

Appendix 1: Draft Terms of Reference for the Elected Member Language Strategy

Working Group

Introduction and purpose

A Language Strategy Member Working Group has been established to provide Members with a forum within which to discuss the implementation of the Belfast City Council Language Strategy 2018-2023 and agree action plans in relation to the languages in the Strategy.

Whilst the Working Group will not be a decision-making body, it will be required to report into the Council's Strategic Policy and Resources Committee on progress against the strategy and associated action plans.

The Strategy has 5 strands: Irish; Ulster Scots; Sign Languages; New Communities' Languages and Languages and Communications for People with Disabilities. The Strategy commits to examining the use of languages in the following areas:

- Documents
- Communications
- Translation and interpretation
- Signage and Branding
- Council meetings
- Development of Website/social media
- Media
- Support for the community
- Support for schools
- Council staff

Terms of Reference

The Language Strategy Member Working Group Terms of Reference will be:

- to provide elected members with a forum to discuss the impact of the languages in the Strategy across the above areas of work;
- to support the development of action plans in relation to the Language Strategy;
- to seek updates and monitor the delivery of work emanating from the action plans;
- to oversee the investigation of emerging policy development in relation to the Language Strategy; and
- to report on progress to the Strategic Policy & Resources Committee on a regular basis through reports and minutes of meetings

Membership

- All political party groupings should be represented
- Each political party grouping should have one representative

Ways of Working

- The Working Group will decide on arrangements for chairing the meetings.
- The Working Group will meet quarterly or as required

Governance

The Working Group will not have decision-making powers. The minutes of its meetings will be reported to the Strategic Policy and Resources Committee.