Geàrr-chunntas dearbhte | Approved Minute

Bòrd na Gàidhlig

A' Chomataidh Poileasaidh is Ghoireasan Coinneamh air Dimàirt 30/08/2022 09.30 – 12.30 Tro Teams	Policy & Resources Committee Meeting on Tuesday 30/08/2022 09.30 – 12.30 Via Teams
GEÀRR-CHUNNTAS	**MINUTE**
Buill Bùird an Làthair: Màiri NicAonghais (Cathraiche) [MTNA] Dòmhnall MacAoidh [DMA] Nicola NicThòmais [NNT]	**Board Members Present:** Màiri MacInnes (Chair) [MTMI] Donald MacKay [DMK] Nicola Thomson [NT]
A' frithealadh: Shona NicIllinnein, Ceannard [SNI] Seumas Whannel, Stiùiriche Foghlaim [SW] Louise NicIlleathain, Manaidsear Gnìomhan [LNI] – *Puing 2* Steven Kellow, Oifigear Maoineachaidh is Phròiseactan [SK] – *Puing 3.1* Kenneth Fowler, Alba Cruthachail [KF] – *Puing 11* Orla NicDhòmhnaill, A' clàradh a' gheàrr-chunntais [OND]	**In Attendance** Shona MacLennan, Ceannard [SML] Jim Whannel, Stiùiriche Foghlaim [JW] Louise MacLean, Operations Manager [LML] – *Point 2* Steven Kellow, Funding & Projects Officer [SK] – *Point 3.1* Kenneth Fowler, Creative Scotland [KF] – *Point 11* Orla MacDonald, Recording the Minutes [OMD]
Leisgeulan: Iain Mac a' Mhaoilein, Stiùiriche Leasachaidh [IMM] Christie NicIlleathain, Manaidsear Phlanaidh [CNI]	**Leisgeulan:** Iain MacMillan, Director of Development [IMM] Christie MacLean, Planning Manager [CML]

	SEISEAN DÙINTE	**CLOSED SESSION**
1.0	**CÙISEAN TÒISEACHAIDH**	**OPENING ITEMS**
1.1	**Fàilte is Leisgeulan** Chuir an Cathraiche fàilte air a h-uile duine don choinneimh.	**Welcome & Apologies** The Chair welcomed everyone to the meeting.
1.2	**A' Nochdadh Chom-pàirtean** NNT – Sabhal Mòr Ostaig	**Declaration of Interests** NT – Sabhal Mòr Ostaig
1.3	**Geàrr-chunntasan na coinneamhan mu dheireadh** **PT1 Geàrr-chunntas na coinneimh 10/05/2022** **PT2 Geàrr-chunntas na coinneimh 12/07/2022** <u>Co-dhùnadh:</u> Thug Buill fa-near do na geàrr-chunntasan mar a chaidh a thaisbeanadh.	**Minutes from previous meetings** **PT1 Minutes from the meeting on 10/05/2022** **PT2 Minutes from the meeting on 12/07/2022** <u>Decision:</u> Members noted the minutes as presented.
1.4	**Clàr-ghnìomhan** <u>Co-dhùnadh:</u> Thug Buill fa-near don chlàr-gnìomhan mar a chaidh a thaisbeanadh.	**Actions Listing** <u>Decision:</u> Members noted the actions listing as presented.
1.5	**Gnothach Iomchaidh sam Bith Eile** Cha robh gin ann.	**AOCB** There were none.
2.0	**CÙISEAN HR**	**HR MATTERS**
2.1	**Suirbhidh Luchd-obrach** Thug LNI iomradh air a' phàipear. Thug i fios gun robh na PCCan air sgòradh 2% nas àirde na a' bhliadhna an-uiridh. Chaidh na toraidhean a sgaoileadh air SharePoint. A bharrachd air seo, chaidh na modhan-obrach airson draghan a thogail a chur an cuimhne luchd-obrach. Thog LNI na diofar ghoireasan taic a tha ann airson luchd-obrach BNG agus gum bithear a'	**Staff Survey** LML gave an overview of the paper. She informed members that the KPIs scored 2% higher than last year. The results were shared by the Ceannard on SharePoint. In addition, employees were reminded of the range of procedures for raising concerns. LML highlighted the resources available to BNG staff for support and she

	cumail sùil air toraidhean shuirbhidhean san àm ri teachd. Mhol Buill an ìre de dh'fhreagairtean a thàinig a-staigh. Thogadh ceist mun bhuidseat airson trèanadh agus thug LNI fios gu bheil i comhfhurtail le mar a tha am buidseat airson trèanadh is leasachadh aig an ìre seo. Co-dhùnadh: Thug Buill fa-near don t-suirbhidh luchd-obrach mar a chaidh a thaisbeanadh.	informed members that results of future surveys will be monitored. Members praised the response rate of the survey. A question was raised around the budget for training and LML informed members that she is comfortable with the level of the training and development budget at this stage. Decision: Members noted the staff survey as presented.
2.2	**Ro-innleachd ICT** Thug LNI iomradh air adhartas leis an ro-innleachd. Tha iomadh cothrom air tighinn mar thoradh air Covid-19 agus obair bhon taigh a tha a' ciallachadh gu bheil a' bhuidheann ann an deagh shuidheachadh a thaobh ICT. Chaidh bruidhinn air cosgaisean ICT agus gu bheil luach an airgead airson a' bhuidseit seo gu math cudromach dhan bhuidhinn. Co-dhùnadh: Thug Buill fa-near don aithisg air adhartas a thaobh ro-innleachd ICT mar a chaidh a thaisbeanadh.	**ICT Strategy** LML gave an overview of progress with the strategy. The situation arising from Covid-19 had created opportunities to develop better practices for working from home which meant that the organisation was in a strong position in terms of ICT. ICT costs were discussed and it was highlighted that value for money for this budget is very important to the organisation. Decision: Members noted the update on the ICT strategy as presented.
3.0	**IONMHAS**	**FINANCE**
3.1	**Tabhartasan eadar £50,001-£100,000** Thug SK iomradh air an tabhartas a thathar a' moladh airson aonta dhan Chomataidh, mar a chaidh a thaisbeanadh sa phàipear. Thathar a moladh gum bi aonta aon bhliadhna ann an-dràsta ach gum biodh barrachd obair a dhìth airson aonta nas leantainniche. Thog Buill na cumhaichean agus am bu chòir dha puing a bhith ann mu chothroman leasachaidh dhan luchd-obrach. Dhearbh SK gu bheil e riaraichte seo a chur ris na cumhaichean. Dh'iarr na Buill barrachd fios air mar a tha am buidseat GLAIF ga chleachdadh agus thug SK agus NP fios seachad air seo. Co-dhùnadh: Dh'aontaich Buill ris an tabhartas.	**Grant Applications between £50,001-£100,000** SK gave an overview of the funding request which was proposed for approval by the Committee. It was recommended that there would be a one-year agreement for now, but that there would be further development required for any future grant. Members questioned the conditions and whether there should be a point about development opportunities for employees included. SK accepted this addition to the conditions. Members requested more information on how the GLAIF budget is used and SK and NP provided this. Decision: Members approved the grant.
	SEISEAN FOSGAILTE	**OPEN SESSION**
	Fàilte is Leisgeulan Chuir an Cathraiche fàilte air a h-uile duine don choinneimh. **A' Nochdadh Chom-pàirtean** NNT – Sabhal Mòr Ostaig	**Welcome & Apologies** The Chair welcomed everyone to the meeting. **Declaration of Interests** NT – Sabhal Mòr Ostaig
3.0	**IONMHAS**	**FINANCE**

3.2	**Aithisg Ràitheil air Ionmhas 30/06/2022** Thug NP iomradh air an fhiosrachadh san aithisg. Leis gun robh am fiosrachadh seo mìos air dheireadh, thug NP cunntas labhairteach seachad air an t-suidheachadh aig deireadh an Iuchair.	**Quarterly Finance Report 30/06/2022** NP gave an overview of the information in the report. As the written report was for the first quarter, NP gave a verbal update on the position at the end of July.
	Sheall seo gun robh am buidseat aig deireadh an Iuchair air ais mar bu chòir agus gun robh dùil fhathast ri làn chaitheamh den tabhartas gus cuideachadh.	This showed that at the end of July the spend was in line with budget and still projected a full spend of grant in aid.
	Aig deireadh an Iuchair bha balans aig a' bhanca a rèir pròifeil a' bhuidseit nas dlùithe na bha e aig an ìre seo sa bhliadhna ionmhais roimhe.	At the end of July the balance at the bank matched the budget profile more closely than at this stage in the previous financial year.
	Mhol Buill co-thaobhadh pròifil a' bhuidseit aig an ìre seo agus thug iad fa-near gu bheil e feumail gu bheil am fiosrachadh seo air a thaisbeanadh dhaibh.	Members commended the budget profile alignment at this stage and noted that it is useful to be presented with this information.
	Co-dhùnadh: Thug Buill fa-near don Aithisg Ràitheil mar a chaidh a thaisbeanadh.	Decision: Members noted the Quarterly Report as presented.
4.0	**PLANAICHEAN GÀIDHLIG**	**GAELIC LANGUAGE PLANS**
4.1	**PT1 PGR055 E03 Riaghaltas na h-Alba** Thug SW geàrr-chunntas seachad air a' Phlana.	**PT1 PGR055 E03 Scottish Government** JW gave an overview of the Plan.
	Chuir Buill fàilte air a' Phlana agus thuirt iad cho cudromach 's a tha am Plana dhan dùthaich. Thuirt Buill gun robh iad an dùil am Plana fhaicinn ann an cruth dà-chànanach.	Members welcomed the Plan and highlighted the importance of the Plan to the country. Members raised that they hoped to see the Plan in bilingual form.
	Co-dhùnadh: Dh'aontaich Buill ris a' Phlana mar a chaidh a thaisbeanadh.	Decision: Members approved the Plan as presented.
	PT2 PGR043 E03 Leasachadh Sgilean na h-Alba Thug SW geàrr-chunntas seachad air a' Phlana agus thuirt e cho cudromach 's a tha am Plana do dhaoine òga.	**PT2 PGR043 E03 Skills Development Scotland** JW gave an overview of the Plan and its importance the plan is to young people.
	Mhol Buill mar a thathar a' cur air adhart na Gàidhlig taobh a-staigh na buidhne agus thuirt iad gur e Plana misneachail a th' ann. Mhol iad cruth na plana cuideachd.	Members praised how Gaelic is being promoted within the organisation and said that the contents of the plan are very encouraging, and they commended the format.
	Co-dhùnadh: Dh'aontaich Buill ris a' Phlana mar a chaidh a thaisbeanadh.	Decision: Members approved the Plan as presented.
	PT3 PGR051 E01 Oilthigh Shrath Chluaidh Thug SW geàrr-chunntas seachad air a' Phlana agus thuirt e cho cudromach 's a tha am Plana dhan Ghàidhlig agus foghlam Gàidhlig.	**PT3 PGR051 E01 University of Strathclyde** JW gave an overview of the Plan and its importance to Gaelic and Gaelic education.
	Dh'fhaighnich Buill ciamar a tha an co-obrachadh eadar oilthighean is sgoiltean ann an Glaschu.	Members asked about cooperation between universities and schools in Glasgow. JW told them that there are many

	Fhreagair SW gu bheil tòrr chothroman ann airson co-obrachadh agus gu bheil còmhraidhean air a bhith ann eadar Comhairlean agus Oilthigh Srath Chluaidh.	opportunities for collaboration and discussions have been held between Councils and the University of Strathclyde.
	Thuirt Buill nach robh cuid de na h-amasan aca cho làidir a b’ urrainn dhaibh a bhith ach gu bheil iad riaraichte leis mar chiad eagran. Bha Buill toilichte gun robh cumhaichean iomraidh airson buidheann buileachaidh anns a’ Phlana agus thuirt iad gum bu choir seo a bhith mar deagh chleachdadh airson buidhnean eile.	Members commented that some of the aims could have been stronger but that they are satisfied with these as a first edition of the plan. Members were pleased to see the terms of reference for the implementation group within the Plan and noted that this could be used as good practice for other organisations.
	Co-dhùnadh: Dh’aontaich Buill ris a’ Phlana mar a chaidh a thaisbeanadh.	Decision: Members approved the Plan as presented.
	PT4 PGR055 Riaghaltas na h-Alba - Geàrr-iomradh air Adhartas le Eagran 2	**PT4 PGR055 Scottish Government - Information of progress with E02**
	Co-dhùnadh: Thog Buill fa-near don phàipear mar a chaidh a thaisbeanadh.	Decision: Members noted the paper as presented.
	PT5 PGR043 Leasachadh Sgilean h-Alba –Geàrr-iomradh air Adhartas le Eagran 2	**PT5 PGR043 Skills Development Scotland - Information of progress with E02**
	Co-dhùnadh: Thog Buill fa-near don phàipear mar a chaidh a thaisbeanadh.	Decision: Members noted the paper as presented.
5.0	**AMASAN ÀRD ÌRE**	**HIGH LEVEL AIMS**
5.1	**PT1 PGR063 Ùghdarras Pàirc Nàiseanta Loch Laomainn agus nan Tròisichean E02** Thug SW geàrr-chunntas seachad air na h-Amasan Àrd-ìre.	**PT1 PGR063 Loch Lomond and Trossachs National Park Authority E02** JW gave an overview of the High-level Aims.
	Bha na Buill riaraichte leis na h-amasan mu ionnsachadh na Gàidhlig.	Members were satisfied with the aims regarding learning Gaelic.
	Co-dhùnadh: Dh’aontaich Buill ris na h-Amasan Àrd-ìre mar a chaidh a thaisbeanadh. *Dh’fhàg NNT na coinneimh aig 10.26*	Decision: Members approved the High-level Aims as presented. *NT left the meeting at 10.26*
	PT2 PGR056 Sabhal Mòr Ostaig E03 Thug SW geàrr-chunntas air na h-Amasan Àrd-ìre.	**PT2 PGR056 Sabhal Mòr Ostaig** JW gave an overview of the High-level Aims.
	Dh’fhaighnich Buill mu phlanadh buidseatan airson oilthighean a tha a’ cruthachadh chùrsaichean ùra. Fhreagair an Ceannard le fios mu dheidhinn maoineachadh airson cùrsaichean ùra agus nach e maoineachadh Bhòrd na Gàidhlig a tha ga chleachdadh airson seo.	Members asked about budget planning for universities creating new courses. The Ceannard provided information about funding for new courses and that funding from Bòrd na Gàidhlig would not be used for this purpose.
	Co-dhùnadh: Dh’aontaich Buill ris na h-Amasan Àrd-ìre mar a chaidh a thaisbeanadh.	Decision: Members approved the High-level Aims as presented.

	Thill NNT dhan choinneamh aig 10.30	*NT returned to the meeting at 10.30*
6.0	**RIAGHLADH**	**GOVERNANCE**
6.1	*Thugadh fa-near gun tèid am pàipear air Èifeachdas na Comataidh dhan Bhùird-stiùiridh aig a' choinneamh air 6mh Dàmhair mar aithisg air na Comataidhean agus a' Bhùird-stiùiridh.*	*It was noted that the paper on Committee Effectiveness would be submitted to the Board at 6th October meeting as a combined report on committees and the Board.*
7.0	**CUISEAN HR**	**HR MATTERS**
7.1	**Poileasaidhean Daonna** Thug LNI iomradh air na poileasaidhean agus air a' phròiseas gus na poileasaidhean fhaighinn chun na h-ìre seo. Dhearbh LNI do Bhuill gu bheil cothrom aig luchd-obrach a' dol tro na pròiseasan seo tro mheadhan na Gàidhlig, ach a-mhàin ma tha feum air cuideigin bhon taobh a-muigh, gun Gàidhlig, a bhith an sàs ann. Mhol Buill fiosrachadh conaltraidh a chur an lùib nam poileasaidhean far a bheil e iomchaidh, agus dhearbh LNI gun urrainnear seo a dhèanamh. **PT1 Poileasaidh Smachdachaidh** <u>Co-dhùnadh:</u> Dh'aontaich Buill ris a' phoileasaidh mar a chaidh a thaisbeanadh. **PT2 Poileasaidh airson Cùisean Gearain** <u>Co-dhùnadh:</u> Dh'aontaich Buill ris a' phoileasaidh mar a chaidh a thaisbeanadh. **PT3 Poileasaidh Airson Draghan Fhoillseachadh** <u>Co-dhùnadh:</u> Dh'aontaich Buill ris a' phoileasaidh mar a chaidh a thaisbeanadh.	**HR Policies** LML gave an overview of the policies and the process involved in progressing the policies to this stage. LML confirmed to Members that employees have the opportunity to use Gaelic in the application of policy procedures unless someone external to the organisation who is not a Gaelic speaker is required to be involved. Members suggested that contact information be included in the policy where appropriate, and LML confirmed that this would be done. **PT1 Disciplinary Policy** <u>Decision:</u> Members approved the policy as presented. **PT2 Grievance Policy** <u>Decision:</u> Members approved the policy as presented. **PT3 Whistleblowing Policy** <u>Decision:</u> Members approved the policy as presented.
8.0	**PLANA GNIOMH**	**OPERATIONAL PLAN**
8.1	**Sgrùdadh Ràitheil den Phlana Gnìomh 2022/23** Thug an Ceannard geàrr-chunntas seachad air an aithisg agus mar a thathar a' dèanamh sgrùdadh air adhartas leis na PCCan. Thug i fios gu bheil i riaraichte leis an adhartas aig an ìre seo agus thug i barrachd fios seachad mu aon gnìomh nach deach tòiseachadh fhathast Rinn SW aithris mu chùisean a thaobh buaidh air foghlam agus mu thachartasan cudromach a bha a' tighinn an àirde. Dh'aithris an Cheannard gu bheil obair air a bhith a' dol gus siostaman Bòrd na Gàidhlig a leasachadh agus a bhith a' soillearachadh dleastanasan na buidhne. <u>Co-dhùnadh:</u> Thug Buill fa-near don Sgrùdaidh Ràitheil den Phlana Gnìomh mar a chaidh a thaisbeanadh.	**Quarterly Operational Plan Monitoring 2022/23** The Ceannard gave an overview of the report and the process for monitoring the progress of KPIs. She informed Members that she was satisfied with progress at this stage and provided more information on one task which had not yet been started. JW informed Members of issues affecting education and also important upcoming events. The Ceannard informed Members that work has been going on to develop Bòrd na Gàidhlig's systems and to clarify the responsibilities of the organisation. <u>Decision:</u> Members noted the Quarterly Operational Plan Monitoring as presented.

9.0	**PLANA OBRACH NA COMATAIDH**	**COMMITTEE WORK PLAN**
9.1	**PT1 Plana Obrach 2022/23** Thug an Ceannard fios gun tèid Aithisg Èifeachdas na Comataidh a thaisbeanadh dhan Bhòrd-stiùiridh seach do Chomataidhean. Co-dhùnadh: Dh'aontaich Buill ris a' Phlana Obrach mar a chaidh a thaisbeanadh.	**PT1 Work Plan 2022/23** The Ceannard informed members that the Committee Effectiveness Report will be presented to the Board instead of the Committees. Decision: Members approved the Work Plan as presented.
10.0	**GNOTHACH IOMCHAIDH SAM BITH EILE** Ceann-latha na h-ath choinneimh: 01/11/2022	**ANY OTHER BUSINESS** Date for the next meeting: 01/11/2022
	SEISEAN DÙINTE	**CLOSED SESSION**
11.0	**TAISBEANADH**	**PRESENTATION**
	Alba Cruthachail Thug Kenneth Fowler fiosrachadh do Bhuill air obair Alba Chruthachail agus gu sònraichte air an obair a tha iad a' dèanamh a tha a toirt buaidh air a' Ghàidhlig. Mhìnich e buaidh Covid-19 air roinn a' chultair agus na dòighean anns an tug Alba Chruthachail taic do bhuidhnean air an tug Covid-19 buaidh. Thug e seachad iomradh air cò às a tha maoineachadh Alba Chruthachail a' tighinn agus na buidhnean/luchd-ealain fa-leth a gheibh maoineachadh bhuapa. Thug e fa-near gu bheil iad ag obair air maoineachadh ioma-bliadhna agus thug e beagan fiosrachaidh do bhuill mun phròiseas seo. Bha Buill toilichte cluinntinn mu àite Alba Chruthachail anns na h-ealain Ghàidhlig agus mun t-suim maoineachaidh a tha iad a' cur ri seo. Bha còmhraidhean ann mu mar a dh'fhaodas Alba Chruthachail agus Bòrd na Gàidhlig obrachadh còmhla ri buidhnean san àm ri teachd gus taic a thoirt do dh'obair luchd-ealain Gàidhlig agus do na h-amasan aig gach buidheann a tha an sàs ann. Thug an Cathraiche taing do dh'Alba Chruthachail airson na rinn iad agus thuirt i gu bheil i a' coimhead air adhart ri tuilleadh chòmhraidhean. *Lèirmheas den choinneimh às dèidh làimh*	**Creative Scotland** Kenneth Fowler provided Members with information on the work of Creative Scotland and more specifically the work they do which impacts on Gaelic. He explained the impact of Covid-19 on the culture sector and the ways in which Creative Scotland provided support to affected organisations. He gave an overview of where Creative Scotland's funding comes from and those organisations/individual artists who receive funding from them. He noted that they are working on multi-year funding and provided members with some information on this process. Members were pleased to hear about Creative Scotland's role in Gaelic arts and the amount of funding that they contribute to this. There were conversations around how Creative Scotland and Bòrd na Gàidhlig could work together with organisations in the future to support the work of Gaelic artists and the aims of all organisations involved. The Cathraiche thanked Creative Scotland for their contribution and she looks forward to further discussions. *Post-meeting Review of meeting*

Ceann-là na coinneimh	30/08/2022
Dearbhte le Sgioba-stiùiridh	08/09/2022
Air adhart gu Cathraiche na Comataidh airson dearbhadh/atharrachadh	08/09/2022
Dearbhte le Cathraiche na Comataidh	09/09/2022
Air falbh airson dearbhadh/eadar theangachadh	20/09/2022
Dearbhte le Buill an CPG	20/09/2022
Dearbhadh air atharraichean a bharrachd le ET	20/09/2022
Dearbhadh air co-ionannachd eadar a' Ghàidhlig is a' Bheurla san dreach dheireannach	20/09/2022