

## BÒRD NA GÀIDHLIG

Geàrr-chunntas bho coinneamh a' Bhòrd-Stiùiridh

Diciadain 11/12/2019 aig 09.00m

Taigh a' Ghlinne Mhòir, Inbhir Nis

### Buill an làthair :

Màiri T NicAonghais (MTNA)(Cathraiche Eadar-amail)

Johan Nic a' Ghobhainn (JNG) [le fòn]

Ailean Caimbeul (AC)

Jennifer Gilmour [JG]

Dòmhnall MacLeòid ( DML)

### A' Frithealadh:

#### Luchd-obrach Bhòrd na Gàidhlig

Shona NicIllinnein, Ceannard (SNI)

Daibhidh Boag, Stiùiriche Planadh Cànan is Leasachaidhean Coimhearsnachd (DB)

Ailig Greumach, Ceann Roinn an Ionmhais (AG)

Alasdair MacFhionghuin, Ceann nan Seirbheisean Corporra (AMF)

Carol Niclain, Clàradh Geàrr-chunntas (CNI)

## Minutes of the Board meeting

Wednesday 11/12/2019 at 09.00am

Great Glen House, Inverness

### Members present:

Mary T MacInnes (MTMI) (Interim-chair)

Johan Smith (JS) [by phone]

Allan Campbell (AC)

Jennifer Gilmour (JG)

Donald MacLeod (DML)

### In attendance:

#### Bòrd na Gàidhlig staff

Shona MacLennan, Ceannard (SML)

David Boag, Director of Language Planning & Community Development (DB)

Alex Graham, Head of Finance (AG)

Alasdair MacKinnon, Head of Corporate Services (AMK)

Carol Johnson, Recording Minute (CNI)

1.0	CÙISEAN TÒISEACHAIDH	OPENING ITEMS
1.1	<b>Fàilte is Leisgeulan</b> Chuir an Cathraiche fàilte air a h-uile duine chun na coinneimh. Chaidh leisgeul a chlàradh bho Joy Dunlop.	<b>Welcome &amp; Apologies</b> The Chair welcomed everybody to the meeting. Apologies were recorded from Joy Dunlop.
1.2	<b>A' Nochdadh Chom-pàirtean</b> AC – An Comunn Gàidhealach MTNA – Ceòlas DML – CNES AG – Comhairle na Gàidhealtachd	<b>Disclosure of Interests</b> AC – An Comunn Gàidhealach MTMI – Ceòlas DML - CNES AG – Highland Council
1.3	<b>Geàrr-chunntasan nan coinneamhan 12/09/2019 is 21/10/2019</b> Chaidh geàrr-chunntas an dà choinneamh aontachadh le AC le taic bho DML.	<b>Minutes of meetings 12/09/2019 &amp; 21/10/2019</b> Minutes of both meetings were approved by AC and supported by DML.

## GEÀRR-CHUNNTAS

<p><b>1.4</b></p>	<p><b>Clàr Ghnìomhan</b> 4.1 - Tha HR air comhairle a thoirt do AMF gu bheil a’ chùis seo a’ tighinn fo sgèith nam brathan prìobhaideachd a th’ ann mar-thà.</p>	<p><b>Actions Log</b> 4.1 – AMK has been advised by HR that this item is covered by existing privacy notices.</p>
<p><b>1.5</b></p>	<p><b>Cùisean a thog ceann bho na coinneamhan nach eil air a’ chlàr-ghnothaich</b> <i>Dh’ fhàg DML a’ choinneamh</i></p> <p>An dèidh ceist mun choinneimh aice le Comhairle nan Eileanan Siar (CnES) o chionn ghoirid, thug SNI fiosrachadh do bhuill mu na toraidhean: gun d’fhuair i cuireadh a dhol gu coinneamh Comataidh na Gàidhlig far an deach beachdachadh air atharrachadh sa phoileasaidh foghlaim. Chuir buill fàilte air gluasad CnES gus FtG a stèidheachadh mar an suidheachadh àbhaisteach airson clann a tha a’ dol a-steach gu foghlam anns na h-Eileanan an Iar.</p> <p>Chaidh an dreachd Cairt Coimhearsnachd airson nan Eileanan an Iar a chur a-steach gu Riaghaltas na h-Alba airson fios air ais. Bidh coinneamhan anns a’ Bhliadhn’ Ùir gus faicinn mar as urrainn do na buidhnean uile a tha an sàs taic a thoirt do dh’obair na Cairt Coimhearsnachd còmhla.</p> <p><i>Thill DML dhan choinneimh</i></p>	<p><b>Matters arising from the meetings not included on the agenda</b> <i>DML left the meeting</i></p> <p>Further to a question about her recent meeting with Comhairle nan Eileanan Siar (CnES), SNI briefed members on outcomes, where she was invited to attend their Gaelic Committee meeting where the change in education policy was discussed. Members welcomed the CnES move to make GME the default position for children entering education in the Western Isles.</p> <p>The draft Community Charter for the Western Isles has been submitted to Scottish Government for feedback. There will be meetings in the New Year to see how all the organisations involved can support the work of the Community Charter in partnership.</p> <p><i>DML returned to the meeting</i></p>
<p><b>1.6</b></p>	<p><b>Clàradh chuspairean a tha rin togail fo GISBE</b> Cha robh cuspair a bharrachd ann ri dheasbad fo GISBE.</p>	<p><b>Recording topics to be covered under AOCB</b> There were no items requested under AOCB</p>
<p><b>2.0</b></p>	<p><b>RIAGHLADH CORPORRA</b></p>	<p><b>CORPORATE GOVERNANCE</b></p>
<p><b>2.1</b></p>	<p><b>Aithisg Earrann 22</b> Tha comharran ann gun tèid an aithisg fhoillseachadh air 13/12/2019. Cuiridh an Ceannard an aithisg a-mach gu Buill cho luath ’s a gheibhear i.</p> <p><b>Co-dhùnadh</b> Ghabh na Buill <b>FA-NEAR</b> gum bi a’ Chomataidh Sgrùdaidh Poblach agus Iar-reachdail aig Pàrlamaid na h-Alba a’ co-dhùnadh a bheil iad airson fianais iarraidh. Ma thachras sin, is dòcha gun tèid iarraidh air a’ Cheannard agus air a’ Cathraiche Eadar-amail a bhith an làthair aig a’ Chomataidh.</p>	<p><b>Section 22 Report</b> Indications are that the report will be published on 13/12/2019. The Ceannard will circulate the report to Members as soon as the report is received.</p> <p><b>Decision</b> Members <b>NOTED</b> that the Public Audit and Post-legislative Scrutiny Committee at the Scottish Parliament will decide whether they wish to call for evidence. In that event, the Ceannard and Interim-chair may be required to attend the Committee.</p>

## GEÀRR-CHUNNTAS

<b>2.2</b>	<b>Cruth-atharrachadh na Buidhne (Seisean Dùinte)</b>	<b>Transformational Change (Closed Session)</b>
2.2.1	<b>Pròiseas Cruth-atharrachaidh</b>	<b>Transformational Change</b>
<b>2.3</b>	<b>LEASACHADH NA BUIDHNE</b>	<b>ORGANISATIONAL DEVELOPMENT</b>
2.3.1	<p><b>Am Plana Leasachaidh</b> Thug JG fiosrachadh do Bhuill gu bheil Buidheann Stiùiridh a’ Phlana Leasachaidh riaraichte le adhartas sa Phlana.</p> <p><b>Co-dhùnadh</b> Thug buill <b>FA-NEAR</b> don Phlana Leasachaidh.</p>	<p><b>Improvement Plan</b> JG briefed Members that the Improvement Plan Steering Group are satisfied with progress on the Plan.</p> <p><b>Decision</b> Members <b>NOTED</b> the Improvement Plan.</p>
2.3.2	<p><b>Fosgailteachd agus Follaiseachd</b> Bhruidhinn AMF mun phàipear, a chaidh ullachadh a rèir stiùiridhean Sgrùdadh Alba agus <i>Air Bòrd</i>. Bheachdaich buill air dòighean a dh’ fhaodadh a bhith ann airson coinneamhan poblach agus dòighean air follaiseachd a leasachadh.</p> <p><b>Co-dhùnadh</b> <b>GHABH</b> na buill ris na molaidhean sa phàipeir.</p> <p><b>Gnìomh:</b> Molaidhean rin cur ris a’ Phlana Leasachaidh.</p>	<p><b>Openness &amp; Transparency</b> AMK spoke to the paper, which has been prepared in line with Audit Scotland and <i>On Board</i> guidelines. Members discussed possible approaches for public meetings and ways of improving transparency.</p> <p><b>Decision</b> Members <b>APPROVED</b> the paper recommendations.</p> <p><b>Action:</b> Recommendations to be added to the Improvement Plan.</p>
2.3.3	<p><b>Bun-riaghailtean na Comataidh Poileasaidh is Ghoireasan</b> Chaidh iarraidh air na buill beachdachadh air na Bun-riaghailtean airson Comataidh Poileasaidh is Ghoireasan, a chaidh a mholadh don Bhòrd às dèidh coinneamh na Comataidh san t-Samhain.</p> <p><b>Co-dhùnadh</b> <b>GHABH</b> na buill ris na Bun-riaghailtean.</p>	<p><b>Policy &amp; Resources Committee Terms of Reference</b> Members were asked to approve the Terms of Reference for the Policy and Resources Committee, which were recommended to the Board following the Committee meeting in November.</p> <p><b>Decision</b> Members <b>APPROVED</b> the Terms of Reference.</p>
2.3.4	<p><b>Plana Obrach a’ Bhùird-stiùiridh (Dreachd)</b> <b>Co-dhùnadh</b> <b>GHABH</b> na Buill ri plana obrach a’ Bhùird-stiùiridh, leis na h-atharraichean ainmichte.</p> <p><b>Gnìomh:</b> AMF gus obair ullachaidh na h-aithisg bhliadhnail agus cunntasan agus gnìomhan Foghlaim a chur ri plana-obrach a’ Bhùird.</p>	<p><b>Board Work Plan (Draft)</b> <b>Decision</b> Members <b>APPROVED</b> the Board work plan with the noted additions.</p> <p><b>Action:</b> AMK to add preparation of the annual report and accounts and Education tasks to the Board workplan.</p>

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2.3.5	<p><b>Clàr-ama coinneamhan a’ Bhùird-stiùiridh is nan Comataidhean</b> Bheachdaich buill air roghainnean a dh’fhaodadh a bhith ann airson àiteachan airson coinneamhan a chumail.</p> <p><b>Co-dhùnadh</b> <b>GHABH</b> na Buill ris a chlàr-ama airson coinneamhan suas chun a’ Mhàirt 2021.</p>	<p><b>Board and Committee Meeting Calendar</b> Members discussed possible options for places to hold meetings.</p> <p><b>Decision</b> Members <b>APPROVED</b> the Board meeting schedule up to March 2021.</p>
2.4	<p><b>AM PLANA-GNÌOMH 2019/20</b></p>	<p><b>OPERATIONAL PLAN 2019/20</b></p>
2.4.1	<p><b>Coileanadh a’ Phlana-Ghniomh 2019/20</b> Thug na buill <b>FA-NEAR</b> don adhartas leis amasan a’ Phlana-ghniomh, ann am bliadhna anns an robh cuideaman a bharrachd, agus mhol iad an Sgioba-stiùiridh airson a bhith a’ stiùireadh na h-obrach a bharrachd. Thug iad taing don luchd-obrach air fad airson na h-obrach aca.</p>	<p><b>Delivery of Operational Plan 2019/20</b> Members <b>NOTED</b> the progress with the Operational Plan, in a year which has had extra pressures, and commended the Leadership Team for managing the extra workload. They thanked all the staff for their work.</p>
2.5	<p><b>IONMHAS</b></p>	<p><b>FINANCE</b></p>
2.5.1	<p><b>Aithisg Ionmhais (Ràitheil)</b> Chaidh innse do na buill gun robh Ceann an Ionmhais riarachaid le suidheachadh an ionmhais aig an àm seo.</p> <p><b>Co-dhùnadh</b> Thug na Buill <b>FA-NEAR</b> am fiosrachadh san aithisg.</p>	<p><b>Financial Report (Quarterly)</b> The Members were told that the Head of Finance was satisfied with the financial situation at this time.</p> <p><b>Decision</b> The Members <b>NOTED</b> the information in the report.</p>
2.5.2	<p><b>Ùrachadh Buidseat 2019/20</b> Ghabh Buill <b>FA-NEAR</b> gun deach tagradh foirmeil a chuir a-steach chun na Roinn Urrasachd, ag iarraidh gun deidheadh suas ri £94k bhon bhuidseat Leasachaidh a chleachdadh a dh’ionnsaigh Chosgaisean Ruith, agus thathar a’ feitheamh ri freagairt.</p> <p><b>Co-dhùnadh</b> <b>GHABH</b> Buill ris a’ bhuidseat ùr airson 2019/20.</p> <p><b>Gnìomh</b> AG gus briseadh mionaideach a thoirt do Bhuill air cosgaisean airson a’ phrògram atharrachaidh a chaidh a thoirt a-mach o chionn ghoirid.</p>	<p><b>Revised Budget 2019/20</b> Members <b>NOTED</b> that a formal application has been submitted to the Sponsor Division, requesting that up to £94k from Development Budget be used towards Running Costs, and a response is awaited.</p> <p><b>Decision</b> Members <b>APPROVED</b> the revised budget for 2019/20.</p> <p><b>Action</b> AG to issue Members with a detailed breakdown on costings for the recently issued "Change Programme".</p>

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2.5.3	<p><b>Poileasaidhean Peinnsean neo-Riatanach</b> Bheachdaich buill air na molaidhean sa phàipear. Thug iad <b>FA-NEAR</b> gun robh na poileasaidhean gan ath-sgrùdadh gach trì bliadhna.</p> <p><b>Co-dhùnadh</b> <b>GHABH</b> na buill ris na poileasaidhean peinnsein roghnach. <i>Dh'fhàg AG na coinneamh</i></p>	<p><b>Pension Discretionary Policies</b> Members discussed the recommendations in the paper. They <b>NOTED</b> that these policies are revised every three years.</p> <p><b>Decision</b> Members <b>APPROVED</b> the discretionary pension policies. <i>AG left the meeting</i></p>
2.6	<p><b>CONALTRADH</b></p>	<p><b>COMMUNICATIONS</b></p>
2.6.1	<p><b>Ro-innleachd Conaltraidh</b> Bhruidhinn SNI mun phàipear, a' toirt fiosrachadh do Bhuill mun ro-innleachd, a thèid a leantainn le Plana Conaltraidh, nuair a gheibh e aonta. Cuideachd ghabh iad FA-NEAR gum bu chòir na prìomh bhuidhnean Gàidhlig maoinichte a bhith mothachail mun ro-innleachd agus a bhith air an gabhail a-steach ann an iomairtean iomchaidh agus air am brosnachadh gus co-obrachadh air conaltradh a leasachadh gus cuideachadh le mothachadh poblach mun obair a thathar a' dèanamh.</p> <p><b>Co-dhùnadh</b> <b>GHABH</b> na Buill ris an Ro-innleachd Conaltraidh.</p> <p><b>Gnìomh</b> DB gus dèanamh cinnteach gum bi SK agus MNI gu cunbhalach a' conaltradh leis na prìomh bhuidhnean maoinichte a thaobh a bhith a' sgaoileadh fiosrachadh don phoball mu iomairtean a tha air am maoinichadh.</p>	<p><b>Communications Strategy</b> SNI spoke to the paper, briefing Members on the strategy, which will be followed by a Communications Plan, on approval. Also NOTED that the main funded Gaelic Organisations should be made aware of the strategy and included in appropriate initiatives and encouraged to work collaboratively on developing communications to help with public awareness of work being undertaken.</p> <p><b>Decision</b> Members <b>APPROVED</b> the Communications Strategy.</p> <p><b>Action</b> DB to ensure that SK and MML regularly engage with the main funded organisations regarding sharing information to the public on initiatives being funded.</p>
2.7	<p><b>Rianachd Mhì-chinntean</b></p>	<p><b>Risk Management</b></p>
2.7.1	<p>Clàr Mhì-chinntean Ro-innleachdail Beachdaich na Buill air a' chlàr mhì-chinntean, is chuir iad fàilte air a' chruth ùr.</p> <p><b>Co-dhùnadh</b> <b>GHABH</b> na Buill ris a Chlàr Mhì-chinntean Ro-innleachdail.</p>	<p>Strategic Risk Register Members discussed the risk register and welcomed the new format.</p> <p><b>Decision</b> Members <b>APPROVED</b> the Strategic Risk Register.</p>
3	<p><b>CLEACHDADH NA GÀIDHLIG</b></p>	<p><b>GAELIC USAGE</b></p>
3.1	<p><b>Stiùireadh Reachdail nam Planaichean Cànan Gàidhlig</b></p> <p>Thug DB fiosrachadh do Bhuill mu ath-dhreachdadh an stiùiridh airson ullachadh Phlanaichean Gàidhlig, agus thug iad <b>FA-NEAR</b> gun robh Roinn Urrasachd Riaghaltas na h-Alba air a bhith an sàs anns a' phròiseas.</p>	<p><b>Statutory Guidance for Gaelic Language Plans</b></p> <p>DB briefed Members on the re-drafting of the guidance for Gaelic Language Plans preparation, and <b>NOTED</b> that Scottish Government Sponsor Division has been involved in the process.</p>

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	<p><b><u>Co-dhùnadh</u></b> <b>GHABH</b> na Buill ris an Stiùireadh Reachdail ùr airson Planaichean Cànan Gàidhlig, a thèid a-nis air adhart airson aonta Ministreil.</p>	<p><b><u>Decision</u></b> The Members <b>APPROVED</b> the new Statutory Guidance for Gaelic Language Plans, which will now be forwarded for Ministerial approval.</p>
4	<p><b>GISBE</b></p> <ul style="list-style-type: none"><li>– Duolingo - Chuir buill fàilte air an adhartas a chaidh a dhèanamh le bhith a’ cur Gàidhlig air bhog tron app air-loidhne Duolingo.</li><li>– Dh'innis JG do Bhuill gu bheil am pròiseas fastaidh airson Cathraiche agus Ball ùr a' dol air adhart.</li></ul> <p>Cha robh gnothach sam bith eile ri dheasbad agus thug an cathraiche eadar-amail taing don a h-uile duine airson na chuir iad ris a’ choinneimh agus thug iad a’ choinneamh gu crìoch.</p>	<p><b>AOCB</b></p> <ul style="list-style-type: none"><li>– Duolingo - Members welcomed the progress made in launching Gaelic via the Duolingo online application.</li><li>– JG informed Members that the recruitment process for a new Chair and additional Member is progressing.</li></ul> <p>There was no further business for discussion. The Interim-chair thanked everyone for their contribution and brought the meeting to a close.</p>
5	<p><b>CEANN-LATHA NA H-ATH CHOINNEIMH</b></p> <p>Cumar an ath choinneimh air 26/02/2020 ann an Inbhir Nis.</p>	<p><b>DATE OF NEXT MEETING</b></p> <p>The next meeting will take place on 26/02/2020 in Inverness.</p>