

	emphasis given to the pages with the highest potential reach.
Current Practice	Some Gaelic content available
Actions Required	<p>Undertake audit of the key pages to promote Gaelic translation service as part of website modernisation work. Pages will include landing page agency description, about us page, contact etc</p> <p>Create bilingual copy for pages identified.</p> <p>Review value of having translation software on website for all content to be translated into Gaelic. Seek BnG approval to ensure software appropriate.</p> <p>Update GLP web page on SF website.</p>
Target Date	Year two
Responsibility	Communications

Desired Outcome	<p><b>Corporate Publications</b></p> <p>Produced in Gaelic and English, with priority given to those with the highest potential reach.</p>
Current Practice	<p>SF has core branded templates which incorporate bilingual logo and purpose statement. Not all correspondence letters i.e. grants includes this.</p> <p>Bilingual foreword for some publications including our Annual Report, strategy and Business Plans</p> <p>Gaelic translation of all publications available but not actively promoted.</p>
Actions Required	<p>All corporate templates to include bilingual logo and purpose statement where feasible.</p> <p>Continue to include bilingual foreword in key agency documents.</p> <p>Undertake review to increase use of bilingual publications and documents.</p> <p>Develop guidance to identify which publications should be proactively published in Gaelic and English.</p> <p>Continue to offer translation of all documents into Gaelic upon request.</p> <p>We will use Gaelic elements (e.g. Gaelic names, bilingual captions, Gaelic summary) in key publications</p>

## Scottish Forestry Gaelic Language Plan 2023-2028

Seisean Fosgailte  
Cuspair 4.1 PT1

Target Date	Year two/three
Responsibility	Communications

Desired Outcome	<b>Language utility</b> A process is in place to ensure that the quality and accessibility of Gaelic language in all corporate information is high.
Current Practice	No formal process in place
Actions Required	Formal process to be developed, communicated and made accessible to all staff.
Target Date	Year two
Responsibility	Communications.

Desired Outcome	<b>Education</b> Continue to offer and develop relevant accessible Gaelic educational material.
Current Practice	Some Gaelic Education material available on the OWL Scotland website and the outdoor learning directory.
Actions Required	Review key educational resources and ensure these are in Gaelic.  All future Education resources will be in both Gaelic and English.  SF will track how we work with other environmental organisations with Gaelic Language Plans with regard to educational material. This will include working with Forestry and Land Scotland and others to consider producing a national resource that could be used in schools/education settings based the Gaelic alphabet and its relations to tree species.  Undertake annual review of activity and success.
Target Date	Year two
Responsibility	Education

## Scottish Forestry Gaelic Language Plan 2023-2028

Seisean Fosgailte  
Cuspair 4.1 PT1**Staff**

Desired Outcome	<b>Internal audit</b> Conduct an internal audit of Gaelic skills and training needs through the life of each plan.
Current Practice	No current practices in place
Actions Required	Conduct internal audit of Gaelic skills and training needs in Autumn 2023 and Autumn 2025.  Use insight to identify support and training needs relating to Gaelic for staff.
Target Date	Year one and three
Responsibility	People Team/Communications

Desired Outcome	<b>Induction</b> Knowledge of the public authority's Gaelic Language Plan included in new staff inductions
Current Practice	No current practice in place
Actions Required	Include Gaelic Language Plan on staff induction SharePoint page and SF intranet.  Ensure opportunities for Gaelic language training is highlighted during induction.
Target Date	Year one
Responsibility	People Team

Desired Outcome	<b>Language training</b> Gaelic language skills training and development offered to staff, particularly in relation to implementing SF's Gaelic Language Plan.
Current Practice	Historically offered under previous organisation, no current practice in place.
Actions Required	Promote free resources that are available such as Duolingo, SpeakGaelic and learnGaelic.scot.  Investigate training/support on basic pronunciation of Gaelic names for staff and offer training.
Target Date	Throughout plan
Responsibility	People Team (L&SD)/Communications

Desired Outcome	<b>Awareness training</b> Gaelic awareness training offered to staff, with priority given to directors, board members, councillors and staff dealing directly with the public.
Current Practice	No current practices in place. Historically ran Gaelic awareness sessions in predecessor organisation.

## Scottish Forestry Gaelic Language Plan 2023-2028

Seisean Fosgailte  
Cuspair 4.1 PT1

Actions Required	We will re-run Gaelic awareness sessions - with priority for Executive Team, Board Members and staff dealing with the public and those working in Gaelic speaking Island and rural communities.
Target Date	Year two
Responsibility	People Team (L&SD)

Desired Outcome	<b>Recruitment</b> Recognising and respecting Gaelic skills within the recruitment process throughout the agency.
Current Practice	There are no current practices in place.
Actions Required	We will highlight the SF Gaelic Language Plan in relevant job descriptions and associated adverts.  Review recruitment guidelines to identify opportunities to add Gaelic as an essential/desirable criterion.
Target Date	Year three
Responsibility	People Team

Desired Outcome	<b>Recruitment</b> Gaelic named as an essential and / or desirable skill in job descriptions in order to deliver the Gaelic Language Plan and in accordance with the Bòrd na Gàidhlig recruitment advice.
Current Practice	There are no current practices in place.
Actions Required	We will offer job specifications in Gaelic and English for positions where Gaelic language is a pre-requisite of the role.
Target Date	Year two
Responsibility	People Team

Desired Outcome	<b>Recruitment</b> Bilingual job adverts for all posts where Gaelic is an essential skill.
Current Practice	There are no current practices in place.
Actions Required	Promote Gaelic and the SF GLP via our recruitment process by including information to encourage Gaelic speakers to apply for roles
Target Date	Year two
Responsibility	People Team

**Gaelic Language Corpus**

Desired Outcome	<b>Gaelic Orthographic Conventions</b>
-----------------	--

	The most recent Gaelic Orthographic Conventions will be followed in relation to all written materials produced by the agency.
Current Practice	No current activity in place.
Actions Required	All translators used will follow the most recent Gaelic Orthographic Conventions.
Target Date	Year one and throughout plan period
Responsibility	Communications supported by People Team.

Desired Outcome	<p><b>Place-names</b></p> <p>Gaelic place name advice from Ainmean-Àite na h-Alba is sought and used.</p> <p>Regular training to help all staff with pronunciation/reading of Gaelic place/landscape names is available.</p>
Current Practice	We have used Ainmean-Àite na h-Alba for place name spellings but it is not clear how consistent use is across the agency.
Actions Required	<p>We will ensure we have clear guidance on how we consult Àinmean-àite na h-Alba, the national advisory partnership for Gaelic place-names to ensure consistency in our use of Gaelic place-names.</p> <p>We will ensure staff are aware of this tool and ensure there is clear accessible guidance on how to use it on our intranet.</p> <p>Identify and offer relevant training on Gaelic place names and landscapes for staff.</p>
Target Date	Year one and throughout period of plan.
Responsibility	Communications

## 4. Links to the National Performance Framework

SF recognises that through the social, economic and educational benefits it brings, Gaelic contributes to the achievement of Scotland's ambitions as set out in the [National Performance Framework](#).

We believe that the implementation of this Gaelic Language Plan will help advance on the following priorities of the National Performance Framework:

- Communities – by providing key services and support in Gaelic we aim to be an inclusive SG agency which helps empower Scottish communities.

- Children and Young people/ Education - by maintaining and improving our Gaelic educational resources we are respecting children who wish to learn in Gaelic.
- Health - our forests and woodlands have an important role to play in the people of Scotland's wellbeing, by ensuring our work is available in Gaelic we believe we will reach and engage with a wider audience.
- Environment – trees have a critical role to play in climate change and nature loss, it is our believe by ensuring our work is available in Gaelic this will help reach a wider audience to engage with our work.
- Culture – Through his plan we are committed to play our role in enhancing the status, usage and acquisition of Gaelic.

Further details of our Corporate Outcomes and links to the National Performance Framework can be found in our [Corporate Plan](#).

## 5. Publication and Communications

The SF Gaelic Language Plan will be published in Gaelic and in English on our website. In addition we will:

- Issue a bilingual press release announcing the plan, supported via appropriate social media content.
- Distribute copies to key stakeholders in the public, private and third sectors
- Distribute copies of the plan to relevant Gaelic organisations and other interested bodies
- Make hard copies available on request.
- Information on the publication of the Gaelic Language Plan will also be shared with all staff through our internal communication channels. The information will include details of responsibility for delivery and the opportunities that exist for staff to use their Gaelic and/or develop their skills.

## 6. Resourcing the Plan

SF does not expect any significant additional costs as a result of these commitments, other than staff and translation costs which will be met from existing budgets. External funding may be sought for individual projects such as the creation of Gaelic marketing materials, digital resources and additional Gaelic resources for staff learning and staff awareness/training. As an agency we rely on certain services such as Learning and Skills Development, recruitment. HR support, wellbeing etc via a service level agreement with another SG Agency, but are currently transitioning elements of this support to other providers. Should it transpire that awareness and Gaelic language staff training and processes around recruitment does not fall under

our renewed service level agreements we may need to adjust the deadline for some actions.

## 7. Monitoring the Implementation of the Plan

The Gaelic Language Plan will be monitored by SF Communications team with input for the other departments identified as part of the GLP Monitoring and Implementation Group. They will be responsible for an annual review of the plans targets 12 months after the Plan's approval and each year thereafter. This report will be submitted to Bòrd na Gàidhlig and made available to the public. Details of the report will also be shared with staff through internal communication channels.

## 8. The Gaelic Language Plan in SF

### Overall Responsibility for the Plan

The Head of Scottish Forestry Executive Office has overall responsibility for preparation, delivery and monitoring of Scottish Forestry's Gaelic Language Plan. He can be contacted as follows: -

Jonathan Taylor  
Head of Scottish Forestry Executive Office  
Scottish Forestry  
Saughton House  
Broomhouse Drive  
Edinburgh  
EH11 3XD

Telephone Number – 07771 667042  
[jonathan.taylor@forestry.gov.scot](mailto:jonathan.taylor@forestry.gov.scot)

### 8.2 Day-to-Day Responsibility for the Plan

The SF Head of Corporate Communications has day-to-day responsibility for the delivery and monitoring of Scottish Forestry's Gaelic Language Plan. Queries regarding the day-to-day operation of the plan should be addressed to:

Rachel Martin  
Head of Corporate Communications  
Scottish Forestry

Saughton House  
Broomhouse Drive  
Edinburgh  
EH11 3XD

[Rachel.martin@forestry.gov.scot](mailto:Rachel.martin@forestry.gov.scot)

## Administrative Arrangements for Implementing the Gaelic Language Plan

This plan is the policy of SF and has been endorsed both by our senior management team and Chief Executive Officer.

Individual Staff members:

Staff will be advised where the Plan is located on our Intranet and will be encouraged to comment on it during the consultation period and to make suggestions for improvements throughout the period of the plan.

### **8.3 Gaelic Language Plan Implementation and Monitoring Group**

As recommended by Bòrd na Gàidhlig, SF will create a Gaelic Language Implementation and Monitoring Group. This will be a cross-business group of colleagues. Terms of reference for the group are currently in development and will be published in the final version of the Gaelic Language Plan.

### **8.4 Engaging with Staff**

As set out above, information on the publication of the Gaelic Language Plan will be shared with all staff through our internal communication channels. The information will include details of SF's duties in relation to the Gaelic Language (Scotland) Act 2005; responsibility for delivery; and the opportunities that exist for staff to use their Gaelic and/or develop their skills. The Head of Corporate Communications will engage with staff alongside those responsible to support the implementation of the agreed actions.

### **8.5 Arm's Length Organisations and Third Parties**

Information on our Gaelic Language Plan will be made available to those who deliver services/goods on behalf of SF. This will help to ensure that, as appropriate, contractors and other third parties are aware of and can help deliver the commitments set out in the plan.



## 9.0 Appendix 1 - Consultation Results

### Introduction

The public consultation on Scottish Forestry's draft Gaelic Language Plan was launched on the 19 April 2022 and closed on the 3 June 2022. A fully accessible user friendly draft plan was available to the public, stakeholders and other organisations. It was hosted on our website and the launch was promoted via our social media channels such as Twitter, Facebook etc. English and Gaelic versions of the consultation were made available. Due to the ongoing COVID-19 pandemic there was no public meeting held to advertise the consultation. The consultation consisted of the draft plan along with the opportunity to contribute suggestions to the draft plan via a feedback form.

### Methodology

The consultation was live for six weeks via a digital form on the Scottish Forestry website, promoted via our social media platform, external stakeholders and staff. As previously mentioned, the draft plan and feedback form were made available in both English and Gaelic and fully accessible to provide the most user friendly experience as possible. Printable copies were available upon request. The digital feedback form allowed for stakeholders to give a full view of all aspects of the plan, once completed stakeholders were able to submit the form online. The form provided an open feedback box permitting for as much or as little information as stakeholders wished to give.

All feedback received was forwarded to the Corporate Communications team to review and consider any changes necessary to the plan.

### Results

We received 2 responses in total to the consultation;

- 0 in Gaelic
- 1 Internal
- 1 External

### Response Themes

There were two different themes highlighted through the responses these were:

- **Resources** – External response questioned the use of money for the plan.
- **Templates** – The internal feedback highlighted that a lot of the Scottish Forestry digital templates are hard wired and owned by Scottish

Government and we will need to engage with a number of external stakeholders if we want to have Gaelic versions which could take a lot of time and resource, and in some cases may not be feasible.

### **Considerations**

All stakeholder feedback was considered carefully during analysis. The below actions were taken in response to recurring themes within the responses;

- **Templates** – In response to stakeholder feedback we have extended the time frame to audit and update our written communication/templates to allow for external stakeholder engagement and adequate resourcing to deliver on this commitment where feasible.

In conclusion, Scottish Forestry would like to thank all those who took the time to consult on the draft plan. We do not consider that the public consultation has suggested any requirement for a fundamental change to the proposed plan. The existing draft plan is sufficiently flexible to consider many of the points raised by respondents and considerations for minor changes were accepted.



<b>A' freagairt ri</b>	A' Chomataidh Poileasaidh is Ghoireasan
<b>Ceann-latha na Coinneimh</b>	05/09/2023
<b>Àite:</b>	Air-loidhne
<b>Nì a' Chlàir-ghnothaich</b>	4.2

<b>Tìotal a' Phàipeir</b>	PGR046 Eagrain 03 Plana Gàidhlig NHS na Gàidhealtachd	
<b>Moladh do Bhuill</b>	Ri Aontachadh	
<b>Neach-labhairt:</b>	Christie NicIleathain, Manaidsear Planaidh	
<b>Cùrsa Riaghlachais airson na h-Aithris</b>	<b>Ceann-latha an Aonta</b>	<b>Seòrsachadh co-dhùnadh</b>
Sgioba Stiùiridh	24/08/2023	Ri Aontachadh
<b>Pàipear-taice air a cheangal ris</b>	PT1 – PGR046 E03 NHS na Gàidhealtachd	
<b>1.0</b>	<b>Adhbhar</b>	
<b>1.1</b>	A' sireadh aonta air plana reachdail fo Achd na Gàidhlig (Alba) 2005	
<b>2.0</b>	<b>Cùl-fhiosrachadh</b>	
<b>2.1</b>	PGR046 - Geàrr iomradh air adhartas le E02	
<b>2.2</b>	Tha NHS na Gàidhealtachd air adhartas a dhèanamh le bhith a' brosnachadh Gàidhlig chun an luchd-obrach. Tha a' bhuidheann air seo a dhèanamh tro na bhidiothan Gnothaichean Gàidhlig gach seachdain agus san litir-naidheachd sheachdaineil airson an luchd-obrach gus am bi fios aca gu cunbhalach air na leasachaidhean a thaobh na Gàidhlig anns a' bhuidhinn.	
<b>2.3</b>	Thathar air adhartas a dhèanamh a thaobh shoidhnichean dà-chànanach. Tha seo cudromach airson faicsinneachd agus àbhaisteachadh na Gàidhlig anns na coimhearsnachdan agus tha e a' toirt spèis cho-ionnan don Ghàidhlig agus don Bheurla.	
<b>2.4</b>	Tha NHS na Gàidhealtachd air adhartas a dhèanamh aig ìre chorpóra. Tha ainmean-sgrìobhte puist-d dà-chànanach a' fàs nas cumanta leis gu bheil e air a chomharrachadh don luchd-obrach.	
<b>2.5</b>	Thathar air adhartas a dhèanamh le bhith a' dèanamh cinnteach gu bheil an cothrom aig luchd-obrach ann an iomadh roinn gus Gàidhlig a thoirt a-steach don phròiseas. Tha an comhairliche Gàidhlig a' frithealadh agus a' taisbeanadh gu diofar fhòraman thar diofar ìrean taobh a-staigh na buidhne gus seo a dhèanamh.	
<b>2.6</b>	Tha cothroman ann do NHS na Gàidhealtachd le bhith a' dèanamh barrachd oidhirp a thaobh bhidiothan dà-chànanach airson YouTube. Tha seo cudromach gus faicsinneachd a' chànan òrdachadh agus airson spèis cho-ionnan a thoirt don Ghàidhlig agus don Bheurla.	
<b>2.7</b>	Tha cothroman ann do NHS na Gàidhealtachd a bhith a' cruthachadh barrachd susbaint dà-chànanach air na cunntasan mheadhanan sòisealta agus airson na làrach-lìn aca. Tha seo cudromach airson a bhith a' cur air adhart deagh iomhaigh airson na Gàidhlig.	

<b>2.8</b>	Tha cothroman ann do NHS na Gàidhealtachd cothroman a bharrachd a chruthachadh do euslaintich Gàidhlig a chleachdadh mar phàirt den chùram aca.																																				
<b>3.0</b>	<b>Prìomh Aithris/Fiosrachadh</b>																																				
<b>3.1</b>	Chaidh measadh a dhèanamh air an dreachd phlana seo le Bòrd na Gàidhlig. Thug am an Sgioba Stiùiridh sùil mhionaideach air a' phlana agus mhol iad atharrachaidhean.																																				
<b>3.2</b>	Ghabh NHS na Gàidhealtachd ris na molaidhean aig an Sgioba Stiùiridh.																																				
<b>3.3</b>	Thug oifigearan a' Bhùird taic seachad far an robh soilleireachadh a bharrachd a dhìth air cuid de na molaidhean agus chaidh rèiteachadh a dhèanamh orra.																																				
<b>3.4</b>	Thathas a' moladh gun tèid aontachadh ris a' phlana seo.																																				
<b>4.0</b>	<b>Moladh</b>																																				
<b>4.1</b>	Aire a thoirt don fhiosrachadh ann am PT1.																																				
<b>4.2</b>	Aonta a chur ris an dreachd phlana ann am PT1.																																				
<b>5.0</b>	<b>Prìomh Bhuidhean Ro-innleachdach</b>																																				
<b>5.1</b>	<b>Buidhean air Ionmhas</b> Chan eil buaidh ann.																																				
<b>5.2</b>	<b>Buidhean air Luchd-obrach</b> Chan eil buaidh ann.																																				
<b>5.3</b>	<b>Buidhean air Trèanadh</b> Chan eil buaidh ann.																																				
<b>5.4</b>	<b>Ceanglaichean ri Amasan Ro-innleachadh agus Corporra</b> Tha dlùth cheangal ann eadar am plana reachdail seo agus a bhith a' cur air adhart cleachdadh, ionnsachadh agus ìomhaigh na Gàidhlig gu nàiseanta.  Bidh am plana seo a' cur air adhart na trì amasan anns a' Phlana Chorporra aig Bòrd na Gàidhlig.																																				
<b>5.5</b>	<b>Ceanglaichean ris an Fhrèam-obrach Coileanaidh Nàiseanta</b>																																				
	<table border="1"> <thead> <tr> <th colspan="2">AR N-ADHBHAR</th> <th colspan="2">AR LUACHAN</th> </tr> </thead> <tbody> <tr> <td colspan="2">Fòcas air a bhith a' cruthachadh dùthaich nas soirbheachaile le cothroman do dh'Alba air fad soirbheachadh tro bhith a' cur ri sunnd, agus ri fàs eaconamach seasmhach agus in-ghabhalach</td> <td colspan="2">'S e comann-sòisealta a th' annainn a tha a' dèiligeadh ri ar sluagh le caoimhneas, urram agus co-fhaireachdainn, a' toirt spèis do riaghladh an lagha, agus a tha ag obair ann an dòigh a tha fosgailte agus follaiseach</td> </tr> <tr> <th colspan="4">AR LUACHAN BUILEAN NÀISEANTA</th> </tr> <tr> <td>Còraichean daonna</td> <td><input checked="" type="checkbox"/></td> <td>Clann</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Cultar</td> <td><input checked="" type="checkbox"/></td> <td>Coimhearsnachdan</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Àrainneachd</td> <td><input type="checkbox"/></td> <td>Bochdainn</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Slàinte</td> <td><input type="checkbox"/></td> <td>Eadar-nàiseanta</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Foghlam</td> <td><input checked="" type="checkbox"/></td> <td>Eaconamaidh</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Gnothachasan soirbheachail is ùr-ghnàthach</td> <td><input checked="" type="checkbox"/></td> <td></td> <td></td> </tr> </tbody> </table>	AR N-ADHBHAR		AR LUACHAN		Fòcas air a bhith a' cruthachadh dùthaich nas soirbheachaile le cothroman do dh'Alba air fad soirbheachadh tro bhith a' cur ri sunnd, agus ri fàs eaconamach seasmhach agus in-ghabhalach		'S e comann-sòisealta a th' annainn a tha a' dèiligeadh ri ar sluagh le caoimhneas, urram agus co-fhaireachdainn, a' toirt spèis do riaghladh an lagha, agus a tha ag obair ann an dòigh a tha fosgailte agus follaiseach		AR LUACHAN BUILEAN NÀISEANTA				Còraichean daonna	<input checked="" type="checkbox"/>	Clann	<input checked="" type="checkbox"/>	Cultar	<input checked="" type="checkbox"/>	Coimhearsnachdan	<input checked="" type="checkbox"/>	Àrainneachd	<input type="checkbox"/>	Bochdainn	<input checked="" type="checkbox"/>	Slàinte	<input type="checkbox"/>	Eadar-nàiseanta	<input type="checkbox"/>	Foghlam	<input checked="" type="checkbox"/>	Eaconamaidh	<input checked="" type="checkbox"/>	Gnothachasan soirbheachail is ùr-ghnàthach	<input checked="" type="checkbox"/>		
AR N-ADHBHAR		AR LUACHAN																																			
Fòcas air a bhith a' cruthachadh dùthaich nas soirbheachaile le cothroman do dh'Alba air fad soirbheachadh tro bhith a' cur ri sunnd, agus ri fàs eaconamach seasmhach agus in-ghabhalach		'S e comann-sòisealta a th' annainn a tha a' dèiligeadh ri ar sluagh le caoimhneas, urram agus co-fhaireachdainn, a' toirt spèis do riaghladh an lagha, agus a tha ag obair ann an dòigh a tha fosgailte agus follaiseach																																			
AR LUACHAN BUILEAN NÀISEANTA																																					
Còraichean daonna	<input checked="" type="checkbox"/>	Clann	<input checked="" type="checkbox"/>																																		
Cultar	<input checked="" type="checkbox"/>	Coimhearsnachdan	<input checked="" type="checkbox"/>																																		
Àrainneachd	<input type="checkbox"/>	Bochdainn	<input checked="" type="checkbox"/>																																		
Slàinte	<input type="checkbox"/>	Eadar-nàiseanta	<input type="checkbox"/>																																		
Foghlam	<input checked="" type="checkbox"/>	Eaconamaidh	<input checked="" type="checkbox"/>																																		
Gnothachasan soirbheachail is ùr-ghnàthach	<input checked="" type="checkbox"/>																																				
<b>5.6</b>	<b>Buidhean air Cliù</b> Chan eil buaidh ann.																																				
<b>5.7</b>	<b>Buidhean air Slàinte is Sàbhailteachd</b>																																				

	Chan eil buaidh ann.
<b>5.8</b>	<b>Buidhean Laghail</b> Tha am pròiseas seo stèidhichte air na dleastanasan reachdail aig Bòrd na Gàidhlig gus Achd na Gàidhlig (Alba) 2005 a chur an gnìomh.
<b>5.9</b>	<b>Buidhean air Co-ionannas</b> Chan eil buaidh dhìreach air co-ionannas tron phlana seo ach bidh oifigearan a' Bhùird a' cumail sùil air cùisean co-ionannachd mar phàirt den phròiseas dearcnachaidh ann an co-bhonn leis an ùghdarras seo.
<b>5.10</b>	<b>Buidhean air an Àrainneachd</b> Cha bhi buaidh ann.

**PLANA GÀIDHLIG – GAELIC PLAN**

---



**Gaelic Plan - third edition**

**2023-2028**

This plan has been prepared under Section 3 of the Gaelic Language (Scotland) Act 2005 and was approved by Bòrd na Gàidhlig on [\[approval date\]](#)

The Bòrd na Gàidhlig logo should be added to the front cover of the approved plan only and not to any drafts.

**Facal bhon Chatraiche – Foreword from the Chair**

Tha sinn glè thoilichte an treas eagan de Phlana NHS na Gàidhealtachd fhoillseachadh.

Nì sinn cinnteach gum bi gnìomhachd agus seirbheisean NHS na Gàidhealtachd a thathar a’ tabhann sa Ghàidhlig, aig an aon ìre agus càileachd ris an fheadhainn a tha sinn a’ toirt seachad sa Bheurla.

Nì sinn cinnteach nuair a bhios seirbheisean Gàidhlig rim faighinn leinn, gum bi fios aig luchd-cleachdaidh na Gàidhlig gu bheil iad ann, agus gum bi iad air am brosnachadh gu gnìomhach gus an cleachdadh.

Nì sinn cinnteach gun àrdaichear cothroman do dh’euslaintich, don phoball agus don luchd-obrach againn a’ Ghàidhlig a chleachdadh, mar thaic don Phlana Cànan Nàiseanta Ghàidhlig, a thathar ag aontachadh an-dràsta, agus na h-amasan leantainneach gum bi a’ Ghàidhlig air a cleachdadh nas trice, le barrachd dhaoine agus ann an raon nas fharsainge de shuidheachaidhean.



**Sarah Compton-Bishop**  
**Cathraiche, NHS na Gàidhealtachd**

*We are very pleased to publish the third edition of the NHS Highland Plan.*

*We will ensure that the operations and services of NHS Highland being offered in Gaelic will be of an equal standard and quality as those that we provide in English.*

*We will ensure that where Gaelic services are made available by us, Gaelic users are made aware of their existence, and are actively encouraged to use them.*

*We will ensure that opportunities for patients, the public and our staff to use Gaelic are increased, in support of the National Gaelic Language Plan, and the continuing aims that Gaelic is used more often, by more people and in a wider range of situations.*

**Sarah Compton-Bishop**  
**Chair, NHS Highland**

**Facal bhon Àrd-oifigear – Foreword from the Chief Executive**

Tha sinn toilichte an treas eagan den Phlana Gàidhlig againn fhoillseachadh, agus a dh'aindeoin an iomadh dùbhlann a bha romhainn anns na trì bliadhna a dh'fhalbh, le COVID-19, bha sinn air adhartas a dhèanamh leis a' chiad dà phlana.

Tha sinn ag obair gu cruaidh gus ire mhothachaidh na sgioba àrdachadh gus am bi luchd-obrach, euslaintich agus am poball gar n-aithneachadh mar bhuidheann a tha deònach Gàidhlig a chleachdadh, ionnsachadh agus a chur air adhart, far an urrainn dhuinn agus nuair a bhios seo comasach.



Tha na h-amasan àrd-ire againn a' coimhead ri tuilleadh leasachaidhean Gàidhlig ann an seirbheisean leithid seargadh-inntinn, seirbheisean teaghlaich agus cuideachd a bhith a' brosnachadh agus a' leasachadh roghainnean tràth-dhreuchdail do luchd-labhairt na Gàidhlig aig a bheil ùidh ann an slàinte agus cùram sòisealta.

**Pamela Dudek**

**Àrd-oifigear, NHS na Gàidhealtachd**

*We are pleased to publish the third edition of our Gaelic Language Plan, and despite the many challenges faced during the last three years, I am happy to report that progress has been made on the first two.*

*We are working hard to increase awareness so that staff, patients, and the public begin to recognise us as an organisation willing to use, learn and promote Gaelic, where we can and when this is possible.*

*Our high-level aims look to develop further engagement with Gaelic in services such as dementia, family services and to encourage and develop the early-career options for Gaelic speakers interested in health and social care.*

**Pamela Dudek**

**Chief Executive, NHS Highland**



## Clàr-innse - Table of Contents

<b>1. RO-RÀDH – INTRODUCTION .....</b>	<b>5</b>
<b>2. PRÌOMH PHRIONNSAPALAN – KEY PRINCIPLES .....</b>	<b>9</b>
<b>3. GEALLAIDHEAN A’ PHLANA – PLAN COMMITMENTS.....</b>	<b>10</b>
<b>HIGH-LEVEL AIMS.....</b>	<b>10</b>
<b>CORPORATE SERVICE AIMS.....</b>	<b>13</b>
<b>5. CEANGLAICHEAN RI FRÈAMAN COILEANAIDH NÀISEANTA – LINKS TO THE NATIONAL PERFORMANCE FRAMEWORK.....</b>	<b>20</b>
<b>6. CEANGLAICHEAN RI FRÈAMAN IONADAIL AGUS SGÌREIL – LINKS TO LOCAL AND REGIONAL FRAMEWORK....</b>	<b>21</b>
<b>7. FOILLSEACHADH – PUBLICATION.....</b>	<b>22</b>
<b>8 A’ CUR AN GNÌOMH A’ PHLANA – RESOURCING THE PLAN.....</b>	<b>23</b>
<b>9. A’ CUMAIL SÙIL AIR A’ PHLANA – MONITORING THE PLAN .....</b>	<b>23</b>
<b>10. AM PLANA TAOBH A-STAIGH NHS NA GAIDHEALTACHD – THE GAELIC LANGUAGE PLAN WITHIN NHS HIGHLAND .....</b>	<b>23</b>
<b>CÙL—PHÀIPEAR 1: IN-SGRÙDADH COMASAN GÀIDHLIG – APPENDIX 1: INTERNAL GAELIC CAPACITY .....</b>	<b>25</b>
<b>CÙL—PHÀIPEAR 2: CO-CHOMHAIRLEACHADH POBLACH – APPENDIX 2: PUBLIC CONSULTATION .....</b>	<b>27</b>

## 1. RO-RÀDH – INTRODUCTION

### Description of NHS HIGHLAND

NHS Highland covers the largest and most sparsely populated Scottish Health Board area, encompassing 41% of the country's landmass and a population of just over 320,000. We collaborate with people of all ages who need health and social care in both hospital and community settings. We try and support people to avoid hospital admission whenever possible.

Our services cover the whole of North Highland and Argyll & Bute. Our diverse area includes Inverness, one of the fastest growing cities in Western Europe, and 37 populated islands (23 in Argyll & Bute and 14 in Highland, including the Isle of Skye).

We provide services from our twenty community hospitals, our learning disability unit, specialist mental health hospital at New Craigs and our 4 rural general hospitals. (*See map on next page*). We also have a major acute hospital, Raigmore Hospital, in Inverness. Many of our services are delivered in partnership with primary care, social care, and the voluntary sector.

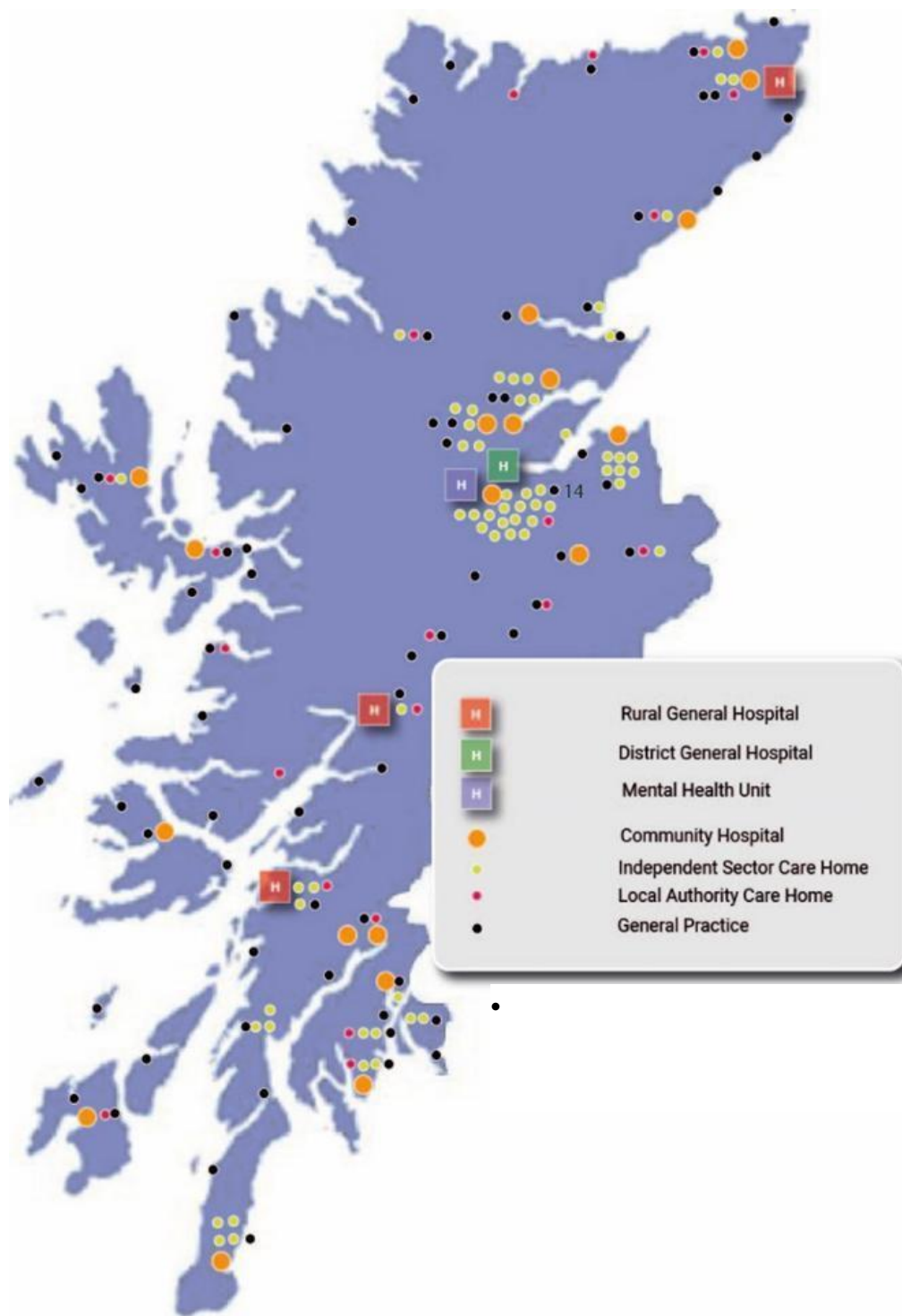
Despite the often-popular image of a rural idyll, deprivation, fuel poverty and inequalities also affect the population of the area, producing diverse challenges for service delivery, and which are set to worsen considering the current cost-of-living crisis.

In many parts of Highland, the NHS and other public sector agencies are major employers, and changes to services can adversely affect already fragile areas. As an important partner in maintaining the social and economic vibrancy of the areas, concerns around health service quality or changes can, and do, generate considerable attention from communities, local and national politicians as well as staff. The continued engagement and provision of services during the COVID outbreak was a real test of the skills and services within our team and whilst we have had to review how services are run and managed, we are very proud of the tenacity, loyalty and perseverance of our staff in light of the most challenging circumstances we have had to face in a generation.

We have a higher proportion of older people in the population than the Scottish average which provides its own challenges, largely in recruiting sufficient members of staff to provide services. Over the last few years, and specifically post-Covid and Brexit, there have been and continue to be considerable difficulties in recruitment.

Part of our challenge is to ensure we deliver safe and effective care and embed new models of care which will be sustainable and meet future needs, in a post-pandemic environment. We have recently developed our Strategic Plan for the next five years, **Together We Care | Cùram Còmhla**, which includes a range of outcomes looking at all stages of life.

Plana Gàidhlig HNS na Gàidhealtachd - NHS Highland Gaelic Plan 3rd edition FINAL August 2023



### NHS Highland Structure and Governance

NHS Highland is managed by a Board comprising non-Executive and specific Executive Directors. The Board is accountable to the Scottish Government through the Cabinet Secretary for Health and Social Care. Board members are appointed by the Scottish Government. We employ 10,500 colleagues in a variety of roles across our organisation. Our greatest asset is our workforce and, as a Board, we strive to ensure the environment is conducive to ensuring a positive culture, supported, and delivered through our NHS and Social Care values.

Board meetings are held every two months and are open to the public and webcast. The Board has an annual review which is also open to the public. The Chair of the Board, Professor Boyd Robertson, is a native Gaelic speaker and is a strong advocate for the development of Gaelic across the organisation.

### Gaelic within NHS Highland

At the time of the most recent census (2011), 87,100 people aged three and over in Scotland (1.7% of the population) had some Gaelic language skills.

Of these 87,100 people:

- 32,400 (37%) had full skills in Gaelic and could understand, speak, read, and write Gaelic
- 57,600 (66%) could speak Gaelic
- 6,100 (7%) were able to read and/or write but not speak Gaelic
- 23,400 (27%) were able to understand Gaelic but could not speak, read, or write it.

Of those who were Gaelic speakers, 40% reported using Gaelic at home, although the proportion varies geographically according to how widely Gaelic is used in the local community, with the highest being 79%.

The area covered by NHS Highland is home to almost 50% of the Gaelic speakers in Scotland. And whilst the NHS Eileanan Siar (Western Isles) Board area remains the stronghold for Gaelic language (from Lewis in the north down to Barra in the south), we, in NHS Highland, provide a number of services for people living there, particularly through Raigmore Hospital in Inverness, which plays a key role in the healthcare of many Western Isles patients.

Therefore, it is an important part of our service delivery, to ensure that Gaelic speakers can access health and social care, support, and services, either through Gaelic or have access to someone with Gaelic who can support them. The positive uptake of our most recent Gaelic language class activity confirms that there is a real willingness on the part of staff to learn the language, and the breadth of role and location further confirms that there is no limit in terms of either locus or post, for those wishing to learn the language, with active learners from as far north as Orkney and as far south as Helensburgh.

During our internal capacity audit and our pre-consultative period, we have heard many anecdotal stories of how Gaelic has had a positive impact on patients and staff at times where patients may have been feeling at their most vulnerable, including examples in maternity and dementia services.

We are very proud of the fact that some of our staff can contribute, in a positive way, through the use and exchange of Gaelic, in addition to their own relevant roles and skills

There has been an increased focus on Gaelic in areas where there is still a prevalence of Gaelic in the communities and in local schools. Recruitment is increasingly bilingual in these areas, to encourage Gaelic speakers into roles within the organisation. Recruitment for the new Broadford community hospital on the Isle of Skye, for example, included bilingual recruitment and Gaelic as a desirable skill in that area. The same principle will apply to recruitment in Tiree and Coll, for example, where there remains a high number of Gaelic speakers within the communities.

### The Gaelic Language (Scotland) Act 2005

*The Gaelic Language (Scotland) Act 2005* was passed by the Scottish Parliament with a view to securing the status of the Gaelic language as an official language of Scotland commanding equal respect to the English language.

One of the key features of the 2005 Act is the provision enabling *Bòrd na Gàidhlig* to require a public authority to prepare a Gaelic language plan. This provision was designed to ensure that the public sector in Scotland plays its part in creating a sustainable future for Gaelic by raising the status and profile of the language and creating practical opportunities for its use.

This document is NHS Highland's Gaelic Language Plan, prepared within the framework of the Gaelic Language (Scotland) Act 2005. It sets out how we will use Gaelic in the operation of our functions, how we will enable the use of Gaelic when communicating with the public and key partners, and how we will promote and develop Gaelic.

Our Gaelic Language Plan has been prepared in accordance with statutory criteria set out in the 2005 Act and having regard to the National Gaelic Language Plan and the Guidance on the Development of Gaelic Language Plans.

### The National Gaelic Language Plan

NHS Highland supports the aim of the National Gaelic Language Plan 2018-23 that "Gaelic is used more often, by more people and in a wider range of situations."

We are committed to achieving this aim by focusing our work on these three headings: -

- Increasing the use of Gaelic within our organisation and encouraging more people to use Gaelic more often when they interact with us.
- Increasing the opportunity for people to learn Gaelic as part of our day-to-day operations will provide more training opportunities for staff to increase their Gaelic language skills.
- Promoting a positive image of Gaelic whenever we can as part of our day-to-day operations as an organisation.

We are also mindful that the Scottish Government recently consulted on its draft 2023-28 National Gaelic Plan and are cognisant of its revised aims.

### Internal Gaelic Capacity Audit

During this process, we conducted our third staff survey, in October 2022, to ascertain the knowledge and skills our workforce has in regard to Gaelic. Currently we have a number of

employees who have self-identified as having some Gaelic language skills ranging from basic greetings to fluency in reading, writing, and speaking Gaelic.

Key Summary Findings from the Gaelic Language Capacity Audit are as follows: -

**41% had some ability in Gaelic, with 8% able to hold a conversation or fluent.**

**57% of respondents were interested in accessing training in Gaelic language skills or Gaelic awareness, although only 2% had already accessed this as part of their employment.**

The response rate was lower than expected and did not provide a sufficient sample to create any meaningful comparisons to previous data. Full details relating to our Gaelic Language Capacity Audit can be found in Appendix One. There are currently twenty members of staff engaged in Gaelic language learning which has been arranged in conjunction with Ionad Chaluim Chille Ìle and The Highland Council.

## 2. PRÌOMH PHRIONNSAPALAN – KEY PRINCIPLES

### Equal Respect

We will ensure that the operations and services of NHS Highland being offered in Gaelic will be of an equal standard and quality to those we provide in English.

### Active Offer

We will make an active offer of our Gaelic services to our employees and the public. This will ensure that where Gaelic services are made available by us, Gaelic users are made aware of their existence, and are actively encouraged to use them.

This will take the responsibility away from the individual to ask for the service and will give Gaelic users the confidence to know that their needs will be met if that is their choice.

We will ensure that our Gaelic language services are as accessible as our English language services.

### Mainstreaming

Our contribution to the development areas identified in the National Gaelic Language Plan will primarily be through the implementation of the actions in this plan. We will ensure that opportunities for patients, the public and our staff to use Gaelic are increased, in support of the national Gaelic Language Plan 2018-23 aim that Gaelic is used more often, by more people and in a wider range of situations.



### 3. GEALLAIDHEAN A' PHLANA – PLAN COMMITMENTS

#### High-Level Aims

The High-Level aims are intricately linked to the National Gaelic Language Plan 2018-23. As such, they are framed around the three National Gaelic Language Plan headings of: -

- Increasing the use of Gaelic
- Increasing the learning of Gaelic
- Promoting a positive image of Gaelic

#### INCREASING THE USE OF GAELIC

<b>High-level Aim</b>	<b>NHSH will recognise Gaelic as a need within clinical and social care as part of its care for patients.</b>
<b>Desired Outcome</b>	An increased understanding, acceptance, and use of Gaelic with patients and service users by all staff within the relevant areas of the organisation.
<b>Current Practice</b>	There are already members of staff within clinical and social care departments using Gaelic in an informal way, but this is not being measured or captured in a formal way.
<b>Actions Required</b>	<ol style="list-style-type: none"> <li>1. To map the areas and departments in which Gaelic is available for patients.</li> <li>2. Collate and record Gaelic ability among Care at Home staff.</li> <li>3. To provide a clear and simple method of identifying Gaelic-speaking staff and patients</li> <li>4. To collaborate with partners such as Alzheimer's Scotland, SEALL and others third sector groups, to maximise the opportunities available in providing Gaelic in a beneficial setting for dementia and Alzheimer patients, within care homes and elsewhere.</li> <li>5. Participate in national events such as Dementia Awareness Week</li> <li>6. To include Gaelic within the patient media systems, through collaboration with Hospedia and to develop some Gaelic programmes for the hospital radio, to provide patients who wish to engage with Gaelic, the opportunity to do so and to expose patients to Gaelic while they remain in hospital care.</li> <li>7. In areas where at least 20% are Gaelic speakers or where there are Gaelic-medium schools, Gaelic will be treated as a desirable skill in recruiting into social care and clinical roles.</li> <li>8. Staff will be asked to record use of Gaelic within clinical and social care to benchmark for future reference and organisational development purposes</li> </ol>
<b>Target Date</b>	Dec 2026
<b>Responsibility</b>	Katharine Sutton, Chief Officer, Acute Services, NHS Highland Louise Bussell, Interim Chief Officer, Highland Health and Social Care Partnership Fiona Davies, Chief Officer, Argyll & Bute Health and Social Care Partnership

<b>High-level Aim</b>	<b>NHSH will recognise Gaelic as intrinsic to improving health and wellbeing in its communities including its family and maternity services.</b>
<b>Desired Outcome</b>	Patients will be aware of Gaelic services available within family and maternity services and their benefits.
<b>Current Practice</b>	There are a number of Gaelic speaking staff within NHS Highland, and in services collaborating with communities and families. However, there is no formal recognition of any of these services being available/offered in Gaelic.
<b>Actions Required</b>	<ol style="list-style-type: none"> <li>1. Identify Gaelic speakers within the families (including children's services such as ophthalmology) and maternity services across the organisation and collaborate on best practice across the NHSH area.</li> <li>2. Engage with Bòrd na Gàidhlig and other partners to ascertain the most useful ways in which to embed Gaelic within these services.</li> <li>3. Gain feedback from patients and service users around the benefits of using Gaelic.</li> <li>4. Collaborate with <i>Comann nam Pàrant</i> and <i>Comhairle nan Leabhraichean</i> to ensure Gaelic resources are readily available to interested parents or leaflets to signpost them to Gaelic information.</li> <li>5. Gather views from services within the community regarding use of Gaelic with patients and service-users to contribute to considerations for future development of local and community services, i.e., community nursing, substance misuse services, community care and learning disabilities.</li> <li>6. Provide a Gaelic representative on the Community Planning Partnerships in relevant areas such as Skye and Wester Ross</li> </ol>
<b>Target Date</b>	Dec 2024
<b>Responsibility</b>	Katharine Sutton, Chief Officer, Acute Services, NHS Highland Louise Bussell, Interim Chief Officer, Highland Health and Social Care Partnership Fiona Davies, Chief Officer, Argyll & Bute Health and Social Care Partnership

## INCREASING THE LEARNING OF GAELIC

<b>High-level Aim</b>	<b>NHSH will include Gaelic in any educational outreach work it conducts in communities.</b>
<b>Proposed Outcome</b>	Where possible, Gaelic speakers will be involved in educational outreach and information will be distributed bilingually.
<b>Current Practice</b>	Gaelic is not currently a key consideration in educational outreach within NHS Highland.
<b>Actions Required</b>	<ol style="list-style-type: none"> <li>1. Collaboration with SDS and other appropriate agencies around attendance and planning for recruitment and careers fairs, especially a presence at those specifically targeted at Gaelic speakers.</li> <li>2. Develop a programme of planned events around Gaelic and healthcare within the communities, including engagement with Gaelic schools and units.</li> <li>3. Encourage and support relevant teams to consider and include Gaelic in their events management and development i.e., Festival of Learning, Awareness Weeks with a 10% year on year. Increase.</li> </ol>
<b>Target Date</b>	Dec 2023
<b>Responsibility</b>	Jennifer Swanson, Head of Talent