BÒRD NA GÀIDHLIG

Coinneamh a' Bhùird-stiùiridh		**Board Meeting**	
Diciadain 15/12/2022 09.30-11.20		**Wednesday 15/12/2022 09.30-11.20**	
Air loidhne tro MS Teams		**Online via MS Teams**	
CLÀR-GNOTHAICH		**AGENDA**	
1.0	**SEISEAN FOSGAILTE**	**OPEN SESSION**	
1.1	Fàilte bhon Chathraiche	Welcome	
1.2	Leisgeulan	Apologies	
1.3	A' nochdadh chom-pàirtean *Bu chòir do Bhuill com-pàirt ionmhasail no neo-ionmhasail a th' aca ann an cùis sam bith air am bithear a' beachdachadh a chlàradh, le bhith a' comharrachadh na puinge buntainnich agus an t-seòrsa com-pàirt a th' aca*	Declarations of interest *Members should declare any financial and non-financial interest they have in the items of business for consideration, identifying the relevant agenda item, and the nature of their interest*	
2.0	**IONMHAS**	**FINANCE**	
2.1	**Airson Fiosrachadh*** Aithisg Ionmhais gu 30/09/2022 *Nicola Pearson, Ceann an Ionmhais & Chùisean Corporra*	**For Information*** Finance Report to 30/09/2022 *Nicola Pearson, Head of Finance & Corporate Affairs*	**d. 1**
3.0	**PLANA CORPORRA IS COILEANADH**	**CORPORATE PLAN AND PERFORMANCE**	
3.1	**Airson Fiosrachadh*** PCCan 2022/23 - Sgrùdadh *Iain Mac a' Mhaoilein, Stiùiriche Leasachaidh*	**For Information*** KPIs 2022/23 – Monitoring *Iain MacMillan, Director of Development*	**d. 4**
3.2	**Ri Aontachadh** Prionnsabalan a' Phlana Corporra 2023-28 *Shona NicIllinnein, Ceannard*	**For Decision** Principles of Corporate Plan 2023-2028 *Shona MacLennan, Ceannard*	**d. 8**
3.3	**Airson Fiosrachadh*** Plana Nàiseanta na Gàidhlig 2023-28 *Shona NicIllinnein, Ceannard* *Iain Mac a' Mhaoilein, Stiùiriche Leasachaidh*	**For Information*** National Gaelic Language Plan 2023-28 *Shona MacLennan, Ceannard* *Iain MacMillan, Director of Development*	**d. 11**
3.4	**Airson Fiosrachadh*** Adhartas nas Luaithe – Aithisg Labhairteach *Jim Whannel, Stiùiriche Foghlam na Gàidhlig*	**For Information*** Faster Rate of Progress - Verbal Report *Jim Whannel, Director of Gaelic Education*	
4.0	**RIANACHD MHÌ-CHINNTEAN**	**RISK MANAGEMENT**	
4.1	**Ri Aontachadh** Clàr mhì-chinntean Ro-innleachdail PT1 Clàr mhì-chinntean ro-innleachdail *Nicola Pearson, Ceann an Ionmhais is Chùisean Corporra*	**For Decision** Strategic Risk Register PT1 Strategic risk register *Nicola Pearson, Head of Finance & Corporate Affairs*	**d. 14**
5.0	**CORPORRA**	**CORPORATE**	
5.1	**Ri Aontachadh** Gnàth-riaghailtean a' Bhùird-stiùiridh *Shona NicIllinnein, Ceannard*	**For Decision** Board Standing Orders *Shona MacLennan, Ceannard*	**d. 18**
5.2	**Ri Aontachadh** Pròg̀ram coinneamhan a' Bhùird-stiùiridh 2023/24 *Nicola Pearson, Ceann an Ionmhais is Chùisean Corporra*	**For Decision** Board Meeting Schedule 2023/24 *Nicola Pearson, Head of Finance & Corporate Affairs*	**d. 38**
5.3	**Ri Aontachadh** Plana-obrach a' Bhùird-stiùiridh PT1 Plana-obrach a' Bhùird-stiùiridh 22/23 *Shona NicIllinnein, Ceannard*	**For Decision** Board Workplan PT1 Board workplan 22/23 *Shona MacLennan, Ceannard*	**d. 41**
6.0	**GISBE**	**AOCB**	
	TAISBEANADH AIR SPEAKGAELIC *MG ALBA*	**PRESENTATION ON SPEAKGAELIC** *MG ALBA*	**10.50-11.20**

Pàipearan Fiosrachaidh

- Tha pàipearan '*Airson Fiosrachadh'* airson toirt-fa-near agus chan eil ùine deasbaid no còmhraidh air a chur 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-gnothaich.
- Bidh cothrom aig Buill deasbad iarraidh air pàipearan '*Airson Fiosrachadh'* air nach eil rionnag * le bhith a' leigeil fios do Chathraiche a' Bhùird-stiùiridh co-dhiù latha ron choinneimh.
- Far a bheil ceistean aig Buill co-cheangailte ri leithid clàr-ghnìomhan, poileasaidhean, planaichean no cùisean ionmhais a th' anns na pàipearan, thathar gam brosnachadh gus na ceistean sin a chur air 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 air na Buill gu lèir gus am bi an aon thuigse an uair sin aig a h-uile neach.

For Information Papers

- 'For Information' papers are for noting and time for debate or discussion is not allocated in the agenda.
- Where there is an opportunity to debate and discuss 'For Information' papers, these papers will be marked with an asterisk * on the agenda.
- Members will have the opportunity to request a discussion on unstarred 'For Information' papers * by notifying the Chair of the Board at least one day in advance of the meeting.
- Where Members have questions related to items such as agendas, policies, plans, or financial matters contained in the papers, they are encouraged to email these questions to oifis@gaidhlig.scot at least two working days in advance of the meeting. The administrative team will forward that question to the appropriate officer for an answer, and in the interests of fairness, the answer will be circulated to all Members so that everyone has the same understanding

For	Board Meeting
Date of Meeting	15/12/2022
Location:	Online
Item on Agenda	2.1

Paper Title	Finance Report to 30th September 2022	
Recommendation	For Information *	
Spokesperson	Nicola Pearson, Head of Finance and Corporate Affairs	
Governance Route	**Date of Meeting**	**Decision**
Policy and Resources Committee Sgioba Stiuiridh	01/11/2022 02/08/2022	For information For information
Appendices:	PT1 – Finance Report	

1.0	**Purpose**
1.1	To give information to the Board on the financial position as at 30th September 2022. The paper is in English as it is presented by the Head of Finance and Corporate Affairs.
2.0	**Background**
2.1	Bòrd na Gàidhlig has a total budget of £5,779k for the financial year 2022/23. This is the baseline Grant in Aid (GiA) of £5,179k plus additional GiA for this year of £500k and £100k for Commun nam Parant from the Corra Foundation. The adjusted high level income and expenditure budgets are detailed below: **Income:** **£m** Grant-in-aid 5.679 Other income (CnaP) 0.100 **Total** **5.779** **Expenditure:** **£m** Development 3.845 Running Costs 1.934 **Total** **5.779**
3.0	**Main Points**
3.1	At the half year point, total spend was £19k behind budget. This was the result of a development cost over spend of c£124k offset by a £142k underspend in running costs. The Scottish Government granted approval to carry forward the 2021/22 cash underspend with the condition that this was utilised in the first quarter of the year and spent on the Gaelic development schemes. The initial funding to these groups was paid out in May and pushed the spend ahead of the approved Using Gaelic budget figure.

	There is an underspend against the budget for salaries as the pay award for this financial year has yet to be agreed and applied, and there are a few short term vacancies that we have been unable to recruit into.
4.0	**Recommendation**
4.1	Members are requested to consider the report and note the information.
5.0	**Main Strategic Impacts**
5.1	**Impact on Finance**
	As described above.
5.2	**Impact on Staff**
	n/a.
5.3	**Impact on Training**
	n/a
5.4	**Links to Strategic and Corporate Aims**
	This paper supports the Board in fulfilling the aims for the year.
5.5	**Ceanglaichean ri Frèam-obrach Coileanaidh Nàiseanta/ Links to the National Performance Framework**
	n/a
5.6	**Buaidhean air Cliù/Impacts on Reputation**
	It is important the BnG continues to demonstrate effective management of its finances.
5.7	**Buaidhean air Slàinte is Sàbhailteachd/Impacts on Health and Safety**
	n/a
5.8	**Buaidhean Laghail/Legal Impacts**
	n/a
5.9	**Buaidhean air Co-ionannas/Impacts on Equality**
	n/a
5.10	**Buaidhean air Àrainneachd/Impacts on the Environment**
	n/a

Finance report (against strategic priorities and full year forecast) – 30th September 2022

30 September 2022

		QUARTER 1			YTD			FULL YEAR FORECAST					
		BUDGET	ACTUAL	VAR	BUDGET	ACTUAL	VAR	BUDGET	YTD	COMMITTED	EAU	TOTAL	VAR
FUNDING	Opening Available Budget	0	154,877	(154,877)	0	154,877	(154,877)	0	154,877	0	0	154,877	(154,877)
	Grant In Aid	1,389,000	1,389,000	0	2,629,000	2,629,000	0	5,679,000	2,629,000	0	0	5,679,000	0
	Funding From External Bodies	25,000	25,000	0	50,000	50,000	0	100,000	50,000	0	0	100,000	0
	Reclaimed Funding	0	11,000	(11,000)	0	23,000	(23,000)	0	23,000	0	0	23,000	(23,000)
	AVAILABLE BUDGET	**1,414,000**	**1,579,877**	**165,877**	**2,679,000**	**2,856,877**	**177,877**	**5,779,000**	**2,856,877**	**0**	**0**	**5,956,877**	**177,877**
EXPENDITURE	Using Gaelic	377,000	619,000	(242,000)	670,275	970,358	(300,083)	1,839,180	970,358	874,014	149,685	2,017,057	(177,877)
	Learning Gaelic	324,000	237,000	87,000	758,928	587,449	171,479	1,665,320	587,449	877,491	200,379	1,665,320	0
	Promoting Gaelic	145,000	127,000	18,000	201,891	197,154	4,736	340,500	197,154	124,520	18,826	340,500	0
	DEVELOPMENT SPEND	**846,000**	**983,000**	**(137,000)**	**1,631,094**	**1,754,962**	**(123,868)**	**3,845,000**	**1,754,962**	**1,876,025**	**368,890**	**4,022,878**	**(177,877)**
	Salaries	371,064	285,824	85,240	733,626	584,933	148,693	1,467,247	584,933	680,112	0	1,265,045	202,202
	Other Costs	90,800	94,176	(3,376)	194,713	200,930	(6,217)	466,753	200,930	70,831	397,194	668,955	(202,202)
	RUNNING COSTS	**461,864**	**380,000**	**81,864**	**928,339**	**785,863**	**142,476**	**1,934,000**	**785,863**	**750,943**	**397,194**	**1,934,000**	**0**
	TOTAL SPEND	**1,307,864**	**1,363,000**	**(55,136)**	**2,559,433**	**2,540,825**	**18,608**	**5,779,000**	**2,540,825**	**2,626,968**	**766,084**	**5,956,878**	**(177,877)**
	BUDGET CARRIED FORWARD	**106,136**	**216,877**	**110,741**	**119,567**	**316,052**	**196,485**						**0**

**Committed funds are those that have had approval, purchase order raised and contract sent to client.*

***EAU – expected additional utilisation – funds allocated to a specific project but approval, purchase order and contract not yet in place.*

Seisean Fosgailte
Cuspair 3.1

A' freagairt ri	Coinneamh a' Bhùird-stiùiridh
Ceann-latha na Coinneimh	15/12/2022
Àite:	Air-loidhne
Nì a' Chlàir-ghnothaich	3.1

Tiotal a' Phàipeir	Prìomh Chomharran Coileanaidh - Adhartas 2022/23
Moladh do Bhuill	Airson Fiosrachadh*
Neach labhairt:	Iain Mac a' Mhaoilein, Stiùiriche Leasachaidh

Cùrsa Riaghlachais airson na h-Aithris	**Ceann-latha na Coinneimh**	**Seòrsachadh na h-Aithris**
Sgioba-stiùiridh Comataidh Poileasaidh is Ghoireasan	11/10/22 01/11/22	Airson Aontachadh Airson Fiosrachadh
Pàipear-taice air a cheangal ris	Chan eil	

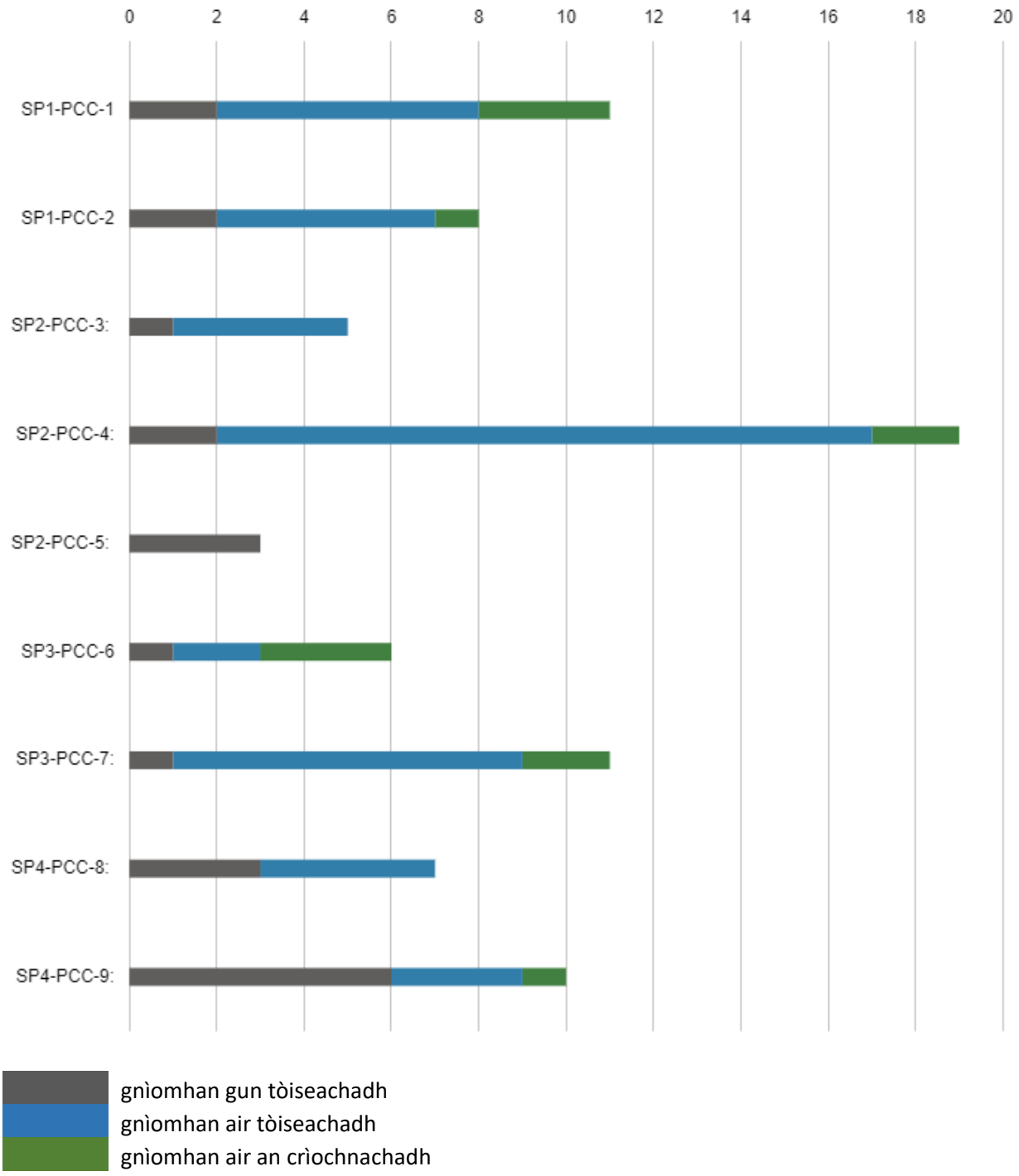
1.0	**Adhbhar**
1.1	Airson fiosrachadh air an adhartas a tha air a dhèanamh air na Prìomh Chomharran Coileanaidh a chaidh aontachadh aig coinneamh a' Bhùird-stiùiridh air 02/03/2022 mar phàirt dhen Phlana Gnìomh.
2.0	**Cùl-fhiosrachadh**
2.1	Aig coinneamh a' Bhùird-stiùiridh anns a' Mhàirt 2022 chaidh aontachadh ri dòigh-obrach ùr airson aire a' Bhùird-stiùiridh a chumail air adhartas air a' Phlana Gnìomh le fòcas nas ro-innleachdail air na Prìomh Chomharran Coileanaidh (PCC)
3.0	**Prìomh Aithris/Fiosrachadh**
3.1	Tha naoi Prìomh Chomharran Coileanaidh (PCC) airson na buidhne sa phlana; tha iad uile co-cheangailte ris a' Phlana Chorporra airson 2018-2023 agus chaidh measadh a dhèanamh air adhartas airson an t-seisein leis an sgioba san Dùbhlachd.
3.2	Tha na prìomhachasan mar a leanas sa chlàr gu h-ìosal:

Iomradh	Prìomh Chomharran Coileanaidh (PCC)	Na Prìomh Slatan-tomhais	Adhartas	
PCC – 1	**Barrachd chothroman do dhaoine na sgilean Gàidhlig aca a chleachdadh**	**ag obair le 70 buidhnean poblach air cruthachadh, a' cur an gnìomh agus a' measadh phlanaichean Gàidhlig**	**Tha sinn ag obair an dràsta le 66 Buidhnean le dùil gum bi sinn air an àireamh 70 a ruigsinn ro dheireadh na bliadhna**	
PCC – 2	**Bidh barrachd dhaoine ag aontachadh ris an abairt, "Tha a' Ghàidhlig a' dèanamh diofar nam bheatha."**	**cùmhnantan ioma-bhliadhna ann airson nam prìomh buidhnean lìbhrigidh Gàidhlig**	**Chaidh lèirmheas a dhèanamh agus tha am Bòrd-stiùiridh air aontachadh clàr-ama airson nan atharrachaidhean a chur an sàs**	
PCC – 3	**Barrachd taic do sholar sna Tràth-bhliadhnaichean**	**Maoineachadh air a thoirt do sholar tràth-bhliadhnaichean tron**	**Sgeama thabhartasan tràth-bhliadhnaichean air a lìbhrigeadh**	

		Ghàidhlig		
PCC – 4	**Barrachd chothroman do dhaoine na sgilean Gàidhlig aca a thoirt air adhart**	**Stiùireadh Reachdail airson Foghlam Gàidhlig air ùrachadh**	**Bidh seo a' tachairt às dèidh na Nollaig**	
PCC – 5	**Bidh barrachd dhaoine ag aontachadh ris an abairt, "Tha mi air na sgilean Gàidhlig agam a thoirt air adhart."**	**Goireasan B1 agus B2 SpeakGaelic air ullachadh**	**Tha MG ALBA agus SMO air tòiseachadh air na goireasan seo ullachadh le dùil a bhith deiseil Samhradh 2023.**	
PCC – 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**	**Plana Nàiseanta ùr air aontachadh ro 31 Am Màrt 2023**	**Tha am Bòrd-stiùiridh air am Plana aontachadh agus a chur air adhart chun an Riaghaltais**	
PCC – 7	**Bidh barrachd dhaoine ag aontachadh ris an abairt, "Tha a' Ghàidhlig cudromach do dh'Alba."**	**Aithisg 'Thuirt sibh, rinn sinne' air fhoillseachadh às a' cho-chomhairleachadh air PCN#4**	**Tha dreach dhen aithisg seo deiseil ach cha bhi cothrom a foillseachadh gus am bi am Plana Nàiseanta air aontachadh leis a' Riaghaltas.**	
PCC – 8	**Bidh barrachd den luchd-obrach againn ag aontachadh ris an abairt, "Tha an obair agam aig Bòrd na Gàidhlig a' còrdadh rium agus tha i a' dèanamh diofar."**	**Plana Corporra ùr air a chruthachadh le ceangal dìreach ri Plana Nàiseanta na Gàidhlig#4 ri planadh agus gnìomhachd Bhòrd na Gàidhlig agus ris an luchd-obrach aige**	**Leis a' Phlana Nàiseanta air aontachadh leis a' Bhòrd-stiùiridh agus air a dhol gu Ministearan bidh an obair a tha seo a tòiseachadh**	
PCC - 9	**Bidh barrachd de ar luchd-ùidhe ag aontachadh ris an abairt, "Tha Bòrd na Gàidhlig a' coileanadh a dhleastanasan gu h-èifeachdach agus tha e a' cur taic ris an obair againne."**	**cruthaichidh sinn ro-innleachd luchd-ùidh le plana gnìomh a tha soilleir agus a ghabhas tomhas**	**Tha an obair a tha seo air tòiseachadh le dùil gum bi e crìochnaichte san Dùbhlachd.**	

3.3 Tha adhartas math air a bhith ann cuideachd air na gnìomhan a tha air an coileanadh anns a' Phlana Gnìomh aig ìre luchd-obrach agus tha an t-adhartas ri fhaicinn anns a' chlàr gu h-ìosal:

Seisean Fosgailte
Cuspair 3.1



Tha 80 gnìomhan mionaideach ceangailte ris na prìomh chomharran coileanaidh.
Tha 12 air an crìochnachadh, 47 air tòiseachadh agus 21 gun tòiseachadh. Aig an àm seo chan eil gnìomhan air dheireadh agus tha adhartas math ga dhèanamh air an obair.

4.0	**Moladh**
4.1	Tha an aithisg airson fiosrachadh agus gun toir buill fa-near dhan adhartas a tha air a dhèanamh air na gnìomhan dhen Phlana Gnìomh 2022/23
5.0	**Prìomh Bhuaidhean Ro-innleachdach**
5.1	**Buaidhean air Ionmhas**
	Bidh am plana gnìomh seo a' stiùireadh mar a thèid buidseat na buidhne a chleachdadh.
5.2	**Buaidhean air Luchd-obrach**
	Bidh seo a' toirt stiùir dhan sgioba air prìomhachasan airson 2022/23.
5.3	**Buaidhean air Trèanadh**

	Bidh trèanadh is leasachadh a dhìth a thaobh siostaman is pròiseactan gus am bi sinn comasach air an obair a lìbhrigeadh.			
5.4	**Ceanglaichean ri Amasan Ro-innleachail agus Corporra**			
	Tha am plana seo co-cheangailte ris na 4 prìomhachasan corporra aig BnG.			
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**			
	Bidh e nas fhasa a bhith a' mìneachadh nan targaidean aig BnG leis an stoidhle seo is bidh sin a' cur ri cliù na buidhne.			
5.7	**Buaidhean air Slàinte is Sàbhailteachd**			
	Cha bhi buaidh air slàinte is sàbhailteachd.			
5.8	**Buaidhean Laghail**			
	Cha bhi buaidh laghail ann.			
5.9	**Buaidhean air Co-ionannas**			
	Cha bhi buaidh air co-ionannas.			
5.10	**Buaidhean air an àrainneachd**			
	Cha bhi buaidh air an àrainneachd.			

Seisean Fosgailte
Cuspair 3.2

A' freagairt ri	Coinneamh a' Bhùird-stiùiridh
Ceann-latha na Coinneimh	15/12/2022
Àite:	Air-loidhne
Nì a' Chlàir-ghnothaich	3.2

Tiotal a' Phàipeir	Prionnsabalan a' Phlana Chorporra 2023-28	
Moladh do Bhuill	Ri Aontachadh	
Neach labhairt:	Shona NicIllinnein, Ceannard	
Cùrsa Riaghlachais airson na h-Aithris	**Ceann-latha na Coinneimh**	**Seòrsachadh na h-Aithris**
Sgioba-stiùiridh	30/11/22	Airson Aontachadh
Pàipear-taice air a cheangal ris	Chan eil	

1.0	**Adhbhar**
1.1	Tha obair ri dhèanamh gus an ath phlana corporra aig Bòrd na Gàidhlig ullachadh gus am bi e comasach dhan bhuidhinn Plana Corporra 2023-28 a chur air adhart do Mhinistearan na h-Alba airson aontachadh tràth an ath bhliadhna. Tha am pàipear seo a' moladh nam prionnsabalan air am bi am Plana Corporra stèidhichte.
2.0	**Cùl-fhiosrachadh**
2.1	Chaidh Plana Corporra 2018-23 fhoillseachadh sa Ghiblean 2018 agus tha e air a bhith mar fhrèama airson plana gnìomh gach bliadhna on uair sin. Bha am plana sin stèidhichte air ceithir amasan corporra, trì dhiubh stèidhichte air na trì amasan aig a' Phlana Nàiseanta – 's iad cleachdadh na Gàidhlig, ionnsachadh na Gàidhlig agus a' cur air adhart na Gàidhlig – agus an ceathramh amas mu leasachadh na buidhne fhèin.
2.2	Chaidh tòrr a leasachadh tron Phlana Corporra, le aithisgean air adhartas a' nochdadh sna h-aithisgean bliadhnail a thèid air beulaibh Pàrlamaid na h-Alba agus a thèid fhoillseachadh air ar làrach-lìn agus a thèid a sgaoileadh tro na meadhanan sòisealta aig BnG.
2.3	Mar a thachair leis a' phlana mu dheireadh, bidh am Frèam-obrach Coileanaidh Nàiseanta agus Plana Nàiseanta na Gàidhlig a' toirt stiùireadh dhan Phlana Chorporra.
3.0	**Prìomh Aithris/Fiosrachadh**
3.1	Ann am beachdachadh air dè bu chòir a bhith san ath Phlana Chorporra aig Bòrd na Gàidhlig, tha sinn a' moladh gun tèid na prionnsabalan a leanas a chleachdadh:
3.2	Frèama-obrach Coileanaidh Nàiseanta: Bidh ceangal làidir agus soilleir ris an Fhrèama-obrach Coileanaidh Nàiseanta. Tha dleastanas air gach buidheann phoblach ann an Alba dèanamh cinnteach gu bheil toraidhean na h-obrach aca a' cur ris an adhbhar, luachan agus builean nàiseanta. Tha an dleastanas seo air ainmeachadh san Aonta Frèama eadar Riaghaltas na h-Alba is Bòrd na Gàidhlig.
3.3	Plana Nàiseanta na Gàidhlig 2023-28 Bidh an ath Phlana Nàiseanta a' toirt stiùir làidir is soilleir dhan obair a thèid a choileanadh le Bòrd na Gàidhlig. Tha a' bhuidheann air a bhith ag obair gus an diofar eadar dleastanasan BnG agus

	dleastanasan aig buidhnean poblach agus buidhnean leasachaidh eile a shoilleireachadh agus bidh seo fhathast cudromach san ath phlana chorporra.
3.4	Bha dà amas air ainmeachadh mar phrìomhachasan san dreachd – Cleachdadh na Gàidhlig agus Ionnsachadh na Gàidhlig. Taobh a-staigh an dà amas sin, bha iomraidhean air roinnean eadar-dhealaichte agus bidh e cudromach gum bi am Plana Corporra soilleir air dè bhios BnG a' cur ris na leasachaidhean sin – agus dè nach urrainn dhan bhuidhinn dèanamh.
3.5	Toraidhean is Builean A-rithist, a' togail air na tha a' bhuidheann air ionnsachadh thairis air na bliadhnaichean a chaidh seachad, bidh am Plana Corporra a' cur fòcas air toraidhean is builean, seach *inputs* agus *outputs*. Bidh obair dhomhainn a dhìth gus breithneachadh air na builean ceart a thèid a thomhas ann an dòighean èifeachdaich ach gun a bhith a' cruthachadh tòrr obair a bharrachd. Bheir na toraidhean buaidh air na tha a' bhuidheann an dùil a nì buidhnean com-pàirtichean lìbhrigidh agus cuideachd air na h-amasan aig sgeamaichean taic-airgid a thèid a ruith leis a' bhuidhinn.
3.6	Buidseat is Luach an Airgid Tha teachdaireachdan làidir ann dhan t-saoghal phoblach nach bi tòrr airgead ri fhaighinn sna bliadhnaichean ri teachd. Mar sin, thèid am Plana a chruthachadh le amas gum bi barrachd maoineachadh ann airson leasachadh na Gàidhlig ach aig an aon àm gum bi e cudromach a bhith a' cur fòcas air luach an airgid agus a bhith a' measadh na ghabhas dèanamh le buidseatan gann. Bidh beachdachadh air dòighean-obrach nas èifeachdaiche a dhìth gus leasachaidhean a bharrachd a libhrigeadh le airgead poblach.
3.7	Co-theacsa: Co-chomhairleachadh Riaghaltas na h-Alba Tha Riaghaltas na h-Alba a' ruith co-chomhairleachadh air a' Ghàidhlig is Albais agus bidh Bile nan Cànanan Albannaich a' dol tro Pàrlamaid na h-Alba sna bliadhnaichean ri teachd. Tha e deatamach gum bi am Plana sùbailte gu leòr gus aire a thoirt do na teachdaireachdan a bhios a' tighinn às a' cho-chomhairleachadh seo. Cunntas-sluaigh 2022 Chan eil fios ann an-dràsta cuine thèid an aithisg air a' Ghàidhlig fhoillseachadh le Clàran Nàiseanta na h-Alba ach tha e cudromach gu bheil am Plana deiseil airson a bhith a' freagairt air na cothroman is na dùbhlan a dh'fhaodadh a bhith a' tighinn às a' Chunntas-sluaigh.
3.8	Mar a tha a' tachairt an-dràsta bidh am Plana Corporra a' toirt stiùireadh is ro-innleachd do dh'obair na buidhne is bidh plana gnìomh ann gach bliadhna, le fiosrachadh nas mionaidiche air ciamar a thèid am plana a chur an gnìomh.
4.0	**Moladh**
4.1	Thathar a' moladh gum bi: - na Buill a' bheachdachadh air na prionnsabalan seo; - a' dèanamh moladh airson prionnsabalan a bharrachd no atharrachaidhean eile; - na Buill a' toirt cead do dh'oifigearan an dreachd Phlana ullachadh agus a chur dhan ath choinneimh den Bhòrd-stiùiridh.
5.0	**Prìomh Bhuaidhean Ro-innleachdach**
5.1	**Buaidhean air Ionmhas**
	Bidh am plana gnìomh seo a' stiùireadh mar a thèid buidseat na buidhne a chleachdadh.
5.2	**Buaidhean air Luchd-obrach**
	Bidh seo a' toirt stiùir dhan sgioba air prìomhachasan airson 2023-28.
5.3	**Buaidhean air Trèanadh**

	Bidh trèanadh is leasachadh a dhìth a thaobh siostaman is pròiseactan gus am bi sinn comasach air an obair a lìbhrigeadh.			
5.4	**Ceanglaichean ri Amasan Ro-innleachdail agus Corporra**			
	Tha am plana seo co-cheangailte ris na 4 prìomhachasan corporra aig BnG.			
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**			
	Bidh e am Plana ùr a' cur ri cliù na buidhne leis gum bi e a' mìneachadh gu soilleir na tha BnG an dùil dèanamh, ciamar a thèid a dhèanamh agus dè na toraidhean a thig a-mach às an obair.			
5.7	**Buaidhean air Slàinte is Sàbhailteachd**			
	Cha bhi buaidh air slàinte is sàbhailteachd.			
5.8	**Buaidhean Laghail**			
	Bidh am Plana a' cur an gnìomh nan dleastanasan reachdail aig Bòrd na Gàidhlig.			
5.9	**Buaidhean air Co-ionannas**			
	Cha bhi buaidh air co-ionannas.			
5.10	**Buaidhean air an Àrainneachd**			
	Cha bhi buaidh air an àrainneachd.			

Seisean Fosgailte : Open Session
Cuspair 3.3

A' freagairt ri	Am Bòrd-stiùiridh
Ceann-latha na Coinneimh	15.12.2022
Àite:	Air-loidhne
Nì a' chlàr-ghnothaich	3.3

Tiotal a' Phàipeir	Plana Nàiseanta na Gàidhlig 2023-28	
Moladh do Bhuill	Airson fiosrachadh*	
Neach-labhairt:	Shona NicIllinnein, Ceannard	
Cùrsa Riaghlaidh airson na h-Aithris	**Ceann-latha na Coinneimh**	**Seòrsachadh na h-Aithris**
Sgioba-stiùiridh	29/11/2022	Airson fiosrachadh
Pàipear-taice air a cheangal ris	Chan eil	

1	**Adhbhar**
1.1	Airson fiosrachadh às ùr a thoirt do na Buill air adhartas le Plana Nàiseanta na Gàidhlig 2023-28.
2.	**Cùl-fhiosrachadh**
2.1	Fo Achd na Gàidhlig (Alba) 2005, tha dleastanas air Bòrd na Gàidhlig Plana Nàiseanta na Gàidhlig (PNG) fhoillseachadh co-dhiù gach 5-bliadhna. Chaidh am fear a th' ann an-dràsta fhoillseachadh anns a' Mhàrt 2018 agus feumar an ath fhear fhoillseachadh tràth sa bhliadhna 2023.
2.2	Feumaidh Bòrd na Gàidhlig am PNG a sgrìobhadh agus an uair sin a chur gu Ministearan na h-Alba airson aonta.
2.3	Chaidh a' chiad dreachd air beulaibh a' Bhùird-stiùiridh air 15 Dùbhlachd 2021 agus chaidh aontachadh airson a dhol a-mach gu co-chomhairleachadh poblach.
2.4	Às dèidh co-chomhairleachadh air leth soirbheachail a ruith, thàinig barrachd is 250 freagairtean a-steach. Am measg nan coinneamhan a chaidh a chumail, bha an Cathraiche, an Stiùiriche Foghlaim is an Stiùiriche Leasachaidh aig Comataidh Foghlam, Clann is Òigridh Pàrlamaid na h-Alba. Choilean seo dleastanas fo Achd na Gàidhlig (Alba) 2005, earann 2 (3) (a).
2.5	Bha a' mhòr-chuid a' moladh an dreachd, is chaidh brath-naidheachd fhoillseachadh leis na toraidhean tòiseachail.
3.	**Prìomh Aithris/Fiosrachadh**
3.1	Chaidh an dreachd mu dheireadh gu coinneamh a' Bhùird-stiùiridh air 22.09.2022 far an do dh'aontaich am Bòrd-stiùiridh ris, le molaidhean nach robh susbainteach air an cur ris agus chaidh e air adhart do Mhinistearan na h-Alba ro dheireadh na Sultain 2022.
3.2	'S e fear de na PCCan aig BnG am-bliadhna gun tèid aithisg 'Thuirt sibh, rinn sinne' fhoillseachadh nuair a bhios aonta ann air a' Phlana. A bharrachd air an aithisg seo, thèid

	aithisg air Measadh Buaidh Coimhearsnachdan Eileanach agus Measadh Buaidh Co-Ionannachd fhoillseachadh.
3.3	San fhreagairt air co-chomhairleachadh Riaghaltas na h-Alba air a' Ghàidhlig is Albais, rinn BnG moladh nach tèid stad a chur air siostam plana nàiseanta airson na Gàidhlig leis gu bheil e a' toirt seachad stiùireadh agus ro-innleachd, gu sònraichte do bhuidhnean poblach air na tha a dhìth gus àireamhan luchd-labhairt agus cleachdadh na Gàidhlig a leudachadh.
3.4	Cuideachd, bha moladh ann gum biodh an dleastanas airson Plana Nàiseanta ullachadh air a chumail le Bòrd na Gàidhlig.
3.5	Bidh na h-ath cheumannan a thaobh a' Phlana Nàiseanta a rèir co-dhùnaidhean Ministearan na h-Alba ach thathar an dùil gun tèid plana ùr fhoillseachadh as t-Earrach 2023.
4.	**Moladh**
4.1	Gum bi Buill a' Bhùird-stiùiridh a' toirt fa-near dhan fhiosrachadh anns a' phàipear seo.
5.	**Prìomh Bhuaidhean Ro-innleachdach**
5.1	**Buaidhean air Ionmhas**
	Tha na cosgaisean airson na h-obrach seo uile taobh a-staigh buidseat na bliadhna.
5.2	**Buaidhean air Luchd-obrach**
	'S e fear de na dleastanasan as cudromaiche a th' air Bòrd na Gàidhlig a bhith a' sgrìobhadh Plana Nàiseanta na Gàidhlig agus tha oifigearan air a bhith ag obair air seo is bidh airson nam mìosan a tha romhainn.
5.3	**Buaidhean air Trèanadh**
	Chan eil aig an ìre seo ach tha e cudromach gum bi trèanadh ann dhan sgioba far a bheil sin a dhìth tron phròiseas seo.
5.4	**Ceanglaichean ri Amasan Ro-innleachdail agus Corporra**
	Leis gu bheil an dleastanas seo air Bòrd na Gàidhlig fo sgèith Achd na Gàidhlig (Alba) 2005, 's e pròiseact deatamach a th' ann gus an Achd seo a chur an gnìomh. Ann am Plana Corporra 2018-23 tha sinn a' cantainn gur e fear de na prìomh dhleastanasan air Bòrd na Gàidhlig a bhith "Ag ullachadh a' Phlana Cànain Nàiseanta Ghàidhlig agus a' co-òrdanachadh coileanadh a' Phlana sin." Bidh aig Bòrd na Gàidhlig ri Plana Corporra 2023-28 ullachadh, le ceanglaichean làidir ri PNG 2023-28 airson sealltainn mar a bhios sinn a' cur a' Phlana Nàiseanta ùir an gnìomh.
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**
	Mar fhear de na prìomh dhleastanasan air Bòrd na Gàidhlig fo sgèith Achd na Gàidhlig (Alba) 2005 tha e cudromach airson cliù na buidhne gun ullaich sinn PNG 2023-28 a tha a' gabhail a-steach nam prìomhachasan aig luchd-labhairt na Gàidhlig agus a bhios a' toirt stiùir soilleir do leasachadh a' chànain thairis air na bliadhnaichean ri thighinn. Tha e cudromach cuideachd gum bi sinn a' coileanadh an dleastanais seo a rèir a' chlàir-ama a tha stèidhichte anns an Achd.
5.7	**Buaidhean air Slàinte is Sàbhailteachd**
	Chan eil gin ann.
5.8	**Buaidhean Laghail**
	Tha dleastanas reachdail air Bòrd na Gàidhlig fo sgèith Achd na Gàidhlig (Alba) 2005 gus Plana Nàiseanta na Gàidhlig ullachadh.
5.9	**Buaidhean air Co-ionannachd**
	Chaidh measadh a dhèanamh air a' bhuaidh air co-ionannachd aig an dreachd a chaidh dhan Bhòrd-stiùiridh.
5.10	**Buaidhean air an Àrainneachd**
	Cha bhi buaidh air an àrainneachd.

Seisean Fosgailte : Open Session
Cuspair 4.1

For	Board Meeting
Date of Meeting	06/10/2022
Location:	Online
Item on Agenda	4.1

Title	Risk Management	
Request	For Decision	
Spokesperson	Nicola Pearson, Head of Finance and Corporate Affairs	
Governance route for the report	**Date**	**Type of Treatment**
Audit and Assurance Committee Leadership Team	15.11.2022 03.11.2022	For Approval For Approval
Appendices	PT1 – Strategic Risk Register	

1.0	**Purpose**
1.1	The paper presents the strategic risk register. This was reviewed and considered by the Leadership Team on 3rd November 2022 and approved by the Audit and Assurance Committee at their meeting on the 15th November 2022. The paper is in English as it is presented by the Head of Finance and Corporate Affairs and will be reviewed by the internal and external auditors as part of their audit work.
2.0	**Background**
2.1	n/a
3.0	**Main points**
3.1	The strategic risk register has been redesigned to aid understanding of the key risks facing the organisation and to allow members to see the unmitigated risk rating, the mitigation and actions proposed and the revised risk rating. **Risk Register Highlights:**

Risk ↑	Risk ↓	Other
• *1.1* ***12 up to 16*** *Insufficient support for the language.* • *1.2* ***12 up to 16*** *Economic conditions*	• *3.1* ***12 down to 9*** *Opportunities for learning not provided* • *4.1* ***16 down to 12*** *Financial concerns*	• *Addition of an assessment of current unmitigated risk rating*

	The changes noted above have all been incorporated into the register after their approval at the Audit & Assurance Committee.
4.0	**Recommendation**
4.1	The Board are requested to: - Discuss the register - Make recommendations for changes as viewed appropriate; and - Approve the register.
5.0	**Key Strategic Impacts**
5.1	**Impact on Finance**
	No direct impact but ensures that financial risks are considered by the organisation.
5.2	**Impact on Staff**
	The strategic risk register has an impact on the work that staff deliver in terms of ameliorating risks to the organisation or utilising opportunities.
5.3	**Impact on Training**
	Apart from increasing staff understanding of the issues raised by the risk register, there is no direct impact.
5.4	**Links to Corporate Aims**
	The register contributes to the corporate aim that BnG continues to develop how it works, and to the achievement of the three other corporate aims.
5.5	**Links to the National Performance Framework**

OUR PURPOSE	**OUR VALUES**
To focus on creating a more successful country with opportunities for all of Scotland to flourish through increased wellbeing, and sustainable and inclusive economic growth	We are a society which treats all our people with kindness, dignity and compassion, respects the rule of law, and acts in an open and transparent way

NATIONAL OUTCOMES			
Human Rights	☐	Children & Young People	☐
Culture	☐	Communities	☐
Environment	☐	Poverty	☐
Health	☐	International	☐
Learning	☐	Economy	☐
Successful innovative businesses	☒		

5.6	**Impact on Reputation**
	Managing risk has a significant impact on the organisation. The regular review of the strategic risk registers ensure the organisation focuses on this.
5.7	**Impact on Health and Safety**
	n/a
5.8	**Legal Impact**
	n/a
5.9	**Impact on Equality**
	n/a
5.10	**Impact on Environment**
	n/a

STRATEGIC RISK REGISTER

	Ref	Description	Consequence	Mitigation	Unmitigated risk rating	Actions: tolerate/ treat/ transfer/ terminate/ take the opportunity	Movement	Current rating	Risk owner	Date reviewed
More people using and benefitting from Gaelic at work, home and in community	1.1	Insufficient support to address decline of Gaelic in island and rural areas	Opportunities for intergenerational transmission and usage are lost	Ensuring that BnG advises Ministers and other stakeholders on how to address this issue	20	**Treat:** Include Gaelic language in development of policies and contribute to public consultations. **Take the Opportunity:** Support initiatives aimed at retaining and attracting people to Gaelic speaking communities inluding encourage organisations to see current home-working as an opportunity for young people to live in the islands. Use existing consultations and particularly for NGLP#4 to engage further with traditional communities. Continue to emphasise the messages of the current National Plan on the impact of socio-economic issues.	↑	16	Ceannard	Oct-22
	1.2	Challenging economic conditions	Reduced funding for public bodies will result in less spending on Gaelic	Cooperating with public bodies to encourage maintainance of support for Gaelic	20	**Treat:** Make the case for Gaelic as an economic asset. Develop Gaelic Plans which progress essential priorities Use Gaelic Plans to encourage public bodies to normalise Gaelic spending in key areas such as education **Take the Opportunity:** Continue to make the case that was made at CoHI that Gaelic be part of its work. Continue working on the Faster Rate of Progress delivery and explore expansion opportunities. Use positive results from SSAS and number of adult learners to emphasise support and demand for Gaelic Maximise the positive messages on adult learning and the economy. Contribute to short-life working group on economy and Gaelic.	↑	16	Ceannard	Oct-22
Opportunities to develop Gaelic skills at any age increased and more accessible	2.1	As consequence of budgetary pressures-LAs do not prioritise extending Gaelic Education.	Number of children with Gaelic skills is insufficient to maintain speaker numbers	Ensuring that there is enough people and financial resources to meet demand	25	**Transfer:** Working with local authorities to support their work to ensure that staff are available where they are needed. Working with colleges, universities, and training providers to ensure that their courses are delivering enough staff to meet demand. Providing professional advice and support for the teacher recruitment workstream in Faster Rate of Progress. **Treat:** Continuing support for LAs on Gaelic Plan commitments and through engagement with national networks (GLAN, ADES etc.) **Take the Opportunity:** Use the work underway to review the implementation of the Statutory Guidance to increase understanding of it and its use. Provide advice for the development of the SG Programme for Government commitments for education.	↔	16	Director of Gaelic Education	Nov-22
	2.2	Local authorities unwilling to grow Gaelic Education	Number of children with Gaelic skills is insufficient to maintain speaker numbers	Making the case (financial, economic and educational) for Gaelic education.	20	**Treat:** Working with Scottish Government and local authorities to ensure there is robust supporting information for a strong case. Continuing support for LAs on Gaelic Plan commitments and through engagement with national networks (GLAN, ADES etc.) and the developing work with the Gaelic teacher recruitment officer e.g. projects such as Dèandiofar. In addition, working with a variety of LAs on developing GME services Statutory Guidance. **Take the opportunity:** Continue to promote the positive news about research into bilingualism. Provide advice for the development of the SG commitments for education for inclusion as part of the national consultation on Gaelic which opened in Aug '22.	↔	12	Director of Gaelic Education	Nov-22
	2.3	Opportunities to learn Gaelic are not provided. (GME, GLE and adult learning.)	People do not feel confident in their Gaelic skills, leading to reduced use	Ensuring that Gaelic education remains a choice. Ensuring that all children starting Gaelic education can follow it through to secondary level. Ensuring that all adults who aim to develop their Gaelic skills have the opportunity to do so.	15	**Transfer:** Continuing support for LAs on Gaelic Plan commitments and through engagement with national networks (GLAN, ADES, GLAD etc.) Education team have agreed education priorities with planning team which are now impacting upon planning assessments. Continuing partnership work with LearnGaelic, SpeakGaelic and national organisations such as Education Scotland and the SQA. Dialogue with local authorities to ensure that as many young people as possible who learn Gaelic at primary school can continue this at secondary school. Maximise the opportunities for GME in Professor Muir report. Ensure that there is strategic lead to ensure that learning resources are in place to fulfil needs and ambitions. **Take the Opportunity:** Work with all partners to promote access to online resources for all stages and types of learning needs and support resource expansion to ensure continued growth on online learning for all types of learning needs, particularly SpeakGaelic. Make use of data provided by LearnGaelic and SpeakGaelic.	↓	12	Director of Gaelic Education	Nov-22

STRATEGIC RISK REGISTER

	Ref	Description	Consequence	Mitigation	Unmitigated risk rating	Actions: tolerate/ treat/ transfer/ terminate/ take an opportunity	Movement	Current rating	Risk owner	Date reviewed
More people in Scotland positive about Gaelic	3.1	Gaelic does not maintain a positive image	People less inclined to be involved with or learn the language	Promote widely the positive messages from Scottish Social Attitudes Survey. Ensuring the success of Gaelic in Scotland's towns and cities is highlighted. Highlighting the value of the language to traditional Gaelic-speaking communities. Countering negative messages and misinformation.	12	**Treat:** Having an active communication strategy to publicise the successes and counter misinformation. **Transfer:** Encourage others to maximise good news stories about Gaelic **Take the Opportunity:** Continue to promote the statistics from Duolingo, LearnGaelic, SpeakGaelic and online activities. Provide leadership on the interdependence of all Gaelic communities and the importance of collaboration and mutual support.	↔	9	Ceannard	Nov-22
	3.2	Politicisation of the language	More difficult to maintain support for the language at national and particularly local authority levels	Continuing dialogue with all political parties on a non-partisan basis.	16	**Take the Opportunity:** Continue communication with MSPs who are involved with and supportive of Gaelic to support national developments using SSAS results and growth in learning.	↔	12	Ceannard	Oct-22
	3.3	Gaelic not seen as important	Public and political support for Gaelic eroded	Normalising Gaelic within Scottish life	16	**Treat:** Emphasise the social and economic worth of Gaelic to the whole of Scotland. **Take the Opportunity:** Use the very positive results from the Scottish Social Attitudes Survey and YoungScot's survey to strengthen Gaelic's positive image.	↔	12	Ceannard	Oct-22
Developing how BnaG works	4.1	Financial concerns leading to reducing public funds and greater need for financial interventions leading to static or reduced public funding for Gaelic.	Reduction in the level of Gaelic activity being undertaken leading to a decline in its use, learning and visibility	Programme of awareness raising and messaging that in order to achieve ambitions for Gaelic,a positive outcome from the Strategic Spending Review is critical to growth of Gaelic.	20	**Take the opportunity:** Provide key messages on the opportunities and challenges for Gaelic and support SG to deliver its Programme for Government commitments for Gaelic; including normalising Gaelic within other commitments.	↓	16	Ceannard	Oct-22
	4.2	Insufficient staff capacity	Bòrd na Gàidhlig is unable to fulfil its commitments and staff morale and productivity is reduced.	Business case for more staff. Increased number of posts established and filled	20	**Treat:** Continue to make a business case to Scottish Government. Attention given in the workforce plan to ensure that enough staff resource is in place to successfully deliver GLPs and policy functions in the short and long term. Review organisational priorities and/or identify alternative routes to delivering functions. Ensure wellbeing is a priority for staff and board.	↔	16	Ceannard	Oct-22
	4.3	Reputation of the organisation	Negative aspects of reputation affect Bòrd na Gàidhlig's ability to deliver its role due to need to counter inaccurate information.	Communications Strategy to highlight Bòrd na Gàidhlig's role in promoting and funding Gaelic development	12	**Treat:** Ensuring organisations which receive funding publicly acknowledge BnG's contribution Continue to publish internal and external audit reports demonstrating effective governance **Take the Opportunity:** Use the results of stakeholder survey and new stakeholder strategy to strengthen positive reputation.	↔	8	Ceannard	Oct-22

Very High	Risk Score **20-25**	Unacceptable level of risk exposure that requires immediate mitigating action and monthly monitoring
High	Risk Score **12-19**	Unacceptable level of risk which requires controls to be put in place to reduce exposure and monthly monitoring
Medium	Risk Score **6-11**	Controls can be put in place or the risk accepted. Subjected to quarterly monitoring.
Low	Risk Score **1-5**	Acceptable level of risk subject to six monthly monitoring

Once a risk has been assessed it is necessary to determine the most appropriate response to managing it. There are five potential ways to manage risks. These are:
Tolerate - Accept the consequences of the risk should it occur. If the risk is tolerated no control measures require to be implemented and therefore the risk only requires to be monitored on quarterly basis.
Treat - Take action to reduce the probability and/or impact of the risk.
Transfer - Remove part of the risk to someone else
Terminate - Cease the action/activity that is causing the risk to occur if this is appropriate
Take an opportunity - Share the risk with a partner involved in the area of work.

A' freagairt ri	Am Bòrd-stiùiridh
Ceann-latha na Coinneimh	15.12.2022
Àite:	Air-loidhne
Nì a' Chlàir-ghnothaich	5.1

Tiotal a' Phàipeir	Gnàth-riaghailtean a' Bhùird-stiùiridh	
Moladh do Bhuill	Ri Aontachadh	
Neach labhairt:	Shona C NicIllinnein, Ceannard	
Cùrsa Riaghlachais airson na h-Aithris	**Ceann-latha na Coinneimh**	**Seòrsachadh na h-Aithris**
-	-	-
Pàipear-taice air a cheangal ris	Tha PT 1 – Gnàth-riaghailtean	

1.0	**Adhbhar**	
1.1	'S e as adhbhar don aithisg seo, cothrom a thoirt do Bhuill a' Bhùird-Stiùiridh beachdachadh air atharrachadh ann an Gnàth-riaghailtean a' Bhùird-stiùiridh, agus molaidhean a thoirt seachad ma tha atharraichean sam bith a dhìth gus cuideachadh le bhith a' dèanamh cinnteach gum bi siostaman-riaghlaidh èifeachdach ann fhathast	
2.0	**Cùl-fhiosrachadh**	
2.1	Bheachdaich am Bòrd-stiùiridh orra aig a' choinneimh san Ògmhios agus dh'iarr iad air oifigearan sùil eile a thoirt orra. Chaidh sin a dhèanamh agus tha iad a-nise a' tilleadh dhan Bhòrd-stiùiridh le moladh airson aonta.	
3.0	**Prìomh Aithris/Fiosrachadh**	
3.1	'S e sgioblachadh a th' anns a' mhòr chuid den obair a chaidh a dhèanamh. Tha aon mholadh ann – gun tèid na pàipearan a sgaoileadh 7, seach 10, làithean ro choinneamhan.	
4.0	**Moladh**	
4.1	Thathar ag iarraidh air Buill a' Bhùird-stiùiridh: • Beachdachadh air na Gnàth-riaghailtean agus molaidhean a thoirt seachad, ma tha atharraichean eile a dhìth; agus • an aonta a chur ris na Gnàth-riaghailtean.	
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**	
	Bidh buaidhean air dòighean-obrach sa bhuidhinn air sgàth seo.	
5.3	**Buaidhean air Trèanadh**	
	Tha buaidhean air trèanadh aig buill ùra is luchd-obrach.	
5.4	**Ceanglaichean ri Amasan Ro-innleachdail agus Corporra**	
	Tha na gnàth-riaghailtean a' cur ris an amas chorporra gun cùm Bòrd na Gàidhlig air a' leasachadh nan dòighean-obrach aige.	
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	'S e comann-sòisealta a th' annainn a tha a' dèiligeadh ri ar sluagh le caoimhneas,

	dh'Alba air fad soirbheachadh tro bhith a' cur ri sunnd, agus ri fàs eaconamach seasmhach agus in-ghabhalach		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 seo a' cur ri cliù na buidhne le a bhith nas fhosgailte.			
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**			
	Tha na gnàth-riaghailtean a' dèanamh cinnteach gum bi modh-obrach iomchaidh ann a rèir Achd na Gàidhlig, agus achdan eile a bhios a' bualadh air Bòrd na Gàidhlig.			
5.9	**Buaidhean air Co-ionannachd**			
	Chan eil buaidh sam bith a bharrachd aig an aithisg seo air co-ionannachd.			
5.10	**Buaidhean air an Àrainneachd**			
	Chan eil buaidh dhìreach sam bith air an àrainneachd.			

GNÀTH-RIAGHAILTEAN

AIRSON COINNEAMHAN FOIRMEIL

BÒRD-STIÙIRIDH BHÒRD NA GÀIDHLIG

STANDING ORDERS

FOR FORMAL MEETINGS OF

BÒRD NA GAIDHLIG'S BOARD

Air aontachadh le/Approved by: **Am Bòrd-stiùiridh – The Board**
Air aontachadh air/Approved on: **2021-09-08**
Ath-nuadhachadh a dhìth/Review due on: 06-2023
A' Ghàidhlig is Beurla co-ionnan: AMC

Clàr-innse/ Contents

Ro-ràdh	Preamble	3
Ballrachd a' Bhùird-stiùiridh	Board Membership	3
Cuòram	Quorum	4
Cleachdadh na Gàidhlig	Use of Gaelic	5
Tiomnadh chumhachdan	Delegation	5
Clàr nan Coinneamhan	Schedule of Meetings	5
Clàr-gnothaich agus Pàipearan a' Bhùird-stiùiridh	Board Agenda and Papers	6
Pàipearan a' Bhùird-stiùiridh ann an Seiseanan Dùinte	Board Papers dealt with in Closed Session	8
Òrdugh nan Gnothaichean	Order of Business	9
Làthaireachd aig coinneamhan	Attendance at Meetings	9
Ceistean a' Bhùird-stiùiridh	Board Questions	9
A' stiùireadh choinneamhan	Chairing of meetings	10
Co-dhùnaidhean a' Bhùird-stiùiridh	Board Decisions	11
A' bhòtadh	Voting	12
Co-dhùnaidhean air an cur dheth	Deferred Decisions	13
Comhairle dhan Bhòrd-stiùiridh	Advice to the Board	13
Clàr nan com-pàirtean - A' clàradh com-pàirt	Declarations of Interest - Making a Declaration	14
A' bhuaidh aig nochdadh com-pàirt	Effect of Declaration	14
Ceadan sònraichte	Dispensations	15
Geàrr-chunntasan a' Bhùird-stiùiridh	Board Minutes	15
A' cur bhall à dreuchd rè ùine	Suspension of Members	16
Dìomhaireachd	Confidentiality	17
Fiachanas pearsanta Buill a' Bhùird-stiùiridh	Personal liability of Board Members	17
A' cur stad sealach air no ag atharrachadh nan Gnàth-riaghailtean	Suspension and amendments of Standing Orders	18

	(Tha seo an sàs cuideachd airson coinneamhan Comataidh Bhòrd na Gàidhlig cuideachd mur a tèid an caochladh a ràdh ann am Bun-riaghailtean na Comataidh)	(Applies also to Bòrd na Gàidhlig's Committees unless stated otherwise in Committee Terms of Reference)
	Ro-ràdh	**Preamble**
1	Chaidh Bòrd na Gàidhlig a stèidheachadh gus dleastanasan Achd na Gàidhlig (Alba) 2005 ("An Achd") a choileanadh	Bòrd na Gàidhlig was established to carry out the functions stated in the Gaelic Language (Scotland) Act 2005 ("the Act").
2	Tha am pàipear seo a' mìneachadh nan dòighean-obrach mionaideach airson a bhith a' ruith choinneamhan Bòrd-stiùiridh Bhòrd na Gàidhlig. Tha na dòighean-obrach an seo an sàs airson coinneamhan Comataidhean a' Bhùird cuideachd mar a bhios iomchaidh, ach a-mhàin ma bhios Comataidh a' cur a ghnàth-riaghailtean fhèin air dòigh. Ma nithear seo, feumaidh iad a bhith air an aontachadh leis a' Bhòrd-stiùiridh.	This paper sets out the detailed procedures that apply to the conduct of meetings of Bòrd na Gàidhlig's Board. The procedures also apply to meetings of the Committees of the Board as appropriate unless a Committee adopts its own standing orders, in which case they must be endorsed by the Board.
3	Tha na Gnàth-Riaghailtean seo a bharrachd air na riatanasan a tha air am mìneachadh ann an Achd na Gàidhlig (Alba) 2005 agus na h-ullachaidhean anns na sgrìobhainnean a leanas: • Còd-giùlain airson Buill Bhòrd na Gàidhlig (2022) • Achd Inbhean Eiticeil sa Bheatha Phoblach is msaa (Alba) (2000) • Riaghailtean Fiosrachadh Àrainneachdail (Alba) (2004) • Achd Saorsa an Fhiosrachaidh (Alba) (2002) • Achd an Dìon Dàta (2018)	These Standing Orders are in addition to the requirements as set out in the Gaelic Language (Scotland) Act 2005 and the provisions set out in the following documents: • Code of Conduct for Members of Bòrd na Gàidhlig (2022) • The Ethical Standards in Public Life etc. (Scotland) Act (2000) • Environmental Information (Scotland) Regulations (2004) • The Freedom of Information (Scotland) Act (2002) • The Date Protection Act (2018)
4	Thèid Buill Bòrd-stiùiridh Bhòrd na Gàidhlig a chur an dreuchd leis a' Mhinistear air a bheil Uallach agus bi ballrachd gun a bhith nas lugha na 5, no nas motha na 11, buill àbhaisteach. Thèid aon bhall a bharrachd a thaghadh leis a' Mhinistear air a bheil Uallach airson a bhith na C(h)athraiche.	Bòrd na Gàidhlig's Board members are appointed by the Responsible Minister, and the Board will consist of no fewer than 5, nor more than 11, ordinary members. An additional member is appointed by the Responsible Minister to be the Cathraiche (Chair).
	Ballrachd a' Bhùird-stiùiridh	**Board Membership**
5	Nuair a bhios oifis a' Chathraiche bàn, feumaidh buill àbhaisteach cuideigin ainmeachadh airson a bhith ann an cathair a' Bhùird-stiùiridh gus an tèid cuideigin fhastadh fo fho-pharagraf (1)(b) de dh'Achd na Gàidhlig (Alba) 2005.	Where the office of Cathraiche is vacant, the ordinary members must elect from amongst themselves a person to chair the Board until an appointment is made under sub-paragraph (1)(b) of the Gaelic Language (Scotland) Act 2005.

Faodaidh an Cathraiche iar-chathraiche ainmeachadh bho bhuill a' bhùird-stiùiridh gus a bhith na c(h)athraiche mas e is nach urrainn dhan Chathraiche an dreuchd a choileanadh fad ùine ghoirid. 'S e dreuchd pro-tem a tha seo agus cha tèid e an àite an ullachaidh gu h-àrd.

The Cathraiche can nominate a vice-chair from amongst the board members to act as chair in the event that the Cathraiche is unable to carry out the role for a limited term. This is a pro-tem role and will not replace the provision above.

6 Tha buill Bhòrd-stiùiridh Bhòrd na Gàidhlig uile air an taghadh mar dhaoine fa leth agus chan ann mar riochdairean aig buidhnean. Tha cho fad 's a bhios neach nam ball air a mhìneachadh ann an litir fastaidh a' bhuill.

All Bòrd na Gàidhlig Board members are appointed on an individual basis and not as representatives of organisations. Duration of appointments is as set out in a member's letter of appointment.

Cuòram

7 Is e cuòram Bòrd-stiùiridh Bhòrd na Gàidhlig mòr-chuid de bhuill a' Bhùird a tha comasach air co-dhùnadh a dhèanamh is aig nach robh ris a' choinneamh fhàgail mar thoradh air com-pàirt a nochdadh, a' gabhail a-steach an neach a tha na c(h)athraiche air a' choinneimh. Cha tèid co-dhùnadh sam bith a dhèanamh aig coinneamh aig Bòrd-stiùiridh Bhòrd na Gàidhlig mur eil cuòram ann. Thèid na daoine a tha an làthair agus nach robh an làthair a chlàradh ann an geàrr-chunntas gach coinneimh.

Quorum

The quorum of Bòrd na Gàidhlig Board is a majority of members able to make the decision, having not been obliged to withdraw as a result of declaring an interest, including the person chairing the meeting. No decisions will be made at a meeting of Bòrd na Gàidhlig's Board unless a quorum is present. All attendances and absences will be recorded in the minutes of any meeting.

8 'S urrainn coinneamhan slàn a chumail air-loidhne no air a' fòn, tro ghairmean co-labhairt no co-labhairt bhidio agus thèid am fòrmat aontachadh leis a' Chathraiche.

Complete meetings can be held online or through telephone, conference call or video conference facilities and the format shall be decided by the Chair.

Anns na suidheachaidhean seo, bhiodh na Buill sin air am meas an làthair agus mar phàirt den chuòram airson na coinneimh sin cho fad 's gu bheil e comasach dhaibh pàirt a ghabhail ann an deasbadan (m.e. nach eil trioblaidean teicnigich a' cur bacadh orra). Anns a h-uile suidheachadh, bhiodh an t-ùghdarras deireannach aig a' Chathraiche agus bhiodh e an urra ris a' Bhall rabhadh iomchaidh a thoirt seachad agus an teicneòlas iomchaidh a bhith ri fhaighinn aig àite na coinneimh. Ma tha Ball, gun adhbhar reusanta, air a bhith neo-làthaireach bho choinneamhan Bòrd-stiùiridh Bhòrd na Gàidhlig airson ùine nas fhaide na 4 mìosan às dèidh a chèile no airson 3 coinneamhan às dèidh a chèile agus nach deach cead a thoirt seachad leis a' Chathraiche airson seo, bheir an Cathraiche comhairle dhan Mhinistear.

In these circumstances, Members would be deemed to be present and to constitute part of the quorum for the purposes of that meeting so long as they are able to participate in discussions (eg unaffected by technical problems). In all circumstances, the Cathraiche would have the final authority and would be dependent on the Member providing suitable notice and the availability of the appropriate technology at the meeting location. If a Member, without reasonable justification, has been absent from meetings of Bòrd na Gàidhlig's Board for a period longer than 4 consecutive months or for 3 consecutive meetings and has not been given leave by the Cathraiche, the Cathraiche will advise the Minister.

9 Faodar cuireadh a thoirt do bhuill Comataidhean nach eil nam buill de Bhòrd-stiùiridh Bhòrd na Gàidhlig, le toil a' Chathraiche, a bhith an làthair aig pàirt no aig làn choinneamh de Bhòrd-stiùiridh Bhòrd na Gàidhlig no taisbeanaidhean a thoirt seachad dhan Bhòrd-stiùiridh. Cha bhi còir bhòtaidh aca ge-tà.

Members of Committees who are not members of Bòrd na Gàidhlig's Board may, at the discretion of the Cathraiche, be invited to attend part or all of Bòrd na Gàidhlig Board meetings or to make presentations to Bòrd na Gàidhlig's Board. They will not however be entitled to vote.

Cleachdadh na Gàidhlig

10 Thèid na h-ullachaidhean uile aig coinneamhan a' Bhùird-stiùiridh agus a chomataidhean a chumail sa Ghàidhlig mura h-aontaich am Bòrd-stiùiridh an caochladh. Bidh Bòrd na Gàidhlig a' cur ullachaidhean iomchaidh air dòigh mar as trice airson a bhith ag eadar-theangachadh ghnothaichean dhan Bheurla agus cànanan sam bith eile a tha iad a' meas iomchaidh (ma tha e practaigeach gu teicnigeach a chur air dòigh) bho àm gu àm ann an coileanadh na h-obrach aige.

Use of Gaelic

All proceedings of meetings of the Board and its committees shall be carried on in Gaelic unless the Board agrees otherwise. Bòrd na Gàidhlig shall normally make available (if technically possible) appropriate arrangements for the translation of any proceedings into English and such other languages they may from time to time consider appropriate in the conduct of its business.

Tiomnadh cumhachdan

11 Dh'fhaodte gun tiomnaich Bòrd-stiùiridh Bhòrd na Gàidhlig cumhachdan do Chomataidhean a' Bhùird-stiùiridh, do bhuidhnean eile, no do dhaoine fa leth mar a bhios e a' meas iomchaidh. Co-dhùnaidh Bòrd-stiùiridh Bhòrd na Gàidhlig an raon-ùghdarrais, ullachaidhean a thaobh na Cathrach aig coinneamhan, ballrachd, ìre nan cumhachdan tiomnaichte, agus riaghailt sam bith eile a tha a' dol leis an tiomnadh chumhachdan. Mur a tèid an caochladh a chur an cèill, bidh Comataidhean, buidhnean agus daoine fa leth eile ag aithris gu dìreach gu Cathraiche Bhòrd na Gàidhlig.

Delegation

Bòrd na Gàidhlig's Board may delegate powers to Board Committees, other groups or individuals as it considers necessary. Bòrd na Gàidhlig's board shall decide the remit, Chair arrangements and membership, level of delegated authority, and any other rules which accompany the delegation. Unless otherwise directed, Committees, other groups and individuals will report direct to Bòrd na Gàidhlig's Cathraiche.

Clàr nan Coinneamhan

12 Mus tòisich a' bhliadhna, aontaichidh Bòrd-stiùiridh Bhòrd na Gàidhlig cinn-latha agus àiteachan airson nan coinneamhan aca airson na bliadhna air thoiseach. Ruithidh an clàr-ama bhon Ghiblean gus am Màrt le coinneamh ann timcheall air aon uair gach trì mìosan. Thèid an clàr-ama airson coinneamhan a' Bhùird-stiùiridh fhoillseachadh air làrach-lìn Bhòrd na Gàidhlig agus thèid an clàr-gnothaich agus na pàipearan a sgaoileadh do bhuill co-dhiù 10 làithean ro gach coinneimh (ach a-mhàin ma tha an Cathraiche den bheachd gum biodh e na b' fheàrr a bhith a'

Schedule of Meetings

Bòrd na Gàidhlig's Board will approve in advance of each calendar year, dates and venues for its meetings for the following year. The schedule will be from April to March with a meeting frequency of approximately once every three months. The forward schedule of Board meetings is published on Bòrd na Gàidhlig's website, and the agenda and papers will be issued to members at least 10 calendar days in advance of each meeting (unless a later circulation is considered preferential by the Cathraiche for one or all of the papers).

sgaoileadh fear de na pàipearan no na pàipearan uile nas fhaisg air latha na coinneimh).

13 Faodaidh an Cathraiche coinneamh shònraichte de Bhòrd-stiùiridh Bhòrd na Gàidhlig a chur air dòigh nuair a tha e coltach gum feumar beachdachadh air cuspair gu luath. Faodaidh Ball sam bith iarraidh gun tèid coinneamh shònraichte a chumail. Bidh an co-dhùnadh mu dheireadh am bu chòir seo a dhol air adhart leis a' Chathraiche, no mur eile iad ri fhaighinn, bho Chathraiche na Comataidh Sgrùdaidh agus Dearbhachd, a bhios cuideachd a' dearbhadh cò an luchd-obrach a bu chòir a bhith an làthair.

The Cathraiche may convene a special meeting of Bòrd na Gàidhlig's Board when it appears that an item of business requires urgent consideration. Any Member may request that a special meeting be convened. The final decision on whether this proceeds rests with the Cathraiche or, in their absence, the Chair of the Audit and Assurance Committee, who will also determine which members of staff should attend.

Clàr-gnothaich agus Pàipearan a' Bhùird-stiùiridh

14 Tha an clàr-gnothaich airson gach coinneamh de Bòrd-stiùiridh Bhòrd na Gàidhlig air ullachadh agus air aontachadh leis an Sgioba-stiùiridh airson a dhol air adhart dhan Chathraiche airson aonta. Thèid clàr-gnothaich a' Bhùird-stiùiridh a phostadh air làrach-lìn Bhòrd na Gàidhlig às aonais nì sam bith airson seisean dùinte, seachdain ro choinneimh a' Bhùird-stiùiridh. Dh'fhaodte gun atharraich nithean air a' chlàr ron choinneimh, agus nochdaidh atharrachaidhean air a' chlàr-ghnothaich air an làraich-lìn.

Board Agenda and Papers

The agenda for each Bòrd na Gàidhlig Board meeting is prepared and cleared by the Leadership Team for approval by the Cathraiche. The Board agenda is posted on Bòrd na Gàidhlig's website minus any closed session items, one week prior to the Board meeting. Agenda items may change prior to the meeting, with any changes reflected on the website agenda.

15 Bu chòir àiteachan agus amannan nan coinneamhan feuchainn ris na rudan a leanas a lùghdachadh (far a bheil sin reusanta):

- cosgaisean dìreach dhan sporan phoblach.
- an tìde a bheir e (agus mar sin cosgaisean neo-dhìreach) do na daoine a bhios a' gabhail pàirt sa choinneimh.
- a' bhuaidh a bheireadh e air lorg àrainneachdail Bhòrd na Gàidhlig, gu sònraichte an lorg càrboin aige.
- Bu chòir àiteachan agus amannan cuideachd ruigsinneachd dhan phoball a mheudachadh.

Timings and locations of meetings should seek to minimise (within reason) the following:

- the direct financial costs to the public purse.
- the time commitment (and so indirect financial cost) involved for all participants.
- the impact on Bòrd na Gàidhlig's environmental footprint, and in particular its carbon footprint.
- Timings and locations should also seek to maximise accessibility to the public.

16 Bidh Bòrd-stiùiridh Bhòrd na Gàidhlig ag amas air co-dhiù aon tadhal coimhearsnachd a chumail gach bliadhna. Thèid seo a thoirt fa-near air a' chlàr-ama airson coinneamhan ri teachd.

Bòrd na Gàidhlig's Board will aim to have at least one community visit a year. This will be noted on the forward schedule.

17	Thèid òrdugh nan nithean air clàr-gnothaich a' Bhùird-stiùiridh aontachadh leis a' Chathraiche/Ceannard agus bheir iad aire do na h-ullachaidhean siubhail airson luchd-obrach agus buill a tha an dùil a bhith an làthair cho fad 's a ghabhas seo dèanamh.	The running order of items on the Board agenda will be agreed with the Cathraiche/Ceannard and as far as possible will take into account the travel arrangements for staff and members who plan to attend.
18	Bidh an Sgioba-stiùiridh a' beachdachadh air agus ag aontachadh phàipearan dhan Bhòrd mus tèid an cur gu Bòrd-stiùiridh Bhòrd na Gàidhlig ach a-mhàin ma tha pròiseasan riaghlaidh eile an sàs.	Board papers are considered and approved by the Leadership Team prior to submission to Bòrd na Gàidhlig's Board unless other governance processes are in place.
19	Bidh sgioba rùnaireachd a' Bhùird-stiùiridh, gu h-eileagtronaigeach, a' cur ri chèile, a' sgaoileadh, agus far a bheil sin a dhìth, a sgrìobhadh phàipearan airson nan nithean a chaidh aontachadh airson Clàr na coinneimh, ach a-mhàin ma chaidh aontachadh le Cathraiche na coinneimh nach eil pàipear sam bith a dhìth.	The Board secretariat team will electronically collate, circulate and, where necessary, provide papers for the agreed Agenda items at a meeting, unless it has been previously agreed with the Chair of the meeting that no paper is required.
20	Thèid pàipearan a chur gu na daoine a tha gu bhith an làthair aig a' choinneimh gu h-eileagtronaigeach co-dhiù 10 latha ron choinneimh.	Papers will be electronically sent to the meeting attendees at least 10 days prior to the meeting.
21	Mur eil na pàipeirean deiseil airson sgaoileadh 10 làithean ron choinneimh, às dèidh co-chomhairle le Cathraiche na coinneimh agus leis a' Cheannard, dh'fhaodte gum post sgioba rianachd a' Bhùird-stiùiridh na pàipearan nas anmoiche, gun tèid am pàipear no na pàipearan a chur sìos aig a' choinneimh fhèin, no gun tèid an nì/na nithean a thoirt far Clàr-gnothaich na coinneimh. Dh'fhaodte nach tèid cumail ris na clàran-ama sin ma thèid coinneamhan sònraichte aontachadh le rabhadh goirid, ach thèid a h-uile oidhirp a dhèanamh gus pàipearan a chur a-mach ron choinneimh	If papers are not available for dispatch 10 days prior to the meeting, the Board secretariat team may, after consultation with the Chair of the meeting and the Ceannard, make a late posting, or table the paper(s) at the meeting, or withdraw the item(s) from the Agenda of the meeting. Occasions when these timescales may not be adhered to are if Special meetings are agreed at short notice, every attempt however will be made to dispatch papers in advance of the meeting
22	Faodar nithean air clàr-gnothaichean a bhith air an comharrachadh mar Fhosgailte, Dùinte no Prìobhaideach. Mar as trice, thèid coinneamhan a' Bhùird-stiùiridh a chumail ann an seisean Fosgailte. Ach dh'fhaodte gum bi nithean air a' chlàr a tha air an comharrachadh mar Dùinte no Prìobhaideach. Dh'fhaodte gun tèid nithean seisean Fosgailte a chumail gu poblach. Chan fhaod am poball a bhith an làthair aig nithean seisean Dùinte agus dh'fhaodte gum bi	Board meeting agenda items may be categorised Open, Closed or Private. Board meetings will normally be held in Open session. However, there may be agenda items categorised as Closed or Private. Open session items may be considered in public. Closed session items will exclude the public and may also have a range of executive representation. The Ceannard will attend both open and closed sessions unless absence is agreed with

farsaingeachd de dh'oifigearan air an riochdachadh cuideachd. Bidh an Ceannard an làthair an dà chuid aig seiseanan fosgailte agus dùinte ach a-mhàin ma thèid aontachadh leis a' Chathraiche nach bi i/e an làthair. Bidh buill a' Bhùird-stiùiridh a-mhàin an làthair airson seiseanan prìobhaideach agus far a bheil seo a dhìth, thèid ball a' Bhuird-stiùiridh ainmeachadh mar sgrìobhaiche.

the Chair. Private session items will be Board members only and where necessary, a Board member will be nominated as scribe.

23 Thèid an clàr foirmeil de choinneamh Bòrd-stiùiridh Bhòrd na Gàidhlig fhoillseachadh sa Ghàidhlig agus sa Bheurla, air làrach-lìn Bhòrd na Gàidhlig taobh a-staigh 8 seachdainean bhon choinneimh.

The formal record of Bòrd na Gàidhlig's Board meeting will be published, in Gaelic and English, on Bòrd na Gàidhlig's website within within 8 weeks of the meeting.

24 Faodaidh buill a' Bhùird-stiùiridh iarraidh gun tèid nì sam bith a dheasbad ann an seisean dùinte; thèid seo a dheasbad leis a' Chathraiche agus bidh e a rèir toil a' Chathraiche. Mas e is gun tèid nì a ghabhail ann an seisean dùinte, feumaidh adhbhar iomchaidh a bhith air a thoirt seachad air a shon. Cha tèid geàrr-chunntasan seiseanan dùinte fhoillseachadh air an làraich-lìn.

Board members are permitted to request any item to be discussed in closed session; this will be discussed in conjunction with the Cathraiche and at their discretion. Should an item of business be taken in closed session, then a valid reason must be given. Closed session minutes will not be published to the website.

Pàipearan a' Bhùird-stiùiridh ann an Seiseanan Dùinte

Board Papers dealt with in Closed Session

25 Thathar a' gabhail ris gun tèid beachdachadh air pàipearan airson Bòrd-stiùiridh Bhòrd na Gàidhlig ann an Seisean Fosgailte ach a-mhàin ma tha adhbhar làidir ann airson dìomhaireachd. Tha stiùireadh bho Achd Saorsa an Fhiosrachaidh (Alba) 2002, a bharrachd air Riaghailtean Fiosrachaidh Àrainneachdail 1994 agus Achd Dìon Dàta 2018 ga chleachdadh airson a bhith a' co-dhùnadh dè na pàipearan ris am bu chòir dèiligeadh ann an seisean dùinte. Nì an Cathraiche co-dhùnadh air seo ann an conaltradh leis a' Cheannard.

There is a presumption that Bòrd na Gàidhlig's Board papers will be considered in Open Session unless there are strong grounds for confidentiality. The Freedom of Information (Scotland) Act 2002 is used, along with the Environmental Information Regulations 1994 and the Data Protection Act 2018, to guide which papers should be dealt with in closed session. Decisions on this are made by the Cathraiche in consultation with the Ceannard.

26 Am measg pàipearan a' Bhùird-stiùiridh a dh'fhaodadh a bhith air an deasbad ann an seiseanan dùinte (le ùmhlachd do bheachdan a' Chathraiche agus a' Cheannaird) tha pàipearan a thaobh ceistean sgiobachd agus luchd-obrach. Bidh na h-adhbharan airson a bhith a' dèiligeadh ri pàipearan anns an dòigh seo air a mhìneachadh anns a' phàipear-aghaidh airson a' phàipeir sin.

Board papers which may be dealt with in closed session (subject to the views of the Cathraiche and Ceannard) include papers relating to personnel and staffing issues. The reasons for papers being dealt with in this way will be included in the cover page of the appropriate paper.

27 Ron choinneimh, faodaidh an Cathraiche no Ball/Buill eile de Bhòrd-stiùiridh Bhòrd na Gàidhlig moladh gun tèid beachdachadh air nì no pàirt de nì air a' chlàr aig seisean dùinte den choinneimh. Tha seo a rèir toil a' Chathraiche agus cha ghabh a cheadachadh ach a-mhàin ann an suidheachaidhean air leth.

Prior to the meeting the Cathraiche or other Bòrd na Gàidhlig Board member(s) can move that an item, or part of an item, should be considered in closed session of the meeting. This is at the discretion of the Cathraiche and will only be permitted in exceptional circumstances.

Òrdugh nan Gnothaichean

28 Thèid gnothach a' Bhùird-stiùiridh aig a h-uile coinneamh air adhart a rèir a' chlàir-ghnothaich a chaidh a thoirt a-mach airson na coinneimh sin ach a-mhàin ma tha an Cathraiche air an caochladh a chur an cèill; faodaidh an Cathraiche òrdugh nan gnothaichean atharrachadh aig àm sam bith a rèir a t(h)oil fhèin no às dèidh iarrtais bho bhall/bhuill.

Order of Business

The business of the Board at all meetings will proceed in accordance with the agenda issued for that meeting unless otherwise directed by the Cathraiche who may at his/her discretion or at the request of a member(s), alter the order of business at any stage.

29 Aig a h-uile coinneamh àbhaisteach no sònraichte, cha tèid beachdachadh air gnothach sam bith ach a-mhàin gnothaichean air a' chlàr-ghnothaich ach a-mhàin far a bheil an Cathraiche den beachd gum bu chòir beachdachadh air nì aig a' choinneimh mar thoradh air suidheachadh sònraichte.

At all ordinary or special meetings, no business other than that on the agenda will be considered except where by reason of special circumstances, the Cathraiche is of the opinion that the item should be considered at the meeting.

Làthaireachd aig coinneamhan

30 Bidh a' chòir aig a' Cheannard a bhith an làthair aig a h-uile coinneamh aig Bòrd-stiùiridh Bhòrd na Gàidhlig agus aig coinneamhan de na Comataidhean, ach a-mhàin airson pàirtean de choinneamhan nuair a thèid aontachadh le buill Bòrd-stiùiridh Bhòrd na Gàidhlig gum bu chòir a' chùis a bhith air a deasbad le buill a-mhàin, mar eisimpleir far am bithear a' bruidhinn air tuarastal no coileanadh a' Cheannard.

Attendance at Meetings

The Ceannard shall have the right to attend all Bòrd na Gàidhlig Board meetings and meetings of the Committees, except for parts of meetings when agreed by Bòrd na Gàidhlig's Board members that the matter under discussion should involve members only, for example where the Ceannard's remuneration or performance is being discussed.

31 A bharrachd air a' Cheannard, bidh gach ball den Sgioba-stiùiridh a' frithealadh coinneamhan Bòrd-stiùiridh Bhòrd na Gàidhlig ach a-mhàin ma thèid iarraidh orra gun a bhith an làthair leis a' Chathraiche no ma thèid an leisgeulan a ghabhail leis a' Chathraiche. Bidh luchd-obrach eile an làthair airson nithean sònraichte air a' chlàr-ghnothaich nuair a bhios seo iomchaidh.

In addition to the Ceannard, all members of the Leadership Team will, except when requested or excused by the Cathraiche, attend Bòrd na Gàidhlig's Board meetings. Other members of staff will attend for particular agenda items as necessary.

32 Faodaidh Ministearan na h-Alba no an riochdairean a bhith an làthair aig coinneamhan Bòrd-stiùiridh Bhòrd na Gàidhlig no a chomataidhean agus pàirt a ghabhail annta, ach

Scottish Ministers or their representatives may attend and take part in either full Board or committee meetings of Bòrd na Gàidhlig, but such representative is not entitled to vote.

chan fhaod riochdairean den t-seòrsa seo bhòtadh.

Ceistean a' Bhùird -stiùiridh

33 Faodaidh ball sam bith ceist a chur air a' Chathraiche aig coinneamh sam bith de Bhòrd-stiùiridh Bhòrd na Gàidhlig mu ghnothach buntainneach agus iomchaidh sam bith a tha ag èirigh bhon chlàr-ghnothaich.

34 Faodaidh buill fios a thoirt chun a' Chathraiche ron choinneimh mu cheistean a tha iad ag iarraidh a thogail nach eil co-cheangailte ri ceistean air a' chlàr-ghnothaich. Bu chòir seo a dhèanamh ann an sgrìobhadh ma ghabhas seo dèanamh. Co-dhùnaidh an Cathraiche, ann an conaltradh leis a' Cheannard, am bu chòir dèiligeadh ris a' cheist aig a' choinneimh agus bheir iad fios air ais dhan bhall mun cho-dhùnadh.

Far an gabh a dhèanamh, thèid dèiligeadh ri ceistean ann an Seisean Fosgailte. Ann an suidheachaidhean air leth, nuair a tha ceist a' dèiligeadh ri cuspair dìomhair no doirbh, dh'fhaodte gun tèid dèiligeadh ris ann an Seisean Dùinte. Bidh seo a rèir toil a' Chathraiche ann an co-chonaltradh leis a' Cheannard.

35 Nuair a thèid puing òrdugh a thogail aig coinneamh aig Bòrd-stiùiridh Bhòrd na Gàidhlig, 's e riaghladh a' Chathraiche an co-dhùnadh mu dheireadh.

A' stiùireadh choinneamhan

36 Aig coinneamh a' Bhùird-stiùiridh, bidh Cathraiche Bhòrd na Gàidhlig anns a' chathair mas e is gu bheil e/i an làthair. Mur eil an Cathraiche gu bhith an làthair, mar as trice, dh'innseadh e/i cò am ball eile a bhiodh anns a' chathair. Mur eil comhairle ann bhon Chathraiche, taghaidh na buill Bùird-stiùiridh a tha an làthair aon de na buill airson a bhith an ceann na coinneimh tro bhòtadh mòr-chuid.

37 Nì an Cathraiche na leanas:

- cumar smachd agus nithear cinnteach gu bheil cothrom gu leòr aig buill a' Bhùird-stiùiridh na beachdan aca a chur an cèill mu chuspair sam bith a thathar a' deasbad;
- nithear co-dhùnaidhean air cùisean òrdugh, raon-ùghdarrais agus buntainneachd;

Board Questions

Any member may put a question to the Cathraiche at any meeting of Bòrd na Gàidhlig's Board concerning any relevant and competent business arising from the agenda.

Members can also notify the Cathraiche in advance of the meeting of questions that they wish to raise other than those relevant to agenda items. Wherever possible this should be done in writing. The Cathraiche, in consultation with the Ceannard, will determine whether the question should be dealt with during the meeting, and inform the member accordingly.

Wherever possible, questions will be dealt with in the Open Session. Exceptionally, where a question deals with a sensitive or confidential issue, it may be dealt with in Closed Session. This will be at the discretion of the Cathraiche in consultation with the Ceannard.

When a question of order is raised at a meeting of Bòrd na Gàidhlig's Board, the Cathraiche's ruling on it will be final.

Chairing of meetings

At a meeting of the Board, the Bòrd na Gàidhlig Cathraiche, if present, will preside. In the absence of the Cathraiche, he/she will normally indicate which other member should preside. If no advice from the Cathraiche is available, the Board members present will choose, by a majority vote of those present, one of their number to preside.

The Cathraiche will:

- preserve order and ensure that members of the Board have sufficient opportunity to express their views on any matter under discussion;
- determine all matters of order, competency and relevancy;

- co-dhùnar dè an t-òrdugh anns am bu chòir do bhuill a tha airson bruidhinn sin a dhèanamh;
- co-dhùnar a bheil bhòt a dhìth gus nach eil agus mar a nithear I; agus
- leanar poileasaidhean agus dòighean-obrach iomchaidh Bhòrd na Gàidhlig

- determine in which order members wishing to speak should do so;
- determine whether or not a vote is required and how it is to be conducted; and
- adhere to relevant Bòrd na Gàidhlig policy and procedure

Co-dhùnaidhean a' Bhùird-stiùiridh

38 Mar as trice, thèid co-dhùnaidhean Bòrd-stiùiridh Bhòrd na Gàidhlig a ghabhail le co-aontachd am measg nam ball a tha an làthair. Tha "ball a tha an làthair" a' ciallachadh ball a tha an làthair aig a' choinneimh fhèin no a tha a' gabhail pàirt tro cheangail fòn no co-labhairt bhidio tron deasbad air an nì air a' chlàr agus a chuala geàrr-chunntas sam bith a rinn an Cathraiche no ball ainmichte den Sgioba-stiùiridh.

Ma dh'fhàgas ball a' choinneamh gu tràth, bidh iad air an comharrachadh mar neo-làithreach airson co-dhùnadh sam bith a chaidh a ghabhail às dèidh dhaibh falbh.

39 Tha uallach corporra air buill uile a' Bhùird-stiùiridh airson co-dhùnaidhean a ghabh am Bòrd-stiùiridh. Mar sin, feumaidh buill gabhail ri co-dhùnadh coitcheann a' Bhùird-stiùiridh (agus taic a chumail ri seo gu poblach), no feumaidh iad an t-àite air a' Bhòrd-stiùiridh a leigeil seachad.

40 Faodaidh ball de Bhòrd-stiùiridh Bhòrd na Gàidhlig an t-eas-aonta aige/aice ri co-dhùnadh a' Bhùird-stiùiridh a chlàradh cho fad 's a bha i/e an làthair aig a' choinneimh far an deach beachdachadh air a' chùis seo agus cho fad 's a dh'iarras am ball gun tèid an t-eas-aonta aige/aice a chlàradh gun dàil às dèidh dhan cho-dhùnadh a bhith air a dhèanamh. Ma tha ball sam bith ag iarraidh atharrachadh a mholadh air gluasad bhon Chathraiche no bho bhall/bhuill mus tèid co-dhùnadh a ghabhail, bu chòir dhaibh 1) neach-taic iarraidh airson an atharrachaidh fhoirmeil sin agus ma gheibhear sin, 2) bhòt fhaighinn bho mhòr-chuid de bhuill a' Bhùird-stiùiridh.

41 Thèid beachdan sgrìobhte mu nithean air a' chlàr-gnothaich a thèid a chur a-steach le gach ball den Bhòrd-stiùiridh aig Bòrd na Gàidhlig nach eil an

Board Decisions

Decisions of Bòrd na Gàidhlig's Board will usually be by consensus of attending members. An attending member is one who is either present in person or takes part by telephone or video conference link throughout the discussion of the agenda item and has heard any summing up by the Cathraiche, or a nominated member of the Leadership Team.

A member who leaves a meeting prematurely will be treated as a non-attending member for the purpose of any decision taken after the time of departure.

Board Members share corporate responsibility for decisions taken by the Board as a whole. Members must therefore either accept (and publicly support) the collective decision of the Board or resign.

A member of Bòrd na Gàidhlig's Board may have his or her dissent recorded to a decision of the Board provided that she/he has attended the meeting at which the matter was considered and provided that the member asks to record his/her dissent immediately after the decision is concluded. Any member that wants to actually propose an adjustment to the Cathraiche or member(s) motion prior to a decision being taken should 1) seek a seconder for that formal amendment and if that is secured 2) thereafter secure a majority vote of Board members.

Written comments on agenda items submitted by all non-attending Bòrd na Gàidhlig Board members will be circulated to

làthair a chuairteachadh gu buill a' Bhùird-stiùiridh agus bidh an Cathraiche (no luchd-taic ainmichte mar eisimpleir rùnaireachd a' Bhùird-stiùiridh) a' toirt iomradh orra aig àm iomchaidh rè na coinneimh.

Board members and referred to by the Cathraiche (or designated support such as the Board secretariat) at the appropriate point in the meeting.

42 Ann an suidheachaidhean air leth, nuair a tha co-dhùnadh a dhìth bho Bhòrd-stiùiridh Bhòrd na Gàidhlig ann an cabhag agus far nach gabhadh coinneamh a chur air dòigh, thèid dèiligeadh ris a' chùis tro chonaltradh sgrìobhte. Thèid an co-dhùnadh gus seo a dhèanamh a ghabhail leis a' Chathraiche. Ann an suidheachaidhean mar seo, cuiridh na buill an cuid bheachdan chun a' Chathraiche ann an sgrìobhadh. Thèid an co-dhùnadh a dhaingneachadh aig an ath choinneimh de Bhòrd-stiùiridh Bhòrd na Gàidhlig agus thèid a chlàradh anns a' gheàrr-chunntas.

Exceptionally, when a Bòrd na Gàidhlig Board decision is required urgently and it would not be feasible to convene a meeting, the matter will be dealt with by correspondence. The decision to do this will be made by the Cathraiche. In such circumstances, members will send their views to the Cathraiche in writing. The decision will be ratified at the next Bòrd na Gàidhlig Board meeting and recorded in the minutes.

A' bhòtadh

43 Thèid co-dhùnadh a dhèanamh tro bhòt anns na suidheachaidhean a leanas:

- Nuair a tha an Cathraiche a' faicinn gu bheil cuid de na buill ag eas-aontachadh ri moladh no a tha air draghan a nochdadh mu dheidhinn agus nach eil co-aonta soilleir ann.
- Nuair a dh'iarras ball gun tèid bhòt a chumail agus nuair a bheir co-dhiù aon bhall eile à tha an làthair taic ris a' mholadh seo.
- Ann an suidheachadh sam bith eile, far a bheilear den bheachd, a rèir toil a' Chathraiche, gum bu chòir bhòt a bhith ann mus tèid co-dhùnadh a ghabhail.

Voting

Decisions will be reached by vote on the following occasions:

- When the Cathraiche detects that there is a body of opinion among the members who either disagree with a proposal or have expressed reservations about it and no clear consensus has emerged.
- When a member requests a vote to be taken and this is supported by at least one other member in attendance.
- Any other circumstance where, at the Cathraiche's discretion, it is felt that a decision should be preceded by a vote.

44 Cha bhi còir bhòtaidh ach aig buill a tha an làthair, mar a tha air a mhìneachadh ann an Co-dhùnaidhean a' Bhùird-stiùiridh. Bidh aon bhòt aig gach Ball, a' gabhail a-staigh a' Chathraiche, ach a-mhàin ann an suidheachadh far a bheil bhòt co-ionnan ann. Bidh bhòt-sheulachaidh a bharrachd aig a' Chathraiche anns an t-suidheachadh sin.

Only attending members, as defined in Board Decisions, will be eligible to vote. Each Member, including the Cathraiche, will be entitled to one vote except in the case of an equality of votes when the Cathraiche will have an additional casting vote.

45 Mar as trice, bithear a' bhòtadh tro bhòt làimhe. Le cead a' Chathraiche, no ma tha ball sam bith a a' togail gearan mu bhòt a bhith air a ghabhail tro bhòt làimhe, agus ma tha mòr-chuid de na buill a tha an làthair a' toirt taic dhan ghearan, thèid a' bhòt a chumail tro bhaileat dìomhair. Anns na suidheachaidhean far an tèid baileat dìomhair a chumail, bidh am Manaidsear Gnìomhan a' cur a-

Votes will normally be taken by show of hands. At the discretion of the Cathraiche, or in the event of any member objecting to a vote being taken by a show of hands and a majority of attending members supporting the objection, the vote will be taken by secret ballot. In the circumstances where a secret ballot is to be held, the Operations Manager

mach agus a' cruinneachadh phàipearan baileit, a' cunntadh nam bhòtaichean agus às dèidh dhaibh sin a bhith air an dearbhadh le Ceann an Ionmhais is Cùisean Corporra, no mur eil iad an làthair, le bhall eile den Sgioba-stiùiridh, ainmichidh e/i an toradh dhan Bhòrd-stiùiridh.

will issue and collect ballot papers, count the votes and after these have been confirmed by the Head of Finance and Corporate Affairs, or in their absence another attending member of Leadership Team, announce the result to the Board.

46 Clàraichidh geàrr-chunntas na coinneimh toraidhean a' bhòt, a' toirt fa-near àireamh agus ainmean nam ball a tha a' bhòtadh airson agus an aghaidh a' mholaidh agus ball sam bith nach do bhòt. Mas e is gun tèid baileit a chumail gu dìomhair, cha tèid na h-ainmean a chlàradh anns a' chlàr-gnothaich.

The minutes of the meeting will record the results of voting, noting the number and names of members voting for and against the proposal and any abstentions. The minutes will not record the names in the event that a ballot is held in secret.

Co-dhùnaidhean air an cur dheth

Deferred Decisions

47 Faodaidh am Bòrd-stiùiridh co-dhùnadh a chur dheth air nì air a' chlàr-gnothaich gus am faigh e barrachd fiosrachaidh, roghainnean eile airson co-dhùnaidhean, no airson adhbhar sam bith eile. Thèid an t-aonta gus dàil a chur air co-dhùnadh a chlàradh ann an geàrr-chunntas na coinneimh cho math ris an adhbhar airson seo, agus bidh dreachd clàr-ama ann airson a bhith a' toirt na cùise air ais dhan Bhòrd-stiùiridh airson deasbad a bharrachd agus airson co-dhùnadh.

The Board may decide to defer a decision on an agenda item so that it can be provided with more information, additional decision options or for any other reason. The decision to defer, with the reasons, will be recorded in the minutes of the meeting along with the indicative timescale for returning the matter to the Board for further discussion and decision.

Comhairle dhan Bhòrd-stiùiridh

Advice to the Board

48 Gus co-dhùnaidhean a ghabhail aig coinneamhan, gabhaidh am Bòrd-stiùiridh comhairle mar a bhios iomchaidh. Mar as trice, bidh seo bhon Cheannard no bho bhuill eile den Sgioba-stiùiridh no den luchd-obrach a tha an làthair. Anns an dreuchd aca mar an t-Oifigear Cunntachail aig Bòrd na Gàidhlig, tha dleastanas sònraichte aig a' Cheannard a bhith a' toirt comhairle dhan Bhòrd-stiùiridh air ceistean iomchaidheachd, eaconamaidh, tàbhachd agus èifeachdas. Faodaidh am Bòrd-stiùiridh comhairle a shireadh bho a Chomataidhean, no bho thùs sam bith eile air an taobh a-staigh no an taobh a-muigh mar a bhios e a' meas iomchaidh.

In reaching decisions at meetings, the Board will take advice as appropriate. This will generally be from the Ceannard or such other serving member of the Leadership Team or staff present. The Ceannard in their capacity as Bòrd na Gàidhlig's Accountable Officer has a specific role in advising the Board on matters of propriety, economy, effectiveness and efficiency. The Board may also seek advice from its Committees, or any other internal or external source as it regards necessary.

49 Ann an suidheachaidhean nuair a bhòtas am Bòrd-stiùiridh an aghaidh comhairle bhon Cheannard, a' gabhail a-steach comhairle bhon Cheannard na d(h)reachd mar Oifigear Cunntachail, agus far a bheil an Ceannard a' faireachdainn nach gabhadh an co-dhùnadh air a bheilear a' beachdachadh a dhìon air beulaibh Riaghaltas na h-Alba agus/no

In circumstances where advice from the Ceannard is overruled by the Board, or in their formal capacity as Accountable Officer, where the Ceannard feels that the action contemplated could not be defended before the Scottish Government and/or Scottish Parliament, the Ceannard may require the

Pàrlamaid na h-Alba, dh'fhaodte gun toir an Ceannard air a' Chathraiche stiùireadh sgrìobhte a thoirt dha/dhi air a' chuspair. Thèid stiùireadh mar seo a thoirt gu aire Àrd-neach-sgrùdaidh na h-Alba agus an t-Oifigear Cunntachail Roinneil ann an Riaghaltas na h-Alba.

Cathraiche to give him/her a written instruction on the matter. Such an instruction will be drawn to the attention of the Auditor General for Scotland and the Departmental Accountable Officer in the Scottish Government.

Clàr nan com-pàirtean - A' clàradh com-pàirt

Declarations of Interest - Making a Declaration

50 Feumaidh buill fa leth beachdachadh aig an ìre as tràithe a bheil com-pàirt aca ri nochdadh ann an cùis sam bith a tha gu bhith air a dheasbad.

Individual members must consider at the earliest stage possible whether they have an interest to declare in relation to any matter that is to be considered.

Bu chòir dhaibh beachdachadh air a bheil clàran-gnothaichean airson coinneamhan a' togail ceist sam bith a thaobh nochdadh chom-pàirtean, agus mur eil iad cinnteach, faodaidh iad bruidhinn ri Oifigear nan Inbhean, no le Coimisean nan Inbhean. Feumar nochdadh com-pàirt a dhèanamh cho luath 's a ghabhas aig coinneamh nuair a tha a' chom-pàirt sin ag èirigh. Mas e is gum mothaichear gu bheil feum air com-pàirt a nochdadh nuair a thathar a' deasbad cùis, feumaidh am ball a' chom-pàirt aca a nochdadh cho luath is a bheir iad am aire gum feum iad sin a dhèanamh.

They should consider whether agendas for meetings raise any issue of declaration of interest, and if in doubt may consult with Standards Officer, or with the Standards Commission. A declaration of interest must be made as soon as practicable at a meeting where that interest arises. If the need for a declaration of interest is identified only when a particular matter is being discussed the member must declare the interest as soon as they realise it is necessary to do so.

51 Bu chòir an aithris bheòil a tha a' nochdadh com-pàirt a bhith a' comharrachadh de an nì air a' chlàr-ghnothaich ris a bheil i ceangailte. Bu chòir dhan aithris tòiseachadh leis na faclan "tha mi a' nochdadh com-pàirt". Feumaidh an aithris a bhith fiosrachail gu leòr gus an tuig na daoine an làthair aig a' choinneimh dè seòrsa com-pàirt a th' ann, ach chan fheumar cunntas mionaideach a thoirt seachad den chom-pàirt.

The oral statement of declaration of interest should identify the item or items of business to which it relates. The statement should begin with the words "I declare an interest". The statement must be sufficiently informative to enable those at the meeting to understand the nature of the interest but need not give a detailed description of the interest.

A' bhuaidh aig nochdadh com-pàirt

Effect of Declaration

52 Le bhith a' foillseachadh com-pàirt ionmhasail tha e a' toirmeasg com-pàirteachadh sam bith ann an deasbad agus bhòtadh. Ann a bhith a' nochdadh com-pàirt neo-ionmhasail tha feum air breithneachadh a bharrachd leis a' bhall bhuntainneach. Feumaidh iad beachdachadh air a' cheangal eadar na com-pàirtean a chaidh ainmeachadh agus a' chùis shònraichte air a bheilear a' beachdachadh agus air suidheachaidhean fa leth mun chùis shònraichte a tha buntainneach.

Declaring a financial interest has the effect of prohibiting any participation in discussion and voting. A declaration of a non-financial interest involves a further exercise of judgement by the member concerned. They must consider the relationship between the interests that have been declared and the particular matter to be considered and relevant individual circumstances surrounding the particular matter.

53 Aig a' cheann thall, 's e an deuchainn as dearbhachaile, am biodh ball den phoball agus iad reusanta, le fios aca air an t-suidheachadh shònraichte agus leis an fhiosrachadh bhuntainneach uile aca, den bheachd gum faodadh com-pàirt a' bhuill buaidh a thoirt air an dreuchd aca mar bhall de Bhòrd-stiùiridh Bhòrd na Gàidhlig agus mar sin gum biodh e ceàrr pàirt a ghabhail ann an deasbad no co-dhùnadh sam bith. Ma tha ball, le cogais, den bheachd nach biodh an làthaireachd leantainneach aca a' fàiligeadh na deuchainn seo, chan fheumadh nochdadh com-pàirt neo-ionmhasail stad a chur orra bho bhith an sàs ann an deasbad no bhòtadh. Mur eil iad cinnteach gun gabh an slat-tomhais neo-chlaon seo a chur an sàs, cha bu chòir dhaibh pàirt sam bith a ghabhail san deasbad agus bu chòir dhaibh an seòmair-coinneachaidh fhàgail gus am bi deasbad air an nì sin deiseil.

In the final analysis the conclusive test is whether, in the particular circumstances of the item of business, and knowing all the relevant facts, a member of the public acting reasonably would consider that the member might be influenced by the interest in their role as a member of Bòrd na Gàidhlig and that it would therefore be wrong to take part in any discussion or decision-making. If a member, in conscience, believes that their continued presence would not fall foul of this test, then declaring a non-financial interest need not preclude their involvement in discussion or voting. If they are not confident about the application of this objective yardstick, they must play no part in the discussion and must leave the meeting room until discussion of the particular item is concluded.

Ceadan sònraichte

54 Ann an glè bheag de shuidheachaidhean, gabhaidh cead sònraichte a thoirt seachad le Coimisean nan Inbhean a thaobh com-pàirtean ionmhasail no neo-ionmhasail a bhiodh a' cur casg air ball bho bhith a' gabhail pàirt air cùisean a' tighinn air beulaibh Bòrd-stiùiridh agus a Chomataidhean, mur a b' e an cead sònraichte seo. Beachdaichidh Coimisean nan Inbhean air iarrtasan airson ceadan sònraichte agus bu chòir iarrtasan a dhèanamh cho luath 's a ghabhas gus am bi tìde gu leòr beachdachadh gu ceart air an iarrtas ron choinneimh far a bheilear ag iarraidh cead sònraichte. Cha bu chòir ball pàirt a ghabhail ann am beachdachadh air a' cheist sin gus an tèid an t-iarrtas aontachadh.

Dispensations

In very limited circumstances dispensations can be granted by the Standards Commission in relation to the existence of financial and non-financial interests which would otherwise prohibit a member from taking part and voting on matters coming before Bòrd na Gàidhlig's Board and its Committees. Applications for dispensations will be considered by the Standards Commission and should be made as soon as possible in order to allow proper consideration of the application in advance of meetings where dispensation is sought. A member should not take part in the consideration of the matter in question until the application has been granted.

Geàrr-chunntasan a' Bhùird-stiùiridh

55 Thèid na geàrr-chunntasan a ghabhail le rùnaireachd air a stiùireadh leis a' Mhanaidsear Gnìomhan; ach a-mhàin airson Seiseanan Prìobhaideach far an tèid geàrr-chunntasan fa leth a ghabhail le neach iomchaidh air a thaghadh leis a' Chathraiche. Leis na pàipearan a chaidh a thoirt dhan choinneimh, bu chòir na geàrr-chunntasan a bhith na chlàr fìrinneach den choinneamh, le fiosrachadh gu leòr gus a bhith mar phàirt den t-slighe sgrùdaidh a thaobh nan cùisean air an deach

Board Minutes

Minutes of all meetings will be taken by a secretariat organised by the Operations Manager; the exception will be Private Sessions that will be minuted separately by an appropriate individual determined by the Cathraiche. Taken in conjunction with the papers presented to the meeting, the minutes should provide a correct record of the meeting, in sufficient detail to comprise an

beachdachadh agus na co-dhùnaidhean a rinn Bòrd-stiùiridh Bhòrd na Gàidhlig.

audit trail of issues discussed and decisions taken by Bòrd na Gàidhlig's Board.

Bidh uallach air an neach a tha na chathraiche air a' choinneimh dèanamh cinnteach gun tèid gnìomhan a chaidh aontachadh aig an t-Seisean Phrìobhaideach a thoirt dhan rùnaireachd taobh a-staigh còig latha obrach bhon choinneimh gus an tèid an clàradh mar phàirt den t-Seisean Phriobhaideach (geàrr-chunntasan àbhaisteach).

The person chairing the meeting will be responsible for ensuring that actions agreed at the Private Session are passed on to the secretariat within five working days of the meeting so that they will be recorded as part of the Private Session (standard minutes).

56 Thèid dreachd geàrr-chunntas na coinneimh aontachadh airson cuairteachadh do bhuill mar 'Gheàrr-chunntasan neo-dhearbhte' leis a' Chathraiche is Ceannard taobh a-staigh 3 sheachdain bhon latha a chaidh coinneamh a' Bhùird-stiùiridh a chumail. Faodaidh Buill atharrachaidhean a mholadh ann an sgrìobhadh taobh a-staigh 10 làithean obrach. Bidh an Cathraiche agus an Ceannard ag eadar-bhreithneachadh air cùisean far a bheil eas-aonta ann.

The draft minutes of a meeting shall be approved for circulation as 'Unconfirmed Minutes' to members by the Cathraiche and Ceannard within 3 weeks of the date of the Board meeting. Members can propose amendments in writing within 10 working days. The Cathraiche and Ceannard will arbitrate over matters of dissent.

57 Thèid an geàrr-chunntas a 'Dhearbhadh' gu foirmeil leis a' Chathraiche, thèid a chuairteachadh do na buill, agus bidh geàrr-chunntas bhon t-Seisean Phoblach air làrach-lìn BnG taobh a-staigh 8 seachdainean às dèidh na coinneimh.

Minutes will be formally 'Confirmed' by the Cathraiche, circulated to members and minutes for the Open Session lodged on BnG website within 8 weeks of the meeting.

58 Foillsichidh Bòrd na Gàidhlig Geàrr-chunntasan anns a' Ghàidhlig, anns a' Bheurla agus ann an cànan sam bith eile a chuidicheadh le bhith a' coileanadh a obair gu h-èifeachdach.

Bòrd na Gàidhlig shall publish Minutes in Gaelic, English and such other languages as would assist in the efficient conduct of its business.

A' cur bhall à dreuchd rè ùine

Suspension of Members

59 Ma 's e is gun dèan ball sam bith de Bhòrd-stiùiridh Bhòrd na Gàidhlig dìmeas air òrdugh no ùghdarras a' Chathraiche aig coinneamh sam bith, no ma bhios e/i ri dol a-mach a bhios oilbheumach no a chuireas bacadh air a' choinneimh, agus ma bheir an Cathraiche seo gu aire na coinneimh, faodaidh am Bòrd-stiùiridh am ball a chur a-mach airson a' chòrr den choinneimh, às dèidh gluasad bho bhall sam bith, a gheibh neach-taic agus le taic bhon mhòr-chuid de na buill a tha an làthair.

Cha bhi deasbad ceadaichte air gluasad den t-seòrsa seo.

In the event of any member of Bòrd na Gàidhlig's Board disregarding the order or authority of the Cathraiche at any meeting, or being guilty of obstructive or offensive conduct at any meeting, and the Cathraiche calling the attention of the meeting to the same, the Board, may on the motion of any member, duly seconded and supported by the vote of a majority of the members present and voting, suspend such member so offending for the remainder of the sitting.

No debate shall be allowed on such a motion.

Dìomhaireachd

60 Faodaidh buill an roghainn fhèin a chleachdadh mu bhith a' beachdachadh air gnothaichean bòrd-stiùiridh Bhòrd na Gàidhlig le pàrtaidhean eile às dèidh na coinneimh.

61 Airson cùisean ris an tèid dèiligeadh ann an Seisean Dùinte chan fhaodar nàdar agus susbaint a' ghnothaich fhoillseachadh, no a dheasbad le, neach sam bith ach buill eile de Bhòrd-stiùiridh Bhòrd na Gàidhlig agus luchd-obrach an bha an làthair gus an cur an Cathraiche an caochladh an cèill.

62 Bu chòir buill aonta fhaighinn bhon Chathraiche, no mur eil iad ri fhaighinn, bhon Cheannard mus dèan iad aithris phoblach sam bith (a' gabhail a-steach aithrisean do na meadhanan no agallamhan a thèid a chraoladh) às leth Bòrd-stiùiridh Bhòrd na Gàidhlig.

Fiachanas pearsanta buill a' bhùird-stiùiridh

63 Nan rachadh cùisean laghail a thogail le treas-phàrtaidh tha e buailteach gum biodh seo air a thogail an aghaidh Bòrd-stiùiridh Bhòrd na Gàidhlig gu h-iomlan, ach ann an suidheachaidhean neo-àbhaisteach, dh'fhaodte gun rachadh cùisean a thogail an aghaidh a' Chathraiche no buill fa leth eile den Bhòrd-stiùiridh. Mar eisimpleir, dh'fhaodadh ball de Bhòrd-stiùiridh Bhòrd na Gàidhlig a bhith cunntachail gu pearsanta ma nì e no i aithris mheallta no dhearmadach a dh'adhbharaicheas call do threas-phàrtaidh.

64 Ach, a rèir a' bharantais-dìona choitchinn a tha an Riaghaltas a' moladh do bhuill NDPB, cha bhi aig ball de Bhòrd-stiùiridh Bhòrd na Gàidhlig a tha air a bhith ag obair gu h-onarach agus le deagh rùn ri pàigheadh airson buailteachd chatharra phearsanta sam bith a thig orra ann a bhith a' dèanamh obair a' Bhùird-stiùiridh, no aithris gun robh iad a' dèanamh obair a' bhùird-stiùiridh, bho na stòrasan pearsanta aice/aige fhèin, ach a-mhàin far a bheil am ball air a bhith dearmadach.

A' cur stad sealach air no ag atharrachadh nan Gnàth-riaghailtean

Confidentiality

Members may use their discretion in discussing items of Bòrd na Gàidhlig Board business with other parties following the meeting.

For issues dealt with in Closed Session, the nature and content of the business must not be divulged to, or discussed with, anyone other than fellow Bòrd na Gàidhlig Board members and staff in attendance until the Cathraiche states otherwise.

Members should get the prior approval of the Cathraiche, or in their absence, the Ceannard, before making public statements (including statements to the Press and broadcast interviews) on behalf of Bòrd na Gàidhlig's Board.

Personal liability of Board Members

While any legal proceedings initiated by a third party are most likely to be brought against Bòrd na Gàidhlig's Board as a whole, in exceptional cases proceedings may be brought against the Cathraiche or other individual Board members. For example, a Bòrd na Gàidhlig Board member may be personally liable if he or she makes a fraudulent or negligent statement that results in loss to a third party.

However, in accordance with the standard indemnity recommended for NDPB members by the Government, a Bòrd na Gàidhlig Board member who has acted honestly and in good faith will not have to meet out of his or her own personal resources any personal civil liability which is incurred in the execution or purported execution of his or her Board function, save where the member has acted recklessly.

Suspension and amendments of Standing Orders

65 Dh’fhaodte gun tèid na Gnàth-riaghailtean seo atharrachadh, ais-ghairm no gun tèid cuir riutha le Bòrd-stiùiridh Bhòrd na Gàidhlig a-mhàin agus dh'fheumadh atharrachadh sam bith den t-seòrsa seo aonta fhaighinn bhon mhòr-chuid de na buill a tha an làthair aig coinneamh.

These Standing Orders may be varied, revoked or added to by only Bòrd na Gàidhlig’s Board itself and any such alterations will require the consent of the majority of members present at a meeting.

66 Feumar comharrachadh aig a’ choinneimh mu dheireadh den bhòrd-stiùiridh gu bheilear an dùil moladh gun tèid na gnàth-riaghailtean atharrachadh. A dh’aindeoin seo, chan fhaodar Gnàth-riaghailt sam bith atharrachadh no a chur dhan dàrna taobh mas e is gun rachadh seo an aghaidh ullachadh reachdail no stiùireadh sam bith bho Mhinistearan na h-Alba.

Notice of the intention to bring forward proposed amendments to standing orders must be signified at the previous board meeting. Notwithstanding this provision, no Standing Order may be suspended or amended where this would contravene any statutory provision or direction made by Scottish Ministers.

Seisean Fosgailte : Open Session
Cuspair 5.2

For	Board Meeting
Date of Meeting	15/12/2022
Location:	Online
Item on Agenda	5.2

Title	Board meeting schedule 2023/24	
Request	For approval	
Spokesperson	Nicola Pearson, Head of Finance and Corporate Affairs	
Governance route for the report	**Date**	**Type of Treatment**
Sgioba Stiuiridh	23/11/2022	For Approval
Appendices	PT 1 – Clàr-ama choinneamhan	

1.0	**Purpose**
1.1	The purpose of this report is to agree a timetable for meetings of the Board and Committees over 2023 and the start of 2024. This paper is in English as presented by the Head of Finance and Corporate Affairs.
2.0	**Cùl-fhiosrachadh/Background**
2.1	There will be the opportunity to make amendments if changes are required through the year.
3.0	**Prìomh Aithris/Fiosrachadh / Main points**
3.1	This is a timetable for the year 2023/24 and it aims to integrate the work of the committees efficiently into that of the Board. It is likely that the majority of meetings will continue to be held online.
4.0	**Moladh /Recommendation**
4.1	Members are asked to consider and approve the attached timetable.
5.0	**Key Strategic Impacts**
5.1	**Impact on Finance**
	This report has no direct financial impact.
5.2	**Impact on Staff**
	There is a significant amount of work involved in the planning, preparation and completion of these meetings but this is part of the Corporate teams work plan for the year.
5.3	**Impact on Training**
	We are continuously working on ways to improve the processes involved in the meetings and this will be rolled out across the team.
5.4	**Links to Corporate Aims**
	The register contributes to the corporate aim that BnG continues to develop how it works, and to the achievement of the three other corporate aims.
5.5	**Links to the National Performance Framework**
	Our Purose / **Our Values**

	To focus on creating a more successful country with opportunities for all of Scotland to flourish through increased wellbeing, and sustainable and inclusive economic growth.		We are a society which treats all our people with kindness, dignity and compassion, respects the rule of law, and acts in an open and transparent way.	
	AR LUACHAN BUILEAN NÀISEANTA			
	Human Rights	☐	Children & Young People	☐
	Culture	☐	Communities	☐
	Environment	☐	Poverty	☐
	Health	☐	International	☐
	Learning	☐	Economy	☐
	Successful innovative businesses	☒		
5.6	**Impact on Reputation**			
	Broadcasting meetings online contributes to openness and accountability.			
5.7	**Impact on Health and Safety**			
	n/a			
5.8	**Legal Impact**			
	n/a			
5.9	**Impact on Equality**			
	n/a			
5.10	**Impact on Environment**			
	n/a			

Clàr-ama Coinneamhan | Meeting Schedule 2023/24

2023									2024		
Gibl April	**Cèit May**	**Ògmh June**	**Iuch July**	**Lùna Aug**	**Sult Sept**	**Dàmh Oct**	**Samh Nov**	**Dùbh Dec**	**Faoi Jan**	**Gearr Feb**	**Màrt March**
3 Dil	1 Dil		3 Dil			2 Dil			1 Dil		
4 Dim	2 Dim		4 Dim	1 Dim		3 Dim			2 Dim		
5 Dic	3 Dic		5 Dic	2 Dic		4 Dic	1 Dic		3 Dic		
6 Diar	4 Diar	1 Diar	6 Diar	3 Diar		5 Diar	2 Diar		4 Diar	1 Diar	
7 Dih	5 Dih	2 Dih	7 Dih	4 Dih	1 Dih	6 Dih	3 Dih	1 Dih	5 Dih	2 Dih	1 Dih
8 **Dis**	6 **Dis**	3 **Dis**	8 **Dis**	5 **Dis**	2 **Dis**	7 **Dis**	4 **Dis**	2 **Dis**	6 **Dis**	3 **Dis**	2 **Dis**
9 **Did**	7 **Did**	4 **Did**	9 **Did**	6 **Did**	3 **Did**	8 **Did**	5 **Did**	3 **Did**	7 **Did**	4 **Did**	3 **Did**
10 Dil	8 Dil	5 Dil	10 Dil	7 Dil	4 Dil	9 Dil	6 Dil	4 Dil	8 Dil	5 Dil	4 Dil
11 Dim	9 Dim	6 Dim	11 Dim	8 Dim	5 Dim	10 Dim	7 Dim	5 Dim	9 Dim	6 Dim	5 Dim
12 Dic	10 Dic	7 Dic	12 Dic	9 Dic	6 Dic	11 Dic	8 Dic	6 Dic	10 Dic	7 Dic	6 Dic
13 Diar	11 Diar	8 Diar	13 Diar	10 Diar	7 Diar	12 Diar	9 Diar	7 Diar	11 Diar	8 Diar	7 Diar
14 Dih	12 Dih	9 Dih	14 Dih	11 Dih	8 Dih	13 Dih	10 Dih	8 Dih	12 Dih	9 Dih	8 Dih
15 **Dis**	13 **Dis**	10 **Dis**	15 **Dis**	12 **Dis**	9 **Dis**	14 **Dis**	11 **Dis**	9 **Dis**	13 **Dis**	10 **Dis**	9 **Dis**
16 **Did**	14 **Did**	11 **Did**	16 **Did**	13 **Did**	10 **Did**	15 **Did**	12 **Did**	10 **Did**	14 **Did**	11 **Did**	10 **Did**
17 Dil	15 Dil	12 Dil	17 Dil	14 Dil	11 Dil	16 Dil	13 Dil	11 Dil	15 Dil	12 Dil	11 Dil
18 Dim	16 Dim	13 Dim	18 Dim	15 Dim	12 Dim	17 Dim	14 Dim	12 Dim	16 Dim	13 Dim	12 Dim
19 Dic	17 Dic	14 Dic	19 Dic	16 Dic	13 Dic	18 Dic	15 Dic	13 Dic	17 Dic	14 Dic	13 Dic
20 Diar	18 Diar	15 Diar	20 Diar	17 Diar	14 Diar	19 Diar	16 Diar	14 Diar	18 Diar	15 Diar	14 Diar
21 Dih	19 Dih	16 Dih	21 Dih	18 Dih	15 Dih	20 Dih	17 Dih	15 Dih	19 Dih	16 Dih	15 Dih
22 **Dis**	20 **Dis**	17 **Dis**	22 **Dis**	19 **Dis**	16 **Dis**	21 **Dis**	18 **Dis**	16 **Dis**	20 **Dis**	17 **Dis**	16 **Dis**
23 **Did**	21 **Did**	18 **Did**	23 **Did**	20 **Did**	17 **Did**	22 **Did**	19 **Did**	17 **Did**	21 **Did**	18 **Did**	17 **Did**
24 Dil	22 Dil	19 Dil	24 Dil	21 Dil	18 Dil	23 Dil	20 Dil	18 Dil	22 Dil	19 Dil	18 Dil
25 Dim	23 Dim	20 Dim	25 Dim	22 Dim	19 Dim	24 Dim	21 Dim	19 Dim	23 Dim	20 Dim	19 Dim
26 Dic	24 Dic	21 Dic	26 Dic	23 Dic	20 Dic	25 Dic	22 Dic	20 Dic	24 Dic	21 Dic	20 Dic
27 Diar	25 Diar	22 Diar	27 Diar	24 Diar	21 Diar	26 Diar	23 Diar	21 Diar	25 Diar	22 Diar	21 Diar
28 Dih	26 Dih	23 Dih	28 Dih	25 Dih	22 Dih	27 Dih	24 Dih	22 Dih	26 Dih	23 Dih	22 Dih
	27 **Dis**	24 **Dis**	29 **Dis**	26 **Dis**	23 **Dis**	28 **Dis**	25 **Dis**	23 **Dis**	27 **Dis**	24 **Dis**	23 **Dis**
	28 **Did**	25 **Did**	30 **Did**	27 **Did**	24 **Did**	29 **Did**	26 **Did**	24 **Did**	28 **Did**	25 **Did**	24 **Did**
	29 Dil	26 Dil	31 Dil	28 Dil	25 Dil	30 Dil	27 Dil	25 Dil	29 Dil	26 Dil	25 Dil
	30 Dim	27 Dim		29 Dim	26 Dim	31 Dim	28 Dim	26 Dim	30 Dim	27 Dim	26 Dim
	31 Dic	28 Dic		30 Dic	27 Dic		29 Dic	27 Dic	31 Dic	28 Dic	27 Dic
		29 Diar		31 Diar	28 Diar		30 Diar	28 Diar		29 Diar	28 Diar
		30 Dih			29 Dih			29 Dih			29 Dih

CPG	CSD	Bòrd Stiùiridh	SS	PnP	
Air Dimairt	Air Dimairt	Air Diardaoin	Air Diciadain	Cho luath sa tha dà phlana deiseal airson measadh	**Laithean saor-poblach - Oifis Dùinte** Public Holidays - Office Closed

Dil-Mon
Dim-Tue
Dic-Wed
Diar-Thur
Dih-Fri

Seisean Fosgailte : Open
Session Cuspair 5.3

A' freagairt ri	Am Bòrd-stiùiridh
Ceann-latha na Coinneimh	15/12/2022
Àite:	Air-loidhne
Nì a' Chlàir-ghnothaich	5.3

Tiotal a' Phàipeir	Plana Obrach a' Bhùird-stiùiridh	
Moladh do Bhuill	Ri Aontachadh	
Neach-labhairt:	Shona NicIllinnein	
Cùrsa Riaghlachais airson na h-Aithris	**Ceann-latha na Coinneimh**	**Seòrsachadh na h-Aithris**
-	-	-
Pàipear-taice air a cheangal ris	Tha- PT1– Plana Obrach a' Bhùird-stiùiridh	

1.0	**Adhbhar**
1.1	Is e adhbhar na h-aithisge seo plana obrach a thoirt dhan Bhòrd-stiùiridh a tha a' mìneachadh nam prìomh nithean air am feumar beachdachadh mar phàirt den chlàr-obrach airson na bliadhna.
2.0	**Cùl-fhiosrachadh**
	-
3.0	**Prìomh Aithris/Fiosrachadh**
3.1	Tha e cudromach gum bi plana obrach aontaichte aig a' Bhòrd-stiùiridh airson na bliadhna air thoiseach. Thèid sùil a chumail air a' phlana obrach tron bhliadhna.
3.2	Chaidh dà aithisg a tha air a' phlana-obrach a sgaoileadh do bhuill air post-d leis nach robh ùine aig na h-oifigearan an sgrìobhadh airson coinneamh a' Bhùird-stiùiridh san Ògmhios. 'S iad sin Aithisg Oifigear Inbhean 21/22, agus Aithisg air Fosgailteachd 21/22.
3.3	Chaidh na h-aithisgean a mholadh le luchd-sgrùdaidh nuair a bha aithisg sgrùdaidh dhùbhlanach aig a' bhuidhinn ann an 19/20 agus bha aithisg sgrùdaidh bhliadhnail na bliadhna seo a' dearbhadh gu bheil a' bhuidheann ann an suidheachadh fada nas proifeasanta is èifeachdach na bha i.
3.4	Thathar a moladh nach tig na h-aithisgean seo dhan Bhòrd-stiùiridh bho seo a-mach air sgàth 's gu bheil tòrr den fhiosrachadh a tha sna h-aithisgean seo a' nochdadh ann an aithisgean eile (eg Aithisg Bhliadhnail is Cunntasan, aithisg èifeachdas a' Bhùird-stiùiridh is nan Comataidhean, aithisgean bhliadhnail aig na Comataidhean, aithisg bhliadhnail air trèanadh, agus tro aithisgean cunbhalach do chomataidhean) agus nach e dòigh èifeachdach a th' ann gus ùine a chosg a-nise. Ma bhios am Bòrd-stiùiridh a' gabhail ris a' mholadh seo, cha bhi na h-aithisgean sin air a' phlana obrach a-rithist.
4.0	**Moladh**
4.1	Thathar ag iarraidh air Buill beachdachadh air a' mholadh agus air a' phlana obrach an cois seo agus aontachadh.
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**
	Ma thèid am moladh aontachadh, bhiodh lùghdachadh air obair aithisgean aig oifigearan.

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**
	Amas Corporra 4: Gun cùm Bòrd na Gàidhlig air a' leasachadh nan dòighean-obrach aige.
5.5	**Ceanglaichean ri Frèama-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**
	Tha plana-obrach a' Bhùird-stiùiridh a' neartachadh cliù na buidhne tro bhith fosgailte agus eagraichte a thaobh obair na buidhne.
5.7	**Buaidhean air Slàinte is Sàbhailteachd**
	Bidh aithisg a' tighinn dhan Bhòrd-stiùiridh air Slàinte is Sàbhailteachd.
5.8	**Buaidhean Laghail**
	Tha cuid de na h-aithisgean a thig dhan Bhòrd-stiùiridh a' dèiligeadh ri rudan reachdail.
5.9	**Buaidhean air Co-ionnanachd** Bidh aithisg a' tighinn dhan Bhòrd-stiùiridh air co-ionannachd.
5.10	**Buaidhean air an Àrainneachd**
	Thig fiosrachadh dhan Bhòrd-stiùiridh air cùisean a thaobh na h-àrainneachd.

Seisean Fosgailte
Puing 5.3 PT1

Plana Obrach a' Bhùird-stiùiridh 2022/23		Òg̀mhios 23/06/2022	Sultain 22/09/2022	Damhair 06/10/2022	Samhain 08/11/2022	Dùbhlachd 15/12/2022	Màrt 09/03/2022
Puingean Stèidhichte	Cùisean Tòiseachaidh / Fàilte	√	√	√	√	√	√
	Nochdadh Com-pàirt	√	√	√	√	√	√
	Geàrr-chunntas	√	-	√	-	√	√
	Clàr-gnìomhan	√	-	√	-	√	√
	Aithisg air PCCan	√	-	√	-	√	√
	Aithisg Ionmhas	√	-	√	-	√	√
	Clàr Mì-chìnntean	√	-	√	-	√	√
	Geàrr-chunntasan nan Comataidhean	√	-	√	-	√	√
	Aithisg a' Cheannard	√	-	√	-	√	√
	Am Plana Obrach	√	-	√	-	√	√
	COVID-19	√	-	~~√~~	-	~~√~~	~~√~~
	Iarrtasan Taic-airgid £100,000+	√	-	√	-	~~√~~	√
	Lèirmheas air a' choinneimh	√	-	√	-	√	√
Prìomhachasan Ro-innleachdail	Plana Corporra	-	-	-	-	√	√
	Am Plana Nàiseanta na Gàidhlig	√	√	√	-	√	√
	Adhartas nas Luaithe	√	-	√	-	√	√
Puingean Cunbhalach Bliadhnail	Plana Gnìomh	-	-	-	-	-	√
	Buidseat na Bliadhna	-	-	-	-	-	√
	Plana Ionmhas Meadhan-teirm	-	-	-	-	-	√
	Aithisg Bhliadhnail na Comataidh Sgrùdaidh is Dearbhachd	√	-	-	-	-	-
	Aithisg Bhliadhnail na Comataidh Poileasaidh is Ghoireasan	√	-	-	-	-	-
	Aithisg Bhliadhnail is Cunntasan	-	-	√	-	-	-
	Aithisg an Luchd-sgrùdaidh on Taobh a-muigh	-	-	√	-	-	-
	Aithisg Oifigear nan Inbhean	√	-	-	-	-	-
	Aithisg Luchd-obrach	√	-	-	-	-	-
	Aithisg Slàinte is Sàbhailteachd	√	-	-	-	-	-
	Èifeachdas is Trèanadh a' Bhùird-stiùiridh	~~√~~	-	√	-	-	-
	Plana Feachd-obrach	√	-	-	-	-	√
	Plana Trèanaidh	√	-	-	-	-	-
	Gnàth-Riaghailtean	√	-	-	-	-	-
	Pròg̀ram coinneamhan a' Bhùird-stiùiridh	-	-	-	-	√	-
	Fosgailteachd	√	-	-	-	-	-
	Maoineachadh nam Buidhnean Gàidhlig	-	-	-	-	√	√
	Aithisg air Planaichean Gàidhlig	√	-	-	-	-	-
Puingean Ad Hoc	Suirbhidh Luchd-ùidh	-	-	√	-	-	-
	Measadh air Modhan-obrach Choinneamhan	√	-	-	-	-	-
	Co-chomhairle an Riaghaltais	-	-	-	√	-	-