

Public Document Pack

Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr

Bridgend County Borough Council



Swyddfeydd Dinesig, Stryd yr Angel, Pen-y-bont, CF31 4WB / Civic Offices, Angel Street, Bridgend, CF31 4WB

*Rydym yn croesawu gohebiaeth yn Gymraeg.
Rhowch wybod i ni os mai Cymraeg yw eich
dewis iaith.*

*We welcome correspondence in Welsh. Please
let us know if your language choice is Welsh.*



Annwyl Cyngorydd,

PWYLLGOR Y CABINET CYDRADDOLDEB

Cynhelir Cyfarfod Pwyllgor Y Cabinet Cydraddoldeb Hybrid yn Siambr y Cyngor - Swyddfeydd Dinesig, Stryd yr Angel, Pen-y-bont ar Ogwr, CF31 4WB ar **Dydd Mercher, 17 Gorffennaf 2024** am **10:00**.

AGENDA

1. Ymddiheuriadau am absenoldeb
Derbyn ymddiheuriadau am absenoldeb gan Aelodau.
2. Datganiadau o fuddiant
Derbyn datganiadau o fuddiant personol a rhagfarnus (os oes rhai) gan Aelodau/Swyddogion yn unol â darpariaethau'r Cod Ymddygiad Aelodau a fabwysiadwyd gan y Cyngor o 1 Medi 2008.
3. Cymeradwyaeth Cofnodion 3 - 6
I dderbyn am gymeradwyaeth y Cofnodion cyfarfod y 20/3/2024
4. Adroddiad Blynyddol ar Gydraddoldeb yn y Gweithlu (2023-2024) 7 - 26
5. Adolygiad Safonau Cymreig Blynyddol 27 - 58
6. Adolygiad Blynyddol Asesiad Effaith Cydraddoldeb 2023-2024 59 - 70
7. Materion Brys
I ystyried unrhyw eitemau o fusnes y, oherwydd amgylchiadau arbennig y cadeirydd o'r farn y dylid eu hystyried yn y cyfarfod fel mater o frys yn unol â Rhan 4 (pharagraff 4) o'r Rheolau Trefn y Cyngor yn y Cyfansoddiad.

Nodyn: Bydd hwn yn gyfarfod Hybrid a bydd Aelodau a Swyddogion mynychu trwy Siambr y Cyngor, Swyddfeydd Dinesig, Stryd yr Angel, Pen-y-bont ar Ogwr / o bell Trwy Timau Microsoft. Bydd y cyfarfod cael ei recordio i'w drosglwyddo drwy wefan y Cyngor. Os oes gennych unrhyw gwestiwn am hyn, cysylltwch â cabinet_committee@bridgend.gov.uk neu ffoniwch 01656 643148 / 643694 / 643513 / 643696

Ffôn/Tel: 01656 643643

Negeseuon SMS/ SMS Messaging: 07581 157014

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Twitter@bridgendCBC

Ebost/Email: talktous@bridgend.gov.uk

Gwefan/Website: www.bridgend.gov.uk

Cyfnwidi testun: Rhowch 18001 o flaen unrhyw un o'n rhifau ffon ar gyfer y gwasanaeth trosglwyddo testun

Text relay: Put 18001 before any of our phone numbers for the text relay service

Rydym yn croesawu gohebiaeth yn y Gymraeg. Rhowch wybod i ni os yw eich dewis iaith yw'r Gymraeg

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Yn ddiffuant

K Watson

Prif Swyddog, Gwasanaethau Cyfreithiol a Rheoleiddio, AD a Pholisi Corfforaethol

Dosbarthiad:

Cynghorwyr

A R Berrow

P Davies

M J Evans

N Farr

P Ford

J Gebbie

Cynghorwyr

D M Hughes

M Jones

M Lewis

J Llewellyn-Hopkins

RL Penhale-Thomas

JC Spanswick

Cynghorwyr

A Wathan

AJ Williams

HM Williams

E D Winstanley

E Caparros

Swydd wag

COFNOD O BENDERFYNIAD CYFARFOD O'R PWYLLGOR Y CABINET CYDRADDOLDEB A GYNHALIWDYD HYBRID IN COMMITTEE ROOMS 2&3 AND REMOTELY - VIA MICROSOFT TEAMS AR DYDD MERCHER, 20 MAWRTH 2024 09:30

Yn bresennol

Cynghorydd N Farr – Cadeirydd

A R Berrow
E D Winstanley

H J David

J Gebbie

J C Spanswick

Yn Bresennol yn Rhithiol

J P D Blundell
A Wathan

M J Evans
AJ Williams

D M Hughes

RL Penhale-Thomas

Ymddiheuriadau am Absenoldeb

R Goode, HM Williams a Claire Marchant

Swyddogion:

Kirsty Williams
Wendi Briggs
Philip O'Brien
Zoe Edwards
Michael Pitman
Stephen Griffiths
Oscar Roberts

Rheolwr Partneriaethau a CSP
Rheolwr VAWDASV
Rheolwr Grŵp - Trawsnewid, Gwasanaethau Cwsmer a Phartneriaethau
Rheolwr Ymgynghori, Ymgysylltu a Chydraddoldebau
Swyddog Cymorth Technegol Gwasanaethau Democrataidd
Swyddog Gwasanaethau Democrataidd - Pwyllgorau
Prentis Gweinyddu Busnes Gwasanaethau Democrataidd

Datganiadau o Fuddiant

Cyhoeddodd y Cyng RL Penhale ddatganiad o fuddiant yn eitem 4, gan ei fod yn cael ei gyflogi'n llawn-amser gan elusen ar gydraddoldebau.

Cyhoeddodd J Spanswick ddatganiad o fuddiant yn eitem 4, gan fod aelod o'r teulu'n gweithio yn yr uned a drafodir.

39. Cymeradwyo Cofnodion

Penderfyniad	<u>PENDERFYNWYD:</u> Derbyn cofnodion cyfarfod Pwyllgor y Cabinet Cydraddoldebau dyddiedig 08/11/ 2023 fel gwir gofnod manwl gywir.
Dyddiad y Penderfyniad	20 Mawrth 2024

40. Trais yn erbyn Menywod, Camdriniaeth yn y Cartref a Thrais Rhywiol

Penderfyniad	<p>Cyflwynwyd yr adroddiad hwn gan y Rheolwr Partneriaethau a CSP ar y gwasanaethau a ddarperir gan y gwasanaeth Camdriniaeth yn y Cartref, a'r wybodaeth a gasglwyd gan y tîm mewnol a gan bartneriaid lleol, i sicrhau cydymffurfiaeth â chyfraith Llywodraeth Cymru ac amcanion Cwm Twf Morgannwg. Roedd yr adroddiad yn cwmpasu ystod o bynciau ynghylch achosion o drais yn seiliedig ar rywedd, camdriniaeth yn y cartref a thrais rhywiol, dulliau atal yn sgil hynny a dadansoddiad o'r gwasanaethau sy'n delio â'r materion hyn.</p> <p>Cyflwynodd yr aelodau gwestiynau ynghylch:</p> <ul style="list-style-type: none">• Gwaith ynghlwm ag atgyfeiriad gyda theulu a chyd-ddibynyddion• Deilliannau gweithred ac arolwg posib o'r canlyniadau• Cydgordio gyda chydweithwyr ynghylch opsiynau tai• Amllder salwch yn y gwasanaeth• Sicrhau bod dioddefwyr gwrywaidd yn cael digon o gymorth• Gwaith ymgysylltu â Heddlu De Cymru a gweithwyr iechyd proffesiynol <p>Bu i'r Rheolwr Partneriaethau a CSP a'r Rheolwr VAWDASV ddelio â'r cwestiynau hyn, gan gynnwys cytuno i anfon e-bost ynghylch data salwch i'r Cadeirydd ei rannu ac i drafod gwelliannau posib ynghylch dioddefwyr gwrywaidd yn y grŵp rhanbarthol o'r CTM. Awgrymwyd hefyd y dylid gwahodd aelodau o Heddlu De Cymru a chydweithwyr iechyd i'r adolygiad nesaf o'r VAWDASV.</p> <p><u>PENDERFYNWYD:</u> Nodwyd cynnwys yr adroddiad gan y pwyllgor, gan ddiolch i'r tîm am eu gwaith diflino ac am gefnogi aelodau bregus o'r gymuned.</p>
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Dyddiad y Penderfyniad	20 Mawrth 2024
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41. Eitemau Brys

Penderfyniad	Dim.
Dyddiad y Penderfyniad	20 Mawrth 2024

Er mwyn edrych ar y drafodaeth bellach a gafwyd ar yr eitemau uchod, cliciwch y [ddolen](#) hon

Daeth y cyfarfod i ben am 10:57.

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Meeting of:	CABINET COMMITTEE EQUALITIES
Date of Meeting:	17 JULY 2024
Report Title:	ANNUAL REPORT ON EQUALITY IN THE WORKFORCE (2023/2024)
Report Owner / Corporate Director:	CHIEF EXECUTIVE
Responsible Officer:	PAUL MILES, GROUP MANAGER – HUMAN RESOURCES & ORGANISATIONAL DEVELOPMENT
Policy Framework and Procedure Rules:	There is no impact on the policy framework or procedure rules.
Executive Summary:	This report details the protected characteristics of the Council’s workforce as at 31 March 2024.

1. Purpose of Report

- 1.1 The purpose of this report is to provide Cabinet Committee Equalities with a summary of the equality profile of the Council’s workforce as at 31 March 2024.

2. Background

- 2.1 The provision of relevant and accurate workforce information enables the Council to meet its statutory duties and obligations in relation to the Equality Act 2010, the Public Sector Equality Duty and the Welsh Language Standards.

3. Current situation / proposal

- 3.1 **Appendix 1** shows a summary of protected characteristics during 2023/2024 using the total workforce as at 31 March 2024.
- 3.2 **Appendix 2** provides an equality profile of the Council’s workforce as at 31 March 2024, with comparative data from the previous two years.
- 3.3 **Appendix 3** provides information on pay gaps as at 31 March 2024.
- 3.4 The profile includes protected characteristics of the workforce (gender, disability, ethnicity, age, sexual orientation, marriage/civil partnership, religion and belief, pregnancy and maternity, carers and Welsh language).

- 3.5 Communications are issued regularly to remind staff of the importance of keeping their sensitive information up to date.
- 3.6 The Council continues to work through the Strategic Equality Plan in terms of specific actions and has been working to move forward on the new 2024 – 2028 Strategic Action Plan.
- 3.7 The Equalities monitoring form has been revised to bring it more up to date. The form is now being used for new starters and current staff to update their sensitive information, using Employee Self Service.
- 3.8 Whilst reviewing the monitoring form the Welsh Language categories have also been updated to ensure consistency on a national level.

4. Equality implications (including Socio-economic Duty and Welsh Language)

4.1 The protected characteristics identified within the Equality Act, Socio-economic Duty and the impact on the use of the Welsh Language have been considered in the preparation of this report. As a public body in Wales the Council must consider the impact of strategic decisions, such as the development or the review of policies, strategies, services and functions. This is an information report, therefore it is not necessary to carry out an Equality Impact assessment in the production of this report. It is considered that there will be no significant or unacceptable equality impacts as a result of this report.

5. Well-being of Future Generations implications and connection to Corporate Well-being Objectives

5.1 The well-being goals identified in the Act were considered in the preparation of this report:

Involvement	Publication of the report ensures that the public and stakeholders can review the work that has/is being undertaken.
Long term	This information report will, in the long term, assist in supporting the Council to improve the information gathered for protected characteristics.
Prevention	Workforce reporting aims to identify issues that are relevant in our workforce and help us to set objectives to prevent any disproportionate impact to any characteristic groups.
Integration	All employees are regularly provided the opportunity to confirm or update their protected characteristics.
Collaboration	The detail within Appendix 1 and 2 has been gathered through collaboration with all employees within the Council.

5.2 This report assists in the achievement of the following corporate well-being objectives:

- A County Borough with fair work, skilled, high-quality jobs and thriving towns
- A County Borough where people feel valued, heard and part of their community

6. Climate Change Implications

6.1 There are no climate change implications in this report.

7. Safeguarding and Corporate Parent Implications

7.1 There are no safeguarding and corporate parent implications in this report.

8. Financial Implications

8.1 There are no financial implications in this report.

9. Recommendation

9.1 It is recommended that the Cabinet Committee Equalities note the information contained in this report and within the Appendices.

Background documents:

None

Equalities in the Workplace 2023-2024

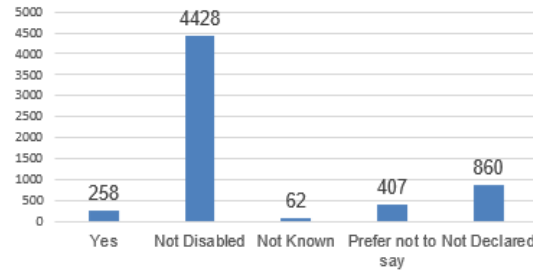
Appendix 1

Gender

Male 1,294 (21.5%) Female – 4,721 (78.5%)

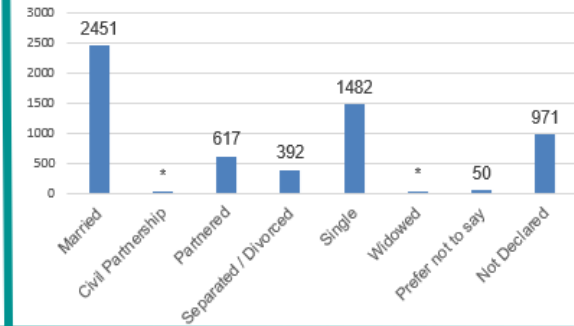


Disability



4.29% of our workforce are disabled

Marital Status



40.75% of our workforce are Married

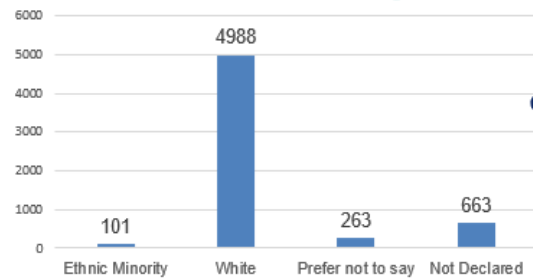
Age Range

Age Range	BCBC - Total			
	Male	Female	Total	%
16-19	13	30	43	0.71%
20-25	71	224	295	4.90%
26-30	108	345	453	7.53%
31-35	122	494	616	10.24%
36-40	131	614	745	12.39%
41-45	143	614	757	12.59%
46-50	160	633	793	13.18%
51-55	186	705	891	14.81%
56-60	174	574	748	12.44%
61-65	134	368	502	8.35%
66+	52	120	172	2.86%
Total	1294	4721	6015	

46 Is the average age of BCBC's workforce

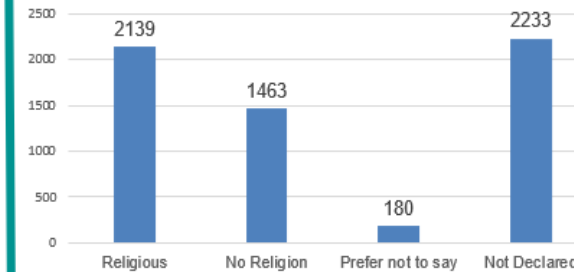
62.6% Of the Bridgend population are between 15-64

Ethnic Minority



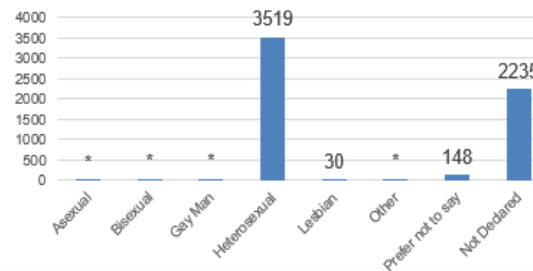
1.68% of our workforce are of Ethnic Minority

Religion & Belief



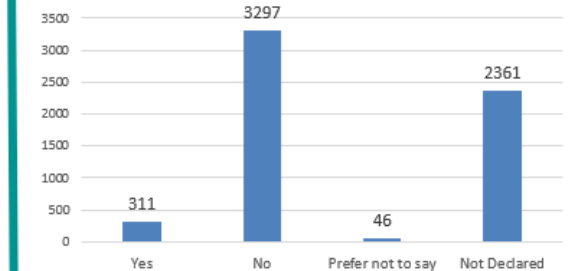
35.56% of our workforce are Religious

Sexual Orientation



1.87% of our workforce identified with an LGBT+ sexual orientation

Carers Responsibility



5.17% of our workforce are unpaid carers

Workforce Equality Monitoring

Introduction

This appendix gives an overview of the workforce, by protected characteristic, as at 31.03.24 with trend analysis for the previous 2 years, for some, along with other relevant information. Data within this report is based on sensitive information voluntarily provided by employees.

During the 2023/2024 reporting year it was approved that the Introduction to Equality & Diversity and Welsh Language Awareness E-Learning modules would become part of the Corporate Induction Framework and therefore mandatory courses for new starters and current employees to complete. So far nearly half of the workforce has completed these modules. Further monitoring of this will take place during the next reporting period of 2024/2025.

Headcount & Gender

The total headcount as at 31.03.24 is 6015, as follows:

Male – 1,294
(21.5%)



Female – 4,721
(78.5%)



31.03.2024	BCBC - Corporate			BCBC - Schools			BCBC Total		
Description	Male	Female	Total	Male	Female	Total	Male	Female	Total
BCBC Headcount	746	2334	3080	548	2387	2935	1294	4721	6015
Percentage	24.2%	75.8%		18.7%	81.3%		21.5%	78.5%	

Table 1 - BCBC headcount

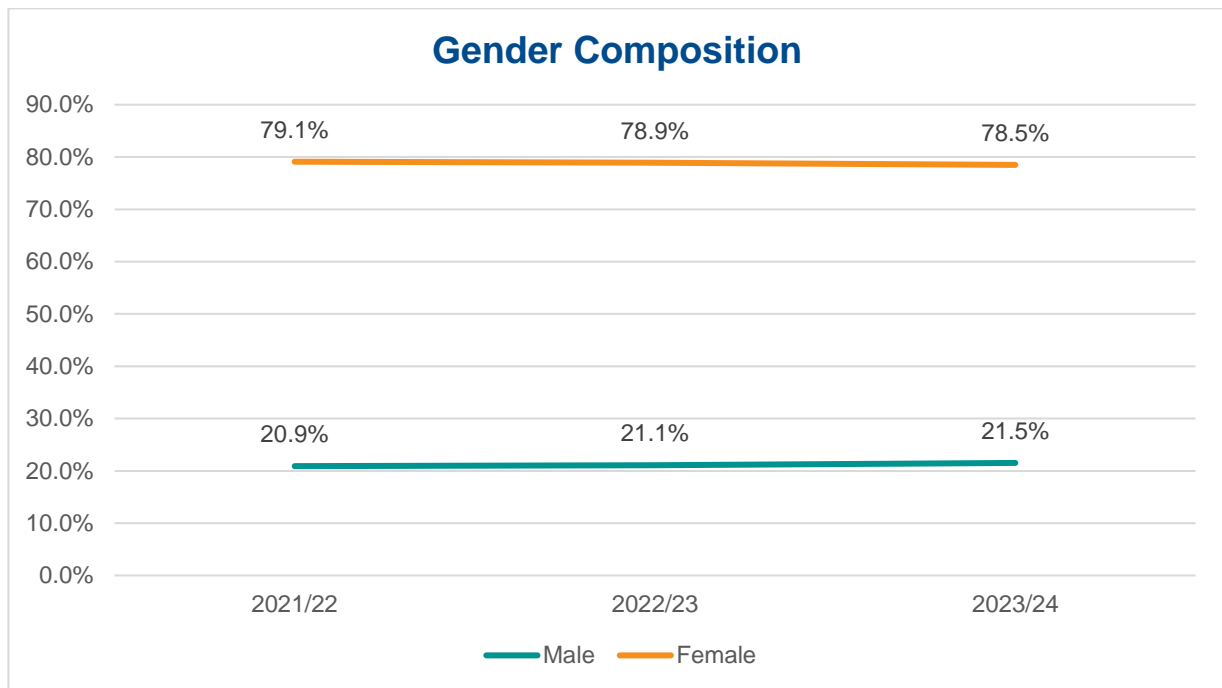


Figure 1 - Gender Composition

The gender composition has remained fairly consistent over previous years. In comparison with other Local Authorities in Wales (22/23), the Council continues to have a higher percentage of female employees. However, it is inevitable that the workforce composition will vary according to the scope of services.

Disability

The percentage of employees who have declared a disability has remained the same at 4.29% with 6.77% preferring not to say and 14.29% not declaring whether they have / do not have a disability and 1.03% not known.

Disability Declared	BCBC - Corporate				BCBC - Schools				BCBC - Total			
	Male	Female	Total	%	Male	Female	Total	%	Male	Female	Total	%
31/03/2024	69	129	198	6.43%	12	48	60	2.04%	81	177	258	4.29%
31/03/2023	69	128	197	6.60%	13	45	58	1.90%	82	173	255	4.29%
31/03/2022	52	106	158	5.40%	13	41	54	1.80%	65	147	212	3.60%

Table 2 - Disability

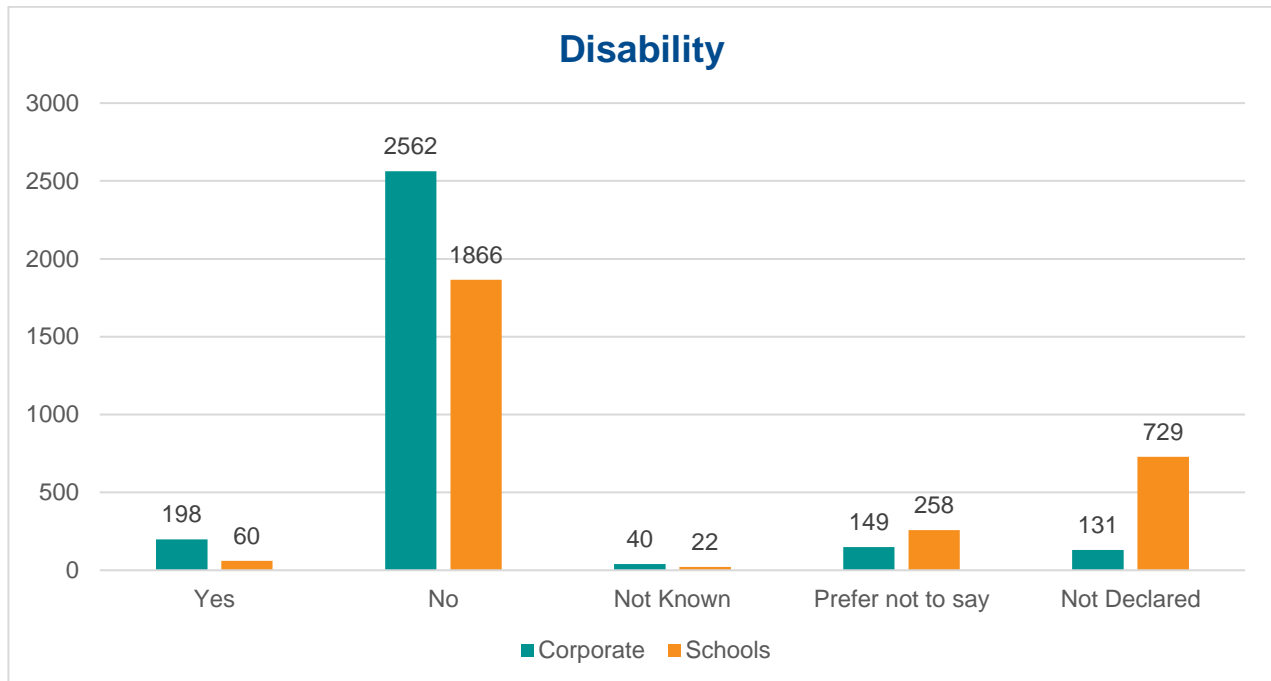


Figure 2 – Disability Data

The Council renewed its Disability Confident status during 2023/24 and will be pursuing the next level – Disability Confident Leader, during the new 2024-2028 Strategic Equality Plan. The Council vacancies continue to be featured on the SCOPE (disability equality charity) website.

Ethnic Minority

Ethnic Minority	BCBC - Corporate				BCBC - Schools				BCBC - Total			
	Male	Female	Total	%	Male	Female	Total	%	Male	Female	Total	%
31/03/2024	18	48	66	2.14%	7	28	35	1.19%	25	76	101	1.68%
31/03/2023	13	50	63	2.10%	*	27	*	1.00%	*	77	*	1.60%
31/03/2022	17	47	64	2.20%	*	26	30	1.00%	21	73	94	1.60%

Table 3 - Ethnic Minority

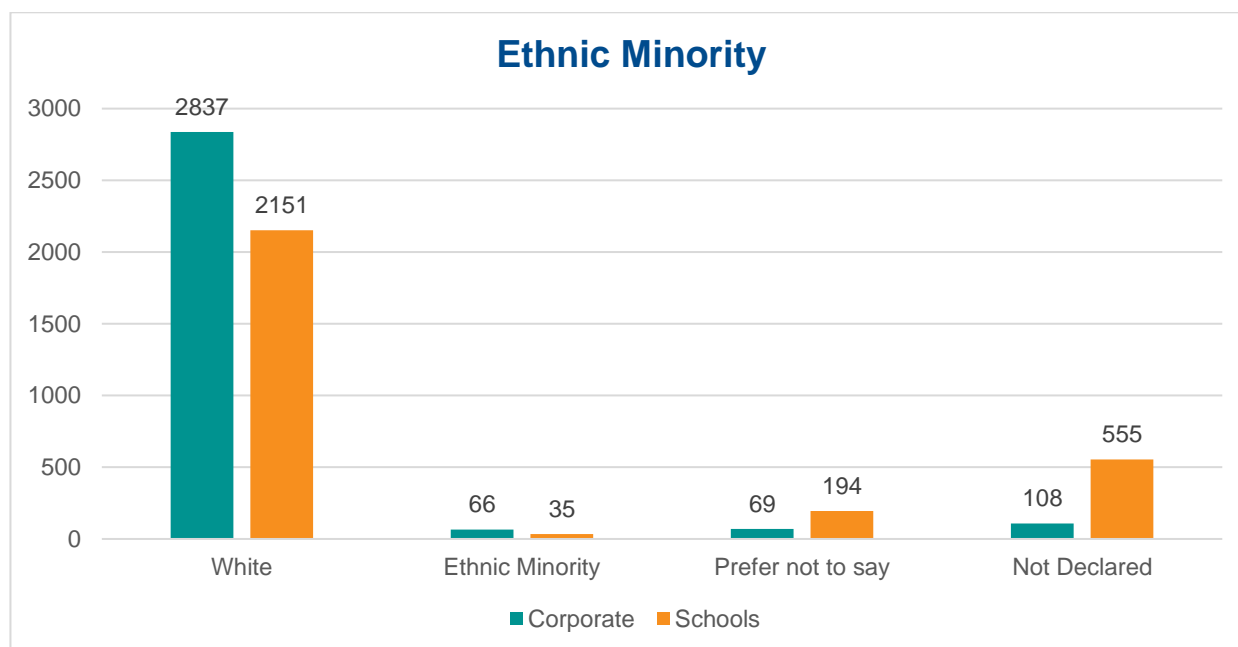


Figure 3 – Ethnic Minority Data

The recorded percentage of Ethnic Minority employees has remained the same in the corporate workforce over the last 12 months, with schools slightly increasing. 1.68% of the total workforce have confirmed being of ethnic origin. This can be split between those that live in Bridgend (1.21%) and those that live in other Local Authority regions (0.47%). 4.37% of the workforce prefer not to say and 11.02% not declared.

The latest population estimates from StatsWales (September 2023) indicate that 4.1% of the county borough residents identify themselves as Black, Asian and Minority Ethnic. The 2021 Census reported that 3.3% of Bridgend's population identified themselves from an Ethnic Minority background. Based on both these figures our workforce is under-represented in this area.

The Council's website continues to promote the Council as a good employer where diversity is welcomed. Particular attention has been given to the Council's recruitment landing page to attract applications from Ethnic Minority backgrounds as part of the Council's commitment to address under-representation across all levels of the organisation. The Anti-Racist Wales action plan will form part of the new Strategic Equality Plan actions for 2024 – 2028.

Age Profile

Table 4 presents the number and percentage of employees in each age range.

At the time of the Census, 62.6% of the population in Bridgend were between the age of 15 – 64, the highest percentage being in Cardiff at 68.4%. The Census also confirmed ‘the trend of population ageing’ has continued, with more people than ever before in the older age groups (65 and over)’.

31.03.2024												
Age Range	BCBC - Corporate				BCBC - Schools				BCBC - Total			
	Male	Female	Total	%	Male	Female	Total	%	Male	Female	Total	%
16-19	12	24	36	1.17%	*	6	*	0.24%	*	30	*	0.71%
20-25	37	125	162	5.26%	34	99	133	4.53%	71	224	295	4.90%
26-30	54	172	226	7.34%	54	173	227	7.73%	108	345	453	7.53%
31-35	60	208	268	8.70%	62	286	348	11.86%	122	494	616	10.24%
36-40	67	278	345	11.20%	64	336	400	13.63%	131	614	745	12.39%
41-45	75	276	351	11.40%	68	338	406	13.83%	143	614	757	12.59%
46-50	96	301	397	12.89%	64	332	396	13.49%	160	633	793	13.18%
51-55	100	348	448	14.55%	86	357	443	15.09%	186	705	891	14.81%
56-60	125	330	455	14.77%	49	244	293	9.98%	174	574	748	12.44%
61-65	99	216	315	10.23%	35	152	187	6.37%	134	368	502	8.35%
66+	21	56	77	2.50%	31	64	95	3.24%	52	120	172	2.86%
Total	746	2334	3080		548	2387	2935		1294	4721	6015	

Table 4 - Age Profile – 31.03.2024

61.5% of the total workforce are between the age of 16-50, with 35.6% between the age of 51 and 65. The remaining 2.9% represent those employees that are 66+ years old.

The Census 2021 confirms that the average (median) age of Bridgend increased from 41 to 43 years of age. The average age in the corporate workforce is 46 years with 45 years being the average in schools. This shows that the average age of the Council’s workforce is higher than the residents age profile, however, it is worth noting that 23% of the workforce are not Bridgend residents.

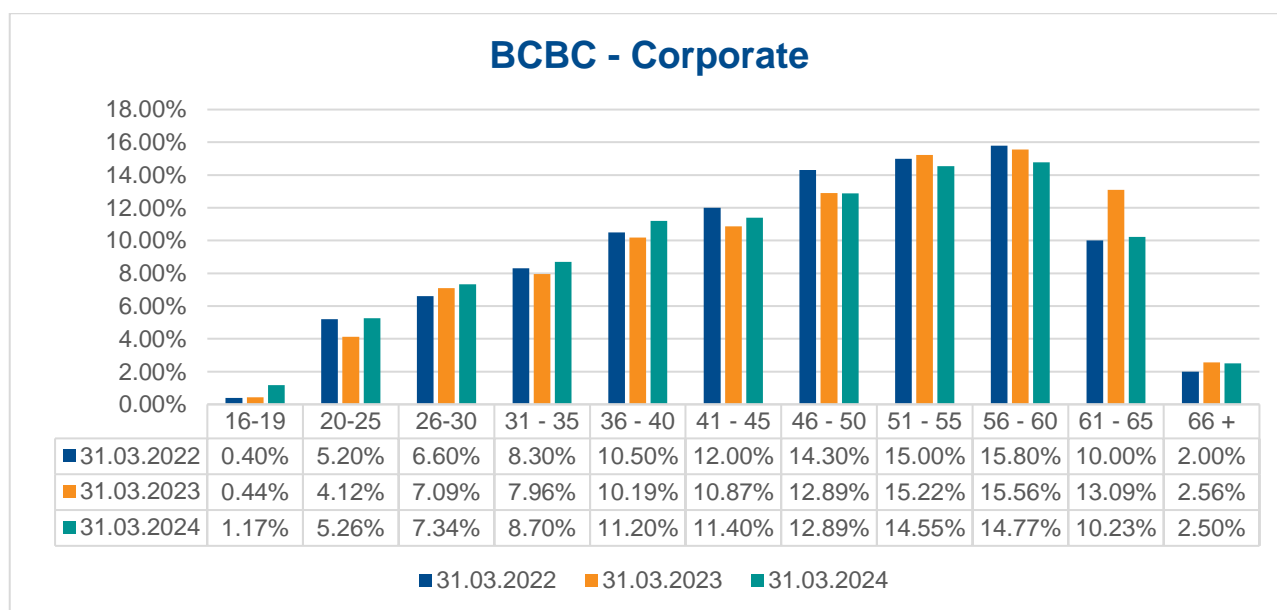


Figure 4 - BCBC Age Profile Corporate

Numbers below 5 in this document have been replaced by * to protect anonymity.

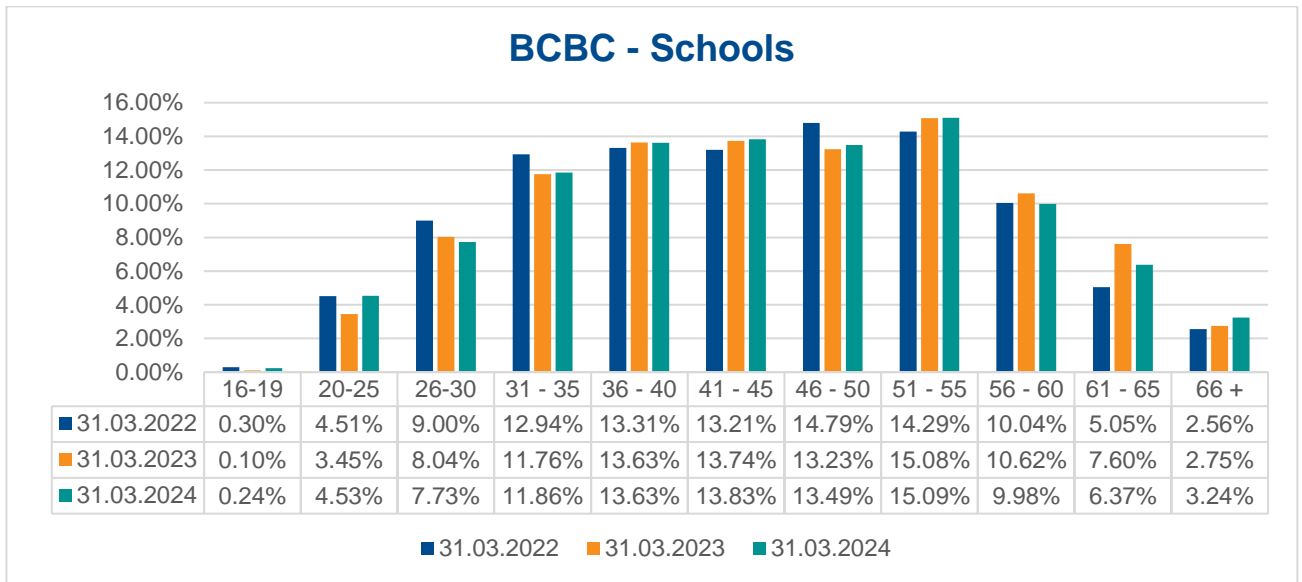


Figure 5 - BCBC Age Profile Schools

The detail above shows there is an aging workforce across the Council, with the age profile being comparable with other Local Authorities. Specific schemes like 'grow your own' have continued to be a success over the year with more investment in apprenticeships. During 2023/2024, 46 apprentices and 6 graduates were employed within the Council, promoting succession planning.

Numbers below 5 in this document have been replaced by * to protect anonymity.

Sexual Orientation

60.38% of the Council's workforce have declared their sexual orientation with the majority categorising themselves as heterosexual / straight.

1.87% of the workforce identified themselves with an LGBT+ sexual orientation, which is lower than the Wales average 3.0% (Census 2021).

31.03.2024	BCBC - Corporate				BCBC - Schools				BCBC - Total			
Sexual Orientation	Male	Female	Total	%	Male	Female	Total	%	Male	Female	Total	%
Asexual	*	*	*	*	*	*	*	*	*	*	*	*
Bisexual	8	23	31	1.01%	*	6	9	0.31%	*	29	40	0.67%
Gay Man	22	0	22	0.71%	*	0	*	0.17%	*	0	*	0.45%
Lesbian	0	19	19	0.62%	0	11	11	0.37%	0	30	30	0.50%
Other	*	7	*	0.36%	0	*	*	0.14%	*	*	*	0.25%

31.03.2023	BCBC - Corporate				BCBC - Schools				BCBC - Total			
Sexual Orientation	Male	Female	Total	%	Male	Female	Total	%	Male	Female	Total	%
Bisexual	*	18	*	0.78%	*	*	*	0.34%	7	26	33	0.55%
Gay Man	19	0	19	0.64%	*	0	*	0.20%	25	0	25	0.42%
Lesbian	0	15	15	0.51%	0	13	13	0.44%	0	28	28	0.47%
Other	*	*	*	0.27%	0	*	*	0.13%	*	*	*	0.20%

31.03.2022	BCBC - Corporate				BCBC - Schools				BCBC - Total			
Sexual Orientation	Male	Female	Total	%	Male	Female	Total	%	Male	Female	Total	%
Bisexual	*	22	27	0.92%	*	*	*	0.20%	6	27	33	0.55%
Gay Man	16	0	16	0.55%	8	0	8	0.27%	24	0	24	0.40%
Lesbian	0	13	13	0.45%	0	9	9	0.30%	0	22	22	0.37%
Other	*	*	*	0.31%	0	*	*	0.20%	*	12	*	0.25%

Table 5 - Sexual Orientation

2.46% of our workforce preferred not to say and 37.15% have not declared their sensitive personal information. It is important to note that reporting of this information is not a mandatory requirement.

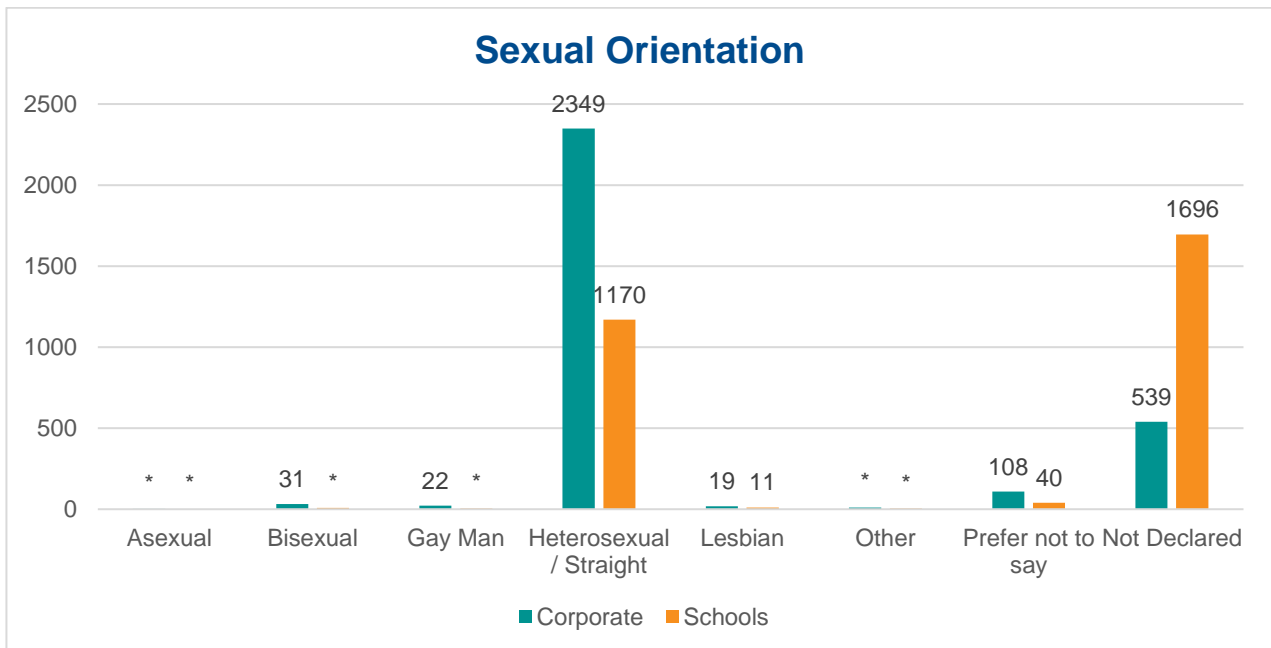


Figure 6 - Sexual Orientation

The Proud Council network, made up of 9 Local Authorities, are working together to address any LGBTQ+ issues and will promote any work undertaken during pride Cymru.

Numbers below 5 in this document have been replaced by * to protect anonymity.

Throughout February 2024, the Council proudly flew the LGBTQ+ progress flag at Civic Offices, along with illuminating the to celebrate LGBTQ+ History month and to positively acknowledge the diversity within our communities and champion inclusivity.

This year's theme is "Medicine", which looks at LGBTQ+ people's contributions of doctors and medical students in education, training and the workplace and on how to ensure an inclusive profession.

The Council continues to promote and engage in national events such as Pride, LGBTQ+ History Month as well as other events to build awareness. This year the Equalities Manager was able to attend a local Pride event and BCBC will also have a presence at BARC (Bridgend Community Outreach Centre) Pride to demonstrate our commitment to inclusion and the diversity of our communities.

Marriage / Civil Partnership

40.75% of the workforce are married, with 24.64% being single.

31.03.2024	BCBC - Corporate				BCBC - Schools				BCBC - Total			
Marital Status	Male	Female	Total	%	Male	Female	Total	%	Male	Female	Total	%
Married	316	1059	1375	44.64%	165	911	1076	36.66%	481	1970	2451	40.75%
Civil Partnership	*	*	*	0.29%	*	*	*	0.20%	*	*	*	0.25%
Partnered	110	292	402	13.05%	43	172	215	7.33%	153	464	617	10.26%
Separated / Divorced	45	228	273	8.86%	14	105	119	4.05%	59	333	392	6.52%
Single	208	585	793	25.75%	136	553	689	23.48%	344	1138	1482	24.64%
Widowed	*	25	*	0.91%	*	8	*	0.31%	*	33	*	0.62%

31.03.2023	BCBC - Corporate				BCBC - Schools				BCBC - Total			
Marital Status	Male	Female	Total	%	Male	Female	Total	%	Male	Female	Total	%
Married	318	1057	1375	44.64%	169	966	1135	38.67%	487	2023	2510	41.73%
Civil Partnership	*	*	*	0.19%	*	*	*	0.20%	*	*	*	0.20%
Partnered	110	262	372	12.08%	37	178	215	7.33%	147	440	587	9.76%
Separated / Divorced	44	216	260	8.44%	16	115	131	4.46%	60	331	391	6.50%
Single	196	549	745	24.19%	142	567	709	24.16%	338	1116	1454	24.17%
Widowed	*	26	*	0.94%	*	8	*	0.31%	*	34	*	0.63%

31.03.2022	BCBC - Corporate				BCBC - Schools				BCBC - Total			
Marital Status	Male	Female	Total	%	Male	Female	Total	%	Male	Female	Total	%
Married	1052	309	1361	44.19%	998	178	1176	40.07%	2050	487	2537	42.18%
Civil Partnership	*	*	*	0.16%	*	*	*	0.24%	*	*	*	0.20%
Partnered	263	103	366	11.88%	166	32	198	6.75%	429	135	564	9.38%
Separated / Divorced	221	45	266	8.64%	115	17	132	4.50%	336	62	398	6.62%
Single	527	184	711	23.08%	560	145	705	24.02%	1087	329	1416	23.54%
Widowed	28	*	*	1.01%	12	*	*	0.44%	40	*	*	0.73%

Table 6 – Marital Status

83.02% of the marital status of the Council’s workforce has been declared with 0.83% preferring not to say and 16.14% not declaring.

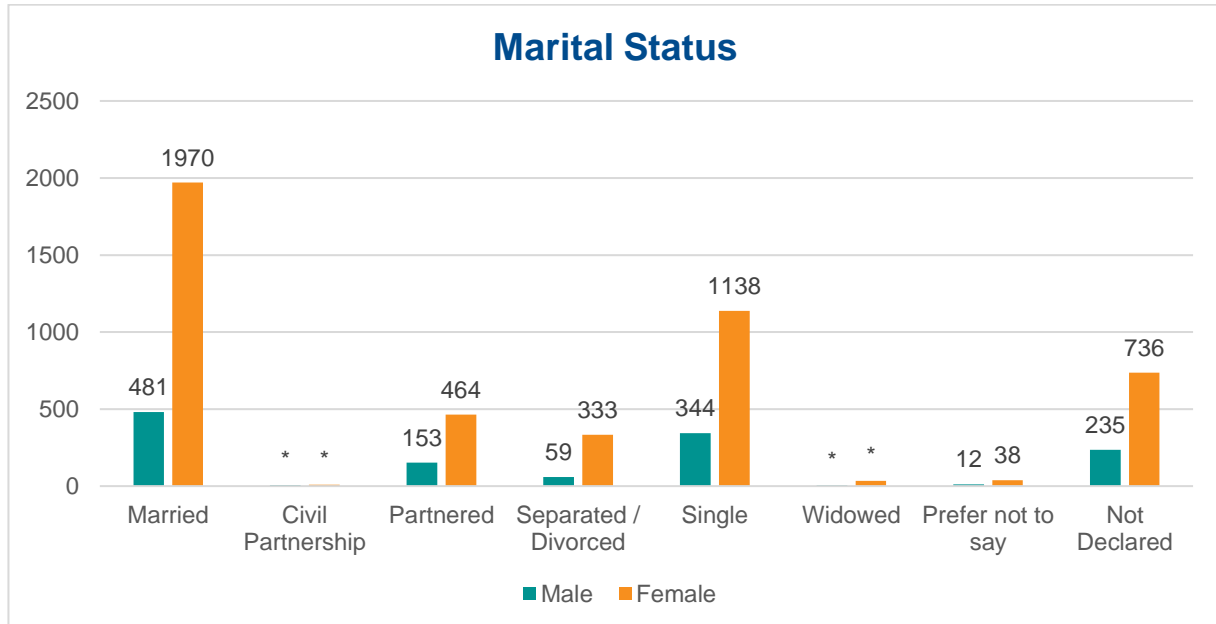


Figure 7 - Marital Status

Numbers below 5 in this document have been replaced by * to protect anonymity.

Religion & Belief

The largest religion / belief in the Council is Christianity at 25.30%, with 24.32% informing they have no religion.

31.03.2024	BCBC - Corporate				BCBC - Schools				BCBC - Total			
Religion & Belief	Male	Female	Total	%	Male	Female	Total	%	Male	Female	Total	%
Agnostic	48	109	157	5.10%	16	61	77	2.62%	64	170	234	3.89%
Atheist	72	132	204	6.62%	31	49	80	2.73%	103	181	284	4.72%
Baha'i	*	*	*	0.03%	*	*	*	0.00%	*	*	*	0.02%
Buddhist - Hinayana	*	*	*	0.13%	*	*	*	0.03%	*	*	*	0.08%
Buddhist - Mahayana	*	*	*	0.10%	*	*	*	0.00%	*	*	*	0.05%
Christian - Anglican	10	18	28	0.91%	*	*	*	0.37%	*	27	*	0.65%
Christian - Church in England	26	128	154	5.00%	21	70	91	3.10%	47	198	245	4.07%
Christian - Church in Wales	79	338	417	13.54%	38	262	300	10.22%	117	600	717	11.92%
Christian - Orthodox	16	42	58	1.88%	*	10	*	0.48%	*	52	*	1.20%
Christian - Protestant	36	89	125	4.06%	11	47	58	1.98%	47	136	183	3.04%
Christian - Roman Catholic	43	127	170	5.52%	15	81	96	3.27%	58	208	266	4.42%
Hinduism	*	*	*	0.16%	*	*	*	0.14%	*	*	*	0.15%
Islam - Sunni	*	*	*	0.19%	*	*	*	0.03%	*	*	*	0.12%
Judaism - Reformed	*	*	*	0.03%	*	*	*	0.00%	*	*	*	0.02%
Muslim	*	*	*	0.03%	*	*	*	0.10%	*	*	*	0.07%
Taoism	*	*	*	0.03%	*	*	*	0.00%	*	*	*	0.02%
Any other religion or belief	11	36	47	1.53%	*	15	*	0.72%	17	*	*	1.13%
No Religion	220	796	1016	32.99%	62	385	447	15.23%	282	1181	1463	24.32%

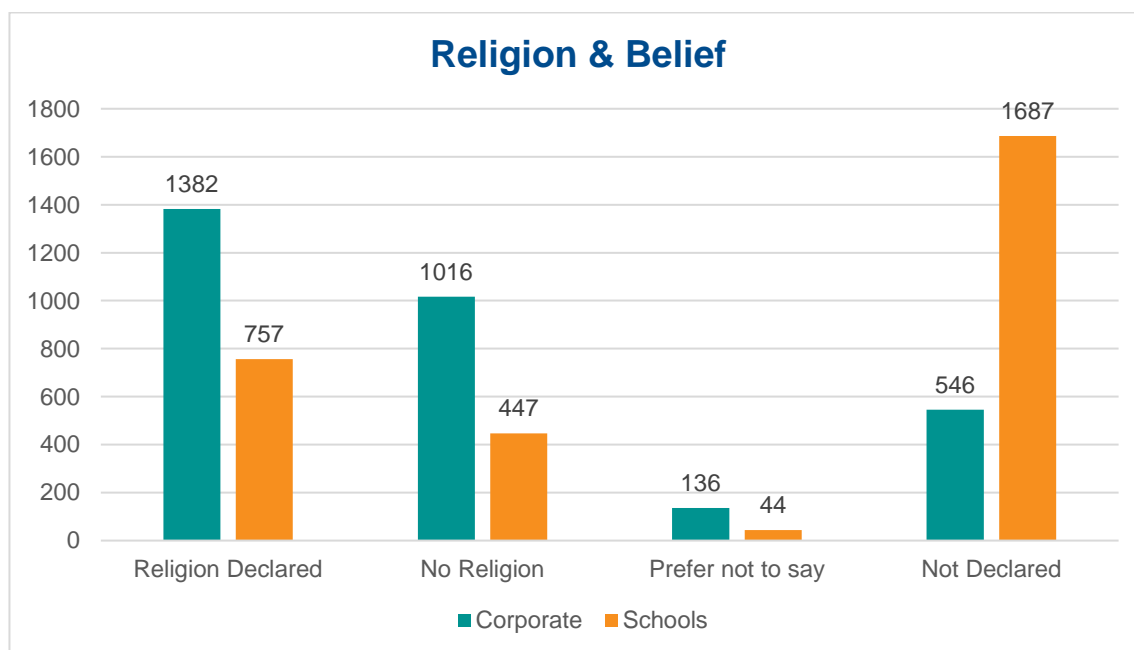
31.03.2023	BCBC - Corporate				BCBC - Schools				BCBC - Total			
Religion & Belief	Male	Female	Total	%	Male	Female	Total	%	Male	Female	Total	%
Agnostic	49	98	147	4.77%	19	58	77	2.62%	68	156	224	3.72%
Atheist	59	130	189	6.14%	27	52	79	2.69%	86	182	268	4.46%
Baha'i	*	*	*	0.03%	*	*	*	0.00%	*	*	*	0.02%
Buddhist - Hinayana	*	*	*	0.10%	*	*	*	0.03%	*	*	*	0.07%
Buddhist - Mahayana	*	*	*	0.06%	*	*	*	0.00%	*	*	*	0.03%
Christian - Anglican	7	19	26	0.84%	*	*	*	0.41%	*	29	*	0.63%
Christian - Church in England	27	127	154	5.00%	20	74	94	3.20%	47	201	248	4.12%
Christian - Church in Wales	84	332	416	13.51%	40	263	303	10.32%	124	595	719	11.95%
Christian - Orthodox	15	39	54	1.75%	*	13	*	0.58%	*	52	*	1.18%
Christian - Protestant	34	89	123	3.99%	10	48	58	1.98%	44	137	181	3.01%
Christian - Roman Catholic	36	126	162	5.26%	15	73	88	3.00%	51	199	250	4.16%
Hinduism	*	*	*	0.16%	*	*	*	0.14%	*	*	*	0.15%
Islam - Sunni	*	*	*	0.19%	*	*	*	0.07%	*	*	*	0.13%
Judaism - Reformed	*	*	*	0.03%	*	*	*	0.00%	*	*	*	0.02%
Muslim	*	*	*	0.03%	*	*	*	0.07%	*	*	*	0.05%
Taoism	*	*	*	0.03%	*	*	*	0.00%	*	*	*	0.02%
Any other religion or belief	12	34	46	1.49%	7	16	23	0.78%	19	50	69	1.15%
No Religion	211	724	935	30.36%	59	397	456	15.54%	270	1121	1391	23.13%

Numbers below 5 in this document have been replaced by * to protect anonymity.

31.03.2022	BCBC - Corporate				BCBC - Schools				BCBC - Total			
Religion & Belief	Male	Female	Total	%	Male	Female	Total	%	Male	Female	Total	%
Agnostic	41	92	133	4.32%	16	65	81	2.76%	57	157	214	3.56%
Atheist	58	110	168	5.45%	28	39	67	2.28%	86	149	235	3.91%
Baha'i	*	*	*	0.00%	*	*	*	0.00%	*	*	*	0.00%
Buddhist - Hinayana	*	*	*	0.10%	*	*	*	0.03%	*	*	*	0.07%
Buddhist - Mahayana	*	*	*	0.06%	*	*	*	0.00%	*	*	*	0.03%
Christian - Anglican	6	18	24	0.78%	*	11	*	0.41%	*	29	*	0.60%
Christian - Church in England	26	121	147	4.77%	21	77	98	3.34%	47	198	245	4.07%
Christian - Church in Wales	75	327	402	13.05%	40	263	303	10.32%	115	590	705	11.72%
Christian - Orthodox	15	37	52	1.69%	*	9	*	0.44%	*	46	*	1.08%
Christian - Protestant	34	101	135	4.38%	11	48	59	2.01%	45	149	194	3.23%
Christian - Roman Catholic	38	122	160	5.19%	12	78	90	3.07%	50	200	250	4.16%
Hinduism	*	*	*	0.16%	*	*	*	0.10%	*	*	*	0.13%
Islam - Sunni	*	*	*	0.23%	*	*	*	0.14%	*	*	*	0.18%
Judaism - Reformed	*	*	*	0.03%	*	*	*	0.00%	*	*	*	0.02%
Muslim	*	*	*	0.03%	*	*	*	0.10%	*	*	*	0.07%
Taoism	*	*	*	0.03%	*	*	*	0.00%	*	*	*	0.02%
Any other religion or belief	13	34	47	1.53%	6	17	23	0.78%	19	51	70	1.16%
No Religion	185	690	875	28.41%	61	362	423	14.41%	246	1052	1298	21.58%

Table 7 - Religion & Belief

Of the total workforce 37.12% have not declared their religion/belief, which is slightly lower than 2022. 2.99% of the total workforce have preferred not to say.



The 2021 Census informed that 52.3% of Bridgend residents reported having 'no religion', which is an increase from the 36.7% in the 2011 Census.

Pregnancy, Maternity, Paternity and Adoption

During the year 2023/24, 195 employees have taken maternity/adoption leave and 14 have taken paternity leave.

Numbers below 5 in this document have been replaced by * to protect anonymity.

Caring Responsibilities

The percentage of the total workforce identifying themselves as carers has slightly increased to 5.17%. There have been a number of communications during the year to support carers, such as:

- Promoting and supporting Carers' Rights Day with the aim of the campaign to help all carers to become aware of their rights, and to highlight which organisations are available to offer help and support.
- Encouraging employees to update their sensitive information, which includes carers.

31.03.2024	BCBC - Corporate				BCBC - Schools				BCBC - Total			
Description	Male	Female	Total	%	Male	Female	Total	%	Male	Female	Total	%
Carer Responsibility Declared	35	214	249	8.08%	*	57	*	2.11%	*	271	*	5.17%
31.03.2023	BCBC - Corporate				BCBC - Schools				BCBC - Total			
Description	Male	Female	Total	%	Male	Female	Total	%	Male	Female	Total	%
Carer Responsibility Declared	29	193	222	7.49%	*	61	*	2.24%	*	254	*	4.86%
31.03.2022	BCBC - Corporate				BCBC - Schools				BCBC - Total			
Description	Male	Female	Total	%	Male	Female	Total	%	Male	Female	Total	%
Carer Responsibility Declared	28	192	220	7.54%	8	60	68	2.29%	36	252	288	4.89%

Table 8 - Caring Responsibilities

39.25% of the total workforce have not declared whether they have a caring responsibility outside of the workplace. The Council is committed to recognising and supporting employees who have an unpaid caring role.

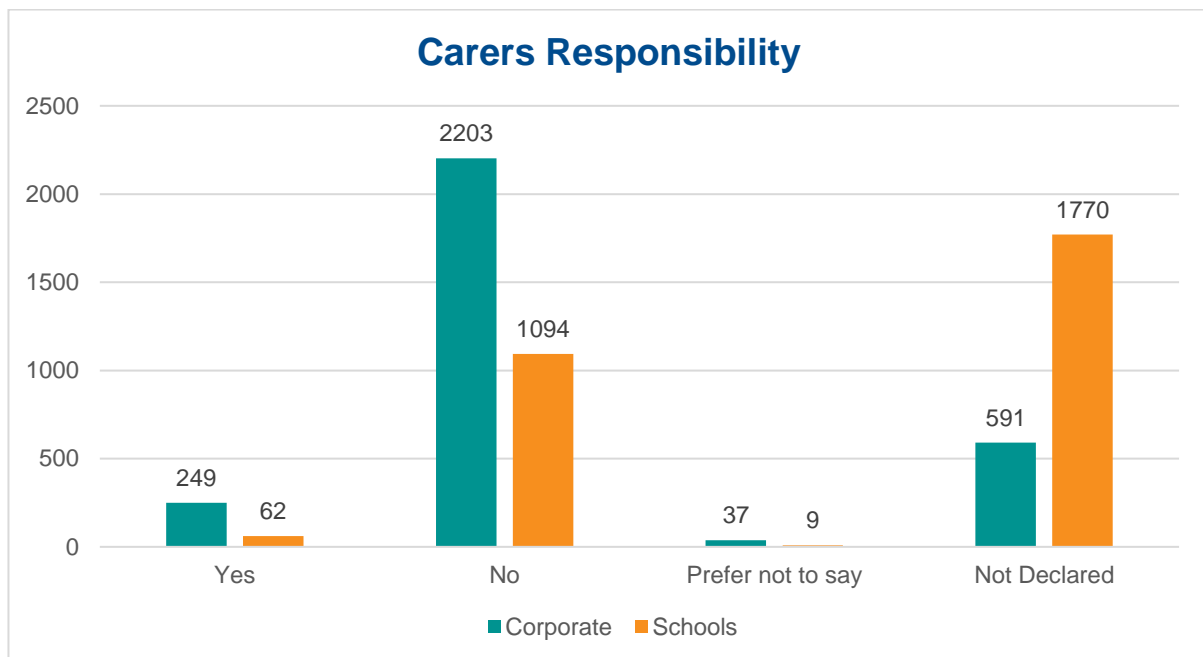


Figure 8 - Carers

During 2024 a new [Carers Protocol](#) was approved, which includes the new Carer's Leave Act 2023. The Act provides all unpaid carers in employment with a new statutory right to take five days unpaid leave from work each year to fulfil caring responsibilities.

Social Services and Wellbeing have also recruited carer's champions across all service areas. There will be an action plan developed to establish clear milestones focusing on practices and processes.

Welsh Language

During 2023/2024 the Welsh Language categories had been updated to ensure consistency across a national level. Data already held was assimilated across to the new categories and communications were issued in January 2024 to request employees to update their sensitive information as well as check and update their Welsh Language abilities following the required [descriptors](#).

31.03.2024	BCBC - Corporate				BCBC - Schools				BCBC - Total				
Description	Male	Female	Total	%	Male	Female	Total	%	Male	Female	Total	%	
Welsh Speaker					Welsh Speaker					Welsh Speaker			
A1 - Entry Level	164	514	678	22.01%	79	396	475	16.18%	243	910	1153	44.55%	
A2 - Foundation Level	*	*	*	0.13%	*	*	*	0.00%	*	*	*	0.15%	
B1 - Intermediate Level	16	53	69	2.24%	13	86	99	3.37%	29	139	168	6.49%	
B2 - Advanced Level	*	*	*	0.03%	*	*	*	0.00%	*	*	*	0.04%	
C1 - Proficiency Level	25	94	119	3.86%	23	143	166	5.66%	48	237	285	11.01%	
C2 - Fully proficient	*	*	*	0.06%	*	*	*	0.00%	*	*	*	0.08%	
Welsh Reading					Welsh Reading					Welsh Reading			
A1 - Entry Level	160	515	675	21.92%	76	399	475	16.18%	236	914	1150	44.44%	
A2 - Foundation Level	*	*	*	0.10%	*	0	*	0.03%	*	*	*	0.15%	
B1 - Intermediate Level	24	66	90	2.92%	13	97	110	3.75%	37	163	200	7.73%	
B2 - Advanced Level	*	*	*	0.03%	0	0	0	0.00%	*	0	*	0.04%	
C1 - Proficiency Level	21	100	121	3.93%	24	139	163	5.55%	45	239	284	10.97%	
C2 - Fully proficient	*	*	*	0.06%	0	0	0	0.00%	*	0	*	0.08%	
Welsh Writer					Welsh Writer					Welsh Writer			
A1 - Entry Level	109	411	520	16.88%	71	364	435	14.82%	180	775	955	36.90%	
A2 - Foundation Level	0	*	*	0.10%	*	0	*	0.03%	*	*	*	0.15%	
B1 - Intermediate Level	21	49	70	2.27%	13	84	97	3.30%	34	133	167	6.45%	
B2 - Advanced Level	*	0	*	0.03%	0	0	0	0.00%	*	0	*	0.04%	
C1 - Proficiency Level	18	92	110	3.57%	22	132	154	5.25%	40	224	264	10.20%	
C2 - Fully proficient	*	0	*	0.06%	0	0	0	0.00%	*	0	*	0.08%	
Welsh Listener (New category)					Welsh Listener (New category)					Welsh Listener (New category)			
A1 - Entry Level	7	41	48	1.56%	*	9	12	0.41%	*	50	*	2.32%	
A2 - Foundation Level	0	*	*	0.10%	*	*	*	0.14%	*	*	*	0.27%	
B1 - Intermediate Level	*	*	*	0.13%	*	*	*	0.07%	*	*	*	0.23%	
B2 - Advanced Level	*	0	*	0.03%	*	*	*	0.03%	*	*	*	0.08%	
C1 - Proficiency Level	0	*	*	0.06%	0	0	0	0.00%	0	*	*	0.08%	
C2 - Fully proficient	*	*	*	0.10%	0	*	*	0.07%	*	*	*	0.19%	

Table 9 - Welsh Language

The annual population survey shows the percentage of the population within Bridgend County Borough and all Wales that have Welsh language skills, for the year ending 31 December 2023.

	Welsh Speaker	Welsh Reader	Welsh Writer	Understand spoken Welsh
Bridgend	19.2%	18.4%	16.2%	23.1%
Wales	29.2%	25.7%	23.4%	33.3%

There has been a decrease in all Bridgend percentages of the population survey since 31 December 2022. However, our BCBC Welsh Speakers equates to 26.82% of the total workforce.

All apprentices are encouraged to gain new Welsh language skills. Prentis-iath courses are for apprentices who currently have little or no Welsh language skills and highlights the importance of the Welsh language as a workplace skill.

Numbers below 5 in this document have been replaced by * to protect anonymity.

A quarterly 'meet and greet' workshop takes place for all employees to attend with the aim to provide an overview of the Welsh Language and to give learners the tools and confidence with pronunciation.

Opportunities are also available for employees to undertake Welsh language training which includes 'Cwrs Mynediad' delivered by the University of South Wales. During this year 11 employees attended year 1 of this training, whilst 14 employees were supported to attend Welsh language courses within the community.

A number of employees (2626) have also completed the Council E-Learning modules on Welsh language awareness and Welsh language standards during 2023/2024.

Information on Pay

A [Pay Policy](#) is produced each year which provides a framework for decision making on pay and, in particular, a decision on making senior pay.

The Council recognises the importance of remuneration decisions that are appropriate, transparent, provide value for money and reward employees fairly for the work they do maintaining equal pay requirements.

Every employer with 250 or more employees are required to report their gender pay gap data, this has been reported since 2018/2019.

The Gender Pay Gap for the Council on the 31.03.2024 shows that women earn 89p for every £1 that men earn when comparing median hourly pay. There is a continual improvement in the gender pay gap.

Although not required to officially report out the gaps for disability and ethnic minority the Council has prepared information for these two protected characteristics.

The Disability Pay Gap for 31.03.2024 shows that disabled employees earn £1.09 more for every £1 than non-disabled employees' when comparing median hourly pay. However, it must be noted that the Council does not have the information for this protected characteristic on 21% of its workforce as the employee has the right not to declare their status.

The Ethnic Minority Pay Gap for 31.03.2024 shows that ethnic minority employees earn 94p for every £1 than non-ethnic minority employees' earn when comparing median hourly pay. However, it must be noted that the Council does not have the information for this protected characteristic on 15% of its workforce as the employee has the right not to declare their status.

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Meeting of:	CABINET COMMITTEE EQUALITIES
Date of Meeting:	17 JULY 2024
Report Title:	ANNUAL WELSH STANDARDS REVIEW
Report Owner / Corporate Director:	CHIEF OFFICER – FINANCE, HOUSING AND CHANGE
Responsible Officer:	ZOE EDWARDS CONSULTATION, ENGAGEMENT AND EQUALITIES MANAGER
Policy Framework and Procedure Rules:	There is no impact on the policy framework or procedure rules
Executive Summary:	The report outlines how the council has complied with the Welsh Language Standards to comply during the 2023/2024 period and also documents any progress and new compliance developments.

1. Purpose of Report

- 1.1 The purpose of this report is to inform Cabinet Committee Equalities of the content and approach taken with the council’s Welsh Language Standards Annual Report for 2023/2024.

2. Background

- 2.1 The Welsh Language Standards give Welsh speakers improved, enforceable, rights in relation to the Welsh language. The council received its final compliance notice on 30 September 2015, which outlined 171 standards requiring compliance.
- 2.2 Standards 158, 164 and 170 require the council to produce and publish an annual report, in Welsh, by 30 June each year.

3. Current situation / proposal

- 3.1 The council’s Welsh Language Standards Annual Report 2023/2024 covers the period 1 April 2023 to 31 March 2024 and will be published on the website by 30th July 2024.
The report is attached as Appendix one (Welsh) and Appendix two (English).
- 3.2 The report outlines how the council has complied with the standards under a duty to comply during the period and also documents any progress and new compliance developments.
- 3.3 As part of the annual report, there is a duty to report specifically on the following information:

- the number of complaints received by the council during the period;
- the number of employees who disclosed Welsh language skills as at 31 March 2024;
- the number of employees attending training courses offered in Welsh during the period;
- the number of new and vacant posts advertised during the period categorised as posts where either:
 - Welsh language skills were essential;
 - Welsh language skills were desirable;
 - Welsh language skills need to be learnt;
 - Welsh language skills are not required.
- In addition to the information specified in section 3.2, updates on Equality Impact Assessments, customer contact and promotional activities have also been included.

3.4 The standards that relate to publishing an annual report do not require that the report be approved by the council or the Welsh Language Commissioner prior to publication as was previously required under the Welsh Language Scheme.

4. Equality implications (including Socio-economic Duty and Welsh Language)

4.1 The protected characteristics identified within the Equality Act, Socio-economic Duty and the impact on the use of the Welsh Language have been considered in the preparation of this report. As a public body in Wales the Council must consider the impact of strategic decisions, such as the development or the review of policies, strategies, services and functions. This is an information report, therefore it is not necessary to carry out an Equality Impact assessment in the production of this report. It is considered that there will be no significant or unacceptable equality impacts as a result of this report.

5. Well-being of Future Generations implications and connection to Corporate Well-being Objectives

5.1 The well-being goals identified in the Act were considered in the preparation of this report. The following is a summary to show how the five ways of working to achieve the well-being goals have been used to formulate the recommendations within this report:

Long-term – Ensuring that the council is able to deliver bilingual services now and in the future.

Prevention – Improving services and upskilling staff will ensure that everyone regardless of language choice has equal access to services and thus preventing complaints and Welsh Language Commissioner Investigations.

Integration - By providing bilingual services to the public we make everyone feel equal and valued.

Collaboration - Partnership working assists the council in meeting its duties under the Welsh Language Standards. Working in collaboration with partners is further evidenced in the Five-Year Welsh Language Strategy.

Involvement - Publication of the report ensures that the public and stakeholders can review the work that has been undertaken.

6. Climate Change Implications

- 6.1 The Welsh Language Standards give Welsh speakers improved, enforceable rights in relation to the Welsh language. There is a commitment to engage effectively with local communities to help protect and sustain the environment over the long term and in line with our climate change ambitions.

7. Safeguarding and Corporate Parent Implications

- 7.1 Where there is a safeguarding concern, all communication will be managed under Bridgend County Borough Council's Safeguarding Policy. This will safeguard and promote the wellbeing of children, young people and adults at risk of abuse or neglect and to ensure that effective practices are in place throughout the Council and its commissioned services.

8. Financial Implications

- 8.1 There are no financial implications arising from this report. The development of a strategy will be met from within existing resources.

9. Recommendation

- 9.1 That Cabinet Committee Equalities notes this report and the progress made during 2023/2024 in meeting its Welsh Language duties.

Background documents – None

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ATODIAD 1

Safonau'r Gymraeg Adroddiad Blynyddol 2023/24

Mae'r ddogfen hon ar gael yn y Saesneg hefyd.

Cynnwys

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1. Cyflwyniad

Mae'n ofynnol o dan Safonau'r Gymraeg fod Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr (CBSPO) yn llunio a chyhoeddi adroddiad blynyddol erbyn 30 Gorffennaf bob blwyddyn.

Mae adroddiad blynyddol 2023/24 yn berthnasol i'r cyfnod 1 Ebrill 2023 i 31 Mawrth 2024 ac mae'n amlinellu'r ffyrdd y mae'r cyngor yn parhau i gydymffurfio yn ystod y cyfnod hwn yn ogystal â thynnu sylw at unrhyw ddatblygiadau/meysydd cynnydd newydd.

2. Sut mae'r cyngor yn cydymffurfio â Safonau'r Gymraeg

- 2.1 Nid yw'r cyngor yn cael ei herio ynghylch unrhyw safonau ar hyn o bryd.
- 2.2 Ar hyn o bryd, mae'r cyngor yn dibynnu ar y Rheolwr Cydraddoldeb, y Gymraeg ac Ymgysylltu i fod yn gyfrifol am ofynion y comisiynydd ers i swydd Swyddog y Gymraeg ddod yn wag fis Hydref diwethaf. Mae cyflogeion yn parhau i gael diweddariadau a gwybodaeth am y Gymraeg yn rheolaidd, o ran cydymffurfiaeth, mynediad at adnoddau megis hyfforddiant a gwella proffil yr iaith a'r diwylliant. Ym mis Ebrill 2023, gwnaed y modiwl e-ddysgu Cymraeg yn orfodol i bob aelod o'r staff.
- 2.3 Ym mis Mai 2023, dechreuwyd ar brosiect i adolygu'r opsiynau teleffoni Cymraeg sydd ar gael i bob cwsmer sy'n ffonio. Mae gwaith yn parhau i fynd rhagddo ar hyn o bryd i ddarparu'r opsiynau perthnasol i feysydd gwasanaeth, fel y gellir sicrhau cydymffurfiaeth lawn â Safonau'r Gymraeg. Yn ogystal, mae'r dudalen ar gyfieithu Cymraeg sy'n cynnwys manylion y fframwaith newydd wedi cael ei diweddarau ar gyfer staff, ac mae neges wedi ei hanfon allan drwy Bridgenders i sicrhau bod staff yn ymwybodol o'r diweddariad i'r ddarpariaeth hon.
- 2.4 Mae cefnogaeth i'r Cynllun Strategol Cymraeg mewn Addysg yn parhau er mwyn cyflawni'r ymrwymadau a amlinellwyd. Mae hyn yn cynnwys cyhoeddi a hyrwyddo fideo y daith addysg cyfrwng Cymraeg, a'i farchnata'n barhaus, fel rhan o'r Fforwm Cymraeg mewn Addysg. Mae dulliau cyfathrebu sylweddol, ar draws rhwydweithiau, wedi cael eu dylunio'n benodol i hyrwyddo'r Gymraeg, gyda'r gwaith yn parhau i wella tudalennau Addysg Gymraeg ein gwefan.
- 2.5 Mae Rheolwr y Gymraeg yn mynychu cyfarfodydd chwarterol gyda phartneriaid a sefydliadau gwirfoddol sy'n darparu gwasanaethau drwy gyfrwng y Gymraeg.

Mae'r cyfarfodydd hyn yn gyfle i rannu gwybodaeth, syniadau a phrofiad; yn ogystal ag amlygu blaenoriaethau sy'n ymwneud â'r Gymraeg ar gyfer Bwrdeistref Sirol Pen-y-bont ar Ogwr ar draws asiantaethau partner.

- 2.6 Fel rhan o'r rhaglen gynefino i reolwyr, mae'r Rheolwr Cydraddoldeb a'r Gymraeg yn rhoi cyflwyniad ar Safonau'r Gymraeg a beth mae hyn yn ei olygu'n ymarferol i reolwyr. Pwrpas hyn yw sicrhau dealltwriaeth lawn o rwymedigaethau'r cyngor a'i gyfrifoldebau rheoli fel bod staff yn ymwybodol o'r safonau cydymffurfio ar gyfer y Gymraeg. Mae'r tudalennau mewnwyd staff yn dal ar gael er mwyn cael gafael ar unrhyw arweiniad sydd ei angen o ran cydymffurfio â Safonau'r Gymraeg. Mae mewnflwch e-bost penodol ar gyfer y Gymraeg hefyd ar gael (WLS@bridgend.gov.uk) y gall staff ei ddefnyddio ar gyfer unrhyw ymholiadau ynglŷn â'r Gymraeg neu arweiniad sydd ei angen.
- 2.7 Mae'r cyngor yn darparu ystod o hyfforddiant ac adnoddau Cymraeg i staff, gan gynnwys cefnogaeth o ran cyrsiau cymunedol ar hyfforddiant Cymraeg, a thynnir sylw at hyn yn rheolaidd drwy negeseuon at staff. Mae dogfen gydymffurfio yn dal i fod ar gael, sy'n cynnwys manylion ynghylch y ffyrdd y byddwn yn cynnal y safonau darparu gwasanaethau, gweithredu, cadw cofnodion, hyrwyddo a llunio polisi perthnasol. Mae ein trefn gwyno hefyd ar gael ar ei gwefan, yn ogystal ag adroddiadau blynyddol blaenorol.
- 2.8 Rydym yn darparu gwybodaeth i Gomisiynydd y Gymraeg yn ôl y gofyn, gan ymchwilio i gwynion a chynnig cefnogaeth i feysydd gwasanaeth i roi sylw i unrhyw faterion a uwchgyfeiriwyd. Rydym yn parhau i gymryd rhan mewn gweithdrefnau archwilio mewnol, a rhai allanol a gynhelir gan swyddfa'r Comisiynydd, i sicrhau ein bod yn cydymffurfio.

3. Darparu Gwasanaeth

Yn ystod 2023/24 parhaodd y Cyngor i gynnal ei ymrwymadau darparu gwasanaeth drwy wneud y canlynol:

- 3.1 Sicrhau bod gohebiaeth yn y Gymraeg yn cael ei hateb yn y Gymraeg os oes angen ateb. Rydym hefyd yn cyhoeddi gohebiaeth gyffredinol yn ddwyieithog neu mewn fersiynau Cymraeg a Saesneg ar wahân, gan beidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg, yn dibynnu ar y dewis iaith a nodir. Mae'n ofynnol fod pob adran yn darparu cyfarchiad dwyieithog dros y ffôn a, lle bo'n berthnasol, bydd sgysiau'n parhau yn Gymraeg nes eu bod yn dod i ben, neu bydd galwyr yn cael eu trosglwyddo at staff sy'n siarad Cymraeg (os

ydylnt ar gael), neu at staff sy'n siarad Saesneg os nad oes siaradwr Cymraeg ar gael a bod y cwsmer yn fodlon ar hyn.

Gweithredu un prif rif ffôn (01656 643643) ar gyfer rhai sy'n dymuno siarad â rhywun yn Gymraeg neu'n Saesneg. Os nad oes aelod o staff sy'n siarad Cymraeg ar gael pan wneir yr alwad, rhoddir gwybod i'r galwr, yn Gymraeg, pa bryd y bydd gwasanaeth o'r fath ar gael. Gall rhai sy'n dymuno siarad â rhywun yn Gymraeg adael neges yn Gymraeg hefyd, a byddwn yn nodi ar ddeunyddiau sy'n hysbysebu rhif ffôn CBSPO ein bod yn croesawu galwadau yn y Gymraeg a'r Saesneg.

- 3.2 Rydym yn parhau i beidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg ar ddeunyddiau hysbysebu. Pan fyddwn yn gwahodd unigolion i gyfarfod, mae staff yn ymwybodol y dylid cynnig yr opsiwn Cymraeg yn y cyfarfod a rhoi'r trefniadau angenrheidiol ar waith i hwyluso hynny. Rhoddir yr un broses ar waith wrth anfon gwahoddiadau dwyieithog i gyfarfodydd/digwyddiadau cyhoeddus CBSPO (lle bo hynny'n berthnasol) a chyfarfodydd/digwyddiadau a ariennir gan CBSPO (50% neu fwy o gyllid). Gofynnir i unrhyw un sy'n rhoi cyflwyniad mewn cyfarfod a ydynt yn dymuno defnyddio'r Gymraeg, a rhoddir gwybod i fynychwyr bod croeso iddynt ddefnyddio'r Gymraeg (os cawn wybod ymlaen llaw) yn y cyfarfod. Mae'r deunyddiau a ddefnyddir i hysbysebu'r cyfarfodydd/digwyddiadau hyn neu sydd i'w harddangos yn y cyfarfodydd/digwyddiadau hyn yn ddwyieithog hefyd.
- 3.3 Rydym yn sicrhau ein bod yn cynhyrchu deunyddiau marchnata, hysbysebu a chyhoeddusrwydd ar gyfer y cyhoedd (gan gynnwys datganiadau i'r wasg) yn ddwyieithog. Mae hyn hefyd yn berthnasol i ddogfennau corfforaethol sydd ar gael i'r cyhoedd, megis polisiâu a rheolau, yn ogystal â dogfennau ymgynghori. Y nod yw peidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg yn y dogfennau hyn. Yn achos fersiynau Saesneg ar wahân o ddogfennau sydd ar gael yn Gymraeg (lle bo gofyn iddynt fod ar gael), nodir eu bod ar gael yn y Gymraeg ar y fersiwn Saesneg. Hefyd, mae ffurflenni sydd ar gael i'r cyhoedd ar gael yn ddwyieithog neu fel fersiynau Cymraeg a Saesneg ar wahân. Os defnyddir fersiynau ar wahân, byddwn yn nodi ar y fersiwn Saesneg o'r ffurflen fod ffurflen Gymraeg ar gael.
- 3.4 Bydd CBSPO yn ymateb i negeseuon Cymraeg ar y cyfryngau cymdeithasol yn Gymraeg pan fo angen ateb. Yn ogystal, pan fydd arwyddion strydoedd, arwyddion lleoedd ac arwyddion yn dangos y ffordd (gan gynnwys arwyddion dros dro pan fo hynny'n berthnasol) wedi'u difrodi neu wedi treulio, byddwn yn gosod arwyddion dwyieithog yn eu lle, gyda'r testun Cymraeg yn dod yn gyntaf. Yn ogystal, byddwn yn cynhyrchu hysbysiadau swyddogol yn ddwyieithog gyda'r testun Cymraeg yn dod yn gyntaf bob amser.

- 3.5 Mae gennym staff derbynfa sy'n siarad Cymraeg, a byddant yn gwisgo cortynnau i ddangos i gwsmeriaid eu bod yn gallu darparu gwasanaeth Cymraeg. Yn achos cyhoeddiadau sain dwyieithog, bydd y cyhoeddiad Cymraeg yn dod yn gyntaf bob tro. Rydym yn parhau i gynhyrchu agendâu a chofnodion ar gyfer cyfarfodydd y Cabinet a phwyllgorau yn ddwyieithog (safon 41). Mae'r rhain ar gael ar ein gwefan.
- 3.6 Yn ystod y cyfnod hwn, rydym wedi parhau i ddatblygu cynnwys a swyddogaethau dwyieithog ar y wefan yn unol â'r gofynion (safonau 52 a 56). Byddwn yn postio'n ddwyieithog ar y cyfryngau cymdeithasol ac yn ymateb yn Gymraeg i ymholiadau Cymraeg, lle bo angen ateb.

4. Datblygiadau newydd

- 4.1 Rydym wedi parhau i wella a datblygu ein llwyfan ar-lein 'Fy Nghyfrif', sy'n galluogi tanysgrifwyr i roi gwybod am faterion megis rheoli plâu a goleuadau stryd drwy'r llwyfan, drwy gyfrwng y Gymraeg. Mae gwaith ar y gweill i roi mewnrwyd staff dwyieithog ar waith.
- 4.2 Drwy newid yr hyfforddiant e-ddysgu Cymraeg i fod yn fodiwl gorfodol ar gyfer staff, mae'r adran Dysgu a Datblygu yn gallu cael ffigyrau cwblhau ac anfon negeseuon atgoffa at staff sydd heb gwblhau'r hyfforddiant.

5. Safonau llunio polisi

- 5.1 Mae'n rhaid i staff ddefnyddio ein proses asesu effaith ar gydraddoldeb (EIA) i sicrhau bod ystyriaeth yn cael ei rhoi i'r Gymraeg pan fydd polisiâu'n cael eu diwygio neu eu datblygu. Mae'r broses hon yn sicrhau bod asesiad risg trylwyr yn cael ei gynnal, ac mae'n gofyn am gasglu tystiolaeth ac ymchwilio er mwyn sicrhau nad yw'r Gymraeg dan anfantais. Mae hon yn ystyriaeth i rai sy'n cymryd rhan mewn unrhyw weithgaredd ymgynghori, ymgysylltu neu ymchwil y mae'r Cyngor yn ei gynnal, drwy ofyn iddynt a allai penderfyniad polisi (os yw'n berthnasol) effeithio ar y defnydd o'r Gymraeg.
- 5.2 Mae Protocol Dyfarnu Grantiau wedi'i gymeradwyo, sy'n sicrhau bod penderfyniadau ar ddyfarnu grantiau yn amlygu'r effeithiau ar y Gymraeg, ac yna'n ystyried sut y gellir lleihau cymaint â phosib ar effeithiau niweidiol a

chynyddu effeithiau cadarnhaol cymaint â phosib. Mae hwn wedi cael ei rannu â swyddogion sy'n gweinyddu grantiau ac wedi cael ei gyhoeddi ar y fewnwyd fel canllaw ar gyfer staff CBSPO. Mae'r Protocol yn gyson â gofynion Rheoliadau Safonau'r Gymraeg (Rhif 1) 2015, y mae'n rhaid eu hystyried.

6. Safonau gweithredu

6.1 Ym mis Chwefror 2024, cynhaliodd y tîm Archwilio Mewnol arolwg o'n cydymffurfiaeth o ran y Gymraeg yn erbyn y safonau gweithredu. Yn ystod yr archwiliad, amlygwyd nifer o gryfderau a meysydd arferion da, fel a ganlyn:

- Mae arweiniad ar Safonau'r Gymraeg ar gael i bob aelod o'r staff drwy Bridgenders, sef cylchgrawn i staff a gyhoeddir yn chwarterol.
- Mae'r Cyngor wedi cyhoeddi strategaeth pum mlynedd i hyrwyddo a hwyluso defnydd o'r Gymraeg, yn ogystal ag Adroddiad Blynyddol ar gydymffurfiaeth y Cyngor â'r Safonau.
- Mae canllawiau cam wrth gam ar gael i staff drwy Bridgenders. Mae'r rhain yn esbonio sut y dylid dilyn y Fframwaith Cyfieithu Cymraeg.
- Cedwir cofnod o gwynion a geir gan y cyhoedd mewn perthynas â chydymffurfiaeth y Cyngor â'r Safonau.
- Roedd pob un o'r polisïau mewnol yn sampl yr Archwilydd yr oedd gofyn iddynt fod wedi'u cyfieithu yn unol â Safonau'r Gymraeg 105-111, ar gael yn y Gymraeg.

6.2 Mae gwaith yn parhau i fynd rhagddo i ehangu'r gwasanaethau dwyieithog sydd ar gael i staff. Mae hyn yn cynnwys mynediad at feddalwedd gyfrifiadurol sy'n gwirio sillafu a gramadeg Cymraeg staff. Hefyd, mae gan gyflogeion fynediad at lofnodion e-bost dwyieithog a negeseuon allan o'r swyddfa dwyieithog. Anogir unigolion sy'n siarad neu'n dysgu Cymraeg i nodi hynny ar eu llofnod e-bost gan ddefnyddio'r logos cydnabyddedig perthnasol.

6.3 Mae'r adran Adnoddau Dynol yn asesu sgiliau Cymraeg ein cyflogeion, ac anogir staff i ddiweddarau eu datblygiad personol a sgiliau iaith yn barhaus. Mae hyfforddiant megis y Cwrs Cyfarch a'r Cwrs Mynediad ar gael i bob aelod o'r staff. Mae sawl pecyn e-ddysgu ar gael i'r staff, o ymwybyddiaeth o'r Gymraeg a diwylliant Cymraeg, i arweiniad ar Safonau'r Gymraeg. Bydd dewis iaith cyflogeion bob amser yn cael ei gofnodi er mwyn darparu gohebiaeth yn ymwneud â'u cyflogaeth, a gwahanol ffurflenni cysylltiedig â chyflogaeth, yn y Gymraeg yn ôl y gofyn.

- 6.4 Mae arwyddion dwyieithog wedi'u gosod ym mhob un o adeiladau'r Cyngor, gan gynnwys yn ein prif dderbynfeydd, a gall cwsmeriaid ddisgwyl gael eu cyfarch yn ddwyieithog, gyda'r Gymraeg yn dod yn gyntaf. Estynnir croeso i'n cwsmeriaid ddefnyddio ein gwasanaethau yn y Gymraeg, a gall pob aelod o'r staff rheng flaen gyfarch y cyhoedd yn y Gymraeg.
- 6.5 Byddwn yn darparu adroddiad ar y strategaeth pum mlynedd ym Mhwyllgor Cydraddoldeb y Cabinet yn flynyddol. Cafodd y Cynllun Strategol Cymraeg mewn Addysg ei roi ar waith ym mis Medi 2022. Rydym wedi parhau i weithio gyda'r adran Addysg ac aelodau eraill i fwrw ymlaen â'r amcanion a nodir yn y cynllun 5 mlynedd. Rydym wedi parhau i wneud cynnydd o ran datblygu'r lleoliadau gofal plant cyfrwng Cymraeg yn y Fwrdeistref Sirol. Mae grŵp llywio sy'n cynnwys gweithwyr proffesiynol gofal plant a gweithwyr trydydd sector wedi'i sefydlu ac yn cyfarfod yn rheolaidd i sicrhau darpariaeth effeithiol dros y tair blynedd nesaf.

7. Safonau cadw cofnodion

- 7.1 Cofnodir pob cwyn a gyflwynir mewn perthynas â'n cydymffurfiaeth fel rhan o'n system gwyno gorfforaethol. Mae Swyddog y Gymraeg hefyd yn cadw cofnodion o unrhyw ymholiadau neu ymchwiliadau cychwynol a gyflwynir gan yr awdurdod lleol.
- 7.2 Mae'r adran Adnoddau Dynol yn monitro a chofnodi nifer y gweithwyr sy'n manteisio ar gyrsiau hyfforddi drwy gyfrwng y Gymraeg a'r Saesneg – gweler adran 9 am ragor o fanylion. Yn ogystal, cedwir cofnod o sgiliau Cymraeg cyflogeion ac asesiadau swyddi newydd a swyddi gwag – gweler adran 10 am ragor o fanylion.
- 7.3 Cofnodir nifer y rhyngweithiadau Cymraeg sy'n digwydd dros nifer o sianeli (ffôn, wyneb yn wyneb a digidol) yn y ganolfan gyswllt gwasanaethau cwsmeriaid.

8. Cwynion

- 8.1 Cyflwynwyd cwyn i'r comisiynydd ar 18/04/2023 yn ymwneud ag arwyddion Saesneg yn unig. Mae'r gŵyn yn ymwneud â 4 arwydd ffordd rhwng Cwmfelin ac Ysgol Gyfun Gymraeg Llangynwyd. Honnwyd bod "Bridgend" wedi'i nodi yn Saesneg yn unig ar bob un o'r arwyddion. Cyflwynodd CBSPO ymateb i'r comisiynydd yn dangos tystiolaeth fod yr arwyddion dan sylw wedi bod yno ers rhwng 2008 a 2011, sef cyn i'r Safonau ddod i rym. Nid oedd ymchwiliad pellach yn ofynnol gan y comisiynydd.

- 8.2 Fe gafodd y Cyngor ei hysbysu gan y comisiynydd ar 17 Mai 2023 fod problemau'n ymwneud â'r llinell ffôn Gymraeg wedi cael eu dwyn i'w sylw. Nodwyd y byddai adolygiad llawn o'r IVR yn cael ei gynnal, gan gynnwys profion rheolaidd i sicrhau bod unrhyw broblemau'n cael eu datrys yn gyflym. Yn olaf, nodwyd y byddai'r adran yn gwneud ei gorau i recriwtio siaradwyr Cymraeg lle bo'n bosib, ac mae hynny wedi'i gyflawni erbyn hyn.

9. Sgiliau a hyfforddiant cyflogeion

9.1 Sgiliau Cymraeg ar 31 Mawrth 2024:

Disgrifiad	CBSPO - ac eithrio ysgolion				Benyw	Gwryw	Cyfanswm
	Benyw	Gwryw	Cyfanswm	%			
Nifer	2334	746	3080		2387	548	2935
Siarad Cymraeg				Siarad Cymraeg			
0 - Dim sgiliau	1165	371	1536	49.87%	363	85	448
A1 - Lefel Mynediad	514	164	678	22.01%	396	79	475
A2 - Lefel Sylfaenol	3	1	4	0.13%	0	0	0
B1 - Lefel Ganolradd	53	16	69	2.24%	86	13	99
B2 - Lefel Uwch	0	1	1	0.03%	0	0	0
C1 - Lefel Rhuglder	94	25	119	3.86%	143	23	166
C2 - Cwbl Rugl	0	2	2	0.06%	0	0	0
Heb Ddatgan	504	166	670	21.75%	1398	348	1746
Gwell ganddynt beidio â dweud	1	0	1	0.03%	1	0	1

Disgrifiad	CBSPO - ac eithrio ysgolion				Benyw	Gwryw	Cyfanswm
	Benyw	Gwryw	Cyfanswm	%			
Nifer	2334	746	3080		2387	548	2935

Darllen Cymraeg				
0 - Dim sgiliau	1144	370	1514	49.16%
A1 - Lefel Mynediad	515	160	675	21.92%
A2 - Lefel Sylfaenol	3	0	3	0.10%
B1 - Lefel Ganolradd	66	24	90	2.92%
B2 - Lefel Uwch	0	1	1	0.03%
C1 - Lefel Rhuglder	100	21	121	3.93%
C2 - Cwbl Rugl	0	2	2	0.06%
Heb Ddatgan	505	168	673	21.85%
Gwell ganddynt beidio â dweud	1	0	1	0.03%

Darllen Cymraeg		
353	85	438
399	76	475
0	1	1
97	13	110
0	0	0
139	24	163
0	0	0
1398	349	1747
1	0	1

Disgrifiad	CBSPO - ac eithrio ysgolion			
	Benyw	Gwryw	Cyfanswm	%
Nifer	2334	746	3080	
Ysgrifennu Cymraeg				
0 - Dim sgiliau	1274	427	1701	55.23%
A1 - Lefel Mynediad	411	109	520	16.88%
A2 - Lefel Sylfaenol	3	0	3	0.10%
B1 - Lefel Ganolradd	49	21	70	2.27%
B2 - Lefel Uwch	0	1	1	0.03%
C1 - Lefel Rhuglder	92	18	110	3.57%
C2 - Cwbl Rugl	0	2	2	0.06%
Heb Ddatgan	504	168	672	21.82%
Gwell ganddynt beidio â dweud	1	0	1	0.03%

Benyw	Gwryw	Cyfanswm
Ysgrifennu Cymraeg		
407	92	499
364	71	435
0	1	1
84	13	97
0	0	0
132	22	154
0	0	0
1399	349	1748
1	0	1

Disgrifiad	CBSPO - ac eithrio ysgolion			
	Benyw	Gwryw	Cyfanswm	%

Benyw	Gwryw	Cyfanswm
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Nifer	2334	746	3080		2387	548	2935
Gwranddo ar y Gymraeg					Gwranddo ar y Gym		
0 - Dim sgiliau	61	11	72	2.34%	3	0	3
A1 - Lefel Mynediad	41	7	48	1.56%	9	3	12
A2 - Lefel Sylfaenol	3	0	3	0.10%	1	3	4
B1 - Lefel Ganolradd	3	1	4	0.13%	1	1	2
B2 - Lefel Uwch	0	1	1	0.03%	1	0	1
C1 - Lefel Rhuglder	2	0	2	0.06%	0	0	0
C2 - Cwbl Rugl	2	1	3	0.10%	2	0	2
Heb Ddatgan	2219	725	2944	95.58%	2369	541	2910
Gwell ganddynt beidio â dweud	3	0	3	0.10%	1	0	1

Sylwch:

- Mae'r categori 'Ysgolion' yn dangos gweithwyr sy'n cael eu cyflogi'n uniongyrchol gan gyrff llywodraethu. Mae staff cynhwysiant wedi'u cynnwys yn y categori 'CBSPO - ac eithrio ysgolion'.
- Mae'r categori 'Heb Ddatgan' yn dangos cyflogeion sydd heb roi manylion eu sgiliau Cymraeg.
- Mae'r lefelau sgiliau a ddangosir yn seiliedig ar hunanasesiad unigol.
- Mae gan 194 o weithwyr swydd mewn ysgol a swydd 'Pob gwasanaeth arall' ac maent wedi eu cyfrif unwaith yn ôl y swydd â'r nifer fwyaf o oriau contract yn CBSPO.

Nifer y cyflogeion a fynychodd gyrsiau hyfforddiant yn y Gymraeg rhwng 1 Ebrill 2023 a 31 Mawrth 2024:

- Mae 12 o weithwyr wedi mynychu hyfforddiant 'Cwrs Mynediad' yn 2023/24, gan eu galluogi i ddatblygu eu sgiliau iaith ymhellach. Mae hyn yn cynnwys y rhai sydd wrthi'n gwneud blwyddyn 1, yn seiliedig ar ddwy awr yr wythnos dros gyfnod o 30 wythnos.
- Mae 14 o weithwyr wedi cael cefnogaeth i fynychu cyrsiau Cymraeg yn y gymuned. Roedd y cyrsiau hyn yn cynnwys Sylfaen, Sylfaen Rhan 1 a Sylfaen Rhan 2, Sylfaen Rhan 3.

- Ni chafwyd ceisiadau i drefnu bod deunyddiau hyfforddiant wyneb yn wyneb ar gael yn y Gymraeg yn ystod y flwyddyn.
- Cwblhawyd 2165 cwrs e-ddysgu Ymwybyddiaeth o'r Gymraeg (Saesneg – 2164, Cymraeg - 1) a 34 cwrs e-ddysgu Safonau'r Gymraeg (Saesneg - 34, Cymraeg - 0).
- Cwblhaodd 548 o weithwyr newydd y modiwl e-ddysgu cynefino corfforaethol, a chwblhaodd 61 o weithwyr newydd y modiwl drwy lyfr gwaith. 609 oedd y cyfanswm a gwblhawyd. Mae'r broses gynefino gorfforaethol yn cynnwys adran ar gyflwyno'r Gymraeg, Safonau'r Gymraeg a dolenni at y modiwlau e-ddysgu Cymraeg a chyfleoedd hyfforddi Cymraeg.
- Cwblhaodd 24 o reolwyr newydd y modiwl e-ddysgu cynefino i reolwyr. Mae'r broses gynefino i reolwyr yn cynnwys Cyflwyniad i'r Gymraeg a Safonau'r Gymraeg, a dolenni at y modiwl e-ddysgu Safonau'r Gymraeg a'r modiwl e-ddysgu Ymwybyddiaeth o'r Gymraeg.

10. Swyddi Newydd a Swyddi Gwag

Nifer y swyddi newydd a swyddi gwag a hysbysebwyd yn ystod 2023/24 lle'r oedd sgiliau Cymraeg yn:

Categori	Nifer y swyddi yn y categori	Canran y swyddi yn y categori
Hanfodol	16	1.86%
Dymunol	845	98.14%
Angen dysgu Cymraeg	0	0%
Dim sgiliau Cymraeg yn ofynnol	0	0%

11. Gwasanaethau derbynfya: canolfannau cyswllt a chanolfannau cyswllt dros y ffôn

Y galw am wasanaethau Cymraeg yn y Ganolfan Gyswllt i Gwsmeriaid rhwng 1 Ebrill 2023 a 31 Mawrth 2024

Rhyngweithio wyneb yn wyneb yn Gymraeg	0
Cyfanswm yr ymweliadau	11,539
Ceisiadau Cymraeg fel % o gyfanswm y rhyngweithiadau	0.00%

Y galw am wasanaethau Cymraeg yn y Ganolfan Cyswllt dros y Ffôn rhwng 1 Ebrill 2023 a 31 Mawrth 2024:

Nifer y galwadau yn ystod oriau gwaith arferol (Cymraeg a Saesneg)	79,146
Nifer y galwadau a gafwyd y tu allan i oriau arferol (Cymraeg a Saesneg)	1,361
Cyfanswm y galwadau a gafwyd (Cymraeg a Saesneg)	80,507
Nifer y galwadau Cymraeg	122
Ceisiadau Cymraeg fel % o gyfanswm y galwadau	0.15%

Er bod swyddfeydd y cyngor ar agor i gwsmeriaid allu defnyddio gwasanaethau'r cyngor, mae'r galw'n parhau i fod yn isel am wasanaeth wyneb yn wyneb yn unrhyw iaith.

Gostyngodd nifer y ceisiadau teleffoni hyn o 115,671 i 114, 241 (oriau gwaith arferol - Cymraeg a Saesneg). Gostyngodd nifer y galwadau a gafwyd y tu allan i oriau arferol (Cymraeg a Saesneg) hefyd, o 5,112 i 1619.

Gostyngodd nifer y ceisiadau Cymraeg fel % o gyfanswm y cysylltiadau hefyd, o 0.05% i 0.02% (cafwyd problemau gyda'r llinell Gymraeg ar ddechrau 2023).

Mae'r galw gan gwsmeriaid am y sianel ar-lein yn parhau i gynyddu, ac mae hynny wedi effeithio ar y galw gan gwsmeriaid am ein sianeli ffôn ac wyneb yn wyneb.

Mae nifer isel o geisiadau o hyd i gysylltu â ni yn Gymraeg. Mae gennym hefyd nifer isel o staff sy'n gallu siarad Cymraeg. Er ein bod yn gwneud popeth y gallwn, mae recriwtio siaradwyr Cymraeg yn parhau i fod yn anodd.

Yn ogystal â hyn, byddwn hefyd yn cynnal adolygiadau rheolaidd o'n system IVR i sicrhau ein bod yn cyfeirio galwadau i'r adran gywir, p'un ai y dewisir Cymraeg neu Saesneg. Rydym hefyd yn gweithio gyda rhai gwasanaethau rheng flaen ac yn adolygu eu sianeli i mewn, i sicrhau nad yw'r Gymraeg yn cael ei thrin yn llai ffafriol na'r Saesneg.

12. Aseidiadau o Effaith ar Gydraddoldeb (EIAs)

Cynhaliwyd chwe EIA llawn, gan ystyried effeithiau negyddol a chadarnhaol y polisi/strategaeth ar gyfleoedd pobl i ddefnyddio'r Gymraeg a thrin y ddwy iaith yn gyfartal. Ni ddaeth unrhyw effaith negyddol i'r amlwg, felly ni wnaed newidiadau i'r polisiau/strategaethau arfaethedig a aseswyd.

13. Hyrwyddo a gwella ymwybyddiaeth o'r Gymraeg a diwylliant Cymraeg

Mae'r cyngor yn falch o fod yn hyrwyddo a dathlu'r iaith Gymraeg, diwylliant Cymraeg ac unrhyw ddigwyddiadau a gynhelir yn lleol i wella proffil yr iaith, yn ogystal â gwella ymwybyddiaeth o'r rhain. Isod, rydym yn rhestru ychydig o'r digwyddiadau a gweithgareddau y gwnaethom eu hyrwyddo rhwng 1 Ebrill 2023 a 31 Mawrth 2024:

- Diwrnod Hawliau'r Gymraeg
- Shwmae Su'mae
- Mudiad Meithrin a Cymraeg i Blant
- Adroddiad Blynyddol Safonau'r Gymraeg
- Dydd Gŵyl Dewi
- Dydd Santes Dwynwen
- Cylch chwarae neu ysgol cyfrwng Cymraeg
- Cynnig Gofal Plant Cymru
- Dydd Miwsig Cymru
- Dydd Dylan Thomas
- Dathlu llwyddiant ein hysgolion cyfrwng Cymraeg a Saesneg lleol yn sgil eu cyflawniadau drwy'r gwobrau Siarter Iaith.



APPENDIX 1

Welsh Language Standards Annual report 2023/24

This document is also available in Welsh.

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1. Introduction

The Welsh Language Standards require Bridgend County Borough Council (BCBC) to produce and publish an annual report by 30th July each year.

This 2023/24 annual report covers the period 1 April 2023 to 31 March 2024 and outlines how the council continues to be compliant during this period as well as highlighting any new developments/areas of progress.

2. How the council complies with the Welsh Language Standards

- 2.1 The council is not under challenge for any standards at this time.
- 2.2 The council is currently reliant on the Equalities, Welsh language, and Engagement manager to oversee the commissioner requirements since the post of the Welsh Language Office became vacant last October. Employees continue to receive regular updates and information regarding the Welsh language in terms of compliance, access to resources such as training and raising the profile of the language and culture. In April 2023 the Welsh Language e-learning training module was made mandatory to all staff
- 2.3 In May 2023 a project begun to review the Welsh telephony options available to all customers calling. Currently work is ongoing to provide service areas with the relevant options to ensure full compliance to the Welsh language standards is achieved. Additionally, the Welsh translation page with the new framework details has been updated for staff alongside a message circulated via Bridgenders to ensure staff are aware of this updated provision.
- 2.4 Support to the Welsh Education Strategic Plan is ongoing in order to achieve the commitments outlined. This includes the launch, promotion, and ongoing marketing of the Welsh-medium education journey video as part of the Welsh in Education Forum. Significant communications, across various networks have been specifically designed to promote the Welsh language with ongoing work to enhance the Welsh Education pages of our website.
- 2.5 The Welsh Language Manager attends quarterly meetings with partners and voluntary organisations that deliver services through the medium of Welsh. These meetings are an opportunity to share information, ideas and experience whilst helping to identify Welsh language related priorities for Bridgend County Borough across partner agencies.

- 2.6 As part of the manager induction programme, the Equalities and Welsh Language manager delivers a presentation on the Welsh Language Standards and what this means in practice for managers. This is to ensure there is a full understanding of the council's obligations and their management responsibilities to ensuring staff are aware of the Welsh Language compliance standards. Staff intranet pages remain available to access any guidance required around the Welsh Language compliance. There is also the dedicated Welsh email inbox (WLS@bridgend.gov.uk) for staff to utilise for any Welsh Language queries or guidance required.
- 2.7 The council provides a range of Welsh language training and resources to staff, including support with community courses on Welsh language training which is regularly communicated via staff messages. There continues to be a compliance document available, which details how we will provide the relevant service delivery, operational, record-keeping, promotional and policy making standards. Our complaints procedure is also available on our website as well as previous annual reports.
- 2.8 We provide information to the Welsh Language Commissioner as requested, investigating complaints, and providing support to service areas to address any escalated issues. We continue to take part in audit procedures internally and externally that are carried out by the Commissioner's office to ensure that we are compliant as and when presented.

3. Service delivery

During 2023/24 the Council maintained our service delivery commitments by:

- 3.1 Ensuring any responses to correspondence received in Welsh are reciprocated where a reply is required. Additionally, we issue generic bilingual or separate English and Welsh versions of correspondence, treating the Welsh language no less favourably than English depending on declared language choice. All departments are required to provide a bilingual greeting over the telephone and, where relevant, conversations continue in Welsh until they are concluded or callers are passed to Welsh speaking staff (if available), or to English speaking staff if no Welsh speaker is available and the customer is agreeable to this.

The operation of a single main telephone number (01656 643643) is available for those wishing to speak to someone in Welsh or English. If a Welsh speaking member of staff is not available at the time of calling, callers are

advised, in Welsh, when such a service will be available. Those wishing to speak to someone in Welsh can also leave a message in Welsh and we state on materials that advertise a BCBC telephone number that calls are welcomed in Welsh and English.

- 3.2 We continue to treat the Welsh language no less favourably than the English language on any advertising materials. When we invite attendees to a meeting, it is instilled that staff offer the Welsh language option at the meeting and put the necessary arrangements in place to facilitate this. This process is also reflected when sending bilingual invitations to BCBC public meetings/events (where relevant) and those meetings/events funded by BCBC (50% or more funding). Anyone presenting at meetings will be asked if they wish to use Welsh as well as attendees being advised that they are welcome to use the Welsh language (if we are advised in advance) at the meeting. Materials used for advertising these meeting/events or for display at the meetings/events are bilingual also.
- 3.3 We ensure that we produce public-facing marketing, advertising, and publicity materials (including press releases and statements) bilingually. This is also applicable to public-facing corporate documents such as policies and rules as well as consultation documentation. These documents aim to treat the Welsh language no less favourably than the English. Separate English versions of documents that are available in Welsh (where they are required to be) state this on the English version. Also, any publicly available forms are bilingual or available as English and Welsh versions. If separate versions are in place, we state on the English version of the form that a Welsh form is available.
- 3.4 BCBC respond to Welsh language social media messages in Welsh where a reply is required. We also replace street, place and direction signs (including temporary signs where applicable) following damage or normal wear and tear, with bilingual signs with the Welsh text appearing first. In addition, we also produce official notices bilingually with the Welsh text always appearing first.
- 3.5 We have Welsh speaking reception staff wearing lanyards to show customers they are able to provide a Welsh language service and bilingual audio announcements are done with the Welsh announcement first at all times. We continue to produce our agenda and minutes for Cabinet and committee meetings bilingually (standard 41) and these are available on our website.
- 3.6 During this period we have continued to develop bilingual content and functionality on the website as required (standard 52 and 56). We post bilingually on social media and respond to Welsh queries received in Welsh, where a response is required as standard.

4. New developments

- 4.1 We have continued to improve and develop our online platform 'My Account', enabling subscribers to report issues such as pest control and street lighting via the platform through the medium of Welsh. Work is underway to implement a bilingual staff intranet.
- 4.2 By changing the Welsh Language e-learning training to a mandatory module for staff this allows Learning and Development to have access to completion figures and the ability to send out reminders to staff that have the training outstanding.

5. Policy-making standards

- 5.1 Staff are required to use our equalities impact assessment (EIA) process to ensure consideration is given to the Welsh Language when policies are revised or developed. This process ensures a thorough risk assessment is carried out and requires evidence-gathering and investigation to ensure the Welsh language is not at detriment. This is a consideration for those taking part in any consultation, engagement and research activity the Council carries out whereby views on whether a policy decision (if applicable) could impact on the use of the Welsh language.
- 5.2 An Awarding Grants Protocol has been approved, which ensures that decisions on awarding grants identify the effects on the Welsh language, and then consider how negative effects can be minimised and positive effects maximised. This has been shared with officers who administer grants and published on the intranet as a guide for BCBC staff. . The Protocol is in line with the requirements of the Welsh Language Standards (No.1) Regulations 2015, which must be considered.

6. Operational standards

- 6.1 In February 2024 Internal Audit carried out an inspection on our Welsh Language adherence against the operational standards. During the audit a number of strengths and areas of good practice were identified as follows:

- Guidance is available to all staff members on the Welsh Language Standards via Bridgenders, which is a staff magazine produced on a quarterly basis.
 - The Council have published a 5-year strategy to promote and facilitate the Welsh Language in addition to an Annual Report on the Council's compliance with the Standards.
 - Step-by-step guidance is available to staff members via Bridgenders detailing how the Welsh Translation Framework must be followed.
 - A record of complaints received by the public relating to the Council's compliance with the Standards is maintained.
 - All internal policies sampled by the Auditor which were required to be translated in accordance with Welsh Language Standards 105-111, were available in Welsh.
- 6.2 There is ongoing work taking place to expand on bilingual services available to staff, this includes access to computer software for staff to check Welsh spelling and grammar. Also, employees have access to bilingual email signatures and out of office messages and Welsh speakers and Welsh learners are encouraged to identify themselves as such on their email signature, using the relevant recognised logos.
- 6.3 Human Resources assess the Welsh language skills of our employees and staff are encouraged to update their personal development and language skills on an ongoing basis. Training is available such as 'meet and greet' and Cwrs Mynediad which are available to all staff. There are multiple e-learning packages available to staff from Welsh language awareness and culture to Welsh language standards guidance. The language preference of employees is always captured in order to provide correspondence relating to their employment, and various employment related forms in Welsh as required.
- 6.4 All Council buildings have bilingual signage in place including at our main reception areas and customers can be expected to be greeted bilingually with the Welsh language taking precedent. Customers and visitors are welcomed to utilise our services through the medium of Welsh and all front-line staff can greet the public in Welsh.
- 6.5 We provide a report on the five year strategy at our Cabinet Equalities Committee on an annual basis. The Welsh in Education Strategic Plan (WESP) was implemented in September 2022. We have continued to work with Education and other members to progress with the objectives set in the 5-year plan. We have continued to make progress in the development of the Welsh Medium childcare settings across the County Borough. A steering

group made up of childcare professionals and third sector colleagues has been established and meets regularly to ensure effective delivery over the next three years.

7. Record-keeping standards

- 7.1 All complaints received relating to our compliance are recorded as part of our corporate complaints system. The Welsh Language officer also maintains records of any queries or initial investigations that are received by the Local Authority.
- 7.2 Human Resources monitor and record the number of employees accessing training courses through the medium of English and Welsh - see section 9 for further details. Additionally keeping a record of the Welsh language skills of employees and assessments of new and vacant posts – see section 10 for further details.
- 7.3 A record is kept of the number of Welsh interactions that take place over a number of channels (telephone, face to face and digital) within the customer services contact centre.

8. Complaints

- 8.1 A complaint was received by the commissioner on 18/04/2023 relating to English-only signs. The complaint relates to 4 road signs between Cwmfelin and Ysgol Gyfun Cymraeg Llangynwyd where it was claimed that all signs declared "Bridgend" in English only. BCBC submitted a response to the commissioner to evidence the signs in question have been in place since between 2008 and 2011 therefore before the implementation of the Standards. No further investigation was required by the commissioner.
- 8.2 The Council received notification from the commissioner on 17th May 2023 that problems with the Welsh telephone line were reported. It was noted that there would be a full review of the IVR including regular tests to ensure that any problems are resolved quickly. Finally, it was noted that the department would endeavour to recruit Welsh speakers wherever possible which has now been achieved.

9. Employee skills and training

9.1 Welsh language skills as of 31 March 2024:

	BCBC excluding Schools				Schools				
Description	Female	Male	Total	%	Female	Male	Total	%	
Total Headcount	2334	746	3080		2387	548	2935		
Welsh Speaker					Welsh Speaker				
0 - No Skills	1165	371	1536	49.87%	363	85	448	15.26%	
A1 - Entry Level	514	164	678	22.01%	396	79	475	16.18%	
A2 - Foundation Level	3	1	4	0.13%	0	0	0	0.00%	
B1 - Intermediate Level	53	16	69	2.24%	86	13	99	3.37%	
B2 - Advanced Level	0	1	1	0.03%	0	0	0	0.00%	
C1 - Proficiency Level	94	25	119	3.86%	143	23	166	5.66%	
C2 - Fully proficient	0	2	2	0.06%	0	0	0	0.00%	
Not Declared	504	166	670	21.75%	1398	348	1746	59.49%	
Prefer not to say	1	0	1	0.03%	1	0	1	0.03%	

	BCBC excluding Schools				Schools				
Description	Female	Male	Total	%	Female	Male	Total	%	
Total Headcount	2334	746	3080		2387	548	2935		
Welsh Reader					Welsh Reader				
0 - No Skills	1144	370	1514	49.16%	353	85	438	14.92%	
A1 - Entry Level	515	160	675	21.92%	399	76	475	16.18%	
A2 - Foundation Level	3	0	3	0.10%	0	1	1	0.03%	
B1 - Intermediate Level	66	24	90	2.92%	97	13	110	3.75%	
B2 - Advanced Level	0	1	1	0.03%	0	0	0	0.00%	
C1 - Proficiency Level	100	21	121	3.93%	139	24	163	5.55%	

C2 - Fully proficient	0	2	2	0.06%	0	0	0	0.00%
Not Declared	505	168	673	21.85%	1398	349	1747	59.52%
Prefer not to say	1	0	1	0.03%	1	0	1	0.03%

	BCBC excluding Schools				Schools			
Description	Female	Male	Total	%	Female	Male	Total	%
Total Headcount	2334	746	3080		2387	548	2935	
Welsh Writer					Welsh Writer			
0 - No Skills	1274	427	1701	55.23%	407	92	499	17.00%
A1 - Entry Level	411	109	520	16.88%	364	71	435	14.82%
A2 - Foundation Level	3	0	3	0.10%	0	1	1	0.03%
B1 - Intermediate Level	49	21	70	2.27%	84	13	97	3.30%
B2 - Advanced Level	0	1	1	0.03%	0	0	0	0.00%
C1 - Proficiency Level	92	18	110	3.57%	132	22	154	5.25%
C2 - Fully proficient	0	2	2	0.06%	0	0	0	0.00%
Not Declared	504	168	672	21.82%	1399	349	1748	59.56%
Prefer not to say	1	0	1	0.03%	1	0	1	0.03%

	BCBC excluding Schools				Schools			
Description	Female	Male	Total	%	Female	Male	Total	%
Total Headcount	2334	746	3080		2387	548	2935	
Welsh Listener					Welsh Listener			
0 - No Skills	61	11	72	2.34%	3	0	3	0.10%
A1 - Entry Level	41	7	48	1.56%	9	3	12	0.41%
A2 - Foundation Level	3	0	3	0.10%	1	3	4	0.14%
B1 - Intermediate Level	3	1	4	0.13%	1	1	2	0.07%
B2 - Advanced Level	0	1	1	0.03%	1	0	1	0.03%

C1 - Proficiency Level	2	0	2	0.06%	0	0	0	0.00%
C2 - Fully proficient	2	1	3	0.10%	2	0	2	0.07%
Not Declared	2219	725	2944	95.58%	2369	541	2910	99.15%
Prefer not to say	3	0	3	0.10%	1	0	1	0.03%

Please note:

- The 'Schools' category covers employees directly employed by governing bodies. Inclusion staff are included under the 'BCBC excluding schools' category.
- The 'Not Declared' category covers employees who have not provided details of their Welsh language skills.
- The skill levels identified are based on individual self-assessment.
- 194 employees hold a school position and an 'All other services' position and are counted once in their highest contracted hour position across BCBC.

Number of employees who attended training courses in Welsh between 1 April 2023 and 31 March 2024:

- 12 employees have attended 'Cwrs Mynediad' training in 2023/24, enabling them to develop their language skills further. This includes those undertaking year 1, based on two hours per week over 30 weeks.
- 14 employees have been supported to attend Welsh Language courses in the community. These courses included Foundation, Sylfaen Part 1 and Sylfaen Part 2, Sylfaen Part 3.
- There were no requests for face-to-face training materials to be made available in Welsh during the year.
- There have been 2165 e-learning completions for Welsh Language Awareness e-Learning (English – 2164, Welsh - 1) and 34 for Welsh Language Standards e-Learning (English - 34 Welsh - 0).
- 548 new employees completed the corporate induction e-learning module, and 61 new starters completed it via a workbook. Total completions 609. Corporate induction includes a section on the introduction to Welsh Language, the Welsh Language Standards and links to the Welsh Language E-Learning Modules and Welsh Language Training Opportunities.
- 24 new managers completed the manager induction e-learning module. Manager induction includes an introduction to Welsh Language and the Welsh

Language Standards and links to the Welsh Standards E-Learning Module and the Welsh Language Awareness E-Learning Module.

10. New and Vacant Posts

Number of new and vacant posts advertised during 2023/24 where Welsh language skills were:

Category	Number of posts categorised	Percentage of posts categorised
Essential	16	1.86%
Desirable	845	98.14%
Need to learn Welsh	0	0%
No Welsh skills required	0	0%

11. Reception services: contact centres and telephone contact centres

Demand for Welsh services in the Customer Contact Centre between 1 April 2023 and 31 March 2024:

Face to face interactions in Welsh	0
Total visits	11,539
Welsh requests as % of total interactions conducted	0.00%

Demand for Welsh services in the Telephone Contact Centre between 1 April 2023 and 31 March 2024:

Volume of calls during normal working hours (Welsh and English)	79,146
Volume of calls received out of hours (Welsh and English)	1,361
Total calls received (Welsh and English)	80,507
Volume of calls in Welsh	122
Welsh requests as a % of total calls	0.15%

Whilst the council offices remain open for customers to access council service, demand continues to be low for face-to-face channel across all languages.

Telephony requests decreased this from 115,671 to 114,241 (normal working hours (Welsh and English). Volume of calls received out of hours (Welsh and English) also decreased from 5,112 to 1619.

Welsh requests as a % of total contacts also decreased from 0.05% to 0.02% (Welsh line did encounter issues early 2023)

Customers demand for the online channel continues to increase which in turn has impacted the customer demand on both our telephone and face-to-face channels.

There is still a low number of requests to contact us in Welsh. We also have a low number of staff who can speak Welsh and whilst we do all we can, recruiting Welsh speakers continues to be difficult.

In addition to this we will also carry out regular reviews of our IVR system to ensure we are routing calls to the correct department, whether Welsh or English is selected. We are also working with some front-line services and reviewing their inbound channels to make sure the Welsh language is not treated less favourably than the English language.

12. Equality Impact Assessments (EIAs)

Six full EIAs were carried out and considered the impact of the policy/strategy on people's opportunity to use the Welsh language in a positive or negative way and treat both languages equally. No negative impact was identified and as a result, no amendments were made to the proposed policies/strategies assessed.

13. Promoting and raising awareness of the Welsh language and Welsh culture

The council is proud to promote, celebrate and raise awareness of the Welsh language, the culture and any events taking place locally to raise the profile of the language. Below are just some of the events and activities we have promoted between 1 April 2023 and 31 March 2024:

- Welsh Language Rights Day
- Shwmae Shwmae
- Mudiad Meithrin and Cymraeg i Blant
- Welsh Language Standards Annual Report
- St David's Day
- St Dwynwen's Day
- Welsh-Medium playgroup or school
- Childcare Offer Wales
- Dydd Miswg Cymru
- Dylan Thomas Day
- Celebrated the success of our local Welsh medium and English schools with the achievements they received from the Siarter Iaeth awards.

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Meeting of:	CABINET COMMITTEE EQUALITIES
Date of Meeting:	16 JULY 2024
Report Title:	EQUALITY IMPACT ASSESSMENTS - ANNUAL REVIEW 2023/24
Report Owner / Corporate Director:	CHIEF OFFICER - FINANCE, HOUSING AND CHANGE
Responsible Officer:	ZOE EDWARDS, CONSULTATION, ENGAGEMENT AND EQUALITIES MANAGER
Policy Framework and Procedure Rules:	There is no impact on the policy framework or procedure rules
Executive Summary:	Annual update on the Council's requirement to undertake Equality Impact Assessments (EIAs), an overview of the Council's approach to EIAs and an outline of EIAs undertaken in Bridgend County Borough Council (BCBC) service areas 2023/2024.

1. Purpose of Report

- 1.1 The purpose of this report is to provide Committee members with an annual update on the Council's requirement to undertake Equality Impact Assessments (EIAs), an overview of the Council's approach to EIAs and an outline of EIAs undertaken in Bridgend County Borough Council (BCBC) service areas in 2023/2024.

2. Background

- 2.1 The Equality Act 2010 sets out both general and specific duties for local authorities in Wales - one of which relates to assessing the impact of policies and practices.

The Equality Act 2010 also sets out a general duty that as a public body in Wales, BCBC is required to have due regard in its decision-making processes (including financial decisions) to three factors:

- To eliminate unlawful discrimination, harassment and victimisation;
- To advance equality of opportunity; and

- To foster good relations between people who share a protected characteristic and those who do not.

2.2 Reports on assessments must set out in particular:

- the purpose of the policy or practice that is being assessed;
- a summary of the steps taken to carry out the assessment, including consultation and engagement;
- a summary of the information used in the assessment; and
- results, and any decisions taken in relation to those results.

2.3 In addition, when assessing the impact on protected characteristic groups, listed authorities must:

- comply with the engagement provisions, and
- have due regard to any relevant information held.

3. Current situation/proposal

3.1 EIAs – an overview

3.1.1 The EIA is a tool to assess whether new (or changes to existing) policies/services/functions, or the removal of services, could impact on different sectors of society in different ways. EIAs should be carried out when making strategic decisions.

EIAs help the Council make better decisions, identify how services can be more accessible or improved and consider the nine protected characteristics as well as the impact on the Welsh language.

3.1.2 Assessing the impact of proposed changes to policies and strategies is not just something the law requires. It is an opportunity to ensure decisions are based on robust evidence and that they:

- include a consideration of actions that would help to avoid or mitigate any impact on individuals or groups;
- are based on evidence;
- are transparent;
- record the equality considerations that have been taken into account.

3.1.3 The Welsh Language Standards requires the following considerations:

- whether a policy-related decision could have a positive or negative impact on opportunities for people to use Welsh;
- treating Welsh and English equally;
- ways to demonstrate how positive effects could be increased; and
- how any identified adverse effects could be mitigated.

Questions related to this were added into the EIA toolkit in 2016 as an existing assessment tool rather than creating an additional impact assessment.

- 3.1.4 It is important to recognise that the duty to eliminate discrimination is a continuing one. It cannot be exercised once and for all, but must be continually revisited and borne in mind, therefore the EIA should be revisited as policies change and are reviewed.
- 3.1.5 The lead person drafting or reviewing a policy or strategy within the service area is responsible for conducting the EIA. EIA screenings should be retained by the service area, referenced, and summarised in the Equality Act 2010 implications section of the relevant Cabinet report. Where a full EIA is needed this should be included as an appendix to the report.
- 3.1.6 The EIA toolkit was revised in readiness for the implementation of the socio-economic duty in March 2022, to include guidance for officers on the socio-economic duty and when this needs to be considered. Workshops for members and officers have been taking place since April 2021.
- 3.1.7 The administration of the EIA process has been reviewed and consideration continues to be given to an online assessment process to assist in the collation and publication of data.
- 3.1.8 Currently full EIAs are linked to Cabinet reports and as such become public documents. All EIA screenings are retained by the service area.

3.2 EIA training

- 3.2.1 An e-learning module continues to be available to employees which provides an overview of EIAs, their role in improving services and a guide to conducting them. At the end of the module, staff have an opportunity to complete an EIA and compare this against an already completed version to assess how the module has assisted in terms of knowledge and understanding.
- 3.2.2 During the period April 2023 to March 2024, 26 Council employees have completed EIA training (via e-learning) as shown in the following table:

Directorate	Completions
Social Services and Wellbeing	10
Communities	5
Education and Family Support	4
Chief Executive	7
Total	26

- 3.2.3 During the period April 2023 to March 2024, 11 Council employees have completed EIA training (via workshops) as shown in the following table:

Directorate	Completions
Social Services and Wellbeing	2
Communities	0
Education and Family Support	0
Chief Executive	9
Total	11

Overall, 327 Council employees have completed the EIA e-learning module to date.

Whilst there have been no Socio-Economic Duty webinars delivered since April 2022, the webinar from 2021 is still relevant and is available for staff to view at any time on the Learning and Development website.

3.3 EIAs undertaken in 2023/2024

3.3.1 Between April 2023 and March 2024, six full EIAs were undertaken and accompanied Cabinet reports and these are listed in **Appendix One**.

3.3.2 68 EIA screenings were undertaken during this period and these are listed in **Appendix Two**. These screenings were referenced in the relevant Cabinet reports and indicated that the policies being assessed could either be “screened out” or would require a full EIA to be undertaken.

3.3.3 Where full EIAs are needed the following timeframes apply:

- Within six months or before approval of policy (high impact)
- Within one year of screening (medium impact)
- Within three years of screening (low impact)

4. Equality implications (including Socio-economic Duty and Welsh Language)

4.1 The protected characteristics identified within the Equality Act, Socio-economic Duty and the impact on the use of the Welsh Language have been considered in the preparation of this report. As a public body in Wales the Council must consider the impact of strategic decisions, such as the development or the review of policies, strategies, services, and functions. This is an information report, therefore, it is not necessary to carry out an Equality Impact assessment in the production of this report. It is considered that there will be no significant or unacceptable equality impacts as a result of this report.

5. Well-being of Future Generations implications and connection to Corporate Well-being Objectives

5.1 The well-being goals identified in the Act were considered in the preparation of this report. The following is a summary to show how the five ways of working to achieve the well-being goals have been used to formulate the recommendations within this report:

Long-term – the consideration and approval of this report will assist in support equalities objectives in both the short term and long term. This will ensure that the Council’s services are fully accessible to all and that any full consideration is given to any policy changes to minimise the impact for all key stakeholders.

Prevention – Equality Impact Assessments aim to identify issues that are relevant in our community or workforce and set objectives to prevent problems disproportionate impact to any protected characteristic groups, on socio-economic disadvantage or on the Welsh Language.

Integration – Equality Impact Assessments support all the well-being objections and ensures integration for all people with protected characteristics.

Collaboration – Monitoring Equality Impact Assessments is done in collaboration with all Council services.

Involvement - Publication of the report ensures that the public and stakeholders can review the work that has been undertaken.

6. Climate Change Implications

- 6.1 There is a commitment to engage effectively with local communities and EIAs help the Council make better decisions, identify how services can be more accessible or improved and consider the nine protected characteristics as well as the impact on the Welsh language.

In turn this helps protect and sustain the environment over the long term and in line with our climate change ambitions.

7. Safeguarding and Corporate Parent Implications

- 7.1 Where there is a safeguarding concern, all communication will be managed under Bridgend County Borough Council’s Safeguarding Policy. This will safeguard and promote the wellbeing of children, young people and adults at risk of abuse or neglect and to ensure that effective practices are in place throughout the Council and its commissioned services.

8. Financial Implications

- 8.1 There are no financial implications arising from this report.

9. Recommendation

- 9.1 That the Cabinet Committee Equalities notes the progress made in the Council during 2023/24 in the completion of Equality Impact Assessments and the progress made with training.

Background documents None

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Appendix one - Full Equality Impact Assessments undertaken between April 2023 and March 2024

	EIA name:	Date Completed:
1	Public Services Board Well-being Plan	12/04/2023
2	Replacement Local Development Plan (LDP) 2018-33	13/03/2024
3	School Modernisation Programme – Coety primary school outcome of consultation process	09/05/2023
4	Education and family support directorate strategic plan 2023-2026	20/06/2023
5	Medium term financial strategy 2024-25 to 2027-28	16/01/2024
6	School admissions policy 2025-2026	12/03/2023

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Appendix two - Initial Screening Equality Impact Assessments undertaken between April 2023 and March 2024

11/04/2023	Care Home Fee-Setting Policy	Initial Screening Identified No Impact
11/04/2023	Social Services Complaints Policy	Initial Screening Identified No Impact
11/04/2023	Care Inspectorate Wales (Ciw) Improvement Check Visit To Childrens Social Care Services	Initial Screening Identified No Impact
11/04/2023	Social Services And Wellbeing Medication Policy	Initial Screening Identified No Impact
11/04/2023	Education And Family Support Appointment Of Local Authority Governors	Initial Screening Identified No Impact
11/04/2023	Council Tax Discretionary Relief Policy	Initial Screening Identified No Impact
11/04/2023	Consultation On Community Recycling Centres	Initial Screening Identified No Impact
11/04/2023	Valleys Regional Park Future Funding	Initial Screening Identified No Impact
09/05/2023	Proposed Dates For Meetings Of Cabinet, Cabinet Committee Equalites And Cabinet Committee Corporate Parenting	Initial Screening Identified No Impact
09/05/2023	Grants Financial Management Policy	Initial Screening Identified No Impact
09/05/2023	Review Of Community Safety Partnerships In Cwm Taf Morgannwg	Initial Screening Identified No Impact
20/06/2023	School Modernisation Programme – Bridgend West Mutual Investment Model	Initial Screening Identified No Impact
20/06/2023	School Modernisation: Porthcawl Welsh-Medium Seedling School – Outcome Of Consultation	Initial Screening Identified No Impact
20/06/2023	Appointment Of Local Authority Governors	Initial Screening Identified No Impact
20/06/2023	Representation On Outside Bodies, Joint Committees And Cabinet Committees	Initial Screening Identified No Impact

20/06/2023	Approval To Publish Cumulative Impact Assessment Bridgend Town Centre	Initial Screening Identified No Impact
20/06/2023	United Kingdom Shared Prosperity Fund Grant Funds	Initial Screening Identified No Impact
20/06/2023	Allocations Under Town And Community Council Capital Grant Scheme 2023-24	Initial Screening Identified No Impact
19/09/2023	Social Services And Wellbeing Directorate Policies –The European Union Settlement Scheme	Initial Screening Identified No Impact
19/09/2023	Strategic Workforce Plan	Initial Screening Identified No Impact
19/09/2023	Appointment Of Local Authority Governors	Initial Screening Identified No Impact
17/10/2023	Engagement And Participation Strategy	Initial Screening Identified No Impact
17/10/2023	Appointment Of Local Authority Governors	Initial Screening Identified No Impact
17/10/2023	Positive Behaviour/ Support Management And The Use Of Restrictive Practices Policy	Initial Screening Identified No Impact
17/10/2023	Strategic Transport Projects	Initial Screening Identified No Impact
21/11/2023	Private Rent Sector Leasing Scheme	Initial Screening Identified No Impact
21/11/2023	Appointment Of Local Authority Governors	Initial Screening Identified No Impact
21/11/2023	Porthcawl Grand Pavilion Project Procurement Update	Initial Screening Identified No Impact
21/11/2023	Energy Company Obligation (Eco) 4 And Local Authority (La) Flex Joint Statement Of Intent And Memorandum Of Understanding	Initial Screening Identified No Impact
21/11/2023	Service Level Agreement With Torfaen County Borough Council	Initial Screening Identified No Impact
21/11/2023	Outcome Of Consultation On Community Recycling Centres Closure	Initial Screening Identified No Impact
21/11/2023	Admissions And Commencement Of Service And Anti-Bullying Policies	Initial Screening Identified No Impact
21/11/2023	Social Services Representations And Complaints Annual Report 2022/23	Initial Screening Identified No Impact

21/11/2023	Corporate Safeguarding Policy Review	Initial Screening Identified No Impact
19/12/2023	Volunteer Policy Review	Initial Screening Identified No Impact
19/12/2023	Infection Prevention And Control Policy	Initial Screening Identified No Impact
19/12/2023	Housing Support Programme Strategy (Homelessness Strategy) 2022 - 2026	Initial Screening Identified No Impact
19/12/2023	Hybrid Working Policy	Initial Screening Identified No Impact
16/01/2024	Appointment Of Local Authority Governors	Initial Screening Identified No Impact
16/01/2024	Demolition Of Brackla 1 Multi-Storey Carpark Network Rail Basic Asset Protection Agreement (Bapa)	Initial Screening Identified No Impact
16/01/2024	Urban And Rural Grass Cutting	Initial Screening Identified No Impact
16/01/2024	Social Services And Wellbeing Directorate Policies – Foster Wales Bridgend Foster Carer Recording Policy, And Foster Wales Bridgend Finances Policy	Initial Screening Identified No Impact
06/02/2024	Establishment Of A Shadow Governing Body And Appointment Of Local Authority Governors At Ogmere Vale Primary School	Initial Screening Identified No Impact
12/03/2024	Outcome Of The Consultation On The Draft Participation And Engagement Strategy	Initial Screening Identified No Impact
12/03/2024	Housing And Homelessness Position Statement	Initial Screening Identified No Impact
12/03/2024	Non-Domestic Rates: Discretionary Relief: Retail, Leisure And Hospitality Rates Relief Scheme 2024-25	Initial Screening Identified No Impact
12/03/2024	Procedure For The Appointment And Removal Of Local Authority Governors	Initial Screening Identified No Impact
12/03/2024	Appointment Of Local Authority Governors	Initial Screening Identified No Impact
12/03/2024	Home-To-School/College Transport Policy	Initial Screening Identified No Impact
04.07.2023	Strategic Workforce Plan	Initial Screening Identified No Impact

08.06.23	Car Parking Protocol	Initial Screening Identified No Impact
02.03.23	Discretion Policy	Initial Screening Identified No Impact
02.03.2023	Early Retirement, Ill Health And Redundancy	Initial Screening Identified No Impact
02.03.2023	Flexible Retirement	Initial Screening Identified No Impact
29.01.2024	Eye Test Scheme	Initial Screening Identified No Impact
29.02.2024	Overpayments Recovery Protocol	Initial Screening Identified No Impact
29.02.2024	Regrading Protocol	Initial Screening Identified No Impact