

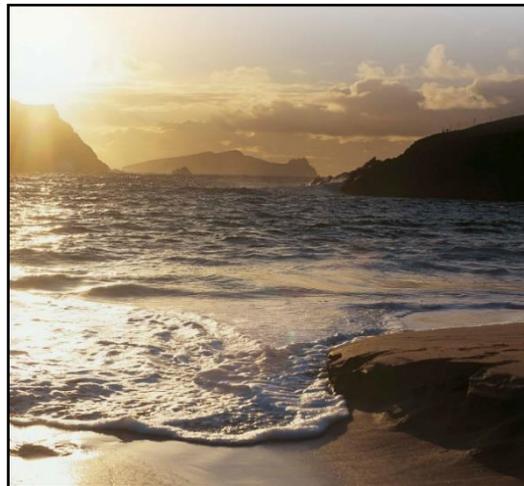


Comhairle Contae Chiarraí
Kerry County Council

Language Scheme IV, 2020-2023



Section 15 of the Official Languages Act 2003



Chapter 1 Introduction

- 1.1 Legal context
- 1.2 Contents of the Language Scheme
- 1.3 Commencement date
- 1.4 Overview

Chapter 2 Ongoing Commitments 2005-2020

- 2.1 Listed Bilingual Public Counters
- 2.2 Listed Bilingual Publications
- 2.3 Current commitments

Chapter 3 Language Scheme 2020-2023

- 3.1 New commitments
- 3.2 Recruitment & placement
- 3.3 Training & development

Chapter 4 Monitoring and reporting

- 4.1 Monitoring
- 4.2 Reporting
- 4.3 Publicising & Circulation

Appendix A

- A1 Planning and Development Act, 2000
- A2 Local Government Act, 2001
- A3 The Official Languages Act, 2003
- A4 Placenames Orders (Gaeltacht) 2004 & 2011
- A5 20 Year Strategy for the Irish Language 2010-2030
- A6 Acht na Gaeltachta, 2012

Foreword

We welcome the publication of this Scéim Teanga 2020-2023. Kerry County Council recognises the vital importance of the preservation and promotion of the Irish language, particularly in a county which is home to two of the State's Gaeltacht areas. The council places a high value on protecting and supporting the ongoing development of those Gaeltacht areas through a wide range of supports and initiatives, not least through supporting the Irish language.

But the development of the Irish language into the future is about much more than the Gaeltacht areas in Kerry. It is about recognising the rich cultural heritage and history of our native language and the role that the local authority can play, in a range of ways, to support its preservation and growth into the future.

That is why this Scéim contains a range of practical and ambitious objectives which are underpinned by previous plans of this nature and which are supported by the management and staff of Kerry County Council. Much has been achieved under our previous Scéimeanna Gaeilge which have operated in tandem with government policy and initiatives.

We look forward to further progress on the development and fostering of the Irish language in Kerry into the future through our own policies and objectives and supporting those of other bodies and communities.

Chief Executive

Moira Murrell

Cathaoirleach of Kerry County Council

Cllr. Niall Kelleher

1.1 Legal context

***‘The Irish language,
as the national language is the first official language.
Article 8, The Irish Constitution.***

Scéim Teanga IV, 2020-2023 has been prepared under Section 15 of the Official Languages Act 2003 by Kerry County Council and sets out our current Irish Language policy, taking into account commitments from all previous Scéimeanna Teanga. Responsibility for the Scheme rests with Senior Management, while Section Heads are responsible for day to day implementation and monitoring of the Scheme in their own areas, while reporting regularly on the Scheme to their Director of Services.

The primary aim of the Official Languages Act 2003 is to mainstream and normalise Irish as part of the community’s everyday dealings with the Irish State. As such, all sections of Kerry County Council have a responsibility to implement our Scéimeanna Gaeilge, the Official Languages Act 2003, and other legislation that impacts on the Irish speaking and Gaeltacht Communities.

1.2 Contents of Language Scheme

Submissions were sought from the public in January 2018, and were received from

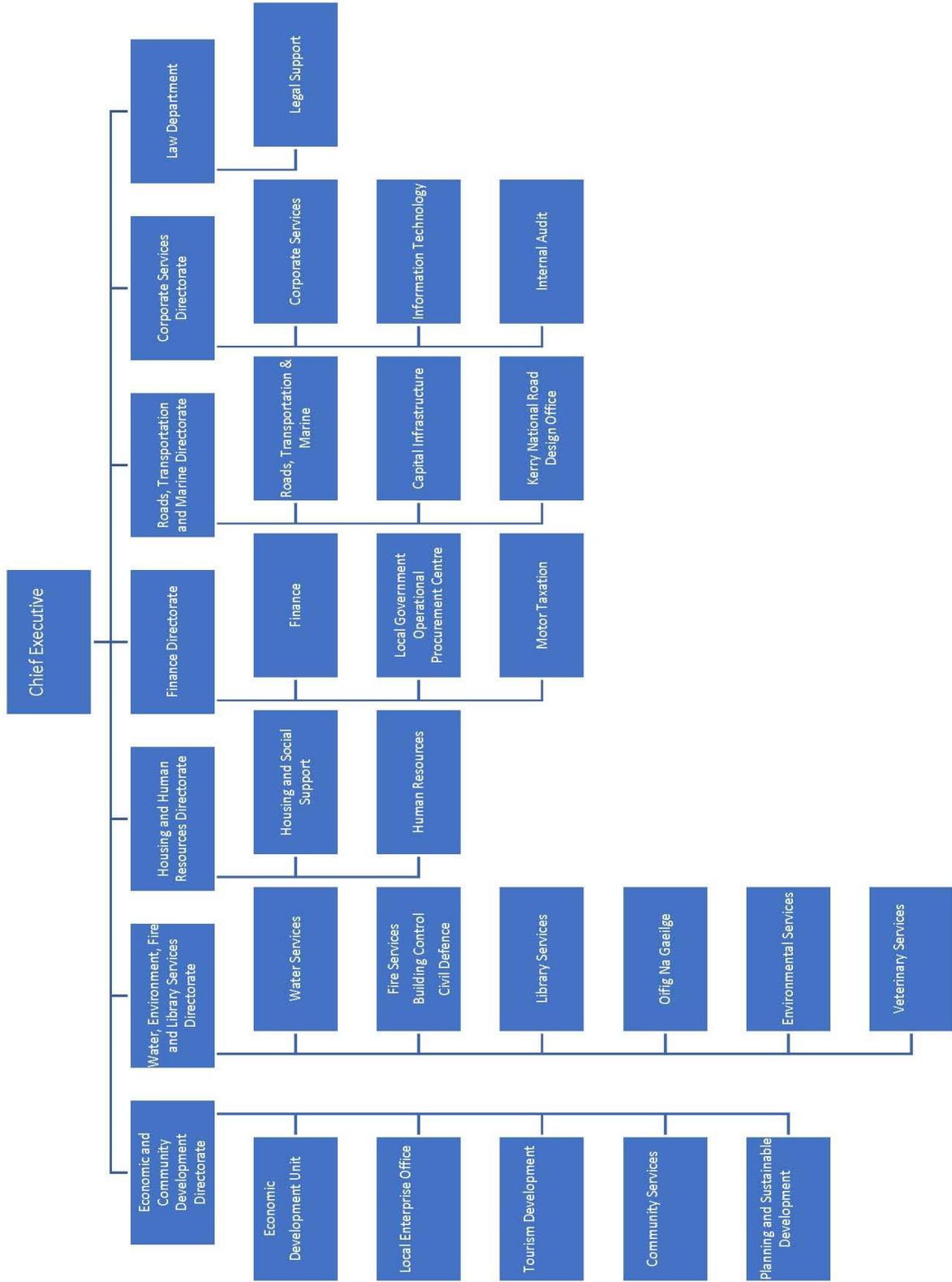
- Comhchoiste Ghaeltacht Uíbh Ráthaigh
- Comharchumann Forbartha Chorca Dhuibhne & Oidhreacht Chorca Dhuibhne
- Údarás na Gaeltachta
- Fóram Gaeilge Chiarraí and
- Cumann na nOifigeach Forbartha Gaeilge.

These submissions were considered during the drafting of this Scéim, as was the legislation listed in Appendix A.

1.3 Commencement Date

This scheme was adopted on 20 January 2020 at a full meeting of Kerry County Council and was subsequently confirmed by the Minister for Culture, Heritage and Gaeltacht. The scheme takes effect on the 8th May 2020.

1.4 Overview



2. Ongoing commitments 2005-2020

2.1 Listed Bilingual Public Counters

The following list represents the public counters within the organisation that deal with general queries through Irish.

Public counter staff are responsible for delivering a service in both Irish and English at...

- Áras an Chontae Reception
- Planning Department public counter
- Housing Department public counter
- Environmental Services public counter
- Revenue Department public counter
- Roads Department public counter
- Motor Tax Office
- Cahersiveen Area Office
- Tralee Municipal District Reception

All staff in the following offices are responsible for delivering a service in both Irish and English...

- Oifig Ceantair an Daingin
- Leabharlann an Daingin
- Ionad Athchúrsála Chorca Dhuibhne
- Oifig na Gaeilge

2.2 Listed Bilingual Publications

The following key public policies are available in both Irish and English...

- All Gaeltacht Publications
- Developing Play in Kerry
- Tenant's Handbook
- Local Gaeltacht Area Plans - Corca Dhuibhne & Uíbh Ráthach
- Corporate Plan
- County Arts Plan
- County Heritage Plan
- Kerry County Development Plan
- Kerry Library Development Plan
- Access for All Implementation Plan
- Gaeltacht Housing Purchase Policy
- Kerry County Council Signage Policy
- Payment Policy to Suppliers
- Irish Language Scheme
- Annual Report including summary of Audited Accounts
- Housing Allocation Scheme

Council publications will contain the note '*Fáilte roimh Ghnó trí Ghaeilge – Cabhraigh linn í a úsáid*'. New key public policies during the lifetime of this Scéim will also be published bilingually.

2.3 Ongoing commitments

2.3.1	<p>The Section or Council name continues to be used in Irish, or Irish and English, when answering phones at key Public Counters.</p> <p><i>Public Counters as listed 2.1</i></p>
2.3.2	<p>Job titles and Out of Office Messages of staff continue to be in Irish, or both Irish and English.</p> <p><i>All Sections.</i></p>
2.3.3	<p>A positive environment for using Irish continues to be promoted.</p> <p><i>All Sections.</i></p>
2.3.4	<p>Forms & associated information Leaflets continue to be produced in bilingual format under one cover. Material not already under one cover, will contain the note <i>‘Tá leagan Gaeilge de seo ar fáil’</i>.</p> <p><i>All Sections.</i></p>
2.3.5	<p>County and Gaeltacht adverts continue to be in Irish, or both Irish and English.</p> <p><i>All Sections.</i></p>
2.3.6	<p>Plaques for official openings in Gaeltacht areas continue to be erected in Irish only.</p> <p><i>All Sections.</i></p>
2.3.7	<p>Sections continue to use Gaeltacht Placenames in Irish only on all documentation, signs, databases and drawings.</p> <p><i>All Sections.</i></p>
2.3.8	<p>Support the Gaeltacht Language Plans in line with the Gaeltachta Act 2012.</p> <p><i>All Sections.</i></p>
2.3.9	<p>All static material on Kerry County Council websites is to be fully bilingual.</p> <p><i>IT and all sections.</i></p>
2.3.10	<p>Establish a preliminary page at the beginning of our websites offering the customer a choice of language.</p> <p><i>IT and sections responsible for websites.</i></p>

2.3.11	<p>Paying bills through Irish continues to be provided.</p> <p><i>Revenue with support from IT.</i></p>
2.3.12	<p>Press Releases for planned events, launches, announcements issued in bilingual format under the one cover.</p> <p><i>Press Office and all Sections.</i></p>
2.3.13	<p>Gaeltacht customers continue to be given the option of pre-planning meetings through Irish.</p> <p><i>Planning Department / Municipal District</i></p>
2.3.14	<p>That the business description be included in Irish on all new Gaeltacht shopfront signage.</p> <p><i>Planning Department</i></p>
2.3.15	<p>Applicants for Planning Permission in Gaeltacht Areas will continue to be encouraged to erect their Public Site Notices in Irish, or in Irish and English.</p> <p><i>Planning Department</i></p>
2.3.16	<p>Develop our Language Support Scheme for Tenants and potential tenants on the Gaeltacht Housing lists in cooperation with Údarás na Gaeltachta and other relevant organisations to include three distinct stages in the process, 1) Assessment, 2) Teaching agus 3) Oral Testing such as the European Certificate in Irish.</p> <p><i>Oifig na Gaeilge and the Housing Department</i></p>
2.3.17	<p>Seek to ensure applicants for housing provided or supported by Kerry County Council in Category A Gaeltacht Areas, have a proficiency in spoken Irish.</p> <p><i>Housing Department</i></p>
2.3.18	<p>Continue to support the development of Irish Language Tourism in Kerry.</p> <p><i>Oifig na Gaeilge and the Tourism Department</i></p>
2.2.19	<p>That Irish be the working language of Oifig Ceantair an Daingin and Leabharlann an Daingin by 2011 and in the West Kerry Waste and Recycling Centre by 2016.</p> <p><i>Roads, Kerry Library Services, Environmental Services and HR.</i></p>

2.3.20	<p>Kerry County Council continue to implement its positive and progressive signage policy in the Gaeltacht, a policy that gives preference to Irish on Gaeltacht signage.</p> <p><i>All Sections</i></p>
2.3.21	<p>Develop an On-Line Customer Services Desk with a group of Nominated Irish Officers from the listed Public Counters (2.1) to offer the following services through Irish...</p> <ul style="list-style-type: none"> • General Queries, • Provision of Application Forms and Information Leaflets • Payment of Bills • Dealing with complaints in relation to the Irish language. <p><i>Listed Public Counters with support from IT</i></p>
2.3.22	<p>Continue to provide an Irish Award as part of the Student Enterprise Awards in conjunction with Kerry County council's Enterprise Department and other appropriate organisations for <i>'The Enterprise that best uses Irish'</i></p> <p><i>Oifig na Gaeilge and Kerry Local Enterprise Office</i></p>
2.3.23	<p>Continue to support the Gaelbhreatach scheme for schools in Kerry.</p> <p><i>Oifig na Gaeilge</i></p>

3. Language Scheme 2020-2023

3.1 New commitments

3.1.1 That Council Staff make an active courteous offer through Irish to customers.
Gaeltacht Public Counters - March 2020

3.1.2 That the list of services available via the On-Line Customers Services Desk (2.2.23) operate via each sections group email.

That this list of services be promoted on Sections' homepages of the Council website www.kerrycoco.ie

That this list of services be erected at all listed public counters (2.1)
Listed Public Counters - commencement of Scéim to March 2023

3.1.3 As per commitment 2.21, that all static material on Kerry County Council websites be fully bilingual, delivery of www.kerrycoco.ie in Irish is currently prioritised and due for completion within 2020. This process will continue with all remaining County Council website.

IT with support from sections - commencement of Scéim to March 2023

3.1.4 That annual reports be provided to the Special Policy Committee with responsibility for the Irish language and Gaeltacht affairs on the implementation of the Scéim Teanga by Kerry County Council.

Corporate Services & Section Heads with support from Oifig na Gaeilge - within one year of commencement of Scéim.

3.1.5 That clubs be supported, in conjunction with key Gaeltacht organisations, to deliver their activities through the medium of Irish to young people in the Gaeltacht.

Oifig na Gaeilge

3.1.6 Develop our Language Support Scheme for Tenants and potential tenants 2.2.16 to include the distribution of a language support pack, in conjunction with key Gaeltacht organisations.

Oifig na Gaeilge with support from Housing, Roads - May 2020

3.1.7 That Kerry County Council begin to post bilingual tweets from its Twitter account of a range of activities, commencing with the launch of this Scéim.

Press Office - commencement of Scéim

3.1.8 Include Cahersiveen Library and Tralee Library in the list of Public Counters to provide their counter services through Irish for the duration of this Scéim.

Library with support from HR - April 2021

3.1.9 Include the Local Enterprise Office in the list of Public Counters to provide their counter services through Irish for the duration of this Scéim.

Kerry LEO with support from HR - April 2021

3.2 Recruitment & placement

3.2.1	Subject to meeting the declared qualifications for posts and suitability and competence for the discharge of the duties of the post that proficiency in Irish be a requirement for all new staff based in the Gaeltacht.
3.2.2	All new staff will undergo appropriate language awareness training prior to being located to a Gaeltacht office.
3.2.3	Where a number of candidates meet the minimum requirement for a position assigned to a Gaeltacht Office that the successful candidate be determined on the basis of proficiency in Irish.
3.2.4	<p>Kerry County Council have identified the following posts as ones requiring proficiency in Irish (subject to the availability of suitably qualified and competent candidates/ employees)...</p> <ul style="list-style-type: none">• Staff Officer, all Clerical Officers and the Traffic Warden based in Oifig Ceantair an Daingin;• The Staff Officer, Senior Library Assistant and Library Assistant based in Leabharlann an Daingin;• One Clerical Officer in Cahersiveen Area Office.• The Oifigeach Forbartha Gaeilge and Clerical Officer based in Oifig na Gaeilge, Áras an Chontae. <p><i>Human Resources - commencement of Scéim.</i></p>
3.2.5	<p>Kerry County Council have identified the following posts as ones where proficiency in Irish is highly desirable (subject to the availability of suitably qualified and competent candidates/ employees)...</p> <ul style="list-style-type: none">• The Roads Area Engineer;• The Planning Officer for the region; <p><i>Human Resources - May 2022.</i></p>
3.2.6	Where the availability of suitable candidates becomes an impediment to fulfilling these objectives the Council is committed to reviewing and addressing any recruitment and retention challenges arising within established constraints and agreement so as to secure appropriate measures and approaches to address and such deficits.

3.3 Training & development

3.3.1 Develop or access language awareness training for all appropriate staff to provide a good understanding of the Official Languages Act and its provisions, the 20 Year Government Strategy for the Irish Language, Gaeltacht and Gaeltacht Service Towns Language Plans, and all other necessary legislation.

3.3.2 Develop comprehensive language training for staff who require such, based on all available programmes, including an initial intensive training course prior to location in a Gaeltacht office.

Training Section and Oifig na Gaeilge, with support from external Training and Gaeltacht agencies - November 2020

4. Monitoring

4.1 Monitoring and review

Kerry County Council will keep the effective implementation and monitoring of this Scheme under review in line with our corporate structure.

The day-to-day monitoring function will be carried out primarily by Section Heads who are responsible for the implementation of the Scheme within their own sections.

4.2 Reporting

Section Heads are responsible for reporting regularly to their Director of Services on the implementation and monitoring of the Scéim.

Annual reports to be provided to the Strategic Policy Committee with responsibility for Irish Language and Gaeltacht affairs on the implementation of the Scéim Gaeilge by Kerry County Council, by Corporate Services & Section Heads with support from Oifig na Gaeilge.

4.3 Publicising and circulation

The contents of this scheme, along with the commitments and provision of the scheme, will be publicised to the general public by means of:

- Press Release and the Official Launch of Scéim.
- Twitter and website www.kerrycoco.ie
- Advertising of provisions.
- Circulation to appropriate agencies and public bodies;
- Website.

Press Office & Oifig na Gaeilge - commencement of Scéim

Every opportunity will be taken to advertise the services available for customers through Irish and customers will be informed directly on a daily basis that they have the choice of doing business with the Council through Irish, in the following ways:

- Notices of the lists of services through Irish will be erected in all reception areas as well as on Council's Website.
- Council Publications will contain the following note ***'Fáilte roimh Ghnó trí Ghaeilge - Cabhraigh linn í a úsáid'***.
- Application Forms, Leaflets and Guidelines, where they are not already bilingual, will contain the following note ***'Tá leagan Gaeilge de seo ar fáil'***.

Services through Irish will be publicised at Irish Language events when possible.

A copy of the scheme will be forwarded to Oifig an Choimisinéara Teanga.

Appendix A

- A1 Planning and Development Act, 2000**
- A2 Local Government Act, 2001**
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Planning and Development Act, 2000 - section 47

Gaeltacht

Section 47 - The Planning Department will ensure compliance so as to protect the linguistic and cultural heritage of the Kerry Gaeltachtaí. Prior to the commencement of a development in the Gaeltacht, applicants shall enter into an agreement with Kerry County Council, in accordance with the provisions of Section 47 to ensure that an appropriate proportion of the dwellings hereby permitted shall be restricted to occupation by persons who have demonstrated to the Planning Authority a reasonable fluency in the Irish language.

Local Government Act, 2001 - section 68(1)

Irish
Language

A local authority may, in performing its functions, take such steps as it considers appropriate to encourage the use of the Irish language.

Official Languages Act 2003 - section 9(1)

Stationery

Public bodies have a duty to ensure that the headings on particular stationery items are in Irish or bilingual, i.e. Notepaper, Compliment slips, Fax cover sheets, File covers and other folders, Labels and Envelopes.

Signage

A public body has a duty to ensure that any signage that is placed by it or on its behalf, either within or outside the State, are in Irish or bilingual.

On bilingual material, Irish text to appear first and to be at least as prominent as the English.

Recorded
Announce.

Public bodies have a duty to ensure that recorded oral announcements made by them or on their behalf are in Irish or bilingual, i.e.

- Recorded Messages on phones when the offices are closed
- Recorded Announcements transmitted by public address system
- Recorded Messages e.g. 'Press 1 for accounts; press 2 for the switchboard etc.'

Official Languages Act 2003 - section 9(2 &3)

Letters & emails

When a person writes to a public body in Irish, by letter or by email, that person is entitled to receive a reply in Irish. On this basis, public bodies have a duty to ensure that they have a system in place to deal with correspondence in Irish. The service in Irish should not be of a lower standard than the service in English.

Mail shots

Public bodies have a duty to ensure that any information in writing sent to the public in general, or to a class of the public in general, is in Irish only or in English and Irish.

Official Languages Act 2003 - section 10

Publication

Under Section 10 of the Act, public bodies have a duty to publish certain core documents simultaneously in Irish and English.

- Any document setting out public policy proposals (public consultations)
- Any annual report
- Any audited accounts or financial statement
- Any statement of strategy prepared under Section 5 of the Public Service Management Act 1997
- Any document that has been appropriately prescribed as being of major public importance.

Official Languages Act 2003 - section 13 (c)(d)(e)

Staffing	An adequate number of its staff are competent in Irish so as to deliver its service through Irish as well as English.
	Ensure that the particular Irish language requirements associated with the provision of services in Gaeltacht areas are met.
	Ensure that the Irish language becomes the working language in offices in the Gaeltacht not later than such date as may be determined by it with the consent of the Minister.

Placenames Orders (Gaeltacht) of IR872 of 2004

Townlands, Civil Parishes, Baronies, Electoral Divisions	<p>33(2) The English language version of a Gaeltacht placename shall no longer have any force and effect from 2004...</p> <p>(a) in any Act of the Oireachtas passed or any statutory instrument made after that date under any Act,</p> <p>(b) in such maps prepared and published by or with the permission of Ordnance Survey Ireland as may be prescribed,</p> <p>or</p> <p>(c) on a road or street sign erected by or on behalf of a local authority.</p>
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Placenames Orders (Gaeltacht) of IR599 of 2011

Territorial Features (natural & artificial)	<p>This Order declares the official Irish language version of placenames in Gaeltacht areas other than administrative placenames that are shown on the Ordnance Survey maps not included in the Placenames (Ceantair Ghaeltachta) Order 2004.</p> <p>In accordance with the provisions of section 33(1) of the Official Languages Act 2003, the English language version of these placenames ceases to have any force and effect from 2011.</p>
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20 Year Strategy for the Irish Language 2010-2030

The 20-Year Strategy for the Irish Language 2010-2030 promotes a holistic, integrated approach to the Irish language, consistent with international best practice and includes a report commissioned by the Department (DCU, 2009), The Comprehensive Linguistic Study of the Use of Irish in the Gaeltacht (NUIG & NUIM, 2007), and the report of Coimisiún na Gaeltachta 2002.

The Official Languages Act will be fully implemented. The right of the public to use Irish in dealings with the State and with other bodies will be developed and the appropriate arrangements to deliver this will be put in place.

Resulting from a consultation process by the Department, Action Plan 2018-2022 has been published covering 9 areas... Education, The Gaeltacht, Language transmission by the family - early intervention, Administration, Services and Community, Media and Technology, Dictionaries, Legislation and Status, Economic Life and Cross-cutting Initiatives.

Acht na Gaeltachta, 2012

Under this Act, the Gaeltacht will be based on linguistic criteria instead of on geographic areas which has been the position to date. Language planning at community level will be central to the new definition of the Gaeltacht. Areas located outside the existing statutory Gaeltacht will be given the opportunity to achieve statutory recognition as Irish Language Networks or as Gaeltacht Service Towns, subject to fulfilling particular criteria.

In addition to amendments to Údarás na Gaeltachta functions, the Gaeltacht Act 2012 gives statutory effect to the implementation of the *20-Year Strategy for the Irish Language 2010-2030* by Údarás na Gaeltachta in the Gaeltacht.

Public bodies should identify any posts / areas of work requiring functional bilinguals and include these in their language schemes, in particular those posts located in, or serving Gaeltacht areas.

