

Bòrd na Gàidhlig
Minutes of Board Meeting
St Kilda, Great Glen House, Inverness
Thursday 17th September 2015: 09.00 - 13.00

Board Members

Allan MacDonald – *Chair*
Donald MacLeod
Elizabeth McAtear
Fiona O Hanlon
John MacLeod
June Graham
Coll MacDonald

(AMD)
(DML)
(EMA)
(FOH)
(JML)
(JG)
(CMD)

Attending

Joe Moore (acting Ceannard) (JM)
Bruce Robertson (BR)
Alasdair MacKinnon (AMK)
David Boag (DB)
Steven MacIver (SMI)
Stuart Pescodd (SG) (SP)
Graham Nisbet (GN)
Carol Johnson
Joan Sutherland (translation)

BnG-3-1516-01 PRELIMINARIES

(a) Apologies

Noted that CD would be arriving around 10am.

(b) Declaration of Interests

No declarations of interest were recorded.

(c) Chair's Report

Chair summarised progress and meetings:
– MGA Alba
– Janet Archer – Creative Scotland
– New Bòrd member recruitment
– Ceannard appointment process and panel to be finalised shortly

(d) Minutes & Matters Arising

The Minute of the Board Meeting on 08/07/2015 was approved, with the following amendments:

- Point 2c – Re Contingency sum identified from uncommitted funds. (Possible deployments a discussion point on current agenda)
- Point 4d – Independent Review of staff structure: Members noted that the tender process had been halted for reasons of cost effectiveness and public value, in light of the interim Leadership team's ability to carry out the evaluation within their allocated time working for Bòrd na Gàidhlig. Appropriate legalities and formalities had been observed and interested parties informed.

It was noted that the Committee minutes were presented for information purposes only. Proposals to improve schedule alignment for Committees and Bòrd in order for ratification of decisions as necessary to be timeously presented to full Bòrd where required.

It was noted that the quality of the Gaelic in the minutes had to be checked.

It was noted that Minutes needed to be placed on the website.

BnG-3-1516-02 CORPORATE SERVICES

(a) Corporate Performance

PT1 – Finance Report

GN welcomed as newly appointed Finance Manager. New format finance report was presented and welcomed by members. Focus on more clarity on information. Further suggestions welcomed by GN from members, to improve members understanding of financial position and forecast.

	PT2 – KPI Monitoring Report
	<ul style="list-style-type: none"> – DB asked members to note that with extra resources achieving corporate objectives and satisfying current KPIs should be possible. Recruitment of additional GLP Officer approved – New Corporate Plan with updated KPI objectives will be looked at as part of the process following the organisational restructuring, informing the direction of the new PNIII, further to ministerial approval – AMF working on various models for corporate and financial function in preparation for the anticipated Austerity Plans, expected at the end of the year – Discussion on the scheduling of statutory Gaelic Language Plans notification programme took place, and measures to be implemented to ensure better evaluation of existing GLPs informing future process to improve value – Community Strategy draft paper to be prepared by DB for next Bòrd meeting, taking into consideration Community Empowerment Bill, Section 4
(b)	Communications
	<p>SMI update:</p> <ul style="list-style-type: none"> – £50k additional funding from SG to support extending FTMG regional advertising campaign – Success of the Parliament Week. Scheduled to be an annual event to engage with MSPs <p>Actions recommended:</p> <ul style="list-style-type: none"> – liaise with local authorities preparing to launch plans – preparation for the Education Bill – Communications Strategy update due – <i>Frequently asked questions</i> section to be added to Plans section of website – Case Studies to be identified from funded projects to illustrate success models and examples of good practice and initiation.
BnG-3-1516-03	GAELIC DEVELOPMENT
(a)	Gaelic Plans
	<p>Bòrd approved finalised Gaelic Language Plans submission as follows:</p> <ul style="list-style-type: none"> – Dundee Council – Fife Council – Crofting Commission – Scottish Funding Council <p>Formal notification will be sent immediately, with recommendation that Plans are published on websites as soon as possible.</p> <p>Plans team are commended in getting both the new plans and the second generation plans to completion.</p>
BnG-3-1516-04	RISK MANAGEMENT
	<p>AMF invited discussion and action recommendation on the report:</p> <ul style="list-style-type: none"> – anticipated austerity measures impact on future budgets to be included – mitigation be factored into the model we use for Managing Risk – recommended that Risk Management be placed under the remit for the Audit Committee – Alteration of GLP notifications to 3 annually to be added noting possible impact on KPI targets – Failure of key suppliers to be added
BnG-3-1516-05	AOCB
a)	MGA Alba
	<p>Donald Campbell has invited the Bòrd to a joint meeting with MGA Alba board. Any response to this invitation or suggestions to be forwarded to JM and SMI by end of next week. Further action will be advised by email.</p>

b)	Presentation on Education Bill
	<p>BR to prepare report and action points from the information session on 16/09/2015 with members. Once circulated, amended if necessary and approved by members, and signed off by Chair, this final report to be submitted to the Parliamentary Committee. Meeting with the Minister to be requested to discuss submission. JM and BR will advise whether further special Bòrd meeting will be required ahead of this. Noted that FOH to represent the Bòrd on the Advisory Core Group.</p> <p>Communication strategy to be developed closely with SG.</p>
c)	Meeting closed with Chair thanking all for participating.

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**(from Item 03 onward)*

BnG-4-1516-01 PRELIMINARIES

(a) Apologies

None to note.

(b) Declaration of Interests

BnG-4-1516-03 a) PT2 Clì Gàidhlig - FOH & JG

BnG-4-1516-02 CORPORATE SERVICES

Organisational Review of BnaG Structure

a) Business Model

Proposals on the report presented by JM were discussed. Chair asked JM to exercise his authority as acting Ceannard to action any recruitment decisions previously approved by the Bòrd immediately, and progress the initial stages of the review as outlined in Option 1 as follows:

- Increase resource by recruitment of staff
- Complete the JEGS review
- Compile a report of recommendations for Bòrd.

JM and BR asked for the time restriction for their tenure with the Bòrd to be noted in light of the change in brief and timescales. They strongly suggested that a flexible and adaptable business model would be prudent in the current austerity climate.

b) Structure & Recruitment

In addressing issues relevant to staffing structure, key points were noted for inclusion in final report, to be presented to Bòrd for December meeting.

It was agreed that both the Business Model and Structure & Recruitment reports should be further explored, with final submission to the Bòrd in December, incorporating the financial forecast from SG, and therefore informing decisions on affordability of the revised staff structure.

BnG-4-1516-03	LANGUAGE DEVELOPMENT	<i>AMF, DB & SMI joined the meeting</i>
(a)	Funded Gaelic Organisations	
	PT2 Clì Gàidhlig	<i>FOH & JG left meeting</i>
	<p>Further to consideration of the report submitted on behalf of Clì, it was agreed to award the sum of £60k as final support, taking the organisation through to financial year end.</p> <p>It was also noted that implementation of the Bòrd's Adult Learning Strategy should be prioritised in order to meet any gap in provision once this resource has been withdrawn. Proposals on how to action this should be prepared for December Bòrd meeting.</p>	
	PT1 Pròiseact nan Ealan – Funding 01/10/2015–31/03/2016	<i>FOH & JG returned</i>
	<p>DB updated the Board on the submission from PNE, relating to additional financial support for from HIE. Discussion on the report resulted in the following proposal:</p> <ul style="list-style-type: none"> – DB to ascertain funding position with colleagues at HIE regarding current projects – Transition funding £52,500 approved for period from 01/10/2015 to 31/03/2016, to be paid in two tranches of £26,250. The first tranche to be paid immediately on return of completed contract, with the second to be released on receipt of satisfactory progress report due in December. This should highlight actions taken and outline future actions to end of March. 	
BnG-4-1516-05	AOCB	
a)	Aberdeenshire Council Gaelic Language Plan	
	BR relayed that Aberdeenshire Council Policy and Resources Committee had this afternoon agreed on Option 2, which will be presented to full Council for approval. DB agreed to attend to answer any questions that may arise.	
	Meeting closed with Chair welcoming improvements in paperwork presented to Bòrd, and thanking all for participation.	