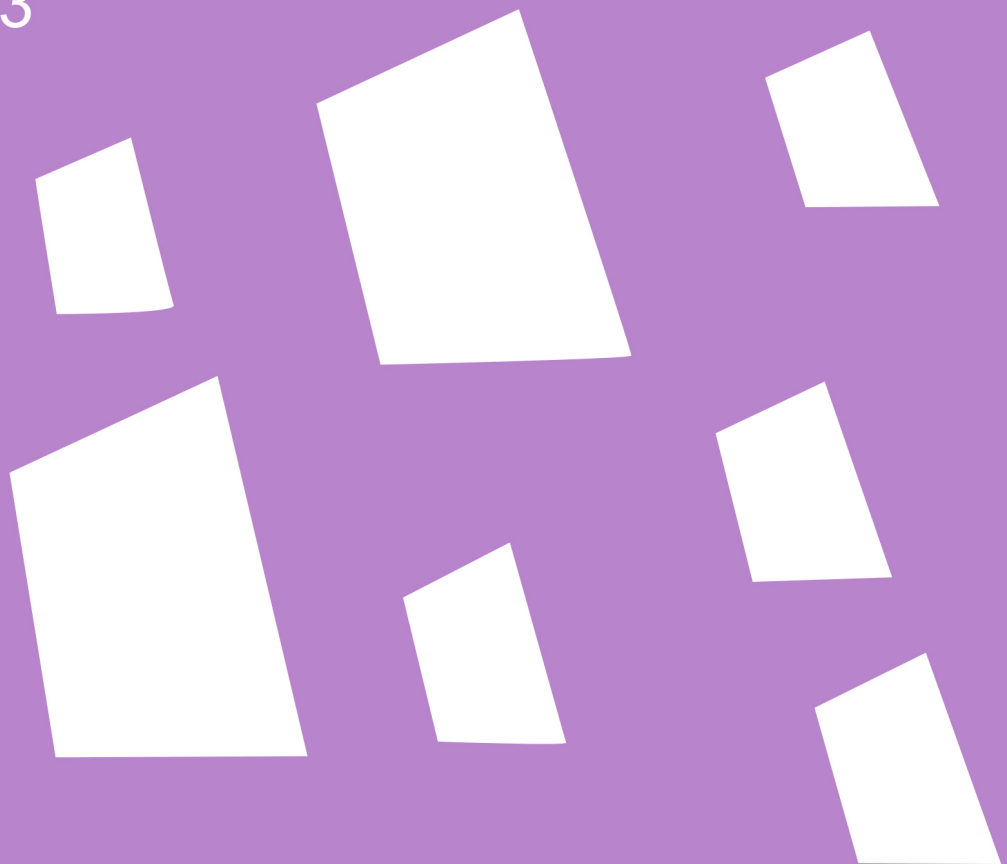# The Scottish Parliament
Pàrlamaid na h-Alba

Scottish Parliamentary Corporate Body

GAELIC LANGUAGE PLAN

2018-2023

This plan has been prepared under Section 3 of the Gaelic Language (Scotland) Act 2005 and was approved by Bòrd na Gàidhlig on 6 June 2018

BÒRD NA GÀIDHLIG

Foreword

Welcome – Fàilte.

It gives me real pleasure as Presiding Officer to introduce the newest edition of the Scottish Parliament's Gaelic Language Plan, taking us forward over the next five years from 2018 to 2023.

For more than a decade, Scots law has recognised the cultural and historic significance of Gaelic, and the vital part it plays in our nation's age-old story and identity.

As someone born in the Highlands and the son of a native Gaelic speaker, I was proud to be one of those who voted to pass the Gaelic Language (Scotland) Act 2005. I recognised the importance of the Act as a unanimous commitment by Scotland's lawmakers to safeguard, nurture and renew the place of Gaelic in everyday, modern life.

The language is still in a vulnerable place but here at the Scottish Parliament we are committed to giving our support and the signs of progress are there. During autumn 2017 for example, the Parliament saw a record level of public participation in the consultation on our Gaelic Language Plan.

Over the past 10 years, our plan has ensured that people see and hear Gaelic being used in this, the home of political debate and dialogue in Scotland. We hope the value and respect we continue to show the language is reflected in our priorities for the next five years of our plan:

1. Using Gaelic to reach out to communities across Scotland and ensure communities can reach out to us in Gaelic.
2. Supporting our MSPs and staff in developing confidence and enabling them to use Gaelic in their work.
3. Integrating Gaelic into the fabric of the Parliament's thinking.

Whether you are a Gaelic speaker, a Gaelic learner or someone who simply wants to see the language flourish, our plan is there to support you, and contribute to inspiring and growing Gaelic in the lives of the people of Scotland.

Ken Macintosh MSP
Presiding Officer

TABLE OF CONTENTS

Introduction

DESCRIPTION OF THE FUNCTION OF THE SCOTTISH PARLIAMENTARY COPORATE BODY AND LOCATION OF ITS OFFICES

The Scottish Parliament is made up of 129 Members of the Scottish Parliament (MSPs). One of the 129 MSPs is elected by the others to serve as the Presiding Officer; another two MSPs are elected as Deputy Presiding Officers.

The Scottish Parliamentary Corporate Body (SPCB) is a statutory body provided for by the Scotland Act 1998 and consists of six members – the Presiding Officer, who chairs the Body, and five Members elected by the Parliament.

The Scottish Parliament elects the members of the Scottish Parliamentary Corporate Body, who are then accountable to the Scottish Parliament for providing the staff, accommodation and services required by the Parliament to carry out its work.

The SPCB employed 460 members of staff and had a net operating cost of £95.6m in 2015-16. It is based in the Scottish Parliament building in Edinburgh. For more information, see the SPCB pages on the Scottish Parliament website.

The legislative and other functions of the Scottish Parliament are distinct from the administrative functions of the SPCB. This Plan relates to the SPCB and not to the Scottish Parliament. Provision for the use of languages in the business of the Parliament is set out in the Standing Orders, which are available online. More detail of how services will be provided is set out in the SPCB's Language Policy.

THE GAELIC LANGUAGE (SCOTLAND) ACT 2005 AND THE ISSUING OF NOTICE

The Gaelic Language (Scotland) Act 2005 was passed by the Scottish Parliament with a view to securing the status of the Gaelic language as an official language of Scotland commanding equal respect to the English language.

One of the key features of the 2005 Act is the provision enabling Bòrd na Gàidhlig to require a public authority to prepare a Gaelic Language Plan. This provision was designed to ensure that the public sector in Scotland plays its part in creating a sustainable future for Gaelic by raising the status and profile of the language and creating practical opportunities for its use.

This document is the SPCB's Gaelic Language Plan, prepared within the framework of the Gaelic Language (Scotland) Act 2005. It sets out how we will use Gaelic in the operation of our functions, how we will enable the use of Gaelic when

communicating with the public and key partners, and how we will promote and develop Gaelic.

The SPCB's Gaelic Language Plan has been prepared in accordance with statutory criteria set out in the 2005 Act, and having regard to the National Gaelic Language Plan and the Guidance on the Development of Gaelic Language Plans.

APPROVAL OF THE SPCB'S GAELIC LANGUAGE PLAN

The SPCB's Gaelic Language Plan was approved by Bòrd na Gàidhlig on 06 June 2018.

CONSULTATION ON THE SPCB'S DRAFT GAELIC LANGUAGE PLAN

The 2005 Act requires public authorities to bring the preparation of their Gaelic Language Plans to the attention of all interested parties.

Our consultation process took place from 21 September to 2 November 2017 and involved the establishment of an online hub containing all the relevant information and a survey. This was tailored to the three different audiences with whom we are engaging:

1. MSPs were encouraged to participate via our internal communication channels.
2. Staff were encouraged to participate through our internal communication channels.
3. The public were encouraged to participate through social media posts, a news release, provision of information to community influencers (including MSPs, schools and local organisations) and public events.

Altogether, 402 responses were received. 322 filled in the public survey in English and 57 in Gaelic and 23 filled in the internal survey. This is a particularly high response rate for a Gaelic plan consultation. The number completed in Gaelic is particularly encouraging.

A majority of respondents agreed or agreed strongly that the plan would help us achieve our aims.

In view of comments received, changes were made to the commitments section of the Gaelic plan.

More detailed information on the consultation process and on changes to the plan is contained in Appendix 2: Outcomes of Consultation.

SUMMARY OF GAELIC IN SCOTLAND

The SPCB recognises that Gaelic is an integral part of Scotland's heritage, national identity and cultural life. The SPCB is committed to the objectives set out in the National Gaelic Language Plan and has put in place the necessary structures and initiatives to ensure that Gaelic has a sustainable future in Scotland.

The SPCB recognises that the position of Gaelic is extremely fragile and if Gaelic is to be sustainable and vibrant, increasingly used and respected in Scotland, a concerted effort on the part of government, the public and private sectors, community organisations and individual speakers is required to:

- enhance the status of Gaelic
- promote the acquisition and learning of Gaelic
- encourage the increased use of Gaelic.

GAELIC WITHIN THE SPCB'S AREA OF OPERATION

The SPCB's area of operation is all of Scotland. It therefore follows that all Scotland's Gaelic speakers and Gaelic communities, both geographical communities and communities of interest, are within the area in which the SPCB operates.

The total number of people recorded as being able to speak and/or read and/or write and/or understand Gaelic in the 2011 Census was 87,056 (1.7% of the Scottish population). Of these, the total number of people who could speak Gaelic was 57,602 (1.1% of the Scottish population). While the number of Gaelic speakers declined overall in the last Census, the number of people able to speak and also read and write Gaelic increased between 2001 and 2011, reflecting a growth in Gaelic literacy and growing numbers of Gaelic learners. The number of people under the age of 25 able to speak Gaelic also increased between 2001 and 2011.[1]

Census 2011			Scotland
With any Gaelic skill (age 3+)	**87,056**	**1.7%**	**of Scotland's population**
people who can speak Gaelic	57,602	1.1%	of Scotland's population
		66.2%	of those with a Gaelic skill
speakers who can read Gaelic	38,636	67.1%	of those who can speak Gaelic
Gaelic-literate speakers	32,418	56.3%	of those who can speak Gaelic

source: NRS table
AT_234_2011

Gaelic speakers are spread throughout Scotland. Of the Gaelic speakers identified in the 2011 Census, just over half lived in the Highland counties (the Highland Council, Argyll and Bute Council and Comhairle nan Eilean Siar areas) and just under half in the Lowland counties. In addition to the Gaelic speakers living in traditional Gaelic communities, there is a high degree of urbanisation within the Gaelic speech community, with large concentrations of Gaelic speakers living in Greater Glasgow, Edinburgh, Inverness and Aberdeen. The distribution of Gaelic speakers nationally can be seen in the following map, provided by Bòrd na Gàidhlig, which shows both the percentages and the overall numbers of speakers in different areas.

---

[1] http://www.scotlandscensus.gov.uk/documents/analytical_reports/Report_part_1.pdf

Luchd-labhairt Gàidhlig 2011 Gaelic speakers

- ≤1.125% (cuibheas nàiseanta : national average)
- <15%
- <50%
- 50%+ le labhairt Ghàidhlig : with Gaelic speaking ability

a rèir Aonadan Rianachd Ionadail, Ìre 1
by Local Administrative Units, Level 1

Cuilbh a rèir 97 gu 14,066 luchd-labhairt Gàidhlig
Columns according to number of Gaelic speakers 97 to 14,066
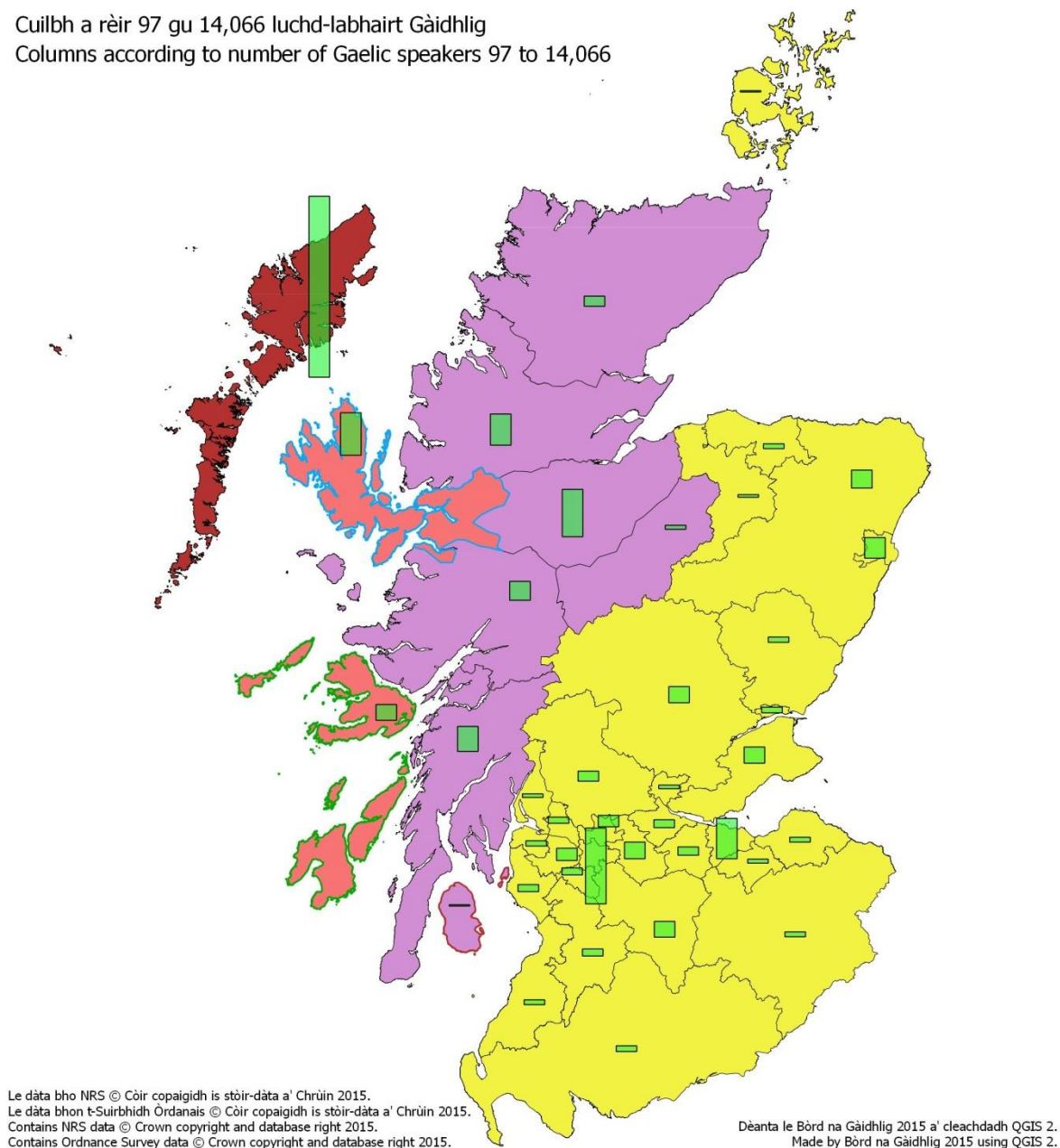
There is no authoritative figure for the number of non-fluent adult learners. However,

a 2015 national study of Gaelic learners by Liz Taylor, commissioned by Bòrd na Gàidhlig, estimated that there were roughly 3,500 in Scotland.[2]

There are substantial numbers of children in Gaelic education, both Gaelic-medium education (GME) and Gaelic learner education (GLE) throughout Scotland. The full figures for GME and GLE are shown below.

The following map overleaf, provided by Bòrd na Gàidhlig, shows the distribution of GME nurseries, units and schools throughout Scotland. As can be seen, GME provision is not confined to the Highlands but is available at various levels in cities and towns in central and eastern Scotland. GME is currently delivered by 14 local authorities.

Gaelic-medium education		**Scotland**
Gaelic Provision Age 0–3	63	locations (as of January)
2016-17	868	children (approximate)
Nursery	54	nurseries
2016-17	1,039	children (anticipated by year end)
	153	staff
	91.2	FTE
Primary	57	primaries
2016-17	3,145	pupils
	213	teachers
	190.2	FTE
Secondary	31	secondaries
2016-17	1,272	pupils
	15	subjects
	101	teachers

source: Bòrd na Gàidhlig

---

[2] http://www.gaidhlig.scot/wp-content/uploads/2016/12/Taylor-2015-Cunntas-luchd-ionnsachaidh-CR14-01-Adult-learner-census.pdf

Foghlam tron Ghàidhlig 2016-17 Gaelic Medium Education

Bun-sgoil le sruth FtG — Primary school with GME stream

Bun-sgoil Ghàidhlig — GME Primary School

Bun-sgoil le sruth FtB — GME primary with English ME stream

Le sgoil-àraich FtG na cois — With associated GME nursery

An cois àrd-sgoile le FtG — Associated with secondary school with GME

Ùghdarras ionadail le FtG — Local authority with GME provision
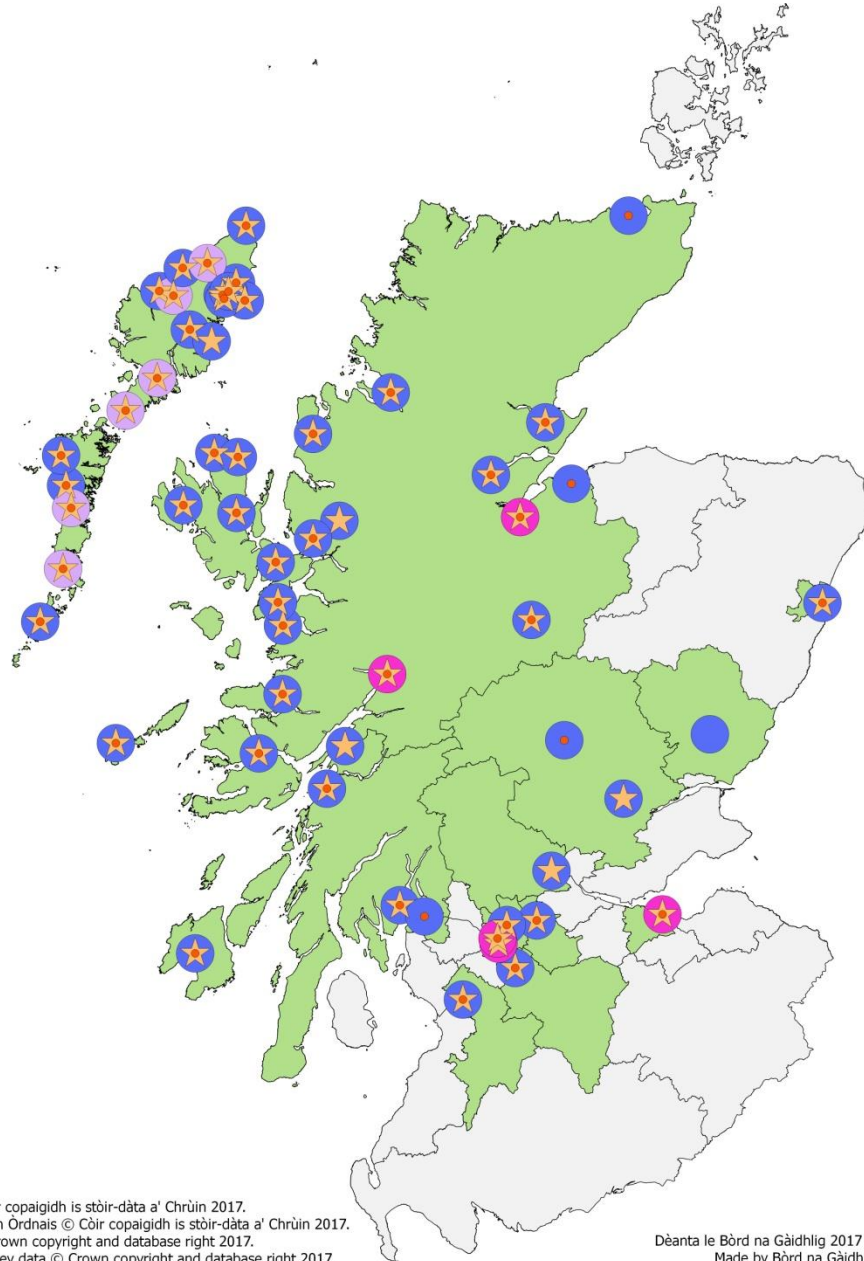
Le dàta bho NRS © Còir copaigidh is stòir-dàta a' Chrùin 2017.
Le dàta bhon t-Suirbhidh Òrdnais © Còir copaigidh is stòir-dàta a' Chrùin 2017.
Contains NRS data © Crown copyright and database right 2017.
Contains Ordnance Survey data © Crown copyright and database right 2017.

Dèanta le Bòrd na Gàidhlig 2017 a' cleachdadh QGIS 2.
Made by Bòrd na Gàidhlig 2017 using QGIS 2.

Primary (GLPS classes)	13	council areas
2015-16	127	primaries
	7,029	pupils
	162	school staff teaching GLPS
	24	schools with peripatetic teacher
Primary (other instruction)	7	council areas
2015-16	28	primaries
	3,195	pupils
Secondary	7	council areas
2016-17	28	secondaries
	3,195	pupils
	56	teachers

source: Bòrd na
Gàidhlig

Given this backdrop, it can be expected that the trends of increased literacy, increase in numbers of fluent learners and increase in GME will continue, leading to greater demand for services.

Gaelic organisations, Gaelic community groups and Gaelic for Adults opportunities

As the SPCB's area of operation is all of Scotland, all of Scotland's Gaelic organisations, community groups and Gaelic for Adults opportunities are within the area in which we operate. These include the Gaelic development agencies Bòrd na Gàidhlig and Comunn na Gàidhlig and broadcasters MG Alba. Groups with a focus on Gaelic culture include an Comunn Gàidhealach, organisers of the Royal National Mòd, Fèisean nan Gàidheal which supports the development of community-based Gaelic arts tuition festivals and Ceòlas which promotes Gaelic language and culture in Uist.

Gaelic community groups include Comann nam Pàrant, which represents the interests of parents whose children are educated through the medium of Gaelic, local branches of an Comunn Gàidhealach and local Gaelic groups such as Gaelic in the Borders.

A variety of Gaelic for Adults opportunities are available and details of these are available in the LearnGaelic.Scot website. Learning opportunities are offered by various providers such as Sabhal Mòr Ostaig in Skye, Lews Castle College in Lewis,

the universities of [Aberdeen](#), [Edinburgh](#) and [Glasgow](#) and various local authorities and community groups.

The SPCB works with a range of Gaelic agencies, community groups and Gaelic for Adults providers.

Attitudes to Gaelic

There is an interest in Gaelic among many non-Gaelic speakers. The third major Scotland-wide quantitative research on attitudes to the Gaelic language was conducted in 2011 by TNS-BMRB for the Scottish Government's Culture, External Affairs and Tourism Analytical Unit, in conjunction with Bòrd na Gàidhlig.[3] The study found that, although 87% of those interviewed (1,009 in total) had no knowledge of Gaelic, 81% agreed that "it is important that Scotland does not lose its Gaelic traditions", 78% that "Gaelic is an important part of Scottish culture", 62% that "Gaelic should be supported and encouraged throughout Scotland" and 65% that "more should be done to encourage and promote Gaelic in Scotland".

In education, 86% agreed that "school pupils who wish to do so should be able to take Gaelic as a subject in school", 70% that "there should be more opportunities for people to learn Gaelic throughout Scotland" and 63% that "Gaelic needs to be promoted more within education, with school pupils encouraged to learn Gaelic".

History of Gaelic

Although we often think of Gaelic as a language associated with the Highlands and Islands, it was once widely spoken as an indigenous language throughout virtually all of what is now Scotland, other than Orkney and Shetland, and was the majority language of Scotland into the late medieval period. This is evidenced in place names, for example, as can be seen in the following map. In the late medieval period, a Highland/Lowland split came about, with Gaelic then being consolidated as the language of the Highlands, and retreating in the Lowlands. In the Lowlands, Gaelic survived longest in the south west.

Gaelic retained its status as the principal language of the Highlands until the 19th and 20th centuries. In 1500 about half Scotland's population were Gaelic speakers, and in 1650 around one third. By the 19th century, due to migration from the Highlands, Gaelic became widely heard in the towns and cities of the Scottish Lowlands.

Efforts to sustain and develop Gaelic have been taking place since the late 1870s but gained momentum particularly from the 1980s with the foundation of Gaelic-medium education, the establishment of Gaelic television and the passing of the Gaelic Language (Scotland) Act in 2005.

---

[3] http://www.gaidhlig.scot/wp-content/uploads/2016/12/West-Graham-2011-Beachd-a-phobail-CR11-01-Public-attitudes.pdf

Alba

Taghadh de dh'ainmean-àite bhon Ghàidhlig

Airson tuilleadh air na h-ainmean seo, feuch
an stòr-dàta air www.ainmean-aite.org.

Scotland

A selection of Gaelic-derived place-names

For more on these names, consult the
database on www.gaelicplacenames.org.

Srathaidh
Strathy
'strath-place'

Allt nam Breac
Altnabreac
'the burn of trout'

Loch an Inbhir
Lochinver
'the loch of the river mouth'

Dòrnach
Dornoch
'pebble-place'

Loch nam Madadh
Lochmaddy
'the loch of the (sea-rocks called) dogs'

Magh an Fhùcadair
Maggieknockater
'the field of the cloth fuller'

Eilean
Ellon
'island'

Cinn t-Sàile
Kintail
'sea's end'

An Ceathramh Mòr
Kirriemuir
'the big quarter (of land)'

Inbhir Bhiorbhaidh
Inverbervie
'the confluence of the Bervie'

Àird nam Murchan
Ardnamurchan
'the headland of the seals'

Taigh an Droma
Tyndrum
'the house of the ridge'

Marc-Innis
Markinch
'horse-haugh'

Comar nan Allt
Cumbernauld
'the confluence of the burns'

An Garbh-Allt
Garvald
'the rough burn'

Bruthach a' Chladaich
Bruichladdich
'the brae of the shore'

An t-Seanchair
Sanquhar
'the old fort'

Dùn Iubhair
Dunure
'yew-fort'

Dùn Phris
Dumfries
'copse-fort'

Machair Ghall-Ghàidhealaibh
The Machars
'the lowland of Galloway'

INTERNAL GAELIC CAPACITY AUDIT

Linguistic capacity of the authority

The SPCB is currently conducting an internal Gaelic capacity audit of staff and will update this edition of the Gaelic Language Plan at our annual review in 2019.

Inventory of existing Gaelic materials and signage

Existing Gaelic provision is contained in the [previous editions](#) of our Gaelic Language Plan and also within the commitments section of this edition of the Plan.

Assessment of the translation and interpretation capacity

The SPCB has a dedicated contract for Gaelic translation and also has an internal translation and proofreading capacity through our post of Gaelic Development Officer. The SPCB also has access to Gaelic interpreting through our main contract for Translation, Interpreting and Transcription. The Scottish Parliament has hard-wired simultaneous translation equipment in the Chamber and in some of the committee rooms and also owns a set of simultaneous translation equipment which was purchased during the period of the first edition of our Gaelic Language Plan, with financial support from Bòrd na Gàidhlig.

Maintaining data on Gaelic capacity

We will maintain data on our Gaelic capacity through surveys of our linguistic profile and through the statistics we produce for our annual reports to Bòrd na Gàidhlig on the implementation of our Gaelic Language Plan.

THE GAELIC LANGUAGE PLAN IN THE CORPORATE STRUCTURE

This Plan is the policy of the SPCB.

POSITION WITH OPERATIONAL RESPONSIBILITY OVER THE PLAN

The senior officer with operational responsibility for overseeing preparation, delivery and monitoring of the SPCB's Gaelic Language Plan is:

Sally Coyne
Head of Outreach Services
The Scottish Parliament
Edinburgh
EH99 1SP

0131 348 5393
Sally.Coyne@parliament.scot

POSITION WITH DAY-TO-DAY RESPONSIBILITY OVER THE PLAN

The officer with operational responsibility for the day-to-day operation of the SPCB's Gaelic Language Plan is the Gaelic Development Officer. Questions about the day-to-day operation of the Plan should be addressed to:

Alasdair MacCaluim/Mark McNeilly
Gaelic Development Officer
Outreach Services
The Scottish Parliament
Edinburgh
EH99 1SP

0131 348 5395
gaidhlig@parliament.scot

GROUP OVERSEEING DEVELOPMENT, IMPLEMENTATION AND MONITORING OF THE PLAN

A Gaelic Working Group has been established to assist with the development, implementation and monitoring of the Gaelic Language Plan in the SPCB and to ensure that the Plan is embedded within the corporate structure of the organisation. It consists of representatives of each of the seven groups within the SPCB and a representative of the offices directly under the Chief Executive. This is in order to ensure that the Gaelic Working Group includes the whole of the organisation.

An organisational chart and further information about the corporate structure of the SPCB is available on the [Staff Organisation section of our website](#).

Over the course of this edition of the Gaelic Language Plan, we will seek to transition the Gaelic Working Group into a formal diversity and inclusion network in order to embed Gaelic into our corporate thinking on equalities.

INDIVIDUAL STAFF MEMBERS

We will inform staff of their duties under the Plan through:
- general internal communications (including the Corporate Bulletin, EH99 and our internal Gaelic development blog)
- cascading of information within groups from the Gaelic Working Group members
- ensuring that Gaelic Language Plan commitments are captured in office plans, ensuring that they are taken forward by the relevant office heads and communicated to their teams
- Gaelic awareness training, particularly through tailored sessions for individual teams
- the implementation of the measures in the Mainstreaming Gaelic section that follows.

SERVICES DELIVERED BY THIRD PARTIES AND ARM'S-LENGTH ORGANISATIONS

Various measures in this edition of the Gaelic Language Plan will ensure that those who deliver services/goods on behalf of the SPCB are, where relevant, aware of and will adhere to the commitments of the Plan:

- Offering Gaelic-related training to contractors so that they can understand the Parliament's expectations of their work with regard to Gaelic. Examples: design, marketing, IT system development and catering.
- Working with our Procurement team to identify opportunities to build Gaelic requirements into contracts ahead of the tendering process. Specifically, consider design, marketing and web development
- Working with our onsite contractors to ensure that their signage is in line with the SPCB's commitments to bilingual signage in public areas (café and creche).
- Offering Gaelic training sessions to onsite contractors (e.g. catering, crèche, cleaners, porters) and investigate offering to onsite Police Scotland staff before considering how we might open up our training to contractors more widely.

PLANNING AND POLICY IMPLICATIONS FOR GAELIC

MAINSTREAMING GAELIC

The SPCB recognises that the various priority areas identified in the National Gaelic Language Plan will be primarily implemented through our Gaelic Language Plan but that opportunities will arise to promote and develop the language through existing policy measures. The SPCB will examine current policy commitments to identify areas where Gaelic can be proactively incorporated and the priorities of the National Gaelic Language Plan initiated through additional methods. We see this development as corresponding to the normalisation principle, which aims to include Gaelic as an everyday part of life in Scotland.

In the formation, renewal and monitoring of policies, the SPCB will consider the commitments made in this Gaelic Language Plan and ensure that the impacts on Gaelic will be in line with the National Gaelic Language Plan.

We will do this through various Plan commitments including:

- regular compliance reports to our Leadership Group
- the Gaelic Working Group
- ensuring that current and future needs with regard to Gaelic are included in corporate workforce planning
- ensuring that all Gaelic commitments under the Gaelic Language Plan are included in office plans
- working with our Procurement team to identify opportunities to build Gaelic requirements into relevant contracts before the start of the tendering process
- the project planning process will prompt question of role of Gaelic within project initiation stage.

THE NATIONAL GAELIC LANGUAGE PLAN

The National Gaelic Language Plan focuses on six key development areas, all of which have a vital contribution to make in increasing the numbers of people learning, speaking and using Gaelic in Scotland, and identifies key development outcomes within each.

Development Area	
Home & Early Years	An increase in the acquisition and use of Gaelic by young people in the home and increased numbers of children entering Gaelic-medium early years education.
Education	**Schools & Teachers** An increase in the number of children enrolling in Gaelic-medium education (GME), doubling the current annual intake to 800 by 2017
Education	A year-on-year increase in the number of pupils engaged in Gaelic learner education (GLE) in both primary and secondary schools An expansion in the availability of Gaelic-medium subjects in secondary schools **Post-school Education** An increase in the number of adults acquiring Gaelic from the current total of around 2,000 to 3,000 by 2017 and enhanced language skills among fluent Gaelic speakers
Communities	More opportunities for communities and networks of Gaelic speakers of all kinds to use Gaelic and increased use of the language in community activities and services
Workplace	Expansion of the use of Gaelic in places of work and an increase in employment opportunities where Gaelic skills are required in order to enable service delivery in the language
Arts & Media; Heritage & Tourism	Development of Gaelic arts and media as a means of promoting the language, attracting people to it and enhancing their commitment through opportunities to learn, use and develop Gaelic An increased profile for Gaelic in the heritage and tourism sectors and increased use of Gaelic in the interpretation of Scotland's history and culture
Corpus	Co-ordination of the initiatives of parties active in Gaelic language corpus development to achieve enhanced strength, relevance, consistency and visibility of the Gaelic language in Scotland

COMMITMENT TO THE OBJECTIVES OF THE NATIONAL GAELIC LANGUAGE PLAN

The SPCB is committed to ensuring that the National Gaelic Language Plan is implemented.

HOME AND EARLY YEARS

Rationale:
The SPCB recognises that a sustainable future for Gaelic requires more people to learn the language and that attention requires to be focused on the home and early years as a key means of achieving this. The SPCB is not directly involved in early years provision. However, it is hoped that many of the commitments contained in our Gaelic Language Plan will help create a supportive environment for growing the number of Gaelic speakers in the home and early years in Scotland.

EDUCATION

Rationale:
The SPCB recognises that creating a sustainable future for Gaelic requires increasing the number of people able to speak the language. We recognise the importance of education, training and life-long learning to achieve this goal. Our Plan outlines the steps we will take to help create a supportive environment for growing the number of Gaelic speakers in Scotland.

COMMUNITY

Rationale:
The SPCB recognises that the status of a language is affected by its use in the daily environment and the extent to which it is valued and perceived to be valued by those institutions that play an important role in our daily lives. The SPCB also recognises that creating a sustainable future for Gaelic requires not only increasing the number of people able to speak the language, but increasing actual usage. We recognise the importance of enabling more people to use Gaelic as their preferred and normal mode of communication in an increasingly wide range of daily activities. Our Plan outlines the steps we will take to create a supportive environment for increasing Gaelic usage in communities across Scotland.

THE WORKPLACE

Rationale:
The SPCB recognises that Gaelic is an important skill adding value to our workforce and that formal and open recognition of Gaelic skills will have a positive impact on the Gaelic labour market more widely. Our Plan outlines the steps we will take to increase our Gaelic capacity and the use of Gaelic as a workplace language in Scotland.

MEDIA AND ARTS; HERITAGE AND TOURISM

Rationale:
The SPCB recognises the central role played by the media, arts, heritage and tourism industries in sustaining and growing engagement and increased use of Gaelic across Scotland. Also, we recognise the significant contribution that these areas make to the Scottish economy. Our Plan outlines the steps we will take to help create a supportive environment for the growth of Gaelic media, arts, heritage and tourism in Scotland and internationally.

CORPUS

Rationale:
The SPCB recognises the need to strengthen the relevance and consistency of Gaelic, the importance of facilitating quality translation services and of promoting research into the language. Our Plan outlines the steps we will take to strengthen the Gaelic corpus in Scotland.

PLAN COMMITMENTS

HIGH-LEVEL COMMITMENTS

In order to assist public authorities with the development of their Gaelic Language Plans, Bòrd na Gàidhlig issues a set of "high-level aims" along with the formal notice to draw up a Plan. These high-level aims are agreed by Scottish Ministers in advance of being issued and outline the Bòrd's key priorities for that public authority in support of the current National Gaelic Language Plan. Below we enclose Bòrd na Gàidhlig's high-level aims, along with how we intend to implement them through our Plan commitments.

High-level aims for the third edition of the SPCB Gaelic Language Plan	
In line with the Gaelic Language (Scotland) Act 2005 and the Guidance on Development of Gaelic Language Plans, we request that the following key requirements are incorporated: * All services and resources offered in Gaelic should demonstrate equal respect for Gaelic and English.	This will be adhered to throughout our Plan. See also commitment 2
* There should be an active offer and promotion of all Gaelic services and facilities.	This will be adhered to throughout our Plan. See particularly the Day-to-day Operation and Communications sections of our Plan
* Uptake of Gaelic facilities and services should be monitored and promotion increased where this is low.	These areas are covered in the Mainstreaming section below and also under Implementation and Monitoring
We encourage focus on the following: * The production, publication and promotion of services and activities in Gaelic to provide a clear offer to the public, staff and MSPs	This area is covered in the Staffing, Communications and Day-to-day Operations sections below
* The maintenance of the SPCB's commitment to the Gaelic services established in previous iterations of the Gaelic Language Plan, and that these are clearly listed as ongoing activities	Current practice established in previous editions of the GLP continues and is indicated in commitments section below.
* The introduction of Gaelic into key high-status services, communications and activities which the Parliament delivers and the raising of its profile	These areas are covered in the Communications and Mainstreaming section below.
* Raising the profile of Gaelic within the corporate reporting cycles of the Parliament and beginning to embed where the opportunity arises	This area is covered in the Mainstreaming section below.
* Working in partnership with other public bodies on educational, community engagement and Gaelic corpus development opportunities to extend the SPCB's reach and influence	This will be adhered to throughout our Plan. See also the Corpus section below. We will also continue to participate in G-Mòr
* Increase the SPCB's ability to communicate with the public through the medium of Gaelic	This area is covered in the Communications and Day-to-day Operations section.
Home and early years are key development areas in the National Gaelic Language Plan. We would like the SPCB to ensure that Gaelic has a presence in any work it undertakes that is designed to reach people in their homes.	These areas are covered in the Day-to-day Operations and Communications sections of our Plan.

Education	
Education is a key development area in the National Gaelic Language Plan. To reflect this, we request that the following be included:	These areas are covered in the Day-to-day Operations and Communications section of our Plan
* An increase in Gaelic resources for teachers delivering Gaelic-medium education and Gaelic learner education	Current practice. See Communications: Printed and online materials
* Reach is secured into Gaelic-medium education (GME) and Gaelic learner education (GLE) schools that is comparable to the reach into non-GME schools by monitoring uptake and promoting where this is low. (This includes across resources and sessions delivered and communications with teachers.)	See commitment 16
* It is ensured that Gaelic is used with equal respect to English within all SPCB education activities. (This includes using resources and sessions which demonstrate equal respect for Gaelic and English, and communications with teachers.)	The principle of Equal Respect will be adhered to throughout our Plan.
* It is recommended that the effectiveness of Gaelic learning and awareness sessions is examined at every year.	The effectiveness of Gaelic learning and awareness sessions will be examined every year.

Community is a key development area in the National Gaelic Language Plan. To reflect this, we request that participation and wellbeing are enhanced by engaging with communities through the medium of Gaelic and promoting engagement with the Gaelic language across a diversity of communities. In addition, opportunities for the public to engage in person with the Parliament in Gaelic should be proactively promoted and delivered to support and strengthen the work of the Parliament.	These areas are covered in the Day-to-day Operations and Communications sections of our Plan

We request that the following are focused on:
 	
* Providing Gaelic awareness training to all front-of-house staff and actively offering to MSPs regularly
 	
* Supporting MSPs effectively to use Gaelic where they wish to in their role as parliamentarians and ensuring staff are trained to enable this
 	
* Introducing and embedding a range of opportunities to support MSPs and staff learning Gaelic at three levels:
  1. those interested in becoming learners
 	
  2. learners wishing to improve
 	
  3. fluent speakers wishing to use and develop their language skills
	These areas are covered in the Staffing, Mainstreaming and Parliamentary Business areas of our Plan.

* Ensuring SPS staff are aware of the statutory commitments in the SPCB Gaelic Language Plan and their role in meeting these * Aligning recruitment and training policies to ensure that there are enough staff with Gaelic language skills to deliver the commitments in this Plan * Including Gaelic in the fundamental review of recruitment processes planned in the Parliament to ensure its contribution to a diverse and inclusive workforce is valued * Continuing to require Gaelic for the Gaelic Development Officer and one of the Education Officer posts, and particularly seeking to encourage Gaelic speakers to apply for public-facing posts * Ensuring the status of Gaelic within business publications * Ensuring visibility of Gaelic within the campus, demonstrating equal respect for the Gaelic and English languages	These areas are covered in the Communications and Visibility sections of our Plan.
We request that the SPCB works collaboratively with the Bòrd na Gàidhlig/Creative Scotland Gaelic Arts and Culture Officer in order to advance and enhance Gaelic arts within the organisation.	These areas are covered in the Communications section of our Plan. See commitment 33
We would like to see an increase in the range of cultural activities and exhibits the Parliament sponsors incorporating Gaelic and/or in Gaelic, demonstrating equal respect for the Gaelic and English languages.	See commitments 29,31,33
We request that the visitor experience with regard to Gaelic is improved so that people visiting the Main Hall can find out about the role of Gaelic in the Scottish Parliament.	See commitment 32
We request that a Gaelic Day is held every two years as a minimum with public, MSP and staff focused activities.	Current practice
We recommend, if possible, that a Gaelic Day also be held at the Parliament every two years, in the years when the Parliament itself is not organising the day, organised by Gaelic organisations who have Gaelic language plans. This would mean that a Gaelic Day would be held every year at the Parliament.	We will ensure that a Gaelic Day is held every year at the Scottish Parliament and that Gaelic organisations with Gaelic plans be invited to participate.
We would like the SPCB to offer a space where the Gaelic business community can comfortably and easily raise issues with their representatives.	We will explore with our partners how business-focused events at Holyrood can support the Gaelic business community. We will make Gaelic business the focus of one of the Gaelic Days held during the lifetime of the Plan.

COMMITMENTS

In its statutory Guidance on the Development of Gaelic Language Plans, Bòrd na Gàidhlig notes that creating the right environment for the use of Gaelic in public life is one of the key components of language regeneration.

The Bòrd has identified core areas of service delivery that it wishes public authorities to address when preparing Gaelic Language Plans, and specific functions or actions that can be taken in each area.

Area	
Visibility	Corporate identity
	Signage
Staffing	Advertising of posts
	Recruitment of Gaelic speakers
	Gaelic language learning
	Gaelic awareness training
	Encouraging the use of Gaelic in the workplace and internal communication
Day-to-day Operations	Telephone service
	Written correspondence
	Forms
	Frontline services to the public
	Public meetings
Communications	Media and public relations
	Printed materials
	Website and social media
	Events and exhibitions
Corpus	Adhere to the Gaelic Orthographic Conventions
	Observation of correct place names
	Translating and interpreting service standards

In this section, our commitments are structured according to these headings and also under two additional headings, Mainstreaming and Supporting Parliamentary Business.

CP in the tables below signifies Current Practice.

Dates given in the tables below refer to the financial year in question (e.g. 2018 refers to 2018/2019, 2019 refers to 2019/2020 etc).

VISIBILITY

Rationale:
The presence of Gaelic in the corporate identity and signs in a public authority greatly enhances the visibility of the language, increases its status and makes an important statement about how Gaelic is valued and how it is given recognition. Developing the use of Gaelic through our public facing work such as signage, forms webpages and publications can also enrich speakers' vocabulary, raise public awareness of the language and contribute to its development.

> **The SPCB recognises the importance of extending the visibility of Gaelic and enhancing its status.**

No.									
CP 1(a)	Visible and audible normalisation of Gaelic as a core element of the SPCB's identity and signage	The SPCB's logo is bilingual	✓						
		Any new logos or developments of existing logos will include Gaelic. Gaelic and English will be treated on a basis of equal respect.	✓						PIR
1(b)		Ensure that guidance on use of Gaelic is built into the Corporate Brand Guidelines			✓				PIR
CP	Visible and audible normalisation of Gaelic as a core element of the SPCB's identity and signage	Bilingual permanent and temporary signs are provided at the Holyrood building: signage on the exterior of the building; signage in reception area, visitor information and public information signage; directional signage; and signage naming departments and offices along the public tour route inside the building; signage for lifts, toilets, public telephones, eating facilities. Signs are produced on the basis of equal respect, e.g. by using the same font size for Gaelic as for English.	✓						FM PIR
CP		Bilingual lanyards are issued to all visitors to the Holyrood building	✓						VS
2		Create guidance on meaning of equal respect for signage and marketing to ensure it meets statutory requirements.			✓				Outreach PIR FM MRO

No.									
3		Work with our on-site contractors to ensure their signage is in line with the Parliament's commitments to bilingual signage in the public areas. (Crèche and Café)			✓				FM

STAFFING

Rationale:

In order to deliver services through the medium of Gaelic, it is necessary to develop the requisite job skills and language skills of staff. The provision of language training for staff helps promote adult Gaelic learning and promotes Gaelic as a useful skill in the workplace. The identification of jobs in which Gaelic is a designated skill will contribute greatly to the status of the language and to identifying it as a positive skill to acquire. This is reflected in the inclusion of Gaelic in our workforce planning work.

The use of Gaelic in advertising also helps recognise that Gaelic should be used in public life and that Gaelic users have an important role to play within a public authority.

> **The SPCB recognises the importance of seeing Gaelic as an important job skill and of identifying situations in which its use is essential or desirable. The SPCB also recognises the importance of enabling staff to develop their Gaelic skills if they wish to do so.**

No.									
CP	The SPCB recruitment policy ensures that there are sufficient Gaelic speakers in the organisation.	Bilingual strapline in all external job adverts to explain that applications from Gaelic speakers are welcome	✓						HR
CP	The SPCB recruitment policy	Continue to require Gaelic for Gaelic Development Officer post and for one Education Officer job	✓						HR
4	ensures that there are sufficient Gaelic	Ensure that current and future staffing needs with regards to Gaelic are included in corporate workforce planning.					✓		HR

No.	Theme	Action							Responsibility
5	speakers in the organisation.	Introduce a Gaelic Apprenticeship through Scottish Parliament Apprenticeship scheme		✓					HR
6	SPCB supported to learn Gaelic and given opportunities to use Gaelic skills at work	Provide assistance to staff who wish to learn Gaelic including learning credits for learning Gaelic and information about classes and courses.			✓				HR
7		Offer a range of Gaelic training opportunities to staff, MSPs and their staff. In 2018, this will build on our new Gaelic 1,2,3 programme: Gaelic 1: Gaelic Awareness, Gaelic 2: Speak a Little and Gaelic 3: Using your Gaelic in the Scottish Parliament.		✓					Outreach HR
8	SPCB staff supported to learn Gaelic and given opportunities to use Gaelic skills at work	Gaelic 1: Gaelic Awareness to be mandatory for public facing staff and supported by bespoke focus on relevant, simple Gaelic greetings and responses to answer simple questions about Gaelic in the Scottish Parliament.					✓		HR Outreach
9		Explore how to develop online resources for Gaelic learning and training that support our ongoing efforts for face to face training.				✓			HR BIT
10		Publicise resources available to support MSPs in using Gaelic (e.g. Abair Beagan and Sgrìobh Beagan) via regular messages to MSPs.					✓		POs Office Chief Executive's Office Outreach
11		Explore with MSPs what other resources might be appropriate, such as bespoke short Gaelic sessions with new intake of Members post elections (2021).					✓		Outreach
12		Offer training to contractors appointed to appropriate contractors, so that they can understand the Parliament's expectations of their work with regards to Gaelic. This training should also be made available to relevant contract managers. Examples of suitable contracts would be Design, Marketing, IT System Development and Catering.						✓	PIR MRO Outreach
13		Offer Gaelic training sessions to on-site contractors (e.g. catering, crèche, cleaners, porters) and on-site Police Scotland staff before considering how		✓					Outreach

No.									
		we might open up out training to contractors more widely.							
14		Offer advice to staff development education and engagement activities, specifically mainstreaming the approach with in the Outreach Services team.		✓					Outreach

DAY-TO-DAY OPERATIONS

Rationale:

The use of Gaelic at the initial point of contact that members of the public have with a public authority increases the visible and audible presence of the language, and contributes to the sense that the use of Gaelic is possible and welcome. In addition to raising the profile of the language, it creates opportunities for its practical use and encourages members of the public to use Gaelic in subsequent dealings with the public authority. Indeed, this is why the first entry point visual for visitors to the Scottish Parliament is bilingual in its welcome.

The same applies to interactions in Gaelic by mail, email and telephone. The presence of Gaelic in a wide range of bilingual forms and Gaelic-only forms can also greatly enhance the visibility and prestige of the language. The preparation of Gaelic forms, applications and similar documents can also assist in expanding the range of Gaelic terminology and the awareness of the Gaelic-speaking public of such terminology, thus helping the development of the language itself.

The SPCB recognises the importance of creating opportunities for the practical use of Gaelic in a wide range of everyday situations and is committed to increasing its level of provision in this area.									
No.									
CP	The SPCB welcomes	Callers may contact the Parliament by phone in Gaelic.		✓					Outreach
CP	and encourages telephone communication in Gaelic	The Gaelic phone number is publicised on public information publications.		✓					PIR
CP	The SPCB welcomes and encourages written	Written correspondence in Gaelic is welcomed and replies issued in Gaelic to standard deadlines (mail, email and text). This includes written evidence to committees, public petitions and FOI requests.		✓					All offices

CP	communication in Gaelic	SPCB email footers all include Gaelic	✓						
15		Bilingual sign offs for all staff, featuring office titles and Parliamentary address. Setting this up for staff via an automatic tool will be investigated.						✓	BIT
15 (a)		Publicise and encourage uptake of bilingual business cards by SP staff and MSPs. Investigate making bilingual business cards opt-out rather than opt-in.					✓		FM
CP	The SPCB welcomes and encourages the completion of forms in Gaelic	Some forms are available in Gaelic and all forms can be submitted in Gaelic e.g. complaints, job applications	✓						All offices
CP		A procedure is in place to welcome Gaelic speakers at reception	✓						Outreach VS
CP		Outreach education sessions for schools are available in Gaelic	✓						Outreach
CP	Learning about and interacting with the Scottish Parliament promoted in Gaelic	A Gaelic language audio tour is available to visitors and tours or information sessions in Gaelic are available through prior arrangement.	✓						VS Outreach
16		Create new Gaelic education sessions for schools to address feedback from teachers and strive towards increasing the % uptake within Gaelic medium schools to 3% of pupils (on a par with English service)		✓					Outreach
17		Include within all tour guide scripts as mandatory an explanation of the Parliament's commitment to Gaelic and its use in our work by end of 2018/19.		✓					VS
CP	Enable the use of Gaelic at public meetings	Gaelic simultaneous interpretation can be provided at meetings and events organised on behalf of the SPCB and held at Holyrood or in other locations.	✓						Outreach

COMMUNICATIONS

Rationale:

The use of Gaelic across communications media can assist Gaelic development in a variety of ways. It helps increase the visibility of the language, it enhances Gaelic's status by being used in high-profile publications, and it can help develop new and enhance existing terminology. The use of Gaelic in the media channels helps demonstrate a public authority's commitment to making important information available through the medium of Gaelic, as well as enhancing the visibility and status of the language. As public authorities are seeing an increase in people accessing information through their websites, including Gaelic online significantly enhances the status and visibility of the language.

> **The SPCB is committed to increasing the use of Gaelic in these areas where the subject matter is of most interest to the general public or relates specifically to Gaelic issues.**

No.									
CP	Visible and audible normalisation of Gaelic as a core element in the SPCB's public relations	News releases are provided in Gaelic	✓						MRO
CP		A Gaelic spokesperson is available to the media for interviews	✓						MRO
18		All marketing materials feature Gaelic through our corporate identity and for those used on the campus, Gaelic versions are produced	✓						MRO
18 (a)		Explore how the profile of Gaelic could be raised within the marketing work undertaken by the Parliament online and in print media. The aim is to build on the positive practice of the materials outside the Parliament building.			✓				
CP	Visual and audible normalisation of Gaelic and encouraging Gaelic-speakers to use Gaelic in engaging	A wide range of print and online information and educations resources including interactive resources are available in Gaelic, including some bilingual publications	✓						PIR Outreach
CP		Gaelic titles or summaries features in a range of official and other publications, such as the Standing Orders and MSPs' Code of Conduct	✓						Chamber Office Committee Office SPICe Official Report
19		Produce Scottish Parliament annual report in a bilingual format replacing current separate Gaelic and English versions	✓						PIR
20		Increase the number of graphic elements incorporating Gaelic e.g. charts, tables, infographics, photographic captions, process charts.					✓		SPICe PIR

No.	Topic	Description							Responsible
21	with the Scottish Parliament	Increase number of publications published with bilingual titles, summaries and/or forewords to raise the profile of Gaelic.	✓						PIR Other offices as appropriate
22		All offices are considering how they can contribute to increasing the numbers of templates and official records of Parliamentary and SPCB business that could accommodate bilingual titles or headings. For example, contractor access forms, minutes of Leadership Group meetings.	✓						All offices
CP		There are a range of web pages in Gaelic on the Scottish Parliament website.	✓						
CP		There is a Scottish Parliament Gaelic blog and Gaelic twitter feed @ParlAlba and a Gaelic Word of the Week feature on Soundcloud. Material in and about Gaelic also regularly appears on the corporate twitter and other Scottish Parliament social media channels.	✓						
23		Create web pages in English about the Gaelic service to demonstrate the value the Parliament places on the language to non-speakers and learners	✓						Webteam Outreach
24		Develop and implement a process for continuous content planning both on Gaelic channels and corporate channels to ensure the public are aware of opportunities to engage in Gaelic and of our commitment to the language				✓			Webteam Outreach
25	Increased visibility of Gaelic on the English and Gaelic web-pages and social media, enable Gaelic speakers to learn about and interact with the Scottish Parliament in Gaelic.	Review online presence of Gaelic on all web and social media channels to come forward with content proposals which can be considered when any new website or online communications tools (e.g. blog) are developed. Raise profile of Gaelic within main website, with bilingual titles on key pages being investigated as part of this and improvements made to current site whilst new site is developed. This will also include an examination of the effectiveness of the communications tools already in use and amendments to the range of tools in use may flow from this.					✓		Webteam Outreach

26		Investigate the possibility of using glosses and sound files on any new website in order to help Gaelic learners						✓		BIT Webteam
27		Following the successful inclusion staff reading Gaelic Word of the Week, this offer will be extended to MSPs with a connection to the content of that entry.					✓			Outreach
28		All videos produced currently use the bilingual corporate identity of the Parliament. The Broadcasting Office will explore how it might use more Gaelic in its production (banners, slides etc) and will continue to grow its experience and develop guidance around bilingual videos.					✓			Broadcasting
CP		The SPCB hosts a Gaelic Language Day as part of the major events programme every other year	✓							EET
CP		The SPCB hosts the final of the Gaelic Schools Debate as a Member-sponsored event (together with a reception for the Cross Party Group on Gaelic)	✓							EET
CP		Gaelic performers feature at major events such as the Opening Ceremony	✓							EET
29		All exhibitions in the Main Hall of the Parliament will have a Gaelic element. For hosted exhibitions we will liaise with the exhibition organisers to encourage the use of Gaelic within.							✓	EET
30	Visible and audible normalisation of Gaelic in SPCB events and exhibitions	Key messages of the Scottish Parliament's Main Hall (permanent) exhibition are to remain bilingual with Gaelic also having a high profile presence in the interactive elements.	✓							EET Outreach
31		Identify ways to embed Gaelic into key Parliamentary engagement events including the Festival of Politics							✓	EET
32		All Parliament public engagement digital resources which are designed for use in the Main Hall and other public areas of the Parliament and also available online will contain English and Gaelic. Specifically develop a public engagement resource that explains the Parliament's commitment to Gaelic and its use in our work by end of 2018/19. This is most likely to be a digital resource for use in the Main Hall.		✓						PIR

33		Explore how to build further links between Gaelic arts and the Scottish Parliament, working with Bòrd na Gàidhlig/Creative Scotland joint arts and culture officer e.g. explore the possibility of a Gaelic writer in residence during years 3-5 of the plan.						✓	EET
34	Internal awareness of Gaelic provision and GLP	Ensure Gaelic is a regular presence within the internal communications of the Parliament Staff Systems. Currently this would include the Corporate Bulletin and EH99. This would be through promoting Gaelic training or focusing on a particular aspect of the Parliament's commitment to Gaelic.						✓	CE Office

CORPUS

Rationale:
The development of Gaelic in this sector is vital to the future of Gaelic in Scotland. Attention to this will allow Gaelic to develop new terminology and registers, leading to greater relevance and consistency. For these reasons, steps will be taken to ensure the continued development of the Gaelic language.

> **The SPCB recognises the importance of developing the Gaelic language to ensure that it is fit for all appropriate purposes and for use in the growing range of contexts in which it features.**

No.									
CP	The SPCB will adhere to Gaelic Orthographic Conventions	The SPCB ensure that all our written Gaelic follows the newest Orthographic Conventions (GOC)	✔						Outreach
CP	The SPCB will ensure that the correct forms of place-names are used	The SPCB uses place name forms recommended by Ainmean-àite na h-Alba	✔						Outreach
CP		The SPCB participates in the work of Ainmean-àite na h-Alba	✔						Outreach
CP	Maintain a high level of translation standards	The SPCB has a stand-along contract for Gaelic translation to ensure quality	✔						Outreach Procurement
CP		All translations are proofed in-house to ensure quality and compliance with GOC	✔						Outreach

MAINSTREAMING

No.									
CP		Produce quarterly compliance report on Gaelic Language Plan Implementation to Leadership Group.	✔						Outreach
35		Review the delivery plan for the GLP on a six month basis, ensuring our programme of works looks 12 months ahead at all times. This will enable services to be reviewed in light of experience and best capture our priorities on a rolling basis.	✔						Outreach

No.	Theme	Action							Responsible
36		Ensure Gaelic commitments under the Gaelic plan are included in Office Plans.				✓			Finance
37		Project planning process will prompt question of role of Gaelic within project initiation state.						✓	Project and Programme team
38	Gaelic mainstreamed and normalised in the work of the SPCB	Work with our Procurement team to consider opportunities to build Gaelic requirements into relevant contracts as part of the tendering process. Specifically to ensure Gaelic requirements are consider in design, by April 2022 marketing and web development contracts.						✓	Procurement
39		Gaelic Working group to implement Gaelic Plan and ensure mainstreaming of Gaelic in the work of the Parliament. Over the duration of the plan, we will seek to transition the existing Gaelic Working Group into a formal diversity and inclusion network in order to embed Gaelic in our corporate thinking on equalities.	✓						HR Outreach Reps from different office
40		Offer information about Gaelic in Scottish Parliament as optional part of International Relations Office programme for visitors from countries/regions with a regional or minority language (e.g. Nova Scotia, Republic of Ireland, Northern Ireland, Isle of Man, Wales, Basque Country, Catalonia etc)					✓		IRO
41		Providing ongoing advice to the staff working to establish the Lobbying Register ensuring they are able to develop a bilingual logo and effectively integrate Gaelic into the register and its communication and promotion.						✓	Lobbying Register
42		Provide ongoing advice to the staff working on Scotland's Futures Forum ensuring they are able to effectively integrate Gaelic into their work programme and in their communications and promotional materials.						✓	Futures Forum
43		Increase the ease with which Parliamentary desktops and devices can accommodate the use of Gaelic. Investigate the use of keyboard settings, Gaelic versions of software and swiftkey to achieve this.					✓		BIT

No.										

Note: The Standing Orders of the Scottish Parliament establish how languages can be used in the Debating chamber and committees. The SPCB's Language Policy provides the detail of how this will be delivered. This includes the following:

- Practical support is provided to enable Members to use Gaelic for parliamentary business related purposes
- Committee reports or Bills can be published in Gaelic with the approval of the Head of Chamber and Reporting
- Proposals for bills, motions, amendments and questions can be submitted with a Gaelic translation. The translation will be published with the English version
- MSPs may use Gaelic in debates with prior approval of the Presiding Officer or in Committees with the Convener's approval
- Committee witnesses may give oral evidence at a meeting in Gaelic with the prior approval of the Convener
- Anyone invited to address the Parliament can do so in Gaelic with prior approval from the Presiding Officer
- Where Gaelic is used in debates or committees, the Gaelic text appears in the Official Report ahead of the report of the English interpretation
- The SPCB provides resources to support MSPs in carrying out their duties as Members. This includes translation and interpretation services paid for through their office Expenses, advice is available from SPCB staff

No.									
44	Use of Gaelic encouraged in Parliamentary Business	**Parliamentary Business**: Clarify and subsequently publicise (notices, events, embedding into CPD programme) procedures for using Gaelic in parliamentary business products (correspondence, translations of motions, questions, amendments; speaking Gaelic in chamber/committee, translations of bills and committee reports) including accessing and paying for translations.					✓	Committee Office Chamber Office PIR SPICe
45	Visible and audible normalisation of Gaelic as a core element in the SPCB's functions	**MSPs representing constituents**: Participate in a review of the procedures and guidance with regards to arranging / paying for Gaelic translation for Members. Clarify and subsequently publicise (notices, events, embedding into CPD programme) the support available to Members through the Members' Expenses scheme for Gaelic translation. Prepare advice for Members on sourcing translation. Develop stock Gaelic phrases and any appropriate templates that include Gaelic for optional use on MSP surgery posters, adverts, newsletters, twitter cards and annual reports.			✓			Allowances

No.		Description							Office
46		Time for Reflection is delivered in Gaelic at least once per session			✓				Chamber Office
47		Develop ways of recording use of Gaelic in parliamentary business (chamber, committee, motions, questions).						✓	SPICe
48		Work with the Committee Office on its witness support project (specifically the online resource for witnesses and information issued in advance) to ensure committee witnesses are aware that they may give oral evidence in Gaelic (with prior agreement of convener). This will be supported by information on how to support witnesses and process written evidence in the Clerking Manual. Explore with Committee office and Outreach Services how the profile of Gaelic and its use might be increased within the informal committee engagement activities undertaken.		✓					Committee Office
CP		Some calls for evidence are published in Gaelic to encourage engagement with committees in Gaelic	✓						Committee Office Outreach

Key to offices:

BIT = Business & Information Technology
CE = Chief Executive's Office
EET = Events & Exhibitions Team
FM = Facilities Management
HR = Human Resources
IRO = International Relations Office
MRO = Media Relations Office
PO = Presiding Officer
PIR = Public Information and Resources
SPICe = Scottish Parliament Information Centre
VS = Visitors' Services

IMPLEMENTATION AND MONITORING

TIMETABLE

This Gaelic Language Plan will formally remain in force for a period of five years from the date it was approved by Bòrd na Gàidhlig. By no later than the end of this period, we will review the Plan, make such amendments as necessary and submit it to the Bòrd for approval.

In the section, *Plan Commitments*, we have set out the individual target dates for when we expect to implement specific commitments.

PUBLICISING THE PLAN

EXTERNAL

The Scottish Parliamentary Corporate Body Gaelic Language Plan will be published bilingually on the Scottish Parliament website. In addition, we shall:

- issue a bilingual news release announcing the Plan
- publicise the Plan on our website and our corporate and Gaelic social media accounts
- publicise the Plan via our eBulletin
- publicise the publication of the Plan to Gaelic organisations
- publicise the publication of the Plan to other interested bodies
- provide printed copies of the Plan on request.

INFORMING OTHER ORGANISATIONS OF THE PLAN

We will inform onsite and other relevant contractors of the existence of our Gaelic Language Plan via contract managers.

INTERNAL

We will publicise the publication and ongoing implementation of our Plan internally among staff members at all levels through:

- internal communications, including the Corporate Bulletin, weekly Tracker and our internal Gaelic development blog
- Gaelic awareness training for staff and contractors
- cascading of information via our Gaelic Working Group.

RESOURCING THE PLAN

The activities within the Plan will be funded from existing SPCB budgets.

MONITORING THE PLAN

The SPCB will monitor the implementation of the Gaelic Language Plan through the Gaelic Working Group, and once established, through the Gaelic network. Annual monitoring reports will be submitted to Bòrd na Gàidhlig. The following will be monitored:

- publicising of the Plan to the public
- publicising of the Plan to third parties and their take-up of commitments in the plan
- how individual staff members are informed of their duties under the Plan, and the extent to which they carry out these duties
- the implementation of the commitments made in this Plan
- reports to Bòrd na Gàidhlig on progress in implementing the Gaelic Language Plan.

APPENDIX 1 – OUTCOMES OF CONSULTATION

Consultation results for SPCB Gaelic Plan 3: 2018-2023

1. Consultation on the draft SPCB Gaelic Plan 3: 2018-2023 (GLP3) took place from 21 September to 2 November 2017 by means of an online survey in Gaelic and English. Surveys for the public and an internal survey for Members/ Members Staff/SPS Staff were promoted via a news release, a video by the Presiding Officer, direct emails and social media.

Number of responses:
2. Altogether, 402 responses were received. 322 filled in the public survey in English and 57 in Gaelic and 23 filled in the internal survey. This is a particularly high response rate for a Gaelic plan consultation. The number completed in Gaelic is particularly encouraging.

Consultation data	GLP1 (2008-2013)	GLP2 (2013-2018)	GLP3 (2018-2023)
No of Gaelic responses	0	27	57
Total no of responses	34	56	402

Geographical distribution:
3. Responses were received from all over Scotland and there was a good geographical spread. Table 1:

Postcode			
DD	9	0	9
EH	49	11	60
G	48	15	63

HS			
IV	12	11	23
KW	4	0	4
ML	14	0	14
PH	9	1	10
ZE (Shetland Isles)	0	0	0
TOTALS	**231**	**50**	**281**

Nature of responses:
4. Respondents were not required to answer every question so the data does not consistently add up to 402.

Q1: Language ability.
5. 389 of the 402 participants answered the question:
- 180 did not know any Gaelic at all
- 94 were fluent Gaelic speakers
- 115 knew some Gaelic

Q2: Awareness of SPCB Gaelic Services
6. Respondents were asked what they knew about the Scottish Parliament's Gaelic services available to MSPs, staff and the public on a scale from 1 to 5 (with 1 being not a lot and 5 a lot). The survey showed that there were much higher levels of awareness by Gaelic speakers and by internal users than there were by non-Gaelic speakers.

Table 2:

Level				
2	51	5	5	61
4	32	14	5	51

Q3: Likelihood of using SPCB Gaelic Services

7. Respondents were asked how likely they were to contact or engage with the Parliament in Gaelic in the next 5 years (with 1 being not a lot and 5 a lot). Unsurprisingly, the level varied, with those filling in the survey in Gaelic being more likely to contact or engage with the Parliament in Gaelic.

Table 3:

Level				
2	43	7	1	51
4	17	16	4	37

Q5 Agreement that plan will fulfil aims:

8. This was the key question in the survey, asking if the respondents felt the Plan will help us achieve our aims (with 1 being not a lot and 5 a lot).
    Table 4:

Slightly disagree	7	0	1	8	3%
Agree	38	12	4	54	18%

9. Altogether, agree and strongly agree made up 57% of responses whereas completely disagree/slightly disagree made up 30% of responses.

10. It seems this question became a proxy for whether or not respondents *agreed with the aims*. This is apparent from the responses to the open questions at the end when a number of respondents who chose "completely disagree" stated opposition to Gaelic development in general.

11. The lack of suggestions for improving the plan also supports the hypothesis that those disagreeing with the statement that our Plan would meet our aims were doing so more as a protest against the principle of supporting Gaelic.

Q6: Suggestions for improvement

12. An open question was included in the survey to offer people the chance to make general comments on our commitments.

13. Few of the comments made in this section were directly linked to the SPCB Gaelic Language Plan or made suggestions for amendments to the Plan.

14. Most of the comments were about Gaelic development in general and some specific ways of developing Gaelic which did not relate to the SPCB Plan. Key themes were that Gaelic is an important part of Scotland's culture and history and that the language is relevant throughout Scotland.

15. Others expressed opposition to Gaelic development in general or to particular Gaelic development policies (e.g. Gaelic road signs) that did not relate to the SPCB Plan. Key themes were that Gaelic expenditure is not a good use of public money, that Gaelic is not relevant throughout Scotland and that Gaelic is political.

16. Many comments gave general praise of the SPCB for its Gaelic Plan or treatment of Gaelic to date in general. Of the few specific suggestions, the most frequently raised was that more should be done to proactively encourage and facilitate use of Gaelic in Parliamentary Business by MSPs and committee witnesses. This was mentioned by 10 separate respondents. It was said that this would encourage more use of Gaelic and thereby raise profile and awareness of the language.

17. Another theme mentioned by 4 respondents was that there should be more emphasis on encouraging use of Gaelic internally by Parliament staff. 2 respondents also said that tackling anti-Gaelic prejudice should be an aim of the plan. Several respondents welcomed the plan and also stated that the Parliament should make more provision for Scots too.

18. In view of the comments received, changes were made to the commitments section of the Gaelic plan. Subsequent changes to the wording or to the commitments have all been discussed and agreed with the relevant office head(s).

19. The proposed changes relate mainly to encouraging use of Gaelic in parliamentary business by including information about Gaelic evidence in the Clerking Manual and providing optional bilingual stock phrases for MSP resources. Suggestions were also taken on board relating to improvements to the sections relating to logos, data visualization and marketing to ensure consistency of practice. Several suggestions related to ICT for Gaelic speakers.

Keeping in contact:
20. Altogether 144 people asked to be kept up to date with the progress of the plan (100 who filled in the English questionnaire and 44 who filled in the Gaelic questionnaire).

Results made as a result of the plan:
21. As a result of feedback to the consultation, a number of changes were made to the plan. These were:

Commitment	Area of plan	Note
1(b)	Visibility	New commitment added regarding brand guidelines.

12	Staffing	Reworded to expand the contractors/contract managers to undertake training.
18 (a)	Communications	New commitment added to include more about Gaelic in print and online marketing.
20	Communications	Reworded to include more forms of data visualisation which could include use of Gaelic
32	Communications	Reworded to cover any digital resources which might be installed outwith the main hall
39	Mainstreaming	Reworded to cover more contracts in which Gaelic commitments might be appropriate
43	Mainstreaming	New commitment added to cover Gaelic IT resources.
45	Parliamentary Business	Reworded to include producing and publicising stock phrases for use by MSPs in publications/social media activity.
48	Parliamentary Business	Reworded to include adding information to the clerking manual regarding Gaelic written evidence and Gaelic speaking witnesses. Commitment also included to consider the position of Gaelic in informal committee engagement work as this strand of work evolves.