

BÒRD NA GàIDHLIG

**Minutes of Bòrd na Gàidhlig Meeting
15 December 2011 at 9am
MacDonald Hotel, Edinburgh**

Present:**Board Members**

Arthur Cormack Chairperson (AC)
Annie MacSween Vice-Chair (ANS)
Murdo MacLennan (MML)
Kenneth MacKinnon (CMF)
Christina Allon (CA)
Alasdair MacLeod (AML)
John Campbell (IC)
Eizabeth McAteer (ENS)

Staff

John Angus MacKay Ceananrd (IAM)
David Boag (DB)
Mary MacMillan (MNM)
Alex Graham (Finance only) (AG)
Alasdair MacKinnon (AMF)
Steven MacIver (SMI)

Attending:

Douglas Ansdell (DA)

BnG-4-2011-01 INITIAL MATTERS**(a) Welcome**

The Chairperson welcomed all present.

(b) Present and Apologies

Apologies from Rob Dunbar (RD), Micheal Foxley (MF) and John MacLeod (IML)

(c) Declaration of Interest

- AC declared interest in Fèis Rois & Comunn nam Pàrant (**BnG-04-2011-06 c**)
- ANS declared interest in Ness Historical Society (**BnG-4-2011-09 b**)
- IC declared interest in Soillse (**BnG-04-2011-06 c**)

BnG-4-2011-02 GAELIC INITIATIVES**(a) Gaelic Initiatives – Paper and Presentation (Donald MacNeill)**

Donald MacNeill, Chief Executive of Comunn na Gàidhlig, gave a presentation and answered questions about the Gaelic Action Areas which are managed by Comunn na Gàidhlig, and their successes and difficulties.

*Donald MacNeill left the Meeting *

BnG-4-2011-03 MINUTES**(a) Bòrd Meetings on 13/09/2011 & 26/10/2011**

The minutes of the Board Meeting on 13/09/2011 were approved with an amendment under **BnG-3-2011-02**. “CA recommended that the situation should be clarified ...” be changed to “CA raised the point that the auditor recommended the process ...”

The minutes of the Bòrd Meeting on 26/10/2011 were approved.

(b) Meeting of the Audit Committee on 30/11/2011 - draft

An account was given of the minutes of the Audit Committee Meeting on 30/11/2011. IC requested a copy of the Annual Report from the auditors, Audit Scotland. It was agreed to circulate this report to the Members.

(c) Gaelic Usage Committee Meeting – 15/11/2011 – draft

An account was given of the minutes of the Gaelic Usage Committee on 15/11/2011 and the Members noted the information.

(d)	Colmcille Meeting - 18/11/2011
	An account was given of the minutes of the Colmcille Meeting on 18/11/2011 and the Members noted the information.
BnG-4-2011-04	CHIEF EXECUTIVE'S REPORT
(a)	Chief Executive's Report
	<p>Referring to the report, the Chief Executive thanked the Members and the staff who took part in the National Gaelic Language Plan Consultation Meetings over the past three months. CA added to this and she praised the staff with regard to keeping up with their daily commitments whilst being out of the office.</p> <p>The Chief Executive recommended that the staffing structure of the Bòrd be examined afresh. He recommended appointing another Plans Officer, a support worker for the education team and a translator. The Members agreed that this should be looked at and the matter discussed with the Government and a more detailed information paper be prepared for the Board Meeting in February.</p> <p>Referring to the point raised by the Chief Executive regarding the appointment of a translator, ANS recommended that the Bòrd staff ought to improve on their Gaelic skills in order to cut down on the support which the Bòrd requires from outwith the Bòrd. She agreed that professional support would be required by them also in order to maintain a high level in the writing of the Bòrd's written papers.</p> <p>The Chief Executive pointed out to the Members that it was essential to maintain support to the various areas through the contracts with the key Gaelic organisations.</p> <p>DB confirmed that GLAIF and Taic Freumhan Coimhearsnachd would be open on 19/12/2011 and 20/12/2011.</p>
BnG-4-2011-05	FINANCE MATTERS
(a)	Financial Report
	<p>*AG joined the meeting to participate by telephone*</p> <p>AG spoke to the finance report which the Members had in front of them.</p> <p>The Members agreed that the recommendations from the Directors will be looked at regarding the expenditure of finance remaining from 2011/12. They requested that the recommendations be looked at during the next meeting.</p> <p>The Members agreed to move the bank account to the RBS in order to be a part of the agreement with the Government Banking Contract.</p> <p>The Members approved the finance report.</p>
(b)	Draft Budget 2012-13
	<p>It was agreed that the Members cannot approve the 2012/13 budget without confirmation from the Government as to the budget allocated to the Bòrd for 2012 – 2013.</p> <p>CA recommended that travelling expenses, Members' expenses and expenses related to meetings be under one line in the budget.</p> <p>IC raised a question about the situation with Learngaelic.net and Mygaelic.com. The Members agreed that mygaelic.com would be kept live for 6 months so that the information on the site would be available. It was agreed not to spend any more money on the site and that an information banner would be placed at the top of the page in order to encourage people to use learn Gaelic.net It was recommended that the information available on mygaelic.com be offered to another website such as learn Gaelic.net and Gàidhlig.org.uk.</p>
(c)	Efficiency Delivery Plan
	<p>The Efficiency Delivery Plan was approved after explanation from AG.</p> <p>*AG left the meeting*</p>

BnG-4-2011-06	CORPORATE MATTERS
(a)	Corporate Plan 2011/12 – progress reports PT1. Corporate Service PT2. Gaelic Usage PT3. Education & Learning
	The progress reports from the Directors were approved. AMF explained that Norma MacKenzie (TirArd) was reviewing these reports so that there would be independent confirmation that the Bòrd was carrying out its commitments within the Corporate Plan 2011/12.
(b)	Draft Corporate Plan 2012/15 – DRAFT
	The Bòrd welcomed this draft Plan. Referring to the section in the Plan which deals with the Management Team, the Chief Executive recommended that the Management Team consider the the corporate governance of the organisation on a monthly basis rather than weekly. The Members approved this recommendation. The Chairperson requested that a “Word” file of the Plan be circulated to the Members so that they could give it consideration and send on their comments to AMF before the middle of January.
(c)	Funding of the Gaelic Organisations
	CA raised a question about evidence as to whether the Gaelic organisations were delivering the aims of the Bòrd and confirmation of whether or not other organisations are available which could deliver the same remit more effectively. The Chairperson recommended that the Bòrd ought to be careful as to the type of language being used in the contract between Bòrd na Gàidhlig and the key Gaelic organisations. He recommended that the word ‘Agreement’ be used instead of contracts. The Chairperson requested that DB send a paper to the Members showing the audit and appraisal carried out on the Gaelic organisations.
(d)	Risk Register
	It was recommended that the Risk Register ought to be examined with the aim of renewing it. The Bòrd agreed that it ought to be looking forward towards the publication of the numbers of Gaelic speakers from the 2011 Census. The Chairperson recommended that the Communications team look towards the results of the Census in order to think about having information ready for the media. ENS recommended that another column be added to the Risk Register giving the date on which the risk was first noted.
(e)	Guidelines for Gaelic Plans
	The Chairperson thanked the Members and the staff who were involved in writing the Guidelines for the Gaelic Plans. Points wishing to be amended were raised. It was confirmed that this requires to go to public consultation for 3 months after completing another draft. They agreed that letters ought to be sent out to Gaelic organisations, public bodies and the file be put online.
BnG-4-2011-07	ANNUAL CONTRACTS
(a)	Contracts PT1. Review of 2011/12 contracts to date PT2. 2012-13 Draft contracts
	PT1: DB spoke to the paper which the Members had in front of them which gave information on the contracts with the Gaelic organisations in the financial year 2011/2012. The Members were satisfied in general with the work of the key Gaelic organisations for the year. ENS raised a question as to whether Ionad Cholm Chille was delivering on the duties given in its contract and she recommended that more time be given to lending them support and guidance.

	<p>The Chairperson recommended to give some time to Stòrlann in order to examine their structure. He also recommended that the Bòrd be represented at their meetings. It was recommended that a letter be sent to Stòrlann from the Chairperson raising this matter with them.</p> <p>PT2: CA recommended that the staff of the Gaelic organisations being funded by the Bòrd follow Government pay regulations.</p> <p>A question was raised as to whether the Bòrd na Gàidhlig Community Action initiatives be managed by Comunn na Gàidhlig.</p> <p>CA recommended that the key Gaelic organisations which are funded by the Bòrd ought to pinpoint the areas where their projects are being run, and that they ought to be working closely with and giving support to other groups which have Gaelic plans.</p> <p>The Chairperson recommended that DB circulate a paper to the Members giving information on the income of the Gaelic organisations and the share given to them by the Bòrd.</p> <p>DA confirmed that agreement should be sought from the Government before any significant change to the funding of the Gaelic organisations, whether it be an increase or a decrease.</p>
BnG-4-2011-08	EDUCATION MATTERS
(a)	Early Years' Progress
	<p>An account was given of the paper which the Members had.</p> <p>ANS raised a question as to what was to happen in the Western Isles with regard to Comann nam Pàrant. MNM explained that the situation requires to be looked at and that she would come back with more information at the Board Meeting on 21/02/2012.</p> <p>A question was raised about the information on the work of the early years which is available on the Bòrd website. It was explained that a new website, Fiosrachadh do Phàrantan, created by Bòrd na Gàidhlig to give parents information on Gaelic-medium education would be appearing online quite soon.</p> <p>The Members recommended that a press release be circulated about the success of the Bòrd with regard to the early years groups.</p>
(b)	<p>Early Years Grants PT1. Leith Playgroup PT2 Fàs Mòr PT3 National Comann nam Pàrant</p>
	<p>An account was given of the paper which the Members had in front of them giving recommendations for new grants. The recommendations in this paper were approved: Leith Playgroup Fàs Mòr National Comann nam Pàrant</p>
BnG-4-2011-09	GAELIC USAGE MATTERS
(a)	<p>Gaelic Plans PT1. Loch Lomond & Trossachs Gaelic Plan PT2. Future Plan Notices</p>
	<p>PT1 DB gave an account of the Loch Lomond and Trossachs Gaelic Plan. The Members approved the Plan.</p> <p>PT2: An account was given of this paper which the Members already had. The Members approved this report.</p>
(b)	<p>New Grants > £5k PT1. Colmcille PT2. Translation Memory Software PT3. Scholar / Stòrlann PT4. Gaelic on Mull PT5. Language Nut PT6. CLAD – Family Week PT7. Ness Historical Society PT8. FilmG</p>

	<p>An account was given of the papers in front of the Members with recommendations for new grants.</p> <p>PT1: This paper was approved.</p> <p>PT2: It was agreed that £4,294 be given to UHI for the financial year 2011/2012. The Members requested that UHI give a presentation at the Gaelic Usage Committee meeting giving further information, and thereafter a recommendation would come from the Committee as to whether it ought to continue funding this project.</p> <p>PT3: The Members did not approve the recommendation in this paper. It was agreed that further information be acquired about the project before approval from the Members. The Members requested a presentation from Scholar at the Education Committee meeting for further information, and thereafter a recommendation would be made by the Committee as to whether this project should receive funding.</p> <p>PT4: This paper was approved.</p> <p>PT5: This paper was approved.</p> <p>PT6: This paper was approved.</p> <p>*ANS left the Meeting*</p> <p>PT7: This paper was approved.</p> <p>*ANS returned to the Meeting*</p> <p>PT8: This paper was approved.</p>
(c)	<p>Stornoway and Inverness Hubs</p> <p>PT1. Update</p> <p>PT. Stornoway Hub report</p>
	<p>PT 1. DB explained that there was no further information on the Inverness Hub at this stage.</p> <p>PT 2. Referring to the paper presented to the Members, DB explained that he expected that an application would be forthcoming to the Members at the Bòrd Meeting in February, requesting funding support for this hub.</p>
BnG-4-2011-10	COMMUNICATION MATTERS
(a)	<p>Success Report</p> <p>FOI</p> <p>Invitations Table</p>
	<p>AMF recommended that the information in the three reports be circulated along with the Corporate Officers's weekly communications report instead of appearing in the Board Papers. This was approved.</p>
BnG-4-2011-11	OTHER
(a)	<p>IAM recommended to the Members to participate in the BBC public consultation with regard to Gaelic broadcasting – 'Delivering Quality First' www.bbc.co.uk/bbctrust</p> <p>The Chairperson made a point that this was the last Bòrd meeting for ANS, AML, RD and MF. He thanked them for the work they had delivered throughout their contracts.</p>