

STÒRLANN BOARD OF DIRECTORS 2015

MINUTE OF MEETING OF BOARD OF DIRECTORS

2.00pm, Wednesday, 9 December, 2015

STUC, Woodlands Road, Glasgow

Present:

William MacDonald (WM) – Comhairle nan Eilean Siar – Chairperson

Norma Martin (NM) – City of Edinburgh Council

Robert Dalzell (RD) – North Lanarkshire Council

Gillian Campbell-Thow – Glasgow City Council (Until 1530)

Donald W Morrison (DWM) – Stòrlann

Donald J MacRitchie (DJM) – Stòrlann

Neil Smith (NS) – Stòrlann (Note of Minute)

In Attendance

Douglas Ansdell (DA) – Scottish Government

Jonathan Ferrier (JF) – Scottish Government

Apologies

Kenneth Murray (KM) – Highland Council – Vice Chair

Anne Paterson – Argyll & Bute Council

Bruce Robertson (BR) – Bòrd na Gàidhlig

ITEM		ACTION
1	OPENING ITEMS	
1a	Welcome The Chairperson welcomed all present.	
1b	Present and Apologies As above	
1c	Declarations of Interest No notes of interest were presented.	
2	MINUTES	
2a	The minutes of the Stòrlann Board meeting held on Tuesday 29 th September 2015 in Aviemore were approved.	
2	Matters arising: There were no matters arising.	

<p>3</p> <p>3a</p> <p>3b</p>	<p>FINANCE BUSINESS</p> <p>Stòrlann Management Accounts The CEO advised members that all was going to plan and there were no issues to highlight in the accounts. Quarterly reports had been submitted to both Bòrd na Gàidhlig and the Scottish Government. There were now 4 equal payments being received from the Scottish Government in comparison to the previous arrangement where one quarter was larger to take account of An t-Alltan costs.</p> <p>It was agreed that in the absence of a full time CEO or Education Manager, Bòrd na Gàidhlig will be kept up to date with regard to their grant funding, with actual costs and end of year forecasts being provided at regular intervals. CEO undertook to brief BR at Bòrd na Gàidhlig on a regular basis.</p> <p>The CEO referred to a breakdown of travel costs and expenses, which had been circulated to members after the main documents had been distributed by email. He explained that an internal audit process is used to back up all travel based transactions. There have been a number of cost savings due to increased use of video conferencing, partly as a result of faster broadband now being available in the Stòrlann office and elsewhere.</p>	<p>CEO</p>
<p>4</p> <p>4a</p> <p>4b</p> <p>4c</p>	<p>CORPORATE AFFAIRS AND STAFFING</p> <p>Stòrlann Organisational Review The CEO updated the board regarding progress. Two staff had already been interviewed and other interviews were planned for December and January. An arrangement had been made with Mr R Leishman to meet members at 4pm, immediately after the Board meeting. It was agreed that the Board be interviewed collectively as a group, rather than on an individual basis.</p> <p>Health and Safety The CEO informed members that Peninsula Business Services had been engaged to provide health and safety advice. A review of An Tosgan has been completed and Stòrlann is awaiting the report. As lead tenant, Stòrlann has made all arrangements. Some tasks have already been delegated to the admin staff and the management team will meet and discuss further once the report is received.</p> <p>Risk Register The CEO updated members with regard to governance items on the register. Greatest concern focused on the possibility of cuts and reduction in funding because of the spending review currently being undertaken. The board advised that the organisation should expect cuts of at least 5% from both the Scottish Government and Bòrd na Gàidhlig, given the current financial climate. The spending review is due for completion in January.</p> <p>The CEO informed members that pension obligations have been met and auto-enrolment procedures put in place.</p> <p>With regard to people/staff, the CEO informed the board that steps had been taken to establish a network of associate translators and a style guide had recently been updated.</p> <p>A lack of CPD opportunities within Stòrlann had been identified. The Board recommended that potential CPD opportunities for increasing in-house skills be obtained, and that training awareness should be pushed up agenda to ensure related concerns are addressed.</p> <p>GCT updated the members regarding a training day for the SMT, which was held in Inverness in September.</p>	<p>CEO</p>

<p>5</p> <p>5a</p> <p>5b</p> <p>5c</p> <p>5d</p>	<p>PROJECTS AND CONTRACTS</p> <p>Resources Schedule 2015-16 The CEO and DJM updated members with regard to the resources schedule which had been circulated. The following points were highlighted:</p> <ul style="list-style-type: none"> • Budgets for 16/17 still to be set • Maths in Action progressing with assistance of a design contractor • Ceumannan – two secondary teachers are working on interim units. A teacher has said that Ceumannan 4 can be used for some advanced material • Scottish Quest distribution has been delayed due to primary question cards not being ready • There is ongoing co-operation between the CNES Multimedia Unit, Education Scotland and Stòrlann. The MMU is to create smaller resources than it used to previously and is going to produce videos for the Fileanta resource. • The ASN handbook is awaiting a preface from Dr A Allan. When complete, the ASN online resource will consist of a collection of documents for online distribution – these include phonics, tests and CPD. SLT also to be considered. <p>Gaelic Education Resources Group and Advisory Panels The CEO notified members that a Primary Resources Panel meeting had been arranged for 11 December. Education Scotland (Maeve MacKinnon) had agreed to join the resources panels. Panel members were selected using a skills matrix and by recommendation of head teachers.</p> <p>Board Members requested that a list of panel members be circulated to the Board and recommended that panel meetings be combined with Stòrlann Board meetings.</p> <p>An t-Alltan The CEO informed members that An t-Alltan 2016 was provisionally booked for 28 and 29 September and that this would be confirmed in January. NS then took members through the An t-Alltan 2015 report, highlighting that it had been the largest event to date, with 165 attendees.</p> <p>The Board Members noted the report and were of the opinion that the event had been a success. It was suggested that provision for simultaneous translation be reviewed for 2016.</p> <p>Ceàird an Sgrìobhaiche The CEO explained that the Ceàird an Sgrìobhaiche project had been extended with Marisa MacDonald, who previously worked on the project for PNE, conducting an audit of school requirements. The CanS model is transferable to other locations in Scotland. There had been some positive publicity with Catriona Lexy Campbell’s visit to a school in North Uist featuring on BBC Alba.</p> <p>A creative writing workshop led by Iain MacKinnon and two other teachers had also been arranged. The workshop is designed to make authors aware of CFE requirements and create a framework which can be used nationally.</p>	

<p>6</p> <p>6a</p>	<p>COMMUNICATIONS AND PR</p> <p>Alltan, Go Gaelic, Gaelic4parents and Ceàird an Sgrìobhaiche</p> <p>The CEO informed members that the organisation had tried to maintain a positive message relating to general Gaelic matters, in order to rebuff some of the negative press. There had been a lot of audience engagement on the Gaelic4Parents social media channels, particularly Facebook. An t-Alltan, Go!Gaelic and Ceàird an Sgrìobhaiche had all featured on BBC Alba and in other media channels, following press releases.</p> <p>Members agreed a national strategy was required particularly at a time when local authorities were facing cutbacks and Gaelic was not receiving a positive press.</p>	
<p>7</p>	<p>AOCB</p> <p>RD informed the Board that North Lanarkshire Council are holding a learning festival on 18 & 19 May (tbc). There is potential for a Go!Gaelic 40 minute workshop. Members agreed that it would be beneficial to arrange this if possible. RD to confirm at a later date.</p> <p>The CEO informed members that a request had been made for a staff member to join a local Children’s Panel. There was already provision in the staff handbook regarding CP memberships including up to 15 days paid leave if required. After discussion, approval was given for the staff member to join the Panel.</p>	
<p>8</p>	<p>DATE OF NEXT MEETING</p> <p>The next Board meeting is scheduled for Thursday 18th February in Glasgow. Location to be confirmed.</p> <p>The Chairperson thanked all in attendance and the meeting closed.</p>	