CYFEILLION CRONFEYDD DŴR CAERDYDD
FRIENDS OF CARDIFF RESERVOIRS

WELSH LANGUAGE POLICY

As a Charitable Incorporated Organisation (CIO), Friends of Cardiff Reservoirs (the CIO) endeavours to treat Welsh and English on a basis of equality. It is the aim of the CIO to work towards enabling everyone who engages with the CIO to be able to communicate through the medium of Welsh or English according to personal choice.

Overall Aims

It is the intention of the CIO to make the organisation bilingual to the extent that is reasonable, given the financial and capacity implications.

Where appropriate all funding applications will have translation cost built in.

Correspondence

Members of the public are welcome to correspond with the CIO in either Welsh or English, according to their choice.

Letters and emails received by the CIO in Welsh will be sent a response in Welsh. The CIO aims to reply to all correspondence, Welsh or English, within the same time scale.

The CIO's Public Face

The CIO will develop a bilingual identity based on the following:

- Displaying its name (and address, where appropriate) bilingually on all logos, headed paper, identity badges etc.
- The format, size, quality, clarity and prominence of the languages will be the same, and the languages will be treated on a basis of equality.
- Making public facing materials available bilingually, such as newsletters, publicity material
- Any public meetings/events will be advertised bilingually and the CIO will endeavour to have volunteers present that can greet people and conduct business in Welsh
- The website will include some Welsh language content

Monitoring and Reviewing

The CIO Trustees shall review the content and appropriateness of this policy at least every 3 years.

Approved by CIO Trustees: October 2026

Next review: October 2029