Bòrd na Gàidhlig

A' Chomataidh Poileasaidh is Ghoireasan

Coinneamh air Diluain 24/08/2020 10.15 – 12.30

Air-loidhne tro MS TEAMS

CLÀR-GNOTHAICH

Policy & Resources Committee

Meeting on Monday 24/08/2020 10.15 – 12.30

Online through MS TEAMS

AGENDA

	Seisean Fosgailte	Open Session	
3.0	**IONMHAS**	**FINANCE**	
3.2	**RI DHEASBAD** Aithisg Ionmhais gu 31/07/2020 *Ailig Greumach, Ceann an Ionmhais*	**FOR DISCUSSION** Finance Report to 31/07/2020 *Alex Graham, Head of Finance*	10.15-10.25
3.3	**FIOSRACHADH LABHAIRTEACH** An Aithisg Bhliadhnail is Cunntasan 2019-20 *Ailig Greumach, Ceann an Ionmhais*	**VERBAL UPDATE** Annual Report and Accounts 2019-20 *Alex Graham, Head of Finance*	10.25-10.35
3.4	**RI AONTACHADH** Buidseat 2020-21 (air ùrachadh) *Ailig Greumach, Ceann an Ionmhais*	**FOR APPROVAL** Budget 2020-21 (updated) *Alex Graham, Head of Finance*	10.35-10.55
3.5	**RI AONTACHADH** Co-chonaltradh Maoineachaidh *Steven Kellow, Oifigear Maoineachaidh is Phròiseactan*	**FOR APPROVAL** Funding Consultation *Steven Kellow, Funding and Projects Officer*	10.55-11.05
3.6	**RI AONTACHADH** Iarrtas Taic-airgid *Steven Kellow, Oifigear Maoineachaidh is Phròiseactan*	**FOR APPROVAL** Funding Application *Steven Kellow, Funding and Projects Officer*	11.05-11.15

Pàipearan Fiosrachaidh

- Tha pàipearan '*Airson Fiosrachadh'* airson toirt fa-near agus chan eil ùine deasbaid no còmhraidh air a cur mun coinneamh sa chlàr-ghnothaich.
- Far a bheil cothrom ann deasbad is còmhradh a chumail air pàipearan '*Airson Fiosrachadh'*, bidh na pàipearan sin air an comharrachadh le rionnag * air a' chlàr-ghnothaich.
- Bidh cothrom aig Buill deasbad iarraidh air pàipearan '*Airson Fiosrachadh'* air nach eil rionnag * le bhith a' leigeil fios do Chathraiche na Comataidh co-dhiù latha ron choinneimh.
- Far am bheil ceistean aig Buill co-cheangailte ri leithid clàr-ghnìomhan, poileasaidhean, planaichean neo cùisean ionmhais a th' anns na pàipearan, thathar gam brosnachadh gus na ceistean sin a chur ann am post-d gu oifis@gaidhlig.scot co-dhiù dà latha obrach ron choinneimh. Cuiridh an sgioba rianachd a' cheist sin air adhart chun an oifigeir iomchaidh airson freagairt, agus airson a bhith cothromach thèid an fhreagairt a sgaoileadh do na Buill gu lèir airson 's gum bi an aon tuigse an uair sin aig a h-uileneach.

4.0	**RIAGHLADH CORPORRA**	**CORPORATE GOVERNANCE**	
4.1	**RI DHEASBAD** Plana Gnìomh 2020/21 - Sgrùdadh *Shona NicIllinnein, Ceannard*	**FOR DISCUSSION** Operational Plan 2020/21 – Monitoring *Shona MacLennan, Ceannard*	11.15-11.25
4.2	**RI AONTACHADH** Aithisg bhliadhnail na Comataidh *Dòmhnall MacLeòid, Cathraiche na Comataidh*	**FOR APPROVAL** Committee Annual Report *Donald MacLeod, Chair of the Committee*	11.25-11.35
	Beàrn	**Break**	11.35-11.45
5.0	**CLEACHDADH**	**USAGE**	
5.1	**RI AONTACHADH** Amasan Àrd Ìre PT1 – PGR071 Coilltearachd na h-Alba	**FOR DECISION** High Level Aims PT1 – PGR071 Scottish Forestry	11.45.-11.55
6.0	**CÙISEAN CORPORRA**	**CORPORATE MATTERS**	
6.1	**RI AONTACHADH** Ro-innleachd ICT 2020-2023 *Louise NicIlleathain, Manaidsear Gnìomhan*	**FOR DECISION** ICT Strategy 2020-2023 *Louise Maclean, Operations Manager*	11.55-12.05
6.2	**RI AONTACHADH** Poileasaidh siubhal is cosgaisean *Louise NicIlleathain, Manaidsear Gnìomhan*	**FOR DECISION** Travel and subsistence policy *Louise Maclean, Operations Manager*	12.05-12.15
7.0	**PLANA OBRACH NA COMATAIDH**	**COMMITTEE WORK PLAN**	
	RI AONTACHADH Dreachd Plana Obrach na Comataidh Poileasaidh is Ghoireasan *Shona NicIllinnein, Ceannard*	**FOR DECISION** Policy & Resources Committee Draft Work Plan *Shona MacLennan, Ceannard*	12.15-12.25
8.0	**GNOTHACH IOMCHAIDH SAM BITH EILE**	**ANY OTHER BUSINESS**	
	Ceann-latha na h-ath choinneamhan: 27/10/2020	Date for the next meetings: 27/10/2020	12.25-12.30

Pàipearan Fiosrachaidh

- Tha pàipearan '*Airson Fiosrachadh'* airson toirt fa-near agus chan eil ùine deasbaid no còmhraidh air a cur mun coinneamh sa chlàr-ghnothaich.
- Far a bheil cothrom ann deasbad is còmhradh a chumail air pàipearan '*Airson Fiosrachadh'*, bidh na pàipearan sin air an comharrachadh le rionnag * air a' chlàr-ghnothaich.
- Bidh cothrom aig Buill deasbad iarraidh air pàipearan '*Airson Fiosrachadh'* air nach eil rionnag * le bhith a' leigeil fios do Chathraiche na Comataidh co-dhiù latha ron choinneimh.
- Far am bheil ceistean aig Buill co-cheangailte ri leithid clàr-ghnìomhan, poileasaidhean, planaichean neo cùisean ionmhais a th' anns na pàipearan, thathar gam brosnachadh gus na ceistean sin a chur ann am post-d gu oifis@gaidhlig.scot co-dhiù dà latha obrach ron choinneimh. Cuiridh an sgioba rianachd a' cheist sin air adhart chun an oifigeir iomchaidh airson freagairt, agus airson a bhith cothromach thèid an fhreagairt a sgaoileadh do na Buill gu lèir airson 's gum bi an aon tuigse an uair sin aig a h-uileneach.

Cuspair 3.2

A' freagairt ri	A' Chomataidh Poileasaidh is Ghoireasan
Ceann-latha na Coinneimh	24/08/2020
Àite:	Air-loidhne tro MS TEAMS
Nì a' Chlàir-ghnothaich	3.2

Tiotal a' Phàipeir	Aithisg Ionmhais gu 31 Iuchar 2020	
Moladh do Bhuill	Airson Fiosrachadh	
Neach labhairt:	Ailig Greumach	
Cùrsa Riaghlachais airson na h-Aithris	**Ceann-latha na Coinneimh**	**Seòrsachadh na h-Aithris**
Sgioba Stiùiridh	13/08/2020	Airson Fiosrachadh
Pàipear-taice air a cheangal ris	Paipear Taic 1 - Aithisg Ionmhais 31.07.2020	

1.0	**Adhbhar**
1.1	Fiosrachadh a thoirt dhan a' Chomataidh mu suidheachadh an ionmhais bho 1 Giblean 2020 gu 31 Iuchar 2020.
2.0	**Cùl-fhiosrachadh**
2.1	'Se amas a' phàipeir seo an aithisg ionmhais a thoirt do Bhuill na Comataidh gu 31 Iuchar 2020 (mìos 4 a mach à 12).
2.2	Chaidh buidseat na bliadhna 2020-21 aontachadh san Fhaoilleach 2020 le prìomh fhigearan mar leanas:

	£m
Teachd-a-steach:	
Tabhartas-gus-Cuideachadh	5.179
Teachd-a-steach eile (CnP)	0.100
IOMLAN	**5.279**
Cosgaisean:	
Leasachadh	3.770
Cosgaisean Ruith	1.509
IOMLAN	**5.279**

2.2	Tha e fhathast duilich tomhais buaidh Covid-19 air obair a' Bhùird. Gu cinnteach tha buaidh ann air obair a' Bhòrd fhèin, agus cuideachd air na buidhnean ris a bheil taic na chumail, a' cur mail/stad/dàil orra neo ag atharrachadh na modhan-obrach aca airson beagan ùine co-dhiù. Tha e duilich a bhuaidh sin a thomhais ann an £'n aig an ìre seo.
2.3	Thathas a dealbhachadh buidseat ùr airson 2020/21 agus thèid sin air beulaibh coinneamh a' Bhùird san t-Sultain.

Cuspair 3.2

2.4	Geàrr-iomradh 31 Iuchar 2020	Expenditure Year to Date	Budget Year to Date	Variance Year to Date	Annual Budget
	Geàrr-iomradh	**£m**	**£m**	**£m**	**£m**
	Leasachadh - Cleachdadh	0.549	0.681	(0.132)	1.667
	Leasachadh - Ionnsachadh	0.290	0.579	(0.289)	1.740
	Leasachadh - Brosnachadh	0.116	0.147	(0.031)	0.363
	Leasachadh – IOMLAN	0.955	1.407	(0.452)	3.770
	Cosgaisean Ruith	0.421	0.503	(0.082)	1.509
	IOMLAN	**1.376**	**1.910**	**(0.534)**	**5.279**
	Teachd-a-steach:				
	Tabhartas gus Cuideachadh				5.179
	Teachd-a-steach eile (CnP etc)				0.100
	IOMLAN				**5.279**

3.0	**Prìomh Aithris/Fiosrachadh**
3.1	Aig an t-àm seo, le figearan 4 mìosan ri làimh agus suidheachadh gu tur neo-àbhaisteach ann, tha claon ann gu cosgaisean tuiteam air deireadh air buidseat thairis a' clàir.
3.2	Ann an **Leasachaidh,** tha cosgaisean air tuiteam air deireadh a bhuidseat mu 32%, (2019 -14%). Tha beagan buaidh air a bhi aig Covid ann an seo, ach tha e comanta dha buidhnean a bhi beagan air deireadh sna miosan aig toiseach na bliadhna. Soilleirichaidh an dealbh sna mìosan ri teachd..
3.3	Air taobh **Chosgaisean Ruith** tha iad seo air tuiteam air deireadh a bhuidseat mu 16% an taca ri +2% aig an t-aon àm an uiridh. Tha raontain ann le sabhalaidhean m.e. tuarasdail agus siubhal, agus raontain eile far nach eil ann ach dàil sna cosgaisean m.e. togalaichean agus taic profeiseanta,. Cha thuit Cosgaisean Ruith glè mhòr thairis na bliadhna leis gu bheil an earran as motha (72%) ann an tuarasdail.
3.4	Cosgaisean ag èiridh a mach a **Covid** dhan bhuidhean: timcheall air £5k air bhi air chosg air rudan mar uidheamachd, ICT co-cheangailte ri sgioba ag obair bhon dachaidhean
3.5	Air an t-àm seo, chan eil e comasach beachd a thoirt air ciamar a thionndaidheas gnothaichean a mach airson na bliadhna air fad.
4.0	**Moladh**
4.1	Thathas ag iarraidh air Buill beachdachadh air an aithisg seo agus toirt fa-near an fhiosrachadh.
5.0	**Prìomh Bhuaidhean Ro-innleachdach**
5.1	**Buaidhean air Ionmhas**
	Buaidh air buidseatan a rèir na tha air ainmeachadh gu h-àrd.
5.2	**Buaidhean air Luchd-obrach**
	Chan eil gin ann.

Cuspair 3.2

5.3	**Buaidhean air Trèanadh**			
	Chan eil gin ann.			
5.4	**Ceanglaichean ri Amasan Ro-innleachadh agus Corporra**			
	Tha am pàipear seo a toirt taic dhan Chomataidh ann an coileanadh nan amasan airson na bliadhna.			
5.5	**Buaidhean air Cliù**			
	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	☒	Clann	☒
	Cultar	☒	Coimhearsnachdan	☒
	Àrainneachd	☐	Bochdainn	☐
	Slàinte	☐	Eadar-Nàiseanta	☐
	Foghlam	☒	Eaconamaidh	☒
	Gnothachasan soirbheachail is ùr-ghnàthach	☒		
5.6	**Buaidhean air Slàinte is Sàbhailteachd**			
	Chan eil gin ann.			
5.7	**Buaidhean Laghail**			
	Chan eil gin ann.			
5.8	**Buaidhean air Co-ionannanachd**			
	Chan eil gin ann.			

Cuspair 3.4

A' freagairt ri	A' Chomataidh Poileasaidh is Ghoireasan
Ceann-latha na Coinneimh	24/08/2020
Àite:	Air-loidhne tro MS TEAMS
Nì a' Chlàir-ghnothaich	3.4

Tiotal a' Phàipeir	Ùrachadh Buidseat – Bliadhna gu 31-03-2021	
Moladh do Bhuill	Ri Aontachadh	
Neach labhairt:	Ailig Greumach	
Cùrsa Riaghlachais airson na h-Aithris	**Ceann-latha na Coinneimh**	**Seòrsachadh na h-Aithris**
Sgioba Stiùiridh	17/08/2020	Ri Aontachadh
Pàipear-taice air a cheangal ris	PT1 – Ùrachadh Buidseat gu 31 Màrt 2021 (ann am Beurla)	

1.0	**Adhbhar**
1.1	A' sireadh aonta na Comatadih airson ùrachadh a bhuidseat airson na bliadhna gu 31 Màrt 2021, le iomradh cuideachd air buidseatan gu 2024-25
2.0	**Cùl-fhiosrachadh**
2.1	Se amas a phàipear seo fios a thoirt do na Buill mu ùrachadh a' bhuidseat airson 2020-21 agus air adhart gu 2024-25. Chaidh buidseat aontachadh roi seo aig coinneamh a' Bhùird air 26 Gearran 2020, ach le gnothaichean air atharrachadh ann an àrainneachd na dùthcha agus modhan-obrach a' Bhùird tro Covid-19 bha feum ann coimhead a rithist ri maoin agus atharraichean a dhèanamh. Se £5.179m an taic bho Riaghaltas na h-Alba Tabhartas-gus-Cuideachaidh ann an 2020-21, àrdachadh beag (£25k) bho 2019-20 airson aithne a thoirt dha buaidh poileasaidh tuarastail na bliadhna. Tha am pàipear sgrìobhte air a' bhunait gu faighear £100k co-cheangailte ri CnP, £72k de airgead air thoirt air adhart bho 2019-20 le aonta an Riaghaltais, agus £60k airgead pròiseact air thuilleadh, a toirt teachd-a-steach de £5.411m airson na bliadhna. An deidh 2020-21 cha bhi ann ach £5.279m – tabhartas-gus-cuideachaidh agus CnP. Thèid cead a shireadh bhon Riaghaltas airson maoin sam bith air nach bi fheum airson cosgaisean ruith a Bhuird a ghluasad gu Leasachadh. Ma gheibhear maoin sam bith a bharrachd, thèid e a mach gu dìreach air gnothaichean leasachaidh agus cha bhi buaidh sam bith air ionmhais a Bhùird fhèin.
3.0	**Prìomh Aithris/Fiosrachadh**
3.1	Tha am buidseat gu h-Iosal san amharc airson Leasachadh agus Cosgaisean Ruith:

	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	2024/25 £m
Leasachadh	3.855	3.725	3.662	3.649	3.673
Cosgaisean Ruith	1.556	1.554	1.617	1.630	1.606
IOMLAN	5.411	5.279	5.279	5.279	5.279

Cuspair 3.4

	Gu h-àbhaisteach tha e comasach cead fhaighinn air gluasad airgead bho Cosgaisean Ruith gu Cosgaisean Leasachaidh agus tha sin a tachairt gu cumanta. Bha 2019-20 neo-chumanta le buidseat air a ghluasad an t-slighe eile seach gu cosgaisean sònraichte ann sa bhliadhna sin. Bidh Cosgaisean Ruith air an cungalachadh sna bliadhnaichean ri teachd gu £1.634m. Tha sin comasach agus le cead thèid a ghluasad bho Cosgaisean Ruith gu Cosgaisean Leasachadh. Chan eil dùil gum bi duilgheadas ann le sin. Aig an ìre seo tha e a' coimhead coltach gum bi e comasach an cumail am broinn £1.634m.
	Moladh
4.1	Thathar ag iarraidh air na Buill: 1. Beachdachadh air suidheachadh ionmhais a' Bhùird 2. Toirt fa-near an fhiosrachadh san aithisg, agus 3. Aontachadh ris an dreachd buidseat ùr an cois seo airson a bhliadhna gu 31 Màrt 2021 agus na bliadhnaichean air adhart gu 2024-25
5.0	**Prìomh Bhuaidhean Ro-innleachdach**
5.1	**Buaidhean air Ionmhas**
	Se am buidseat am prìomh inneal airson smachd a chumail air ionmhas.
5.2	**Buaidhean air Luchd-obrach**
	Chan eil buaidh air Luchd-obrach
5.3	**Buaidhean air Trèanadh**
	Chan eil buaidh air Trèanadh
5.4	**Ceanglaichean ri Amasan Ro-innleachadh agus Corporra**
	Tha e cudthromach gu bheil stiùir ann ionmhas na buidhne, agus gu bheil BnG planadh gu coileanta agus air chomas smachd a chumail air cosgaisean tron bhliadhna a tha ri teachd
5.5	**Ceanglaichean ri Frèam-obrach Coileanaidh Nàiseanta**
	Tha am buidseat a cuideachadh BnG gu coileanadh nan amasan a tha a cur taic ris am Frèam-obrach Coileanaidh Nàiseanta
5.6	**Buaidhean air Cliù**

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	☒	Clann	☒
Cultar	☒	Coimhearsnachdan	☒
Àrainneachd	☐	Bochdainn	☐
Slàinte	☐	Eadar-Nàiseanta	☒
Foghlam	☒	Eaconamaidh	☒
Gnothachasan soirbheachail is ùr-ghnàthach	☒		

5.7	**Buaidhean air Slàinte is Sàbhailteachd**
	Chan eil buaidh air Slàinte is Sàbhailteachd
5.8	**Buaidhean Laghail**
	Chan eil buaidhean laghail ann
5.9	**Buaidhean air Co-ionannas**
	Chan eil buaidh air co-ionannas

Cuspair 3.4

Bòrd na Gàidhlig
Budget Update – year ended 31 March 2021

Overview
This paper provides an update on the budget for the year ending 31 March 2021, with indicative budgets for the remainder of the 5-year period to 2024-2025. It covers both Running Costs and Development Costs for the periods concerned.

The budget for 2020-21 was approved by the Board on 26/02/2020. Since that date the COVID-19 crisis has occurred and there have been impacts on both the environment of the Gaelic language and the operations of both Bòrd na Gàidhlig and the organisations and activities that BnG works with and provides funding for. The revised budget incorporates these factors, insofar as estimates can be made at this time. It is expected that a further revision of the budget will be required later in the year, as the picture becomes clearer, and therefore a further updated budget will be submitted to the Committee and the Board in November/December 2020.

Summary Budget
Bòrd na Gàidhlig (BnG)'s budget is funded by Scottish Government Grant-In-Aid with the amounts awarded notified by letter annually. The award for 2020-21 was £5.179m, falling into three categories which are effectively ring-fenced:

	£m
Gaelic Development Fund	£2.405
Gaelic Language Plans Implementation Fund	£1.140
Running Costs	£1.634
TOTAL	£5.179

This represents a small increase of £25k (0.5%) to cover the impact of the settlement under the 2021 Pay Policy. This paper assumes that the Grant-in-Aid for future years will be at the same cash level. Additional income of £100k received in recent years in respect of Comann na Pàrant has been assumed to continue into future years. Other income assumed in 2020-21 only comprises funds carried forward from the previous year of £72k and returned monies in respect of GIFT teacher training of £60k.

The proposed Budget for the period is as follows:

Income	**2020/21 £m**	**2021/22 £m**	**2022/23 £m**	**2023/24 £m**	**2024/25 £m**
Grant-in-Aid	5.179	5.179	5.179	5.179	5.179
Other Income	0.100	0.100	0.100	0.100	0.100
Funding b/f from 2019-20	0.072	-	-	-	-
Returned Monies	0.060	-	-	-	-
Total Income	**5.411**	**5.279**	**5.279**	**5.279**	**5.279**

Expenditure					
Gaelic Development					
- Gaelic Usage	1.895	1.826	1.778	1.765	1.789
- Gaelic Learning	1.585	1.562	1.547	1.547	1.547
- Gaelic Promotion	0.375	0.337	0.337	0.337	0.337
Total – Gaelic Development	3.855	3.725	3.662	3.649	3.673
Running Costs	1.556	1.554	1.617	1.630	1.606
Total Budget	**5.411**	**5.279**	**5.279**	**5.279**	**5.279**

Detail of Running Costs are in **Appendix 2** and Development Costs are detailed in **Appendix 3**.

Running Cost budgets are developed in detail for the year ahead. Subsequent years are based on a roll-over method with adjustments for knows significant variations. Salary and related costs constitute 70-75% of BnG's total Running Costs, calculated using a 5-year salary model based on the expected staffing structure and the most recent Pay Settlement parameters.

Salaries are governed by Scottish Government Pay Policy. The settlement for 2020-21 has been implemented for staff on an interim basis, but not yet for Board Members and Ceannard.

Other costs are estimated based on individual expenditure lines for one year, with figures rolled forward to future years by application of a 2% expected inflation rate for most lines.

Running Costs are now effectively capped at **£1.634m**. The attached budgets indicate that Running Costs could be contained to that level throughout the period involved. Virement of Running Costs underspends to the Development Budget will generally receive consent of the sponsor division – e.g. £170k in 2018-19. Exceptionally a virement of £94k in the other direction was permitted for 2019-20 for additional costs in that year (principally the Change Programme).

The major Running Cost changes in this budget update are as follows:

Salaries - increase of £30k (2.7%) due to various changes in staffing levels and posts, incorporating recommendations in Workforce proposals approved in December 2019 Board

Training - increase £20k on the original budget due to anticipated increase in training needs but a reduction from the 19/20 spend of £49k

Travel – reduced 50% due to operational changes following COVID-19. Staff are working from home and Member and other meetings almost entirely on-line.

Property costs – property costs reduced £30k due to lower charge from SNH at Great Glen House, Inverness

Professional fees – increase from £70k to £120 due to expected increase in support requirements in year

Overall, on present information and assumptions, Running Costs can be contained within the funding limit of £1.634 throughout the period to 2024/25.

Corporate Plan Actions

The updated budget has been analysed and costs allocated to the Actions mlisted in the BnG Corporate Plan 2018-23 as follows:

Corporate Plan Actions	Gaelic Development £m	Salaries £m	Other Running Costs £m	Total £m	Percent-age
4.1 More people are using and benefiting from Gaelic at home, at work and in the community	1.895	0.294	0.124	2.303	42.6%
4.2 Opportunities for people to develop their Gaelic skills at any age have increased and are more accessible	1.585	0.220	0.085	1.890	34.9%
4.3 More people in Scotland are positive about Gaelic language and culture	0.375	0.085	0.017	0.493	9.1%
4.4 Bòrd na Gàidhlig continues to develop how it works	0.000	0.523	0.208	0.725	13.4%
TOTAL	3.855	1.122	0.434	5.411	100.0%

Cash and Reserves

BnG funding works on a cash basis, with a year-end cash balance historically in the range £70k to £100k. Due to the impact of COVID-19 in March 2020, the carry-forward for that year was £172k. In April 2020 Scottish Government advised that BnG "has no permitted carry over at this time" however they issued approval for the carry forward of £172k as a one off due to the ongoing Corvid19 outbreak. In this budget update £72k has been utilised leaving a sum of £100k un-utilised. The application of this amount will have to addressed at the next budget update, as will the management of a nil carry-forward position at the year end.

Operational Reserves at 31 March 2019 were £99k, with a pension deficit of £1.258m. The Scottish Government acts as guarantor for the latter.

Gaelic Development Costs comprise grant schemes, development activities and support for Gaelic organisations, all applied in line with the priorities of the Corporate Plan. They can be budgeted with greater flexibility and there is scope for increase and/or reduction in accordance with available funds, hence no pressures are foreseen to be present on these lines.

However, the funding for delivery partners has been assumed to continue with small increases from the previous year. The level of funding may require review in future years. Although they also endure inflationary impacts on their budgets, currently they are expected to contain costs despite inflation similar to BnG. Further information about Development Costs is provided in Appendix 3.

Included in Gaelic Development is a budget for **COVID-19 Support** to enable Gaelic language organisations and funded bodies to respond to issues and opportunities arising from COVID-19 impact, and the changes required to continue their activities, possibly in changed and sometimes innovative forms. A total of £190k has been budgeted in 2020-21.

Figures for 2021-22 onwards are indicative and currently based on a roll-forward of those for 2020-21. A public consultation is forthcoming on development budget usage, and this will inform detailed planning for future years.

When Running Costs fall below £1.634m it is assumed that virement will be approved by Scottish Government to transfer such funding to Gaelic Development on a timescale that permits full expenditure within the year concerned.

GLAIF

This fund is "for Gaelic development and implementation of Gaelic language plans by public authorities and for related purposes" and is applied in accordance with the priorities of the Corporate Plan. Again. it has been assumed that no additional pressures are expected on this fund and it is therefore budgeted to match the funding provided.

Recommendation

The figures in this paper are prepared on the best information available at this point and may be subject to significant change if funding allocations and/or circumstances change. In particular the scale and length of the financial impact of COVID-19 is very uncertain.

The Board is invited to approve the attached revised budget for the year to 31 March 2021 and the subsequent years to 2024-25.

A Graham

Cuspair 3.4
Appendix 2

BÒRD NA GÀIDHLIG
Running Cost
Five Year Budget - Detailed

All Amounts in £000's

Sub Account Name	2020/21	2021/22	2022/23	2023/24	2024/25
Salaries	880	942	989	1,016	1,007
National Insurance	84	92	100	103	104
Pension Costs	158	167	175	180	178
Training Costs	40	20	15	8	8
Recruitment Fees	2	0	0	0	0
	1,165	**1,222**	**1,279**	**1,308**	**1,297**
Rent	3	3	3	3	3
Service Charge	8	8	8	8	8
Other	2	2	2	2	2
	13	**13**	**13**	**13**	**13**
Travel UK	30	31	31	27	27
Travel Overseas	1	1	1	1	1
Internal Hospitality	1	1	1	1	1
External Hospitality	3	3	3	2	2
Subsistence	2	2	2	1	1
	37	**37**	**38**	**32**	**32**
Telephones	13	13	14	14	14
Broadband	13	13	13	14	14
Website & Domains	15	1	1	1	1
Sharepoint	0	0	0	0	0
Software	12	12	12	13	13
Maintenance & Repairs	31	32	33	28	24
Hardware	2	2	2	2	2
	86	**73**	**75**	**71**	**68**
Property Costs	40	40	41	42	42
Disaster Recovery	0	0	0	0	0
HR Outsourcing	15	15	15	16	16
	55	**55**	**56**	**57**	**58**
Internal Audit	15	16	16	16	17
External Audit	15	15	15	15	16
Payroll Outsourcing	2	2	2	2	2
Legal Fees	6	6	6	6	6
Other Professional Fees	82	33	33	24	18
External Consultancy	0	0	0	0	0
	120	**71**	**72**	**63**	**59**
Postage	0	0	0	0	0
Courier	0	0	0	0	0
Printing	1	1	1	1	1
Stationery	2	2	2	2	2
Publications	2	2	2	3	3
Translation Costs	30	31	31	32	32
Repairs & Maintenance	0	0	0	0	0
Annual report	7	7	7	7	8
PR and Marketing	35	36	36	37	30
Other Office Costs	3	4	4	4	4
Gifts and Donations	0	0	0	0	0
	81	**83**	**85**	**86**	**80**
Support Fund	0	0	0	0	0
	0	**0**	**0**	**0**	**0**
Furniture & Fittings	0	0	0	0	0
IT	0	0	0	0	0
	0	**0**	**0**	**0**	**0**
	1,556	**1,554**	**1,617**	**1,630**	**1,606**

Cuspair 3.4

Appendix 3

Bòrd na Gàidlig
Gaelic Development Budget
Years ended 31 March 2021-25

Expenditure	20/21	21/22	22/23	23/24	24/25
Gaelic Usage					
Gaelic Publishing	159,270	159,270	159,270	159,270	159,270
CNAG - Iomairtean	316,200	316,200	316,200	316,200	316,200
Collaboration Fund	54,000	54,000	54,000	54,000	54,000
Covid-19 Support Fund	114,000	15,000	0	0	0
GLAIF - Gaelic Language Plans Support	450,000	450,000	450,000	450,000	450,000
GLAIF - Iomairtean	182,360	182,360	182,360	182,360	182,360
Taic Freumhan Coimhearsnachd	112,110	112,110	112,110	112,110	112,110
Colmcille	80,000	80,000	80,000	80,000	80,000
Corpus Development	50,000	50,000	50,000	50,000	50,000
Other Gaelic Usage	377,160	407,160	374,160	361,160	385,160
Total - Gaelic Usage	**1,895,100**	**1,826,100**	**1,778,100**	**1,765,100**	**1,789,100**
Gaelic Learning					
Educational Resources	200,000	200,000	200,000	200,000	200,000
Comann nam Pàrant	127,500	127,500	127,500	127,500	127,500
Faclair na Gaidhlig	76,500	76,500	76,500	76,500	76,500
GLAIF - GIFT	125,000	125,000	125,000	125,000	125,000
GLAIF - Learning	300,000	300,000	300,000	300,000	300,000
Early Years Support Scheme	150,000	150,000	150,000	150,000	150,000
Education and Learning Projects	100,000	100,000	100,000	100,000	100,000
Collaboration Fund	18,000	18,000	18,000	18,000	18,000
Covid-19 Support Fund	38,000	15,000	0	0	0
Canadian Scholarships	8,000	8,000	8,000	8,000	8,000
Other Gaelic Learning	442,150	442,150	442,150	442,150	442,150
Total - Gaelic Learning	**1,585,150**	**1,562,150**	**1,547,150**	**1,547,150**	**1,547,150**
Gaelic Promotion					
Royal National Mod	95,850	95,850	95,850	95,850	95,850
Blas Festival	20,000	20,000	20,000	20,000	20,000
Ainmean Àite na h-Alba	81,600	81,600	81,600	81,600	81,600
Collaboration Fund	18,000	18,000	18,000	18,000	18,000
Covid-19 Support Fund	38,000	0	0	0	0
Marketing Campaigns & Duaisean Gaidhli	65,000	65,000	65,000	65,000	65,000
Other Gaelic Promotion	56,300	56,300	56,300	56,300	56,300
Total - Gaelic Promotion	**374,750**	**336,750**	**336,750**	**336,750**	**336,750**
TOTAL - GAELIC DEVELOPMENT	**3,855,000**	**3,725,000**	**3,662,000**	**3,649,000**	**3,673,000**

Cuspair 3.5

A' freagairt ri	Comataidh Poileasaidh is Ghoireasan
Ceann-latha na Coinneimh	24/08/2020
Àite:	Air Loidhne
Nì a' Chlàir-ghnothaich	3.5

Tiotal a' Phàipeir	Co-chonaltradh Maoineachaidh	
Moladh do Bhuill	Ri Aontachadh	
Neach labhairt:	Steven Kellow	
Cùrsa Riaghlachais airson na h-Aithris	**Ceann-latha na Coinneimh**	**Seòrsachadh na h-Aithris**
Sgioba-stiùiridh	13/08/2020	Ri Aontachadh
Pàipear-taice air a cheangal ris	PT1 – Dreach de pàipear-fiosrachaidh airson an co-chonaltradh	

1.0	**Adhbhar**
1.1	A' sireadh aonta bhon Chomataidh Poileasaidh is Ghoireasan gus co-chonaltradh a' ruith air cleachdadh bhuidseat leasachaidh Bhòrd na Gàidhlig.
2.0	**Cùl-fhiosrachadh**
2.1	Tha an co-chonaltradh seo ann gus taic a chumail ri planadh a' Bhùird airson sgeamaichean maoineachaidh 's na bliadhnaichean seo tighinn.
2.2	Tha an co-chonaltradh air ainmeachadh mar aon de na phuingean-gnìomh ann am Plana Leasachaidh Bòrd na Gàidhlig 's e: ***"43.1** Before entering any further multi-year agreements, Bòrd na Gàidhlig should: (1) Carry out a wider stakeholder consultation on the revised approach to grant funding and assess the potential impact on wider Gaelic organisations and the wider Gaelic community by 2022 when new agreements will be negotiated."*
2.3	Bidh an co-chonaltraidh seo cuideachd a' coileanadh aon de na phuingean sa Phlana Gnìomh Bòrd na Gàidhlig airson 2020/21, is e: *"Faighinn beachdan air ais bho cho-chomhairleachadh am measg an luchd-ùidh a ghabhas cur gu feum a thaobh cleachdadh maoineachaidh"*
3.0	**Prìomh Aithris/Fiosrachadh**
3.1	Leis gu bheilear an dùil gum bi an cuairt maoineachaidh 2019-2022 tighinn gu crìch sa Mhàirt 2022, bidh aig oifigearan a' Bhùird sgeama fhoillseachadh ann an 2021 airson gun urrainn bhuidhnean cur a-steach airson taic-airgid bho Màrt 2022 air adhart.
3.2	Thathar an dùil gum bi moladh ann gus an dòigh-obrach aontaidhean trì-bhliadhna a chumail, is e air buannachdan a thoirt don Bhòrd agus do na bhuidhnean le aonta trì-bhliadhna.

Cuspair 3.5

3.3	Ged tà, mar phàirt de leasachadh na siostaman is modhan-obrach aig Bòrd na Gàidhlig, thathar airson co-chonaltradh a chumail le luchd-ùidhe a tha faighinn taic-airgid bhon Bòrd, no aig a bhiodh ùidh taic-airgid sireadh bhon Bòrd, gus a bheil na sgeamaichean taic-airgid aig a' Bhòrd a' freagairt air na diofar feumalachdan aig luchd-ùidhe, am Plana Nàiseanta/Plana Chorporra Bòrd na Gàidhlig, agus cuideachd na dleastanasan a th' aig Bòrd na Gàidhlig mar bhuidheann poblach.
3.4	Leis na molaidhean a thig air ais bhon co-chonaltradh seo, bidh cothrom aig a' Bhòrd coimhead as ùr air dè tha fa-near dhuinn a thaobh taic-airgid a chumail ri bhuidhnean gus a bheil sinn ag obair ann an dòigh cho èifeachdach sa ghabhas.
3.5	Thathar cuideachd airson gu bheil an co-chonaltradh seo a' toirt misneachd dha choimhearsnachdan Gàidhlig gu bheil Bòrd na Gàidhlig ag èisteachd ris na feumalachdan aca agus deònach coimhead air fuasglaidhean cruthachail is ùr-gnàthach gus piseach a thoirt air suidheachadh a' chànain.
3.6	Tha am pàipear-taic (PT1) mar moladh airson pàipear a' cho-chonaltraidh, is e toirt iomradh air: • Mar a thathas a' cleachdadh taic-airgid a' Bhùird an-dràsta (le iomradh air bhuidhnean com-pàirteach, sgeamaichean taic-airgid is pròiseactan eile a tha faighinn taic). • Prionnsabalan a tha oifigearan a' cleachdadh gus sgeamaichean taic-airgid a chur air dòigh, a' ruith is am measadh
3.7	Ma thèid aontachadh ris a' phàipear co-chonaltraidh (no aontachadh le molaidhean), thèid an co-chonaltradh fhosgladh ro Dhihaoine 11 Sultain, is dùil gum bi e fosgailte gu Dihaoine 6 Samhain.
3.8	An uair sin, bidh cothrom aig oifigearan na freagairtean a' leughadh agus molaidhean a chur ann am pàipear dhan Bhòrd-stiùiridh san Dùbhlachd 2020.
4.0	**Moladh**
4.1	Aontachadh gun tèid co-chonaltradh a' ruith stèidhichte air na cheistean agus a' phàipear ann am PT1, agus gun tig pàipear air adhart do choinneamh a' Bhùird-stiùiridh san Dùbhlachd 2020 leis am fiosrachadh agus molaidhean sam bith.
5.0	**Prìomh Bhuaidhean Ro-innleachdach**
5.1	**Buaidhean air Ionmhas**
	Cha bhi buaidh air ionmhas aig an ìre seo.
5.2	**Buaidhean air Luchd-obrach**
	Cha bhith buaidh air luchd-obrach a' Bhùird.
5.3	**Buaidhean air Trèanadh**
	Cha bhith buaidh air trèanadh air luchd-obrach a' Bhùird.
5.4	**Ceanglaichean ri Amasan Ro-innleachadh agus Corporra**
	Bidh an co-chonaltradh a' cur ri amasan a leanas bho Plana Chorporra Bòrd na Gàidhlig: **Cleachdadh na Gàidhlig** • "A' dealbh ro-innleachdan a dh'aona-ghnothach airson frithealadh air feumalachdan nan coimhearsnachdan dùthchail is nam bailtean nas motha agus airson brath a ghabhail air na cothroman a th' ann dhaibh, feuch am bi coimhearsnachdan Gàidhlig nas làidire ann"

Cuspair 3.5

A' cur air adhart na Gàidhlig

- "Ag obair còmhla ri luchd-compàirt airson iomairtean a dhealbh is a chur an gnìomh a bheir taic do dh'ionnsachadh is cleachdadh na Gàidhlig"

A' leasachadh mar a tha Bòrd na Gàidhlig ag obair

- "Bidh sinn a' brosnachadh dhòighean-obrach innleachdach air feadh ar n-obrach"
- "Nì sinn soilleir, tro chonaltradh èifeachdach, cò sinn agus dè tha sinn airson a choileanadh nar n-obair"
- "Nì sinn cinnteach gu bheil na co-dhùnaidhean a nithear stèidhichte air fianais dhearbhte agus gu bheil fianais sàr-mhath againn le bhith a' toirt taic-airgid do rannsachadh agus iomairtean gus eòlas a cho-roinn"

5.5 Ceanglaichean ris an Fhrèam-obrach Coileanaidh Nàiseanta

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	☐	Clann	☐
Cultar	☒	Coimhearsnachdan	☒
Àrainneachd	☐	Bochdainn	☐
Slàinte	☐	Eadar-nàiseanta	☐
Foghlam	☒	Eaconamaidh	☒
Gnothachasan soirbheachail is ùr-ghnàthach	☒		

5.6 Buaidhean air Cliù

Bidh an co-chonaltradh a' cur ri cliù na buidhne leis gum bi e a' toirt cothrom do luchd-ùidhe na bheachdan aca a chur air adhart, ged a dh' fhaodadh cuid de na freagairtean no conaltradh ma dheidhinn a bhith dùbhlanach dhan a' Bhòrd.

5.6 Buaidhean air Slàinte is Sàbhailteachd

Cha bhi buaidh air slàinte is sàbhailteachd.

5.7 Buaidhean Laghail

Cha bhi buaidh laghail air a' bhuidheann.

5.8 Buaidhean air Co-ionannas

Cha bhi buaidh air co-ionannas.

Cuspair 3.5 PT1

DRAFT – Bòrd na Gàidhlig Strategic Funding Consultation

Contents

Purpose 1
Background 1
Funding Principles 5
Questions 8

Purpose

The primary aim of this consultation is to gather feedback as to how Bòrd na Gàidhlig can most effectively utilise its budget in supporting Gaelic development across Scotland.

In a financial and political climate where public finances are limited, Bòrd na Gàidhlig is looking to ensure that it is maximising its impact in supporting opportunities to use, learn and promote Gaelic in line with the objectives of the National Gaelic Language Plan 2018-2023 and the Bòrd's Corporate Plan.

We would like to hear feedback from stakeholders as to how Bòrd na Gàidhlig is currently using its development budget, the effectiveness of the bodies and projects supported, and recommendations as to how the Bòrd's funding schemes can be made more effective and accessible. These views will inform our 2021/22 funding schemes onwards, including our anticipated 2022-2025 delivery partner funding programme (which is scheduled to open for applications in 2021).

Background

Bòrd na Gàidhlig is funded by grant-in-aid from the Scottish Government. For the 2020/21 financial year, the organisation received £5.179m.

The grant-in-aid letter from the Scottish Government specifies that the following sums must be spent towards the following purposes:

- Core costs – a maximum of £1.629m
  - Including specific funding of a Teacher Recruitment Officer post
- Gaelic Language Act Implementation Fund (GLAIF) – a minimum of £1.14m
- Gaelic development - £2.405m
  - Including specific funding of Nova Scotia Gaelic bursaries

For 2020/21, Bòrd na Gàidhlig also received a further £100k from Comann nam Pàrant via the Scottish Government's Children and Young People's Early Intervention Fund & Adult Learning and Empowering Communities Fund to support Early Years groups.

From this basis, Bòrd na Gàidhlig's current budget for the 2020/21 financial year is segmented into five areas:

- Core costs - £1.629m

Staff and operations of Bòrd na Gàidhlig as an organisation, including: development and monitoring of Gaelic Language Plans and the National Gaelic Language Plan; supporting Gaelic-medium education development and early years groups; providing research support; providing support and guidance to arts and community groups; operating funding schemes and more.

- Delivery partners - £1.7m

Core and project funding for a network of 13 organisations across Scotland who have been provided with a three-year funding commitment between April 2019 and March 2022 to extend Bòrd na Gàidhlig's work, particularly in engaging with Gaelic on a community level.

The delivery partners include:

  - Comunn na Gàidhlig (including Comann nam Pàrant)

Delivering a network of 13 Iomairtean development officers across Scotland; Supporting parent groups to request Gaelic-medium education provision; Supporting local Sradagan groups; Running a national programme including Seachdain Dhun Eideann, Cuach na Cloinne and summer camps.

  - Stòrlann Nàiseanta na Gàidhlig

Developing Gaelic-medium education resources for all education levels; Supporting CLPL for teachers through an t-Alltan and other events; Supporting teachers through online resources; Supporting parents throug Gaelic4Parents; Innovating in the field of Gaelic education

  - Comhairle nan Leabhraichean

Providing strategic guidance to Gaelic literature; Providing publishing and marketing support to Gaelic writers; Promoting Gaelic literature at events and through awards

  - Fèisean nan Gàidheal

Promoting Gaelic through the traditional arts; Teaching Gaelic through the arts; Supporting Gaelic drama; Providing extra-curricular opportunities for usage among Gaelic-education pupils

  - Ionad Chaluim Chille Ìle

Providing a Gaelic hub in Islay; Running Gaelic classes and conversation sessions in the centre and via VC; Running a Gaelic film club; Providing a space for Gaelic events in Islay

  - An Comunn Gàidhealach

Delivering the Royal National Mod; Supporting local Mods across the country; Delivering preparation sessions to young people for Mods; Promoting Gaelic usage and learning

  - Ainmean-Àite na h-Alba

Providing a research service for Gaelic placenames; Building a database of Gaelic placenames that is accessible to all

  - Faclair na Gàidhlig

Compiling a historical dictionary of the Gaelic language; Training Gaelic lexicographers

  - Ceòlas Uibhist

DRAFT

Delivering community Gaelic classes and immersion experiences in South Uist; Delivering arts events through the medium of Gaelic

- Acair

Publishing Gaelic books; Supporting new Gaelic writers and translators; Promoting Gaelic literature at festivals and events

- Theatre Gu Leòr

Producing professional theatre through the medium of Gaelic; Providing support to the Gaelic drama sector

- An Lòchran

Providing a Gaelic hub in Glasgow; Running an artistic programme;

- Tobar an Dualchais

Providing an online heritage resource; Engaging with communities to capture and conserve their heritage

A total of £100,000 of this funding is part of a challenge fund, the "Gaelic Collaboration Fund", to promote collaborative projects and working between delivery partners and third parties.

- GLAIF - £1.14m

A ring-fenced funding stream used to support public authorities and strategic projects in the implementation of the Gaelic Language (Scotland) Act 2005, the National Gaelic Language Plan and authorities' individual Gaelic Language Plans. Typically supports around 70 different projects from across 30 public or local authorities each year.

N.B – For certain delivery partners that work closely with public authorities, elements of delivery partner funding and GLAIF overlap (e.g. partnerships between Bòrd na Gàidhlig and local authorities to support Comunn na Gàidhlig's Iomairtean network; funding of Ainmean-Aite na h-Alba's work in providing placename research to local authorities).

- Funding schemes - £574k

Providing funding to community groups, charities, public authorities and individuals to fulfil the aims of Bòrd na Gàidhlig's Corporate Plan through five different funding schemes:

- Taic Freumhan Coimhearsnachd (grants for local community projects)
- Early Years Grants (in partnership with Comann nam Parant and the Scottish Government's CYPEIF & ALEC Fund)
- Education Grants (to support students seeking a career in GME teaching and to support CLPL for existing GME teachers)
- Colmcille (supporting links between speakers of Gaelic and Gaeilge in partnership with Foras na Gaeilge)

Funding can also be provided discretionally through applications outwith the funding schemes where the Bòrd believes the project will clearly deliver elements of its Corporate Plan.

In 2020/21 a special fund was also created to support organisations in dealing with the COVID-19 pandemic.

Across these funding streams there are typically around 300 awards each year.

- Bòrd na Gàidhlig projects - £255k

Projects run by, in partnership with, sponsored by, or commissioned by Bòrd na Gàidhlig to help deliver the National Gaelic Language Plan and Bòrd na Gàidhlig's Corporate Plan.

Examples include:

- LearnGaelic.scot
- FilmG
- Na Duaisean Gàidhlig / The Gaelic Awards
- Nova Scotia Gaelic Bursaries
- #cleachdi
- Siuthad (youth jobs forum)
- Corpus projects and research commissions (e.g. education data)

DRAFT

Funding Principles

The primary goal of Bòrd na Gàidhlig's development budget is to provide support to projects or campaigns that help deliver our vision of progress for Gaelic.

To do this, we work with a wide variety of stakeholders with different needs and visions:

- Public authorities
- Gaelic organisations
- Community groups
- Charities (local and national)
- Artists
- Students

To make funding accessible to these stakeholders, a range of different methods of accessing funds should be available:

- Regular, medium-term funding to provide opportunities for organisations to plan their work further ahead, provide value for money and to provide security
- Topical funding to further different objectives or support specific communities or project types (e.g. supporting cross-border links with Ireland through the Colmcille initiative, supporting early years groups or Gaelic classes)
- Open, discretionary funding to allow for new ideas and bespoke solutions

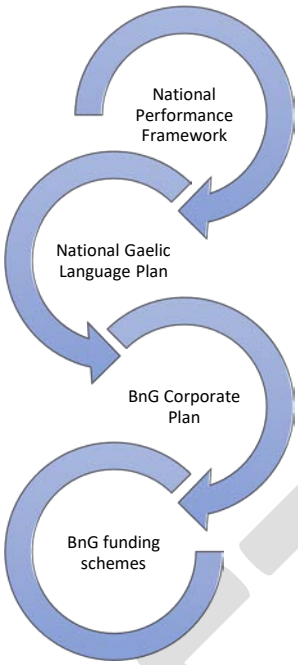
The operation of our funding is based on three key principles:

- Growing Gaelic
- Value for Money
- Deliverability and Measurable outcomes

1. Growing Gaelic

For all projects and organisations that Bòrd na Gàidhlig fund, their expected/final outputs are measured against the Bòrd's Corporate Plan objectives, which are in turn based upon the priorities of the National Gaelic Language Plan and the Scottish Government's National Performance Framework.

DRAFT



Our priority in funding any project is to ensure our funding contribution supports Gaelic usage, learning and promotion as part of that project, and therefore that our funding schemes strongly reward projects delivered through the medium of Gaelic.

2. Value for money

As a public body Bòrd na Gàidhlig has a duty to secure best value for public funds. Therefore, for every project we fund we must ensure that the level of funding we provide is proportionate to the outcomes expected of the project and what the project entails.

Bòrd na Gàidhlig is committed to ensuring value for money and requires projects to include a level of match-funding (typically at least 20%) and that all projects demonstrate that they can secure relevant income from fundraising, participant contributions or grants from other sources.

As funding is limited, Bòrd na Gàidhlig aims to be an organisation which promotes mainstreaming of Gaelic within existing work or organisations – and therefore will aim to prioritise new and innovative projects and provide support to ongoing projects on a sliding scale of support or in partnership with other bodies.

Projects should also expected to show how they connect with other organisations, events or projects as collaboration can improve value for money, deliverability of outcomes and ensure knowledge and best practice is shared.

3. Deliverability and Measuring outcomes

It's important to us to ensure that organisations awarded funding can deliver what they set out to achieve and are able to measure the impact of their work so that the aims of our Corporate Plan and the National Gaelic Language Plan are met.

Cuspair 3.5 PT1

Our Corporate Plan includes key performance indicators and we ask all projects we fund to ask those that engaged with the project for their responses to the qualitative questions:

- Has this project encouraged you to use Gaelic more often?
- Has this project enhanced your Gaelic skills?
- Has this project made you believe more strongly that Gaelic is important to Scotland?

The responses to these questions will help us build a national picture of the work being funded to support Gaelic development and the positive impact that Gaelic has on people's lives.

As such, it's crucial that projects are able to contribute to this national picture by providing information on the response to their project and the people it impacted.

DRAFT

Questions

Delivery partners

1. Do you believe that the current network of delivery partners is effective and provides value for money in their delivery of Bòrd na Gàidhlig's Corporate Plan objectives?

2. Do you believe that the current balance of funding between delivery partners, funding schemes and Bòrd na Gàidhlig supported projects adequately deliver the priorities of the National Gaelic Language Plan and address the needs of the Gaelic community?

3. Do you have any proposals that could improve the way Bòrd na Gàidhlig supports organisations that deliver Gaelic projects?

Funding schemes

4. Do you believe that Bòrd na Gàidhlig's current funding schemes adequately address the priorities of the National Gaelic Language Plan and the Gaelic community, and if not what changes would you propose to improve them?

5. Do Bòrd na Gàidhlig's current funding schemes provide you or your organisation sufficient opportunity to support your goals in Gaelic development? If not, how would you propose addressing this?

6. Do you agree with the funding principles and is there anything else you would recommend to improve them?

7. Do you have any other proposals to enhance Bòrd na Gàidhlig's funding schemes?

General

8. Do you have any proposals that could improve how Bòrd na Gàidhlig uses its development budget?

DRAFT

Cuspair 3.6

A' freagairt ri	Comataidh Poileasaidh is Ghoireasan
Ceann-latha na Coinneimh	24/08/2020
Àite:	Air Loidhne
Nì a' Chlàir-ghnothaich	3.6

Tiotal a' Phàipeir	Iarrtasan Taic-airgid (Seisean fosgailte)	
Moladh do Bhuill	Ri Aontachadh	
Neach labhairt:	Steven Kellow	
Cùrsa Riaghlachais airson na h-Aithris	**Ceann-latha na Coinneimh**	**Seòrsachadh na h-Aithris**
Sgioba-stiùiridh	13/08/2020	Ri Aontachadh
Pàipear-taice air a cheangal ris	Chan eil	

1.0	**Adhbhar**
1.1	A' sireadh aonta bhon Chomataidh Poileasaidh is Ghoireasan airson taic-airgid a chumail ri phròiseact aig ìre £15,000-£39,999.
1.2	A' sireadh moladh bhon Chomataidh Poileasaidh is Ghoireasan dhan Bhòrd-stiùiridh airson taic-airgid a chumail ri phròiseact aig ìre nas àirde na £40,000.
2.0	**Cùl-fhiosrachadh**
	Taigh Chearsabhagh
2.1	Chaidh aontachadh leis a' Chomataidh Cleachdadh na Gàidhlig san t-Samhain 2018 taic a chumail gus Oifigear Meadhanan is Tachartasan Gàidhlig stèidheachadh aig Taigh Chearsabhagh.
2.2	Air sgath atharraichean taobh a-staigh na buidhne, cha deach an dreuchd seo air adhart, agus cha deach an cùmhnant taic-airgid seo air adhart (is an airgead a chaidh a phàigheadh air tilleadh dhan Bhòrd).
3.0	**Prìomh Aithris/Fiosrachadh**
	Taigh Chearsabhagh
3.1	Tha an iarrtas seo ann airson taic-airgid sireadh mu choinneamh dreuchd Oifigear Gàidhlig aig Taigh Chearsabhagh.
3.2	'S e prìomh ionad ealain ann an Uibhist a Tuath a th' ann an Taigh Chearsabhagh, agus le oifigear le dleastanas sònraichte airson na Gàidhlig, tha oifigearan den bheachd gun cruthaich seo tòrr chothroman ann gus tachartasan Gàidhlig a chur air adhart agus na h-ealain Gàidhlig sna h-Eileanan Iar a bhrosnachadh.

Cuspair 3.6

3.3	Tha am pròiseact seo ag amas air dreuchd pàirt-thìde stèidheachadh fad dà bhliadhna, is conaltradh air a bhith aig a' bhuidheann le dhaoine aig am biodh ùidh san dreuchd a' sealltainn gum biodh an dòigh-obrach seo nas soirbheachaile ann a bhith a' togail dàimhean eadar daoine is bhuidhnean, is cuideachd a' freagairt air feumalachdan dhaoine ris a bheil dreuchd pàirt-ùine nas tarraingeach.
3.4	Tha Taigh Chearsabhagh sireadh £20,000 airson an dreuchd dà bhliadhna seo (an aon t-suim a chaidh aontachadh airson an dreuchd roimhe), is iad air taic luach £5,000 fhaighinn bhon Urras Robertson airson an còrr den chosgaisean a phàigheadh.
	Foghlam Alba
3.5	Leis an iarrtas seo tha Foghlam Alba airson Oifigear Foghlaim Gàidhlig Àrd-Sgoile fhastadh gus taic a chumail ri iomairtean foghlam tro mheadhan na Gàidhlig air feadh na dùthcha, gu h-àraidh aig ìre na h-Àrd-sgoile.
3.6	Bidh an dreuchd seo a' cur gu mòr ri iomairtean gus foghlam Gàidhlig leudachadh no stèidheachadh air feadh na dùthcha, ag amas air taic a chumail ri ceannardan-sgoile is oifigearan ùghdarrasan ionadail gu sònraichte ann a bhith cur an gnìomh Stiùireadh Reachdail air Foghlaim Gàidhlig.
3.7	Thathar an dùil cuideachd gum bi an oifigear brosnachadh cothroman do sgoiltean a bhith toirt cothroman do sgoilearan gus Gàidhlig a chleachdadh taobh a-muigh na sgoile, le bhith togail dàimhean le buidhnean Gàidhlig leithid Fèisean nan Gàidheal is Comunn na Gàidhlig.
3.8	Thathar sùileachadh gum bi an neach a gheibh an dreuchd na ceannard-sgoile, no ceannard-roinne a tha air a bhith teagaisg tro mheadhan na Gàidhlig – gus an urrainn dhaibh a bhith ag obair aig àrd-ìre.
3.9	Tha Foghlam Alba an dùil gun e dreuchd dà-bhliadhna a bhios ann sa chiad dol-a-mach, ach leis am moladh seo tha oifigearan a' Bhùird moladh taic a chumail ri seo airson a' chiad bhliadhna a-mhàin aig an ìre seo gus adhartais agus èifeachdas a measadh.
3.10	Bidh am pròiseact a' cosg £80,700 airson a' chiad bhliadhna, agus Foghlam Alba air £56,112.40 iarraidh, is oifigearan moladh £50,000 a thabhann dhaibh.
3.11	Tha oifigearan a' Bhùird den bheachd gu bheil deagh chothrom an seo gus leasachadh a thoirt air an roinn seo is gum bi Foghlam Alba àbhaisteachadh na h-obrach seo thairis air na bliadhnaichean a tha romhainn. Tha còmhraidhean air a bhith ann leis a' bhuidheann gus seo a dhearbhadh agus ma tha taic-airgid a bharrachd ann gum bi e aig ìre nas ìsle.
4.0	**Moladh**
	Iarrtasan ri aontachadh leis a' Chomataidh Poileasaidh is Ghoireasan
4.1	Aontachadh gus £20,000 a thabhann do Thaigh Chearsabhagh airson am pròiseact "Oifigear Gàidhlig", le cumhaichean: • Gum bi an neach a thèid a chur san dreuchd fileanta sa Ghàidhlig • Gum bi conaltradh cunbhalach ann eadar an oifigear is Manaidsear Com-pàirtichean a' Bhùird agus oifigearan eile an sàs anns na h-ealainean anns na h-Eileanan an Iar

Cuspair 3.6

4.2	**Iarrtasan ri mholadh leis a' Chomataidh Poileasaidh is Ghoireasan dhan Bhòrd-stiùiridh** Aontachadh gus moladh dhan Bhòrd-stiùiridh gus £50,000 a thabhann ri Foghlam Alba airson pròiseact "Oifigear Leasachaidh Foghlaim", le cumhaichean: • Gum bi an oifigear san dreuchd fileanta sa Ghàidhlig • Gum bi coinneamhan cunbhalach ann eadar an oifigear is Sgioba Foghlaim Bòrd na Gàidhlig
5.0	**Prìomh Bhuaidhean Ro-innleachdach**
5.1	**Buaidhean air Ionmhas**
5.1.1	Ann am buidseat GLAIF gu h-iomlan, tha £76,100 air fhàgail ri chosg (le £233,012 ri chosg ann an loidhne GLAIF – GIFT, agus barrachd commitments na buidseat ann an loidhnichean eile).
5.1.2	Ma thèid aontachadh ris na molaidhean ann am pàipear 3.1 & 3.6, thèid taic-airgid a phàigheadh dha na bhuidhnean mar a leanas:

		Iomlan	2020/21	2021/22	2022/23
102021 – GLAIF – Cleachdadh	**Taigh Chearsabhagh** Oifigear Gàidhlig	£20,000	£12,000 (Sultain 20)	£4,000 (Dàmhair 20)	£4,000 (Dàmhair 22)

5.1.3	Ma thèid aontachadh ri na molaidhean airson aontachadh aig a' Chomataidh ann am pàipear 3.1 & 3.6, bidh £37,700 air fhàgail sa bhuidseat GLAIF airson 2020/21, agus fhathast an dùil gum bi sàbhalaidhean ann bho pròiseactan far nach bidh an t-suim iomlan den tabhartas aca a dhìth.
5.1.4	Airson iarrtasan air am moladh dhan Bhòrd-stiùiridh, bhiodh na pàighidhean mar a leanas nan tèid aontachadh riutha:

		Iomlan	2020/21	2021/22
102022 – GLAIF - Ionnsachadh	**Foghlam Alba** Oifigear Leasachaidh Gàidhlig	£50,000	-	£30,000 (Giblean 21) £7,500 (Dàmhair 21) £7,500 (Màrt 22)

5.1.5	As dèidh na molaidhean sin ann am pàipear 3.1 & 3.6 uile-gu-lèir, bidh £5,200 air fhàgail fhathast ann am buidseatan GLAIF, agus fhathast an dùil gum bi sàbhalaidhean ann bho pròiseactan far nach bidh an t-suim iomlan den tabhartas aca a dhìth.
5.2	**Buaidhean air Luchd-obrach**
	Cha bhith buaidh air luchd-obrach a' Bhùird.
5.3	**Buaidhean air Trèanadh**
	Cha bhith buaidh air trèanadh air luchd-obrach a' Bhùird.

Cuspair 3.6

5.4	**Ceanglaichean ri Amasan Ro-innleachadh agus Corporra**
	Bidh na pròiseactan seo a' cur ri diofar amasan Plana Chorporra Bòrd na Gàidhlig mar a leanas:
	Cleachdadh na Gàidhlig
5.4.1	"A' dealbh ro-innleachdan a dh'aona-ghnothach airson frithealadh air feumalachdan nan coimhearsnachdan dùthchail is nam bailtean nas motha agus airson brath a ghabhail air na cothroman a th' ann dhaibh, feuch am bi coimhearsnachdan Gàidhlig nas làidire ann" (Taigh Chearsabhagh)
5.4.2	"A' toirt taic do bhuidhnean is daoine fa leth airson barrachd chur-seachadan, thachartasan is ghoireasan a chur air dòigh, agus feadhainn nas fheàrr, do dhaoine òga agus a' toirt taic do dh'fheadhainn a thèid a chur air dòigh le daoine òga" (Taigh Chearsabhagh)
	Ionnsachadh na Gàidhlig
5.4.3	"A' toirt comhairle seachad air poileasaidhean agus a' toirt stiùireadh don obair gus ro-innleachdan a dhealbh airson foghlam na Gàidhlig" (Foghlam Alba)
5.4.4	"Ag obair còmhla ri buidhnean de phàrantan is buidhnean buntainneach gus fàs a thoirt air FtG" (Foghlam Alba)
	A' cur air adhart na Gàidhlig
5.4.5	"A' dèanamh cinnteach gum bi buaidh nas motha aig Planaichean Gàidhlig air cùisean agus a' toirt taic do dh'Ùghdarrasan Poblach gus sanasachd a dhèanamh air an obair a nì iad don Ghàidhlig" (Foghlam Alba)
5.4.6	"Ag obair còmhla ri luchd-compàirt airson iomairtean a dhealbh is a chur an gnìomh a bheir taic do dh'ionnsachadh is cleachdadh na Gàidhlig" (Taigh Chearsabhagh)
5.4.7	"Ag obair còmhla ri buidhnean foghlaim is leasachadh sgilean gus innse do dhaoine mun àite a th' aig a' Ghàidhlig ann an Alba, na cothroman obrach a gheibhear leis a' chànan agus na buannachdan a gheibh an luchd-labhairt bhon Ghàidhlig" (Foghlam Alba)

5.5	**Ceanglaichean ris an Fhrèam-obrach Coileanaidh Nàiseanta**

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	☐	Clann	☒
Cultar	☒	Coimhearsnachdan	☒
Àrainneachd	☐	Bochdainn	☐
Slàinte	☐	Eadar-nàiseanta	☐
Foghlam	☒	Eaconamaidh	☒
Gnothachasan soirbheachail is ùr-ghnàthach	☒		

Cuspair 3.6

5.6	**Buaidhean air Cliù**
	Bidh na phròiseactan seo a chur ri cliù na bhuidhne ann an diofar dòighean, is na phròiseactan a' cur taic gu sònraichte ri leasachadh foghlam tro mheadhan na Gàidhlig is leasachadh cothroman am measg na h-ealain Gàidhlig.
5.6	**Buaidhean air Slàinte is Sàbhailteachd**
	Cha bhi buaidh air slàinte is sàbhailteachd.
5.7	**Buaidhean Laghail**
	Cha bhi buaidh laghail air a' bhuidheann.
5.8	**Buaidhean air Co-ionannas**
	Cha bhi buaidh air co-ionannas.

Cuspair 4.1

A' freagairt ri	Comataidh Poileasaidh is Goireasan
Ceann-latha na Coinneimh	24/08/2020
Àite:	Air-loidhne
Nì a' Chlàir-ghnothaich	4.1

Tiotal a' Phàipeir	Coileanadh a' Phlana Gnìomh	
Moladh do Bhuill	Airson fiosrachadh *	
Neach labhairt:	Shona NicIllinnein, Ceannard	
Cùrsa Riaghlachais airson na h-Aithris	**Ceann-latha na Coinneimh**	**Seòrsachadh na h-Aithris**
Sgioba-stiùiridh	13/08/2020	Airson aontachadh
Pàipear-taice air a cheangal ris	Tha- Eàrr-ràdh 1 – Coileanadh a' Phlana Gnìomh 20-21	

1.0	**Adhbhar**
1.1	'S e as adhbhar don phàipear seo fiosrachadh a thoirt don Chomataidh air coileanadh ghnìomhan ann an 20/21 mu choinneamh na chaidh a chur ron bhuidhinn ann am Plana Chorporra 2018/23 agus Plana Gnìomh 2020/21.
2.0	**Cùl-fhiosrachadh**
2.1	Tha am Plana Corporra aig Bòrd na Gàidhlig a' comharrachadh 9 builean coileanaidh a bhios gan cleachdadh airson measadh a dhèanamh air coileanadh mu choinneamh phrìomhachasan ro-innleachdail a tha rin coileanadh ro 2023.
2.2	Tha Plana Gnìomh 2020/21 a' comharrachadh ghnìomhan sònraichte a thèid a choileanadh gus adhartas a dhèanamh le prìomhachasan ro-innleachdail bhon Phlana Chorporra. Tha na clàran san aithisg an cois seo a' toirt iomradh air an adhartas a tha ga dhèanamh leis a seo.
3.0	**Prìomh Aithris/Fiosrachadh**
3.1	Aig an ìre seo, tha dà phuing cudromach – buaidh Covid-19 agus gur ann tràth sa bhliadhna a tha an aithisg. Tha cunnart ann nach tèid cuid de na gnìomhan a choileanadh ach tha oifigearan ag obair taobh a-staigh agus taobh a-muigh na buidhne gus slighean eile a chur an gnìomh gus am bi na toraidhean ann. Tha barrachd fiosrachadh sa phàipear PT1 air gach Prìomh Chomharra Coileanadh agus gach gnìomh.
4.0	**Moladh**
4.1	Tha am pàipear seo airson fiosrachadh is thathar ag iarraidh air Buill toirt fa-near don fhiosrachadh seo
5.0	**Prìomh Bhuaidhean Ro-innleachdach**
5.1	**Buaidhean air Ionmhas**
	Chan eil buaidh ionmhasail dhìreach sam bith aig an aithisg seo.

Cuspair 4.1

5.2	**Buaidhean air Luchd-obrach**
	Chan eil buaidh dhìreach sam bith aig an aithisg seo air an fheachd-obrach.
5.3	**Buaidhean air Trèanadh**
	Chan eil buaidh dhìreach sam bith aig an aithisg seo air trèanadh.
5.4	**Ceanglaichean ri Amasan Ro-innleachadh agus Corporra**
	Tha am pàipear seo a' cur ris na ceithir amasan corporra aig Bòrd na Gàidhlig.
5.5	**Ceanglaichean ris an Fhrèam-obrach Coileanaidh Nàiseanta**

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	☐	Clann is Oigridh	☒
Cultar	☒	Coimhearsnachdan	☐
Àrainneachd	☒	Bochdainn	☐
Slàinte	☐	Eadar-nàiseanta	☐
Foghlam	☒	Eaconamaidh	☒
Gnothachasan soirbheachail is ùr-ghnàthach			☒

5.6	**Buaidhean air Cliù**
	Thathar an dùil gum bi an aithisg seo a' cur ri cliù na buidhne leis an eòlas a tha ri fhaighinn air obair na buidhne.
5.7	**Buaidhean air Slàinte is Sàbhailteachd**
	Chan eil buaidh dhìreach sam bith aig an aithisg seo air Slàinte is Sàbhailteachd.
5.8	**Buaidhean Laghail**
	Chan eil buaidh laghail dhìreach sam bith aig an aithisg seo.
5.9	**Buaidhean air Co-ionannachd** Chan eil buaidh sam bith a bharrachd aig an aithisg seo air co-ionannachd.

Cuspair 4.1

A’ COILEANAIDH A’ PHLANA GNÌOMH 2020-21

Ar Lèirsinn: Gum bi a’ Ghàidhlig air a faicinn is air a cluinntinn gu làitheil air feadh Alba, chun na h-ìre ’s gum bi i air a h-aithneachadh mar phàirt bhunaiteach de bheatha muinntir na h-Alba agus mar chànan prìseil a tha a’ cur ri cultar is eaconamaidh na dùthcha.	**Our Vision:** Gaelic is seen and heard on a daily basis across Scotland, such that it is widely recognised as an integral part of Scottish life and a national and economic asset

1. A’ Cleachdadh na Gàidhlig

1. Using Gaelic

Prìomhachasan Ro-innleachdail Barrachd dhaoine a’ cleachdadh agus a’ faighinn buannachd bho Ghàidhlig san àite-obrach, aig an dachaigh agus anns a’ choimhearsnachd	**Strategic Priority 1** More people are using and benefiting from Gaelic at work, at home and in the community

▪ **Ciamar a tha an t-adhartas a’ cuideachadh le bhith a’ lìbhrigeadh na lèirsinn?**	Tha am Plana Corporra 2018-23 aig Bòrd na Gàidhlig gu mòr stèidhichte air a’ Phlana Cànain Nàiseanta Gàidhlig 2018-23 agus tha e a’ toirt stiùir dhuinn air mar a bhios an obair againn a’ dèanamh diofar gus am bi a’ Ghàidhlig air a faicinn is air a cluinntinn gu làitheil air feadh Alba, chun na h-ìre ’s gum bi i air a h-aithneachadh mar phàirt bhunaiteach de bheatha muinntir na h-Alba agus mar chànan prìseil a tha a’ cur ri cultar is eaconamaidh na dùthcha. Tha sinn a’ cuideachadh barrachd dhaoine le bhith a’ cleachdadh agus a’ faighinn buannachd bho Ghàidhlig san àite-obrach, aig an dachaigh agus anns a’ choimhearsnachd.
▪ **A bheil adhartas mu choinneamh na lèirsinn mar a bhiodh dùil?**	Tha e soilleir gu bheil glasadh-sluaigh COVID-19 air a bhith a’ toirt buaidh air adhartas le cuid de na pròiseactan gu h-ìosal ach tha e soilleir cuideachd gu bheil buidhnean air a bhith ag obair gu math cruaidh gus dòighean-obrach ùra agus soirbheachail a chur air dòigh. Tha draghan ann mu dheidhinn suidheachadh na h-eaconamaidh air feadh na dùthcha agus gu sònraichte ann an cuid de na roinnean, leithid cultar agus turasachd, far a bheil dlùth cheangal ri cleachdadh na Gàidhlig. Tha draghan cuideachd mu dheidhinn nan coimhearsnachdan air a’ Ghàidhealtachd agus anns na h-Eileanan a tha gu mòr an eisimeil turasachd mar eisimpleir. Air an làimh eile, tha an glasadh-sluaigh a dhearbhadh dhuinn gu bheil e comasach ceanglaichean obrach agus sòisealta a chumail a’ dol bhon taigh, ann an àite sam bith.

Prìomh Chomharra Coileanaidh	Targaid	Adhartas gu 13/08/20	Coileanadh gu 13/08/2020	Dùil aig 31/03/2021	Oifigear-stiùiridh aithris
			Dearg/Orainds/ Uaine		
Prìomh Chomharra Coileanaidh 1: Barrachd chothroman do dhaoine an sgilean Gàidhlig a chur gu feum	Tuigse nas fheàrr air na cnapan-starra a tha ann am measg fhileantach ann a bhith a’ cleachdadh na Gàidhlig sna h-Eileanan Siar	Chur Bòrd na Gàidhlig coimisean rannsachaidh air dòigh ann an co-bhonn ri Oilthigh Ghlaschu agus Oilthigh Dhùn Èideann gus coimhead air na cnapan-starra a th’ ann am measg luchd-labhairt na Gàidhlig le bhith bruidhinn Gàidhlig ri chèile. Thòisich a’ phròiseact mar a bhathas an dùil ach ri linn COVID-19 tha am pròiseact seo air a thighinn gu stad. Thathas an dùil gum bi e a’ tòiseachadh a-rithist nuair a tha cùisean nas sàbhailte.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd
	Barrachd cleachdaidh den Ghàidhlig ann an coimhearsnachdan air feadh Alba	Tha Bòrd na Gàidhlig a’ cumail taic ri pròiseactan ann an coimhearsnachdan air feadh Alba a bhios a’ cur adhart cleachdadh na Gàidhlig. Gu ruige seo ann am bliadhna ionmhais 20-21 tha sinn a’ cumail taic ris na leanas:- - 13 prìomh buidhnean lìbhrigidh - 84 pròiseactan Taic Freumhan Coimhearsnachd - 13 pròiseactan Colmcille - 11 pròiseactan eile A bharrachd air na sgeamaichean seo, chur Bòrd na Gàidhlig sgeama COVID-19 air dòigh bho chionn greis gus taic a chumail ri pròiseactan a bhios a’ toirt fàs air cleachdadh na Gàidhlig gu sònraichte. Thathas an dùil taic a chumail ri 39 phròiseactan a bharrachd ann an coimhearsnachdan air feadh Alba. Cuideachd, tha Bòrd na Gàidhlig ag obair le 68 ùghdarrasan poblach aig a bheil planaichean Gàidhlig reachdail aontaichte no tha ag obair a dh’ionnsaigh fear a chruthachadh. Tha na buidhnean seo ag obair ann an coimhearsnachdan air feadh Alba.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd
Prìomh Chomharra Coileanaidh 2: Bidh barrachd dhaoine ag aontachadh leis an abairt “Tha a’ Ghàidhlig a’ dèanamh diofar nam bheatha”	Comharrachadh àireamh bhun-loidhne de na tha de dhaoine a tha ag aithris gu bheil buaidhean deimhinneach ann mar thoradh air cleachdadh na Gàidhlig	Tha an obair seo stèidhichte air an fhiosrachadh a bhios anns na h-aithisgean adhartais agus dheireannach a chuireas buidhnean gu Bòrd na Gàidhlig. Tha an obair seo a’ dol air adhart beag air bheag agus mar bu chòir.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd
	Fianais gu bheil barrachd chothroman do dh’òigridh a bhith ag inntrigeadh margaidh na h-obrach, far a bheil iad a’ cur an cuid sgilean Gàidhlig gu feum	Chan eil adhartas air a bhith ann leis a’ phròiseact seo am-bliadhna gu ruige seo.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd

Cothroman Ùra Dè na gnìomhan eile a dh ’fhaodadh cuideachadh le adhartas leis an lèirsinn?
Tha an glasadh-sluaigh ri linn COVID-19 a’ sealltainn dhuinn gu bheil e comasach fàs a thoirt air cleachdadh na Gàidhlig air-loidhne – an dà chuid ann an suidheachadh obrach agus ann an suidheachadh sòisealta. Tha cothrom ann an-dràsta cuid de na dòighean-obrach ùra a dh’ionnsaich sinn a chur gu feum anns na bliadhnaichean ri teachd. Cuideachd, tha na h-àireamhan dhaoine a tha ag ionnsachadh na Gàidhlig air a dhol suas gu mòr tro ghoireasan leithid learngaelic.scot agus Duolingo agus tha fìor dheagh chothrom ann an-dràsta gus cothroman ionnsachaidh a bharrachd a stèidheachadh dhaibhsan a bhios a’ toirt cleachdadh na Gàidhlig agus eaconamaidh na Gàidhealtachd air adhart anns na bliadhnaichean ri teachd.

Cuspair 4.1

1.1 Gnìomhan 2020-21

1. A' Cleachdadh na Gàidhlig	Gnìomhan 2020-21	Adhartas gu 13/08/2020	Coileanadh gu 13/08/2020	Dùil aig 31/03/2021	Oifigear-stiùiridh aithris
			Dearg/Orainds/Uaine		
Cuir ri cleachdadh na Gàidhlig am measg na feadhna aig a bheil sgilean Gàidhlig	Crìoch a chur air pròiseact rannsachaidh tùsail sna h-Eileanan Siar gus cnapan-starra aithneachadh a thaobh cleachdadh na Gàidhlig am measg luchd-labhairt fileanta na Gàidhlig sa choimhearsnachd ud	Ri linn COVID-19 thàinig am pìos rannsachaidh seo gu stad. Bha e comasach obair ullachaidh a dhèanamh mus robh an glasadh-sluaigh ann agus tha sinn an dùil gum bi e comasach crìoch a chur air seo ro dheireadh na Dàmhair. Tha sinn an dùil gum bi stad eile ann an uair sin, leis an dùil an obair coimhearsnachd a dhèanamh ann an 2021 nuair a bhios an suidheachadh le COVID-19 nas soilleire.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd
	Iomairt #cleachdi air a leasachadh thar nan roinnean poblach, prìobhaideach agus saor-thoileach	Chan eil e air a bhith comasach stuthan #cleachdi a chur sa phost ri linn COVID-19. Tha sinn a' coimhead air dòighean far am bi e comasach tòiseachadh a-rithist agus dòighean gus an sgeama a leudachadh aig ìre coimhearsnachd anns na h-Eileanan Siar.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd
	Cuir air dòigh lìonra de charaidean cleachdaidh air-loidhne gus cleachdadh na Gàidhlig a chur am meud	Cha robh mòran adhartas leis an iomairt seo gu ruige seo. Thathas a' sùileachadh seo a dhèanamh còmhla ri prìomh chom-pàirtichean (m.e. Sabhal Mòr Ostaig, Colaiste a' Chaisteil, E-sgoil, LearnGaelic.scot, Duolingo) gus siostam de charaidean cànain a chur air dòigh airson cuideachadh le ionnsachadh agus / no dèiligeadh ri leth-oireachd (isolation).			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd
Cuir am meud cothroman do dh'inbhich a tha ag ionnsachadh sgilean Gàidhlig a bhith a' cleachdadh an cuid Gàidhlig nas trice	Pròiseactan thar-churraicealaim air am maoineachadh gus taic a chumail ri sgoilearan àrd-sgoile ann am foghlam na Gàidhlig gus a bhith a' cleachdadh na Gàidhlig nas trice	Leis gu bheil sgoiltean dùinte an-dràsta ri linn COVID-19 agus nach eil buidhnean às dèidh na sgoile a' coinneachadh, tha prògram thar-churraicealaim air-loidhne fon bhrataich #cleachdi@antaigh a' dol air adhart an-dràsta, gu sònraichte le taic bho Chomann na Gàidhlig agus Fèisean nan Gàidheal. Tha am prògram seo air a bhith a' cumail a' dol tro na saor-làithean sgoile.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd
	Cuir air dòigh lìonra de dh'àiteachan is cothroman do dhaoine a tha ag ionnsachadh na Gàidhlig a bhith a' cleachdadh na Gàidhlig nas trice	Tha an glasadh-sluaigh a' ciallachadh nach eil am pròiseact seo a' dol air adhart mar a bhathas an dùil agus nach bi e comasach seo a dhèanamh aghaidh-ri-aghaidh airson greis fhathast. Tha sinn ag amas air ceangal a thogail eadar seo agus an sgeama #cleachdi gus am bi na h-àiteachan a tha a' cur fàilte air cleachdadh na Gàidhlig nas fhollaisiche dhan phoball.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd
	Pròiseactan air am maoineachadh a tha a' furastachadh tar-chur eadar-ghinealach de sgilean Gàidhlig	Mar phàirt den iomairt #cleachdiaigantaigh thathas ag amas gum bi diofar ghinealaichean a' cleachdadh na Gàidhlig ri chèile nas trice.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd
Brosnachadh aithne den cheangal eadar cleachdadh na Gàidhlig agus piseach air sunnd	Thèid frèam a chruthachadh gus buannachdan sunnd a thomhas agus iad ceangailte ri bhith a' cleachdadh na Gàidhlig	Ri linn COVID-19, thèid am frèam fhèin a chruthachadh san dàrna leth den bhliadhna, le fòcas aig an ìre seo air rannsachadh nam pàipearan a tha ann an Alba no suidheachaidhean eile le mion-chànanan far a bheilear a' sealltainn ceangal eadar cleachdadh cànain agus sunnd. Sa chiad dol-a-mach bidh am frèam stèidhte air builean rannsachaidh a nithear aig a' bhòrd.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd
	Foillseachadh 6 rannsachaidhean cùise a tha ga dhèanamh nochdte gu bheil ceangal eadar cleachdadh na Gàidhlig agus sunnd	Tha sinn a' cur fòcas an-dràsta air a bhith a' cruthachadh 2 rannsachadh cùise a tha ga dhèanamh nochdte gu bheil ceangal eadar Gàidhlig is sunnd ann an co-theacsa a' ghlasaidh-shluaigh.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd
Obair le coimhearsnachdan gus dèanamh cinnteach gu bheil a' Ghàidhlig air a fighe a-steach ann an leasachaidhean sòisealta, cultarail is eaconamach	Cairt Coimhearsnachd Ghàidhlig nan Eilean Siar ann an com-pàirteachas le Comhairle nan Eilean Siar agus Riaghaltas na h-Alba air a cur air bhonn agus air a thoirt am follais.	Tha Bòrd na Gàidhlig, Riaghaltas na h-Alba agus Comhairle nan Eilean Siar ag obair air a' phròiseact seo còmhla, leis an amas "Gàidhlig an toiseach" a thoirt air adhart agus gus am bi na goireasan againn ag obair nas èifeachdaiche còmhla.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd
	Cothroman air an leasachadh do dhaoine òga le sgilean Gàidhlig a bhith a' dol bhon sgoil a-steach gu obraichean de dheagh chàileachd far an tèid aca air na sgilean sin a chleachdadh.	Thathar a' gabhail ris nach fosglar sgoiltean gus An Lùnastal 2020 agus mar sin cha bhi cothroman ann a bhith an làthair aig fèilltean-dreuchdan Gàidhlig. Thèid seo a chur a' dol a-rithist san dàrna leth den bhliadhna. Thathas ag amas air pròiseact a bhios a' cruthachadh chothroman preantasachd a bharrachd tro mheadhan na Gàidhlig agus / no do dhaoine a bhios a' cur na sgilean Gàidhlig aca gu feum anns an àite obrach.			stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd

Cuspair 4.1

2. 0 Ionnsachadh na Gàidhlig

2. Learning Gaelic

Prìomhachas Ro-innleachdail 2: Tha cothroman air leudachadh, agus nas ruigsinniche, do dhaoine aig aois sam bith gus an sgilean Gàidhlig a leasachadh	**Strategic Priority 2:** Opportunities for people to develop their Gaelic skills at any age have increased and are more accessible

▪ **Ciamar a tha an t-adhartas a' cuideachadh le bhith a' lìbhrigeadh na lèirsinn?**	Tha an t-adhartas gu ruige seo a' cur ris ar lèirsinn tro: Leasachaidhean le cothroman a bharrachd airson an cànan ionnsachadh (luchd-fileanta agus luchd-ionnsachaidh) Neartachadh ìomhaigh a' chànain (ann an coimhearsnachdan eadar-dealaichte agus gu nàiseanta) A' leudachadh siostaman conaltraidh agus co-obrachaidh airson na targaidean sa Phlana Nàiseanta a choileanadh.
▪ **A bheil adhartas mu choinneamh na lèirsinn mar a bhiodh dùil?**	Ri linn Covid-19 tha sinn a' beachdachadh gu faiceallach air na dòighean-obrach againn – gu seachd àraidh leis gu bheil an galar a' bualadh gu mòr air seirbheisean foghlaim (de gach seòrsa).

Prìomh Chomharra Coileanaidh	Targaid	Adhartas gu 13/08/20	Coileanadh gu 13/08/2020	Dùil aig 31/03/2021	Oifigear-stiùiridh aithris
			Dearg/Orainds/Uaine		
Prìomh Chomharra Coileanaidh 3: Barrachd clann a' gabhail pàirt ann an seiseanan tràth-bhliadhnaichean *More children participating in early years' sessions*	Meudachadh de 10% ann an dòighean-inntrigidh gu tràth-bhliadhnaichean (a' toirt a-steach Bookbug, Seiseanan nan Tràth-bhliadhnaichean, is msaa)	Tha seiseanan Bookbug a' ruith air-loidhne ach chan eil na buidhnean tràth-bhliadhnaichean a' coinneachadh agus aig an ìre seo, chan eil cinnt ann cuine dh'fhaodadh iad tòiseachadh. Rinn 5 buidhnean tràth-bhliadhnaichean seiseanan air-loidhne tron ghlasadh-sluaigh. Tha cuid de bhuidhnean ag amas air tòiseachadh a-rithist san Lùnastal 2020 (a rèir mar a tha cùisean le Covid-19) agus tha cuid eile ann, ri linn duilgheadasan ceangailte ri Covid-19, nach till gu nas fhaide air a' bhliadhna. Bidh buaidh aig seo air àireamhan.			Stiùiriche Foghlam
	Meudachadh de 10% ann an gabhail ri seiseanan tràtha le teaghlaichean	Beachdaichidh sinn gu cunbhalach air seo – ann an co-theacsa Covid-19 – tha coltas ann gum bi sinn ga mheasadh gach trì mìosan (a rèir dòighean-lìbhrigidh ath-leasaichte ri linn Covid-19) Chaidh modh-sgrùdaidh timcheall na buidhnean tràth-bhliadhnaichean san Iuchar 2020 airson fianais a thrusadh air a' bhuaidh a th' air a bhith orra ri linn Covid-19. Gu ruige seo tha 20 air freagairt agus thèid an fhianais a chruinneachadh gus plana taic a chur air dòigh an co-bhonn le Comann nam Pàrant.			Stiùiriche Foghlam
	Meudachadh de 10% ann an taic do dh'airich-chloinne is luchd-cùraim	Le fòcas air airich-cloinne tha planaichean ann airson nan ath cheumannan. Chaidh conaltradh a dhèanamh leis a' bhuidhinn Scottish Childminding Association (SCMA), a' feitheamh air fiosrachadh a thighnn air ais bhuapa.			Manaidsear Foghlam
	Meudachadh ann an trèanadh is solar airson ionnsachadh air a' bhlàr a-muigh	A-rithist ri linn Covid-19 bidh sinn a' beachdachadh air dòighean-lìbhrigidh ath leasaichte. Tha conaltradh le Stòrlann Nàiseanta na Gàidhlig a' leantainn, le aonta gum bi cothroman-trèanaidh air a' bhlàr a-muigh mar phàirt dhan tairgse airson an Alltan Bhig 2020, a thèid a lìbhrigeadh air-loidhne.			Manaidsear Foghlam
	Measaidhean deimhinneach air seiseanan trèanaidh air a thrusadh, air cnuasachadh air, is air a chur an gnìomh	Adhartas le fòrmatan, gus a bhith deiseil airson cleachdadh nas èifeachdaiche nuair a thilleas sinn gu libhrigeadh nas àbhaistiche.			Manaidsear Foghlam
Prìomh Chomharra Coileanaidh 4: Barrachd chothroman aig daoine an sgilean Gàidhlig a leasachadh *More opportunities for people to enhance their Gaelic skills*	Meudachadh ann an àireamh nan sgoilearan ann an FtG agus FLI\g	Tha sinn an dùil gum bi àireamh na cloinne ann am FtG a' dol am meud. A thaobh FLIG tha coltas ann gum bi sinn feumach air sealladh nas fhad-ùiniche (gus am bi leasachaidhean leis an ATQ Gaelic a' bualadh air an t-siostam, mar eisimpleir). Coinneamhan-planaidh airson an ATQ Gaelic a' leantainn (coinneamh mu dheireadh le geàrr-chunntas ri fhaotainn bhon Stiùiriche Foghlaim 3.07.20) Chaidh coinneamh a chumail san Iuchar 2020 eadar Bòrd na Gàidhlig, SQA, Riaghaltas na h-Alba agus Foghlam Alba airson coimhead ri cothroman airson leasachadh chuspairean às dèidh iarrtas bho sgoiltean. Tha seo aig ìre gu math tràth ach leanaidh còmhraidhean eadar com-pàirteachasan air adhart. Bòrd na Gàidhlig air an riochdachadh air fòram mu ionnsachadh air-loidhne air a chur air dòigh le Comhairle nan Eilean Siar san Iuchar 2020. A' coimhead ri tairgse nàiseanta aig ìre na h-àrd-sgoile.			Manaidsear Foghlam
	Meudachadh ann an àireamh an luchd-ionnsachaidh inbheach	Obair a' leantainn ann am com-pàirteachas – tha fianais ann gu bheil ùidh ann an ionnsachadh air-loidhne air fàs gu mòr (Learn Gaelic, Duolingo is msaa). Coinneamh fhoirmeil LearnGaelic 26.06.20. Coinneamh-taic airson LearnGaelic 23.06.20			Stiùiriche Foghlam
	Meudachadh de Churraicealam FtG aig Tràth-ìre na h-Àrd-sgoile	Lèirsinn againn gum biodh seo na leasachadh leantainneach – a' togail suas lìbhrigidh gach seisean. Bidh adhartas air seo a' crochadh air libhrigeadh èifeachdach ann am planadh / aithriseadh bliadhnail.			Stiùiriche Foghlam

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Prìomh Chomharra Coileanaidh	Targaid	Adhartas gu 13/08/20	Coileanadh gu 13/08/2020	Dùil aig 31/03/2021	Oifigear-stiùiridh aithris
			Dearg/Orainds/Uaine		
	Tha plana Gàidhlig air a chur an gnìomh aig gach Àrd-sgoil a tha a' lìbhrigeadh FtG/FLIG	Tha coltas ann gum bi sinn ag obair le ùghdarrasan ionadail gus adhartas a bharrachd a choileanadh gach seisean. Eisimpleir de dheagh-chleachdadh aig Earra-Ghàidheal ri fhaotainn bhon Stiùiriche Foghlaim. Thòisich sinn còmhraidhean le Earra-Ghàidheal is Bòd air taisbeanadh aig Fèis Ionnsachaidh na h-Alba 2021.	**Thòisich sinn**		Stiùiriche Foghlam
Prìomh Chomharra Coileanaidh 5: Barrachd dhaoine ag aontachadh leis an abairt "Tha mi air na sgilean Gàidhlig agam a leasachadh" *More people agreeing with the statement "I have enhanced my Gaelic skills"*	Meudachadh anns an raon de dh'fhiosrachadh staitistigeil airson piseach a thomhas	Bidh fianais ann gun dèan sinn adhartas le seo thairis air a' bhliadhna			Stiùiriche Foghlam
	80% de dhaoine ag aontachadh ris a' bharail seo	'S e seo fhathast ar targaid agus bidh sinn ag aithris air adhartas tron bhliadhna.			Stiùiriche Foghlam

Cothroman Ùra Dè na gnìomhan eile a dh' fhaodadh cuideachadh le adhartas leis an lèirsinn
Le Covid-19 tha e follaiseach gu bheil an dùthaich air fad a' beachdachadh air dòighean-lìbhrigidh eadar-dhealaichte airson seirbheisean – a' gabhail a steach seirbheisean foghlaim. Tha coltas ann gum bi cuid de na h-atharraichean an lùib seo maireannach. Tha coltas ann gum bi cothroman airson ionnsachaidh air-loidhne a' fàs – a' bualadh air cothroman ionnsachaidh, cothroman trèanaidh agus siostaman conaltraidh nas fharsaing is msaa. Bidh cothroman againn gus dòighean-obrach ùra a chruthachadh gus a bhith cinnteach gu bheil leasachaidhean airson na Gàidhlig co-ionann ri / nas fheàrr na leasachaidhean a' bualadh air lìbhrigeadh tron Bheurla.

Cuspair 4.1

2.1 Gnìomhan 2020-21

2. Ionnsachadh na Gàidhlig	Gnìomhan 2020-21	Adhartas gu 13/08/20	Coileanadh gu 13/08/2020	Dùil aig 31/03/2021	Oifigear-stiùiridh aithris
			Dearg/Orainds/Uaine		
Meudachadh de 10% san àireimh de sheiseanan Bookbug bhon bhun-loidhne far a bheil i an-dràsta; meudachadh na h-àireimh de theaghlaichean	Àireamh iomchaidh de sheiseanan Bookbug a bharrachd air an lìbhrigeadh [19/20 335 seiseanan: 2309 Inbhich, 3209 Clann]	Tha seiseanan Bookbug a' ruith air-loidhne agus tha sinn gam foillseachadh air na meadhanan sòisealta. Cumaidh sinn sùil air an t-suidheachadh tro phlanadh agus tro choinneamhan Sgioba Foghlaim (a' gabhail àite gach 6-8 seachdainean, an ath choinneamh 3.08.20)			Stiùiriche Foghlam
Thathar a' comharrachadh clàradh theaghlaichean aig Seiseanan Tràth-bhliadhnaichean gus fios a bhith ann air bun-loidhne agus coileanadh de mheudachadh 10% ann am frithealadh le buill teaghlaich.	Meudachadh de 10% san àireimh de theaghlaichean ann an Seiseanan Tràth-bhliadhnaichean. gan lìbhrigeadh thar 2020-21.	Ann an co-theacsa Covid-19, cha bhi sinn an dùil an targaid a ruigsinn –bhathara' cur casg gu mòr air lìbhrigeadh sheirbheisean air feadh gach roinn FtG agus foghlam tro mheadhan na Beurla. Toolkit air fhoillseachadh, sanasachd agus ri fhaighinn air an làraich-lìn. Chaidh modh-sgrùdaidh timcheall na buidhnean tràth-bhliadhnaichean san Iuchar 2020 airson fianais a thrusadh air a' bhuaidh a th' air a bhith orra ri linn Covid-19. Gu ruige seo tha 20 air freagairt agus thèid an fhianais a chruinneachadh gus plana taic a chur air dòigh ann an co-bhonn le Comann nam Pàrant. Rinn 5 buidhnean seiseanan air-loidhne tron ghlasadh-sluaigh. Tha cuid de bhuidhnean ag amas air tòiseachadh a-rithist san Lùnastal 2020 (a rèir mar a tha cùisean le Covid-19) agus tha cuid eile ann, ri linn duilgheadasan Covid-19, nach till gu nas fhaide air a' bhliadhna. Chaidh sgeama Tabhartasan Tràth-bhliadhnaichean a chur air bhonn eadar An Cèitean 2020 – An Iuchar 2020 agus thèid measadh a dhèanamh air na h-iarrtasan tràth san Lùnastal 2020. Thàinig 23 iarrtasan a-steach tron sgeama aig an ìre seo.			Stiùiriche Foghlam
Sgrùdadh air solar sheirbheisean an-dràsta airson Aireach-cloinne is Luchd-cùraim air a chur ri chèile agus aithisg deireannach air a dèanamh	Aithisg Sgrùdaidh air a crìochnachadh, a bhios na bunait airson planadh seirbheisean ann an 21-22	1. Aonta gum bi fòcas againn air Aireach-chloinne a-mhàin. Obair air tòiseachadh air àireamhan nàiseanta fhaighinn (05.20). Chaidh conaltradh a dhèanamh leis a' bhuidhinn Scottish Childminding Association (SCMA), a' feitheamh air fiosrachadh tilleadh bhuapa.			Manaidsear Foghlam
Sgrùdadh air ionnsachadh air a' bhlàr a-muigh ann an roinn nan tràth-bhliadhnaichean	Crìoch air a cur air an sgrùdadh	1. Obair air tòiseachadh air an fhòrmat – air a' chlàr-ghnothaich airson coinneamh na sgioba (08.20) – conaltradh is co-obrachadh leis an Stòrlann Nàiseanta a thaobh An Alltain Bhig 20 (05.20) Chaidh ceistean mu ionnsachadh air a' bhlàr a-muigh a chur san sgrùdadh a chaidh a sgaoileadh do na buidhnean tràth-bhliadhnaichean san Iuchar 2020. Bidh an fhianais seo air a tarraing ri chèile gus dealbh a chruthachadh air an t-suidheachadh nàiseanta.			Manaidsear Foghlam
A' cruthachadh 2-3 cothroman trèanaidh gus ionnsachadh air a' bhlàr a-muigh a chur am meud (Tuath/Deas/Eileanan)	Trèanadh air a thoirt seachad agus ais-mholadh foirmeil air èifeachdas / ath cheumannan	Tha conaltradh le Stòrlann Nàiseanta na Gàidhlig a' leantainn, le aonta gum bi cothroman-trèanaidh air a' bhlàr a-muigh mar phàirt den tairgse airson an Alltan Bhig 2020, a thèid a lìbhrigeadh air-loidhne.			Manaidsear Foghlam
A' neartachadh com-pàirteachas le Comann nam Pàrant	Prìomh raointean leasachaidh air an comharrachadh	Bòrd na Gàidhlig air an riochdachadh aig coinneamh bhliadhnail Chomann nam Pàrant san Ògmhios 2020 gus am fiosrachadh as ùr a thoirt seachad do phàrantan. Coinneamh eadar Bòrd na Gàidhlig agus Comann nam Pàrant Nàiseanta san Iuchar 2020 gus adhartas, cothroman agus dùbhlain a cho-roinn eadar an dà bhuidhinn. Aonta gun tèid an àth choinneimh air adhart san t-Sultain 2020. Co-obrachadh le Comann nam Pàrant air bileag fiosrachaidh mu fhoghlam aig ìre na h-àrd-sgoile, aig ìre dreach an-dràsta.			Manaidsear Foghlam
Gach àrd-sgoil le Plana Gàidhlig/Aithisg Inbhean is Càileachd Bliadhnail	Meudachadh ann an solar chuspairean agus meudachadh ann an tagraidhean SQA air feadh na dùthcha	1. Fiosrachadh a bharrachd le ADES/ GLAN (05.20). Fiosrachadh le Foghlam Alba (04.20). 2. Coinneamh leis an Northern Alliance (03.20) gus barrachd mìneachaidh a thoirt seachad air na molaidhean againn. 3. Ùrachadh aig coinneamh GLAN (05.20)– tha sinn air fiosrachaidh sgrìobhte a bharrachd a thoirt seachad. (Ri linn Covid-19 tha coltas ann nach bi planadh/aithriseadh mar a bha e san t-seisein 19-20).			Stiùiriche Foghlam

Cuspair 4.1

2. Ionnsachadh na Gàidhlig	Gnìomhan 2020-21	Adhartas gu 13/08/20	Coileanadh gu 13/08/2020	Dùil aig 31/03/2021	Oifigear-stiùiridh aithris
			Dearg/Orainds/Uaine		
Co-labhairt Àrd-stiùireadh	Co-labhairt ga lìbhrigeadh le àrd-sgiobaidhean stiùiridh air an trèanadh	1. Cha bhi GLAN a' tachairt mar a bha sinn an dùil ri linn Covid-19 (tachartas 06.20). Tha sinn ann an conaltradh le GLAN, is tha aonta ann gum bi GLAN a' beachdachadh leis an Sgioba Foghlaim air tachartas trèanaidh aig deireadh 2020/ toiseach 2021. 2. Chaidh a' cheud Nota Brath-ullachaidh a-mach gu ADES (Stiùirichean Foghlaim) 05.20 – le fiosrachadh air Planadh san Àrds-goil is Cùrsaichean Bogaidh.			Stiùiriche Foghlam/ Manaidsear Foghlam
Àireamh de luchd-teagaisg ag obair ann am FtG agus FLI a' fàs mar thoradh air co-obrachadh le buidhnean nàiseanta.	Slighean a-steach gu ATQ a tha soilleir agus rannsachaidhean cùise gan cruthachadh air deagh chleachdadh	1. Bileag is Suirbhidh Nàiseanta deiseil, le taic bhon sgioba againn. 2. Coinneamhan is taic a' leantainn leis a' phlana airson an ATQ Gaelic (coinneamh le Srath Chluaidh 04.20, coinneamhan a barrachd le Srath Chluaidh, CCTA, Comhairle Baile Ghlaschu 05.20 is 06.20). Chaidh pàirt dhan t-suirbhidh aig an CCTA (le taic bho Bhòrd na Gàidhlig) a chur a-mach san Ògmhios agus fhuair iad barrachd air 300 freagairtean. Ri linn trioblaidean teicnigeach, thèid an t-suirbhidh ath-sgaoileadh san Lùnastal 2020. Bileag 'So you want to teach in Gaelic' a-nis foillsichte ann an clò agus ri fhaotainn air làrach-lìn Bhòrd na Gàidhlig. Dàil ann an foillseachadh oifigeil ri linn Covid-19.			Stiùiriche Foghlam
Obair le SDS air bursaraidhean (mac-samhail STEM)	Frèam bhursaraidhean air bhonn	1. Dh'obraich an t-Oifigear Trusadh Luchd-teagaisg/ Stiùiriche Foghlaim leis Sgioba STEM an Riaghaltais agus SDS (tha iad a' stiùireadh an sgeama STEM às leth an Riaghaltais). Ùrachadh air fiosrachadh nàiseanta airson STEM ri fhaotainn (mar thoradh air seo). Oifigearan air tòiseachadh obrachadh air portal fiosrachaidh airson bursaraidhean/taic maoineachaidh (05.20).			Stiùiriche Foghlam
Rannsachadh air cùrsaichean bogaidh air feadh Alba	Rannsachadh crìochnaichte	Stiùiriche Foghlaim is Oifigear Trusadh Luchd-Teagaisg air obair a thòiseachadh air pròiseasan tairgse (05.20). Dreachd deiseil 07.20 - an dùil gun cuir sinn a-mach gu tairgse e 08.20			Stiùiriche Foghlam
Cùrsa Bogaidh Eadar-amail do thidsearan	Maoineachadh agus pròiseas airson barantachadh càileachd air air a chur air bhonn	1. Aonta air solaraichean: Oilthigh Ghlaschu / SMO / Lews Castle (UHI) 2. Aonta le Ughdarrasan Ionadail (Coinneamh GLAN 01.20) Obair a' leantainn le oifigearan is Ùghdarrasan Ionadail (tro choinneamhan fa leth, puist-dealain, litrichean agus fiosrachadh san eadar-lìon). Ceann-là airson iarrtasan: deireadh a' Chèitein 2020 (mar thoradh air Covid-19, dualtach gum bi sùbailteachd a dhìth a thaobh cinn-là). Chaidh fiosrachadh a-mach gu ADES a' dearbhadh gum bi cùrsaichean bogaidh fosgailte airson luchd-teagaisg 20-21. Chaidh aonta a thoirt seachad san Ògmhios 2020 air iarrtas bho 1 Ùghdarras Ionadail airson triùir luchd-teagaisg (1 bun-sgoile agus 2 àrd-sgoile) a chur air adhart do chothroman bogaidh.			Manaidsear Foghlam
Obair an co-bhonn leLearnGaelic gus àireamh an luchd-ionnsachaidh inbheach a chur am meud.	An àireamh de luchd-ionnsachaidh inbheach a' cur stuthan LearnGaelic gu feum a' dol am meud. An àireamh de luchd-ionnsachaidh inbheach ann an gnìomhachdan ionnsachaidh foirmeil a' dol am meud.	1. Tro cho-obrachadh air Adhartas nas Luaithe, tha staitistearachd againn gu bheil an àireamh de dhaoine a tha a' cleachdadh na làraich-lìn agus nam meadhanan sòisealta aig LearnGaelic a' dol am meud. 2. Coinneamh Bòrd-stiùiridh Lear Gaelic 06.20. BnG air a riochdachadh aig a' choinneimh. Tha sinn air tòiseachadh air co-obrachadh leis an Oilthigh Fhosgailte airson cùrsa luchd-ionnsachaidh a chruthachadh (coinneamh 05.20)			Stiùiriche Foghlam
Beachdan a' tighinn air ais thugainn bho sgrùdadh air sgilean aig Seiseanan nan Tràth-bhliadhnaichean	Fiosrachadh air a chruinneachadh is a mheasadh.	1. Thòisich sinn air obrachadh air dreachd mhodh-sgilean (03.20).			Manaidsear Foghlam
Co-labhairt NQT	Co-labhairt air a lìbhrigeadh an co-bhonn leis an fheadhainn aig a bheil ùidh	Chaidh seo ath-dhealbhadh mar thachartas air-loidhne, 1.06.20 agus 8.06.20. Dèante. Ais-mholaidhean bhon tachartas gu math taiceil.			Stiùiriche Foghlam
Beachdan a' tighinn air ais thugainn bho ghnìomhachdan le maoineachadh bho BhnG no bho thachartasan BhnG	Fiosrachadh air a chruinneachadh is a mheasadh	1. Thòisich sinn le pròiseas airson fèin-mheasadh leis a' Cho-labhairt Air-loidhne airson Luchd-teagaisg Ùra (An Cèitean / An t-Òg-mhìos 2020).			Stiùiriche Foghlam
Lìbhrigeadh Sgeama Tabhartasan Foghlam na Gàidhlig agus cruinneachadh an fhiosrachaidh a thig air ais thugainn	Sgeama air a ruith agus fiosrachadh a thig air ais air a chruinneachadh is a mheasadh	1. Sgeama Tabhartasan Foghlaim fosgailte a-nise (Ceann-là: An t-Sultain 2020).			Manaidsear Foghlam
2-3 Buidhnean Fòcais còmhla ri Sgoilearan le #cleachdi	Buidhnean Fòcais gan ruith an co-bhonn le feadhainn aig a bheil ùidh	Chaidh coinneamh shoirbheachail a chumail le com-pàirteachasan (CnaG, Fèisean nan Gàidheal, Highlife Highland, Young Scot, Leasachadh Sgilean na h-Alba, e-Sgoil, Ceòlas is Urras Ghabhsainn) san Iuchar 2020 agus thèid clàr-ama a chur air dòigh de choinneamh dhan òigridh còmhla riuthasan nas fhaide air adhart ann an 2020.			Stiùiriche Foghlam

Cuspair 4.1

2. Ionnsachadh na Gàidhlig	Gnìomhan 2020-21	Adhartas gu 13/08/20	Coileanadh gu 13/08/2020	Dùil aig 31/03/2021	Oifigear-stiùiridh aithris
			Dearg/Orainds/Uaine		
Co-obrachadh le LearnGaelic, SDS agus Stòrlann gus sgilean a rannsachadh an taca ris an CEFR	Fiosrachadh air a chruinneachadh is a mheasadh.	Aonta aig coinneamh nan oifigearan (05.20) gun cuir sinn an dòigh coinneamh le SDS / LearnGaelic / Stòrlann san Lùnastal 2020 airson an CEFR a chur air adhart.			Stiùiriche Foghlam

Cuspair 4.1

3. A' Cur na Gàidhlig air Adhart

3. Promoting Gaelic

Prìomhachas Ro-innleachdail 3: Gum bi barrachd dhaoine ann an Alba taiceil is bàidheil don Ghàidhlig agus a cultar	**Strategic Priority 3:** More people in Scotland are positive about Gaelic language and culture

▪ **Ciamar a tha an t-adhartas a' cuideachadh le bhith a' lìbhrigeadh na lèirsinn?**	'S e aithneachadh am facal as cudromaiche ann an co-theacsa a' phrìomhachais ro-innleachdail a tha seo. 'S ann tro bhith a' cur air adhart na Gàidhlig, tro na gnìomhan gu h-ìosal a bhios Bòrd na Gàidhlig ag amas gum bi barrachd aithneachadh am measg a' phobaill ann an Alba agus gu h-eadar-nàiseanta gu bheil Gàidhlig mar phàirt bunaiteach de bheatha muinntir na h-Alba agus mar chànan prìseil a tha a' cur ri cultar is eaconamaidh na dùthcha.
▪ **A bheil adhartas mu choinneamh na lèirsinn mar a bhiodh dùil?**	Tha deasbad air a bhith a' dol aig diofar ìrean mu dheidhinn suidheachadh na Gàidhlig anns na h-Eileanan às dèidh foillseachadh an leabhair "The Gaelic Crisis in the Vernacular Community" aig toiseach an Iuchair. Bha cuid de na deasbadan sin a' dol air adhart anns na pàipearan-naidheachd agus na meadhanan nàiseanta. Tha e doirbh a ràdh aig an ìre seo a bheil barrachd dhaoine ann an Alba taiceil is bàidheil do chànan is cultar na Gàidhlig ach le cinnt, bidh barrachd dhaoine is luchd-poilitigs nas mothachail air na Gàidhlig na bha iad. Bidh còmhraidhean is deasbadan eile a dhìth a dh'aithghearr gu sònraichte anns na coimhearsnachdan anns na h-Eileanan air ciamar is urrainn do Bhòrd na Gàidhlig agus buidhnean eile, taic a chumail riutha. Aig an aon àm, tha sinn a' faicinn gu bheil na h-àireamhan a' dol a-steach gu P1 tro mheadhan na Gàidhlig air a dhol suas a-rithist agus dh'ionnsaich sinn gu bheil còrr is 400,000 dhaoine a-nis ag ionnsachadh na Gàidhlig tro Duolingo. Dà theachdaireachd dhuinn 1) tha tòrr obrach fhathast ri dèanamh agus 2) Tha ùidh mhòr fhathast aig daoine anns a' Ghàidhlig ann an Alba.

Prìomh Chomharra Coileanaidh	Targaid	Adhartas gu 13/08/20	Coileanadh gu 13/08/20	Dùil aig 31/03/21	Oifigear-stiùiridh aithris
			Dearg/Orainds/Uaine		
Prìomh Chomharra Coileanaidh 6: A' dèanamh cinnteach gu bheil barrachd àite aig a' Ghàidhlig ann an aithne nàiseanta na h-Alba, aithne-dùthcha fhosgailte le iomadh taobh is cultar	Thèid ionnsachadh is cleachdadh na Gàidhlig aithneachadh/àbhaisteachadh ann an còrr de shuidheachaidhean air feadh na dùthcha air fad	Tha na h-àireamhan de dhaoine a tha ag ionnsachadh na Gàidhlig air-loidhne a' sìor-fhàs. Tha seo a' ciallachadh gu bheil ionnsachadh na Gàidhlig a' fàs ann an Alba agus mar thoradh air sin, thathas an dùil gum bi cleachdadh na Gàidhlig a' fàs nas àbhaistiche cuideachd.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd
	Barrachd còmhraidh, ionnsachaidh is com-pàirtichean le raon farsaing de bhuidhnean ann an Alba.	Tha Bòrd na Gàidhlig co-obrachadh le tòrr diofar bhuidhnean air feadh Alba – anns an roinn phoblach, companaidhean prìobhaideach agus buidhnean anns an roinn shaor-thoileach.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd
Prìomh Chomharra Coileanaidh 7: Barrachd dhaoine ag aontachadh leis an abairt "Tha Gàidhlig cudromach do dh' Alba"	Meudachadh ann an dol-a-mach ciatach a thaobh na Gàidhlig (còrr is 81% - Scottish Social Attitudes Survey)	Thathas an dùil còmhraidhean a chumail ri ScotCen leis an t-amas ceistean mu dheidhinn na Gàidhlig anns an suirbhidh aig a' chiad chothrom.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd
	Stuthan a tha ann agus stuthan ùra air an gabhail os làimh gu soirbheachail	Gu ruige seo am-bliadhna, chan eil adhartas air a bhith ann.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd
	Barrachd phàrtaidhean poilitigeach a' gealltainn taic ri leasachadh na Gàidhlig	Bidh barrachd fòcais air seo nas fhaide air adhart sa bhliadhna .			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd

Cothroman Ùra Dè na gnìomhan eile a dh 'fhaodadh cuideachadh le adhartas leis an lèirsinn:
Tha an deasbad mu dheidhinn suidheachadh na Gàidhlig anns na h-Eileanan air a bhith a' cur na Gàidhlig agus an taic a tha a dhìth ann am barrachd fòcais – aig ìre ionadail, aig ìre nàiseanta agus am measg luchd-poilitigs. Cha bhi e fada gus am bi taghadh airson Pàrlamaid na h-Alba ann agus tha cothrom ann, deasbaid fosgailte agus onarach a chumail mu dheidhinn na taic poilitigich agus ro-innleachdail a tha a dhìth airson na coimhearsnachdan anns na h-Eileanan agus air a' Ghàidhealtachd a neartachadh. Thug am Plana Nàiseanta Cànain Gàidhlig 2018-23 air seo – "Feumaidh sinn spionnadh as ùr a thoirt do choimhearsnachdan eileanach is dùthchail Gàidhlig gus an òigridh a ghleidheadh is a tharraing." 'S ann tro seo thig piseach air cleachdadh na Gàidhlig anns na coimhearsnachdan Eileanach agus tha cothrom ann an-dràsta an teachdaireachd seo a thoirt air adhart gu mòr a-rithist.

Cuspair 4.1

3.1 Gnìomhan 2020-21

3. A' Cur na Gàidhlig air Adhart	Gnìomhan 2020-21	Adhartas gu 13/08/20	Coileanadh gu 13/08/20	Dùil aig 31/03/21	Oifigear-stiùiridh aithris
			Dearg/Orainds/Uaine		
Obraichidh sinn còmhla ris, agus ionnsaichidh sinn bho, na buidhnean eile a bhios ag iomairt gus cùisean sònraichte àbhaisteachadh sa chomann-sòisealta. Me Stonewall Scotland	Meudachadh ann an co-obrachadh a dh'fhàgas sinn le tuigse nas fheàrr de dh'atharrachaidhean sòisealta – aon dòigh-obrach ùr air a gabhail os làimh.	Chan eil adhartas air a bhith ann gu ruige seo ach thathas ag amas thairis air na mìosan ri tighinn gum bi sinn a' bruidhinn ri buidhnean eile mu dheidhinn nan dòighean-obrach aca, leis an dùil aon dòigh iomairt ùr a thoirt air adhart.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd
Obair ann an co-bhonn, bidh sinn a' cruthachadh stuthan gus taic a chumail ri sgoiltean, buidhnean is daoine fa leth airson tuigse nas fheàrr fhaighinn air àite na Gàidhlig ann an Alba.	Stuthan ùra gan cruthachadh is na stuthan a tha ann gan cur air adhart tro GLAN, SQA agus Foghlam Alba.	Leis gu bheil cùisean cho mi-àbhaisteach an-dràsta le foghlam ann an Alba, chan eil mòran adhartas air a bhith ann gu ruige seo. Bu chòir gun tèid a' mhòr-chuid den phròiseact seo a ghluasad dhan dàrna leth den bhliadhna. An-dràsta ge-ta, tha cothrom ann bruidhinn ri bhuidhnean, leithid GLAN, SQA is Foghlam Alba mu na tha a dhìth. Dh'fhaodadh a' bhidio "Scottish Gaelic Explained" a bhith cuideachail, a bharrachd air na mhapaichean le ainmean-àite a chaidh a chruthachadh le Ainmean Àite na h-Alba is Bòrd na Gàidhlig.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd
Le com-pàirteachadh, a' cur air bhonn iomairt gus daoine a bhrosnachadh a bhith a' lìonadh nan ceistean air Gàidhlig ann an Cunntas-sluaigh 2021	Iomairt ann bhon Dùbhlachd 2020 agus ga lìbhrigeadh air làraichean mheadhanan sòisealta bhon Fhaoilleach chun a' Mhàirt 2021	Air sgath COVID-19, thèid an Cunntas-sluaigh air adhart anns a' Mhàirt 2022 a-nis.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd
Bheir sinn seachad stiùireadh ann an co-òrdanachadh agus lìbhrigeadh den iomairt Adhartas nas Luaithe a bharrachd air a bhith a' brosnachadh tuilleadh obair chom-pàirteach ann an lìbhrigeadh nam Planaichean Gàidhlig (an dà chuid, reachdail is saor-thoileach)	Meudachadh ann an conaltradh tàr-roinneil agus coileanadh phròiseactan.	Thathas an dùil gun tèid a' choinneamh Adhartas nas Luaithe a chumail air-loidhne san t-Sultain. Tha an obair fhathast a' dol air adhart taobh a-staigh agus taobh a-muigh na buidhne gus na 5 sruthan-obrach a thoirt air adhart. Tha siostam a-nis stèidhichte taobh-a-staigh Bòrd na Gàidhlig, far a bheil diofar sgiobaidhean ag obair air an iomairt Adhartas nas Luaithe. Tha na sgiobaidhean seo a' tighinn còmhla ri chèile gach co-là deug agus tha seo a' toirt conaltradh tàr-roinneil air adhart anns a' bhuidhinn.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd
	Barrachd phlanaichean èifeachdach is air an lìbhrigeadh ann an ùine a tha reusanta.	Tha oifigearan Bhòrd na Gàidhlig ag obair le 68 ùghdarrasan poblach aig a bheil planaichean reachdail aontaichte no tha ag obair air fear ullachadh. Tha suidheachadh COVID-19 a' ciallachadh gu bheil prìomhachasan èiginneach aig tòrr ùghdarrasan an-dràsta agus tha cuid de na h-oifigearan a tha an sàs le obair na Gàidhlig gu àbhaisteach an sàs le obair eile an-dràsta. Ri linn an t-suidheachadh seo, tha Bòrd na Gàidhlig a' toirt barrachd sùbailteachd gu ùghdarrasan far a bheil sin comasach.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd
Iomairt airson buannachdan is cothroman a chur air adhart ann an ionnsachadh is cleachdadh na Gàidhlig a bharrachd air faighneachd "dè as urrainn dhomhsa dèanamh airson na Gàidhlig".	Stuthan ùra air an cruthachadh.	Aig an ìre seo tha fòcas air cruthachadh stuthan ùra fo bhratach na h-iomairt #cleachdi a tha a' leantainn an-dràsta. Thèid an iomairt fhèin a chur am follais san dàrna leth den bhliadhna.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd
Obair an co-bhonn leis na pàrtaidhean poilitigeach uile gus dealas a bharrachd a bhrosnachadh dhan Ghàidhlig.	Gealltanasan Gàidhlig nas fhaicsinnich ann am manifestothan nam pàrtaidhean poilitigeach airson an taghaidh Albannaich ann an 2021	Bidh barrachd fòcais air seo nas fhaide air adhart sa bhliadhna leis gu bheil prìomhachas luchd poilitigs air COVID-19 an-dràsta. Aig an aon àm ge-tà, tha e cudromach gum bi Gàidhlig fhathast mar phàirt den chòmhradh nàiseanta agus ri linn sin, tha Bòrd na Gàidhlig air a bhith ag obair ann an co-bhonn le Holyrood Magazine agus an Herald. Tha pìosan mu dheidhinn na Gàidhlig air a bhìth anns na h-irisean seo bho chionn greis. Tha obair air meadhanan sòisealta a' Bhùird a' leantainn air adhart cuideachd.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd
	Dèanamh cinnteach gum bi cudromachd na Gàidhlig fhathast ri faicinn.				Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd

Cuspair 4.1

4. Deagh Riaghladh

4. Good Governance

Prìomhachas Ro-Innleachdail 4: Gun cùm Bord na Gàidhlig air a' leasachadh nan dòighean-obrach aige	**Strategic Priority 4:** Bòrd na Gàidhlig continues to develop how it works

▪ **Ciamar a tha an t-adhartas a' cuideachadh le bhith a' lìbhrigeadh na lèirsinn?**	Tha an t-adhartas gu ruige seo a' cur ri ar lèirsinn tro: Trèanadh is leasachadh airson an sgioba air fad; prògram leasachadh a' leantainn air aithisgean luchd in-sgrùdaidh. Tha suidheachadh a thaobh obair bhon taigh a' ciallachadh gu bheil sinn a' dèanamh tòrr adhartais a thaobh na h-àrainneachd.
▪ **A bheil adhartas mu choinneamh na lèirsinn mar a bhiodh dùil?**	Tha, a dh'aindheoin a bhith ag obair bhon taigh.

Prìomh Chomharra Coileanaidh	Targaid	Adhartas gu 13/08/20	Coileanadh gu 13/08/20	Dùil aig 31/03/21	Oifigear-stiùiridh aithris
			Dearg/Orainds/Uaine		
Prìomh Chomharra Coileanaidh 8: Barrachd den luchd-obrach againn ag aontachadh ris a' bheachd "Tha m' obair aig Bòrd na Gàidhlig a' toirt toileachas dhomh agus tha i a' dèanamh diofar" More of our staff agreeing with the statement "My work at Bòrd na Gàidhlig is fulfilling and makes a difference"	Tha luachan a' bhuidhinn againn air fhighe a-steach san dòigh-obrach againn	Tha sinn a' cleachdadh nan luachan mar phàirt den t-siostam measadh coileanaidh pearsanta, agus aig tòiseach coinneamhan m.e. Dè tha Dol			Ceannard
	Thathar a' toirt an trèanaidh is na taice a tha a dhìth don luchd-obrach	Chùm sinn co-labhairt luchd-obrach fad 2 là sa Ghiblean; tha buill den sgioba air a bhith air cùrsaichean trèanaidh agus tha seirbheisean taice ann a bhios daoine a' cleachdadh son taic phearsanta			Ceannard
Prìomh Chomharra Coileanaidh 9: Tha barrachd den luchd-ùidh againn ag aontachadh ris a' bheachd "Tha Bòrd na Gàidhlig a' coileanadh a dhleastanasan gu h-èifeachdach agus tha e a' cur ris na tha sinn a' dèanamh" More of our stakeholders agreeing with the statement "Bòrd na Gàidhlig is effective in its role and contributes to what we do"	Cliù corporra ciatach le luchd-ùidh air daingneachadh	Chaidh a chiad choinneamh aig a' bhòrd-stiùiridh a chumail air-loidhne 26/5/2020 is bha na pàipearan ri fhaighinn air-loidhne. Chaidh fios a sgaoileadh tro na meadhanan s/t 18/5/2020. Thachair an aon rud le Comataidh Poileasaidh is Goireasan air 09/06/2020.			Ceannard
	Cleachdaidhean fallain a thaobh stiùireadh ionmhais is cunnarit gan glèidheadh	Choimhead Comataidh Sgrùdaidh is Dearbhachd air a' chlàr mhì-chinntean ro-innleachdail agus chaidh ùrachadh a dhèanamh air ro-innleachd rianachd mhì-chinntean aig a' choinneimh air 7/05/2020.			Ceann an Ionmhais
Prìomh Chomharra Coileanaidh 10: Lùghdaichidh sinn na h-eimiseanan carboin againn gach bliadhna, a' ruigsinn meidh-neoni de dh'eimiseanan cho luath 's a ghabhas agus ro 2045.	Bun-loidhne de dh'eimiseanan carboin is targaidean lùghdachaidh air bhonn agus gan ruigsinn	Tha an sgioba rianachd ag obair air seo an-dràsta agus seo am fiosrachadh as ùire a th' againn. ScotRail - 216 bookings, 57,553 mìltean sa bhliadhna agus le eimiseanan CO2 emissions 3414.09 kg. Loganair - chan urrainn dhaibh an fhiosrachadh sin a thoirt dhuinn aig an àm seo Leis gu bheil Taigh a' Ghlinne Mhòr dùinte an-dràsta, chan eil e comasach aig an ìre seo fiosrachadh fhaighinn mu dheidhinn siubhal le càraichean.			Manaidsear Gnìomhan
	An dòigh-obrach againn mar bhuidheann air atharrachadh gus tighinn gu meidh-neoni ann an eimiseanan cho luath 's a ghabhas	O thoiseach na bliadhna 20/21, chan eil neach sam bith sa bhuidhinn air a bhith a' siubhail. Ged nach thaghadh sinn seo, leis gu bheil na dòighean eile airson coinneamhan a chumail ag obair gu math, bidh sinn gan cumail fiu 's nuair a bhios e ceadaichte dhuinn a bhith a' siubhal.			Manaidsear Gnìomhan

Cothroman Ùra Dè na gnìomhan eile a dh'fhaodadh cuideachadh le adhartas leis an lèirsinn

Cuspair 4.1

4.1 Gnìomhan 2020-21

4. Deagh Riaghladh	Gnìomhan 2020-21	Adhartas gu 13/08/20	Coileanadh gu 13/08/20	Dùil aig 31/03/21	Oifigear-stiùiridh aithris
			Dearg/Orainds/Uaine		
Leasachadh sgilean is comasan nam ball is an luchd-obrach	Prògram inntrigidh air a dhèanamh foirmeil airson luchd-obrach is buill ùra a' bhùird agus brosnachadh fiosrachadh a thoirt air ais thugainn airson leasachadh leantainneach.	Thèid seo air adhart sna trì mìosan a tha ri thighinn. Fhuair am ball ùr inntrigeadh dhan bhuidhinn air-loidhne.			Manaidsear Gnìomhan & Ceannard
	Leasachadh Plana Trèanadh a' bhuidhinn gus toirt a-steach trèanadh an luchd-obrach is feumalachdan leasachaidh.	Sna ciad 3 mìosan de 20/21, chruthachadh plana eadar-amail a' coimhead ri gluasad gu cothroman air-loidhne far an gabh sin dèanamh. Aon uair is gu bheilear air tilleadh dhan oifis, thèid measadh a dhèanamh air na planaichean trèanaidh. San dàrna leth den bhliadhna, cnuasaichidh sinn air na tha fhathast ri choileanadh is na tha fhathast sna planaichean airson na h-ath bhliadhna ionmhais.			Manaidsear Gnìomhan
Dèanamh cinnteach gu bheil com-pàirteachadh agus conaltradh èifeachdach tron bhuidhinn air fad	Sgrùdadh an luchd-obrach a' sealltainn gu bheil piseach air tighinn air gnothaichean bhon uiridh [Cuiribh bun-loidhne ris bhon sgrùdadh Mhàrt 2020, nuair a tha sin crìochnaichte]	Tha sgrùdadh an luchd-obrach a' leantainn air mar a bhathar an dùil. Thèid aithisg air toraidhean a thoirt don Chomataidh Phoileasaidh is Ghoireasan san Lùnastal.			Ceannard
Togail agus cumail cùrsa ionmhais leantainneach airson Bòrd na Gàidhlig	Plana Ionmhais Meadhan-ùine (MTFP) air ath-sgrùdadh is ath-nuadhachadh gus stiùireadh ionmhais ro-innleachdach nas èifeachdaich a chur air bhonn	Ath-sgrùdadh den MTFP mar thoradh air COVID-19. Tha obair a' dol air ùrachadh bhuidseit 20/21 air sgàth buaidh COVID-19.			Ceann an Ionmhais
A bhith cunntachail, èifeachdach is buadhmhor agus sinn a' cleachdadh stuthan gus luach airgid a dhaingneachadh	Prògram de sgrùdaidhean is molaidhean a bhuineas dhaibh air an cur an gnìomh	Tha am prògram in-sgrùdaidh air aontachadh agus tha obair a' dol air adhart gus na molaidhean bho aithisgean 19/20 a chur an gnìomh			Ceannard
	Faighinn beachdan air ais bho cho-chomhairleachadh am measg an luchd-ùidh a ghabhas cur gu feum a thaobh cleachdadh maoineachaidh	Thèid pàipear air beulaibh a' Chomataidh Poileasaidh is Ghoireasan air 24 Lùnastal, ag amas air co-comhairleachaidh am measg luchd-ùidh fhoillseachadh san t-Sultain, leis an t-amas gun tig na toraidhean air adhart gu coinneamh a' Bhùird san Dùbhlachd 2020.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd
Faighinn fianais air beachdan nas ciataiche bhon luchd-ùidh	Sgrùdadh an luchd-ùidh gu bhith a' sealltainn gu bheil co-dhiù 70% gu tur no gu ìre mhòr riaraichte leis a' bharail "Tha Bòrd na Gàidhlig èifeachdach san ròl aige agus a' cur ris na tha sinne a' dèanamh." [Bun-loidhne: 2019/20: 65%]	Dh'fhaodte dàil a bhith ann an sgrùdadh an luchd-ùidh.			Ceannard
Comharrachadh targaidean lùghdachaidh ann an eimiseanan carboin airson Bòrd na Gàidhlig	Bun-loidhne de dh'eimiseanan carboin air a comharrachadh is air a cleachdadh airson targaidean lùghdachaidh a shònrachadh thar nan 5 bliadhnaichean ri teachd	Tha obair air a bhith a' dol air fiosrachadh a chruthachadh air tursan rèile ach cha bhi e comasach dhuinn fiosrachadh a chruthachadh air tursan rathaid (tha fiosrachaidh bhon bhliadhna an-uiridh air pàipear san oifis) no air tursan-plèana (chan eil am fiosrachadh seo ri fhaighinn bho chompanaidh adhair).			Ceannard
	Plana àrainneachd Bhòrd na Gàidhlig air ùrachadh gus na targaidean seo a thoirt a-steach	Plana air ùrachadh is air a chur fo chomhair Comataidh Poileasaidh is Ghoireasan taobh a-staigh 6 mìosan. San dàrna leth den bhliadhna plana gnìomh a chruthachadh a chuirear an gnìomh 2021/22.			Ceannard
Atharrachadh san dòigh-obrach againn airson a bhith a' toirt a-steach cheumannan gus carbon a lùghdachadh	Lùghdachadh co-dhiù 25% san àireimh de choinneamhan aghaidh ri aghaidh far a bheil siubhal a dhìth ann an 2020-21 an taca ri 2019-20	Leig Covid-19 leinn seo fheuchainn a-mach agus thèid ath-sgrùdadh a dhèanamh air èifeachdas; aon uair is gu bheilear air ais san oifis nithear co-dhùnaidhean air mar a lùghdaichear an àireamh de choinneamhan aghaidh ri aghaidh san àm ri teachd.			Manaidsear Gnìomhan
	Foillseachadh cairt èiginn ghnàth-sìde airson na buidhne gus an dùil againn a shoilleireachadh a thaobh sgioba Bòrd na Gàidhlig agus mar a bhios sinn ag obair le com-pàirtichean air an taobh a-muigh.	Cha do thòisich obair air seo fhathast.			Ceannard
	Dèanamh cinnteach gu bheil stiùireadh meatragsan sgòraidh airson gach sgeama maoineachaidh an 2021-22 a' toirt a-steach beachdachadh air ceumannan gus carbon a lùghdachadh mar shlat-tomhais maoineachaidh	Bidh na diofar sgeamaichean airson 2021-22 a' tòiseachadh air fosgladh bhon t- Samhain 2020 air adhart agus bidh meatragsan sgòraidh co-cheangailte ris a' bhuaidh carboin mar phàirt den phròiseas airson gach sgeama bho seo air adhart.			Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd

Cuspair 4.1

Dearg Orains Uaine

Bidh aithisgean adhartais gu tric a' dèanamh feum de shiostam le 'solais trafaig' gus sealltainn dè an t-adhartas a thathar a' dèanamh le pròiseactan. Ge-tà, tha cho èifeachdach 's a tha an goireas measaidh seo gu tur an urra ris cho dìcheallach 's a tha am manaidsear le uallach air a shon agus cho fìor 's a tha an ìre-adhartais a chaidh a chomharrachadh airson a' phròiseict. Cha bu chòir siostam nan solas-trafaig a chleachdadh gus trioblaidean fhalach, agus 's e an t-amas a th' aige adhartas a chomharrachadh agus sealltainn gu soilleir nuair dh'fheumas an Sgioba-stiùiridh/am Bòrd-stiùiridh rudeigin a dhèanamh mu chion adhartais – me, a' tomhas adhartas, a' cur ghnìomhan an sàs gus cùisean a chur ceart, agus a' cumail fios ris an Sgioba-stiùiridh agus ris a' Bhòrd-stiùiridh.

	Adhartas sa bhliadhna seo gu ruige seo	**Ro-mheasadh air an t-suidheachadh a bhios ann aig deireadh na bliadhna ionmhais**
	• Cha do thòisich an obair seo fhathast. • Tha duilgheadasan mòra ann leis a' phròiseact seo. • Feumaidh manaidsearan cùisean a leasachadh sa bhad.	• Tha cunnart ann nach bi am pròiseact deiseil nuair a bu chòir dha a bhith • Feumar gnìomhan leasachaidh a chur an sàs airson a' phròiseict gus cinn-uidhe ghnothachais a choileanadh agus/no gus dèanamh cinnteach gun tèid an obair thoirt gu buil • [Nota: 1: Ma tha manaidsear an dùil gum bi ìre-adhartais dhearg ann aig deireadh na bliadhna, bu chòir dhaibh innse dè na goireasan is gnìomhan a tha dhìth gus an ìre-adhartais atharrachadh, agus/no carson nach gabh am pròiseact a choileanadh.] • [Nota 2: Bu chòir don Sgioba-stiùiridh coimhead air a' ghnìomh, còmhla ris a' mhanaidsear le uallach air a shon, gus faicinn dè as coireach gu bheil ìre-adhartais dhearg ann agus gus plana gnìomh a dhealbh airson dèanamh cinnteach nach fhàs cùisean nas miosa agus gus an cron a nì an cion adhartais air cliù na buidhne agus air a' bhuidhinn san fharsaingeachd a lùghdachadh gu ìre cho beag 's as urrainn.]
	• Chan eil e air a choileanadh, thathar a' dèanamh adhartas. • Tha obair air tòiseachadh air seo. • Tha an obair a' dol air adhart mar a bhathar an dùil.	• Thathar an dùil gum bithear air adhartas nach beag a dhèanamh air seo aig deireadh na bliadhna, ach cha bhi an gnìomh air a choileanadh gu tur. • [Nota 3: Bu chòir don Sgioba-stiùiridh coimhead air a' ghnìomh, còmhla ris a' mhanaidsear le uallach air a shon, gus bruidhinn air dè na gnìomhan/goireasan a dh'fhaodadh cuideachadh le bhith a' coileanadh na h-obrach gus an gabh e comharrachadh mar Uaine.]
	• Tha an gnìomh seo air a choileanadh, agus chan eil duilgheadasan ann.	• Thathar an dùil gun tèid an gnìomh a choileanadh a rèir a' chlàir-ama/plana/buidseat a chaidh aontachadh.

Cuspair 4.2

A' freagairt ri	A' Chomataidh Poileasaidh is Ghoireasan
Ceann-latha na Coinneimh	24/8/2020
Àite:	Air-loidhne
Nì a' Chlàir-ghnothaich	4.2

Tiotal a' Phàipeir	Aithisg na Bliadhna bhon Chathraiche den Chomataidh Poileasaidh is Ghoireasan	
Moladh do Bhuill	Airson Aontachadh	
Neach labhairt:	Shona NicIllinnein, Ceannard	
Cùrsa Riaghlachais airson na h-Aithris	**Ceann-latha na Coinneimh**	**Seòrsachadh na h-Aithris**
Sgioba-stiùiridh	13/08/2020	Airson aontachadh
Pàipear-taice air a cheangal ris	Eàrr-ràdh A – Plana Obrach na Comataidh Poileasaidh is Ghoireasan	

1.0	**Adhbhar**
1.1	'S e adhbhar na h-aithisge seo iomradh a thoirt air an obair a chaidh a dhèanamh leis a' Chomataidh on a thòisich i gu deireadh na bliadhna ionmhais 2019/20.
2.0	**Cùl-fhiosrachadh**
3.0	**Prìomh Aithris/Fiosrachadh**
3.1	Bha dà choinneamh aig a' Chomataidh, le tè air a chumail ann an Nis, Leòdhas agus an tè eile san oifis ann an Inbhir Nis.
4.0	**Moladh**
4.1	Thathar ag iarraidh air a' Chomataidh Poileasaidh is Ghoireasan: • beachdachadh air an aithisg bhliadhnail a chithear ann an Eàrr-ràdh 1 • bruidhinn air cùis sam bith a chaidh a thogail tro obair na Comataidh tron bhliadhna aonta chur ris an aithisg airson a cur air beulaibh a' Bhùird Stiùiridh aig an ath choinneimh aca san t-Sultain 2020.
5.0	**Prìomh Bhuaidhean Ro-innleachdach**
5.1	**Buaidhean air Ionmhas**
	Chan eil buaidh ionmhasail dhìreach sam bith aig an aithisg seo.
5.2	**Buaidhean air Luchd-obrach**
	Chan eil buaidh dhìreach sam bith aig an aithisg seo air an fheachd-obrach.
5.3	**Buaidhean air Trèanadh**
	Chan eil buaidh dhìreach sam bith aig an aithisg seo air trèanadh.
5.4	**Ceanglaichean ri Amasan Ro-innleachadh agus Corporra**
	Tha am plana-obrach a' cur ris an amas chorporra gun cùm Bòrd na Gàidhlig air Gàidhlig air a' leasachadh nan dòighean-obrach aige.
5.5	**Ceanglaichean ri Frèam-obrach Coileanaidh Nàiseanta**

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	☐	Clann is Oigridh	☒
Cultar	☒	Coimhearsnachdan	☒
Àrainneachd	☒	Bochdainn	☐
Slàinte	☐	Eadar-nàiseanta	☐
Foghlam	☒	Eaconamaidh	☒
Gnothachasan soirbheachail is ùr-ghnàthach			☒

Cuspair 4.2

5.6	**Buaidhean air Cliù**
	Chan eil buaidh dhìreach sam bith aig an aithisg seo air cliù na buidhne.
5.7	**Buaidhean air Slàinte is Sàbhailteachd**
	Chan eil buaidh dhìreach sam bith aig an aithisg seo air Slàinte is Sàbhailteachd.
5.8	**Buaidhean Laghail**
	Chan eil buaidh laghail dhìreach sam bith aig an aithisg seo.
5.9	**Buaidhean air Co-ionannan** Chan eil buaidh sam bith a bharrachd aig an aithisg seo air co-ionannachd.

Cuspair 4.2 PT1

AITHISG BHLIADHNAIL A' CHOMATAIDH POILEASAIDH IS GHOIREASAN DHAN BHÒRD-STIÙIRIDH	ANNUAL REPORT TO THE BOARD FROM THE POLICY AND RESOURCES COMMITTEE
1. CÙL-FHIOSRACHADH	**1. BACKGROUND**
1.1 Bidh a' Chomataidh Poileasaidh is Ghoireasan (CPG) a' dèanamh aithris gach bliadhna dhan Bhòrd-stiùiridh air a h-obair thar na bliadhna, agus air na h-aithisgean a chaidh a thoirt dhan Chomataidh le luchd-rannsachaidh is eile.	1.1 The Policy and Resources Committee (PRC) reports annually to the Board on its activities over the year, and on the reports presented to the Committee by researchers and others.
1.2 Tha an Aithisg Bhliadhnail seo air a toirt seachad às leth na Comataidh Poileasaidh is Ghoireasan agus i a' coimhead air a h-obair on a thòisich i san t-Samhain 2019 gus am Màrt 2020.	1.2 This Annual Report is presented on behalf of the Policy and Resources Committee to cover the period of its inception in November 2019 to March 2020.
2. TAR-SHEALLADH	**2. OVERVIEW**
2.1 Tha ùine na h-Aithisg Bliadhnail seo a' gabhail a-steach beachdachadh air na cunntasan deireannach airson 2019/20.	2.1 The period of this Annual Report covers consideration of final accounts for 2019/20.
2.2 Tha a' Chomataidh air a bhith a' cumail sùil air obair oifigearan agus luchd-rannsachaidh a chaidh a chur air bhonn leis a' bhuidhinn.	2.2 The Committee has continued to have oversight of the work of officers and external research commissioned by the organisation.
2.3 Choinnich a' Chomataidh dà thuras rè àm na h-aithisg seo.	2.3 The Committee met twice over the period covered by this report.
3. OBAIR NA COMATAIDH	**3. WORK OF THE COMMITTEE**
Coinneamhan CPG	**Meetings of the PRC**
3.1 Tha Leas-phàipear A a' liostadh ballrachd na Comataidh thar na h-ùine cho math ri luchd-frithealaidh cunbhalach bhon Sgioba-stiùiridh.	3.1 Annex A lists the membership of the Committee over the period and the regular attendees from the Leadership Team.
3.2 Chùm CPG, mar chomataidh ùr, coinneamhan air 11 Samhain 2019 (Nis, Leòdhas) agus 28 Faoilleach 2020. Thug Cathraiche na CPG seachad dreachd de na geàrr-chunntasan airson gach coinneimh CPG dhan ath choinneimh Bùird-stiùiridh.	3.2 The PRC, as a newly formed committee, held meetings on 11 November 2019 (Ness, Lewis) and 28 January 2020. The PRC Chair presented a draft of the minutes of each meeting to the following Board meeting.

Cuspair 4.2 PT1

Prìomh ghnìomhan	**Key Activities**
4. A bharrachd air aithisgean bhon luchd-stiùiridh air adhartas air plana gnìomh 2019-20 agus aithisgean ionmhais, bheachdaich a' Chomataidh air grunn chùisean eile tron bhliadhna:	4. In addition to management reports on progress with the operational plan 2019-20, and financial reports, the Committee also considered a number of other issues throughout the year:
4.1.1 Tha dleastanas air a' Chomataidh gus sgrùdadh agus aontachadh a dhèanamh air planaichean Gàidhlig. Thèid na planaichean seo a sgrùdaidh le Pannal nam Planaichean mus tèid iad air adhart dhan Chomataidh. Tron ùine Samhain 2019 gu Màrt 2020, dh'aontaich a' Chomataidh ri Amasan Àrd-ìre aig 6 buidhnean (Iomairt na h-Alba, Coilltearachd agus Fearann Alba, Comhairle Maoineachaidh na h-Alba, Leasachadh Sgilean na h-Alba, Coimisean na Croitearachd agus Comhairle Baile Dhùn Dè).	4.1.1 The Committee has responsibility for scrutinising and approving Gaelic language plans. These are considered in detail by the Plans' Panel before being submitted to the Committee. During the period November 2019 – March 2020, the Committee agreed the High Level Aims for 6 organisations (Scottish Enterprise, Forestry and Land Scotland, Scottish Funding Council, Skills Development Scotland, Crofting Commission and Dundee City Council).
4.1.2 Rinn buill na Comataidh fèin-mheasadh air èifeachdas na Comataidh Poileasaidh is Ghoireasan. Chaidh na freagairtean a chruinneachadh agus a bharrachd air a bhith a' comharrachadh grunn phrìomh neartan aig a' Chomataidh thug iad cunntas cuideachd air grunn raointean airson leasachadh. Thèid na gnìomhan ri clàr puingean gnìomh aig a' Chomataidh.	4.1.2 Committee members carried out a self-assessment of the effectiveness of the Policy and Resources Committee. The responses were collated and as well as identifying a number of key strengths of the committee it also reported a number of areas for improvement. The recommendations are will be added to the Committee's register of action points.
4.1.3 Dh'aontaich CPR ris an dreachd Plana Gnìomh 20/21 agus dreachd bhuidseat 20/21.	4.1.3 The Committee approved the draft Operational Plan 20/21 and the draft budget 20/21.
4.1.4 Thug CPR cead do dh'iarrtasan taic-airgid agus rinn iad moladh gun tèid co-dhùnadh airson ath-nuadhachadh nan cùmhnantan trì bliadhna aig na prìomh bhuidhnean Gàidhlig a dhèanamh leis a' Bhòrd-stiùiridh air sgath duilgheadasan a thaobh a bhith cuòraichte.	4.1.4 RPC agreed a number of funding applications and recommended that the decision on the renewal of the three-year funding agreements of the main funded organisations should be made by the Board, due to difficulties with achieving quorum.
4.1.5 Bheachdaich a' Chomataidh air ro-innleachdan airson leasachadh foghlam aig àrd-ìrean ann am FtG agus dh'aontaich iad ris an Stiùireadh air Tràth-ionnsachadh is Cùram Cloinne tron Ghàidhlig.	4.1.5 The Committee considered strategies for growth in senior phase GME and agreed the Guidance for Early Learning and Childcare in GME.

Cuspair 4.2 PT1

4.1.6 Bheachdaich a' Chomataidh air poileasaidh peinnsean neo-riatanach agus chaidh am moladh dhan Bhòrd-stiùiridh.	4.1.6 Members discussed discretionary pension policies and recommended them to the Board for approval.
4.1.7 Dh'èist a' Chomataidh ri taisbeanadh leis an Dr Inge Birnie, Oilthigh Srath Chluaidh, air pròiseact rannsachaidh a' Bhùird - *A' cumail sùil air cleachdadh Gàidhlig sa Choimhearsnachd*.	4.1.7 The Committee heard a presentation by Dr Inge Birnie, Strathclyde University, on the Bòrd's research project *'Observation of Gaelic Usage in the Community*.
4.1.8 Dh'aontaich a' Chomataidh ri Frèam Rannsachaidh is Fiosrachaidh agus ri Frèam Leasachadh Corpais.	4.1.8 The Committee approved Research a and Information Framework and the Corpus Development Framework.
Co-dhùnaidhean	**Conclusions**
8. Tha a' Chomataidh Poileasaidh is Ghoireasan den bheachd gu bheil i air a bhith soirbheachail ann a bhith a' toirt air adhart prìomhachasan corporra a' Bhùird-stiùiridh rè ùine na h-aithisg bliadhnail seo.	8. The Policy and Resources Committee considers that it has been successful in progressing the Board's corporate priorities during the period covered by this annual report.
9. Feuchaidh a' Chomataidh ri sùil a chumail air dòigh-obrach agus dòigh-làimhseachaidh na buidhne a thaobh prìomhachasan corporra, eadar poileasaidhean, ro-innleachdan agus goireasan a chur gu feum anns an dòigh as èifeachdaiche.	9. The Committee will seek to continue to have oversight of the organisation's corporate priorities, through strategies. Policies and the most effective use of resources.
10. Bu toil leam taing a thoirt do Bhuill eile a' Bhùird-stiùiridh a bha air a' CPG. Bu mhath leam taing a thoirt don Sgioba-stiùiridh agus an Sgioba Rianachd cuideachd airson an cuid taice ann a bhith a' cur coinneamhan comataidh air dòigh agus ag ullachadh phàipearan agus airson an deòin, agus an dìcheall a bhith daonnan a' feuchainn ri piseach a thoirt air an dòigh sa bheil sinn ag obair.	10. I would like to thank my fellow Board members who served on the PRC. I would also like to thank the Leadership Team and the Administration Team for their support in facilitating and in their preparation of papers for the Committee meetings and in their willingness, and determination, to continually strive for improving the way we work.
Dòmhnall MacLeòid **Cathraiche na Comataidh Poileasaidhean is Ghoireasan** **An Lùnastal 2020**	**Donald MacLeod** **Policy and Resources Committee Chair** **August 2020**

Cuspair 4.2 PT1

Eàrr-ràdh A

Ballrachd Comataidh Poileasaidh is Ghoireasan aig Bòrd na Gàidhlig Samhain 2019 gu Màrt 2020

Buill:
Dòmhnall MacLeòid (Cathraiche)
Joy Dunlop (gu 29/2/2020)
Màiri T NicAonghais

Làthaireachd:

Ball	Àireamh de choinneamhan 2019-20	Làthaireachd
Dòmhnall MacLeòid (Cathraiche)	2	2
Joy Dunlop		2
Màiri NicAonghais		2

An Làthair gu cunbhalach:
Sgioba-stiùiridh
Shona NicIllinnein
Daibhidh Boag
Jim Whannel
Ailig Greumach

An Làthair gu neo-cunbhalach:
Oifigearan
Steven Kellow
Joanne McHale
Peadar Morgan

Annex A

Membership of the Bòrd na Gàidhlig Policy and Resources Committee November 2019 to March 2020

Members:
Donald MacLeod (Chair)
Joy Dunlop (to 29/2/2020)
Mary MacInnes

Attendance:

Member	Number of meetings 2019-20	Attendance
Donald MacLeod (Chair)	2	2
Joy Dunlop		2
Mary MacInnes		2

Regular Attendees:
Leadership Team
Shona MacLennan
Daibhidh Boag
Jim Whannel
Alex Graham

Occasional Attendees:
Officers
Steven Kellow
Joanne McHale
Peadar Morgan

Cuspair 5.1

A' freagairt ri	A' Chomataidh Poileasaidh is Ghoireasan
Ceann-latha na Coinneimh	24/08/2020
Àite:	Air-loidhne
Nì a' Chlàir-ghnothaich	5.1

Tiotal a' Phàipeir	Amasan Àrd-ìre	
Moladh do Bhuill	Ri Aontachadh	
Neach-labhairt:	Daibhidh Boag, Stiùiriche Planadh Cànain is Leasachaidhean Coimhearsnachd	
Cùrsa Riaghlachais airson na h-Aithris	**Ceann-latha na Coinneimh**	**Seòrsachadh na h-Aithris**
Sgioba-stiùiridh	13/08/2020	Ri Aontachadh
Pàipear-taice air a cheangal ris	PT1 – Amasan Àrd-Ìre Coilltearachd na h-Alba (PGR071)	

1.0	**Adhbhar**
1.1	A' sireadh aonta na Comataidh airson dreachd de na h-amasan àrd-ìre airson Coilltearachd na h-Alba.
2.0	**Cùl-fhiosrachadh**
2.1	Chaidh an dreachd de na h-amasan àrd-ìre ann an Leas-phàipear A ullachadh ann an com-pàirteachas leis na h-oifigearan aig Coilltearachd na h-Alba. Bha conaltradh ann eadar sgioba a' Bhùird agus oifigearan Coilltearachd na h-Alba leis an amas gum bi am plana Gàidhlig aca sìmplidh, soilleir agus èifeachdach le seirbheisean corporra agus leasachaidhean sna h-amasan.
2.2	Thathas ag amas gum bi gach ùghdarras poblach ann an Alba aig a bheil plana Gàidhlig, ag obair a dh'ionnsaigh nan amasan airson seirbheisean corporra ann an Leas-phàipear B a chur an gnìomh. Bidh gach ùghdarras aig diofar ìrean tron t-slighe seo a-rèir an t-suidheachaidh aca fhèin ach aig a' cheann thall, tha sinn ag amas gum bi am poball ann an Alba a' faighinn seirbheis nas cunbhalaiche. Tha na h-amasan ann an Leas-phàipear B stèidhichte air an t-seòrsa amasan a tha air nochdadh gu trice ann am planaichean gu ruige seo.
3.0	**Prìomh Aithris/Fiosrachadh**
3.1	Gheibhear fiosrachadh mun obair aig Coilltearachd na h-Alba tron cheangal seo dhan làraich-lìn aca.
4.0	**Moladh**
4.1	Aire a thoirt don fhiosrachadh ann am PT1
4.2	Aonta a chur ris na h-amasan àrd-ìre ann am PT1.

Cuspair 5.1

5.0	**Prìomh Bhuaidhean Ro-innleachdach**
5.1	**Buaidhean air Ionmhas**
	Chan eil buaidh ionmhais ann.
5.2	**Buaidhean air Luchd-obrach**
	Cha bhi buaidh mhì-àbhaisteach ann air an luchd-obrach.
5.3	**Buaidhean air Trèanadh**
	Chan eil buaidh ann air trèanadh.
5.4	**Ceanglaichean ri Amasan Ro-innleachadh agus Corporra**
	Tha planaichean Gàidhlig reachdail air aon dè na prìomh dhòighean anns am bi am Bòrd a' cur a' Phlana Cànain Nàiseanta Ghàidhlig agus Plana Corporra na buidhne an gnìomh. Bidh na planaichean seo a' cur air adhart nam prìomh amasan anns a' phlana chorporra aig Bòrd na Gàidhlig gu sònraichte mar a leanas:- *"A' dèanamh cinnteach gum bi buaidh nas motha aig Planaichean Gàidhlig air cùisean agus a' toirt taic do dh'Ùghdarrasan Poblach gus sanasachd a dhèanamh air an obair a nì iad don Ghàidhlig"*
5.5	**Ceanglaichean ris an Fhrèam-obrach Coileanaidh Nàiseanta**

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	☒	Clann	☒
Cultar	☒	Coimhearsnachdan	☒
Àrainneachd	☐	Bochdainn	☐
Slàinte	☐	Eadar-nàiseanta	☐
Foghlam	☒	Eaconamaidh	☒
Gnothachasan soirbheachail is ùr-ghnàthach	☒		

5.6	**Buaidhean air Cliù**
	Le bhith a' co-obrachadh leis na h-ùghdarrasan poblach seo gus na h-amasan àrd-ìre a chur ri chèile, bidh seo a' neartachadh a' cheangail eadar Bòrd na Gàidhlig agus na h-ùghdarrasan.
5.6	**Buaidhean air Slàinte is Sàbhailteachd**
	Chan eil buaidh air slàinte is sàbhailteachd
5.7	**Buaidhean Laghail**
	Tha am pròiseas seo stèidhichte air na dleastanas reachdail aig Bòrd na Gàidhlig gus Achd na Gàidhlig (Alba) 2005 a chur an gnìomh.
5.8	**Buaidhean air Co-ionannas**
	Chan eil buaidh dìreach air co-ionannas tron phlan seo ach bidh oifigearan a' Bhùird a' cumail sùil air cùisean co-ionannachd mar phàirt den phròiseas dearcnachaidh ann an co-bhonn le Coilltearachd na h-Alba.

Cuspair 5.1

Leas-phàipear A | Appendix A

Amasan Àrd-Ìre	High-level Aims
Amasan àrd-ìre airson a' chiad chuairt den Phlana Ghàidhlig aig Coilltearachd na h-Alba (PGR071).	**High-level aims for the first edition of Forestry Scotland's (PGR071) Gaelic Language Plan.**
A' cleachdadh na Gàidhlig	**Using Gaelic**
Tha sinn an geall air cleachdadh na Gàidhlig a thoirt air adhart far am bi ùidh mhòr aig a' phoball sa chuspair no far a bheil an cuspair gu sònraichte co-cheangailte ris a' Ghàidhlig. Tro obair Coilltearachd na h-Alba air fad bidh sinn a' comharrachadh shuidheachaidhean far a bheil cleachdadh na Gàidhlig deatamach, buannachail no far a bheil i a' cur ris an amas anns a' Phlana Cànain Nàiseanta Gàidhlig 2018-23 gun tèid Gàidhlig a chleachdadh nas trice, le barrachd dhaoine agus ann am barrachd shuidheachaidhean, a' gabhail a-steach na h-obrach a bhios sinn a' dèanamh le buidhnean com-pàirt, buidhnean luchd-ùidh air neo leis a' phoball.	We are committed to increasing the use of Gaelic where the subject matter is of most interest to the general public or relates specifically to Gaelic issues. Through each aspect of Scottish Forestry's work we will identify situations in which the use of Gaelic is essential, desirable or where it makes a contribution to the National Gaelic Language Plan 2018-23 aim of 'Gaelic is used more often, by more people and in a wider range of situations', including where we deal with our partner organisations, stakeholder groups or the general public.
Nì sinn cinnteach gum bi a' Ghàidhlig air a fighe a-steach tarsaing structar corporra Coilltearachd na h-Alba, a' gabhail a-steach ach chan ann a-mhàin planaichean corporra, planaichean gnìomh agus poileasaidhean na buidhne agus far a bheilear iomchaidh, anns a' chonaltradh againn le luchd-ùidh agus luchd-ceannaich.	We will ensure that Gaelic is embedded across the corporate structure of Scottish Forestry, including but not limited to, ensuring that Gaelic features in the organisation's corporate and business plans and policies, and where appropriate in our communications with customers and stakeholders.
Ag ionnsachadh na Gàidhlig	**Learning Gaelic**
Tha sinn ag aithneachadh cho cudromach 's a tha e cothroman a chur air dòigh gus Gàidhlig a chleachdadh gu practaigeach ann an suidheachaidhean làitheil agus bidh sinn brosnachail agus taiceil do dhaoine le bhith a' cleachdadh na Gàidhlig tro ar conaltradh agus iomairtean. Cumaidh sinn taic ri luchd-obrach a tha ag amas air na sgilean Gàidhlig aca a thoirt air adhart.	We recognise the importance of creating opportunities for the practical use of Gaelic in everyday situations, we will encourage and inspire people through our use of Gaelic language in our communications and promotions. We will enable and support staff to develop their Gaelic language skills.
A' cur na Gàidhlig air adhart	**Promoting Gaelic**
Tha sinn a' tuigsinn cho cudromach 's a tha e a bhith a' toirt fàs air faicsinneachd na Gàidhlig, a' cur air adhart cleachdadh agus luach na Gàidhlig le bhith a' fàs inbhe a' chànain tron obair againn ann a bhith a' brosnachadh coilltearachd seasmhach, ann an com-pàirteachas le buidhnean eile anns an roinn coilltearachd agus leis an riaghaltas gus fàs a thoirt air coilltearachd dhan eaconamaidh is dhan àrainneachd ann an Alba; agus le bhith ag aithneachadh na tha coilltearachd a' cur ri slàinte is deagh-shunnd muinntir na h-Alba.	We understand the importance of extending the visibility of Gaelic, promoting its use and value and increasing its status through our work in promoting and supporting sustainable forest management, working in partnership with others in the forestry sector and across government to increase the contribution of forests and woodlands to Scotland, its economy and environment; and forest and woodlands' contribution to the health and wellbeing of Scotland's people.

Cuspair 5.1

Leas-phàipear B | Appendix B

Amasan airson Seirbhisean Corporra	Corporate Service Aims
Àrd Phrionnsapalan	**Overarching Principles**
Spèis Cho-ionann A h-uile gealladh anns a' Phlana Ghàidhlig air a lìbhrigeadh dhan aon ìre anns a' Ghàidhlig agus anns a' Bheurla.	**Equal Respect** Gaelic language plan commitments delivered to an equal standard in both Gaelic and English.
Cothroman Follaiseach Gnìomhan practaigeach gus dèanamh cinnteach gu bheil fios aig luchd-obrach na buidhne agus am poball daonnan air na cothroman a th' ann gus Gàidhlig a chleachdadh leis an ùghdarras phoblach.	**Active Offer** Practical measures to ensure that staff and public are kept regularly informed of all opportunities that exist to use Gaelic in relation to the work of the public authority.
Treas Partaidhean A' dearbhadh gum bi ALEOs agus cunnradairean eile ag obair gus plana Gàidhlig an ùghdarrais phoblaich a chur an gnìomh.	**Third Parties** Ensure that Arm's Length Executive Organisations and other contractors help with the delivery of the public authority Gaelic language plan.
Gàidhlig na nì àbhaisteach Geallaidhean bhon phlana Ghàidhlig air an gabhail a- steach ann an structaran an ùghdarrais phoblaich tro thìde, le sgrùdadh cunbhalach airson cothroman a chomharrachadh taobh a-staigh bhuidseatan stèidhichte gus Gàidhlig a thoirt air adhart.	**Normalisation** Gaelic plan commitments are normalised within the structures of the public authority over time, with opportunities to grow Gaelic within existing budgets constantly assessed.
Pàrantan Corporra Gu bheilear mothachail air na dleastanasan a th' ann mar Pàrant Corporra gum bi a h-uile pàiste is neach òg fo chùram no a b' àbhaist a bhith fo chùram le Gàidhlig a' faighinn na h-aon cothroman 's a tha clann le cànain eile.	**Corporate Parenting** That the authority is aware of the duties of a Corporate Parent to ensure that looked after children and young people and care leavers with Gaelic receive the same opportunities as those with other languages.
Inbhe	**Status**
Suaicheantas Ag amas air suaicheantas corporra anns a' Ghàidhlig agus anns a' Bheurla a chruthachadh nuair a thig a' chiad chothrom agus mar phàirt den phròiseas ùrachaidh.	**Logo** Aim to render the corporate logo in both Gaelic and English at the first opportunity and as part of any renewal process.
Soidhnichean Prìomh shoidhnichean air an dèanamh dà-chànanach nuair a thathar gan ùrachadh.	**Signage** Prominent signage will include Gaelic and English as part of any renewal process.

Cuspair 5.1

Conaltradh leis a' phoball	Communicating with the public
Brosnachadh Teachdaireachdan gu bheil fàilte air conaltradh sa Ghàidhlig bhon poball daonnan.	**Promotion** Positive message that communication from the public in Gaelic is always welcome.
Conaltradh sgrìobhte Fàilte ga cur air conaltradh sgrìobhte sa Ghàidhlig (post, post-d agus meadhanan sòisealta) daonnan agus bidh freagairt ann sa Ghàidhlig, a rèir clàr-ama conaltraidh àbhaisteach na buidhne.	**Written Communication** Written communication in Gaelic is always accepted (post, email and social media) and replies will be provided in Gaelic in accordance with the general policy.
Ionad-fàilte agus am fòn Far a bheil luchd-obrach le Gàidhlig ann airson seo a thoirt seachad, gheibh iad taic airson seo a dhèanamh agus thèid sanasachd a dhèanamh air t-seirbheis dhan phoball.	**Reception and phone** Where Gaelic speaking staff are capable of providing this service, they are supported to do so and the service is promoted to the public.
Coinneamhan Cothroman airson coinneamhan dà-chànanach no sa Ghàidhlig a chumail air an rannsachadh gu cunbhalach agus air am brosnachadh.	**Public meetings** Opportunities to hold public meetings bilingually or in Gaelic are regularly explored and promoted.
Fiosrachadh	**Information**
Fiosan-naidheachd Prìomh fhiosan-naidheachd agus fiosan-naidheachd mu dheidhinn na Gàidhlig air an cuairteachadh sa Ghàidhlig agus sa Beurla.	**News releases** High profile news releases and all news releases related to Gaelic are circulated in both Gaelic and English.
Meadhanan sòisealta Stuth Gàidhlig ga sgaoileadh tro na meadhanan sòisealta gu cunbhalach, le stiùir bho ìre cleachdaidh no cleachdadh a dh'fhaodadh a bhith ann.	**Social Media** Gaelic content distributed regularly through social media, guided by the level of actual and potential users
Làrach-lìn Stuth Gàidhlig air làrach-lìn an ùghdarrais phoblaich, le prìomhachas air na duilleagan le faicsinneachd mhòr.	**Website** Gaelic content should be available on the public authority's website, with emphasis given to the pages with the highest potential reach.
Irisean Corporra Irisean corporra sa Ghàidhlig agus Beurla le prìomhachas air sgrìobhainnean le faicsinneachd mhòr.	**Corporate Publications** Produced in Gaelic and English, with priority given to those with the highest potential reach.
Taisbeanaidhean Cothroman airson taisbeanaidhean dà-chànanach no sa Ghàidhlig a chumail air an rannsachadh gu cunbhalach agus air am brosnachadh, le prìomhachas air an fheadhainn aig a bheil a' bhuaidh as motha.	**Exhibitions** Opportunities to deliver public exhibitions bilingually or in Gaelic should be explored on a regular basis, with priority given to those with the highest potential impact.

Cuspair 5.1

Luchd-obrach	Staff
Sgrùdadh Luchd-obrach Sgrùdadh cunbhalach air sgilean Gàidhlig agus iarrtasan airson trèanadh Gàidhlig tro bheatha gach plana.	**Internal audit** Conduct an internal audit of Gaelic skills and training needs through the life of each plan.
Inntrigeadh Eòlas air a' phlana Ghàidhlig mar phàirt den phròiseas inntrigidh.	**Induction** Knowledge of the public authority's Gaelic language plan included in new staff inductions
Trèanadh cànain Trèanadh ann an sgilean Gàidhlig ga thabhann agus ga bhrosnachadh, gu sònraichte a thaobh a bhith a' cur plana Gàidhlig na buidhne an gnìomh.	**Language training** Gaelic language skills training and development offered to staff, particularly in relation to implementing the public authority's Gaelic language plan.
Trèanadh le Fiosrachadh mun Ghàidhlig Trèanadh le fiosrachadh mun Ghàidhlig, le prìomhachas air stiùirichean, buill bùird, comhairlichean agus luchd-obrach air a bheil dleastanas a bhith a' conaltradh leis a' mhòr-shluagh.	**Awareness training** Gaelic awareness training offered to staff, with priority given to directors, board members, councillors and staff dealing directly with the public.
Fastadh A' toirt aithne is spèis do sgilean Gàidhlig mar phàirt den phròiseas fhastaidh. Gàidhlig ainmichte mar sgil a tha na buannachd agus/no a tha riatanach gus seirbheisean Gàidhlig a lìbhrigeadh agus a rèir na comhairle laghail aig Bòrd na Gàidhlig. Sanasan-obrach dà-chànanach no sa Ghàidhlig airson dreuchdan far a bheil Gàidhlig ainmichte mar sgil riatanach.	**Recruitment** Recognising and respecting Gaelic skills within the recruitment process. 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. Bilingual or Gaelic only job adverts for all posts where Gaelic is an essential skill.
Corpas na Gàidhlig	**Gaelic Language Corpus**
Gnàthachas Litreachaidh na Gàidhlig Leanaidh an t-ùghdarras Poblach Gnàthachas Litreachaidh na Gàidhlig as ùire mar stiùir airson a h-uile rud sgrìobhte aca.	**Gaelic Orthographic Conventions** The most recent Gaelic Orthographic Conventions will be followed in relation to all written materials produced by the public authority.
Ainmean-àite Iarrar stiùireadh bho Ainmean-Àite na h-Alba agus cumar ris an stiùireadh sin.	**Place names** Gaelic place name advice from Ainmean-Àite na h-Alba is sought and used.

Cuspair 6.1

A' freagairt ri	Comataidh Poileasaidh is Goireasan
Ceann-latha na Coinneimh	24/08/2020
Àite:	Air loidhne
Nì a' Chlàir-ghnothaich	6.1

Tiotal a' Phàipeir	Dreachd ro-innleachd ICT Bòrd na Gàidhlig 2020-2023	
Moladh do Bhuill	Ri Aontachadh	
Neach labhairt:	Louise NicIlleathain	
Cùrsa Riaghlachais airson na h-Aithris	**Ceann-latha na Coinneimh**	**Seòrsachadh na h-Aithris**
Sgioba Stiùiridh	13/08/2020	Ri Aontachadh
Pàipear-taice air a cheangal ris	Tha: Dreachd ro-innleachd ICT Bòrd na Gàidhlig 2020-2023 Tha an ro-innleachd anns a' Bheurla a chionn 's gun robh sinn a' faighinn comhairle bho Tecnica, aig nach eil Gàidhlig.	

1.0	**Adhbhar**
1.1	Chaidh a mholadh le Wylie Bissett, luchd in-sgrùdaidh Bhòrd na Gàidhlig, gum bu chòir dhuinn lèirmheas a dhèanamh air an ro-innleachd seo.
2.0	**Cùl-fhiosrachadh**
2.1	Chaidh an ro-innleachd seo a chur air dòigh gus stiùir a thoirt air leasachaidhean ICT aig Bòrd na Gàidhlig anns na 3 bliadhnaichean ri thighinn.
2.2	Chaidh coinneamh a chumail eadar Manaidsear Gnìomhan BnG agus Colin Archer bho Tecnica (a tha a' toirt seirbheis ICT dhuinn). Thàinig e am follais gun robh gnìomhan a thaobh leasachaidhean ICT ann neach deach a choileanadh agus gun robh molaidhean ann airson leasachaidhean ICT san àm ri teachd.
2.3	Chaidh buidheann fòcais a stèidheachadh leis am Manaidsear Gnìomhan. Bha an t-Oifigear Maoineachaidh is Phròiseactan, Manaidsear Rannsachaidh is Corpais agus Manaidsear Chom-pàirteachasan mar phàirt den bhuidheann.
2.4	Chaidh an ro-innleachd a-mach gu co-chomhairle leis an luchd-obrach agus tha an dreachd seo a' gabhail a-steach na molaidhean a thàinig a-steach tron phròiseas sin.
2.5	Chaidh aontachadh ris an dreachd ro-innleachd leis an Sgioba Stiùiridh air 2 Iuchar 2020 agus tha an dreachd as ùire air ur beulaibh.
3.0	**Prìomh Aithris/Fiosrachadh**
3.1	Tha obair air a dhèanamh air am firewall mar-thà agus tha obair fo-sheòl air plana 'Disaster Recovery'.
3.2	Tha leasachaidhean ann airson bathar bog a chuideachas Bòrd na Gàidhlig nar n-obair làitheil, leithid Microsoft Planner.
3.3	Tha moladh ann gun tèid Bòrd na Gàidhlig air adhart gus barantachadh 'Cyber Essentials Plus' fhaighinn gus dèanamh cinnteach gu bheil na siostaman ICT againn ceart, làidir agus freagarrach.
3.4	Tha an obair gus faidhlichean na buidhne a tha air an cumail anns An Roinn-Eòrpa a ghluasad don Rìoghachd Aonaichte fo sheòl.
4.0	**Moladh**
4.1	Gun aontaich an Comataidh ris an dreachd ro-innleachd ICT.
5.0	**Prìomh Bhuaidhean Ro-innleachdach**
5.1	**Buaidhean air Ionmhas**
	Bidh cosgaisean an lùib cuid de na leasaichean m.e. Cyber Essentials + ach tha airgead anns a' bhuidseat air an son.

Cuspair 6.1

5.2	**Buaidhean air Luchd-obrach**			
	Bidh na leasachaidhean seo a' neartachadh siostaman ICT Bhòrd na Gàidhlig agus a' cur ri èifeachdas.			
5.3	**Buaidhean air Trèanadh**			
	Bidh cuid den luchd-obrach feumach air trèanadh ann am Microsoft Planner.			
5.4	**Ceanglaichean ri Amasan Ro-innleachadh agus Corporra**			
	Tha am fiosrachadh seo a’ cur ris an t-amas chorporra gun cùm Bòrd na Gàidhlig air a’ leasachadh nan dòighean-obrach aige.			
5.5	**Ceanglaichean ri Frèam-obrach Coileanaidh Nàiseanta**			
	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	☒	Clann	☐
	Cultar	☐	Coimhearsnachdan	☐
	Àrainneachd	☐	Bochdainn	☐
	Slàinte	☐	Eadar-Nàiseanta	☐
	Foghlam	☐	Eaconamaidh	☐
	Gnothachasan soirbheachail is ùr-ghnàthach			☒
5.6	**Buaidhean air Cliù**			
	Cha bhi buaidh air cliù.			
5.7	**Buaidhean air Slàinte is Sàbhailteachd**			
	Cha bhi buaidh air slàinte is sàbhailteachd.			
5.8	**Buaidhean Laghail**			
	Cha bhi buaidh laghail ann. Bidh na leasachaidhean seo a’ dèanamh cinnteach gu bheil sinn a’ cumail oirnn a thaobh na dleastanasan aig a’ bhuidhinn a thaobh dìon-dàta agus GDPR.			
5.9	**Buaidhean air Co-ionannas**			
	Cha bhi buaidh air co-ionannas			

Cuspair 6.1

DRAFT
ICT Strategy 2020 - 2023

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Executive Foreword

This Strategy focusses on immediate ICT status in a coherent manner, the future strategic planning in alignment with Scottish Government's "digital strategy for Scotland".

Historically, Bòrd na Gàidhlig has relied on Scottish Natural Heritage for IT support and external ICT suppliers to address specific challenges, progressing policy and management issues as required via one of these supply chains or via Government procurement framework. Consensus dictated that whilst these services were initially helpful, their fragmented nature was not fit for purpose long term to move Bòrd na Gàidhlig forward on a digital footing. Moreover, it became apparent a consolidated managed approach was necessary to deliver agile digital transformation and progression for the business.

Following independent tender in early 2017 Bòrd na Gàidhlig chose to outsource their ICT requirements to an ICT managed service provider. The main focus was to centrally manage all aspects of ICT through a single supplier and to subsequently rely on this relationship for independent advice, subordinate services and supply chain management.

The contract commenced on 01 March 2017 with an initial nine- month on-boarding period with the aim to stabilise and consolidate the existing ICT infrastructure before further development, implementation, and supply chain management as well as steering commenced. Following this initial period further improvements were delivered with good progress having moved away from reactive service delivery.

Bòrd na Gàidhlig is now in a strong position to plan short to medium term goals where ICT will benefit the business. This document further defines these goals and how Bòrd na Gàidhlig ensures fulfilment in lockstep with Scottish Government strategy. By outlining foreseeable evolutionary technology to deliver flexible, scalable, and secure systems to provide robust accessible working environment for Bòrd na Gàidhlig staff over the next three years.

During the lifetime of this strategy, annual review will be conducted, with a summary of changes submitted to the board through change control management and subsequent addendum.

Since the global pandemic caused by COVID-19, we have become acutely aware of how the world of work is changing. We have a stronger reliance on our ICT systems than ever, and the production of this document has allowed us to appraise our needs and systems. The annual review of progress of this strategy will provide us with an opportunity to consider any additional developments and needs of the organisation.

Introduction

Technology transforms our social and work life balance. It connects us in new and different ways putting more power into the hands of users offering new insights and opportunities. Creating a platform for momentum and innovation with potential to fundamentally redefine the relationship between Bòrd na Gàidhlig and the clients we serve is fundamental to our mission. The COVID-19 pandemic in 2020 tested the Bòrd's current infrastructure and allowed for all of the workforce to work effectively from home.

Capitalising on new products and services presents the ability to create, collaborate, scale and process at speed previously unimaginable. The prospect to reduce cost, increase productivity and maintain quality of public services, changes the way in which we learn, access information and transfer knowledge. However, we recognise that with digital opportunities come risks.

Digital transformation disrupts traditional jobs and industries, puts new pressures on our right to privacy and has the potential to create new forms of social exclusion. It generates new vulnerabilities for criminal exploitation and raises serious questions and challenges for national and international security.

The Scottish Government has stated they will ensure Scotland is recognised throughout the world as a vibrant, inclusive, open and outward-looking digital nation. Bòrd na Gàidhlig is committed to this ethos in our quest to propagate the Gaelic language and culture to a wider community as part of Scottish heritage.

Bòrd na Gàidhlig relies on its information and communication systems to securely store and transport electronic data to meet their business objectives. To ensure current and future systems and services are able to support the business operation.

This strategy will document Business Requirements for ICT and determine ICT options, solutions and direction, target deadlines and implementation milestones whilst cementing alignment with Scottish Government Digital Transformation Policy.

Cuspair 6.1

ICT Strategic Context

Bòrd na Gàidhlig is a geographically dispersed organisation, with staff operating from locations throughout Scotland, and continuity of service is key. The majority of staff are based in Great Glen House, Inverness, co-located with Scottish Natural Heritage (SNH). There are two satellite offices in Glasgow (Optima Building, Robertson Street) and Portree (King's House, The Green).

To conduct day-to-day business, Bòrd na Gàidhlig requires that all staff can operate the required systems and services irrespective of location, provided an internet service is available.

Strategic Drivers

The size, shape and nature of the workforce and how employees undertake their work is changing significantly. As Bòrd na Gàidhlig transforms through digital inclusion, more services will be commissioned through alternate service delivery models. In accord with the Scottish Government vision to harness technology as a core enabler, delivering digital services across all facets of the organisation is a priority. Underpinning this approach will be the use of technology to effectively manage and deliver services in a coherent and productive way.

The concept of a distributed workforce is becoming more prevalent in general. Work is underway as part of the sustainability policies for technology enabled service integration to drive this work ethic. Increasingly we will become a mobile confident workforce operating from disparate locations, using technology suited to our work style, delivering greater productivity at lower service delivery cost.

Our vision then, through custom training and skills development, is to help staff along their digital journey to embrace technology leading to improved productivity and efficiencies. The pandemic caused by COVID-19 in early 2020, presented Bòrd na Gàidhlig with an opportunity to test its digital infrastructure as from Tuesday 17th March 2020, all staff were notified that the organisation would be working from home until it is safe to return to the office.

Stakeholder Drivers

Bòrd na Gàidhlig recognises greater demand for web-based access to learning services and information tailored to their needs and for the ability to easily interact online. This also applies to increased demand for information sharing and technology-supported workflows across organisations. Increased use of technology to automate services and increase self-serve opportunities could facilitate effective promotion of the Gaelic language, driving a further-reaching and more inclusive experience for stakeholders and the wider public.

On balance, this will mean increased reliance on service providers, ICT systems availability and for business continuity planning. It will, in turn, increase the need for multi-faceted performance information to appraise service delivery and security thus driving measured improvement.

Technology Drivers

- Improved public access to services over the web through a revamped web platform that works across device types.

- Enhanced web journeys which have increased self-serve activity and increased process automation requiring less manual input.
- A more mobile workforce taking advantage of new technologies to work flexibly across sites and away from the office, with better use of premise space.
- More agile and productive workforce using innovative technology to record case notes and undertake assessments at the point of service delivery.

Bòrd na Gàidhlig has fully embraced off-premise (Cloud) services and decommissioned on-premise infrastructure services. Outsourced managed services shaped these solutions and managed the transition and adapted the operating model to best advantage for Bòrd na Gàidhlig in a rapidly developing and changing marketplace.

Mobile technology deployments include a wider adoption of Microsoft Windows 10 tablet devices, and wireless connectivity.

We have:

- Embraced supporting business tools such as Microsoft Teams to deliver improved video conferencing and collaboration experiences.
- Deployed, enhanced and maintained secure solutions that integrate effectively with core systems to support automation, workflow, and information sharing.
- Consolidated the use of and leverage maximum benefit from existing platforms and applications such as Office 365, SharePoint and PeopleHR.
- Taken an Enterprise Architecture approach to technical solutions that embraces a cross organisational view of service re-design, built around the needs of stakeholders and clients.

The technology marketplace will increasingly evolve with more solutions and assistive technologies becoming a part of the service provision. We will work with our IT service providers and our Data Protection Officer to ensure that any new technologies that we embrace are safe and secure and in line with legislation.

Cuspair 6.1

ICT Strategic Positioning

In context of requirements there are ***five ICT strategic milestones*** that shape the ***business transformation*** delivered through this strategy. These are underpinned by the delivery of ongoing ***reliability*** of day-to-day ICT services that are crucial to Bòrd na Gàidhlig's success. The five key milestones are

- Flexible working,
- Communication,
- Business Intelligence,
- Cloud Services, and
- Technology Integration.

Flexible Working

All staff require the ability to connect to Bòrd na Gàidhlig business systems at any time regardless of their location. Therefore, each device must support network connectivity (wired, Wi-Fi) and an alternative mobile service via Bluetooth or USB tether, to access electronic information via an available internet service, without compromising security. Suitable communications are required to support data access, telephony, and video conferencing services from all office locations.

A number of key components and services are essential to deliver quality of experience, including:

- Managed Desktop: consistent, stable hardware platform, single operating system (Windows 10) and uniform application suite making up the machine build.
- Identity Management: Active Directory Federation providing rights management, authentication and access control.
- Environment Management: Centralised management and configuration of operating system, application, and user settings.
- Security Management: Email and Content filtering, Antivirus and Encryption to control access to non-work-related content or proliferation of offensive and malicious material.
- Communication Management: managed Local Area Network, Wi-Fi, and Internet Services.

Quality of service will be dependent on the available capacity versus contention (speed and stability). Particularly, the same core services, security and functionality, is required by all staff.

Communication

Following the decision to move to Cloud Services for core business systems, it became apparent that robust internet services would be required to deliver continuity of service from our serviced office locations. Bòrd na Gàidhlig, capitalising on the Scottish Government investment to greatly improve speed and availability of broadband and other services such as SWAN throughout Scotland, has greatly improved core internet service (security, speed and availability), concurrently reducing annual premium by 50%. Satellite locations have been upgraded to fibre broadband with little to no cost increase and Glasgow Optima, being a Government managed office, benefits from SWAN for internet service.

Cuspair 6.1

Bòrd na Gàidhlig retains the core communication equipment required to operate their internet service, with direct contracts for the voice and network services as follows:

- MOTU with SNH for telephony & LAN infrastructure and management at GGH
- Contracts with BT for telephony ADSL lines etc
- Contract with Daisy Group for Internet connectivity at GGH
- Domain registration, part of managed service provision
- Cisco for Anti-Virus: hosted with TecnicaCloud service
- Mail/Content filter: hosted with TecnicaCloud services
- Single Sign On implemented utilising ADFS deployed on TecnicaCloud hosted services
- MOTU with SNH for supply of Wi-Fi in GGH
- Network infrastructure in Glasgow – Managed Office Optima (rental)
- Office 365 Teams for video communications
- Rented VC facilities where available within Optima meeting rooms

From a Bòrd na Gàidhlig perspective, WiFi coverage within Great Glen House is inadequate, with limited range within the building. A proposal has been submitted to SNH by Tecnica Ltd to deliver a WiFi solution to support both organisations.

Bòrd na Gàidhlig's website was created and the structure is maintained by APS Group, Bòrd na Gàidhlig staff update the content as required. Ongoing and future developments will be in line with the 5-year communications strategy, agreed in 2019 and our aspiration to make the website more user-friendly.

The Operations Manager will oversee the developments within this strategy, with input from colleagues and service providers where required.

Business Intelligence

Presently Bòrd na Gàidhlig is in the process of restructuring our data. We have verified our file structure and are working on sanitising data from a versioning and retention perspective and we have redefined our metadata. Following this process, we will be able to manage data more easily and perform data analysis for presentation to the board. To allow for greater governance and ease of reporting, the senior management team will investigate the use of Microsoft Planner.

Cloud Services

Bòrd na Gàidhlig staff requires the ability to create, store, manage and distribute documents in a secure and user-friendly manner.

The key requirements for data services are:

- Document management: SharePoint and OneDrive shared storage repository for all documents, allowing collaborative working and the ability to control versions and manage retention.
- Backup Service: the ability to backup and granularly or collectively recover email and file data.
- Office Software: Consistent, up to date software tools to enable collaboration, sharing and publication of documents internally and with external partners and organisations.
- Searching and classification: maintaining a file-plan and indexing to allow efficient identification and retrieval of documents.

- Records Management: Keep corporate Records and Information under management in accordance with GDPR.

In order to support business operations, a range of Business Systems supporting application and line of business workflows are required.

The key digital processes are:

- Financial Management: Providing corporate accounts as required by Scottish Government for the management of the budget and expenditure.
- Asset Management: Recording and managing the assets as required by Audit Scotland.
- Payroll and HR: To ensure staff are recorded, managed and paid in line with operational requirements.
- Digital Marketing: Web services to support the promotion of Bòrd na Gàidhlig and distribution of public communications, and management of the domain names associated with Bòrd na Gàidhlig.
- Messaging Service: provide a stable and secure email service to store and make accessible over internet links Bòrd na Gàidhlig email services from any device or location.
- Records management: Based on government advice and in the light of Brexit, request submitted to transfer all BnG assets from EU based Microsoft cloud services, to the UK. Request submitted 15 June 2020 and due to be completed by 1 July 2022.

Technology Integration

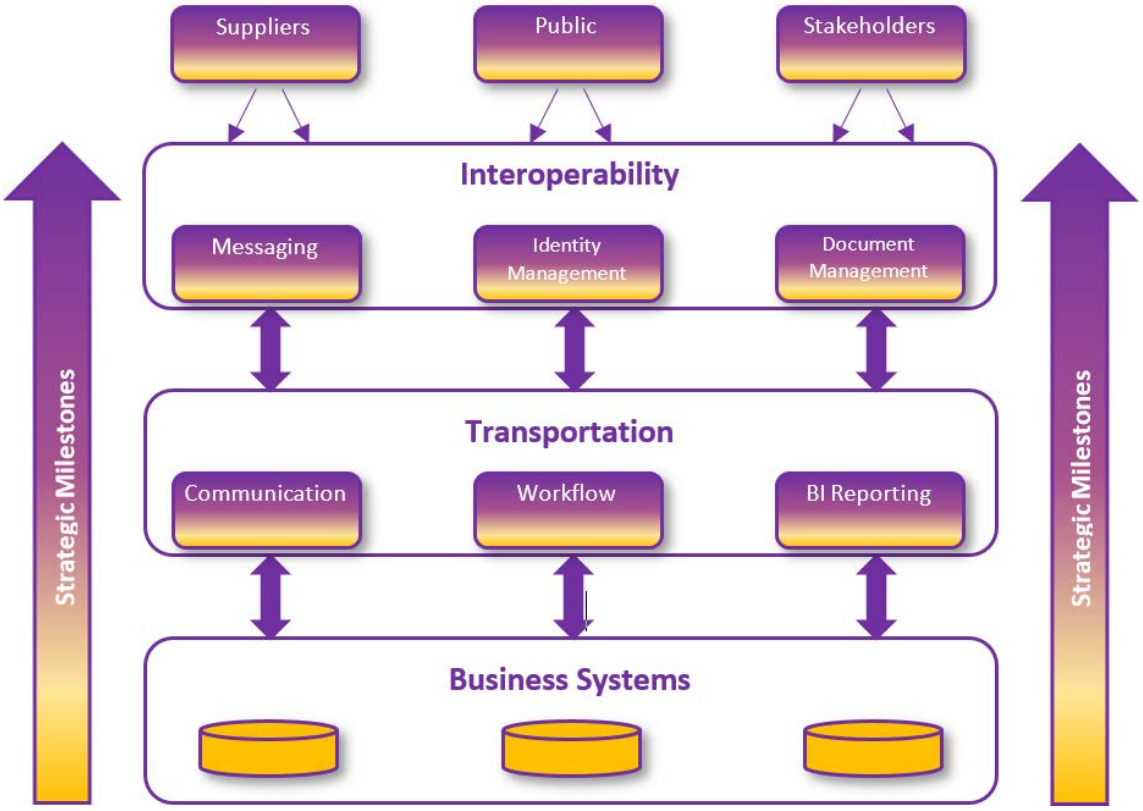
Continuing our decision to migrate our Business Systems to the cloud and that a single cloud provider is unlikely to satisfy all facets of our digital transformation. Bòrd na Gàidhlig needs to be mindful of the integration capability between providers. Office 365 being our primary platform driving digital workflow, we need to be vigilant when selecting other platforms not to compromise our vision. HR cloud software and other such subscriptions sitting outside the office 365 realm should present the necessary integration tools to collaborate with Office 365 so Bòrd na Gàidhlig can continue to rationalise line of business process.

Cuspair 6.1

ICT Solutions and Direction

The latter goals of the expired ICT strategy introduced several key changes to the on-premise infrastructure of Bòrd na Gàidhlig, making reality the desire to move to a cloud platform, now considered mature and backed by Government approval.

The vision, in alignment with Government strategy, is to rely exclusively on cloud based digital services, with a strong emphasis on digital transformation. Further utilising cloud-based services together with a comprehensive ICT managed service agreement empowering Bòrd na Gàidhlig to deliver collaborative business process and resource management system, scalable and adaptable to serve Bòrd na Gàidhlig.



Digital Journey

GDPR & Record Management

With EU legislation and a recognised update to the Data Protection Act all public and private sector organisations must meet the General Data Protection Regulation from May 2018. Bòrd na Gàidhlig has made significant progress to comply with the legislation, and we are in the process of adopting a new records management functionality within SharePoint Online to manage and control data from a retention and deletion perspective. It is expected the new functions will also provide a solution to the archiving of data. At present this project is ongoing.

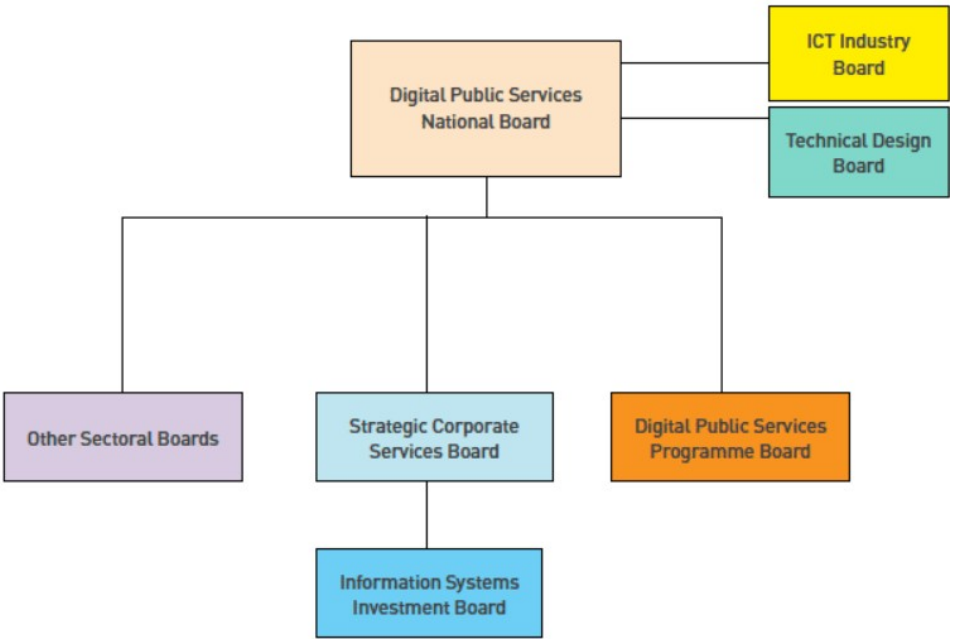
Scottish Government Digital Strategy Alignment

Bòrd na Gàidhlig, where prudent and sensible, is committed to alignment with the Scottish Government Digital Strategy: Realising Scotland's full potential in a digital world, published 22 March

2017. This refreshed digital strategy sets out the vision for Scotland as a vibrant, inclusive, open, and outward looking digital nation.

The primary objective of the vision for Scotland is for digital technology to provide a foundation for innovative, integrated public services that cross organisational boundaries. Leveraging the 22 criteria set out in the Digital First Service Standard to deliver better digital public services ensuring simplified needs-based access to public services and for those services, which are business focused, promote economic growth.

Annex A: Governance diagram



The underpinning strategic principles include adoption of cloud centric technologies to provide secure collaboration of information, that are open and interoperable, designed around the needs of the citizen or customer.

The key requirements are to:

- Embrace the main principles contained within the Government Digital Strategy and align with them.
- Ensure digital Service investment plans stand up to scrutiny by the Strategic Corporate Services Board.

Disaster Recovery & Business Continuity

Bòrd na Gàidhlig need to be certain the necessary and appropriate business continuity capabilities are delivered as part of our overall digital strategy. The ability to recover from incidents affecting the ICT systems, services and infrastructure are no less important now that most of our data is held in the cloud. Bòrd na Gàidhlig, through our managed service provider, has put in place a robust recovery mechanism independent of the Office 365 realm.

The key supported requirements are:

- Integrity: Ensure that Bòrd na Gàidhlig can recover any individual or group of documents as required from the previous day/week with up to 12 months retention.
- Location independence: Be able to connect to the required systems on an alternate site, using alternate infrastructure in the event of major incident.
- Security: Provision of suitable backup infrastructure/datacentre with managed backup medium.
- Support for accountancy data.

Observing business continuity policies, expectation is for the above principles to be applied to any future cloud-based data repositories housing Bòrd na Gàidhlig data.

- Contract with disaster recovery service provider for the call-off provision of disaster recovery servers and other equipment to be cancelled.
- New Disaster Recovery policy to be drafted by end of November 2020

Managed Services

Bòrd na Gàidhlig is not of sufficient size to justify retaining specialist ICT technicians who can cover the full range of services required. Where appropriate the managed service provider will perform competency analysis, recommend, and manage other third-party ICT suppliers in accord with Digital First Service Standard where direct service delivery is out with their capacity.

Where possible, whenever new or changed requirements for ICT systems or services arise, Bòrd na Gàidhlig seek guidance to identify potential solutions before, and if necessary, going to open tender. Bòrd na Gàidhlig will utilise contacts within Great Glen House to remain in touch with collaboration opportunities working with SNH, the Crofting Commission and other public bodies within our shared buildings.

To ensure ICT services in use and essential to the day to day operation are managed and supported. Bòrd na Gàidhlig require support arrangements for key areas:

- Proactive support: A managed service pre-emptive in nature aiding the steering of our digital roadmap.

- Reactive support: inclusive of a helpdesk function to receive, prioritise and respond to requests for service.
- Contracted support: Specialist assistance to cover any requirements described above that are contracted out to external suppliers or fall out with core terms.
- Project management: Support for delivery of defined, discrete work packages.

A managed service agreement currently in place delivers multi-faceted ICT services and resources across the estate, including:

- Strategic planning through support, development and implementation.
- Provision of specialist skills and sub-contractor management.
- Escalation of service failure and configuration issues.
- Single point of contact HelpDesk.
- Professional services for projects and implementations.

Bòrd na Gàidhlig will continue to ensure compliance with UK and EU procurement law by the use of call-off contracts set up by Procurement Scotland and Government Procurement Services to represent best value. These frameworks will be used for the supply of all ICT equipment and services, in consultation with our managed service provider. In addition, Bòrd na Gàidhlig will work with SNH to collaborate on Shared Services initiatives and procurements arising from the McClelland report.

Cyber Security and Resilience

As this topic is an evolution, further measures will likely be necessary to mitigate vulnerability. Bòrd na Gàidhlig has attained the minimum Cyber Essentials certification, expectation is a higher level will be required in the future. Considering these new security measures, a next generation firewall has been deployed along with the new internet leased line in anticipation of more stringent future requirements such as audit, monitoring and alerting. Cyber Essentials certification amounts to a basic spot check policy covering the most vulnerable aspects of ICT security however does **not** offer continuous policing.

- Cyber Essentials re-assessment by end of November 2020
- Written confirmation of Bòrd na Gàidhlig willingness to apply for Cyber Essentials Plus certification by end of September 2020
- Cyber Essentials Plus certification – Desirable by February 2021
- Deployment of Cisco Umbrella cloud-based enterprise network security

Training and Development

General management opinion and consensus had emphasised that a lack of basic PC skills, specific to job function, exists across Bòrd na Gàidhlig. Specifically, deficiencies lay in two areas:

- General windows operation and application skills.
- SharePoint navigation and utilisation, including bespoke applications.

There is also a requirement for staff to be competent with SharePoint record management and its functionality. An online staff survey form was carried out in 2019 to better understand user competence and output data from the survey was utilised to structure the SharePoint training. The organisational training plan will be refreshed to include a refresh cycle so to encompass changes in ICT working practice. The induction process is currently under review and will include information on

the ICT requirements for new staff. Staff can also request training at any point, via their line manager.

Digital Transformation

A successful digital transformation needs to get the right people on board, including stakeholders. A digital transformation strategy cannot work if everyone is not on board. To produce this strategy, Bòrd na Gàidhlig established a working group consisting of the Operations Manager, Partnerships Manager and Research and Corpus Planning Manager

What are Bòrd na Gàidhlig business goals and how well do they translate into a digital process?

For example, making the Bòrd na Gàidhlig website more than a catalogue. We are working to make the website into an information hub. We will make more of analytics to track where users come from and how they navigate through the Bòrd na Gàidhlig website. Bòrd na Gàidhlig will also consider how well digital tools work with our data**.** We will consider how well we use and link the digital process between customer relations management (CRM) and our marketing effort. The more connected digital processes are, the more effective they become.

The most important step to a successful digital transformation strategy is being open to change**.** Bòrd na Gàidhlig is ready and willing to transform business process to reflect change in habit and trend. “Move with the times” may sound cliché, but if we do not track our clients’ digital journey and characteristics**,** transformations become stale and potentially redundant. This is where analytics plays its part in continually offering a window to current trends that can be measured and acted upon.

Bòrd na Gàidhlig has a Communications Officer to manage Bòrd na Gàidhlig’s online persona including web presence along with social media marketing to enhance current capability and portray Bòrd na Gàidhlig in a professional forward-thinking manner, promoting an agile motivated business ethos. They are currently working on redeveloping the main corporate website in partnership with APS Group.

Cuspair 6.1

Summary of actions and timescales

Action	Timescale
Written confirmation of Bòrd willingness to apply for Cyber Essentials Plus certification	By end of September 2020
Explore use of Microsoft Planner to track progress on various workstreams	By end of September 2020
Cyber Essentials re-assessment	By end of November 2020
New Disaster Recovery policy drafted	By end of November 2020
Cyber Essentials Plus certification	By end of February 2021
Improved customer relationship management and marketing to enhance customer experience	By end of March 2021
Deploy Cisco Umbrella for mail and content filtering	2021
Cyber incident response plans aligned with central agreements	By end of November 2020
Transfer of all Bòrd na Gàidhlig assets from EU based Microsoft cloud services to the UK.	By 1 July 2022

Cuspair 6.2

A' freagairt ri	Comataidh Poileasaidh is Goireasan
Ceann-latha na Coinneimh	24/08/2020
Àite:	Air loidhne
Nì a' Chlàir-ghnothaich	6.2

Tiotal a' Phàipeir	Dreachd poileasaidh siubhal is cosgaisean	
Moladh do Bhuill	Ri Aontachadh	
Neach labhairt:	Louise NicIlleathain	
Cùrsa Riaghlachais airson na h-Aithris	**Ceann-latha na Coinneimh**	**Seòrsachadh na h-Aithris**
Sgioba Stiùiridh	13/08/2020	Ri Aontachadh
Pàipear-taice air a cheangal ris	Tha : PT1 – Dreachd poileasaidh siubhal is cosgaisean Tha am poileasaidh seo anns a' Bheurla leis gun robh sinn a' faighinn taic bho Dhualchas Nàdair na h-Alba agus cha robh Gàidhlig aig an neach.	

1.0	**Adhbhar**
1.1	Gus lèirmheas a dhèanamh air am poileasaidh siubhal is cosgaisean gus dèanamh cinnteach gu bheil iad ceart is iomchaidh airson an là an-diugh.
2.0	**Cùl-fhiosrachadh**
2.1	Tha na cosgaisean anns a' phoileasaidh a th' againn an dràsta air a bhith ann airson beagan bhliadhnaichean agus bha am mullach air cosgaisean ag adhbharachadh duilgheadas, gu sònraichte le a bhith a' glèidheadh àiteachan-fuirich.
3.0	**Prìomh Aithris/Fiosrachadh**
3.1	Chaidh an lèirmheas seo a dhèanamh anns a' Chèitean. Chaidh an dreach gu Sgioba Stiùiridh air 10 Ògmhios 2020. Far an deach aontachadh an dreachd poileasaidh a sgaoileadh am measg an luchd-obrach airson co-chomhairle eadar 11 Ògmhios agus 25 Ògmhios.
3.2	Fhuaireas beachdan bho 4 tùsan. Chaidh na molaidhean a chruinneachadh agus chaidh lèirmheas a dhèanamh air am poileasaidh a-rèir na molaidhean. Chaidh clàr a dhèanamh leis na molaidhean a fhuaireas agus chaidh freagairt mun coinneamh agus chaidh a sgaoileadh air an luchd-obrach, còmhla ris an dreachd poileasaidh.
4.0	**Moladh**
4.1	Gun gabh an Comataidh Poileasaidh is Goireasan ris an dreachd poileasaidh seo.
5.0	**Prìomh Bhuaidhean Ro-innleachdach**
5.1	**Buaidhean air Ionmhas**
	Bidh buaidh air ionmhas leis gu bheil na cosgaisean nas àirde anns a' phoileasaidh seo an taca ris am poileasaidh a th' againn ach tha buidseat aontaichte ann airson na cosgaisean seo.
5.2	**Buaidhean air Luchd-obrach**
	Bidh aig an luchd-obrach ris am poileasaidh seo a leantainn.
5.3	**Buaidhean air Trèanadh**
	Bidh trèanadh a dhith gus a bhith cinnteach gum bi daoine a' leantainn a' phoileasaidh.
5.4	**Ceanglaichean ri Amasan Ro-innleachadh agus Corporra**
	Tha am fiosrachadh seo a' cur ris an t-amas chorporra gun cùm Bòrd na Gàidhlig air a' leasachadh nan dòighean-obrach aige.

Cuspair 6.2

5.5	**Ceanglaichean ri Frèam-obrach Coileanaidh Nàiseanta**			
	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	☒	Clann	☐
	Cultar	☐	Coimhearsnachdan	☐
	Àrainneachd	☐	Bochdainn	☐
	Slàinte	☐	Eadar-Nàiseanta	☐
	Foghlam	☐	Eaconamaidh	☐
	Gnothachasan soirbheachail is ùr-ghnàthach			☒
5.6	**Buaidhean air Cliù**			
	Cha bhi buaidhean air cliù.			
5.7	**Buaidhean air Slàinte is Sàbhailteachd**			
	Tha obair a dhìth gus dèanamh cinnteach gu bheil na foirmichean iomchaidh airson measadh cunnart againn.			
5.8	**Buaidhean Laghail**			
	Cha bhi buaidhean air an lagh.			
5.9	**Buaidhean air Co-ionannas**			
	Cha bhi buaidhean air co-ionannas.			

Cuspair 6.2

Poileasaidh Siubhal is Cosgaisean

Travel and Subsistence Policy

Air aontachadh le/Approved by:
Air aontachadh air/Approved on:
Ath-nuadhachadh a dhìth/Review due on:
Gàidhlig is Beurla co-ionnanan: cò/cùine

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Cuspair 6.2

Clàr ri leantainn

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Cuspair 6.2

1	**Introduction**
	Bòrd na Gàidhlig (BnG) will reimburse employees for actual expenditure that is incurred in connection with work duties, with the exception of alcohol purchases.
	The purpose of this policy is to ensure that employees minimise travel wherever possible. However, where travel has been approved and is necessary, that any journeys are risk assessed and are in line with our environmental policy and provides value for money (section 3). Legitimate business expenses will be properly reimbursed, and this policy will ensure these expenses are treated appropriately for tax purposes. All claims must be supported by a receipt.
	This policy will be renewed every 2 years from the date of approval.
	Once this policy is approved, we will develop a Quick Guide to help answer frequently asked questions.
	Bòrd na Gàidhlig has a duty to publish the expense claims of high earners on its wesbite twice annually, at the end of June and the end of December.
2	**Scope**
	This policy applies to all Bòrd na Gàidhlig employee and board members. This policy also applies to employees on secondment, detached duty or on loan from other organisations (claimants).
3	**Hierarchy of Travel**
3.1	**Avoid or reduce travel wherever possible**
	You are expected to identify non-travel options for achieving your work goals wherever possible such as video conferencing, Microsoft Teams meetings and teleconferencing. Where it is deemed beneficial by you and your line manager that you travel for work purposes, you should ensure that it is safe to do so.
3.2	**Public Transport**
	Ordinarily, public transport should be used whenever possible, bearing in mind operational time factors and personal safety considerations (e.g. you may not assess it to be safe to travel alone on buses late at night). Where you have concerns about your safety when travelling, you should discuss this with you line manager. **In light of the COVID-19 situation, travel on public transport should be in line with current Scottish Government guidelines.**
	Where travel has been booked and you are no longer able to travel for whatever reason, you must let the administration team know as soon as possible so that a refund can be requested.
	Unless there are exceptional reasons, all travel should be standard class.

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	Please plan events well ahead and make early bookings whenever possible, in order to take advantage of any reduced-price options e.g. day returns, saver tickets and season tickets, where this achieves best value and does not impair efficiency.		
3.3	**Travel by Bicycle**		
	Before using a bicycle on official business, you should carry out a cycling at work risk assessment and if possible, a site-specific risk assessment to identify any additional hazards and controls including the need for personal protective equipment.		
	It is recommended that the bicycle is insured against loss or damage and that the cover includes personal injury and public liability. It is the responsibility of each member of staff to ensure that they have the appropriate level of cover.		
3.3.1	**Bicycle Hire Schemes**		
	You can claim for the use of a hired bicycle on official travel.		
	Your claim must state that the hire was used for work purposes only and detail the destination as well as a reason for travel.		
3.3.2	**Private Bicycle**		
	You can claim for the use of a privately owned bicycle on official travel.		
	Mileage Rates	**Amount**	**Taxable**
	Cycle Rate:	**20p per mile**	N
3.4	**Travel by Taxis**		
	In the circumstances listed below you may claim up to a maximum of £25 for a taxi fare.		
	• Where a taxi offers the most cost-effective means of travel taking into account savings in operational time.		
	• Where a number of claimants are sharing a taxi, and this is cheaper than their combined public transport fares.		
	• Where the use of other cheaper forms of transport are impractical or unsuitable for example:		
	➢ where the public transport route is difficult, involving two or more changes, and the use of a pool car or private vehicle is not possible or practical due to parking problems.		

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	➢ where heavy luggage is to be transported.
	➢ occasions where tight travel connections or savings in operational time or are more important than financial savings.
	➢ where there are safety implications for lone travellers at night and/or in locations with which they are largely unfamiliar (it is recommended that licensed taxis are used rather than minicabs).
	Payment receipts must be provided. Any gratuity element will not be reimbursed.
	Taxi hire contracts are in place at Great Glen House, therefore taxis to or from this location should be booked via the admin team. This facility should be used by all employees and board members for official travel that is to be undertaken by taxi when they are visiting the above location.
	You should always ensure that you can reach your destination using public transport. If public transport is unavailable for your destination and you anticipate that your taxi fare will be in excess of £25, please contact your line manager prior to your making the journey, giving justification for the additional expenditure.
3.5	**Travel by Air**
	Air travel is, in most domestic travel situations, the least preferred option due to environmental and financial impacts. All cases for air travel will be carefully scrutinised.
	The use of air travel between mainland Scottish airports is not permitted, unless this is part of a longer journey (e.g. to an island or foreign destination) or where there are no viable alternatives to air travel.
	Air travel to other UK airports should be avoided and only be used where effective train travel is not available or where part of a longer journey (e.g. to an island or foreign destination) where there are no viable alternatives to air travel.
	Employees or board members who wish to travel by air to other UK airports must produce written justification to their line manager to obtain authorisation, prior to booking travel.
	In all cases, prior authorisation for air travel must be obtained. Board members must obtain prior approval from the Ceannard or Head of Finance to who delegated authority has been given.
3.5.1	**Class of Air Travel to Be Used**
	All travel should be economy/tourist class (or equivalent), unless there are exceptional reasons.
3.5.2	**Incentive Schemes**

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	With the exception of access to special departure lounges or booking arrangements, benefits (e.g. air miles or equivalents), earned through BnG financed travel should only be used for further travel on BnG business or foregone.
	Inducements to accept delayed departures should not be accepted by individuals, because operational travel time should not be extended unnecessarily. Exceptionally, where it is reasonable to accept a delayed departure, any cash or other incentive offered should be used for further travel on BnG business or foregone.
	Any points which would otherwise be foregone may be donated to a charity nominated by the carrier.
4	**Definition of Official Travel**
	Official travel means travel that is necessary to deliver BnG's business objectives, including business meetings, site visits or training. If you are unsure, please speak to your line manager. Attending an internal interview is also classed official travel.
4.1	**Employees Based in BnG Offices**
	Official travel will normally commence and end at your permanent workplace / office base as detailed in your contract of employment. If you are travelling between your home and a temporary workplace, claim the lesser of either:
	• The distance travelled between home and the temporary workplace; or
	• The shortest distance between your permanent workplace and the temporary workplace.
	Expenses cannot be claimed when travel to another work location is undertaken as a matter of personal choice, rather than as a necessary requirement of your BnG role.
4.2	**Formal Homeworkers**
	Formal designated homeworkers (i.e employees whose base is their home) will be able to claim Travel & Subsistence (T&S) from home to their destination.
4.3	**Greening and Carbon Management**
	BnG actively encourages all of us, our partners and everyone we work with to deliver practical, sustainable steps towards a low carbon society. Please consult BnG environmental policy and BnG Action Plan 2020/21 for ideas as to how you can do this.
5	**Pool and Hire Cars**
	The person named on the vehicle booking is responsible for the payment of any parking fine incurred whilst the vehicle is booked out to them.

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	If it is not possible or practical to undertake a journey by public transport, the next option is the use of an SNH pool vehicle or a hire vehicle.
	If you who wish to drive a pool car or hire car, you must ensure that you are fit to do so.
	If at any time there is a change to the status of your driving license it is your responsibility to email your line manager immediately, and where you drive SNH pool cars, you must also advise the SNH Fleet Management Team accordingly.
	Under no circumstances should claimants use SNH pool cars or officially hired vehicles for private use, as this has implications for tax liabilities.
6	**Private Vehicles**
	You are responsible for the payment of any parking fines incurred whilst driving for work purposes.
	Where a pool or hire car is unavailable or would not be practical and if the return trip is agreed by your line manager, you may use a private vehicle. For example, claimants with a disability that prevents them from using either public transport or an official vehicle may claim standard mileage rate (SMR) for all official travel, providing that the vehicle ownership and insurance requirements are met.
	In these circumstances, a clear detailed justification as to why you have used your private car and then claimed SMR is to be entered into expenses claim for your line manager's approval. If it is found that there is no clear justification for claiming SMR, the claim will be restricted to public transport equivalent (PTE) or public transport rate (PTR) or rejected by your line manager.
	You are required to attach your insurance cover in PeopleHR after each renewal; this will be verified by your line manager annually, on or by 30 September. Should you not have the correct insurance cover you will not be able to claim any reimbursement of mileage until you provide evidence you have obtained the cover.
	This check is important to ensure that claims are in compliance with the standard conditions required for payment of mileage allowances, and for the protection of claimants. The insurance declaration form to be used for this purpose can be found at Annex A**.**
	The following conditions must be met when using a private vehicle:
	➢ The journey must be recognised as one for which the use of the private vehicle on official business is appropriate and the hierarchy of transport has been followed.
	➢ The vehicle used for official travel must be owned, or hired, by the claimant or the claimant's spouse/partner
	➢ The claimant must possess a comprehensive motor insurance policy fit for business use.

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	➢ Where public transport could have been used, the mileage claim should be restricted to the public transport equivalent (PTE) of a Standard Class fare.		
	➢ The insurance declaration form is completed and stored appropriately.		
6.1	**Use of Private Vehicles Where Claimant is Not Driving or is Not Present**		
	Mileage can be claimed at either SMR or PTR in line with the hierarchy of travel, when the claimant's own car is used on official business to convey and/or collect the claimant but is driven by another person. Mileage for return legs of journeys to convey or collect the claimant *(e.g. to or from a train station, airport etc.)* where the claimant is not present in the car may also be claimed.		
6.2	**Public Transport Rate (PTR)**		
	Mileage Rates	**Amount**	**Taxable**
	Public Transport Rate (PTR):	**28p** per mile	N
	The following conditions must be met where PTR is claimed:		
	➢ The journey must be recognised as one which is necessary for the purposes of official BnG business but could not be undertaken by public transport or pool car.		
	➢ Where public transport could have been used, the mileage claim should be restricted to the public transport equivalent (PTE) of a standard class fare.		
	Passenger supplements can also be claimed.		
	Parking or garaging fees may usually only be claimed when claiming PTR but not PTE. Unless the total cost, including the mileage allowance, is within the ceiling of the PTE fare or where substantial savings in operational time would justify payment.		
6.3	**Standard Mileage Rates (SMR)**		
	Mileage Rates	**Amount**	**Taxable**
	Standard Mileage Rates (SMR):	**45p** per mile (up to 10,000 miles) **25p** per mile (over 10,000 miles) – lower Standard Mileage Rate	N

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	The following conditions must be met where SMR is claimed:
	• The journey must be recognised as one for which the use of the private vehicle on official business is appropriate and the hierarchy of transport has been followed.
	• The journey should not exceed 80 miles. Where journeys exceed 80 miles, pool or hire cars should be used. Where this is not possible, you must seek authorisation for the use of a private vehicle from your line manager.
	Passenger supplements can also be claimed (see 6.4).
	Parking fees may be claimed. Overnight parking fees will only be met if the period qualifies for night subsistence allowance. Payment receipts must be provided.
	Claimants who have reached their annual 10,000 mile threshold (on total mileage claimed) should restrict any claims for PTR to the lower standard mileage rate of 25p per mile as per HMRC guidance. Failure to do so may result in a personal tax liability arising for which BnG is not responsible.
6.4	**Passenger Supplement**

	Mileage Rates	Amount	Taxable
	Passenger Supplement:	**5p** per passenger, per mile **5p** per additional passenger, per mile	N

	Passenger supplement can be claimed where a private car is used on official business at either PTR or SMR and official passengers are carried.
	Payment for each passenger is restricted to the distance that would have been travelled if the passenger's journey had started and finished at their permanent workplace or if less, the distance necessarily travelled. The names of official passengers, including those who are not BnG employee but are present for official reasons, should be stated on the claim.
6.5	**Travel by Private Motorcycle**

	Mileage Rates	Amount	Taxable
	Motor Cycle rate:	**24p** per mile for all engine sizes	N

	The following conditions must be met where the motorcycle rate is claimed:
	• The motorcycle must be owned, or hired, by the claimant or the claimant's spouse or partner.
	• The claimant must possess a motor insurance policy for business use.
	• The journey must be recognised as one for which the use of the motorcycle on official business is appropriate.
	There is no limit to the mileage claimable for motorcycle mileage.

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	Parking fees may also be claimed. Overnight parking fees will only be met if the period qualifies for night subsistence allowance. Payment receipts must be provided.
6.6	**Emergencies**
	In the case of an emergency, claimants can make their own arrangements and claim reasonable reimbursement for the actual costs incurred in the circumstances.
7	**Meals and Accommodation**
	Reimbursement will be made for legitimate expenses on meals and accommodation, as a result of being required to travel away from your normal base on official business.
	Expenditure on alcoholic beverages will not be reimbursed.
7.1	**Subsistence**

	Subsistence Type	Amount	Receipts	Taxable
	Subsistence:	**Rate A** Payment receipts up to **£8.00** (over 5 hours, less than 10 hours)	Y	N
		Rate B Payment receipts up to **£15.00** (over 10 hours)		
		Rate C Payment receipts up to **£25.00** (over 15 hours)		

	Day subsistence rates may be claimed when:
	• You spend a period in excess of 5 hours working more than 5 miles away from your permanent workplace.
	• Exceptional day subsistence may be claimed within the 5-mile limit (e.g. at an exhibition where the person cannot leave the premises, but a meal is not provided free of charge).
	Consecutive Day Visits to Another Location
	Claimants who make consecutive day visits to the same location may claim day subsistence for a maximum of 30 working days. In calculating this period, they should:
	a) disregard any days on which the visit does not attract day subsistence and
	b) start a fresh period after a break of more than 10 working days.
7.2	**Attending Official Engagements – Working Lunches/Dinners**

	Subsistence Type	Amount	Receipts	Taxable

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	Official Engagement – Working Lunches **Working Dinners**	Payment receipts up to **£15.00** Payment receipts up to **£30.00**	Y	N
	You can claim official engagement lunches/dinner subsistence when you are required to attend lunch or dinner as an official representative of BnG and which involves restaurant costs.			
	These rates will apply irrespective of whether an overnight absence is involved.			
	Where these rates will not provide adequate reimbursement, prior approval of the full claim should be obtained from your line manager. You should also inform your Head of Finance.			
	If you intend to claim for the purchase of food or soft drinks for someone else, please consult the BnG hospitality policy beforehand.			
	Staying Overnight versus Returning to Base			
	Where claimants attend a temporary work location on two consecutive days, or more, **they may claim the lesser of either:**			
	a) The cost of daily travelling to that location			
	Or			
	b) The cost of one return journey plus night subsistence at the temporary work location.			
	The higher amount may only be claimed where this is clearly justified e.g. due to journey time, length of working day, start and finish times etc. Personal safety is of paramount importance and decisions regarding whether an overnight stay is justified must take due account of this, e.g. due to travelling at night, travelling when tired, or travelling in unfamiliar locations.			
7.3	**Overnight Accommodation**			
	As public servants our T&S claims are closely examined by auditors and HMRC during inspections.			
	In exceptional circumstances, when accommodation cannot be found within the normal rates, prior approval must be obtained from Head of Finance.			
	Where accommodation has been booked and you are no longer able to stay for whatever reason, you must let the administration team know as soon as possible so that a refund can be requested.			
	Meal claims should be restricted to the normal limits, unless exceptionally, employee or board members are expected to attend an evening meal connected to the meeting they are attending and where this would mean that they would be out of pocket. Therefore, actual expenditure within reasonable limits may be met. The reason for claiming any 'actual' expenditure should be clearly stated on the claim and receipts provided.			
7.4	**Bed & Breakfast Accommodation**			

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	Subsistence Type	Max Amount	Receipts	Taxable
	Bed & Breakfast:	Payment receipts up to **£120** (excluding London)	Y	N
		Payment receipts up to **£145** London	Y	N
	Rates are payable when you incur expenditure on sleeping accommodation within hotel, self-catering, guest house, hostel or B&B accommodation as a result of an overnight absence on official business.			
	The B&B rate can only be claimed on provision of receipts for the accommodation used.			
	The Personal Incidental Expense (see 7.7) allowance may also be claimed.			
7.5	**Staying in Commercial Campsites**			
	Subsistence Type	**Amount**	**Receipts**	**Taxable**
	Night Subsistence Commercial Campsites	Payment receipts up to **£30**	Y	N
	If you choose to stay in Commercial Campsites you can claim the associated night subsistence. In up to a 24-hour period of absence, this amount is intended to cover the cost of:			
	• Meals;			
	• Travel between the temporary sleeping accommodation and the temporary workplace.			
	• Any small contribution needed for the accommodation.			
	This amount is the maximum Revenue & Customs will permit as a non-taxable allowance.			
	The Personal Incidental Expense (see 7.7) allowance can also be claimed.			
	Employee staying in tents and huts may also claim a hard-lying allowance.			
	Other meal allowances may not be claimed in addition to the staying in Campsite rate.			
7.6	**Friends and Family Flat Subsistence Rate**			
	Subsistence Rate	**Amount**	**Receipts**	**Taxable**
	Staying with Friends: Subsistence Type	**£37.40** This allowance will be paid through	N	Y

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		payroll. BnG will cover tax and NI costs		
		Amount	**Receipts**	**Taxable**
	Personal Incidental Expenses (PIE): (payable on all overnight stays)	**£5 per night** Includes bottles of water, coffee etc.	N	N
	If you choose to stay with Friends & Family, you can claim the Rate C allowance as detailed in 7.1			
	When this rate is claimed an address must be given.			
	This allowance is a taxable benefit; however, BnG will pay the taxable element of the allowance.			
	This allowance must be claimed via the form for staying with friends.			
	You can claim the cost of travel to stay with friends or relatives (who may live a distance away) providing that the cost of the travel, does not exceed that, otherwise, of them staying in commercial accommodation closer to the temporary workplace. A receipt must be provided in support of any claim.			
	Other meal allowances may not be claimed in addition to the flat rate.			
7.7	**Personal Incidental Expenses (PIE)**			
		Amount	**Receipts**	**Taxable**
	Personal Incidental Expenses (PIE): (payable on all overnight stays)	**£5 per night** Includes bottles of water, coffee etc.	N	N
	It is recognised that you may incur costs as a result of staying away from home overnight. You can claim a personal incidental expenses (PIE) allowance towards miscellaneous out of pocket expenses such as telephone calls home, coffee, bottled water, etc.			
8	**Interview Expenses**			
	Interview expenses for employees applying to BnG posts, should be claimed through your expenses claim. Payment receipts must be provided.			
	This allowance is a taxable benefit. However, BnG will pay the taxable element of the allowance, so you are not out of pocket.			
9	**How to Claim**			
	All claimants will complete their expenses claims via the normal expense claim forms.			
	All receipts must be attached to the form to which the expense claim relates.			

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	Once your line manager approves the claim it will be automatically processed within 5 working days.
	Claims should be submitted within 30 days of incurred expenditure to enable appropriate accounting practice and prompt payment.
10	**Advance of expenses**
	You can claim full reimbursement of expenses prior to your travel date by completing a claim and submitting the relevant receipts, to avoid being out of pocket. In the event you do not travel and receive a refund for the cancellation, you must notify the finance administrator as soon as is practical to discuss and arrange repayment.
11	**Roles and Responsibilities**
	You are expected to:
	• consider whether travel is necessary, ensuring greening issues within the BnG environmental policy have been taken into account, alongside other factors such as best use of official time and the alternatives available such as video/teleconferencing etc.
	• keep your manager informed of your business travel plans – discuss and agree business travel and likely associated costs in prior to your travel, with your manager (where possible).
	• make sure your health and safety is not compromised in the course of official business.
	• ensure that the means of T&S represents best value.
	• make sure you are aware of the up to date expenses and rates limits.
	• only claim expenses which are necessary and additional to your normal daily expenditure.
	• be aware of restrictions on signing up to incentive schemes or collecting loyalty points as set out in the policy.
	make claims timeously and be aware of the end of the tax year deadline.
	• travel standard/economy class.
	• provide relevant receipts when submitting expenses claims.
	• be aware of the associated policy and guidance on travel at work, including:
	➢ Lone Working ➢ Environmental
	Your responsibilities as a manager/budget holder

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	You are expected to:
	• Ensure your team understands and complies with the relevant policies.
	• Ensure the health and safety of your team, including work life balance, is a key factor when planning and monitoring work and travel requirements in your team.
	• Ensure spending on business travel expenses are appropriate, cost effective and properly controlled.
	• Ensure that the best value route and method of transport is used. Also ensure that the employee has considered other means of doing business (i.e. video conference, conference calling) before approving the travel.
	• Discuss and agree business travel and likely associated T&S costs with your employee prior to them travelling (where possible).
	• Make sure travel is standard/economy class.
	• Plan for T&S expenditure within your budget and monitor this during the year.
	• Ensure local T&S arrangements are consistent with delegated authority and delegated practices with teams or Activity or Area Teams. If their line manager is unavailable, then someone at least one grade above their own would be able to approve the requirement.
	• Confirm a claims factual accuracy. If the claim is inaccurate you must reject the claim and send it back to the member of employee for correction or verification.
	Finance Responsibilities
	Finance have responsibility for:
	• Keeping abreast and informing of changes to HMRC regulations.
	• Processing claims accurately.
	• Ensuring regular audits of expenses claims are conducted and reporting their findings to employees and management.
12	**Consequences of Non-Compliance**
	All employees, board members and claimants are responsible for their expenses claimed, and any false claims may result in a formal disciplinary process being followed.
	Where a more expensive means of travel has been used without clear justification, this will be queried with the claimant and the claim restricted as appropriate. If the

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	claimant consistently appears to make inappropriate claims, formal action may be appropriate.

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Annex A – Annual Insurance Declaration Form	
Bòrd na Gàidhlig wishes to help protect its claimants from the risks of facing personal financial liabilities should they be involved in an incident while travelling in their own private vehicle on official business. The insurance requirements for using private vehicles on official business are detailed within the Personal & Legislative and Insurance Requirements section of the T & S guidance. To help ensure that employee and board members are adequately covered it is a requirement that this form is completed by all claimants at least annually.	
Name: ……	Location: …… ……
Grade: ……	
Management Unit: ……	
I may require to claim mileage expenses over the forthcoming year. I may be using:	
Motor Vehicle(s), Registration Number(s): ……	
Motor Cycle(s), Registration Number(s): ……	
I hereby confirm that the above mentioned is/are the property of either myself or my spouse/long term partner and as such, the running costs of it/them are borne by my household.	
I further confirm that I have checked my current insurance policy(s) in relation to the above, against the conditions detailed in the Personal & Legislative and Insurance Requirements section of the T&S guidance which must be met for claiming the applicable mileage rates. I confirm that the policies fully meet all of the requirements that would permit me to claim Bòrd na Gàidhlig's Mileage rates.	
I will notify my line manager immediately should my policy(ies) change in any way which affects the accuracy of this statement. I will not use my private car or motorcycle for Bòrd na Gàidhlig business travel if my insurance policy does not comply with the terms detailed in the T & S Guidance.	
Signed: ……	
Dated: ……	

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Annex C – summary of subsistence rate maxima (to be dded when rates are agreed)

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A' freagairt ri	A' Chomataidh Poileasaidh is Ghoireasan
Ceann-latha na Coinneimh	21/04/2020
Àite:	Air-loidhne
Nì a' Chlàir-ghnothaich	7.0

Tiotal a' Phàipeir	Plana Obrach na Comataidh Poileasaidh is Ghoireasan	
Moladh do Bhuill	Airson Fiosrachadh	
Neach labhairt:	Shona NicIllinnein, Ceannard	
Cùrsa Riaghlachais airson na h-Aithris	**Ceann-latha na Coinneimh**	**Seòrsachadh na h-Aithris**
Sgioba-stiùiridh	13/08/2020	Airson fiosrachadh
Pàipear-taice air a cheangal ris	Tha- Eàrr-ràdh A – Plana Obrach na Comataidh Poileasaidh is Ghoireasan	

1.0	**Adhbhar**
1.1	'S e adhbhar na h-aithisge seo plana obrach a thoirt dhan a' Chomataidh Poileasaidh is Ghoireasan a tha a' mìneachadh nam prìomh nithean air am feum a' Chomataidh beachdachadh mar phàirt den chlàr-obrach aice airson na bliadhna.
2.0	**Cùl-fhiosrachadh**
3.0	**Prìomh Aithris/Fiosrachadh**
3.1	Tha e cudromach gum bi plana obrach aig a' Chomataidh Poileasaidh is Ghoireasan airson na bliadhna air thòiseach. Thèid sùil a chumail air a' phlana obrach tron bhliadhna.
4.0	**Moladh**
4.1	Thathar ag iarraidh air a' Chomataidh Poileasaidh is Ghoireasan toirt fa near air a' phlana obrach an cois seo.
5.0	**Prìomh Bhuaidhean Ro-innleachdach**
5.1	**Buaidhean air Ionmhas**
	Chan eil buaidh ionmhasail dhìreach sam bith aig an aithisg seo.
5.2	**Buaidhean air Luchd-obrach**
	Chan eil buaidh dhìreach sam bith aig an aithisg seo air an fheachd-obrach.
5.3	**Buaidhean air Trèanadh**
	Chan eil buaidh dhìreach sam bith aig an aithisg seo air trèanadh.
5.4	**Ceanglaichean ri Amasan Ro-innleachadh agus Corporra**
	Tha am plana-obrach a' cur ris an amas chorporra gun cùm Bòrd na Gàidhlig air Gàidhlig air a' leasachadh nan dòighean-obrach aige.
5.5	**Ceanglaichean ri Frèam-obrach Coileanaidh Nàiseanta**
	Tha deagh dhòigh obrach a cur ri adhbhar am fream-obrach a thaobh a bhi a' cur fòcas air a bhith a' cruthachadh dùthaich nas soirbheachail le cothroman do dh'Alba air fad soirbheachadh tro bhith a' cur ri sunnd, agus ri fàs eaconamach seasmhach agus in-ghabhalach. Tha seo gu h-àraidh a' cur ris am buil nàiseanta air Còraichean Daonna le càileachd nan seirbheisean poblach agus gum bi seirbheisean poblach a' dèiligeadh ri daoine le urram agus spèis.
5.6	**Buaidhean air Cliù**
	Chan eil buaidh dhìreach sam bith aig an aithisg seo air cliù na buidhne.
5.7	**Buaidhean air Slàinte is Sàbhailteachd**
	Chan eil buaidh dhìreach sam bith aig an aithisg seo air Slàinte is Sàbhailteachd.
5.8	**Buaidhean Laghail**
	Chan eil buaidh laghail dhìreach sam bith aig an aithisg seo.
5.9	**Buaidhean air Co-ionannan** Chan eil buaidh sam bith a bharrachd aig an aithisg seo air co-ionannachd.

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A' CHOMATAIDH POILEASAIDH IS GHOIREASAN

Plana Obrach 2020/21 (10/08/2020)

	MÌOS	Gear 2020	Màrt 2020	Gibl 2020	Cèit 2020	Ògmh 2020	Iuch 2020	Lùn 2020	Sult 2020	Dàmh 2020	Samh 2020	Dùbh 2020	Faoi 2021	Gear 2021
Ceann-latha Coinneamh na Comataidh				**21/04**		**09/06**		**24/08**		**27/10**				**02/02**
A h-uile Coinneamh Puingean Stèidhichte	Cùisean Tòiseachaidh / Fàilte													
	Geàrr-chunntas na Coinneimh mu Dheireadh													
	Clàr Ghnìomhan													
	Sùil air a' Phlana Obrach			√		√		√		√				√
Deagh Riaghladh	Poileasaidhean Daonna			√		√		√		√				√
	Suirbhidh luchd-obrach									√				
	Ro-Innleachd ICT					√		√						
	Ùrachadh Bun-Riaghailtean na Comataidh			√										√
	Dàta daonna			√										
	Slàinte is Sàbhailteachd			√										
	Aithisg Bhliadhnail							√						
	Sgrùdadh Ràitheil den Phlana Gnìomh 2020/21			√		√		√		√				√
Ionmhas	Aithisg Ràitheil air Ionmhas			√		√		√		√				√
	Tabhartasan eadar £15,000 agus £39,999			√		√		√		√				√
	Plana ionmhais meadhan-ùine			√										√
	Buidseat bliadhnail							√						√
Cleachdadh	Planaichean Gàidhlig			√		√				√				√
	Amasan Àrd-ìre			√		√				√				√
	Adhartas nam prìomh bhuidhnean lìbhrigidh													√
	Molaidhean taic-airgid nam prìomh bhuidhnean													√
	Adhartas le cuir an gnìomh nam planaichean					√								
Ionnsachadh	Àireamhan foghlam – clann is inbhich									√				
	Àireamhan luchd-teagaisg ùra			√		√								
	Adhartas air ro-innleachd foghlaim àrd-sgoile			√						√				√
	Adhartas air a' Trusadh agus a' Glèidheadh luchd-teagaisg			√										√
Puingean Ad Hoc	Buaidh bho thaic BnG air obair òigridh			√		√								