

**Bòrd na Gàidhlig**  
**Minute of Board Meeting**  
**Noss/Rhum, Great Glen House, Inverness**  
**Wednesday 08/03/2017 09.00 - 16.00**

<b>Members:</b> Allan MacDonald (Chair) Donald MacLeod Donald MacSween Jim Whannel Johan Smith Mary T MacInnes (by phone)	(AMD) (DML) (DMS) (JW) (JS) (MMI)	<b>In Attendance:</b> Shona MacLennan (Ceannard) Daibhidh Boag Mona Wilson Graham Nisbett Douglas Ansdell Carol Johnson (Secretariat)	(SML) (DB) (MW) (GN) (DA)
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	<b>OPENING ITEMS</b>
<b>1)</b>	<b>Welcome &amp; Apologies</b>
	Chair welcomed everyone to the meeting. Apologies were recorded for Joy Dunlop.
	<b>Declarations of Interest</b>
	P6 – PT1, P9, P11 MMI P9 – JS P8, P9 & P11 DML P9 – DMS P11 – SML
	<b>Minute</b>
	Minute of last meeting held on 06 and 07/12/2016 was approved.
	<b>Matters arising</b>
	JS noted that Education still required to be added to the Strategic Risk Register under point 15, as recommended at the meeting. Go!Gaelic conference had been attended by MMI, who found it very useful and particularly noted that Mr Swinney was well briefed and engaged in the event.
	<b>AOCB items</b>
	<ul style="list-style-type: none"> <li>– An information day/meeting of all Board members is proposed for May to consider the responses received related to the Public Consultation on the draft National Gaelic Language Plan 2017-22 as well as funding for Gaelic in general.</li> <li>– Additional Paper recommending SML as an additional cheque signatory for RBS</li> <li>– BBC ALBA and recent announcement of new Scottish Channel</li> </ul>
<b>2)</b>	<b>COMMITTEE UPDATES</b>
	<p><b>Education Committee</b> – Committee Chair JW briefed Members on the meeting of 15/02/2017. MMI recommended that as the Education Guidance is such a useful tool that every opportunity to draw it to the attention of interested parties. Board Members discussed GIFT course, with suggestion that consideration be given to a re-launch at the Mòd suggested.</p> <p><b>Audit &amp; Risk Management Committee</b> – draft minute (verified by Faye MacLeod, Chair of Committee) from 15/02/2017 was noted by Members.</p> <p><b>Policy &amp; Delivery Committee</b> – With the Committee Chair, Mrs McAtear, having retired from the Board, SML briefed Members on the meeting of 16/02/2017. There was discussion on holding meetings in public, for which opinions and ideas are to be emailed to Head of Corporate Services, who will return to the full Board with a further briefing paper once Members have made their input.</p>
<b>3)</b>	<b>NATIONAL GAELIC LANGUAGE PLAN (2017-22)</b>
	SNI briefed members on progress with the Public Consultation. Members have been involved in various events in their own localities. An invitation has been sent to MSPs to an information event at Scottish Parliament on Thursday 16th March. Members discussed meeting with 5th and 6th year pupils at schools, as well as at classes and events where people were gathered already, to give presentations and seek responses for the consultation. Communications team to circulate a weekly

	<p>listing of events for Members and staff, detailing possible engagement opportunities, to keep up momentum. Members to let Comms know of groups local to them that could be approached for an information session on the PNIII, with a co-ordinated action plan leading to a structured approach which could lead to some useful meetings.</p> <p style="text-align: right;"><b>GN joined the meeting</b></p>
<b>*6)</b>	<b>EDUCATION (*Item brought forward on Agenda)</b>
	<b>Adult Learning Strategy</b>
	<p>DB spoke to this paper. The paper proposed that the outcomes of a post of Lifelong Learning Officer would be better achieved through jointly supporting the LearnGaelic.scot with MG ALBA. The Board agreed this proposal. They further agreed the publication of the Adult Learning Strategy. It was also agreed that in future, the various funding streams for LearnGaelic.scot would be presented to the Board under one paper. It was also noted that the successful mentoring scheme that was piloted with Lews Castle College should also be expanded to other areas now, further supporting the Adult Learning Strategy.</p> <p>Members approved the funding detailed in the paper: £45k in 16/17 and £14k in 17/18 [104014]</p>
<b>4)</b>	<b>FINANCE</b>
	<b>Budgets 2017/18 Item deferred to discussion pm, after Paper 9</b>
	<b>Virements</b>
	<p>GN spoke to this paper which was for noting, detailing the means of adjustments within budget lines to meet emerging priorities and any alterations to project progression that are outwith our control. Chair welcomed the detailed information which gives Members listings of movements to date. Ceannard and Head of Finance are recommending moving to a new finance administration system in the next financial year, which would show overspending and underspends rather than ongoing virements, to give a more accurate picture across the financial year.</p> <p style="text-align: right;"><b>MNI left the meeting</b></p>
<b>5)</b>	<b>GRANTS</b>
	<b>PT1 Ceòlas – Cnoc Soilleir</b>
	<p>DB summarised this application, detailing the growth of this small organisation to the now much larger planned venture. Members appreciated the strong ties with National Plan priorities, the anticipated significant economic impact and the welcome expansion of learning routes available in the Uists. Courses are expected to be expanded as the new learning centre establishes itself. SML has recently spoken to representatives from SFC, HIE and UHI to discuss developments and funding streams. SML will also be on the planning committee for the new development.</p> <p>Members approved the funding. £140k 16/17 and £10k 17/18 [106021]</p>
	<b>PT2 Spòrs Gàidhlig</b>
	<p>DB summarised this application, which had been considered and recommended for approval by the Policy and Delivery Committee on 16/02/2017. Questions raised by the Committee were addressed in the paper. Noted that Spòrs Gàidhlig is a separate trading company wholly owned by CnaG to allow them to bid expand commercially and allow profits from the new company to support CnaG. A condition of repayment of part of training costs by trainees if they leave employment before a set period expires would be part of the funding contract. Recommended that once the trainers have been trained then efforts should be made to ensure that they make the sports experience available nationally. Members welcomed the expansion of sports resource and approved funding.</p> <p style="text-align: right;">£25k 16/17 and £5k 17/18 [ 102041]</p>
<b>6)</b>	<b>EDUCATION</b>
	<b>Gaelic Immersion for Teachers Course (GIFT)</b>
	<p>Chair asked for the applications for GIFT be considered as a package to enable all Members to participate in a general discussion on the project. MW spoke to the paper detailing the applications received to date. A full evaluation is to be undertaken and MW summarised progress with the tender process for this as well as efforts being made to strengthen provision for the intake in 18/19, involving all the Universities as well as the SFC. Many aspects of the course will be examined to improve the outcome for those nominated by Local Authorities to participate, and in particular to ensure that students' progress to suitable jobs in GME.</p>

	<p>Discussion on additional caveats being incorporated into funding contracts or possible retraction of funds took place.</p> <p>MW assured Members that she has ensured that this year's applicants are all at the required entry level to maximise their potential on the course. Members expressed appreciation on the progress being made with this, thanking MW for the work being undertaken and progress made. The paper was approved as submitted.</p> <p style="text-align: right;">£451,023: £360,189 16/17 and £90,204 17/18 [102011]</p>																		
<b>7)</b>	<b>GAELIC DEVELOPMENT</b>																		
	<b>Agreements for Main Funded Gaelic Organisations 2017/18</b>																		
	<p>DB spoke to this paper, detailing contracts for the main funded organisations for 2017/18, based on scenario A as per the basic allocation of Grant-in-Aid. Discussion on further applications for particular projects from some of these organisations took place, including those through LA GLAIF funding. Noted that funding award is maintained at the 16/17 level with the exception a small uplift for Ainmean-Àite Alba and also Ceòlas, allowing the latter some preparatory capacity amendments ahead of their major Cnoc Soilleir project.</p> <p>Members agreed that once the PNIII has been finalised and launched the new priorities should be identified and a strategic approach to incorporating these fully in funding decisions be developed. A subcommittee of Policy and Delivery Committee is to be convened to look specifically at this, in particular sourcing a method of measuring the value of the funding we allocate. This initiative would be fully supported by Sponsor Division and the Minister. Possibility of moving to a 3-year funding cycle to be explored. Global funding for Gaelic from SG is to be an item on the training day agenda scheduled for May 2017, delivered by colleagues at SG.</p> <p>Members approved the proposed funding applications for 17/18 as follows:</p> <table border="0"> <thead> <tr> <th><u>Main Funded Organisations</u></th> <th><u>Main Funded Projects</u></th> </tr> </thead> <tbody> <tr> <td>– An Comunn Gàidhealach £100k</td> <td>– An Lòchran £19.3k</td> </tr> <tr> <td>– Stòrlann £265k</td> <td>– Ionad Chalum Chille Ìle £110k</td> </tr> <tr> <td>– Fèisean nan Gàidheal £124k</td> <td>– Tobar an Dualchais £20k</td> </tr> <tr> <td>– Comhairle nan Leabhraichean £236k</td> <td>– Faclair na Gàidhlig £71k</td> </tr> <tr> <td>– Comunn na Gàidhlig £405k</td> <td>– Ainmean-Àite na h-Alba £58k</td> </tr> <tr> <td></td> <td>– MGALBA: LearnGaelic.scot £19k</td> </tr> <tr> <td></td> <td>– Cànan: FilmG £19k</td> </tr> <tr> <td></td> <td>– Ceòlas £26.5k</td> </tr> </tbody> </table>	<u>Main Funded Organisations</u>	<u>Main Funded Projects</u>	– An Comunn Gàidhealach £100k	– An Lòchran £19.3k	– Stòrlann £265k	– Ionad Chalum Chille Ìle £110k	– Fèisean nan Gàidheal £124k	– Tobar an Dualchais £20k	– Comhairle nan Leabhraichean £236k	– Faclair na Gàidhlig £71k	– Comunn na Gàidhlig £405k	– Ainmean-Àite na h-Alba £58k		– MGALBA: LearnGaelic.scot £19k		– Cànan: FilmG £19k		– Ceòlas £26.5k
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<b>*4)</b>	<b>FINANCE - Budgets</b> <b>(*Board returned to this item following budget revision to incorporate Paper 9 commitments)</b>																		
	<p>GN summarised the two budget scenarios presented, with A being core funding from Scottish Government and B incorporating additional funds (which have not been confirmed for 1718 but had been received in current and previous years). Until such time as the final confirmation on Grant in Aid is received from Scottish Government the working budget is Scenario A. DA queried commitment for GIFT funding which was responded to.</p> <p>Members approved the budgets as presented. <span style="float: right;"><b>GN left the meeting</b></span></p>																		
<b>7</b> <b>Cont</b>	<b>Gaelic Language Plans</b>																		
	<p>The following Gaelic Language Plans were presented by the Policy and Delivery Committee for final approval:</p> <p>PT 1. West Dunbartonshire Council (WDC): This draft plan had been discussed at a Committee stage at WDC, and two years ago it had been assessed by the Plans' Panel. The recommendations from the BnG Panel had never been actioned by WDC and, because of communication difficulties which arose as a result of a new person starting in their Gaelic Officer post, the process stalled. It has come to light that there was misunderstanding as regards the process, and that the Council thought that their Gaelic Plan had been approved previously, after it had been discussed by them, and they didn't understand that it is the Bòrd that must recommend the final approval of the Plan on behalf of the Ministers. To resolve the matter, the Members recommended to go back to the WDC's Gaelic Officer with the changes that are required, and it is hoped that the final Plan will be ready for approval at the Bòrd's</p>																		

	<p>meeting in June.</p> <p>PT 2. Forestry Commission  PT 3. Refrewshire Council  PT 4. Highlands &amp; Islands Enterprise  PT 5. Inverclyde Council  PT 6. Skills Development Scotland</p> <p>The Members approved the Gaelic Plans in PT2-PT6, and they asked the Chair to convey the thanks of the Bòrd to the Plans' team for the work they have done on these plans. It was also noted that BnG's Communications Team should liaise and work with the Communications teams of these organisations to ensure that each GLP launch is noted publicly, and with appropriate support with the launch of the plans.</p>
	<b>High Level Aims</b>
	<p>This item had been discussed at Policy and Delivery Committee, with resultant improvements having been actioned. The finalised paper now presented to the Board was approved.</p> <p>Noted that Scottish Government and Bòrd na Gàidhlig's Plans team are planning to meet in April to renew the Guidance for GLP preparation.</p> <p style="text-align: right;"><i>MMI re-joined the meeting by telephone</i></p>
	<b>Draft Recruitment Guidance Note from Bòrd na Gàidhlig – Gaelic as a work skill</b>
	<p>DB explained the background to drafting this guidance note, which has been checked for legality in relation to current legislation.</p> <p>DA recommended an amendment to item 2.1, to bring the wording in line with the wording of the Gaelic Language (Scotland) Act 2005. An accompanying advisory note should also be completed reminding anyone that they should complete their own legal checking as necessary before using this guidance.</p> <p>Members approved the use of this guidance as a document on the GLPs portal, subject to the recommended amendment and disclaimer being prepared.</p>
<b>8)</b>	<b>CORPORATE GOVERNANCE</b>
	<b>Strategic Risk Register</b>
	<p>SML spoke to the paper which had been considered at Audit and Risk Management Committee on 15 February 2017. Members' amendments related to Education, Cross Party Brexit consideration, implementation of GLP communications initiatives, simplification of GLP guidance and processes via recommendations arising from the governance review, strengthening Communities entry to reflect changes (with this being the focus of one of the training sessions in May), IT with the newly appointed Tecnica Ltd offering support.</p>
	<b>Equalities Mainstreaming 2017-20</b>
	This item having been discussed at Policy and Delivery Committee was now approved by the Board.
	<b>Corporate Parenting Strategy and Action Plan 2016-18</b>
	This item having been discussed at Policy and Delivery Committee was now approved by the Board.
	<b>The EU General Data Protection Regulation (GDPR)</b>
	This item having been discussed at Policy and Delivery 6+Committee was noted by the Board.
	<b>Meeting Schedule for 2017/18</b>
	<p>Members approved the schedule of meetings presented, and further consideration will be given to where to hold the meetings. MNI invited the Board to consider South Uist for the September meeting, allowing Members to visit funded projects.</p>

<b>9)</b>	<b>AOCB</b>
	<p>a. Ceannard circulated a paper noting her as additional signatory being added to RBS banking. The Board requested that the Head of Finance is the other signatory on cheques of value in excess of £5k. Members approved these changes.</p> <p>b. Chair gave members a briefing on recent developments with the BBC and BBC ALBA. SML to research the situation and implications and return to the Board with a paper on potential impact and options.</p>
<b>10)</b>	<b>Date of next Board meeting</b>
	<p><b>14-15/06/2017 in Inverness</b></p> <p>Chair thanked everyone for their contribution and brought the meeting to a close at 15.35.</p>

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**Allan MacDonald (Chairperson)**

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**Date**