scheme is a corporate scheme that covers policy development, recruitment and delivery of services to the public within its corporate headquarters.

The MoJ has five Executive Agencies (EAs) responsible for the delivery of the majority of its services to the public. Each of its EAs has its own Welsh Language Scheme (WLS) that achieves either an equal or greater provision of Welsh language services compared to the MoJ Scheme. Since each EA also reports annually to the Welsh Language Commissioner (WLC), the detail of this information is not repeated here unless it is of relevance to corporate MoJ Scheme reporting.

Summary of achievements

Achievements for 2022-23 include:

- The Welsh language speaking capability of MoJ staff on the SOP internal staff data collection system is being recorded.
- MoJ consultations available in Welsh from the MoJ Consultation Hub on our 'corporate' GOV.UK pages and from the 'mainstream' pages of GOV.UK
- The MoJ has advertised 536 staff recruitment campaigns where the Welsh Language Scheme is highlighted and in which the language requirements state that the ability to use the Welsh language is desirable or essential.
- HMCTS recorded 409 cases in the reporting year where Welsh was used.
- The Advisory Committees for the Magistracy have continued to encourage applications from Welsh speakers particularly across North and West Wales.
- The Witness Intermediary Scheme continued to meet rising demand for Welsh speaking Registered Intermediaries.
- The MoJ's Welsh landing page for its website can be accessed here: <https://www.gov.uk/government/organisations/ministry-of-justice.cy>

- The continued operation of a widened virtual MoJ Welsh Language Co-ordinators Group that meets biannually and covers the full breadth of MoJ’s business areas.
- The MoJ continues to support the Welsh Government funded Work Welsh programme which offers Welsh language courses for staff.
- In support of the success of our Welsh Impact Test for policy officials, the HMCTS Welsh Language Unit and thebigword translated 81 corporate policy documents.

Progress on the Action Plan

An update on our progress in delivering our ongoing Welsh Language Scheme actions is set out below to help demonstrate compliance.

1. Policy development and Implementation

Success criteria:

- Improvements in staff awareness; with WLS requirements considered in the policy making and procurement process.*
- Policy, analyst and legal staff consistently consider Welsh language implications in policy development and consultations.*

MoJ consultations

During the 2022-23 reporting period the MoJ carried out a number of consultations in Welsh and published responses in Welsh as follows:

Revising the “Help with Fees” remission scheme.

The consultation was translated in full (March 2023) on the corporate MoJ consultation hub and mainstream GOV.UK site.

Personal injury discount rate: exploring the option of a dual/ multiple rate.

A Welsh summary and set of questions were available (January 2023) on the corporate MoJ consultation hub and mainstream GOV.UK site.

Increasing the use of mediation in the civil justice system.

The consultation was translated in full (July 2022) on the corporate MoJ consultation hub and mainstream GOV.UK site.

Strategic Lawsuits Against Public Participation (SLAPPS).

A Welsh summary of the consultation response was available (July 2022) on the corporate MoJ consultation hub and mainstream GOV.UK site.

Implementing the Nationality and Borders Act 2022: Amendments to tribunal fees

The consultation was translated in full (July 2022) on the corporate MoJ consultation hub and mainstream GOV.UK site.

Criminal Injuries Compensation Scheme Review: supplementary consultation.

The consultation was translated in full (June 2022) on the corporate MoJ consultation hub and mainstream GOV.UK site.

Human Rights Act Reform: A Modern Bill of Rights

The consultation response was translated in full (June 2022) on the corporate MoJ consultation hub and mainstream GOV.UK site.

Modernising Lasting Powers of Attorney

The consultation response was translated in full (May 2022) on the corporate MoJ consultation hub and mainstream GOV.UK site.

Cremation

The form for coroners to complete to release a body for cremation was also amended. Form Cremation 6 was updated to take account of an amendment to the Cremation regulations which came into force on 28 June 2022. A Welsh translation is available.

Welsh Language speakers

A further notable success has been to capture the Welsh language speaking capability of MoJ staff on the Single Operating Platform (SOP) system which holds staff data. A voluntary question asking whether staff can speak Welsh at either a basic or fluent level is now included. The SOP question was uploaded on 27 March 2022 and announced on MoJ and HMCTS intranet news services. It has helped MoJ to establish an evidence base for Welsh speaking staff and will also contribute to the Welsh Government's target of 1M Welsh speakers by 2050.

As previously reported, the MoJ was also one of the first six government departments to corporately sign up to the Welsh Government's Work Welsh (WW) programme aimed at improving the Welsh language skills of our staff in Wales. Building on HMCTS being an early adopter of WW, we recognise the importance of encouraging all staff in both operational and corporate roles to consider Welsh language training.

MoJ actively promotes the Civil Service Welsh Network, part of the Civil Service Languages Network. It is designed for civil servants who can speak Welsh or are keen to learn and are interested in intercultural dialogue. The Network also provides support on special projects in government requiring solid language skills and intercultural knowledge. For more information, contact cslocalcymruwales@cabinetoffice.gov.uk

2. Recruitment

Success criteria:

- a) *An effective system exists to monitor MoJ's recruitment of staff and appointment of judiciary to ensure that it meets its commitments made in the Welsh Language Scheme.*
- b) *Court proceedings are held in Welsh where required.*
- c) *Consistent approach to the Welsh language in the recruitment of magistrates and judges.*
- d) *New recruitment system complies with Welsh Language Commissioner's requirements and legislation.*

Staff

Success criteria:

- a) *An effective system exists to monitor MoJ's recruitment of staff and appointment of judges to ensure that it meets its commitments made in the Welsh Language Scheme.*
- d) *New recruitment system complies with Welsh Language Commissioner's requirements and legislation.*

We have advertised 536 campaigns where the Welsh Language Scheme is mentioned and the language requirements state that Welsh language is desirable or essential, between 1 April 2022 and 31 March 2023 inclusive. As of 1 April 2023, 1,144 formal offers have been accepted within these campaigns where the Welsh language is desirable or essential.

Court proceedings

Success criterion:

b) Court proceedings are held in Welsh effectively where required.

The effective identification and subsequent recruitment of Welsh-speaking judges and magistrates enables court proceedings to take place in Welsh when required. During the reporting year HMCTS recorded 409 cases where Welsh was used. The total is broken down as follows: Crown Courts 15, non-appearance at Magistrates Court 75, appeared at Magistrates Court 119, County Court 194, Tribunals 5, Court of Protection 1.

The judiciary

Success criterion:

c) Consistent approach to the Welsh language in the recruitment of magistrates and judges.

The following selection exercise identified vacancies in Wales that had an essential Welsh language requirement in addition to testing the candidates' understanding of the administration of justice in Wales:

- **District Judge (00077).** Welsh language was an essential requirement for one post in the selection exercise for District Judge. The national exercise launched on 7 October 2021 with 100 vacancies across England and Wales. 67 candidates were recommended with six candidates recommended as suitable for posts in Wales with one of these candidates also recommended for the Welsh language post.
- **Employment Judge (England and Wales) (00081).** Welsh language was an essential requirement for one post in the selection exercise for Employment Judge (England and Wales). The national exercise launched on 2 November 2021 with 50 vacancies across England and Wales. 35 candidates were recommended with six candidates recommended as suitable for posts in Wales. There were no candidates recommended as suitable for appointment for the Welsh speaking post.

The following selection exercises identified vacancies in Wales that did not have a Welsh language requirement but tested candidates' understanding of the administration of justice in Wales:

- **Deputy District Judge (00066).** The exercise for Deputy District Judge launched on 19 July 2021 with 213 vacancies across England and Wales. Those candidates who were interested in a Welsh post were assessed on their understanding of the administration of justice in Wales. 213 candidates were recommended, with 14 candidates recommended as suitable for appointment to posts in Wales.
- **Fee-paid Judge of the First-tier Tribunal and Fee-paid Judge of the Employment Tribunals (England and Wales) (00070).** The joint exercise for Fee-paid Judge of the First-tier Tribunal and Fee-paid Judge of the Employment Tribunals (England and Wales) launched on 5 October 2021 with 217 vacancies. Those candidates who were interested in a Welsh post were assessed on their understanding of the administration of justice in

Wales. Overall, 167 candidates were recommended for appointment to the office of Fee-paid Judges of the First-tier Tribunal, with 17 candidates recommended as suitable for appointment to posts in Wales. Overall, 50 candidates were recommended for appointment to the office of Fee-paid Judge Tribunal (England and Wales), with seven candidates recommended as suitable for appointment to posts in Wales.

- **Legal Chair of the Educational Tribunal (00071).** The exercise for Legal Chair of the Educational Tribunal launched on 23 September 2021 with three vacancies. All candidates were assessed on their understanding of the administration of justice in Wales. Three candidates were recommended as suitable for appointment to posts in Wales.
- **Salaried Judge of the Mental Health Review Tribunal for Wales (MHRTW) (00060).** The exercise for Salaried Judge of the Mental Health Review Tribunal for Wales (MHRTW) launched on 16 November 2021 with two vacancies. All candidates were assessed on their understanding of the administration of justice in Wales. There were no candidates recommended as suitable for appointment.
- **Recorder (00082).** The exercise for Recorder launched on 18 January 2022 with 164 vacancies across England and Wales. Those candidates who were interested in a Welsh post were assessed on their understanding of the administration of justice in Wales. 164 candidates were recommended, with six candidates recommended as suitable for appointment to posts in Wales.
- **District Judge (Magistrates Court) (00084).** The exercise for District Judge (Magistrates Court) launched on 14 February 2022 with 25 vacancies. Those candidates who were interested in a Welsh post were assessed on their understanding of the administration of justice in Wales. Overall, 19 candidates were recommended, with three candidates recommended as suitable for appointment to posts in Wales.
- **President of the Education Tribunal for Wales (00112).** The exercise for President of the Education Tribunal for Wales launched on 26 July 2022 with one vacancy. All candidates were assessed on their understanding of the administration of justice in Wales. One candidate was recommended as suitable for appointment to posts in Wales.

N.B. Although selection exercises typically started prior to the reporting year, the outcome of the exercises were reported to Judicial Office during the reporting year. This mirrors the approach followed in the Judicial Appointments Commission Annual Report.

Judicial College

To preserve the independence of the judiciary, the Lady Chief Justice (LCJ), the Senior President of Tribunals, and the Chief Coroner have statutory responsibility for training, under the Constitutional Reform Act 2005, Courts and Enforcement Act 2007, and Coroners and Justice Act 2009 respectively. Training responsibilities are exercised through the Judicial College. In doing so, the College delivers training for court and tribunal judges, tribunal members, coroners and coroners' officers, magistrates and, where appropriate, magistrates' legal advisers (collectively referred to as judicial office holders). The College's overriding objective is to provide training, resources and publications of the highest standard, thereby strengthening the judiciary's capacity to discharge their functions effectively.

In December 2021, the Judicial College published its [strategy for 2021-25](#) which sets the ambition for the College over this four year period. Within the strategy, the Judicial College made several commitments to the Welsh Language. The strategy confirms that all training offered would support

the increasing diversity of the judiciary, acting in a way which encourages those from different backgrounds to feel included and supported within the judiciary. Through the strategy, the Judicial College continues to identify and meet training needs in Welsh law as they arise and in the most effective way possible, along with supporting Welsh language training for judicial office holders.

The College Strategy also sets out the College's ambition in meeting the future needs of the magistracy. As part of this, the College assumed responsibility for the delivery of magistrates training in Wales in March 2023 and continues to provide opportunities for magistrates to receive training through the medium of the Welsh language and on any particular matters relating to the delivery of justice in Wales.

The Wales Training Committee (WTC) has a key role in progressing the College's strategic objectives as they relate to the training of judges sitting in Wales and the progression of training in support of Welsh language use within the justice system. The WTC monitors judicial obligations under the Welsh Language Act 1993 and considers the training implications regarding any devolved legislation passed by the Welsh Government. Wherever possible, the WTC provides advice and solutions on how to integrate these additional needs within the existing College programmes or alternatively make the case for dedicated training. There is representation from the WTC on the Judicial College Board, which is the governing body of the College.

Over the last year, a key focus of the WTC has been the implementation of the Renting Homes Act (Wales) 2016, developing training materials and sessions to upskill the judiciary. The Act came into force on 1 December 2022 and the College identified the need for training that would be required for the judiciary who would be hearing these cases. Training has been designed by the judiciary for the judiciary and has started to be rolled out.

The Welsh Language is also incorporated into Judicial College publications. For example, the Equal Treatment Bench Book (ETBB) contains references to Wales and the Welsh language, covering areas such as the official status of the Welsh language, booking Welsh interpreters and respecting names and naming systems. Welsh language updates are provided along with other updated information in each revised edition of the ETBB. The ETBB is published by the Judicial College, the purpose of the document being to help judicial office holders facilitate a court process that is respectful of the different needs and requirements of members of society in court. The ETBB is a source of guidance on a wide range of practical matters that may arise in a judicial hearing. It seeks to take a pragmatic approach, providing tips on how to make the court experience more accessible for all parties in the court, including witnesses.

Advisory Committees and appointments to the Magistracy

This update seeks to outline the current percentage of Welsh speaking magistrates and steps taken to address any developing pattern. Unfortunately, there has been a developing trend of a reduction in applications to be magistrates from Welsh speakers. At the same time the number of applications to join the magistracy has remained constant, so there is not within Wales a shortage of magistrates. This has impacted on the overall percentage of Welsh speaking Magistrates.

There is no clear pattern when comparing previous November 2021 data with current November 2022 data. Some Local Justice Areas have increased the number of Welsh speaking magistrates whilst some have decreased. The overall figure across Wales, however, remains constant.

Percentage of Welsh speakers November 2022 (November 2021 in brackets)

Montgomeryshire	9% (8%)
Ceredigion & Pembrokeshire	22% (9%)
Carmarthenshire	39% (43%)

Central N Wales	15%	(14%)
North West Wales	57%	(64%)
North East Wales	10%	(12%)
Cardiff	3%	(3%)
Mid Wales	5%	(4%)
Gwent	2%	(5%)
West Glamorgan	4%	(4%)

The long-term overall impact of the reduction of Welsh speaking magistrates on those currently able to act as Presiding Magistrates in court has become noticeable and work is underway to increase the number of Welsh speaking Presiding Justices in all Jurisdictions.

The Lord Chancellor’s Advisory Committee has continued to encourage applications from Welsh speakers, particularly across North and West Wales. This has been via local initiatives such as virtual open evenings and presentations by magistrates. Members of the Lord Chancellor’s Standing Committee for the Welsh Language (SCOWL) have been involved in engagements with the local media.

In 2022, five Welsh speaking magistrates were appointed (four Crime, one Family). There are three Welsh speaking applications waiting for approval by the Senior Presiding Judge for 2023/24.

The advisory committee has been working with the Judicial Office in the development of new marketing material including handouts and posters in Welsh. The committee was involved in the ongoing creation of the new online application process which is available in Welsh.

https://magistrates.judiciary.uk/cymraeg/?sType=magistrates_website

The advisory committee are working in partnership with the Judicial Office to develop publicity specifically targeted for Welsh speaking applicants. The recruitment Family campaign in Wales was launched on 1 September 2023 and the recruitment Crime campaign on 1 November 2023.

Registered Intermediaries

Throughout 2022-23, the Witness Intermediary Scheme (WIS) continued to meet rising demand for Welsh speaking Registered Intermediaries (RIs). For a fourth consecutive year, the Scheme successfully sustained record volumes of requests, with RIs (altogether, whatever their language skills) assisting in over 8,100 cases, of which nearly 8% were within police force areas (PFAs) in Wales.

Welsh-speaking RIs continue to operate across every Welsh PFA. There are currently four Welsh-speaking RIs (with one new Welsh-speaking candidate expected to be appointed this quarter), and 50 RIs that accept cases in Wales. Demand for RIs in Wales is routinely monitored and the MoJ has taken action to ensure specific requests for Welsh-speaking RIs are recorded and that data on Welsh-speaking RI usage is available on request.

The WIS received 655 RI requests for Welsh PFAs in 2022/23, with 637 (97%) of these requests successfully matched. Nine requests were not matched and nine were cancelled. Seven requests were made specifically for Welsh-speaking RIs; all seven (100%) of these requests were successfully matched to Welsh-speaking RIs.

The MoJ’s WIS recruitment strategy continues to target regions where evidence shows RIs are needed most. Welsh language skills are taken into consideration, and we are committed to ensuring that the needs of Welsh speaking victims and witnesses are met.

3. Provision of services to the public

Correspondence

Success criteria:

- a) *No complaints from customers in Wales that clarity was lacking regarding the handling of Welsh correspondence.*
- b) *Documents translated into Welsh appropriately.*
- c) *Welsh correspondence is responded to in Welsh within the same timescales as other correspondence*

During the reporting period 2022-2023, the MoJ's Ministerial Correspondence and Support Team received no correspondence in Welsh, either online or in hard copy. Officials continue to monitor levels of Welsh correspondence received by the Ministerial Correspondence and Support Team and staff have been reminded to record any correspondence received in Welsh on the database. This includes hard copy correspondence sent by post or electronic correspondence by email. Correspondence staff across the MoJ have also been reminded that any correspondence received in Welsh should be replied to in Welsh.

Telephone calls

Success criterion:

- d) *Welsh speakers will have calls answered in Welsh at first contact.*

The Public Enquiry Team (which is part of a wider Shared Services call centre based in South Wales) handles the MoJ Public Enquiry Line (PEL) for calls from people calling the MoJ only. Calls received are mainly from people wanting to be put through to someone in the MoJ's 102 Petty France London Headquarters such as HMCTS, Coroners Unit or press office. These calls are from the general public or external stakeholders including other government departments.

The operators on the PEL switchboard do not provide advice or MoJ information other than transferring callers through to the appropriate party or providing email details for functional mailboxes. Calls received by the PEL team are via a London number. The MoJ does not advertise any language options to callers; however, should someone call and wish to speak only in Welsh, the PEL can accommodate the request as the wider Shared Services call centre team has 20 fluent Welsh speakers.

During the period of this report there has not been a caller who has tried to communicate with the MoJ in Welsh. Also, during this period the MoJ did not receive any complaints about the lack of a more formal Welsh language option.

Events

Success criterion:

e) No complaints received about failure to facilitate the use of Welsh or provisions of Welsh translations at events in Wales.

The MoJ does not hold central records of events held across its business regarding meetings in Wales where specific arrangements were made to facilitate the use of the Welsh language. There is guidance on the MoJ intranet to help staff identify translation needs and facilities for meetings and events with the public in Wales.

Corporate identity

Success criterion:

f) Consistency in the way the Welsh language is used.

During the period of this report, the MoJ's Corporate Communications Team has been operating in its business-as-usual capacity for Welsh language activities. MoJ business areas that require Welsh translation are directed to the HMCTS Welsh Language Unit or [thebigword](#) by the MoJ's central design team – design102. The MoJ brand guidelines provide advice on using the Welsh and bilingual versions of the MoJ logo.

Publications and forms

Success criteria:

- a) Consistency in the way in which the Welsh language is used.*
- b) All documents produced in both Welsh and English versions are produced to the same standard and to the same timescale where deadlines permit.*

When MoJ's design team, design102, designs a document in English which requires a Welsh translation, design102 will provide the artwork files to the HMCTS Welsh Language Unit, enabling them to format the Welsh version in the same style. Due to the late sign-off and frequent last-minute changes and iterations of some English documents, it is not always possible to produce both Welsh and English versions simultaneously, although the Welsh version is published as quickly as possible thereafter (within 10 working days under our Welsh Language Scheme). All documents produced in both Welsh and English are produced to the same standard.

HMCTS Welsh Language Unit

The HMCTS Welsh Language Unit (WLU) undertakes the majority of our corporate translations. From 1 April 2022 to 31 March 2023 the WLU and [thebigword](#) translated 81 corporate documents for MoJ HQ at a cost of £20,249.73

Press notices, publicity campaigns and advertising, official and public notices

Success criterion:

Consistency in the way in which the Welsh language is used.

HMCTS is responsible for a lot of MoJ content on GOV.UK. HMCTS translates everything that is relevant to Wales or the Welsh language, for example news, blogs and guidance or publications where there is a user need.

Digital services, website and information

Success criteria:

- a) *Reduced complaints regarding lack of Welsh content for relevant corporate documents.*
- b) *Availability of appropriate Welsh content for our policies and publications.*
- c) *MoJ's IT systems include Welsh language capability.*
- d) *Prepare a Welsh language version of our GOV.UK homepage.*

The MoJ is responsible for deciding which 'departmental and policy' content on GOV.UK needs translating, arranging high-quality translation, and keeping the Welsh content accurate and up to date.

MoJ's Welsh landing page for our website can be accessed here:
<https://www.gov.uk/government/organisations/ministry-of-justice.cy>

Our Welsh home page is on GOV.UK with our associated 'corporate' pages, which have also been translated into Welsh.

In order to make Welsh publications more accessible and easier to find, the Welsh version has its own page, rather than adding a Welsh document to an English page of content.

We also have Welsh language branding on stationery, reports, logos and electronic communications to be used as required.

MoJ Technology takes the following position on the use of the Welsh language:

- as we develop and deliver new IT systems and products or update old ones, we will assess the linguistic requirements in respect of services provided to the public in Wales;
- we will promote and facilitate the use of Welsh so far as it is appropriate in the circumstances and reasonably practical;
- when we develop or procure MoJ Digital and Technology systems we will take into account the Welsh Language Commissioner's Bilingual Software Guidelines and Standards;
- responsibility for the content of IT platforms (as opposed to the associated technology) belongs to the relevant business area.

These principles are applied whenever the MoJ transitions to new contracts. MoJ Digital and Technology is always willing to consider any specific requirements of the Welsh Language Unit.

Services delivered on behalf of the MoJ by other parties

Success criterion:

Staff are aware regarding arrangements to include Welsh language considerations in third party contract agreements.

MoJ current standard contract terms and conditions include clauses that require suppliers to comply with the Welsh Language Act 1993 and the Welsh Language Scheme 'as if they were the Authority'.

Autism Services for Swansea, Neath, Port Talbot Probation Delivery Unit in Wales

The provider is expected to deliver interventions to people on probation that meet the specific needs of those living with an Autistic Spectrum Condition, including using Welsh where the person wishes to engage with the probation service in Welsh.

As part of the contract management the supplier must provide a Welsh language policy or strategy together with a list of identified Welsh speakers within the organisation. The contract management team also link the suppliers to HMPPS language services.

Contract for the Provision of Catering Services at Cardiff Crown Court, Cardiff Magistrates' Court, Newport Crown Court and Swansea Crown Court

The Wales Vending contract used TUCO "The University Caterers Organisation" to source their supplier. They are a public sector Framework operator specialising in catering and procurement routes for the education sector. This route was used by HMCTS due to the sizeable supplier base and alignment to the requirements of HMCTS when the needs were identified. It was stipulated in the specifications and confirmed in the tender from the successful bidder that "Detailed User Instructions can be offered in both Welsh and English".

Court Reporting and Transcription Services

The transcription of hearings in courts or tribunals includes online, attendance based, and real time. Welsh language is part of the contract. Should a person ask to have their trial in Welsh, the transcription will be done in Welsh at the same cost as English.

Crown Court Means Testing Collection and Enforcement Services

The service covers all Crown Courts in England and Wales. The Contractor is responsible for promoting the delivery of debt collection and enforcement services in Welsh where required. The Authority requires the contractor to ensure that the services are accessible to, and understandable by, defendants whose language of choice is Welsh. These conditions form part of the contract and were included throughout the sourcing activity. Compliance with the conditions is monitored through contract management meetings supported by data on the uptake of the scheme.

Engaging People on Probation (EPOP)

The Probation Service is looking for a provider to build the capability, opportunity and motivation of probation service personnel to engage more widely with people on probation, to enable people on probation to influence and be more involved in-service design, development, delivery and review. The provider will not be responsible for delivering direct engagement sessions with people on probation, as probation service personnel will take over primary responsibility for this in the new contract.

The specification requires the supplier to produce an EPOP Action Plan for each Probation Services region, including Wales. This does not necessarily mean the supplier will provide services in Wales as it may not be deemed necessary depending on the actions agreed between the provider and the Wales Probation Service during Implementation. The following requirement, however, has been included in the specification to ensure the Welsh Language Scheme 2018 is complied with where appropriate. If and when direct engagement with people on probation takes place, the provider must:

1. engage in a language or format each individual is able to understand; and
2. where the services are to be delivered in Wales, this must be delivered in accordance with the Welsh Language Scheme 2018 and Welsh Language Act 1993.

Languages Services Spoken (Lot 1)

The contract is with one supplier, thebigword. The purpose of the contract is to allow MoJ authorities to request language professionals to attend bookings and interpret/ translate. The Welsh language is one of the languages provided under this contract and has been included since the start of the sourcing activity.

Allocation of grants

Success criterion:

Grants are awarded in accordance with the commitments made in the Scheme

Any organisation which applies for a grant for activities which involve the delivery of services to people in Wales will be expected to address in its application, where appropriate, how it intends to provide those services in Welsh as well as English. This will then be incorporated as one of the funding conditions.

To ensure that we have robust governance arrangements and grant expenditure is achieving value for money, the MoJ has established a challenge function called the Grants Challenge Panel. The Grants Challenge Panel is an integral part of grants governance and financial decision making and has been adopted by the Cabinet Office as best practice.

HMPPS and the Victim & Witness Commissioning and Implementation Unit oversee the process to allocate grants in their respective areas, including the overall sum on offer and aligning the grants to the MoJ's strategic priorities. Competitions are run via the 'Jaggaer' E-tendering System, which can be accessed by any supplier who is registered. HMPPS competitions are also advertised with Clinks.

To help inform prospective bidders, the description document that accompanies each advertisement outlines whether and when Welsh Language Act considerations apply. When awarded, and if appropriate, the grant recipient will be made aware of MoJ requirements with which they are expected to comply, including where the respective MoJ or HMPPS Welsh Language Scheme gives effect to applicable Welsh Language Act requirements.

For 2022-23, the HMPPS grants budget of £8.4m has been used to support the continuation of strategic grants and innovation grants that contribute to HMPPS broad aims and specific priorities. The grants programme is advertised to all Voluntary, Community and Social Enterprise (VCSE) organisations - which are Third Sector organisations - in England and Wales.

HMPPS advertised its New Innovation Grant Programme for 2020-23 in October 2019, with the opportunity open to all VCSE organisations in England and Wales. The programme identified sixteen new projects, with none specifically operating in HMPPS locations in Wales, although grant recipients were made aware of the requirements of the Welsh Language Scheme where appropriate.

Grant funding continues to be made available to a number of VCSE organisations on a longer-term basis to support strategic aims and develop capacity across the sector. This grant funded activity covers England and Wales and, where reasonably possible, grant recipients will seek to provide services through the use of the Welsh language where required. There is also a fluent (second language) Welsh speaker within the HMPPS Grants Team in our headquarters. For 2022-23, the Victim and Witness Commissioning and Implementation Unit awarded grants of £12.6m to recipients in Wales, to deliver support services for victims of crime.

4. Implementing, monitoring and reporting

Success criteria:

- a) *Policies, initiatives and services are consistent with commitments made in the WLS*
- b) *MoJ's Welsh Coordinators Group widened and meets biannually at least with virtual interaction from members.*

c) Arrangements in place to monitor and report on the progress by MoJ bodies, listed in Annex A, regarding their applications of the MoJ WLS.

d) Staff have arrangements in place to monitor service providers compliance with Welsh Language arrangements contained in contract agreements.

The MoJ's Welsh Language Scheme Co-ordinator continued to have responsibility for the development and operation of the MoJ Scheme. A key aspect of the role is to ensure that the MoJ Scheme is developed and applied appropriately by the various MoJ corporate business areas. This includes the provision of advice and guidance and responding to requests for information or clarification relating to the MoJ's policy and practice in relation to the Welsh language. The MoJ Scheme Co-ordinator did not receive any formal complaints regarding the operation of the MoJ Scheme in 2022-23.

The MoJ continues to operate a widened Welsh Language Coordinators Group of contacts who act as Welsh Language Co-ordinators for the full breadth of its business areas. The Group meets in a hybrid manner twice a year.

The remit of the group is to:

- Focus on issues relating to delivery of the MoJ's Welsh Language Scheme;
- Share examples of best practice to help raise awareness and replicate ideas;
- Provide a forum for members to discuss and resolve emerging Welsh language issues;
- Provide mutual support for the MoJ's Welsh Language Co-ordinators and help inform the future direction of Welsh language policy and governance across our Executive Agencies.

Members use the Group to share information and ideas to improve decision making. Where there are concerns or misunderstandings about Welsh language policy and practice, the Coordinators will pursue these for members and relevant staff in a proportionate manner to ensure satisfactory resolution.

At the October 2022 meeting, we discussed the forthcoming Welsh language fluency question to be added to the SOP staff data collection system.

At the March 2023 meeting, we reviewed Lord Bellamy's visit to the Senedd and were informed about the new Welsh Language Commissioner.

We have had several new additions and changes to the Group at our meetings, indicating the continuation of a gradual increase in interest in Welsh matters across the MoJ.

The Group also operates as an *ad hoc* virtual discussion forum on Welsh language issues between meetings to share advice between relevant MoJ colleagues, especially on when translation services may be required.



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