

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 Library Service strategy 2026 - 2030
Department	Library Service
Service Director	Louise Davies
Officer Completing the WLIA	Nick Kelland
Email	Nick.E.Kelland@rctcbc.gov.uk
Phone	01443 778952
Brief Description	<p>The Public Libraries and Museums Act 1964 requires local authorities to ensure the provision of a ‘comprehensive and efficient’ library service without specifying what that entails. In Wales the duty ‘to superintend and promote the improvement of the public library service provided through local authorities’ has been devolved to the relevant Welsh Minister and since 2002 this duty has been fulfilled through the Welsh Public Library Standards.</p> <p>These standards consist of 13 core entitlements and 5 Quality Indicators. Core entitlement 12 of the Welsh Public Library Standards requires every local authority in Wales to produce a strategy that outlines the future development of its public library service. Once approved these documents must be placed on the Council’s website so that they can be easily accessible to the public.</p> <p>Developing a Strategy also ensures that the library service is aligned to the Council’s Corporate Plan and to other local and national strategies so that it supports the wider Council and Welsh Government agenda.</p>

Date	January 2026
Please outline who this proposal affects? (Service Users, Employees, Wider Community)	Service Users, Employees, Wider Community

<p>What are the aims of the policy, and how do these relate to the Welsh Language?</p>	<p>The aim of this strategy is to outline the future development of the council’s public library service assisting the library service in meeting its statutory requirements and the Welsh Public Library Standards (WPLS). It relates to all aspects of the service including specific Welsh Language services and other services used by Welsh Speakers.</p>
<p>Who will benefit / Could the policy affect Welsh language groups? If so, list them here.</p>	<p>Any individual who uses the library or library services whether face-to-face or online could be affected by this strategy. This will include people who read and speak the Welsh language.</p>
<p>Current linguistic profile of the geographical area(s) concerned</p>	<p>Every ten years the nation sets aside one day for the Census, a count of people and households. The Census is a key source of information about the number of people who can speak Welsh.</p> <p>Census 2021 – Welsh Language Skills</p> <p>The Office for National Statistics (ONS) released the results of the 2021 Census questions asking respondents to state their level of Welsh language skills on 6 December 2022. This document summarises the figures as released on 6 December 2022 as they relate to Rhondda Cynon Taf and the rest of Wales.</p> <p>Wales</p> <ul style="list-style-type: none"> • Across the whole of Wales, 24.4% of respondents to the 2021 Census state some degree of Welsh language skills • 16.8% of respondents state they can read Welsh, 14.5% state they can write Welsh, 17.3% state they can speak in Welsh and 3.9% state they can understand spoken Welsh only • Across Wales there has been a decrease in the proportion of the population that states some level of Welsh language skills in all but one measure (the population who say they “can speak and other combinations of skills in Welsh” has increased by 23.3%, from 5369 to 6620) since the 2011 Census <p>Rhondda Cynon Taf</p> <ul style="list-style-type: none"> • RCT has a total of 43,179 people who stated some level of Welsh language skills in Census 2021 (18.2% of the total area population) • This is a decrease from 19.2% of respondents in the Census of 2011 stating some level of Welsh language skills • Proportionally, there has been very little change in the distribution of Welsh language skills across the area between 2011 and 2021

	<ul style="list-style-type: none">• RCT has a lower than the Wales average in 6 of 8 measures of Welsh language skills – the exceptions are “can read but cannot speak or write Welsh” and “can write but cannot speak or read Welsh”.
Other relevant data or research	

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	The library Strategy builds upon work carried out in previous strategies and recognises the importance of Welsh Language promotion. It also reflects the services duties under the Welsh Language Standards and places a specific emphasis on providing bilingual provision and integrating the Welsh language within core library operations to	<p>Actions within the Library Strategy refer to:</p> <ul style="list-style-type: none"> Offering Welsh Language books, e-books, e-audiobooks, e-magazines, learning resources and activities. 	<p>Continue to promote Welsh Language use amongst staff (greetings etc) and increase levels of Welsh speaking staff by supporting Welsh Language learning and recruitment.</p> <p>Continue to work with partners such as Adult Education and Mentor Iaith</p>

		<p>support the national target of reaching one million speakers by 2050."</p> <p>Libraries help create a sense of cultural belonging and pride in their community providing opportunities for the use of the Welsh Language whether through attendance at library events, the borrowing of Welsh Language materials or opportunities to speak and use Welsh in a social setting. We engage with Welsh learners and offer a space for them to practise conversational Welsh in a relaxed environment. We also offer opportunities for adults to write in the Welsh language via our annual 'Anthology Collection' and the promotion of national or local Welsh Language writing competitions. We require all staff to be trained to Welsh Language level 1 and support any staff wishing to improve their Welsh Language skills by allowing time away from work and providing financial support for Welsh Language courses. Our new 'Our Heritage' website is bilingual and encourages users to share their history through the medium of</p>	<ul style="list-style-type: none"> • 'Host language classes, and bilingual story sessions. Recognises people's right to access services in the Welsh Language. <p>The library service has met the Welsh Public Library Standards (Quality Indicator) for Welsh Language Resources for the last four years.</p> <p>The number of fluent Welsh speakers in the service has increased from 7 in 2022 to 8 in 2025. Although this is a small increase 3 of these are in key positions which allow for more Welsh Language activities and Online content.</p> <p>We have worked with the Welsh Language Service to introduce a system whereby Teams can be used for a member of the public to speak with a Welsh speaker should there be none on duty at that time.</p>	<p>to provide a programme of Welsh Language classes and activities that promote the Welsh language.</p> <p>Collaborate nationally as a sector to expand the Welsh-medium digital reading resources provision available free of charge to readers</p> <p>Provide Reading Well schemes that offer Welsh books to assist with mental health conditions, dementia and families.</p> <p>Adhere to the Council's Welsh Language Policies.</p>
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		Welsh, this includes audio. Where subscriptions to 3 rd party platforms such as Borrowbox are required, we work with suppliers to create Welsh Language interfaces and include Welsh language materials as part of their offer.	We currently have 4 members of staff enrolled in Welsh Language courses with another member of staff having had approval to start a course once one becomes available.	
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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>	Positive	<p>The Strategy recognises the need for Welsh Language promotion and outlines its commitment to providing bilingual provision and integrating the Welsh language within core library operations to support the national target of reaching one million speakers by 2050."</p> <p>The strategy refers to offering free access to digital resources and offering learning opportunities and as part of this</p>	<p>The library service recognises the key statutory duty placed upon the Local Authority to provide opportunities for persons to learn the Welsh language and the need to review vacancies to determine whether Welsh essential employment is appropriate.</p> <p>The library service has identified two posts within its service which are now classed as being Welsh essential.</p>	<p>Ensure customers are aware of the opportunity to use Welsh by encouraging staff to wear corporate lanyards that indicate their language skills and offer proactive email signatures and greetings.</p> <p>Encourage staff to have informal conversations in Welsh with library users.</p>

		<p>process we will explore ways in which we can expand our Welsh Language digital resources and work with partners such as Adult Education to offer Welsh language classes.</p> <p>The Strategy also refers to cultural events such as exhibitions and events. We will continue to ensure that all exhibitions are bilingual and that we continue to expand the number of bilingual or Welsh language events.</p> <p>The strategy refers to upskilling of staff and this includes improving the Welsh Language skills of staff by providing opportunities for staff to learn the Welsh language and the need to review vacancies to determine whether Welsh essential employment is appropriate.</p>	<p>The library service currently has 8 fluent, 13 Intermediate and 8 beginner Welsh speakers. Of these 6 staff members have moved from beginner to intermediate with support from the library service.</p> <p>Staff currently adhere to the standards by offering a bilingual greeting to visitors and 'You are welcome to use Welsh here' posters are displayed at reception desks.</p> <p>Several Welsh Language activities are regularly held in our libraries. Including:</p> <ul style="list-style-type: none"> • Clwb Caru Canu • Cymraeg y Planr • Welsh Language Reading Group • Bore Coffee • Welsh Language courses. <p>In addition to this one of opportunities to offer bilingual or fully Welsh activities are taken as and when they arise.</p>	<p>Monitor Welsh language capacity within the service to ensure an acceptable level of Welsh Language provision. This includes all 13 static libraries, the At Home Delivery Service and the One4all service.</p> <p>Identify gaps in provision and upskill or recruit staff to fill. Ensure procedures are in place to make full use of Welsh speaking staff across the library service to provide support.</p> <p>Work with partners to ensure Welsh Language classes are available across the authority. Promote the availability of online Welsh lessons via our online subscription to 'Transparent Language'</p>
	Neutral	Some activities such as reducing environmental impact and offering meeting spaces will		N/A

		have no effect upon the Welsh Language		
<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 Library Strategy will play a key role in promoting the Welsh Language and will do so in line with the Council's Welsh Language Promotion Strategy.</p> <p>The strategy reflects upon the need to support staff who wish to become Welsh learners and to review vacancies as they arise to assess whether they should become Welsh essential. As the number of Welsh speakers within the service increases the speaking of Welsh in everyday situations will become normalised and more frequent. Similarly, it reflects on the need to become a truly bilingual service, and this will impact upon all areas of the service including bilingual displays, exhibitions, digital material and items for loan.</p>	<p>Staff that are learning Welsh have proven to be keen to use the Welsh language during their everyday work. Also, all staff have been willing to take part in Welsh promotional activities such as Shwmae day.</p> <p>The library service already ensures that all promotional materials and exhibitions are bilingual. We also offer Welsh-language books, e-books, e-audiobooks, e-magazines and learning resources.</p> <p>The new updated 'Our Heritage' website is bilingual and encourages users to share their history through the medium of Welsh including audio recordings.</p>	<p>Continue to monitor levels of Welsh speakers in the service and identify posts that are Welsh essential. Encourage all staff to include some Welsh in their working day.</p> <p>Continue to meet the Welsh Public Library Standard for expenditure on Welsh Language books.</p> <p>Develop more bilingual/Welsh language exhibitions and online content.</p>

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	The aim of this strategy is to plan the development of the Library Service by building upon and developing existing services and highlighting areas where new services can be introduced. It ensures that the library service is aligned to the Council's Corporate Plan and to other local and national strategies so that it supports the wider Council and Welsh Government agenda. This includes the Council's Statutory Welsh Language Standards and Welsh Language Promotional Strategy.	The library service works closely with the Welsh Language Compliance and Policy Officer to ensure it meets any targets outlined in the Welsh Language Standards – Assurance Report. The library service has developed a culture of considering the Welsh Language when considering any service changes.	Continue to work closely with the Welsh Language Compliance and Policy Officer. Continue to develop a culture where all staff consider the Welsh Language in any work-related decisions.
Treating the Welsh language, no less favourably than the English language	Neutral	The strategy as with our previous strategy emphasises the services commitment to treat the Welsh Language no less	The Library Service ensures that it complies with the Council's Statutory Welsh Language Standards and Welsh Language	All public communication is bilingual whether that is answering the phone, replying to Welsh

		favourably than the English language.	Promotional Strategy in all of its areas.	Language emails in the Welsh Language and producing bilingual materials for the service. The public facing side of our Library Management System is available in both Welsh and English.
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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?
Once the Strategy and WLIS has been approved a public consultation will take place with the results of that consultation being considered before the strategy is presented to Cabinet,	February – May 2026	Nick Kelland Christopher Davies
Publish the strategy on the library pages of the Council Website	May/April 2026	Nick Kelland
Develop projects that explore, understand and celebrate the Welsh Language.	Ongoing	Libraries SMT
Monitor Welsh provision across the service in order to identify gaps in service. Take steps to resolve identified gaps via upskilling or recruitment.	Ongoing	Libraries SMT

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

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 Strategy and action plan will be monitored and evaluated by the Senior Management Team of the library service. The Strategy and Action plan will be included as a regular agenda item in SMT meetings. Each senior officer will be responsible for implementation within their area and ensuring that the Welsh Language standards are adhered to.

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 -

Stage 7 – Sign Off			
Name of Officer completing the WLIA		Service Director Name:	
Position		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	