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**A Regulatory Impact Assessment of amending Welsh Language Standards Regulations**

**Introduction and Guidance**

1. Please note that this form should only be filled by bodies who may be made subject to existing Welsh Language Standards as a result of proposed amendments. The following table sets out those bodies or category of bodies and the proposed set of Welsh Language Standards Regulations that they may be subject to:

|  |  |
| --- | --- |
| **Body** | **Add to** |
| Welsh Revenue Authority | Welsh Language Standards (No.1) Regulations 2015 |
| Boundary Commission for Wales | Welsh Language Standards (No.2) Regulations 2016 |
| Future Generations Commissioner for Wales | Welsh Language Standards (No.2) Regulations 2016 |
| Trustees of the National Heritage Memorial Fund  (more commonly known as ‘National Lottery Heritage Fund’) | Welsh Language Standards (No.2) Regulations 2016 |
| Qualifications Wales | Welsh Language Standards (No.2) Regulations 2016 |
| Adjudication Panel Wales | Welsh Language Standards (No.4) Regulations 2016 |
| Special Health Authorities | Welsh Language Standards (No.7) Regulations 2018 |

1. A Regulatory Impact Assessment (RIA) can be regarded as:

* a process to help the Welsh Ministers consider the impact of proposed regulation on the interests of individuals, groups, organisations etc;
* a tool to enable the Welsh Ministers to weigh the costs and benefits of all options available to them before implementing a policy; and,
* a means of presenting for scrutiny the relevant evidence on the positive and negative effects of such interventions.

1. It is important that the Welsh Government receives detailed and accurate information in the responses to the questionnaire below, so that we are in the best possible situation to provide information to the Senedd as part of the process of making standards.
2. The Welsh Government has published a Regulatory Impact Assessment Code, which can be read in full here:

[Regulatory impact assessment code | GOV.WALES](https://www.gov.wales/regulatory-impact-assessment-code)

1. When answering questions 1 to 7 below, please note the following:

* You should consider opportunity costs – that is the time spent by existing members of staff undertaking the relevant activities which might otherwise have been spent doing something different.
* You should identify the **cost** of a member(s) of staff in figures rather than in the salary bands for your body
* If a member of staff works across different categories of standards please identify the cost **once only**
* If a member of staff provides or is able to provide a service in Welsh and English (e.g. answering telephone calls), then this should not be identified as solely a Welsh language cost. This is because the cost cannot be isolated in its entirety as expenditure on the Welsh language.
* All costs should be to the nearest £’000
* We require information regarding any **additional** costs associated with complying with standards, compared to the costs of complying with your current Welsh language Scheme (if applicable).
* Please note in the comments boxes whether you expect any additional costs identified to be transitional or ongoing costs
* You may also note in the comments boxes any opportunities identified for saving costs as a result of complying with standards.

1. Queries regarding this document should be directed to the Cymraeg 2050 Division:

Cymraeg2050@gov.wales

**Name of the body**:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Are there benefits to the body in complying with the proposed Welsh Language Standards Regulations? The table in paragraph 1 set outs the proposed set of Regulations for your body.**

|  |  |
| --- | --- |
| Yes |  |
| No |  |

Is yes, what are these benefits?

|  |  |
| --- | --- |
| **Type of benefit** | **Description of the benefit of complying with the proposed standards** |
| Economic Benefit |  |
| Social Benefit |  |
| Environmental Benefit |  |
| Linguistic Benefit |  |
| Other – please be as specific as possible |  |

1. **What is the annual cost of complying with your current Welsh Language Scheme (if you have a Welsh Language Scheme)? If you do not have a Welsh Language Scheme, how much do you spend on Welsh language services and / or activities annually?**

|  |  |
| --- | --- |
|  | Cost |
| Costs of complying with the Welsh language scheme (staff costs should not be included) |  |

**Further details on how the cost has been calculated:**

|  |
| --- |
|  |

1. **Staffing Costs**

Please note the staffing costs associated with delivering the commitments in your current Welsh Language Scheme (where applicable), and any additional staffing costs that will be incurred by having to comply with the standards specified in the Regulations being consulted upon for your body:

|  |
| --- |
|  |

1. **Service delivery standards**

The service delivery standards can be seen at Schedule 1 to the proposed regulations.

**Are the duties in the service delivery standards within the proposed regulations likely to have an effect on your resources or how you use those resources?**

|  |  |
| --- | --- |
| Yes |  |
| No |  |

|  |  |
| --- | --- |
|  | Cost (to the nearest £’000) |
| System costs associated with complying with service delivery standards |  |
| Staff costs associated with complying with service delivery standards |  |

**Further details** (for examples, are there specific delivery standards which are likely to generate an additional cost to your organisation, how have you estimated the additional cost and in which year(s) do you expect the cost will be incurred?)

|  |
| --- |
|  |

1. **Policy making standards**

The policy making standards can be seen at Schedule 2 to the proposed regulations.

**Are the duties in the policy making standards within the proposed Regulations likely to have an effect on your resources or how you use those resources?**

|  |  |
| --- | --- |
| Yes |  |
| No |  |

|  |  |
| --- | --- |
|  | Cost (to the nearest £’000) |
| System costs associated with complying with policy making standards |  |
| Staff costs associated with complying with policy making standards |  |

**Further details**

|  |
| --- |
|  |

1. **Operational standards**

The operational standards can be seen at Schedule 3 to the proposed regulations.

**Are the duties in the operational standards within the proposed Regulations likely to have an effect on your resources or how you use those resources?**

|  |  |
| --- | --- |
| Yes |  |
| No |  |

|  |  |
| --- | --- |
|  | Cost (to the nearest £’000) |
| System costs associated with complying with operational standards |  |
| Staff costs associated with complying with operational standards |  |

**Further details**

|  |
| --- |
|  |

1. **Record keeping standards and standards dealing with supplementary matters**

The record keeping standards can be seen at Schedule 5 (No.1 Regulations), and Schedule 4 (No.2, No.4 and No.7 Regulations) and standards dealing with supplementary matters can be seen at Schedule 6 (No.1 Regulations) and Schedule 5 (No.2, No.4 and No.7 Regulations).

**Are the duties in the proposed record keeping standards and standards dealing with supplementary matters likely to have an effect on your resources or how you use those resources?**

|  |  |
| --- | --- |
| Yes |  |
| No |  |

|  |  |
| --- | --- |
|  | Cost (to the nearest £’000) |
| System costs associated with complying with record keeping standards and standards dealing with supplementary matters |  |
| Staff costs associated with complying with record keeping standards and standards dealing with supplementary matters |  |

**Further details**

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| --- |
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