

TRANSLATION COSTS 01/04/96 TO 20/08/09

- The tables on the following pages show how, since 1996, detailed records have been kept of translation costs and show that the dual-system of internal and external translations has resulted in notional savings of over £136,000 to date and the cost of 13 years' of translation for the authority is less than £500,000.
- In 2006/07 the annual costs had reached a point where it was clear that something had to be done, but rather than requesting additional staff, with all the associated accommodation and overheads etc. it was decided to invest in new software, called a translation memory system.
- The last 3 years' costs for example demonstrate how effective it has been so far in keeping translation costs as low as possible. As can be seen, since the Déjà Vu software was introduced in April 2007, a significant increase in cost effectiveness of translation costs has been achieved and so far for 2009/10 the projected end-of-year notional saving will be approximately £38,000.
- Other cost saving have been achieved by greater use of electronic copies of documents on the website, cutting down on printing costs.
- In 2005, when the Welsh Language Scheme was being updated previously, the wording was changed to allow less copies to be printed in Welsh where separate versions of documents were produced (called the 25% rule) - this was a direct response to complaints of cost and sustainability issues but still ensures the council complies with legal duties to provide bilingual services.
- Gwynedd, Swansea, RCT, Cardiff and other councils have teams of internal translators, ranging from teams of 3 or 4 up to as many as 7 or 8 people due to the volume of work undertaken. Caerphilly has 2 internal translators and other SE Wales councils send all work externally as they have no translators at all. The aim of the CCBC team has always been to provide an appropriate level of service to the Welsh speakers in this area and provide a cost effective service for CCBC.
- The tables overleaf show the number of items translated and the number of words, together with the external costs had that work been sent out (based on industry average cost per word), and the actual internal "cost" in staff time of translating the work. This gives us an actual cost for the council each year and a notional saving figure of how much it would have cost if we operated with no internal translators.
- A full breakdown of every translation undertaken since 1996 is available electronically on request, in the form of the translation spreadsheets - these are not included with this report as they currently come to 622 pages of information.

Policy Unit Translations To Date

Summary Sheet - Dated 20/08/09

| 1996/97 | Number of Items | Total Word Count | Ext.Cost | Int.Cost | Actual Cost |
|---|-----------------|------------------|--------------------|-------------------|--------------------|
| Internal Translators | 171 | 33,371 | £ 2,945.16 | £ 3,058.21 | £ 3,058.21 |
| External Translators | 3 | 11,000 | £ 550.00 | £ - | £ 550.00 |
| YEAR TOTALS | 174 | 44,371 | £ 3,495.16 | £ 3,058.21 | £ 3,608.21 |
| Unit Savings Total for 1996/97 | | | | -£ | 113.05 |
| 1997/98 | Number of Items | Total Word Count | Ext.Cost | Int.Cost | Actual Cost |
| Internal Translators | 223 | 30,839 | £ 3,350.81 | £ 2,386.72 | £ 2,386.72 |
| External Translators | 118 | 66,095 | £ 4,543.66 | £ - | £ 4,543.66 |
| YEAR TOTALS | 341 | 96,934 | £ 7,894.47 | £ 2,386.72 | £ 6,930.38 |
| Unit Savings Total for 1997/98 | | | | £ | 964.09 |
| 1998/99 | Number of Items | Total Word Count | Ext.Cost | Int.Cost | Actual Cost |
| Internal Translators | 521 | 108,819 | £ 10,129.70 | £ 4,453.28 | £ 4,453.28 |
| External Translators | 81 | 171,280 | £ 9,052.92 | £ - | £ 9,052.92 |
| YEAR TOTALS | 602 | 280,099 | £ 19,182.62 | £ 4,453.28 | £ 13,506.20 |
| Unit Savings Total for 1998/99 | | | | £ | 5,676.42 |
| 1999/2000 | Number of Items | Total Word Count | Ext.Cost | Int.Cost | Actual Cost |
| Internal Translators | 678 | 122,952 | £ 13,094.29 | £ 5,453.22 | £ 5,453.22 |
| External Translators | 97 | 218,694 | £ 13,123.95 | £ - | £ 13,123.95 |
| YEAR TOTALS | 775 | 341,646 | £ 26,218.24 | £ 5,453.22 | £ 18,577.17 |
| Unit Savings Total for 1999/2000 | | | | £ | 7,641.07 |
| 2000/2001 | Number of Items | Total Word Count | Ext.Cost | Int.Cost | Actual Cost |
| Internal Translators | 621 | 108,996 | £ 12,034.99 | £ 6,197.66 | £ 6,197.66 |
| External Translators | 137 | 268,975 | £ 18,761.11 | £ - | £ 18,761.11 |
| YEAR TOTALS | 758 | 377,971 | £ 30,796.10 | £ 6,197.66 | £ 24,958.77 |
| Unit Savings Total for 2000/2001 | | | | £ | 5,837.33 |

| 2001/2002 | Number of Items | Total Word Count | Ext.Cost | Int.Cost | Actual Cost |
|---|-----------------|------------------|--------------------|--------------------|--------------------|
| Internal Translators | 852 | 153,171 | £ 16,392.30 | £ 10,059.60 | £ 10,059.60 |
| External Translators | 120 | 352,090 | £ 29,044.92 | £ - | £ 29,044.92 |
| YEAR TOTALS | 972 | 505,261 | £ 45,437.22 | £ 10,059.60 | £ 39,104.52 |
| Unit Savings Total for 2001/2002 | | | | £ 6,332.70 | |
| 2002/2003 | Number of Items | Total Word Count | Ext.Cost | Int.Cost | Actual Cost |
| Internal Translators | 1104 | 245,295 | £ 23,854.50 | £ 13,585.62 | £ 13,585.62 |
| External Translators | 108 | 524,982 | £ 34,055.24 | £ - | £ 34,055.24 |
| YEAR TOTALS | 1212 | 770,277 | £ 57,909.74 | £ 13,585.62 | £ 47,640.86 |
| Unit Savings Total for 2002/2003 | | | | £ 10,268.88 | |
| 2003/2004 | Number of Items | Total Word Count | Ext.Cost | Int.Cost | Actual Cost |
| Internal Translators | 1918 | 445,008 | £ 38,859.65 | £ 14,142.68 | £ 14,142.68 |
| External Translators | 145 | 681,663 | £ 48,015.17 | £ - | £ 48,015.17 |
| YEAR TOTALS | 2063 | 1,126,671 | £ 86,874.82 | £ 14,142.68 | £ 62,157.85 |
| Unit Savings Total for 2003/2004 | | | | £ 24,716.97 | |
| 2004/2005 | Number of Items | Total Word Count | Ext.Cost | Int.Cost | Actual Cost |
| Internal Translators | 1217 | 205,787 | £ 10,289.35 | £ 7,911.91 | £ 7,911.91 |
| External Translators | 197 | 834,101 | £ 56,632.43 | £ - | £ 56,632.43 |
| YEAR TOTALS | 1414 | 1,039,888 | £ 66,921.78 | £ 7,911.91 | £ 64,544.34 |
| Unit Savings Total for 2004/2005 | | | | £ 2,377.44 | |
| 2005/2006 | Number of Items | Total Word Count | Ext.Cost | Int.Cost | Actual Cost |
| Internal Translators | 1012 | 237,686 | £ 11,884.30 | £ 7,826.75 | £ 7,826.75 |
| External Translators | 181 | 622,158 | £ 39,301.32 | £ - | £ 39,301.32 |
| YEAR TOTALS | 1193 | 859,844 | £ 51,185.62 | £ 7,826.75 | £ 47,128.07 |
| Unit Savings Total for 2005/2006 | | | | £ 4,057.55 | |

| 2006/2007 | Number of Items | Total Word Count | Ext.Cost | Int.Cost | Actual Cost |
|--|-----------------|------------------|---------------------|---------------------|---------------------|
| Internal Translators | 1343 | 283,781 | £ 19,864.67 | £ 9,031.93 | £ 9,031.93 |
| External Translators | 189 | 806,814 | £ 51,327.75 | £ - | £ 51,327.75 |
| YEAR TOTALS | 1532 | 1,090,595 | £ 71,192.42 | £ 9,031.93 | £ 60,359.68 |
| Unit Savings Total for 2006/2007 | | | | £ 10,832.74 | |
| 2007/2008 | Number of Items | Total Word Count | Ext.Cost | Int.Cost | Actual Cost |
| Internal Translators | 1323 | 272,990 | £ 31,412.92 | £ 8,944.88 | £ 8,944.88 |
| External Translators | 113 | 501,568 | £ 33,335.46 | £ - | £ 33,335.46 |
| YEAR TOTALS | 1436 | 774,558 | £ 64,748.38 | £ 8,944.88 | £ 42,280.34 |
| Unit Savings Total for 2007/2008 | | | | £ 22,468.04 | |
| 2008/2009 | Number of Items | Total Word Count | Ext.Cost | Int.Cost | Actual Cost |
| Internal Translators | 1398 | 266,312 | £ 32,919.52 | £ 10,110.18 | £ 10,110.18 |
| External Translators | 119 | 644,573 | £ 43,591.49 | £ - | £ 43,591.49 |
| YEAR TOTALS | 1517 | 910,885 | £ 76,511.01 | £ 10,110.18 | £ 53,701.67 |
| Unit Savings Total for 2008/2009 | | | | £ 22,809.34 | |
| 2009/10 | Number of Items | Total Word Count | Ext.Cost | Int.Cost | Actual Cost |
| Internal Translators | 737 | 116,002 | £ 17,026.88 | £ 4,436.85 | £ 4,436.85 |
| External Translators | 32 | 98,342 | £ 6,710.43 | £ - | £ 6,710.43 |
| YEAR TOTALS | 769 | 214,344 | £ 23,737.31 | £ 4,436.85 | £ 11,147.28 |
| Unit Savings Total for 2009/2010 | | | | £ 12,590.03 | |
| GRAND TOTALS | 14,758 | 8,433,344 | £ 632,104.89 | £ 107,599.49 | £ 495,645.34 |
| Total Unit Savings from 01/04/96 to date. | | | | £ 136,459.55 | |
| (N.B. each increment, pay rise and translation cost increase has been accounted for in the calculations) | | | | | |