Comisiynydd y Gymraeg
Welsh Language Commissioner

Trefniadau Asesu Strategaeth Hybu

Creu newid diwylliannol drwy roi prosesau ar waith i gasglu data meintiol ac ansoddol er mwyn adrodd ar gynnydd nod ac amcanion – Cyngor Bwrdeistref Sirol Blaenau Gwent

Ionawr 2025

Cefndir

Mae safonau'r Gymraeg yn ei gwneud yn ofynnol i awdurdodau lleol fabwysiadu a gweithredu strategaeth 5 mlynedd sy'n esbonio sut maen nhw'n bwriadu mynd ati i hybu'r Gymraeg ac i hwyluso defnyddio'r Gymraeg yn ehangach yn eu hardaloedd.

Mae'r safonau hefyd yn ei gwneud yn ofynnol i awdurdodau lleol asesu i ba raddau maen nhw wedi dilyn y strategaeth honno drwy adrodd ar nifer y siaradwyr Cymraeg yn yr ardal a'u hoedran, a'r gweithgareddau a drefnwyd neu a ariannwyd ganddynt i hybu defnyddio'r Gymraeg yn ystod cyfnod y strategaeth.

Beth oedd yr heriau?

Roedd y wybodaeth a'r gwaith a oedd yn cyfrannu tuag at nod ac amcanion y Strategaeth Hybu yn cael eu casglu'n flynyddol i lunio Adroddiad Blynyddol Safonau'r Gymraeg. Roedd hyn yn golygu cysylltu gydag adrannau'r Cyngor a rhanddeiliaid i gasglu gwybodaeth a data am weithgareddau yn ystod y cyfnod adrodd.

Y brif her oedd yr oedi wrth gasglu'r wybodaeth, y diffyg ymateb i geisiadau ac enghreifftiau o golli gwybodaeth yn sgil diffyg casglu ac arbed data yn effeithiol.

Roedd y broses o gasglu gwybodaeth a data ar gyfer yr adroddiad blynyddol yn broses hir a chymhleth. Roedd angen clir am ddull adrodd mwy cyson i sicrhau nad oedd unrhyw wybodaeth yn cael ei cholli.

Sut aethpwyd ati i ddatrys y broblem?

Mae'r Cyngor yn defnyddio cynlluniau busnes mewnol ar gyfer olrhain cynnydd yn erbyn y Cynllun Corfforaethol a pholisïau allweddol megis Strategaeth Hybu'r Iaith Gymraeg. Er mwyn sicrhau cysondeb, mae gan swyddogion penodol gamau gweithredu'r iaith Gymraeg, gyda chynnydd yn cael ei fonitro a'i adrodd yn chwarterol drwy'r cynlluniau busnes.

Mae adrannau perthnasol yn cynnwys camau yn eu cynlluniau busnes i fonitro safonau'r Gymraeg yn effeithiol. Mae hyn yn cynnwys gosod nodau clir, pennu cyfrifoldebau, a sefydlu amserlen ar gyfer gweithredu. Gweler enghreifftiau o'r cynllun busnes yn yr atodiad.

Mae cynnwys gweithgareddau monitro mewn cynlluniau busnes yn gwella ymwybyddiaeth staff o sut mae eu gwaith yn cefnogi amcanion y strategaeth ac yn sicrhau atebolrwydd. Mae'r Cyngor yn gallu monitro sut mae'r camau hyn yn cael eu rhoi ar waith o fewn adrannau perthnasol. Trefnwyd sesiynau cefnogi i sicrhau bod staff yn deall y camau yn y Cynlluniau Busnes yn llawn.

Mae swyddogion yn derbyn nodyn atgoffa am unrhyw ddyddiadau cau sy'n agosáu a'r angen iddynt ddiweddaru eu hadrannau perthnasol gan ddefnyddio'r dangosyddion perfformiad. Mae'r tîm perfformiad yn cefnogi'r swyddogion trwy gyfarfodydd wyneb yn wyneb chwarterol, a chynhelir awdit bob chwarter i sicrhau bod diweddariadau yn cael eu cwblhau.

Mae cardiau sgorio yn cael eu datblygu i ddangos gwybodaeth allweddol (gan gynnwys cynnydd ar yr iaith Gymraeg) fesul Cyfarwyddiaeth i'r Uwch Dîm Arwain,. Bydd hyn yn galluogi'r Cyngor i adnabod bylchau a rhoi gwelliannau ar waith. Bydd y cardiau sgorio yn cael eu dosbarthu bob chwarter.

Pa newidiadau a wnaed?

Adolygwyd a diwygiwyd polisïau a strategaethau presennol i gyd-fynd â safonau'r Gymraeg ac amcanion y strategaeth hybu. Roedd hyn yn cynnwys ymgysylltu ag amrywiaeth o randdeiliaid a gwneud addasiadau angenrheidiol i sicrhau cydymffurfiaeth.

Datblygwyd Polisi Cymraeg yn y Gweithle ym mis Medi 2023 sy'n cynnwys y camau gweithredu ar gyfer Nod 3 y strategaeth i gynyddu'r cyfleoedd i staff ddefnyddio'r Gymraeg yn y gweithle.

I berswadio rheolwyr, cynhaliwyd ymgynghoriadau a chyflwyniadau mewnol, a chafwyd caniatâd gan uwch reolwyr. Cynhaliwyd ymgynghoriadau mewnol a chyfarfodydd i gasglu adborth a ymgorfforwyd mewn cynlluniau gweithredu.

Roedd trefniadau ymarferol yn cynnwys trefnu cyfarfodydd rheolaidd, gosod systemau monitro, a sicrhau cyfathrebu parhaus rhwng adrannau i wirio cynnydd a mynd i'r afael â materion yn gyflym.

Beth yw'r manteision?

Mae cynnwys pwyntiau gweithredu ym mhrosesau cynllunio busnes y Cyngor wedi bod yn gadarnhaol iawn. Mae wedi gwella monitro a chydymffurfiaeth â safonau'r Gymraeg, gan sicrhau bod y Cyngor yn bodloni ei rwymedigaethau statudol ac yn hyrwyddo'r Gymraeg ar draws pob adran.

Mae hyn hefyd wedi arwain at well cyfranogiad gan a chyfathrebu gyda thrigolion Cymraeg eu hiaith, gwell cynhwysiant diwylliannol, a dull mwy strwythuredig o fonitro cydymffurfiaeth.

Mae cynnwys pwyntiau gweithredu ar gyfer y Gymraeg yng nghynlluniau busnes y Cyngor wedi symleiddio prosesau, lleihau dyblygu, a sicrhau defnydd effeithiol o adnoddau, gan arwain at arbedion cost a gwell defnydd o amser staff.

Mae'r ymateb gan staff, cleientiaid a rhanddeiliaid wedi bod yn gadarnhaol iawn. Mae'r staff yn gwerthfawrogi'r gefnogaeth a chanllawiau clir, tra bod cleientiaid a rhanddeiliaid yn croesawu ymrwymiad y Cyngor i hyrwyddo'r Gymraeg, gan arwain at well boddhad.

Pa gyngor fyddech chi'n ei gynnig i sefydliad sydd yn awyddus i roi trefniadau tebyg mewn lle?

Gall sefydliadau eraill fabwysiadu ffactorau allweddol, megis gosod nodau clir, cynnwys yr holl randdeiliaid perthnasol yn y broses gynllunio, a darparu hyfforddiant ac adnoddau digonol. Mae monitro a gwerthuso parhaus yn hanfodol ar gyfer nodi problemau a newidiadau angenrheidiol yn gynnar.

Mae cynnwys pwyntiau gweithredu mewn cynlluniau busnes wedi gwella monitro trwy ddarparu dull strwythuredig o gydymffurfio. Er enghraifft, bu'r Gweithdy Polisi a Pherfformiad a gynhaliwyd ym mis Chwefror 2024 yn trafod safonau'r Gymraeg a sut y cânt eu monitro ar draws pob adran.

Mae rhanddeiliaid hefyd yn tynnu sylw at ymdrechion parhaus i ddatblygu a chynnwys camau gweithredu ymgynghorol lefel uchel mewn cynlluniau busnes.

Manylion cyswllt

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Atodiad:

Enghraifft 1:

Lead	Business plan	Action and location	Latest Update
Communication Team manager	Corporate Services- Tier 1 - Customer and Commercial	Communications and Marketing Lead (CML) 2.10 - Welsh events (including Welsh Medium Education and Leisure) and training promoted on BG platforms	All events and training are regularly promoted internally and externally using Council communications channels.
Service Manager Customer Experience and Transformation	Corporate Services - Tier 1 - Customer and Commercial	CML 3.12 - Evaluation of access channels to Blaenau Gwent services in the medium of Welsh	All Welsh events and training are regularly promoted internally and externally using Council communications channels. Customer Service staff use the Corporate “Correspondence Disclaimer” on all correspondence sent out as per the Welsh Standards • All Customer Service Officers are aware that telephone greetings must be bilingual. • Any translations are carried out in line with the Welsh Translation Procedure available on the intranet e.g. for website, leaflets, forms etc. • Officers will look to transfer to someone

			that is able to deal with calls in Welsh if the caller requests. bilingual Interactive Voice Recordings (IVR) message (in and out of hours) All material within the Hubs that are displayed are bilingual • Benefit applications will be available in Welsh for customers who request this. • Benefit website information is available in both Welsh and English. Welsh language training continues for 10 staff across the Customer Service environment (benefits / hubs / customer experience and contact centre staff) staff members where applicable wear Welsh language lanyards within the front facing environment.

Enghraifft 2:

Lead	Business plan	Action and location	Latest Update
Service Manager Children's Services	Social Services - Tier 1 - Flying Start, Early Years, Childcare and Play	Flying Start, Early Years and Play (FEP) 2.2 - Early years provision promoting the medium of Welsh or in the medium of Welsh	Everything our Family Information Service (FIS) promotes regarding LA services and events is done so in both Welsh and English, FIS also

		-Promotion of extra-curricular Welsh language/bilingual activities and social opportunities for children and young people from both Welsh medium and English medium schools -Resources provided to new parents to improve their Welsh language / bilingual skills to support their children through Welsh / bilingual education	regularly shares social media posts from Mudiad Meithrin, MEIC, Cymraeg I Blant • FIS Officer sit on the Welsh in Education Forum (WEF) Communications Group and helps plan activities to promote Welsh Education and Childcare in BG • We share Being Bilingual resources at local community events2x 2 Incidental Welsh evening courses in Feb & March which will support practitioners to become confident in using basic Welsh language within their settings. The sessions will cover how to adopt the basic Welsh language into setting's daily routines, simple adaptions they can make to work towards Care Inspectorate Wales' (CIW) Active Offer as well as providing ideas for songs, rhymes and activities to use with the children in their care. A Welsh language activity resource pack will also be provided for each setting who attends.

			In addition online Camau Welsh training is on the current training programme & will also be on the programme for 24/25. Which provides 20 hours of independent Welsh. FIs also promote Welsh Language -• Promotion of Welsh Medium events via the FIS page • Promotion of Welsh Courses for Parents and Grandparents from Learn Welsh • Promotion of Ti a Fi's and Welsh medium childcare • Sharing Ti a Fi story on Facebook and Website • Worked alongside the Meithrin to promote their services at the Superhero event days • Promotion of Do Re Mi Welsh event & Bwrlwm Blaenau • St David's Day promotion with the request for a Welsh song to be sung by the children.
Service Manager Education, Transformation and	Education - Tier 1 - Education Transformation	Education Transformation Programme (ETP) 6.7 - Annual transition rates from	WESP sub group monitoring groups have been established in order to collate

Business Change *	and Business Change	Welsh-medium nursery provision to Ysgol Gymraeg Bro Helyg ETP 6.8 - Raise the profile and levels of participation for Welsh-medium education (admissions support recourses/promotion (e.g. Parent/Care Guide) info from Welsh In Education Forum) and extra-curricular Welsh language/bilingual activities and social opportunities for children and young people from both Welsh medium and English medium schools	information quarterly The Welsh medium seedling provision has been established in its temporary location of Bedwellty House from September 23, uptake has been good with 7pupils on roll as at September 23, : 2 nursery risers started in January 2024 9 nursery pupils are due to start in September 2024 Interior Services Group (ISG) have commenced onsite during November 23, scheduled completion date is still expected to be March 25 Regional Welsh in Education Forum met during this period. The Regional Welsh medium planning of school places group met once during this period Need to arrange a regional group to discuss the planning of Secondary School places for 2028, this will be

			arranged in quarter 4 The Welsh-medium seedling provision has been established in its temporary location of Bedwellty House from September 23, uptake has been good with 7pupils on roll as at September 23, : 2 nursery risers started in January 2024 9 nursery pupils are due to start in September 2024, a change of use has been submitted for September 2024 to accommodate and additional class in Bedwellty House. Welsh Medium Seedling School- ISG have commenced onsite during November 23, along with Wicksead to move the park area to allow ISG to immobilise on site, drilling and grouting has commenced with the main school build being scheduled March 2024 with completion date expected to be March 25. The Welsh in Education Forum

			met during this period The Regional Welsh medium planning of school places group met once during this period" "Collaborative discussions are ongoing to establish a solution to the Welsh Medium planning of secondary school places, this has been raised with Welsh Government (WG) and further to the consideration of all authorities rolling programmes will convene a regional group to discuss further A sustainable Communities rolling programme has been developed and taken to CLT to forward plan for projects and the planning of school places into the longer term, the rolling programme has been submitted to WG in relation to a 3,6, 9 year rolling programme, we are awaiting feedback.