Welsh Language Standards Annual Report
August 2019 - July 2020

Introduction

Since 1 April 2018 Welsh universities are required to comply with the Welsh Language Standards Regulations (No. 6) 2017, established under the Welsh Language (Wales) Measure 2011.

The standards explain how the University is expected to provide specific services through the medium of Welsh making sure that the Welsh language is not treated less favourably than the English language.

Universities are required to publish an Annual Report on their compliance with the Standards. This document reports on the period from 1 August 2019 to the end of the institution's financial year, 31 July 2020.

Work to prepare this report, as well as advising the University's staff and departments on meeting the requirements of the Welsh Language Standards, is undertaken by the Centre for Welsh Language Services under the guidance of Dr Rhodri Llwyd Morgan, Director of Welsh Language and External Engagement.

In accordance with the requirements of the Standards, the annual report notes how we complied with the Welsh Language Standards, and includes the following information:

Compliance with the Standards.
How the University has complied with the service delivery standards, policy standards and operational standards during the year.

Welsh Language Skills of the Workforce
The number of employees who have Welsh language skills at the end of the year under review.

Training
The number of staff who attended training courses offered in Welsh during the year; and if a Welsh version of a course was offered during the year, the percentage of the total number of staff who attended the Welsh version of the course.

Posts

The number of new and vacant posts advertised during the year which were categorised as posts where—

- Welsh language skills were essential,
- Welsh language skills needed to be learnt when appointed to the post,
- Welsh language skills were desirable, or
- Welsh language skills were not necessary

Complaints

The number of complaints received during the year in relation to compliance with the service delivery standards, policy standards and operational standards.

This report has been approved by the University Council for publication on our website www.aber.ac.uk/en/cgg

Developments 2019-20

During the period under review, despite challenges resulting from COVID 19, Aberystwyth University has continued in its commitment to promote the use of the Welsh language and encouraging its workforce to use and develop their Welsh language skills.

The Welsh Language and Culture Sub-Strategy 2019-2023

This was the first year of implementing the Welsh Language & Culture Sub-Strategy 2019-2023 approved in June 2019. The Sub-strategy summarises the main elements that provide direction for the University's activities in relation to the Welsh language (the Welsh Language Standards, the Welsh Medium Academic Plan, the Integrated Strategic Plan for the Welsh Language and the Bilingual Skills Strategy), in order to present a cohesive plan that can take the University forward in fulfilling its bilingual mission.

The purpose of this sub-strategy is to highlight the main activities that make Aberystwyth University an ambitious bilingual institution which facilitates and promotes the use of the Welsh language.

During the 2019-20 academic year,

- The University developed exciting plans to introduce new areas of study in veterinary science and nursing, and Welsh-medium provision is an essential aspect of the new schemes.
- A new Welsh Medium Studies Committee (2019-20), chaired by the Pro Vice-Chancellor with responsibility for the Welsh language, was established. The committee is a sub-committee of the Academic Board and meets at least three times during the academic year.

Pantycelyn Hall

During 2019-20, the work of renovating Pantycelyn Hall continued under the care of the construction company.

Neuadd Pantycelyn offers contemporary catered provision with 200 *en suite* bedrooms and excellent social spaces for the University's Welsh student community.

During this period the Project Board continued to hold its meetings, engaging regularly with student representatives and providing regular progress reports to the Executive and the main University committees, as well as communicating more widely.

Naturally, in light of the pandemic, we have planned extremely carefully to ensure that the safest possible environment is provided for students and staff when re-opening the Campus in September 2020.

Addewidion Aber

July 2020 saw the culmination of a period of discussion and planning as the University published the revamped 'Addewidion Aber' pledges. The pledges are the result of close collaboration with Aberystwyth's Welsh Students' Union (UMCA), and our intention in relaunching Addewidion Aber was to emphasise that choosing to come to Aberystwyth University can offer a totally Welsh experience.

The 8 Pledges encompass the student's academic and social life and provide valuable skills that will be useful for their future career. A short video was created summarising all of the various opportunities to use the Welsh language – whether in formal or informal settings. The video was regularly shared through our social networks to reach a wide audience. Relaunching the pledges also coincided well with the re-opening of Pantycelyn as a hall of residence for Welsh-speaking students or learners of the language.

1. **Cosy accommodation:** a place to live in Welsh
2. **Money in your pocket:** for studying between 5 and 40 credits in Welsh
3. **Putting your language into practice:** support for learning and improving your Welsh
4. **Free UMCA membership:** open the door to a Welsh Society
5. **Help!** a Welsh-speaking Personal Tutor to help you
6. **Space to flourish:** space for Welsh-medium societies
7. **Work experience**... with Welsh companies
8. **Courses** of all kinds across the University - in Welsh

Our hope is that all students will take advantage of the opportunities and live their lives through the medium of Welsh. The video, and more details, can be found on our [website.](#)

Learn Welsh Courses

During the Lockdown Period, with the help and support of the Ceredigion, Powys and Carmarthenshire Learn Welsh team, additional Taster Courses and a Language Improvement Course were arranged for staff (held via Zoom). The response was

positive, and 34 people registered for the courses. Similarly, all Learn Welsh lessons were transferred onto Zoom to ensure that staff could continue to learn Welsh while working from home or on the Furlough scheme.

Our Voice in the World Festival 2019

In November 2019 Our Voice in the World Festival was held at the Old College, in conjunction with the Welsh Government. This event marked the culmination of the Welsh Government programme marking UNESCO's International Year of indigenous languages in Wales, and included well-known figures from the arts, technology, sport, business, learning and language promotion sectors, and a full programme of live discussion, presentations, and entertainment.

Over the two days, more than **170** individuals attended the event, and **54** individual contributors delivered an extensive and ambitious programme covering a range of Linguistic Planning and language promotion developments. An additional audience of 1439 participated in the sessions held in the Old Hall via live streaming.

Gwobrau Gŵyl Dewi Aber Awards

Every year, Aberystwyth University celebrates the Gwobrau Gŵyl Dewi Aber Awards to recognise and reward individuals for their efforts in promoting the Welsh language – be they students or members of staff.

Because of COVID-19 the Gwobrau Gŵyl Dewi Aber Awards event, due to be held in March 2020, had to be postponed. A video to celebrate the winners of the Gwobrau Gŵyl Dewi Aber Awards will be published on Shwmae Su'mae day, 15 October 2020.

Compliance with the Welsh Language Standards

Centre for Welsh Language Services
The Centre for Welsh Language Services is responsible for assisting the University's departments to implement the Welsh Language Standards, and provides advice to staff in order to ensure compliance across the University.

The Centre's work includes promoting the use of Welsh, supporting academic departments to develop Welsh medium projects, providing a translation service, and co-ordinating a comprehensive support service for staff and students through the medium of Welsh.

During the year the Centre worked closely with the University's communications team to arrange specific promotional campaigns for courses, events and resources/services that are available in Welsh. A number of meetings were arranged with senior managers to discuss potential opportunities for staff. Presentations on the opportunities available to staff and students were held regularly during the year.

Students and staff were encouraged to take part in activities during this period. Work was done to promote the **Shwmae Su'mae day** celebration on 14th October 2019 on Campus. Work was done to promote 'Mae gen i hawl' day on 6 December 2019 in conjunction with Coleg Cymraeg staff.

The Arts Centre increased the Welsh language provision during the year, promoting National events including **Welsh Language Music Day**. Some departments also arranged regular 'paned a sgwrs' sessions to promote the use of Welsh in the workplace. In addition, a member of staff co-ordinated regular Welsh lunches during the year, encouraging Welsh speakers and learners to chat over lunch.

Advice and Guidance
Guidance on complying with the Welsh Language Standards as well as the University's policies and strategies with regard to promoting the Welsh language are available on the Centre for Welsh Language Services' website. www.aber.ac.uk/en/cgg

The guides below have been published to assist University staff to comply with the requirements of the Welsh Language Standards.

Answering the telephone

Correspondence

Email Signatures

Meetings - students and public

Chairing Bilingual Meetings

Public Events / Lectures and Graduation / Award Ceremonies

Guidance on AU webpages and the Welsh Language

Policies Guide

Welsh Language Impact Assessment Tool

Social Media

Contracts and Tenders

Welsh Language Standards Checklist for Third Party Providers

Grants and Financial Assistance

Policy on the Internal Use of Welsh

Compliance Arrangements
Aberystwyth University has published a document explaining the steps the University has taken to comply with the Welsh language standards - Arrangements for overseeing the Welsh Language Standards

Welsh Language Operational Group
The Welsh Language Operational Group leads and monitors the University's Welsh

Language Strategy and reports on University-wide compliance with the Welsh Language Standards, developing appropriate training and advice.

The University Executive receives regular reports as appropriate on the Group's activities. The Pro Vice-Chancellor with responsibility for Welsh-medium academic provision shall inform the Group of the work undertaken by the Welsh Medium Studies Committee in relation to Welsh-medium academic provision at the University.

Policy Standards
In order to consider the impact of policy decisions on the Welsh language a Language Impact Assessment form has been created. A copy of the form can be found on the Centre for Welsh Language Services' website and on the equality page of the Human Resources website. A guide has been produced for assessing the impact of policy decisions on the Welsh language, and includes guidance on defining a policy decision, opportunities to use the Welsh language and how not to treat the Welsh language less favourably than the English language.

Developing or Adapting Academic Provision

A new Welsh Medium Studies Committee (2019-20) has been established; the committee is chaired by the Pro Vice-Chancellor with responsibility for Welsh-medium academic provision, and includes the associate Vice-Deans with responsibility for the Welsh language, the AU Branch Officer of the Coleg Cymraeg Cenedlaethol, the Manager of the Centre for Welsh Language Services, a member of the marketing team, a member of the Information Services team, the Academic Registry, and the president of UMCA. The committee is a sub-committee of the Academic Board and meets at least three times during the academic year.

In accordance with the requirements of Standard 104, when considering any proposals to change their academic provision, departments will consider the effect on opportunities to use the Welsh language as well as not treating the Welsh language less favourably than the English language. During 2019-20 departmental reports were submitted and considered by the Welsh Medium Studies Committee.

Policy on the Internal Use of Welsh

This was the first year of implementing our Policy on the Internal Use of Welsh that was published last year (June 2019), and which builds on the commitments of our Strategic Plan 2018-2023 *'Towards the Next 150 Years'* and the University's tradition of supporting bilingualism in the workplace. We are also aware of the contribution that the University can make in relation to the Welsh Government's vision of creating a Million Welsh Speakers.

The Policy's Targets are

- **90%** of staff who are fluent Welsh speakers use Welsh daily at work (B2-C2).

- **50%** of staff who are learning Welsh or do not consider themselves as fluent speakers (A1-B1) use Welsh daily at work.
- **50%** of staff in the University's Professional Services able to use Welsh (at Level B1-C2) by 2029.

At the last meeting of the Welsh Language Operational Group it was reported that **35%** of the Professional Services workforce have Welsh language skills at Level B1-C2 (data accurate as of **15 June 2020**).

Surveys on staff language use are held every two years, and the next survey is planned for **May 2021**.

Posts

Aberystwyth University advertised **587** posts between 1 August 2019 and 31 July 2020 (excluding *AberForward* and *AberWorks* posts).

Category	Number
Welsh language skills were essential *Posts where (oral) Welsh language skills at levels A1 or above were essential.*	**172**
Welsh language skills needed to be learnt when appointed to the post *Posts where (oral) Welsh language skills were essential at levels A1 or above; where a candidate was appointed with a commitment to learn Welsh to the required level (if the candidate was not already able to speak Welsh at that level).*	**33**
Welsh language skills were desirable *Posts where Welsh language skills are desirable at levels A1 or above (if Welsh language skills were not essential).*	**272**
Welsh language skills were not necessary *Posts with no language requirement but an ability to understand the bilingual nature of the University and an awareness of the procedures in place to support working bilingually, as an essential requirement.*	**143**

Every post is assessed for Welsh language requirements via the *E-Recruiter* system and each assessment is verified by the Centre for Welsh Language Services in accordance with the University's Bilingual Skills Strategy and the requirements of Standard 145.

Every post is advertised bilingually and each post states either that a specific level of Welsh is an essential or desirable skill, or that an awareness of the bilingual nature of the University is necessary when no Welsh is required.

Complaints

1 complaint regarding the Welsh Language Standards were received during the reporting period.

Category of Standards	Complaints received directly
Service Delivery Standards	**1**
Policy Making Standards	0
Operational Standards	0

The complaint were resolved at the first stage (informal stage) of our complaints procedure.

Details of complaints are recorded and kept by the Centre for Welsh Language Services and a summary report is provided regularly to the Executive Group and the University Council.

Details of the University's complaints procedure with regard to the Welsh Language Standards can be found on our website

Training

In accordance with standard **135** the University must provide Welsh-medium training in the following areas if they are provided in English

- Recruitment and interviewing;
- Performance management;
- Complaints and disciplinary procedures;
- Induction;
- Dealing with the public; and
- Health and safety.

Course Title	Number of courses	Number of staff who attended the session in Welsh	Number of staff who attended the session in English	Percentage of staff who attended the session in Welsh
Recruitment and interviewing				
5 August 2019: Ethical Recruitment and Employment Practices	1	0	8	0%
Health and Safety				
Risk Assessment	5	0	92	0
Manual Handling	6	0	76	0
Fire Marshal	2	0	25	0

Introduction to Cosh	2	0	24	0
Ladder Safety	1	0	1	0
IOSH Working Safely	2	0	18	0
IOSH Managing Safely	1	0	6	0

During the reporting period, no training was provided in either Welsh or English in the areas below.

- Performance management;
- Complaints and disciplinary procedures;
- Induction;
- Dealing with the public

The number of training courses provided in Welsh and English by the Human Resources department is lower than last year. This is due to departmental changes and COVID-19.

Further to the training above, staff complete the following training courses which are available in Welsh and English

Training	Number of staff who completed the course in Welsh
Data Protection (GDPR)	15
Information Security	23
Unconscious Bias	13
Diversity in the Workplace	2
Prevent Duty Awareness	7

Learn Welsh Courses

Work Welsh Courses 2019-2020
After funding was received for the provision of Work Welsh Courses, courses were advertised among staff for four Welsh classes. Welsh-speaking University staff were invited to be a Welsh language mentor to the staff attending the Work Welsh Courses. All mentors were encouraged to meet regularly with the learner to chat and build confidence in using Welsh outside the classroom.

Course	Number of staff registered on the course
Entry	9

Intermediate	12
Advanced	9
Proficiency	7
Total	**37**

16 members of staff from the above classes had also registered to sit a Welsh exam. Unfortunately, the exams were cancelled due to COVID-19.

An **8-week Taster Course** (December – February) was organised for 8 members of the Sports Centre's staff with a view to increasing the team's confidence to use Welsh with the public.

44 members of staff attended Learn Welsh community courses during the reporting period.

Community Course Level	Number
Entry (1 and 2)	23
Foundation	7
Intermediate	4
Advanced	3
Proficiency	1
'Gloywi' Enhancing Welsh language Skills	2
'Cwrs Haf' Summer Course 2019	2
'Cwrs Cymraeg Proffesiynol' Professional Welsh Course	1
'Cwrs Calan' New Year Course	1
Total	**44**

In addition, during the months since the Lockdown in March when a number of staff had to work from home or go on the Furlough scheme, a 10-week Taster Course and a 6-week Language Improvement Course were organised as distance learning courses with the help and support of the Ceredigion, Powys and Carmarthenshire Learn Welsh team. The number of registrations is shown below. The courses were held until the end of July.

Course Title	Number
General Workplace Welsh Taster Course 10 weeks	13
General Workplace Welsh Taster Course 10 weeks	12
Work Welsh Taster Course - Hospitality Services 10 weeks	4
Work Welsh Course Language Improvement 6 weeks	4
Total	**34**

105 individuals registered for the Coleg Cymraeg Cenedlaethol's Language Skills Certificate in 2019-20, with around 90% of them undergraduates and postgraduates, as well as members of University staff. **10** were members of University staff. The written examinations were cancelled due to COVID-19.

The number of staff who registered for short on-line Learn Work Welsh Courses are shown below.

Short On-line Learn Welsh Courses - data report up to 31 July 2020.

Short on-line Learn Welsh Course	Number of staff registered on the course	Number that completed the course
'Croeso' Welcome (Part 1)	127	29
'Croeso' Welcome (Part 2)	30	13
'Croeso Nôl' Welcome Back (Part 1)	53	14
'Croeso Nôl' Welcome Back (Part 2)	9	2
'Gwella eich Cymraeg' Improving your Welsh (Part 1)	11	
'Gwella eich Cymraeg' Improving your Welsh (Part 2)	1	
'Gwybodaeth am y Gymraeg' Information about the Welsh Language	2	1
'Sector Gwasanaethau Brys' Emergency Services Sector	1	
'Sector Manwerthu' Retail Sector (Part 1)	3	
'Sector Twristiaeth' Tourism Sector (Part 1)	1	

Welsh language skills of the Workforce

On **31 July 2020** we analysed information about the language skills of all staff with their updated details. The Common European Framework of Reference for Languages (CEFR) is used for the levels.

	Number of staff with Welsh Language Skills (31 July 2020)	
Levels	Oral Skills	Written Skills
A0	673	799
A1	287	234
A2	60	59

B1	179	136
B2	204	194
C1	69	58
C2	165	145
No Data	275	287
Total	**1912**	**1912**

Contact Details

Dylan Hughes
Welsh Language Services Manager

Lowri Angharad Jones
Welsh Language Services Development Officer

Centre for Welsh Language Services
Aberystwyth University,
Hugh Owen, Penglais,
Aberystwyth,
Ceredigion,
SY23 3DY
www.aber.ac.uk/en/cgg
CanolfanGymraeg@aber.ac.uk