

Bòrd na Gàidhlig

TEAMPLAID FOIRM DEARCNACHAIDH PLANA CÀNAIN GÀIDHLIG GAELIC LANGUAGE PLAN MONITORING FORM TEMPLATE

Stiùireadh:

Fo sgèith Achd na Gàidhlig (Alba) 2005 faodaidh am Bòrd aithisg dearcnachaidh iarraidh bho ùghdarrasan poblach le fios mu adhartas air liubhairt toraidhean a' phlana. 'S e am prìomh amas aig a' Bhòrd gum faigh an t-ùghdarras cothrom a bhith a' dèanamh tomhas air adhartas a thathar a' dèanamh agus sealltainn far a bheil neartan no laigsean mu choinneamh adhartas. A bharrachd air seo, tha am pròiseas seo a' toirt cothrom don ùghdarras a bhith a' dèanamh planadh ro-làimh mar phàirt den phròiseas ath-bhreithneachaidh riatanach ro ùrachadh a' phlana, agus cunntas a ghabhail air leasan a chaidh ionnsachadh agus buaidh a' phlana air poileasaidhean is planaichean na buidhne.

Tha am Bòrd a' moladh na teampalaid gu h-ìosal mar chruth airson aithisg dearcnachaidh. Thathar a' cleachdadh còd dhathan gus adhartas a shealltainn air liubhairt thoraidhean.

Mar stiùireadh air a' phròiseas dearcnachaidh san fharsaingeachd, tha am Bòrd a' moladh na leanas:

- Gu bheil adhartas air a chomharradh gu soilleir airson nan gnìomhan uile, le meudachadh càileachd is àireamhail air an clàradh.
- Far a bheil dàil air a bhith ann, gu bheil mìneachadh soilleir air dè dh'adhbhraich seo agus an dòigh anns a bheil an t-ùghdarras gu bhith a' rèiteachadh chùisean.
- Gu bheil earrann air a ghabhail a-steach aig deireadh na h-aithisge le fios mu leasan a chaidh ionnsachadh.

Thèid an teampalaid seo a chleachdadh leis a' Bhòrd airson measadh a dhèanamh air aithisgean dearcnachaidh. Thèid coimhead air an tar-shealladh a thaobh co-ionannachd spèise; tairgse fhor-gnìomhach; àbhaisteachadh; na raointean leasachaidh agus prìomh raointean planadh cànain Gàidhlig an cois a' Phlana Cànain Nàiseanta Gàidhlig; planadh a thaobh luchd-obrach gu h-iomlan agus coileanadh uile gu lèir. Bidh freagairt a' Bhùird stèidhichte air fianais a tha air thaisbeanadh san aithisg.

Guidance:

Under the Gaelic Language (Scotland) Act 2005 the Bòrd may require public authorities to submit a monitoring report on progress regarding delivery of their plan's outputs. The purpose of this is to provide the authority with an opportunity to measure progress, to take remedial action if necessary or note where progress has been greater than anticipated. The reporting process is also intended to support the organisation to plan in advance of the review required prior to renewal of its plan, to take account of lessons learned, and to measure the plan's impact across the organisation's policy and planning process.

The template provided below is the Bòrd's recommended monitoring report format. It includes a colour code system to indicate progress on output delivery and a key is provided regarding this.

By way of general guidance for the monitoring process the Bòrd encourages the following:

- That for all actions a clear measure of progress is included, with the qualitative and numerical increase recorded.

- Where there has been a delay in progress or no progress that this is clearly stated, with an explanation of why this has occurred and what the response is.
- That a 'lessons learned' section is included at the end of the report.


The Bòrd will use this template when assessing monitoring reports. We will also look at the wider picture in terms of delivery on equal respect; active offer; mainstreaming; the development areas and key language planning categories contained in the National Gaelic Language Plan; workforce planning and overall performance. Our response will be based on what is evidenced in the report.

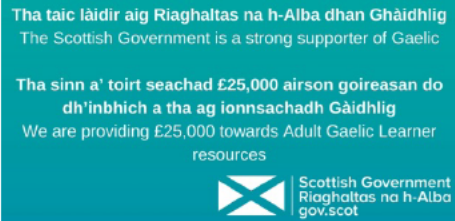
Clàr Key	
A' dol mar bu chòir – gun dùbhlán no dùbhlán aig ìre ìseal a bhuailas air ceann-latha no càileachd an toraidh On track – minimal or no issues that can impact on quality or delivery of output to schedule.	
Dàil air ceann-latha libhrigidh agus/no càileachd/meud an toraidh taobh a-staigh chrìochan a' Phlana. Delay in delivery time line and/or quantity/quality of output within parameters of the Plan.	
Dàil air libhrigeadh an toraidh taobh a-staigh clàr-ama a' phlana no cha tèid an toradh a choileanadh taobh a-staigh clàr-ama a' Phlana. Delay in output delivery within the plan's time-line or target output will not be achieved within plan's time-line	

Fiosrachadh Bunaiteach
Base-line information

Ceann-latha aonta Plana Cànanain Gàidhlig Riaghaltas na h-Alba Approval date of the Scottish Government Gaelic Language Plan	5 October 2016
Àrd-oifigear le uallach iomlan airson a' Phlana Senior officer with overall responsibility for the Plan	Leslie Evans, Permanent Secretary, Scottish Government
Àrd-oifigear le uallach airson am Plana a chur an gnìomh Senior officer with responsibility for the implementation of the Plan	[Redacted] , Head of Gaelic & Scots Team
Oifigear le uallach làitheil airson a' Phlana Officer with day-to-day responsibility of the Plan	[Redacted] / [Redacted] Gaelic & Scots Team
Ceann-latha a chuireadh an aithisg a-staigh Date of submission of monitoring report	30 November 2017

Bun-dhleastanasan
Core Commitments

Earrann 1 – Dearbh-aithne agus Follaiseachd Section 1 - Identity and Visibility		
Geallaidhean /cinn-làithean targaid Commitments/delivery dates	Adhartas Progress	Ìre Status
HIGH LEVEL AIM The Scottish Government logo will be refreshed, giving equal respect to Gaelic. (2016)	This has been implemented, with an organisation-wide refresh being carried out across the organisation and being phased in on a replacement basis. The now logo contains both English and Gaelic as standard (as with the previous logo) but now has the Gaelic text equal in size to the English. 	
A database will be maintained of Gaelic versions of internal division and agency names to ensure consistency within the organisation. (Immediately)	This is in place, and is updated by the Gaelic and Scots team as and when internal restructuring happens.	
Use of bilingual letter templates for Ministers, Directorates and Divisions will be encouraged as the default. (Ongoing)	Bilingual versions of all letterheads are available, and are being used more frequently, particularly in the Learning Directorate. Due to the structure and nature of the organisation, work is ongoing to roll this out across the organisation, and implementation of this will be a point of discussion for the SG GLP Implementation Group (see below).	

Earrann 2 – Conaltradh agus Foillseachaidhean Section 2 – Communications and Publications		
Geallaidhean /cinn-làithean targaid Commitments/delivery dates	Adhartas Progress	Ìre Status
<p>High Level Aim We will work with Directorates to include Gaelic in news and media activities, covering matters of national importance, as well as matters relevant to the Gaelic language in Scotland. (During the life of the Plan)</p>	<p>Gaelic has been included in a range of social media activity, particularly related to cultural and educational events and initiatives.</p> <p>In the period from approval of the Plan to submission of this report, there have been 4 SG news releases issued bilingually, listed below:</p> <p>19/10/16 £700,000 for Gaelic language delivery 31/3/17 New Members Appointed to Bòrd Na Gàidhlig 10/8/17 Funding for Gaelic Centre 13/10/17 Funding for the National Mòd</p> <p>Further implementation across the organisation will be a point of discussion for the SG GLP Implementation Group.</p>	
<p>High Level Aim We will continue to increase Gaelic presence on all Scottish Government websites (including corporate website, internal staff intranet and new websites as they are developed), on the basis of equal respect, visibility and usability of Gaelic. (During the life of the Plan)</p>	<p>The gov.scot website is currently in the process of being transitioned to a new website, currently accessible at http://beta.gov.scot. We are working to include Gaelic on the basis of equal respect, and pages are currently available bilingually on the Gaelic language (https://beta.gov.scot/policies/languages/gaelic/) and the standard contact pages (https://beta.gov.scot/about/contact-information/). We will continue to consider the pages we offer bilingually as the beta site is transitioned and developed.</p>	
<p>Further content which can be issued in Gaelic or bilingually will be identified, translated and published. (Ongoing)</p>	<p>This is ongoing by the Gaelic and Scots team and includes news, media, social media and publication activity listed elsewhere in this report.</p>	
<p>We will include Gaelic in further developments as we move to disseminate more information through social media. (During the life of the Plan)</p>	<p>This has increased both through the use of the @ScotGovGaidhlig account to highlight and retweet Gaelic-related topics, as well as occasional bilingual tweets in other SG Accounts. We have recently trialled the use of bilingual infographics and we will be continuing to explore the use of these in the future.</p>  <p>The infographic contains the following text: Tha taic làidir aig Riaghaltas na h-Alba dhan Ghàidhlig The Scottish Government is a strong supporter of Gaelic Tha sinn a' toirt seachad £25,000 airson goireasan do dh'inbhich a tha ag ionnsachadh Gàidhlig We are providing £25,000 towards Adult Gaelic Learner resources Scottish Government Riaghaltas na h-Alba gov.scot</p>	

The Scottish Government will have a representative available for interview or comment in Gaelic if requested by media outlets, and will publicise this availability. (Immediately)	This has never been requested.	
The Gaelic and Scots Team will offer advice on the use of Gaelic at public meetings and record any requests. (During the life of the Plan)	We have offered advice on the use of Gaelic, or put teams in touch with external contacts, for several public meetings. These have included advice on Gaelic materials for a Lyme Disease seminar in Benbecula in August 2017, and continued engagement on the inclusion of Gaelic in Scotland's Cultural Conversation, in partnership with Creative Scotland and Bòrd na Gàidhlig.	
Earrann 3 – Luchd-obrach agus Trèanadh Section 3 – Staffing and Training		
Geallaidhean /cinn-làithean targaid Commitments/delivery dates	Adhartas Progress	Ìre Status
We will explore the needs of Gaelic language learning by including Gaelic in future staff engagement and promote availability to Scottish Government staff. (Ongoing)	We have publicised the work of the Gaelic and Scots team as the point of contact for Gaelic-related issues, and will continue this through future awareness training across the SG.	
We will offer Gaelic awareness training for communications staff and senior officers. (By end 2016)	We held a Gaelic awareness session in 2016 for communications staff and staff within the Learning Directorate, and have offered specific training for departments in relation to their role and responsibilities on a request basis. We are developing a new pilot scheme on minority language awareness training involving Gaelic, Scots and BSL and this will be rolled out and offered to other public sector organisations.	
The Scottish Government's training network is the Learning Gateway. Using this we will support our Training Liaison Officers when promoting Gaelic language learning.	Advice is available through our TLOs for anyone wishing to learn Gaelic.	

Plana Cànan Gàidhlig Nàiseanta agus Riaghaltas na h-Alba
The National Gaelic Language Plan and the Scottish Government

Togail Cànan Language acquisition		
Geallaidhean Commitments	Adhartas Progress	Ìre Status
We are represented on the National Gaelic Education Strategy Steering Group (NGESSG).	The Gaelic and Scots team continue to work closely with all stakeholders in the Gaelic education sector.	
We will continue to operate the scheme of specific grants for Gaelic education.	We continue to support local authorities through this funding scheme.	
We will continue to provide additional funding for projects related to Gaelic medium education and Gaelic for learners in Scotland.	In addition to the Gaelic organisations which we regularly fund, in 2016-17 we have provided additional funding for the following projects/organisations: Bòrd na Gàidhlig (GIFT, Nova Scotia links, Teacher Recruitment Officer) MG Alba (Bannan workshops/training/FilmG/LearnGaelic) Ainmean-Àite na h-Alba (Website) Comunn na Gàidhlig (Spòrs Gàidhlig) An Comunn Gàidhealach (National Mòd) Stòrlann (Go! Gaelic, Play, Talk, Read) Ceòlas Comunn Eachdraidh Nis Fèisean nan Gàidheal	
We will continue to promote Gaelic medium education as a positive choice for parents.	Ongoing, in particular ensuring this message	
We will continue to promote Gaelic Language in the Primary School (GLPS).	We continue to fund and support Stòrlann and local authorities with Go! Gaelic (Gaelic as L2 and L3 in schools).	
We will continue to encourage and support the development of dedicated Gaelic medium schools, and Gaelic status schools.	This is ongoing through our direct funding streams (specific grant and capital fund) and through close working with stakeholders.	
We will continue to administer the Gaelic school capital fund to support local authorities with infrastructure for the provision of Gaelic education.	Many capital projects related to the provision of Gaelic education have been supported through this scheme in 2016-17, with details available on request.	
The Education (Scotland) Bill 2015 contains significant provisions for Gaelic education.	The Education (Scotland) Act 2016 (https://www.legislation.gov.uk/asp/2016/8) contains provisions which provide a new process for parents to request Gaelic medium primary education, as well as placing a duty on Bòrd na Gàidhlig to prepare guidance on Gaelic education and a duty on local authorities to promote and	

	support Gaelic education. The Gaelic and Scots team continue to monitor implementation of these provisions and support stakeholders.	
We will continue to regard Gaelic adult education as a high priority.	We continue attend discussions with Bòrd na Gàidhlig and other stakeholders around Gaelic adult learning strategy and initiatives and offer support as needed.	
We will maintain funding for Bòrd na Gàidhlig's Gaelic Teacher Recruitment Officer.	This continues to be funded by SG.	
We will work with local authorities to ensure the development of workforce planning for Gaelic schools.	Engagement with local authorities and stakeholders is ongoing.	
We will work with all interested parties to investigate new ways of ensuring teacher supply matches demand.	Engagement with Bòrd na Gàidhlig, local authorities and other stakeholders is ongoing.	
We will encourage local authorities to prioritise Gaelic as L1, L2 or L3 under the 1+2 languages initiative.	Ongoing, in particular through GME for L1 and Go! Gaelic for L2/3.	
We will continue to support Stòrlann Nàiseanta na Gàidhlig, the organisation charged with co-ordinating the production and distribution of Gaelic educational resources throughout Scotland.	Stòrlann receive regular and project funding from the Scottish Government, and we work closely with them to ensure resources are provided as efficiently as possible.	
Cleachdadh Cànan		
Language usage		
Geallaidhean Commitments	Adhartas Progress	Ìre Status
We will continue to support Bòrd na Gàidhlig to enable it to deliver key objectives in the National Gaelic Language Plan, with a prioritisation of those which will help Gaelic in the community.	Bòrd na Gàidhlig receive regular funding as an NDPB to carry out functions related to the Gaelic Language (Scotland) Act 2005 on the Scottish Government's behalf which the Gaelic and Scots team monitor and support. We have been working closely with Bòrd na Gàidhlig on the next iteration of the National Gaelic Language Plan which is on track to be published in 2018.	
We will promote Gaelic in the community and encourage local authorities and others to support developments in this area.	We have ongoing discussions with local authorities and other organisations which have Gaelic language plans	
We will continue to support MG Alba and its partnership with the BBC Trust in the delivery of the Gaelic media service, BBC Alba.	MG Alba continue to be sponsored by the Scottish Government, and we provide additional funding, advice and support to them in relation to Gaelic broadcasting and the wider broadcasting landscape as this changes. See also list of projects supported above; additional details available on request.	

We will support Bòrd na Gàidhlig in making progress with National Gaelic Language Plan implementation in the areas of arts, publishing, media, community and the workplace.	We have provide additional project funding to several projects in these sectors. See list of projects supported above.	
We will support Gaelic culture and arts projects, working with partners to deliver the National Gaelic Arts Strategy and to promote Gaelic arts both in Scotland and internationally.	We attend and offer support on the National Gaelic Arts Strategy.	
We will continue to work to increase the public profile of Gaelic through bilingual signage policies on a new or replacement basis following the principle of equal respect for Gaelic and English.	Advice being provided is ongoing. Point of discussion for forthcoming Gaelic Language Plan Working Group (see below).	
We will continue to include Gaelic in our work in communities through projects connected to crofting and the Scottish Rural Network.	Ongoing through communications with the relevant teams and organisations.	
We will encourage the promotion of Gaelic in tourism, heritage and recreation sectors.	Ongoing. Point of discussion for forthcoming Gaelic Language Plan Working Group (see below).	
Inbhe Cànan		
Language status		
Geallaidhean Commitments	Adhartas Progress	Ìre Status
We will continue to promote Gaelic within our areas of operation.	Ongoing (see above).	
We will continue to ensure support is provided to public bodies developing Gaelic Language Plans.	Ministers continue to approve plan notices and high level aims for organisations, and officials monitor the process closely, with attendance at Bòrd committee meetings and plan panels, offering Bòrd na Gàidhlig advice and support with this as needed.	
We will continue to attend the GMòr group of officers engaged in Gaelic Language Plans.	We will be involved with discussions with Gaelic officers on the best format for GMòr going forward, to ensure the lines of communication remain open and useful.	
We will assess new policies or initiatives for their potential to benefit Gaelic.	Ongoing, particularly with initiatives related to education. Expansion to wider SG policies will be a point of discussion for the forthcoming Gaelic Language Plan Working Group.	
We will support key areas of Gaelic research.	We continue to facilitate areas of research as needed, particularly around the Census and educational statistics.	

We will continue to support the languages of Scotland through our participation in the British Irish Council.	The Gaelic & Scots team attend BIC meetings related to language policy to ensure Gaelic is represented and supported.	
We will encourage the use of Gaelic in national advertising campaigns.	Ongoing, and a point of discussion for the forthcoming Gaelic Language Plan Working Group (see below).	
Corpas Cànanain Language Corpus		
Geallaidhean Commitments	Adhartas Progress	Ìre Status
We will work with Bòrd na Gàidhlig on corpus planning activities in association with relevant bodies.	We have been closely monitoring the stakeholders in the current pilot project on Corpus development by Bòrd na Gàidhlig, Leacag, and will provide advice and support on the implementation of the next stage in 2018.	
We will assess the linguistic consequences of new policies or initiatives to ensure that they do not impact adversely on the use of Gaelic, and where possible we will ensure that they impact positively.	Ongoing, and a point of discussion for the forthcoming Gaelic Language Plan Working Group (see below).	
We will continue to work with Ainmean Àite na h-Alba (Gaelic Place-names of Scotland) to ensure consistent orthography of Gaelic in place-names.	We continue to attend AÀA meetings and have provided advice and project funding.	
We will work with those undertaking research in this area to improve the quality of the Gaelic language.	We provide advice and support as needed.	
We will adhere in our Gaelic language publications and media to the Gaelic Orthographic Conventions as published by the Scottish Qualifications Authority.	Consistently carried out.	

Buileachadh is sgrùdadh Implementing and monitoring		
Geallaidhean Commitments	Adhartas Progress	Ìre Status
The SG GLP will be published bilingually on the Scottish Government website. In addition, we shall:	https://beta.gov.scot/publications/scottish-government-gaelic-language-plan-2016-2021/ (English) https://beta.gov.scot/publications/plana-gaidhlig-riaghaltas-na-h-alba-2016-2021/ (Gàidhlig) Published on 5 May 2017 (publication was delayed due to the consultation on the National Gaelic Language Plan being active at the time).	
<ul style="list-style-type: none"> widely promote the Plan including sharing on social media 	This was done on publication.	
<ul style="list-style-type: none"> make the Plan known to employees via the Scottish Government Intranet and update employees with new policies and initiatives developed under the Plan 	An article was published on Saltire promoting the Plan and the work of the Gaelic and Scots team.	
<ul style="list-style-type: none"> make copies of the Plan available on request 	Available.	
<ul style="list-style-type: none"> notify relevant stakeholders with information on how to access the Plan 	Message was sent to stakeholders on publication.	
The Gaelic and Scots team will report progress on the commitments in this Plan to Bòrd na Gàidhlig annually.	Ongoing.	
We will establish a Gaelic Plan Working Group following publication of this Plan.	Plans to form this group have been delayed but we will be exploring this again in early 2018, and are identifying priorities for discussion once this group is formed, particularly ways of applying policies consistently across the whole organisation which have been referred to elsewhere in this report. We will keep Bòrd na Gàidhlig advised on our progress in this matter.	
Guidance will be produced and promoted to Scottish Government staff explaining their duties and what the Plan means for them. This general guidance will be augmented as appropriate with information on the handling of Gaelic correspondence, telephone calls and the production of bilingual communications.	This General guidance will be completed in 2018.	

<p>The Scottish Government will ensure that agreements or arrangements made with third parties which relate to the delivery of services to the public are shaped by the terms of this Plan. This commitment includes services which may be contracted out. Where the third party does not have a Gaelic Language Plan in place, then we shall encourage them to follow the terms of the Scottish Government Gaelic Language Plan and to ensure that their staff are informed of the terms of the Plan.</p> <p>The relevant contract manager will be responsible for monitoring the performance of the service provider in relation to any arrangements made for the Gaelic language. This will be carried out as a normal part of the contract management process.</p>	<p>Scottish Government contracts currently take Gaelic arrangements into account if a particular need is identified; we will discuss potential new methods of identifying these across the organisation with the forthcoming Gaelic Language Plan Working Group.</p>	
<p>The Scottish Government will make appropriate provision for the resourcing of this Plan, in respect of those services delivered directly by us. Our NDPBs and Agencies, agents and contractors will be responsible for arranging to meet the costs of implementing their own Gaelic Language Plans.</p>	<p>Provision is made available as needed in relation to resourcing in terms of the Plan, the National Gaelic Language Plan and the statutory functions of Bòrd na Gàidhlig.</p>	