

This is an information request relating to language guides within the council. Please include the following information:

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| 1) Whether there is a current style guide and/or language guide produced by the council for use by council officers and/or councillors. | There is no style or language guide produced |
| 2) If there isn't a current guide, whether there has been a style guide and/or language guide produced in the last three financial years, 2019/20, 2020/21, 2021/22 | There has been no style or language guide produced within the last three years |
| 3) If these guides exist, please provide them to me. | N/A |
| 4) If possible, can you also provide information on the cost of producing any such guides for the past three financial years, 2019/20, 2020/21, 2021/22 plus the current one, 2022/23 | N/A |