

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:	Rhondda Cynon Taf Public Participation Strategy 2023
Department	Cabinet Office and Public Relations
Service Director	Christian Hanagan
Officer Completing the WLIA	Bea Jeffries
Email	bea.jeffries@rctcbc.gov.uk
Phone	n/a
Brief Description	<p>Under the Local Government and Elections (Wales) Act 2021, local authorities in Wales must publish a Participation Strategy that sets out the ways in which local people are encouraged to participate in decision-making by the Council.</p> <p>Rhondda Cynon Taf Council have well established engagement processes and are committed to involving residents and other stakeholders in the democratic process.</p> <p>This Strategy complements the RCT Involvement & Engagement Framework (2020-2024) and associated guidance. The Framework was endorsed by the Council's Overview & Scrutiny Committee on the 20th January 2020. The Strategy aims to enable residents to better understand the democratic process and the role they can play in local democracy.</p>
Date	

Please outline who this proposal affects? (Service Users, Employees, Wider Community)	Service users, RCTCBC staff, community groups, wider community, those who work and live in RCT, third party partners

<p>What are the aims of the policy, and how do these relate to the Welsh Language?</p>	<p>To ensure that all consultation, engagement and participation activities carried out by RCTCBC meet a high standard and enable residents, staff and other communities to take part in the democratic process and have their views heard. The Welsh-speaking communities in Rhondda Cynon Taf are an integral part of the wider community and must be provided the same information and routes to participation as any others.</p>
<p>Who will benefit / Could the policy affect Welsh language groups? If so, list them here.</p>	<p>This strategy affects every part of Council engagement and consultation activity and the access to key information on the democratic processes by anyone who lives or works within RCT. The strategy commits to developing relationships and working with Welsh language groups across the county borough area.</p>
<p>Current linguistic profile of the geographical area(s) concerned</p>	<p>The 2021 Census indicated that of the 230,318 polled residents living in the County Borough, 12.4% (28,556) were able to speak Welsh, whilst the remaining 87.6% (201,762) were not able to speak Welsh. This can be compared to the all-Wales figures that showed of the 3,018,172 polled residents living Wales, 17.8% (538,296) were able to speak Welsh, whilst the remaining 82.2% (2,479,876) were not able to speak Welsh.</p> <p>The Annual Population Survey collects information about respondents' Welsh speaking ability and includes a question on how often people speak Welsh. The 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, compared to the all Wales percentage of 29.5% of respondents.</p>
<p>Other relevant data or research</p>	<p>We have committed to implementing relevant standards and principles that inform our approach. The standards include</p> <ul style="list-style-type: none"> • National Principles for Public Engagement in Wales (2022) • Children and Young People's National Participation Standards (2016); and the United Nations Convention on the Rights of the Child • The Older People's Commissioner - Effective Engagement with Local Authorities: Toolkit for Older People • The Equalities Act (2010) - Engagement and Equality Duty: A guide for public authorities • Welsh Language Standards in particular standards 44, 91, 92 and 93 • The Well-being of Future Generations (Wales) Act 2015 <p>The following sources of information and research have been considered in the development of the strategy and Impact Assessments:</p> <ul style="list-style-type: none"> • Population by age (Census 2021 output, rounded) • UK Consumer Digital Index 2021 (report on digital exclusion across the UK)

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| | <ul style="list-style-type: none">• Limiting long-term illness or disability by local authority (Stats Wales)• The Social Model of Disability (Disability Wales guide)• Plain English guides• Cymraeg Clir• Co-production Knowledge Base (information and guides to co-production in Wales)• Carers Wales (facts and figures)• Caring National Survey for Wales |
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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.

Previous Welsh Language Impact Assessments can be found on Inform by [clicking here](#).

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>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>	Positive	In line with RCT policies, all resources and information are presented “Welsh first”. Anyone accessing our online or print resources will be proactively provided with the text in Welsh first, with English translations following. This reduces the burden for Welsh-speakers to request a translated document	<p>Section 44 Welsh Language (Wales) Measure</p> <p>Welsh Language: Setting the Standards</p> <p>All other RCT policies and workplans regarding Welsh language standards and usage</p>	Ensuring that in-person activities include Welsh-speaking members of staff would be a great help. This is reliant upon staffing levels or support from other teams, but will always be requested and arranged when possible.

		<p>when needed, as well as hopefully encouraging occasional or beginner speakers of Welsh to practice their reading yn Gymraeg.</p> <p>It is not possible to staff all in-person or face-to-face events with fluent Welsh speakers due to staffing limitations. However, all staff are encouraged by RCTCBC to learn and use basic Welsh phrases, and Welsh translation services are also available on request.</p>		<p>When planning events/ meetings, the responsible team will liaise with the Welsh Language Service to ensure simultaneous translation and appropriate printed materials are made available at all times. All invitations to events or meetings will include the proactive offer of translation services as required.</p> <p>The teams involved in consultation and engagement events will also explore options for hosting Welsh-medium sessions to encourage Welsh language speakers to use the language when interacting with Council services and staff.</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	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?

	neutral 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>	Positive	<p>This strategy does not remove/ limit any existing spaces for the Welsh language.</p> <p>The teams involved will explore options for hosting Welsh language sessions to encourage greater participation in Welsh across the county borough area.</p>	n/a	<p>The focus of the strategy is increasing participation and engagement across Council activities, generally as part of action plans/ strategic actions within other Council teams and areas. By always maintaining a Welsh-first approach and ensuring that everyone involved in engagement activities and events is aware of the Council's Welsh Language policies and processes, the staff delivering on this strategy will encourage greater use and consideration for the Welsh language and its speakers.</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>	Positive	<p>The activities covered by this strategy will promote the use of the Welsh language in line with the RCT Welsh Language Strategy and other relevant policies.</p>	n/a	

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>Compliance with the Council's Statutory Welsh Language Standards 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>	Positive	Through engagement with Welsh language groups and the provision of Welsh language consultation and engagement avenues, this strategy ensures that this very public-facing aspect of Council business proactively encourages the use of Welsh language. We aim to build confidence in Welsh language speaking communities that the Council will provide services and engagement through Welsh.	Fully bilingual consultation services are already provided through our Let's Talk/ Dewch i Siarad website and all printed materials used in consultation and engagement activities. Recent consultations such as the WESP and the forthcoming Welsh Language 5 year Promotion Strategy were developed through active engagement with Welsh language groups across RCT, and this approach will be developed and encouraged for future actions.	Working closely with RCT's Welsh Language Services team will enable greater provision of Welsh-medium events and simultaneous translation offers at all public events and meetings.
Treating the Welsh language, no less favourably than the English language	Positive	In line with RCT Policies and Welsh Government best practice guides, all written materials and online services are provided in Welsh-first bilingual format. We also follow		

		the RCT Council policy regarding responding to communications received in Welsh to the same timescales and standards as any received in English.		
<u>Stage 3 - Strengthening the proposal</u>				
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?	
Explore options for hosting Welsh-medium events and meetings across the county borough		Throughout the span of this strategy's lifecycle	All teams planning consultation and engagement activities	
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?		
Staff capacity/ Welsh language fluency in team		Existing staff have learned/ are learning, but it is a slow process. No budget for additional staff.		

Stage 4 – Review

For all policy proposals, whether it is a Significant Key Decision or not, you are required to forward this assessment to Welsh Language services – welshlanguageofficer@rctcbc.gov.uk and the Consultation and Engagement team – consultation@rctcbc.gov.uk in the first instance for some initial guidance and feedback.

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 completed (Stage 1>6) impact assessment, policy proposal/report and consultation report 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.

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 in collaboration with the relevant departments.

Welsh Language Services Comments	Date Considered	Brief description of any amendments made following Welsh Language Services feedback
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?

The Democratic Services, Engagement and Consultation Teams will monitor all consultation and engagement activities covered by this strategy to ensure consistency and learning from good practice. Regular reviews of the strategy and achievements against it will be conducted by relevant senior managers.

Stage 6 – Summary of Impacts for the Proposal

Provide below a summary of the impact assessment, to include some of the main positive and negative impacts along with an overview of actions taken since the impact assessment to better contribute to more positive impacts. This summary must be included in the Welsh Language Considerations section of the SLT/Cabinet report template. It is not suitable to only write 'please see full report at Appendix x' in the body of the report. The impact assessment must be published alongside the report.

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

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Stage 7 – Sign Off			
Name of Officer completing the WLIA	Bea Jeffries	Service Director Name:	Christian Hanagan
Position	Community Data Analyst	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	Bea Jeffries	Service Director Signature	
Date	16.09.2022	Date	