



**Y Coleg  
Merthyr Tudful**

**The College  
Merthyr Tydfil**

## **The College Merthyr Tydfil**

# **Annual Report on Welsh Language Standards**

**August 2021 – July 2022**

**Prepared in accordance with the requirements of The Welsh Language  
(Wales) Measure 2011**

**Mae'r ddogfen hon ar gael yn Gymraeg**

**This document is available in Welsh**

## Equality

The College will comply with all statutory duties in respect of The Equality Act 2010 and its Protected Characteristics: age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage and civil partnership and pregnancy and maternity. The college will work within the terms of the Rehabilitation of Offenders Act 1974 and the Human Rights Act 1998 and any subsequent enactments or modifications. Equality Impact Assessments will be carried out at the drafting stage for new policies and where existing policies are reviewed and updated.

## Sustainability

The college will comply with all statutory duties in respect of sustainable development by seeking to improve the long-term economic, social and environmental wellbeing of people and communities. This needs to be done in ways which promote social justice, equality of opportunity and which enhance the natural and cultural environment while respecting its limits.

## Welsh Language

The College will comply with its Welsh Language Scheme, which is a statutory document, in all of its activities. This includes conducting Welsh Language Impact Assessments for all new and revised policies and initiatives. A copy of this policy is also available in the medium of Welsh.

## Our commitment to being a Trauma Informed Organisation

The College is committed to transforming into a trauma-informed institution where safety, collaboration, choice, trust and empowerment are central to our culture and practices, ensuring the wellbeing and resilience of all learners and staff. We prioritise the wellbeing of all, fostering positive relationships and experiences which develop and uphold the resilience of learners and staff.

## Our commitment to becoming an Antiracist Organisation

Our approach will tackle racism on many levels. We will engage all members of our College community to support transformational change.

We are determined to tackle racial discrimination in all its forms and will be referring to the Race Relations Act 1976 and to achieve the actions set out in the Black Further Education Leadership Group (BFELG) 10 Point Plan. We are committed to making sure that our College is inclusive. We want the experience of studying and working here to be positive and welcoming for everyone, of all ethnic and racial backgrounds. We understand that this is the responsibility of all of us and we expect everyone to play an active part.

Mae'r ddogfen yma hefyd ar gael yn Gymraeg



## **1. Introduction**

This Annual Report is created under the Welsh Language Measure (Wales) 2011 and Welsh Language Standards. From 1<sup>st</sup> April 2018, The College Merthyr Tydfil has a statutory duty to comply with the Welsh Language Standards as stated in the Compliance Notice, which was issued on 29 September 2017.

In accordance with the requirements of the Standards, the college must produce an annual report in relation to each financial year, which deals with the way in which the college has complied with the standards. The report must be published no later than 6 months following the end of the financial year to which the report relates. This annual report deals with the period between 1 August 2021 and 31 July 2022. The report will be available on the College and University of South Wales Websites from 31 January 2023.

The Regulatory Framework requires the College to report on the following statutory areas:

- How the college has complied with the standards with which we were under a duty to comply with during that year
- The Welsh language skills of employees
- The number and percentage of staff members who attended training courses offered in Welsh (namely training on recruitment and interviewing, performance management, complaints and disciplinary procedures, induction, dealing with the public, and health and safety)
- The number of new and vacant posts categorised as ones where Welsh language skills are essential, desirable, not necessary, or need to be learnt;
- The number of complaints received about each class of standards.

Table 1 overleaf shows the specific standards each of the above relate to:

<b>Requirements</b>	<b>Standard</b>
Compliance	154, 155, 156, 164, 170, 176
Welsh Language Skills	134, 158, 161



The number of staff members who attended specific training that must be provided in Welsh if it is available in English.	135, 136, 138, 139, 140, 141, 159,
Posts categorised as Welsh is essential or desirable	145, 145A, 162
Complaints	154, 155, 156, 164, 170, 176

## **2. Successes and Achievements**

### **Work Welsh Further Education**

Work Welsh is a programme designed to strengthen Welsh language skills in the workplace. The scheme is funded by Welsh Government and has been developed by the National Centre for Learning Welsh. Work Welsh Further Education is the college-based branch of this programme that, since its pilot period three years ago, has grown to become a very popular addition to the excellent and comprehensive training and support programme that the college offers to all staff. Work Welsh Further Education training is available to academic and support staff alike and works towards improving Welsh skills with a specific emphasis on workplace-based vocabulary, patterns and scenarios. Learners on the scheme are encouraged and supported throughout, not only in their language acquisition, but also in introducing Welsh into their classes and other aspects of their college experience. Work Welsh Further Education undoubtedly helps the college rise to the challenge of meeting the Welsh Language Standards and of normalising Welsh in the college by doing so from within. There were a total of 12 staff learning face-to-face and 8 on the self-study that successfully completed the scheme.



### **'I have a right'- raising awareness of students' rights**

In December 2021, the college celebrated 'I have a right' Welsh Language Awareness Day. Videos were uploaded and shared via the college big screen in the Atrium along with the social media accounts. These videos included a variety of staff and learners raising awareness of all learners having the right to use their Welsh language in all areas of the college issued by the Welsh language Commissioner.

### **Welsh Language Monitoring Exercise**

The Welsh Language Commissioner undertook a detailed monitoring exercise on the college across September 2021-March 2022. As an outcome of this monitoring exercise, key actions were identified in relation to ensuring compliance with the Welsh language standards on some of the college's Website pages. These actions have now all been completed and the college Website is now fully compliant.

### **Sgiliaith Language Skills Pyramid**

The college has embedded Sgiliaith's language skills pyramid into its Welsh language development programme, ensuring that all staff and learners have access to the appropriate training and development to suit their current level of Welsh language skills and experience and that appropriate and targeted support is provided to help them to progress accordingly up the triangle.

### **Welsh Wellbeing Trip**

A Welsh Wellbeing trip to the Urdd Centre in the Millennium Centre in Cardiff Bay took place in April 2022. This trip provided the opportunity for 35 learners and 5 members of staff to experience a Welsh language residential environment and engage in a range of Welsh language themed activities. Feedback on this trip was excellent, with many learners now requesting to get involved in Welsh language activities back at college.

### **Appointment of Bilingual Co-ordinators**

The college successfully secured a grant funding of £75,000 from Y Coleg Cymraeg Cenedlaethol to appoint three full-time Bilingual Support Assistants to work within the Health and Social Care, Childcare and Public Services division. The college appointed two bilingual assistants in Health and Social Care and Public Services and is currently out to appointment for the Childcare position. In the meantime, the Health and Public Services staff are sharing responsibility for Childcare. These



appointments have had a very positive impact on the divisions as learners and staff are now fully embracing the Welsh language and the culture. Staff are beginning to present bilingual PowerPoints in their lessons and resources have been created to support delivery of aspects of the qualifications through the medium of Welsh.

Learners within the divisions have had the opportunity to participate in visits to local Welsh speaking organisations and businesses to see Welsh being used in practice within the workplace. Through working with the Bilingual Support Assistants, the learners in the divisions are currently studying a Level 1 Agored module “Towards a Bilingual Society”. This module has helped to improve learners’ Welsh language skills, whilst at the same time, helping them to achieve to attain the Welsh language B1 standard in line with the Coleg Cymraeg Cenedlaethol Welsh and Bilingual provision guide and in support of the Welsh Government’s Cymraeg 2050 strategy.

The learners have also signed up to the Workplace Welsh courses online as part of their tutorials.

During 2021-2022 a total number of 72 learners across the two divisions are also in the process of studying the Work Welsh online training.

### **3. Governance and Monitoring**

#### **3.1 Welsh Language Steering Group**

The College Merthyr Tydfil is a member of The University of South Wales Welsh Language Steering Group, chaired by the University Secretary. The group meets three times a year to discuss all aspects of the Welsh language. This includes the implementation, monitoring and the progression of the Welsh language standards.

#### **3.2 Welsh Education Forum 2022-2032**

The college is part of the Welsh Education Forum Partnership across Merthyr Tydfil and has had a key input into the development of the Welsh Education Strategic Plan (WEP). The group comprises representatives from across a range of educational organisations, including local Primary and



Secondary schools, Welsh Government, Mudiad Meithrin, Adult Community Learning, Cymraeg i Oedolion, Central South Consortium, RHAG Merthyr Tudful and the Urdd. The group focus is to:

- facilitate the wider use of Welsh language both within schools and the wider community and championing the identity of Wales;
- work with partners to promote and increase the use of the Welsh Language in schools and across the County Borough;
- further develop provision for Welsh medium education;
- celebrate progress and commitment to developing the Welsh Language in all settings; and
- develop support for learners with additional learning through the medium of Welsh thus ensuring they receive equal linguistic opportunity.

### **3.3 Welsh Language Co-ordinators**

The college is a part of a departmental group held at the University of South Wales along with a representative from each academic faculty and central department. The meetings are held once a term. This group is to support and maintain the Welsh language standards and deal with any queries or questions that is related to the service expectations, dealing with learners and the public, seeking advice from other co-ordinators, and sharing good practice.

### **3.4 Bilingualism Development Group**

The college is part of a Welsh Coordinators in FE colleges group. The group comprises representatives from College Bilingual Officers, Welsh government, Coleg Cymraeg Cenedlaethol, Sgiliaith and Colegau Cymru. The meetings are held once a term to share good practice and discuss ideas to develop Welsh language and bilingualism throughout the FE colleges.

### **3.5 Monitoring**

The monitoring process is undertaken internally by the College's Welsh language team as agreed by the Welsh Language Steering Group and College Executive. The aim of the monitoring process is to identify good practice and compliance throughout the college by a range of methods used. This includes meetings with heads of divisions to ensure updates and progression is discussed, mystery



shoppers such as visits, emails, and phone calls. This enables the team to identify good practice and put support into place any additional development. This is conducted on an annual basis and the outcomes are reported back to the College Executive Team and Heads of Division.

#### **4. Compliance**

##### **4.1 Compliance with the Service Delivery Standards**

To ensure compliance across the college, all current staff in each department have had full training on raising awareness and expectations regarding the Welsh language standards. All new staff will receive this training through induction. All individual staff are provided with detailed Welsh standards guidance packs to enable them to refer to the standards and compliance requirements. All managers and heads of division are provided with a manager's guide to share good practice within their team and ensure compliance. These guides are also available on the staff intranet and each staff desktop under Welsh Language Standards.

**Monday Memo** – Each week the college Principal sends all staff important information and updates for the week ahead via a college 'Monday Memo' bilingually. A Welsh language information and update section is included in this document.

##### **4.2 How the college complies with the Policy Making Standards**

The college ensures that every policy follows our policy making guidance and Equality Impact Assessment (EIA) procedures. The form includes a section for the Welsh language to be considered in terms of the effect that any new policy, or revision could have on the language.

##### **4.3 How the college complies with the Operational Standards**

The college has a detailed policy on the use of the Welsh language. In addition, all college policies are available through the medium of Welsh on the Staff and Student Portals and College Website. Staff and learners are able to identify their preferred language on the staff HR system, iTrent and through the college's EBS learner admissions and enrolment system.



#### **4.4 Recruitment**

During 2021-2022, 38 posts were advertised with Welsh as an essential or desirable skill. The percentage of posts filled with Welsh speakers was 5.26%.

#### **4.5 Welsh language skills of employees**

Table 2 below details the number and percentage of academic staff that are able to teach through the medium of Welsh by Division.

<b>Department/Faculty</b>	<b>Number</b>	<b>%</b>
Care	18	11%
Creative Industries	22	0%
Sport and Public Services	9	11%
AMBE	24	0%
Maths and Science	10	0%
Hair and Beauty	8	0%
Humanities / Welsh	19	10.5%
ILS	5	0%
<b>Total</b>	<b>115</b>	<b>4.3%</b>

Table 3 overleaf details the number and percentage of administrative staff that are able to speak Welsh by support department.



<b>Department</b>	<b>Welsh speaker (Fluent)</b>	<b>Welsh Speaker (not fluent)</b>	<b>Percentage of Welsh speakers (of total number of staff)</b>
Senior Management Team	0	0	0%
Marketing / Admission / Enquiries	3		30%
Learning Zone 33	2	1	9.1%
Estates and Infrastructure	0	0	0%
Student Record	0	1	14.3%
Student Finance	0	1	14.3%
Upskill at Work	0	0	0%

#### **4.6 The number and percentage of staff who attended training courses offered in Welsh**

The total of 20 staff attended a training course during the 2021/22 academic year to improve their Welsh language skills. This represents 8% of total staff.

#### **4.7 The number of staff who wear a Welsh speaking or learner identity badge at the end of the financial year**

Work Welsh lanyards are distributed by the Welsh Language Officer to all staff who have indicated that they are fluent Welsh speakers or Welsh language learners. Staff have shown confidence in wearing these lanyards and has found it a useful tool to identify the Welsh speakers around the college. The total of staff wearing a fluent Welsh lanyard is **16**. The total of staff wearing the 'Learner Welsh' lanyards during 2021/2022 was **25** members of staff.



#### **4.8 The number of Complaints received**

Complaints about the Welsh language and/or complaints received in English or Welsh about any aspect relating to the standards are dealt with in accordance with the College's Complaints and Concerns policy. In relation to the Welsh language and Welsh Standards, no formal complaints were received during 2021/2022. The complaints policy and procedure is available on the College website.

#### **FURTHER INFORMATION**

If you have any queries regarding the annual report or any aspect of the College Merthyr Tydfil's compliance with the Welsh Language Standards, please contact:

Lynwen Harrington  
The College Merthyr Tydfil,  
College Boulevard,  
Merthyr Tydfil,  
CF48 1AR

[l.harrington@merthyr.ac.uk](mailto:l.harrington@merthyr.ac.uk)