



**BUN-RIAGHAILTEAN
PANNAL NAM PLANAICHEAN GÀIDHLIG**

**TERMS OF REFERENCE
GAELIC PLANS PANEL**

Air aontachadh le/Approved by: **Am Bòrd Stiùiridh – The Board**

Air aontachadh air/Approved on: **2021-06-16**

Ath-nuadhachadh a dhìth/Review due on: **2022-06**

DLEASTANASAN

Mus tèid dreachd phlana Gàidhlig air adhart gu Comataidh Poileasaidh is Ghoireasan (CPG) a' sireadh aonta, nì Pannal nam Planaichean Gàidhlig (am Pannal) sgrùdadh mionaideach air gach dreachd phlana Gàidhlig.

Bidh am pannal an urra ri :-

- (a) Moladh a thoirt dhan CPG gun tèid aontachadh ri dreachd phlana no
- (b) Molaidhean airson atharrachaidhean sam bith a tha a dhìth a chur chun an ùghdarras phoblach às leth a' Bhùird-stiùiridh gus am bi dreachd phlana deiseil airson aonta CPG.

BALLRACHD

Is iad buill a' Phannail :-

- Ball a' Bhùird-stiùiridh, ainmichte gach bliadhna às leth na Comataidh Poileasaidh is Ghoireasan (CPG)
- Ball a' Bhùird-stiùiridh, ainmichte gach bliadhna às leth na Comataidh Sgrùdaidh is Dearbhachadh (CSD)

Bidh aon de na buill den Bhòrd-stiùiridh ainmichte anns a' chathair aig a' Phannal.

CÒRAICHEAN

Faodaidh am Pannal:

- Buill a bharrachd a cho-thaghadh gus sgilean, fios agus eòlas sònraichte a thoirt dhan Phannal.
- Comhairle shònraichte fhaighinn air stèidh ad-hoc agus sin air a phàigheadh leis a' bhuidhinn, le ùmhlachd do chead buidseit bhon Bhòrd-stiùiridh no bhon Cheannard.

COINNEAMHAN

Is iad modhan na coinneamhan:

- Coinnichidh am Pannal nuair a bhios feum air gus sgrùdadh a dhèanamh air suas ri dà dhreachd phlana Gàidhlig aig gach coinneamh.

RESPONSIBILITIES

In advance of seeking approval for a draft Gaelic language plan from the Bòrd's Policy and Resources Committee (PRC), the Gaelic Plans Panel (Panel) will undertake detailed scrutiny of all draft Gaelic language plans.

The panel will be responsible for :-

- (a) Recommending to the PRC approval of a draft plan or
- (b) Proposing any modifications, if any, to the public authority on behalf of the Board until a draft plan is ready for approval by the PRC.

MEMBERSHIP

Members of the Panel are :-

- A Board member, nominated annually by the Policy and Resources Committee (PRC)
- A Board member, nominated annually by the Audit & Assurance Committee (AAC)

The Panel will be chaired by one of the nominated Board members.

RIGHTS

The Panel may:

- Co-opt additional members to provide specialist skills, knowledge and experience to the Panel.
- Procure specialist ad-hoc advice at the expense of the organisation, subject to budgetary approval by the Board or Ceannard.

MEETINGS

Procedures for meetings are:

- The Panel will meet as required to provide scrutiny for a maximum of two draft Gaelic language plans per meeting.

- Feumaidh dithis bhall a’ bhùird-stiùiridh a bhith an làthair mus bi coinneamh air a meas cuòraichte – aon bho CPG agus aon bhon CSD.
- Mura bheil e comasach do bhall a’ bhùird-stiùiridh ainmichte a bhith an làthair no ma tha iad a’ nochdadh com-pàirt ann am plana a tha fo sgrùdadh, faodaidh ball eile a’ bhùird-stiùiridh bhon CPG no CSD a bhith an làthair nan àite gus am bi riochdachadh ann bho gach comataidh air a’ Phannal. Bidh aonta a dhìth bho chathraiche na comataidh iomchaidh anns an t-suidheachadh seo.
- A bharrachd air dithis bhall a’ bhùird-stiùiridh, bidh an Stiùiriche Planadh Cànan is Leasachaidhean Coimhearsnachd agus sgioba nam planaichean (2 x Oifigearan Phlanaichean Cànan agus Oifigear Buileachaidh nam Planaichean) an làthair aig a’ Phannal mar as àbhaist.
- Gheibh am Pannal taic bhon sgioba rianachd gus coinneamhan a’ Phannail a chur air dòigh agus gus geàrr-chunntas nan co-dhùnidhean a chumail.
- Thèid pàipearan a’ Phannail a sgaoileadh co-dhiù 10 latha ron choinneimh.
- Feumaidh buill a’ bhùird-stiùiridh a tha a’ nochdadh com-pàirt ann am plana Gàidhlig aig ùghdarras poblach a tha fo sgrùdadh fios a leigeil gu neach-taic rianachd a’ Phannail cho luath ’s a ghabhas agus chan fhaod iad pàirt a ghabhail anns a’ Phannal nuair a tha sgrùdadh a’ dol air adhart air an dreachd phlana sin.
- Faodaidh am pannal iarraidh air oifigich sam bith eile bhon bhuidhinn a bhith an làthair gus cuideachadh le còmhraidhean air cùis shònraichte.
- Two Board members will be present for the Panel to be quorate – one from the PRC and one from the AAC.
- If a nominated Board member is unable to attend the Panel or have a conflict of interest with a draft plan being presented, another member from either the PRC or AAC may attend in their place to ensure representation from both committees on the Panel. In this case the replacement Board members will be decided by the appropriate committee chairs.
- In addition to the two Board members, the Panel will normally be attended by the Director of Language Planning and Community Developments and the Gaelic Language Plans team (2 x Language Plans Officers and Gaelic Plans Implementation Officer)
- The Panel will be provided with support from the administration team to organise Panel meetings and to minute conclusions.
- Papers for the Panel will be circulated at least 10 days in advance.
- Board members with an interest in a public authority draft Gaelic language plan must declare this to the Panel administrative support officer as soon as possible and withdraw from the Panel whilst that draft plan is scrutinised.
- The Panel may ask any other officials of the organisation to attend to assist it with its discussions on any particular matter.

CLAR-AMA

Bidh am Pannal ann cho fad ’s a tha am Bòrd-stiùiridh a’ meas gu bheil e iomchaidh. Ma thig am Pannal gu ceann, bu chòir am Bòrd-stiùiridh dearbhadh gu bheil

TIMESCALE

The Panel will exist for as long as it is considered appropriate by the Board. If it ceases to exist, the Board

dòigh fhreagarrach ann gus sgrùdadh mionaideach a dhèanamh air dreachd phlanaichean Gàidhlig.

should ensure that there is a mechanism to undertake detailed scrutiny of draft Gaelic language plans.