

CV Summary of Areas of Expertise and Experience

- Drafting corporate strategies such as Strategic Equality Plans, Welsh Language Schemes, Linguistic Skills Strategies, and 5-year Strategies under the Welsh Language Standards;
- Preparing and submitting annual reports over many years on progress against the Public Sector Equality Duty in Wales, and progress on implementing Welsh Language Schemes and targets under the Welsh Language Standards;
- Providing policy advice to local authority Corporate Management Teams, Cabinet, Scrutiny Committees and Local Health Boards on Equalities and Welsh Language development and compliance matters;
- Dealing with comprehensive Equalities and Welsh Language impact assessments, especially around proposals for savings / cuts;
- Worked in partnership to develop Welsh language area profiles for use as part of Welsh Language 5-year Strategies and as evidence within Integrated Sustainability Appraisals in Local Development Plans.
- Developed and published a large number of practical guidance documents in terms of implementing Equalities and Welsh Language work within an organisation (on matters around translation processes, HR functions, Procurement, Complaints for example);
- Attracting income to support projects in the field of Equalities and Welsh Language - between 2008 and 2015 I succeeded in bringing in over £180,000 of financial and other resources to the team budget from a number of sources;

- Following on from the above, I have written bids for funding and grants, or assisted others to do so in order to ensure stronger application forms and successful results to those bids in many cases;
- Dealing with complaints that have Equalities and Welsh Language aspects to them (up to and including the level of Welsh Language Commissioner Statutory Investigations and complaints that escalated to the level of the Public Service Ombudsman for Wales), in terms of corporate systems for recording and monitoring of complaints and also working with different departments, schools and Governing Bodies, Human Resources and Legal Services on specific complaints handling and resolution;
- Dealing with supporting and designing Performance Management structures, in order to provide corporate support to all council departments in mainstreaming Equalities and Welsh Language into day-to-day work;
- Corporate Governance – in general terms, following from the above, I have a good understanding of all corporate and strategic activities of a public sector organisation and so have practical skills in terms of integrating various projects together in creative and innovative ways;
- Working with local authority Education staff, headteachers and governors since 2011 on model Strategic Equality Plans and Objectives for schools and discriminatory bullying monitoring procedures and systems;
- Coordinating the development and delivery of Equalities and Welsh Language training courses, including personally delivering sessions on General Equalities Awareness, the Welsh Language Standards, Discriminatory Bullying in Schools and Equality Impact Assessments (in English and Welsh);
- Heading up a team of Welsh Language translators and undertaking a great deal of translation and proof-reading work in Welsh and English;

- A member of the Menter Iaith Caerffili management committee since it was established in 1999 and from August 2017 to December 2020, I was the chairman. (Mentrau Iaith are area-based Welsh Language voluntary sector organisations);
- I was co-chair of Rhwydiaith, the WLGA's Welsh Language officers' network in the early 2000s and was a speaker at an EHRC annual conference in 2013;
- Made connections across Wales and beyond in terms of the use of minority languages, issues of equality and community cohesion;
- Author (through Caerphilly CBC) of the 2014 booklet '*Place Names in Caerphilly County Borough*' as an unexpected result of the job in terms of Welsh on road signs (updated 2016) and a Place Names booklet with Menter Bro Ogwr for the Bridgend area, launched at Eisteddfod yr Urdd Pen-y-bont, Taf ac Elái in May 2017;
- Since February 2018 I have been an associate member of Tai Pawb, undertaking Equalities training and project work on their behalf to member organisations in the housing sector;
- In 2018, co-authored the Welsh Language Commissioner publication - "5-year strategies: a best practice guide for county and county borough councils and National Park authorities";
- Project Management - I have experience of being project manager on small and medium scale projects in English and Welsh, being responsible for ensuring progress reports, including the final project delivery report, maintaining version control of elements of the project work, budgetary control and general administration and co-ordination;
- Mystery Shopping - I have experience of both undertaking, and being on the receiving end of, mystery shopper exercises in terms of Welsh language service provision, and so understand the methodology and value from both perspectives.
- A member of Cymdeithas Cyfieithwyr Cymru since June 2023.

Education

- Ysgol Gymraeg Tyderwen, Maesteg (1970 - 1978)
- Ysgol Gyfun Llanhari (1978 - 1985) (8 'O' Levels, 2 'A' Levels)
- BTEC HNC Public Administration (Polytechnic of Wales) 1989
- BA (Hons) Public Management (University of Glamorgan) 1999
- MSc Equality and Diversity (University of Cardiff) 2010
- Human Rights for Open Societies (Utrecht University, via Coursera online) 2016

Employment

- Mid Glamorgan County Council:
Department of Education (November 1985 - March 1996)
- Caerphilly County Borough Council
Department of Education (April 1996 - December 1997)
- Caerphilly County Borough Council
Policy Unit (January 1998 - July 2016)
- Cardiff Council - Bilingual Cardiff
(November 2017 - present, part time)
- Cwmni2
(January 2016 - present)

Clients

Since being freelance, I have worked with many organisations from the public, voluntary, health, housing, private and church sectors (as listed below).

- Active Learning Team
- Alzheimer's Society Cymru
- Biomorphic Energy Productions
- Blaenau Gwent County Borough Council
- Business Language Services
- Cardiff and Vale University Health Board
- Caerphilly County Borough Council
- City and County of Swansea
- ClearWave Productions
- Coleg Cymraeg Cenedlaethol
- Communicorp UK
- Cwm Taf University Health Board
- Educ8 Training Limited
- Electrical Safety First
- Engineering UK
- Family and Childcare Trust
- Made Open Ltd.
- Menter Bro Ogwr
- Menter Caerffili
- Mentrau Iaith Cymru
- Menter Iaith Fflint a Wrecsam
- Menter Sir Gâr
- Merthyr Tydfil County Borough Council
- Monmouthshire County Council
- Neath Port Talbot Council
- Newport City Council
- NHS Wales Health Collaborative
- NHS Wales Shared Services Partnership (NWSSP)
- Powys Teaching Health Board
- Public Health Wales
- Reach: Bridgend's Rural Development Plan Team
- Red Shiny Apple
- Red Squirrel Marketing

- Royal British Legion
- South East Wales Education Achievement Service
- Sportin Wales
- Swansea Bay University Health Board
- Tai Calon Community Housing
- Tai Pawb
- The Church in Wales
- Transport for Wales
- Vale of Glamorgan Council
- Welsh Government
- Welsh Health Specialised Services Committee (WHSSC)
- Welsh Language Commissioner
- what3words