

WELSH LANGUAGE IMPACT ASSESSMENT TOOL

This Welsh Language Impact Assessment (WLIS) tool enables RCT Council to consider the principles and requirements of the [Welsh Language Standards \(No.1\) Regulations 2015](#) to ensure compliance with the [Welsh Language \(Wales\) Measure 2011](#).

Stage 1 – Information Gathering

NOTE: As you complete this tool you will be asked for **evidence to support your views**. Please see [Welsh Language Impact Assessment Guidance](#) for more information on data sources.

Proposal Name:	Revised Waste Management Strategy
Department	Frontline Services
Service Director	Steve Owen
Officer Completing the WLIA	Alistair Critchlow
Email	alistair.critchlow@rctcbc.gov.uk
Phone	07881 268186
Brief Description	The proposal seeks permission to consult residents regarding potential revisions to the Council's operational waste management processes with a view to considering future arrangements for the collection of refuse and recycling designed to aid an increase in the rate of recycling across RCT which will also deliver financial efficiencies.
Date	November 2022
Please outline who this proposal affects? (Service Users, Employees, Wider Community)	Employees and the Wider Community.

<p>What are the aims of the policy, and how do these relate to the Welsh Language?</p>	<p>The aim of the proposal is to consult with residents around potential future changes and innovations to the Council's refuse and recycling collection services in order to help achieve operational efficiencies, financial savings and improvements in recycling performance.</p>
<p>Who will benefit / Could the policy affect Welsh language groups? If so, list them here.</p>	<p>There are no Welsh language implications.</p>
<p>Current linguistic profile of the geographical area(s) concerned</p>	<p>The Office for National Statistics, (ONS), undertakes an Annual Population Survey, which, in Wales, collects information about respondents' Welsh speaking ability and includes a question on how often people speak Welsh. The most recent Annual Population Survey, for the quarter ending December 2021, reported that 20.9% of respondents living in the County Borough said they could speak Welsh, this is compared to the "all Wales" percentage of 29.5% of respondents.</p>
<p>Other relevant data or research</p>	<p>N/A</p>

Stage 2 – Impact Assessment

In this section you need to consider the impact, the evidence and any action you are taking for improvement. This is to ensure that the opportunities for people who choose to live their lives and access services through the medium of Welsh are not inferior to what is afforded to those choosing to do so in English, in accordance with the requirement of the Welsh Language (Wales) Measure 2011.

Please note there is a separate impact assessment for Equality and Socio-Economic duty that must also be completed for policy proposals.

Remember that effects that are positive for some groups could be detrimental to others - even among Welsh language groups. Consider the effects on different groups. For example, a proposal may be beneficial to Welsh learners, but not to Welsh speakers.

Will the proposed action affect any or all of the following?

	Does the proposal have any positive, negative or neutral impacts?	Describe why it will have a positive/negative or neutral impact on the Welsh language.	What evidence do you have to support this view?	What action(s) can you take to mitigate any negative impacts or better contribute to positive impacts?
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<p>Opportunities for persons to use the Welsh language</p> <p>e.g., staff, residents and visitors</p> <p>The rights of Welsh speakers and learners to use Welsh when dealing with the council and for staff to use Welsh at Work</p>	<p>Positive</p>	<p>All consultation correspondence will continue to be published in Welsh with the Welsh appearing first.</p> <p>Future recruitment will focus on recruiting Welsh speakers to increase face-to-face Welsh language service provision.</p> <p>As there are currently only 4% of staff within the Service area with Welsh language skills of level 3 or above, (the level at which speakers likely have sufficient skills to use the language more extensively at work), recruiting more Welsh speakers would have a positive impact on the service's Welsh provision, and the Council's attempts to promote the language.</p> <p>Moreover, in light of recent guidance from the Welsh Language Commissioner, the Council has a statutory duty not only to mitigate negative impacts, but to maximise any possible positive impacts too.</p>	<p>Current / ongoing public consultations shows Welsh language appearing first.</p> <p>The percentage of Welsh speakers in RCT according to the 2011 Census was 12.3%, and the Council's Welsh Language Skills Strategy aims to ensure the percentage of staff with Welsh language skills is at a similar level. It is anticipated that 2021 Census data will show a significant increase in percentage.</p> <p>Current linguistic profile of the Service area: - Level 0 = 36% Level 1 = 54% Level 2 = 4% Level 3 = NIL Level 4 = NIL Level 5 = 4%</p>	<p>Ensure that, upon each new order of consultation material, all correspondence is reviewed, and bilingualism retained.</p> <p>Encourage contact in Welsh by incorporating an appropriate additional line into correspondence, e.g., "we welcome correspondence in Welsh, which will not lead to a delay in responding".</p> <p>Ensure steps are taken for basic relevant Welsh lessons for those who need it with the aim of further upskilling and training as appropriate.</p> <p>Investigate opportunities to ensure there are a number of Welsh-speaking members of staff on the team through advertising some new posts as "Welsh-essential" roles <i>where practical to do so</i>.</p>
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Stage 2 – Impact Assessment

Will the proposed action affect any or all of the following?

	Does the proposal have any positive, negative or neutral impacts?	Describe why it will have a positive/negative or neutral impact on the Welsh language.	What evidence do you have to support this view?	What action(s) can you take to mitigate any negative impacts or better contribute to positive impacts?
<p>Numbers and / or percentages of Welsh speakers e.g. Welsh Medium Education / Study Opportunities. Links with the Welsh Government's Cymraeg 2050 Strategy / RCTCBC Five Year Welsh Language Strategy</p>	<p>Positive</p>	<p>Existing staff are being encouraged to begin Welsh language lessons and continue on their language journey</p> <p>Another of the Welsh Language Commissioner's key areas of focus currently is increasing the use of Welsh in the community, (increasing the opportunities for people to use the language/creating favourable conditions for its use are also key themes of the Government's Cymraeg 2050 strategy, with which our forthcoming 5-year Welsh language Promotion Strategy is aligned).</p>	<p>All staff on Level 0 undertake online Level 1 training, (2-hour online course), plus one member of the team has recently completed a Welsh language Foundation Course with the University of South Wales.</p> <p>RCTs 5-year strategy requires the Council to increase Welsh language skills of our workforce. In addition, the Welsh Government Cymraeg 2050 strategy wants a million Welsh Speakers by 2050.</p>	<p>Staff to take Welsh language lessons / courses.</p> <p>Ensure a positive contribution is made towards the goals of local / national Welsh language strategies.</p> <p>Recruiting Welsh speakers will contribute to creating this environment and would increase opportunities to use the Welsh language.</p>

<p>Opportunities to promote the Welsh language e.g. status, use of Welsh language services, use of Welsh in everyday life in work and in the community</p> <p>Actively encourage and promote the use of our services in Welsh to see an increase in demand over time</p>	<p>Positive</p>	<p>All promotional activities will be provided bilingually. Welsh Language Services to be included at the beginning of the design process to ensure any consultation campaign “slogans” can have a Welsh version.</p>	<p>Bilingual promotional materials will be available when publicising service changes. Welsh Language Services will be engaged with accordingly.</p> <p>Consultation correspondence available bilingually.</p>	<p>Review promotional materials when consulting with residents in order to ensure compliance with Welsh Language Standards.</p> <p>Ensure good communication and meaningful consultation with Welsh Language Services.</p> <p>Regularly evaluate procedures and systems to ensure constant provision of an end-to-end Welsh language service.</p>
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Stage 2 – Impact Assessment

Will the proposed action affect any or all of the following?

	<p>Does the proposal have any positive, negative or neutral impacts?</p>	<p>Describe why it will have a positive/negative or neutral impact on the Welsh language.</p>	<p>What evidence do you have to support this view?</p>	<p>What action(s) can you take to mitigate any negative impacts or better contribute to positive impacts?</p>

<p>Compliance with the Council's Statutory Welsh Language Standards</p> <p>e.g. increasing or reducing the Council's ability to deliver services through the Medium of Welsh.</p> <p>Consider the rights of Welsh speakers to use Welsh when dealing with the Council and for staff to use Welsh at Work</p>	<p>Positive</p>	<p>Any consultation as part of publicising service changes will be bilingual and will comply with the relevant Welsh Language Standards guidance.</p> <p>Any new contracts or tenders will ensure all relevant Welsh Language Standards are listed in the documentation to ensure compliance from the outset, (in case of any system development / new system implementation).</p>	<p>Bilingual media releases will be published. New contract documentation will be available should the Council obtain new products – e.g. reusable recycling sacks.</p>	<p>Review material to be published when consulting with residents in order to ensure compliance with Welsh Language Standards.</p> <p>Review any new contract documentation to ensure compliance with Welsh Language Standards.</p> <p>If the service change results in reduction of staffing numbers, reasonable priority should be given to retain Welsh speaking staff.</p>
<p>Treating the Welsh language, no less favourably than the English language</p>	<p>Positive</p>	<p>All service communications, whether via letter, website or telephony is bilingual, with Welsh text first or to the left of English text.</p>	<p>Promotional materials, website and all subsequent correspondence available bilingually.</p>	<p>Regularly evaluate correspondence to ensure that the Welsh language is treated no less favourably than the English language.</p>

Stage 3 - Strengthening the proposal

Having listed actions in section 2 which may mitigate any negative impacts or better contribute to positive impacts – please record below which ones you will imbed into the policy proposal and who will be responsible for them.

Also consider is the proposal necessary? Would it be possible to meet demand without any new developments? Could other existing provision be used? Where should the development be?

What are you going to do?	When are you going to do it?	Who is responsible?
Encourage staff to take Welsh language lessons to improve the linguistic profile across the whole team. (Factoring this into the team's workload, basic Welsh language lessons will be provided during working hours, and free of charge).	Ongoing	The Service Manager
Encourage contact in Welsh by incorporating an appropriate additional line into correspondence, e.g., "we welcome correspondence in Welsh, which will not lead to a delay in responding".	Ongoing	The Service Manager

If ways of reducing the impact have been identified but are not possible to implement, please explain why. Give sufficient detail of data or research that has led to your reasoning.

What was identified?	Why is it not possible?

Stage 4 – Review

As part of the Welsh Language, Equalities and Socio Economic Duty Impact Assessment Process all proposals that fall within the definition of Significant Key Decision should present at the Officer Review Panel. This panel is made up of officers from across Council Services and acts as a critical friend before your report is finalised and published for SLT/Cabinet approval.

If this proposal is a Key Strategic Decision please forward your impact assessment to CouncilBusiness@rctcbc.gov.uk for an Officer Review Panel to be organised to discuss your proposal. [See our guidance document](#) for more information on what a Significant Key Decision is.

For all policy proposals, whether it is a Significant Key Decision or not you are required to forward this assessment to Welsh Language services in the first instance for some initial guidance and feedback.

It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable Welsh language considerations wherever possible. Please ensure you update the relevant sections below

Welsh Language Services Comments	Date Considered	Brief description of any amendments made following Welsh Language Services feedback
Impact on Welsh language is minimal due to the nature of the service. Nevertheless, any service change proposals should consider Welsh language skills among remaining staff, affording more opportunities to learn and utilise their Welsh language skills both at work and in the community.	22/11/22	
Officer Review Panel Comments	Date Considered	Brief description of any amendments made following Officer Review Panel considerations
Consultation Comments	Date Considered	Brief description of any amendments made following consultation

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Stage 5 – Monitoring, Evaluating and Reviewing

How and who will you monitor the impact and effectiveness of the proposal?

With specific regard to the recommendations set out in the Cabinet Report, a public consultation exercise with residents in relation to this proposal will be subject to frequent monitoring and interaction throughout its course. Furthermore, subject to Cabinet's agreement to initiate a consultation, feedback from that exercise would be reported back to Cabinet in order for it to determine whether, and if so how, it would wish to proceed with the recommended options for change.


Stage 6 – Summary of Impacts for the Proposal

Provide below a summary of the impact assessment. This summary should be included in the Welsh Language Considerations section of the SLT/Cabinet report template. The impact assessment should be published alongside the report.

A Welsh Language Impact Assessment has been completed and the main findings are as follows -

There are no direct Welsh language implications as a result of the recommendations in this report. However, although the recommendations to initiate a public consultation with regards to potential service changes in relation to the collection of waste do not have any direct impact on the Welsh language, opportunities for the service to maintain, grow or upskill Welsh speaking staff should remain a priority.

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Stage 7 – Sign Off			
Name of Officer completing the WLIA	Alistair Critchlow	Service Director Name:	Steve Owen
Position	Parking Services and Enforcement Manager	I recommend that the proposal: (Highlight decision)	Is implemented with no amendments
			Is implemented taking into account the mitigating actions outlined
			Is rejected due to disproportionate negative impacts on the Welsh language
Signature		Service Director Signature	
Date	08/11/2022	Date	