

**Bòrd na Gàidhlig**  
**Draft Minute of Board Meeting**  
**St Kilda Boardroom, Great Glen House, Inverness**  
**7/3/2018 13:30 – 17:00**

**Members**

Donald MacLeod (Interim Chair)  
Allan Campbell  
Donald MacSween  
Fiona Dunn  
Jennifer Gilmour  
Johan Smith  
Joy Dunlop  
Mary MacInnes  
Mary Ann Kennedy (via Skype)

(DML)  
(AC)  
(DMS)  
(FD)  
(JG)  
(JS)  
(JD)  
(MMI)  
(MAK)

**Attending:**

Shona MacLennan (Ceannard) (SML)  
David Boag (DB)  
Mona Wilson (MW)  
Alasdair MacKinnon (AMK)  
Douglas Ansdell (DA)  
(Sponsor Division SG)  
Carol Johnston (Minutes)  
Donald Campbell (MG ALBA) (DC)  
(item 5)

**1 PRELIMINARIES**

- a) The interim Chair welcomed everyone to the meeting and apologies were recorded from Jim Whannel and the Chair, Allan MacDonald.

He took the opportunity to pay tribute to and remember John MacLeod who had passed away recently and who had been a member of the Board for many years. John had contributed greatly to the work of the Board over the years, particularly as a member of the Gaelic Usage Committee and the Audit and Risk Management Committee. The Board's thoughts were with his family at this difficult time.

**b) DECLARATIONS OF INTEREST**

Declarations of interest for the meetings were recorded as follows:

AC, DML & JD - An Comunn Gàidhealach  
AC – Perth and Kinross Council  
MNA – Ceòlas  
DML – CNES  
JNG – Gaelic Books Council  
DMS – Stòrlann

**c) MINUTE OF MEETINGS 6 & 7/12/2017 (Paper 1)**

The Minutes were approved.

**d) MATTERS ARISING**

Actions updates:

- DB met with An Lòchran and the other organisations who regularly use the An Lèanag facility in Glasgow. It was agreed that An Lòchran would take over the lease of the offices when Bòrd na Gàidhlig's lease agreement comes to an end, and that AMK would confirm with Partick Housing that they would agree to this.
- An invitation is to be sent to Soillse to ask them to attend the next Board Meeting in June to speak to the Board and the Scottish Government about the research findings that they are going to publish later this year.
- DA said that he would distribute information on capital fund spending.

## **COMMITTEES AND WORKING GROUP PROGRESS SINCE LAST MEETING: (Paper 1, PT1-PT4)**

e)

Members approved the information from the committees and working groups:

Audit Committee (*Change the name of Iain MacLeòid in the English version of the Minutes to John MacLeod.*); The Learning Committee; The Use of Gaelic Committee; Governance Working Group; Gaelic Arts Working Group; Promoting Gaelic Working Group.

### **CEANNARD'S REPORT**

The Ceannard informed members of progress with various matters since the last Board Meeting. Collaboration with MG ALBA to strengthen Gaelic is progressing.

f)

- i. The Ceannard and the Director of Gaelic Education had had a good meeting with Andrew Baxter, the new Chair of Highland Council's Education Committee.
- ii. The Senior Management Team had held a series of meetings with the Gaelic organisations which had been successful.
- iii. The Gaelic Curriculum Conference in Inverness, which had been organised by the Director of Gaelic Education, in partnership with Education Scotland and e-Sgoil, had been a success.
- iv. The Communications team has been strengthened by the contracting of Morrison Media Service to support the preparation of detailed communication strategies associated with the implementation of the National Gaelic Language Plan (NGLP) 2018-23.

The Ceannard was commended for the important work that she had done in building links with senior officers at various relevant organisations.

### **ACTIONS:**

- **SML will invite Soillse to attend the June Board Meeting.**
- **DA will circulate information on the Government's Capital Fund and on how it is being spent.**
- **AMK will seek agreement from Partick Housing to allow An Lòchran to undertake the lease of the offices in An Lèanag.**

## **2 FUTURE OPPORTUNITIES**

An open discussion was held on the opportunities to promote Gaelic. Points were raised on the NGLP conferences for public bodies, Local Authorities and communities.

Following the discussion, it was agreed that the Promoting Gaelic Working Group should look at the following subjects:

- a) Links with communities
- b) NGLP conference
- c) Improving communications
- d) Opportunities with British Sign Language
- e) Job Opportunities
- f) Islands Bill – Island Proofing

## **3 CORPORATE**

a) **RISK REGISTER (Paper 2)**

AMK explained that he will have to combine the previous register with the recommendations that were made at the Development Day held in February, and that a new register would be presented to the Board at their meeting in June. There should be more information in the register on how each action is to be achieved and more information on the impacts.

Members approved the register with the understanding that the dates would be updated.

**b) NATIONAL GAELIC LANGUAGE PLAN 2018-23**

The Board noted the information from the Ceannard and she informed members that it is anticipated that the NGLP will be launched following the quarterly meeting between the Chair, Ceannard and the Minister on 28/03. The link with the Year of Young People will be highlighted on the day, and will be further promoted at events throughout the year.

Following a request from the Gaelic organisations, the Board gave permission to the Ceannard to distribute the Plan to them in confidence.

**PRESENTATION FROM DONALD CAMPBELL FROM MG ALBA**

*Members noted the useful information in DC's presentation, and the interim Chair thanked him for the presentation and for highlighting the benefits that can come from links between the two organisations, and for the support that they are going to give to the launch of the NGLP.*

**c) KEY PERFORMANCE INDICATORS (KPI) 2017/18 (Paper 3)**

AMK presented the paper, and spoke about the performance indicators for the financial year until the end of March 2018. Following consideration, it was agreed that the figures from the Education Sector should be added and that the item should then be considered again as part of the agenda for the next day, 8/3/2018.

**d) CORPORATE PLAN 2018-23 (Paper 4)**

It was agreed that the Corporate Plan would provide the Bòrd with the opportunity to promote their work, and that it will provide a means with which to assess progress with actions. The Plan is based on the NGLP, and once the Corporate Plan has been approved, an annual Operational Plan will be developed based on the Corporate Plan which will guide the work of the organisation. This would provide people outwith the organisation with a better understanding of what the Bòrd is responsible for and which responsibilities lie with other people and organisations.

The recommendations for changes to the wording were approved, and the updated Plan will be presented to the Board at their meeting in June.

**e) OPERATIONAL PLAN FOR THE CORPORATE PARENTING PLAN 2018/21 (Paper 5)**

Discussion of this subject was postponed to the June Board Meeting.

**f) HR (Paper 6)**

The Board approved the information in the report.

The interim Chair thanked the officers and members who were present, and he closed the meeting at 17.15.

**Bòrd na Gàidhlig**  
**Draft Minute of Board Meeting**  
**St Kilda Boardroom, Great Glen House, Inverness**  
**8/3/2018 09:30 – 12:30**

**Members**

Donald MacLeod (Interim Chair)	(DML)
Allan Campbell	(AC)
Fiona Dunn	(FD)
Jennifer Gilmour	(JG)
Johan Smith	(JS)
Joy Dunlop	(JD)
Mary MacInnes (until 11:00am)	(MMI)
Mary Ann Kennedy (phone)	(MAK)

**Attending:**

Shona MacLennan (Ceannard)	(SML)
David Boag	(DB)
Mona Wilson	(MW)
Alasdair MacKinnon	(AMK)
Douglas Ansdell	(DA)
(Sponsor Division SG)	
Carol Johnston (Minutes)	

## **1 ATTENDANCE AND PRELIMINARIES**

Apologies were recorded from Donald MacSween, Jim Whannel and Allan MacDonald, and Mary MacInnes would be leaving the meeting at 11:00am.

Members welcomed the announcement that Gillian Rothach had been named as the new Principle of Sabhal Mòr Ostaig.

Tha agenda for the meeting was changed as MMI was leaving early. It was recommended that the Senior Management Team allocate an appropriate amount of time on the agenda of meetings for each subject to be discussed.

**ACTION:**

- **The Senior Management Team is to allocate more time on Board Meeting agendas for subjects to be discussed.**

## **4 FINANCE**

### **a) FINANCE REPORT (*Paper 7*)**

As the Head of Finance had left the organisation, the Ceannard spoke about this paper. She confirmed that the financial systems were in order, and that she is receiving support from Alex Graham and James Munro in the meantime, and that she had spoken to MG ALBA about receiving support from them until the position is filled.

Members noted the information in the report.

### **b) BUDGET 2018-19 (*Paper 8*)**

The Ceannard presented the report. Members approved the recommendations in the report.

**APPROVAL:**

- **Budget 2018-19.**

## **5 GAELIC DEVELOPMENT**

### **a) GAELIC PLANS PANEL (Paper 14)**

DB spoke on the paper, and the Board approved the recommendations. The Learning Committee and the Use of Gaelic Committee have to choose two members from each committee as members of the Panel.

It was agreed that the implementation reports will be distributed to all members, as well as to the Authority.

#### **APPROVAL**

- **The recommendations in the paper were approved.**

#### **ACTIONS**

- **Membership of the Plans Panel should appear as an item on the agendas for the meetings of the Learning Committee and the Use of Gaelic Committee in May.**
- **Members will receive a copy of the implementation reports from now on from DB and the plans team.**

## **6 FUNDING**

### **a) GIGLETS IN GAELIC (Paper 9)**

MW gave a summary of this project. Members approved the recommendation in the paper to support the project, following the correction of the sum to £147,000.

#### **APPROVAL**

- **Funding for the Giglets in Gaelic project was approved.**

#### **ACTION**

- **MW and MM should arrange a launch event with the organisation.**

### **b) GAELIC ORGANISATIONS - 2018-19 AND BEYOND (Paper 10)**

The recommendations in the paper were approved. The organisations should be asked to inform us of how their contracts can be strengthened. The contracts for the next three years will be considered at the June Board Meeting.

#### **APPROVAL**

- **The recommendations in the paper were approved for funding for the Gaelic organisations in 2018-19.**

#### **ACTION**

- **DB is to ask for information on added conditions that are required in the contracts for the Gaelic organisations.**

*MMI left the meeting*

### **c) GAELIC OFFICER AT YOUNG SCOT (Paper 10)**

Members approved the recommendations in the paper to support the application from Young Scot.

#### **APPROVAL**

- **Funding for Young Scot was approved.**

#### **ACTION**

- **DB and MM should organise a launch event with Young Scot in conjunction with the Year of Young People.**

### **3 CORPORATE *(continued)***

#### **c) KEY PERFORMANCE INDICATORS (KPI) *(continued from the item on the agenda for 7/3/2018)*** *(Paper 3)*

Following additional information being added to the report, the Board approved the recommendations in the paper.

#### **APPROVAL**

- **The recommendations in the paper were approved.**

### **5 GAELIC DEVELOPMENT**

#### **a) GAELIC LANGUAGE PLANS *(Paper 12)***

The following plans were approved:

PT1 NHS Highland (2nd iteration)

PT2 Perth and Kinross Council (2nd iteration)

*(AC left the meeting whilst PT2 was considered)*

#### **APPROVAL**

- **The Plans were approved.**

#### **ACTION**

- **DA will speak to the Government's recruitment team to ask whether they would be willing to include Gaelic skills in the job descriptions for board members of Public Bodies that have a Gaelic Language Plan.**

#### **b) HIGH LEVEL AIMS *(Paper 13)***

Members approved the paper, and the recommendations in the High Level Aims reports for the organisations below, and the reports will now be sent to the Minister for Gaelic.

PT1 - West Lothian Council

PT2 - East Lothian Council

PT3 - Midlothian Council

PT4 - Scottish Borders Council

PT5 - University of Strathclyde

#### **APPROVAL**

- **The High Level Aims reports were approved.**

#### **ACTION**

- **DB will send the High Level Aims reports for the organisations PT1-PT5 to the Minister for Gaelic.**

### **6 GAELIC EDUCATION**

#### **a) UPDATE ON GAELIC EDUCATION IN SCOTLAND *(Paper 15)***

MW presented the paper, and following a discussion, the Board approved the information and thanked MW for the work that she does in the sector.

## **7 PROMOTING GAELIC**

### **a) BOARD AMBASSADORS** *(Paper 16)*

The Ceannard presented the paper. A discussion followed on the strategy included in the paper for strengthening the profile of Board Members. It was suggested that the Ceannard prepare a formal report for the September Board Meeting.

It was agreed that members would receive regular updates from the Senior Management Team on funding so that they would have full information on all projects.

#### **ACTION**

- **Information on funding approved by the Senior Management Team for all schemes to be sent to members.**

### **b) MEETINGS SCHEDULE** *(Paper 17)*

Changes were made to the meetings schedule for 2018/19, and the amended schedule will be circulated to members for final approval.

#### **DATE OF NEXT BOARD MEETING**

05 & 06/06/2018

The Interim Chair thanked the members present and the officers and staff for the work they do in preparing the papers and information for Board Meetings, and he brought the meeting to a close at 12.20pm.

