

BÒRD NA GÀIDHLIG

ANNUAL RETURN FORM 2019-20

Organisation's name	Scottish Parliamentary Corporate Body
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Primary Indicator Data		
Communications from the Public	How many written communications have the organisation received from the public in Gaelic this year?	60
Dissemination of information	How many posts did the organisation distribute on social media in Gaelic this year?	660 (Tweets: 551 Soundcloud: 35 Blog: 12)
	How many press releases did the organisation publish in Gaelic this year?	86
Staff	How many staff received Gaelic skills training this year? * Gaelic awareness/basic Gaelic sessions – some people attended more than one.	73* 2 undertaking an Cùrsa-Inntrigidh at Sabhal Mòr Ostaig
	How many posts do you currently have where Gaelic is an essential skill?	2
	How many staff currently within the organisation have Gaelic skills? * These figures are from our 2018 survey of Gaelic language skills. These will be updated when we undertake a new survey in the development for our next Gaelic Language Plan.	41 abairtean bunaiteach / basic phrases 3 le sgilean eadar-mheadhanach / intermediate 5 fileanta / fluent speakers*
Publications	How many organisational publications have been published bilingually (Gaelic and English) this year?	Bilingual: 6 Separate Gaelic and English versions: 4 English publications with Gaelic title or

		foreword: 9
Status	How many bilingual signs were erected this year?	n/a Bilingual signage already rolled out in line with our GLP

National Gaelic Language Plan Priorities

Using Gaelic

How is the organisation increasing the use of Gaelic?

- By Gaelic social media presence via our dedicated Gaelic social media channels and via other parliamentary social media channels (e.g. corporate, committee, education, outreach twitter feeds, Instagram, Facebook)
- By publicizing committee enquiries to the Gaelic community and encouraging evidence in Gaelic – e.g. the hate crime legislation consultation which received much evidence in and about Gaelic. We also published a Gaelic summary of the secondary school subject choice enquiry which was read by 724 people.
- Through producing a wide range of publications in Gaelic.
- Through developing Gaelic digital information resources, for example: <https://www.youtube.com/watch?v=s-5Kk17qh8g&feature=youtu.be>
- Through production of a range of Gaelic education resources – 51 are currently available in Gaelic.
- Through continuing to offer and deliver Gaelic sessions for schools. 7 Sessions were delivered and the *An t-Alltan* conference was attended.
- By producing webpages and news releases in Gaelic
- By enabling and encouraging correspondence in Gaelic
- Our new Parliament & You exhibition consisting of video case studies contains a Gaelic interview about land reform. This was launched in June 2019 as part of the Parliament's 20th Anniversary event.
- Gaelic was used several times in Chamber and Committee business during this period including a debate on the International Year for Minority Languages, a committee session by the Public Audit and Post Legislative Committee and a Gaelic Time for Reflection. The Gaelic team publicised these sessions and aided various Members, Presiding Officers and Conveners with Gaelic use for Parliamentary Business including proofreading and supplying of pronunciations of simple phrases (such as Madainn mhath/good morning) and Gaelic nomenclature. Six motions or questions were submitted bilingually and the Gaelic team proofread these where required.

Learning Gaelic

How is the organisation increasing the learning of Gaelic?

- Two members of staff are being supported by the Parliament to do the Cùrsa-inntrigidh at Sabhal Mòr Ostaig.
- We had a student from Sabhal Mòr Ostaig on a three week work experience placement.
- Publicizing local and national Gaelic learning opportunities locally internally
- Offering our 2-hour Gaelic 2, 3 courses (*Abair Beagan* – Speak a Little, and Use your Gaelic in the Scottish Parliament sessions to staff following on from our Gaelic 1 – Gaelic awareness sessions)
- Through our Abair Beagan basic parliamentary Gaelic booklet
 - Through our short podcast Gaelic Word of the Week which teaches a little about Gaelic and about the Parliament each week. This is regularly listened too by over 100 people and also performs very well on Twitter.

Promoting Gaelic

How is the organisation promoting a positive image of Gaelic?

- Gaelic officers attend induction sessions to inform new-starts about the Gaelic Language Plan and our Gaelic awareness sessions.
- Bilingual signage
- increased use of Gaelic in corporate publication titles/summaries
- Use of Gaelic in social media – both in and about Gaelic throughout the Parliaments' social media accounts
- Including Gaelic in videos made by the Presiding Officer
- Delivering the 'Learn Gaelic in 5 minutes' pop-up stall at various events internal and external
- Internal communications including our internal Gaelic blog and our corporate communications and through external communications including our weekly eBulletin.
- By providing Gaelic Awareness training for staff and also offering to our partners.
- By holding a Gaelic Language week with enhanced visibility and increased social media content for Gaelic in addition to sessions in Gaelic (below).
- By holding 2 Make Your Voice Heard Through Gaelic sessions in the Scottish Parliament as part of our Gaelic week in November and 1 session in Skye in September.
- Scotland's Futures forum held the Gaelic 2030: What would success look like? conference in December 2019 as part of the Scotland 2030 programme, looking at the future of Gaelic. 80 people were present at the conference which was also webcast.

Other monitoring information

Promotion of Gaelic Education

For Local Authorities only to complete

Under Section 15 of the Education (Scotland) Act 2016, local authorities which already provide Gaelic education in their area must take reasonable steps to promote this. All local authorities must take reasonable steps to promote the rights which parents have under the Act to make a request for Gaelic Medium Primary Education and the potential provision of Gaelic Learner Education. Could you tell us how you are undertaking this?

n/a

Corporate Parenting

For Local Authorities only to complete

Please provide data on the number of Gaelic-speaking care experienced young people registered with the Authority.

n/a

Please provide information on activities or opportunities you provide for Gaelic-speaking care experienced young people.

n/a

Equalities

For all organisations to complete

Has your public authority identified any particular issues relating to equality of opportunity with regard to the development of Gaelic language?

We have not identified any particular issues. We ensure that Gaelic activities are inclusive and are also available to staff at all levels across the organization. We have worked actively with staff diversity networks across the organization to promote Gaelic.

Are there any equalities policies, procedures or measures that have been implemented by your public authority, or are in the process of being implemented, that are relevant to advancing the equality of opportunity in the development of Gaelic language? Can you tell

us about them?

To raise awareness of Gaelic amongst the general public, we have bilingual signage, we have added Gaelic to titles and/or forewords of many corporate publications and have Gaelic-related social media content aiming at non-Gaelic speakers. We target younger people through social media, education materials and education publications. Gaelic education sessions can be delivered anywhere in Scotland.

Are there examples of implementing specific measures to improve inclusivity or engagement that have worked particularly well regarding Gaelic language development for your public authority? Please indicate if you would be happy for Bòrd na Gàidhlig to share and promote the examples provided.

The Gaelic officers have worked closely with the Parliament's BSL officer to share good practice and consider ways of working together and one Gaelic officer attended a conference on the subject of representation of the BSL community and delivered a paper about the position of Gaelic. We have ensured that all diversity networks in the Scottish Parliament have bilingual logos.

Corporate Service Aims	
Overarching Principles	Traffic light colours: green, amber or red
Equal Respect Gaelic language plan commitments delivered to an equal standard in both Gaelic and English.	Green
Active Offer Practical measures to ensure that staff and public are kept regularly informed of all opportunities that exist to use Gaelic in relation to the work of the public authority.	Green
Third Parties Ensure that Arm's Length Executive Organisations and other contractors help with the delivery of the public authority Gaelic language plan.	Green
Normalisation Gaelic plan commitments are normalised within the structures of the public authority over time, with opportunities to grow Gaelic within existing budgets constantly assessed.	Green
Corporate Parenting That the authority is aware of the duties of a Corporate Parent to ensure that looked after children and young people and care leavers with Gaelic receive the same opportunities as those with other languages.	n/a

Status	Traffic light colours: green, amber or red
Logo Aim to render the corporate logo in both Gaelic and English at the first opportunity and as part of any renewal process.	Green
Signage Prominent signage will include Gaelic and English as part of any renewal process.	Green
Communicating with the public	Traffic light colours: green, amber or red
Promotion Positive message that communication from the public in Gaelic is always welcome.	Green
Written Communication Written communication in Gaelic is always accepted (post, email and social media) and replies will be provided in Gaelic in accordance with the general policy.	Green
Reception and phone Where Gaelic speaking staff are capable of providing this service, they are supported to do so and the service is promoted to the public.	Green
Public meetings Opportunities to hold public meetings bilingually or in Gaelic are regularly explored and promoted.	Green

Information	Traffic light colours: green, amber or red
News releases High profile news releases and all news releases related to Gaelic are circulated in both Gaelic and English.	Green
Social Media Gaelic content distributed regularly through social media, guided by the level of actual and potential users	Green
Website Gaelic content should be available on the public authority's website, with emphasis given to the pages with the highest potential reach.	Green
Corporate Publications Produced in Gaelic and English, with priority given to those with the highest potential reach.	Green
Exhibitions Opportunities to deliver public exhibitions bilingually or in Gaelic should be explored on a regular basis, with priority given to those with the highest potential impact.	Green
Gaelic Language Corpus	Traffic light colours: green, amber or red
Gaelic Orthographic Conventions The most recent Gaelic Orthographic Conventions will be followed in relation to all written materials produced by the public authority.	Green

Definition of traffic light colours:

RED - One or more issues outside agreed parameters which cannot be resolved at operational level and require LG input

AMBER - One or more issues outside agreed parameters which can be resolved at operational level

GREEN - Operating within agreed parameter.

Staff	Traffic light colours: green, amber or red
Internal audit Conduct an internal audit of Gaelic skills and training needs through the life of each plan.	Green
Induction Knowledge of the public authority's Gaelic language plan included in new staff inductions	Green
Language training Gaelic language skills training and development offered to staff, particularly in relation to implementing the public authority's Gaelic language plan.	Green
Awareness training Gaelic awareness training offered to staff, with priority given to directors, board members, councillors and staff dealing directly with the public.	Green
Recruitment Recognising and respecting Gaelic skills within the recruitment process.	Green
Gaelic named as an essential and / or desirable skill in job descriptions in roles where responsibilities are linked to delivery of the Gaelic language plan and in accordance with the Bòrd na Gàidhlig recruitment advice.	Green
Bilingual or Gaelic only job adverts for all posts where Gaelic is an essential skill.	Green