

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: | Additional Licensing Scheme Review |
| Department | Public Protection & Regulatory Services |
| Service Director | Louise Davies |
| Officer Completing the WLIA | Peter Lewis |
| Email | Peter.G.lewis@rctcbc.gov.uk |
| Phone | 07745579506 |
| Brief Description | <p>A review of Rhondda Cynon Taf’s Additional Licensing Scheme for Houses in Multiple Occupation 2024-2029:</p> <p>The Local Authority is obliged to undertake a review of the Additional Licensing scheme every five years, to evaluate its effectiveness and whether it is still fit for purpose. The draft review runs on from the previous ALS review, which was undertaken in 2018 and hopes to build further on its recommendations.</p> <p>Landlords that hold a license to operate a HMO must comply with the Council’s HMO Licensing conditions. Some of these conditions are mandatory and are imposed upon all HMO Licenses in the UK, in accordance with the Housing Act 2004. Others are local conditions that will be imposed on HMOs in RCT. The purpose of these licensing conditions is to ensure that all accommodation, subject to licensing, enjoys a satisfactory standard of management, provides a safe and healthy living environment for occupants and does not adversely affect the locality and other residents living in the locality. The Additional Licensing Scheme Review for Houses in Multiple</p> |

| | |
|---|---|
| | <p>Occupation sets out the approach Rhondda Cynon Taf CBC will take to address the issues relating to the Licensing of houses in multiple occupation as defined in paragraph 1.2 of the Draft ALS Review (attached).</p> <p>The ALS aims to help to enable and foster a functional and balanced local housing market, which is fundamental to nurturing social inclusion, health and wellbeing and ensuring robust and prosperous communities within Rhondda Cynon Taf. The RCT Additional Licensing scheme serves a dual purpose; both to protect the safety of tenants living in HMOs and to minimise the impact of shared housing on the character and amenity of the surrounding area. Changes in the local housing market, as currently in operation in Treforest, present a prime example of how the RCT HMO licensing Scheme can be utilised in tandem with other council initiatives to govern, monitor and ensure the quality and standard of both the property and its management. The ALS also serves to mitigate the negative impacts associated with high densities of HMOs and effectively manages the changes in the dynamics of the housing market that, if left un-checked, could have an adverse impact on the desirability of an area, a rise in anti-social behaviour and a breakdown of social cohesion.</p> |
| <p>Date</p> | <p>01/09/2023</p> |
| <p>Please outline who this proposal affects? (Service Users, Employees, Wider Community)</p> | <p>The ALS Review will affect Service users, RCT Residents, Tenants of HMOs', Landlords Of HMO's Employees and the Wider Community.</p> <p>Between the 2011 and the 2021 National Census, the percentage of privately rented properties within Rhondda Cynon Taf rose from 13.7% to 17.6%. This represented the second highest percentage rise in Wales. There is now an estimated 18,180 private rented properties in the Borough which is an increase from 14,353 as on April 2018; of these 3.02% (549) are Houses in Multiple Occupation. The last review reported that 3.86% of rental properties were HMOs.</p> <p>These statistics confirm that the private rented sector is increasingly relied upon to provide a wide range of housing options within RCT not readily available through the owner-occupier and social housing sectors. In particular, HMOs service the needs of the student population from the University of South Wales. According to the most recent Local Housing Market Assessment (July 2022) this trend is set to continue. The LHMA projection indicates that the population of Rhondda Cynon Taf will grow to over 250,000 by 2035 and that the biggest rise will be amongst people aged between 20-29. This age group will be predominately single and will be affected exponentially by the lack of affordable housing. Traditionally, this is the age group most associated with HMOs.</p> |
| <p>What are the aims of the policy, and how do these relate to the Welsh Language?</p> | <p>The Additional Licensing Scheme forms a key element in the way that RCTCBC tackles the problem of HMOs concentrated in particular locations within the Borough. Currently, there are 549 HMOs with a License and in addition, a further 71 classed as "query License" and 34 vacant HMOs. This sector represents a valuable resource in a time of increased housing need and an opportunity to provide much needed safe and affordable housing.</p> <p>The review acknowledges the need for good quality, energy efficient, affordable housing and that new build developments alone will not met this demand. Affordable housing is categorised as housing, which is provided for sale or rent; at below open market prices</p> |

and where there are mechanisms in place to ensure that it is accessible to those who cannot afford market housing. RCT Local Housing Market Assessment indicates that there will be a shortfall of affordable homes, which equates to 263 units of accommodation, per annum for the next 15 years.

Contained within the review are the key strategic priorities, which aims to allow the Council to develop a strong strategic approach to the problem. Briefly, the ALS review will:

- Evaluate the existing scheme to determine the extent to which it has achieved the outcomes and impact intended when the scheme was first introduced in 2014.
- Evaluate the possible effect on the housing market and housing standards in shared housing in RCT if it is decided not to continue with the scheme after 2024.
- Make recommendations on any changes or improvements that could be made to the existing scheme if it were to be continued.

The priorities reflect the need to proactively assist the housing market by focusing on the most problematic HMOs and offering advice, guidance and assistance to enable owners of these properties to make improvements in management and maintenance standards. All literature, advice and guidance available for service users, staff or our partner groups is available and will be offered via a bilingual service in accordance with the Council's Welsh Language duties.

Furthermore, the review supplements the Local Housing Market Assessment and the Local Development Plan in so much that it assists in achieving higher standards for existing properties and in the development of new affordable homes. The Local Development Plan includes planning policies and site allocations, which are then used to determine planning applications. When determining planning applications, the local planning authority should take into account Technical Advice note 20: Planning and the Welsh Language.

It is well documented that second homes in Wales and the lack of affordable housing can have a negative impact on the Welsh Language and on Welsh speaking communities, especially about Welsh Medium Education. Through the Welsh Language Community Housing Plan, from 2023 the Welsh Government has given Local Authorities additional powers to increase council tax on second homes and long term empty properties, by up to 300%; this option has now been partially applied and should assist in helping local Welsh speaking residents access housing in their preferred localities. A multi-agency approach to the problem will ensure that all services involved are working in accordance to Welsh Language Standards.

Welsh speaking communities, is something what also needs to be considered

All Welsh learners and bilingual staff, residents, elected members and partner groups would be affected by this review. In relation to the Welsh language, the review and any correspondence or consultation relating to the review, will be delivered with the aim of supporting the Welsh Language.

An example of affected groups would be residents of RCT HMOs, owners of HMOs, residents living in communities where there are large or small scale numbers of HMOs, other residents hoping to obtain housing, local builders and building merchants/suppliers and local businesses in general.

The wider community will also profit from the paybacks associated with improving HMO housing management and standards. The various options available in RCT for grants and loans to assist homeowners bring empty properties back into use; will also aid residents who speak Welsh to access affordable housing by increasing the net housing supply.

The review can therefore be seen as something, which is “cross-cutting” across many aspects of housing and community activity and can therefore benefit everyone because all residents could find themselves living in a street or a community that is affected by large numbers of HMOs. The review should only have a positive impact on any Welsh Language groups as the development of the Scheme and its associated working practices, will all abide by the Council’s Welsh Language policy and standards, in particular in exercising the Council’s policy on the distribution of grants (Standard 94). Equally, any partner organisations will be expected to operate in a manner that should reflect the high principles set in Local Authorities vis a vis the Welsh Language Standards.

Current linguistic profile of the geographical area(s) concerned

Every ten years the nation sets aside one day for the Census, a count of all people and households. The Census is a key source of information about the number of people who can speak Welsh. The 2021 Census indicated that of the 240,000 plus residents living in the County Borough, 28,556 were able to speak Welsh. This can be compared to the National total of 538,300 (17.8%). The Annual Population Survey for the quarter ending December 2022 reported that 29.5% of respondents living in the County Borough and aged over three years old, said they could speak Welsh.

This can be further broken down to the data contained in the table below:

| Welsh Language Skills of Residents – (%) | | |
|---|--|--------------|
| | County Borough of Rhondda Cynon Taf | Wales |
| Can Read Welsh | 18.2% | 25.8% |
| Can Write Welsh | 16.7% | 23.5% |
| Can Understand Spoken Welsh | 23.5% | 33.5% |
| Welsh Language Skill Level of RCT Staff | Percentage | |
| Level 0 | 43.56 | |
| Level 1 | 40.50% | |
| Level 2 | 4.99% | |

| | |
|---------|-------|
| Level 3 | 1.98% |
| Level 4 | 2.19% |
| Level 5 | 6.75% |

Other relevant data or research For further reference to the data, strategies and reports used to inform this assessment please see links below:

<https://www.gov.wales/sites/default/files/pdf-versions/2023/1/4/1672911036/housing-wales-census-2021.pdf>
<https://www.rctcbc.gov.uk/EN/Resident/Housing/RelatedDocuments/Housingsupportprogramme/RCTCBCCHSGNeedsAssessment.pdf>
<https://www.rctcbc.gov.uk/EN/Resident/Housing/RelatedDocuments/APlanforHousinginLaterlife.pdf>
<https://www.rctcbc.gov.uk/EN/Resident/Housing/Housingstrategiesplansandpolicies/Affordablewarmth.aspx>
<https://www.rctcbc.gov.uk/EN/Business/LandlordGuidance/Housesinmultipleoccupation/Housesinmultipleoccupation.aspx>
[Welsh Index of Multiple Deprivation \(full Index update with ranks\): 2019 | GOV.WALES](#)

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> | <p>Positive</p> | <p>During the pandemic we have embraced new methods of working and new technology in order to, initially sustain our service, but subsequently to enhance it. This has afforded us opportunities to promote the Welsh Language as more service users access the Council's website, complete application forms, and obtain information online. All Council websites and key partners' websites have access to services in the Welsh Language.</p> <p>The Council has responded to service users' needs by using new technologies to unlock the ability to support people in new and innovative ways, therefore providing Welsh speakers and learners with the opportunity to use the Welsh Language. The RCT Digital Strategy will also support people who choose to access services through the medium of Welsh and new digital services are being developed to be bi-lingual and fully accessible for Welsh speakers and learners.</p> | <p>Increase in the number of service users using online tools to access services through the medium of Welsh.</p> <p>Both staff and service users are able to engage digitally and have their service requirements met through this method.</p> <p>An increase in the supply of good quality, affordable housing which has been developed in accordance with the Council's Local Development Plan. The LDP has been produced in accordance to TAN20 and Planning Policy Wales.</p> <p>New multi agency approaches to the planning and commissioning of services to ensure that the Welsh Language is effectively promoted. Further evidence can be obtained via:</p> <ul style="list-style-type: none"> • Council staff strategy consultation. • Office for National Statistics. | <p>Review how we have embraced technology and provided services that are innovative during the Pandemic and further enhance delivery methods and information in the Welsh Language.</p> <p>Develop digital inclusion skills across services as well as the residents we are supporting. This will be linked into Digital Communities Wales. We will also work with local libraries, community groups, schools and colleges to deliver classes through the medium of Welsh.</p> <p>The Council has establish a vigorous development programme for Social Housing Grant by assessing and prioritising schemes that are based on their accessibility to local facilities. This will include access to libraries, schools and colleges, which provide services in Welsh.</p> |

Through collaborative working with our partners, the ALS will provide holistic, person centred support with effective officer interventions where necessary. This will promote the Welsh Language and allow us access to a larger pool of staff in order to fully utilise their Welsh language skills. Where an individual requests to have a meeting in Welsh, we would adhere to standards 26/26A by utilising Welsh Language resources from our internal staff resources or alternatively arranging for a translator.

Public Protection & Regulatory Services, as “overseers” of the ALS, will take responsibility for ensuring compliance with Welsh Language Standards and ensuring that there is an understanding amongst all partner groups that there is a requirement to provide services in Welsh.

Any staff training provided will undergo an assessment on whether the training should be delivered in Welsh, where there is a need to do this and resources allow.

- Local user research – addressing digital exclusion.
- National Wales’s surveys.
- Departmental KPI.

Develop training, updates and briefings to staff and providers to keep abreast of service developments, good practice, innovation and new practices via joint training sessions, and local, regional and national forums.

Some of our partners are already subject to the Welsh Language Standards, for example, Cwm Taf Health Board and 6th form colleges. Equally, because the standards are stronger within RCT, then partner organisations would have to abide by these standards whilst working with us, or if in receipt of social housing grants or eco 3 funding or any other housing grants/loans..

The RCT HMO Landlord Handbook is already available in a bilingual format, but going forward we will ensure that applicants have an active offer of receiving any information or correspondence, in the medium of Welsh.

Application forms for the ALS and guidance etc., are all accessible online, with a Welsh version available on the Council’s website. If completed, the application will come through in Welsh and would be responded too in the same medium.

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>The Welsh Government's prime objective is to see the number of people able to enjoy speaking and using the Welsh Language, reach a million by the year 2050. RCTCBC hopes to contribute and encourage this ambition by providing the conditions to facilitate an increase in the use of the Welsh Language in line with our 5 year Welsh Language Strategy.</p> <p>This review supports these goals, by ensuring, wherever possible, that Welsh speakers have access to warm, safe and affordable housing in a location that affords them the opportunities to continue to use or learn the Welsh language. For example, our Housing allocation scheme, which supplements this review, gives priority to applicants who need to move to be nearer a child's school. (Where the</p> | <p>In line with the Council's Welsh Language Promotional Strategy and our Welsh Language Standards, the ALS review will ensure bilingual text (Welsh first) on all Council documentation.</p> <p>Increase in the number of staff and service users accessing Welsh language courses. RCTCBC will encourage staff and partners to enable staff to have access to Welsh Language courses and we will monitor this to ensure its effectiveness.</p> | <p>RCTCBC will ensure its key partners will provide and promote information through the medium of Welsh.</p> <p>RCTCBC will review the number of new housing developments, which are near Welsh Medium schools and will work with colleagues in Education who are leading on the Welsh in Education Strategic Plan. RCTCBC will work with our Registered Social Landlord partners to ensure that when property adverts provide details of local facilities and schools that they promote Welsh Medium schools first.</p> <p>Promote Welsh language courses to staff and service users; particularly promote free Welsh lessons for 16 –</p> |

| | | | | |
|---|-----------------|--|---|---|
| | | <p>need to move to a school has been recommended by the Director of Education).</p> <p>All properties available for let are advertised via the Council's Choice Based Lettings scheme, which enables applicants to bid on properties which meets they needs. This means that applicants are able to research the area and ensure that nearby schools offer Welsh language education.</p> <p>Developing the skills of staff and service users will help to increase the numbers of Welsh speakers by ensuring training is offered in Welsh and by also ensuring Welsh language, courses are promoted.</p> <p>There is also a wider issue to consider when examining issues of affordability and access to housing. By increasing the access of affordable, good quality housing to local residents, this in turn has a positive impact in terms of retaining Welsh speakers in their communities.</p> | | <p>25 year olds, which is being provided by the Welsh Government.</p> <p>Work with the Welsh Language team to develop briefing notes to inform staff of the Welsh Language services that they need to offer customer/clients.</p> |
| <p>Opportunities to promote the Welsh language e.g. status, use of Welsh language services, use of Welsh in everyday</p> | <p>Positive</p> | <p>All promotional material and consultations relating to the ALS and any advice and assistance offered to help owners with the process of applying for a license, will be bilingual. An active offer will be made to clients to use these</p> | <p>Increase licence applications by encouraging and developing bilingual information and promotional material and information and advice around HMOs standards and enforcement.</p> | <p>Ensuring that all material is bilingual with both Welsh and English published in line with the Welsh Language Standards.</p> |

| | | | | |
|--|--|---|--|--|
| <p>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>services in Welsh and to receive Welsh language materials.</p> | | |
|--|--|---|--|--|

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><u>Compliance with the Council's Statutory Welsh Language Standards</u> 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>The development of the ALS will increase the Council's ability to deliver services through the medium of Welsh by:</p> <p>Considering the rights of Welsh speakers to use Welsh language when dealing with the Council and for staff members who wish to use Welsh at work. The development of bilingual</p> | <p>Increase in services through the medium of Welsh. Will be evidenced by the increase in the digitalisation of the service, which will be accessible bilingually.</p> <p>Increase in the number of service users applying for licenses in Welsh. The HMO's landlord handbook will be made available to the public in Welsh. Equally, the</p> | <p>Ensure that all services relevant to this review are promoted bilingually with Welsh first.</p> <p>Actively promote both Council services and services offered by key partners that are available in Welsh.</p> |

| | | | | |
|--|--|---|--|--|
| | | <p>services will allow staff members to utilise the Welsh language at work.</p> <p>The Council will procure services in line with the requirements of the Welsh Language Standards, specifically Standards 76-80 which will allow suppliers to tender for a contract in Welsh if that is their wish. Additionally all relevant standards will be listed in the Invitation to Tender document so that our suppliers - when acting on our behalf or providing a service on our behalf - comply with our statutory responsibilities. Standard 94 requires the Council to publish a policy on awarding grants – all grants the Council awards must consider how the proposed use will influence the Welsh language. This will ensure that any identified negative or neutral impacts are mitigated, therefore having positive outcomes for the language.</p> <p>Back-office services, such as complaints handling and, any correspondence, publicity, websites and phone services – where these are procured or</p> | <p>terms and conditions of HMO licensing in RCT will be made available in Welsh.</p> <p>The Council has already developed a Contract Strategy Document that includes a section on the Welsh Language Standards that officers must complete before inviting supplier to tender for a contract. Officers are required to list all the relevant standards in this section to ensure that suppliers are made aware of the Welsh language requirements of any contract.</p> | <p>There are currently active discussions taking place around how any ECO 3 funding will be offered in the future, taking account of the requirements of standard 94 (and 70-75) and how this may be affected if RCT are to offer any grants to HMO landlords.</p> |
|--|--|---|--|--|

| | | | | |
|--|----------|--|----------------------|----------------------|
| | | provided directly by the Council will be available in Welsh in line with the Welsh Language Standards. | | |
| Treating the Welsh language, no less favourably than the English language | Positive | See above for detail | See above for detail | See above for detail |

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? |
|---|---|----------------------------|
| Review the services we currently provide with particular emphasis on how we have embraced technology and provided services differently during the COVID-19 pandemic. We will further enhance best practice by ensuring that we deliver information in the Welsh language. | During the 5 year term of the Additional Licensing Scheme | Departmental. |

| | | |
|---|---|---|
| Develop digital inclusion skills across services as well as for the residents we are supporting; this will be linked into Digital Communities Wales. We will work with local libraries, community groups, schools and colleges to deliver classes through the medium of the Welsh language. | During the 5 year term of the Additional Licensing Scheme | TBC |
| The Council will establish a vibrant development programme for Social Housing Grant by accessing and prioritising schemes based on their accessibility to local facilities. This will, include access to libraries, schools, and colleges (and other facilities) which provide Welsh language services. | Ongoing | All Staff |
| Develop training, updates and briefings for staff and providers to keep abreast of any service developments, good practice, innovation and new ventures via joint training sessions, Landlord Forums meetings and local, regional and national forums. | Ongoing | RCTCBC Housing Strategy & Investment Team |
| RCTCBC will ensure its key partners provide and promote information through the medium of Welsh. | Ongoing | All Staff |
| RCTCBC will review the number of new housing developments which are near a Welsh Medium School | Ongoing | RCTCBC Housing Strategy & Investment Team |
| Promote Welsh language courses to staff and service users, particularly free Welsh lessons for 16-25 year olds provided by the Welsh Government. | Ongoing | All Staff |
| Ensure that all material relating to empty homes loans, grants, ECO3 Funding and advice or support are bilingual with the Welsh promoted before the English. | Ongoing | RCTCBC Housing Strategy & Investment Team |
| Actively promote both Council services and services offered by key partners that are available in Welsh | Ongoing | All Staff |

| | | |
|--|--|--|
| | | |
|--|--|--|

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? |
|---|---|
| Offering all services in accordance with the Welsh language standards | Not all of the Council's partners are required to comply with the Welsh language standards; however, we will encourage our partners who are not subject to the standards to promote the Welsh language whenever practical to do so. |
| Offering housing that is in a location that affords people the opportunity to continue to use or learn Welsh. | Housing is a limited resource and there is not enough affordable housing to satisfy the needs to every applicant on our waiting lists or aspiring to buy or rent. For example, if affordable housing were not available near a Welsh language school, then the Council would have difficulty affording people the opportunity to continue to use/learn Welsh. However, we will work with registered Social Landlords and our other partners, to ensure that when a property is available to let, then the advert includes information on the location of the nearest Welsh medium school and it is placed before information on English language schools. The home to school transport requirements are enhanced further within RCT, and Educational services assist all pupils to attend the school of their choice in their catchment area. RCTCBC go over and above the requirements of the school transport policy by helping to ensure that all pupils can attend the school of their choice in their catchment area, whether they choose a Welsh or English school. |

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 |
|---|------------------------|---|
| Update new census data | August 23 | Data amended to correspond with 2021 census |
| Officer Review Panel Comments | Date Considered | Brief description of any amendments made following Officer Review Panel considerations |
| Not Applicable | | |

| Consultation Comments | Date Considered | Brief description of any amendments made following consultation |
|-----------------------|-----------------|---|
| None | | |

Stage 5 – Monitoring, Evaluating and Reviewing

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

The adoption of the ALS review will be supplemented by the Action Plan, which has been in place since 2018 at the implementation of the previous review. The Council will monitor, steer and review the progress of the review via internal monitoring processes.

Whilst a formal review of the ALS will take place every five years as a minimum, the actions identified in this impact assessment will be reviewed more frequently because many of the actions outlined are ongoing.

A key commitment going forward will be to improve the information that is collected across all strands of the process.

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 –

The Additional Licensing Scheme review and its aims and objectives will have a positive effect on the Welsh language, Welsh speakers and Welsh learners, and any plans or developments that stem from the review will fully comply with the Welsh Language Measures and the Welsh Language Standards.

The vision for the scheme is to enable landlords to more efficiently manage and maintain their properties , for the benefit of residents of RCT and those wishes to live here; this will enable people to have access to good quality housing and to be able to stay within their local communities. This vision is facilitated by offering grants, loans, advice and guidance and where necessary enforcement action. We aim to provide high quality support to landlords and tenants and we further aim to utilise all available technology, ensuring effective delivery of our service and providing person centred support.

All of the reviews aims will promote the service through the medium of the Welsh language and we will ensure that all information is produced bilingually and is accessible in Welsh. When offering our services vis a vis empty properties, we ensure that all specialist needs are taken into account, including how the service user requests to engage with us. We will further focus on training and developing the Welsh language skills of our staff by encouraging them to take up Welsh language courses or to utilise their existing skills.

| Stage 7 – Sign Off | | | |
|--|--------------------------|--|---|
| Name of Officer completing the WLIA | Peter Lewis | Service Director Name: | |
| Position | Housing Strategy Officer | 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 | | Date | |