

BÒRD NA GàIDHLIG

**Minute of Bòrd na Gàidhlig Meeting
21 February 2012 aig 9.30am
An Darach, Inverness**

Present:**Board Members**

Christina Allon
Ken MacKinnon
Elizabeth McAtear
Iain Campbell
John MacLeod
Murdo MacLennan
(by phone - **BnG-2-2012-08** only)

Staff

(CA) John Angus MacKay Ceannard (IAM)
(CMF) Alasdair MacKinnon (AMF)
(ENS) David Boag (DB)
(IC) Mary MacMillan (MNIM)
(IML) Steven MacIver)
(MML) James Munro (Finance only) (SMI)
(SR)

Attending:

Stuart Pescodd

(SP)

BnG-2-2012-01**OPENING ITEMS****(a)****Welcome**

CA took the Chair for this Meeting. She welcomed everyone. She wished to record that the Board were sorry to hear that Arthur Cormack (AC), Mary MacMillan (MNIM) and Alex Graham were ill.

(b)**Present and Apologies**

There were apologies from AC, Chair.

(c)**Declaration of Interest**

- IML declared an interest in **2-2012-05(a) & 2-2012-08(a)**
- IC declared an interest in **2-2012-08(a) & 2-2012-08(b)**

BnG-2-2012-02**MINUTES****(a)****Board Meeting on 15/12/2011 & 31/0/2012**

The **Minute of the Board Meeting of 15/12/2011** was approved.

The Ceannard spoke regarding the situation surrounding Comunn nam Parant in the Western Isles and reminded the Members of the organisation's history.

The Minute of the Board Meeting of 31/01/2012 was approved.

(b)**Chomataidh Cleachdaidh Gàidhlig Meeting – 24/01/2012 - draft**

The Minute of the **Meeting of Comataidh Cleachdaidh Gàidhlig on 24/01/2012** was discussed and Members noted the information contained within.

The Ceannard impressed on Members that Committees had no authorisation to agree financial decisions as this was the remit of the Board or the Ceannard (sums up to £25k).

(c)**Meeting of the Education Committee - draft**

The Minute of the **Meeting of the Education Committee of 31/01/2012** was discussed and the Members noted the information contained within.

IC. on behalf of the Education Committee. explained the application for financial support

	(£10K) received from SCHOLAR and recommended its approval. The Members approved the application.
(d)	Meeting of the Audit Committee on 07/02/2012 - draft
	The Minute of the Audit Committee of 07/02/2012 was discussed and Members noted the contents. IC asked that the report from Audit Scotland be distributed to the Members.
BnG-2-2012-03	CEANNARD'S REPORT
(a)	Ceannard's Report
	Referring to the report, the Ceannard praised the work being done by Marina Murray, Iomairt Ghàidhlig Officer at Comunn na Gaidhlig, in Lewis, particularly The Shawbost project. IC raised a question regarding the review being done of the rent on the Inverness office. AMK explained that the review was being done to determine whether it would be more beneficial to remain at the current office or whether to move to other premises as part of a shared-services agreement.
BnG-2-2012-04	NATIONAL GAELIC PLAN 2012-17
	CA praised the work that had been done writing the Plan. The Ceannard thanked the Members, Bòrd staff and the Government Officers for the work on the draft National Gaelic Language Plan. SP reported that the latest draft of the Plan would be submitted to Ministers on 24/02/2012 The Ceannard asked Members to submit any views they had on the Plan to him by e-mail. IML asked if the Bòrd would be changing the financing of Gaelic organisations dependent on their level of delivery of the aims of the National Gaelic Language Plan. EMA asked that the Bòrd ensure that text included in the Plan be suitably adaptable to contend with any important situations that may arise nationally. KMK showed Members a map that had been produced by Highlands & Islands Enterprise which highlighted areas where Gaelic speakers were resident in Scotland. It was recommended that the map be used within the Plan.
BnG-2-2012-05	FINANCE
(a)	Financial Report
	SR entered the Meeting The Ceannard thanked JM, AMK, DB and MMM for their work preparing the budgets. SR spoke to the financial report that was before the Members. Members notes the information contained within the following reports: PT1 Development Costs 2011-12 PT2 Running Costs 2011-12 PT3 Grants approved – Management Group (<£5k)
(b)	Budgets 2012-13

	<p>The Ceannard spoke to the report and explained that not all staff positions were included within the £1.4m the Bòrd was allocated for running costs.</p> <p>It was stated that it would not be possible to contain costs within the figure of £1.4 if the Bòrd were to make appointments in all the positions that were currently vacant within the current organisational structure.</p> <p>CA proposed that the running costs within the company be considered a priority as it was becoming obvious that the Bòrd would not be able to meet the aims of the National Gaelic Language Plan on its current budget.</p> <p>CA proposed that the Ceannard consult with the Government to ascertain what they considered to be running costs and determine whether it would be possible to access money outwith the Grant-in-Aid to supplement the running costs.</p> <p>IC raised a question regarding GLAIF and the sum that was used towards grants. In answer to the query it was stated that the Bòrd was bound by the terms of Grant-in-Aid letter from the Government regarding the amount of money that was attributed to GLAIF.</p> <p>The budget was approved.</p>
(c)	Efficiency Delivery Plan
	James Munro explained the Efficiency Delivery Plan and it was approved by Members.
(d)	Policy- Travel Costs & Subsistence
	<p>AMK spoke to the paper that had been circulated to Members.</p> <p>The Members approved the recommendations in the paper and agreed that the Bòrd would continue to follow the Government policy. AMK stated that the Government would be updating their policy and that the Bòrd would continue to follow the updated policy from 01/03/2012.</p> <p>CA recommended that the policy be circulated to the staff and Board when the update was completed.</p> <p>*SR left the Meeting*</p>
BnG-2-2012-06	CORPORATE MATTERS
(a)	Committee Membership
	<p>AMK spoke to the report that was before the Members.</p> <p>Members agreed that the decision on membership of the various committees be delayed until new Members were named.</p> <p>Members agreed that a new Committee for Planning and Finance be established and recommendations relating to the constitution of the Committee were discussed.</p>
(b)	Corporate Plan 2011/12 – progress reports
	<p>Members noted the information contained in the progress reports submitted by the Leasaichean and the confirmation secured from the auditor from TirArd MacKenzie that the Bòrd had delivered the aims within the Corporate Plan 2011/2012.</p> <p>Members recommended that more positive news stories relating to the Bòrd be circulated to the media.</p>
(c)	Corporate plan 2012-15

	AMK spoke to the paper and reported that the Management Team would be working on the plan over the next few months.
(d)	Paper Efficiency
	SMI spoke to the paper that was before Members relating to paper efficiency. The recommendations in the paper were approved and a recommendation made that the sum mentioned in the paper be raised to £10,500.
(e)	Risk Register
	The Register was discussed. Questions were put to the Management Team querying possible ways in which Members could alleviate some of the risks that staff members had indicated on the Risk Register. CA recommended investigating “ <i>secondments</i> ’ to determine whether the Bòrd could benefit from them. The Members approved the changes made to the Risk Register and this was recorded.
BnG-2-2012-07	EDUCATION ITEMS
(a)	Education Numbers 2011-12
	The paper before the Members was discussed. Members asked that the information contained in the paper be circulated to parents and the public in general in order to raise the profile of GME.
(b)	New Grants > £5k
	Members discussed the recommendations contained in the paper before them. The recommendations were all approved.
BnG-2-2012-08	CLEACHDAIDH GÀIDHLIG ITEMS
(a)	CONTRACTS 2012-13 (Draft)
	MML joined the Meeting by phone CA commended the paper that had been submitted. DB spoke to the paper. IML suggested that there should be more co-operation between Gaelic organisation to ensure that everyone was working towards a common goal. Members asked that this need for co-operation be written into the Gaelic organisation contracts 2012/2013. The Ceannard recommended that the Early Years Strategy be reviewed to investigate what links can be made between the Bòrd’s Early Years service and other groups that are engaged in Gaelic education such as local authorities and Comann nam Pàrant (Nàiseanta). CA suggested that the Ceannard, SP and DB discuss the 2012/2012 contracts to avoid further delay with the process. CA suggested that the structure of the contracts for the Gaelic organisations for the coming years be examined.

	<p>*IML left the Meeting due to declaration of interest*</p> <p>Members approved the contracts that had been tabled.</p> <p>DB confirmed to SP the process that would be adopted when issuing contracts.</p> <p>*IML returned to the Meeting *</p>
(b)	<p>Gaelic Plans</p> <p>PT1. Sabhal Mòr Ostaig</p> <p>PT2. Future notification of plans – tranche 9</p> <p>PT3. Planaichean – update</p>
	<p>*IC left the Meeting*</p> <p>PT1 – DB spoke to the paper. ENS asked for clarification of the links between SMO and UHI. The Plan was approved in its current form.</p> <p>*IC returned to the Meeting*</p> <p>*MML left the Meeting*</p> <p>PT2 – DB spoke to the paper</p> <p>CA asked if the Bòrd could alter the Gaelic Plans timetable. SP recommended that the Gaelic Plans timetable be readjusted by 6 months to allow the Bord more time. The Members approved the recommendation and asked that the timetable be updated in line with the priorities contained in the new National Gaelic Language Plan.</p> <p>PT3: DB spoke to the paper and Members noted the information given.</p> <p>The Ceannard recommended that the Gaelic Act (2005) be updated in the future to reflect current requirements.</p>
(c)	<p>New grants > £5k</p> <p>PT1. Stornoway Hub</p>
	<p>The paper before the Members, and the recommendation for a new grant contained in it, was discussed.</p> <p>PT1: DB spoke to this paper. The recommendation that financial support be given to the Stornoway Hub was approved.</p> <p>The Ceannard asked SP for confirmation that the Bòrd had authorisation to approve finance in excess of £40k. SP confirmed that the Bòrd had this authorisation.</p>
(d)	<p>Corpus</p> <p>PT1. Acadamaidh na Gàidhlig</p>
	<p>DB spoke to the report and Members noted the information within it.</p>

(e)	Colmcille 2012-13
	<p>DB reported that he had not received formal communication regarding the Colmcille 2012/2013 budget due to no agreement having been made between the Scottish Government, Ireland (North) and Ireland (South).</p> <p>Members suggested that a letter be submitted to Government confirming the Colmcille position in general and stating that the Bord will be giving priority to projects that are being prioritised in the National Gaelic Language Plan 2012-2017.</p> <p>Referring to the report that had been tabled to Members, the Ceannard recommended that the working methods noted continue to be implemented. Members approved this recommendation.</p>
BnG-2-2012-09	AOCB
(a)	