Mae’r ddogfen hon ar gael yn Gymraeg

SOUTH EAST WALES

CORPORATE JOINT COMMITTEE

Welsh Language Standards Annual Report

2025–2026

Prepared in accordance with the requirements of the

Welsh Language (Wales) Measure 2011

June 2026

CONTENTS

Introduction	**3**
Setting the Standards	**5**
Complaints	**6**
Staff Welsh Language Skills: Standard 170(2)(a)	**7**
Staff Training: Standard 170 (2)(b) and (c)	**7**
Recruiting to Empty Posts: Standard 170(ch)	**7**
More information	**7**

Introduction

Welsh Language Standards

South East Wales Corporate Joint Committee, known as the Cardiff Capital Region (CCR), received its draft Compliance Notice from the Welsh Language Commissioner on 30 November 2023. The Notice detailed CCR's duty to meet the standards set out in the **Welsh Language Standards (No. 1) Regulations 2015**[1] relating to the Welsh language, which were determined by the Welsh Government under the **Welsh Language (Wales) Measure 2011**[2].

An application to challenge or amend 23 of the Standards was consulted upon with the Commissioner between November 2023 and March 2024. Following this, the Welsh Language Commissioner decided that no action should be applied to 8 of the Standards that were the subject of the challenge and that a variation should be applied to 9 of the Standards that were the subject of the challenge. Exemptions previously granted were removed in relation to 4 of the Standards, and a further 2 Standards were removed in their entirety (these were the Promotional Standards 145 and 146, which have been removed from the Compliance Notices of all 4 corporate joint committees across Wales). The amended Compliance Notice was submitted to CCR on 24 April 2024. It can be viewed in full here.

CCR's Vision for the Welsh Language

CCR is committed to the principles enshrined in the Welsh Language (Wales) Measure 2011, that the Welsh language should be treated no less favourably in English in public life in Wales, and that people in Wales should be able to live their lives through the medium of Welsh if they choose to do so. We share and support the visions of the 10 local authorities of the Cardiff Capital Region and Bannau Brycheiniog National Park Authority, whose leaders are members of the corporate joint committee, and who each have their own Welsh Language Promotional Strategies. CCR's work in the fields of strategic development planning, regional transport planning, and economic well-being will assist in creating the regional infrastructure and socio-economic conditions that will contribute to the success of each authority's strategy to promote the language in their own geographic areas.

This also aligns with the well-being goals of the **Well-Being of Future Generations (Wales) Act 2015**[3] which include 'a prosperous Wales', 'a more equal Wales' and 'a Wales of vibrant culture and thriving Welsh language', which emphasises the significance of economic development and prosperity to the longevity and vitality of the Welsh language and the communities (be they geographical, sectoral,or virtual) that use it.

In addition to this, CCR is committed to the aims and objectives of other strategies and

[1] The Welsh Language Standards (No. 1) Regulations 2015
[2] Welsh Language (Wales) Measure 2011
[3] Well-being of Future Generations (Wales) Act 2015

policies, such as '**Cymraeg 2050: Miliwn o Siaradwyr**[4]' (one million Welsh speakers by 2050) and '**TAN 20: Planning and the Welsh language**[5]', which are designed to strengthen the linguistic infrastructure of Wales and help the language go from strength to strength.

Governance and Accountability

As a corporate joint committee, CCR is a relatively young organisation, and as such posts and structures are still being established and embedded to some extent. Overall accountability for the Welsh language within CCR currently sits with the Strategic Director of Legal and Governance, with day-to-day operational matters being addressed by the Legal Practice Administrator.

To help us embed the requirements of the Welsh Language Standards in our policies and business as usual procedures, CCR has a service level agreement in place with Rhondda Cynon Taf County Borough Council's (RCTCBC) Welsh Language Services Unit to provide advice on day-to-day enquiries and future direction. The Unit has a strong reputation in the fields of Welsh language compliance and sector-leading policy development, and the assistance it has provided to CCR in terms of training and ensuring compliance is detailed below.

Reporting

This is CCR's second Welsh Language Standards report in accordance with the Welsh Language (Wales) Measure 2011 since it was given its final compliance notice in April 2024 (for implementation by 30 October 2024).

This report is a requirement of Standards 158 and 164, and states how CCR has complied with the following Supplementary Standards:

- Service Delivery Standards
- Operational Standards
- Policy Making Standards

The report also presents data on the required indicators as follows:

- the number of staff who have Welsh language skills (Standard 151).
- the number of staff who attended the training courses listed in Standard 128 if they were offered in Welsh (Standard 152).
- the percentage of total staff who attended any courses listed in Standard 128 (Standard 152).
- the number of new jobs and vacancies that were categorised as jobs that where (i) skills in the Welsh language to be essential; (ii) it is necessary to learn skills in the Welsh language once someone is appointed to the post; (iii) skills in the Welsh language are desirable; or (iv) skills in the Welsh language were not necessary (Standard 154).

[4] Cymraeg 2050: Miliwn o siaradwyr
[5] Technical advice note (TAN) 20: planning and the Welsh language | GOV.WALES

- the number of complaints CCR received (Standard 150).

Setting the Standards

Below is a summary of the work done by CCR to embed the Welsh Language Standards to implement our compliance notice:

Welsh Language Standards Action Plan

With assistance from RCTCBC's Welsh Language Services Unit, CCR has prepared a Welsh Language Standards Action Plan, as required by Standards 159, 165 and 171, which details how it will comply with the service delivery, operational and policy making standards it is under a duty to uphold. CCR has various SLAs in place with RCTCBC to provide a range of services, from ICT to HR, and therefore benefits from the fact that the Standards have already been embedded throughout RCT since 2015. RCT's Welsh language officers have also worked closely with other RCT colleagues to ensure that they are aware that the Standards that apply to RCT also apply to any work they complete under their SLAs with CCR.

CCR has also included a specific action under objective 7 of its Strategic Equality Plan[6] (*Create an inclusive work environment that supports staff from all backgrounds to reach their potential*) to:

> "Ensure the opportunity for accessible Welsh language training is made available for all employees to develop their skills and confidence in using our language."

Welsh Language Standards Training

Training sessions on various aspects of the Welsh Language Standards were provided to CJC staff by RCTCBC colleagues. All staff had the opportunity to attend an **Overview of the Welsh Language Standards**, and sessions on the **Communication and Correspondence Standards**. Staff with responsibility for policy-making and strategy also had the opportunity to attend a session on the **Policy Making Standards**.

Welsh Language Standards Guidance for Staff

In collaboration with RCTCBC, the CJC has ensured that a suite of guidance documents and resources are available on its intranet, for staff to use to ensure they are compliant with the Welsh Language Standards. These include templates for standard messages, such as out of office notices, as well as more detailed guidance on organising bilingual meetings and assessing the impact of policies on the Welsh language. We will continue to review these documents to ensure that they reflect the latest best practice and respond to current legislative and policy priorities.

[6] strategic-equality-plan-2024-2028.pdf

CJC staff are able to access Welsh lessons free of charge via Rhondda Cynon Taf's Welsh Language tutor. We have committed to supporting staff to develop their Welsh Language skills and Welsh speaking members of staff have offered to mentor learners. We are also considering how we might make the workplace welcoming for Welsh speakers and learners.

Welsh Language Champions

To help ensure the standards are embedded effectively across all areas of our work, each department has a 'Welsh Language Champion'. The Champion's role is to promote the role-out of the standards in their department and to act as a 'first port of call' for compliance-related questions. We are very pleased that the Champions include both Welsh speaking staff, and those who do not speak Welsh but are nevertheless committed to seeing it thrive, as this is an important step in communicating the idea that the Welsh language belongs to us all in Wales and is an integral aspect of the work of all public sector officers here.

Members of the Welsh Language Champions Group have attended training sessions with the Commissioner in which ideas and information were shared on best practice and how to develop internal use of Welsh. The Welsh Language Champions are also working on Terms of Reference in order to formalise their reporting structure and responsibility,

Employee Engagement and Internal use of Welsh Policy.

The Employee Engagement group, which seeks to support staff in areas such as health and wellbeing and equality and diversity, also has a Welsh Language workstream to support internal use of Welsh. An intranet page has been set up which features a Welsh "word of the week" and information about cultural events or significant days throughout the year, for example, Dydd Santes Dwynwen, Dydd Gŵyl Dewi, Diwrnod Shwmae Su'mae and Dydd Miwsig Cymru, A calendar of events is being compiled to ensure that all events are captured and promoted. Information on learning Welsh is regularly posted on the intranet and is also distributed to staff via email.

An internal use of Welsh Policy is being developed.

Grants Policy

The Policy and Impact Team is developing a **Policy on Awarding Grants** in accordance with Standard 94 of the Compliance Notice. The Policy will establish a clear process for assessing and considering the impact of all grant-funded activities on the Welsh language, ensuring that Welsh language considerations are embedded within grant-awarding decisions.

Complaints

CCR received no complaints in 2025/26 in relation to its compliance with the Welsh

Language Standards.

Staff Welsh Language Skills: Standard 170(2)(a)

This table indicates the number of employees who had Welsh language skills as of 31 March 2026. These figures are based on the records that are kept in accordance with Standard 151, based on the requirements of Standard 127.

Level	Number	Percentage*
Mynediad/Entry	18	79
Sylfaen/Foundation	1	4
Canolradd/Intermediate	1	4
Uwch/Advanced	2	9
Hyfedredd/Proficient	1	4

Note: *The CJC is an organisation in its infancy with a recently concluded staffing review and a significant number of interims. Our staff records relating to language skill level need updating and we are working to address this.*

Staff Training: Standard 170 (2)(b) and (c)

CCR received no requests for training in Welsh in the fields of Recruitment and Advertising, Performance Management, Complaints and Disciplinary Procedures, Induction, Dealing with the Public and Health and Safety, based on the records that were kept in accordance with Standard 152 which is based on the requirements of Standard 128.

Recruiting to Empty Posts: Standard 170(ch)

The following figures are kept in accordance with Standard 154, based on the requirements of Standard 136. The number of posts at level 1 to 5 is as follows:

Welsh language skills were essential	**0**
Welsh language skills needed to be learnt when appointed to the post	**0**
Welsh language skills were desirable	**31**
Welsh language skills were not necessary,	**0**

More information

Prifddinas Ranbarth Caerdydd / Cardiff Capital Region

6ed Llawr, Sbarc, Heol Maindy Caerdydd CF24 4HQ / 6th Floor, Spark, Maindy Rd, Cardiff CF24 4HQ

Ffôn / Tel: **(0)7980 952368**

E-bost/E-mail: / info@cardiffcapitalregion.gov.uk