



SCOTTISH LAND COMMISSION
COIMISEAN FEARAINN NA H-ALBA

Scottish Land Commission Gaelic Language Plan

Coimisean Fearainn na h-Alba
Plana Gàidhlig

2020-2024

This plan has been prepared under Section 3 of the Gaelic Language (Scotland) Act 2005 and was approved by Bòrd na Gàidhlig on [insert date] 2020.

Foreword

Throughout the history of Scotland, the Gaelic language has played an important role in the culture and heritage of many areas across the country. This dualchas, or heritage, is also present in the idea of the land. Land is at the heart of Scotland's identity, economy and communities. The Scottish Land Commission is driving a programme of land reform spanning both urban and rural land, to improve the productivity, diversity and accountability of the way Scotland's land is owned and used.

There is a longstanding connection between land reform, land, and people. 'An Tir, an Canan, 's na Daoine' – which translates as 'the land, the language and the people' – was the motto of the Highland Land League, a 19th century land reform association. Their choice of this phrase as their motto reflects how the three elements are so closely interlinked. This heritage of the connection between language, people and land continues today and the Scottish Land Commission is committed to supporting the Gaelic language through the development of our Gaelic Language Plan.

Since it was established in 2017, the Scottish Land Commission has upheld the values of integrity, challenging, innovative and empowering. Our values of integrity '*working for and accountable to the people of Scotland*' and challenging '*leading change by challenging ourselves and others*' are particularly relevant to the development of our Gaelic Language Plan. The Scottish Land Commission's work contributes to the successful delivery of the Scottish Government's aim in ensuring the language has a sustainable future in Scotland. By enabling the use of Gaelic in the delivery of our services we are helping to ensure that the language is supported in all areas of Scottish public life.

We are working for the people of Scotland by demonstrating inclusivity of language as we move forward and continue to grow as an organisation, and we are leading change by demonstrating our support for the Gaelic language in the hopes that our commitment is an inspiration for others to do so.

We are committed to the aspirations and objectives included in the National Plan for Gaelic and the Gaelic Language (Scotland) Act 2005. We will deliver our Gaelic language plan commitments giving equal respect to Gaelic and English. We will actively keep staff and the public informed of the opportunities that exist to use Gaelic in relation to our work, and our long-term vision for the Scottish Land Commission includes active use of Gaelic.

Andrew Thin
Chair
Scottish Land Commission

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Summary

The Scottish Land Commission recognises that Gaelic is an integral part of Scotland's heritage, national identity and cultural life. There is a time-honoured interconnection between the people of Scotland, their close connection to living on and working the land, and the Gaelic language. The Scottish Land Commission is committed to the objectives set out in the National Plan for Gaelic and has put in place the necessary structures and initiatives to ensure that Gaelic has a sustainable future in Scotland.

The Scottish Land Commission recognises that the position of Gaelic is extremely fragile and if Gaelic is to be revitalised as a living language 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.

This document is the Scottish Land Commission'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 Scottish Land Commission's Gaelic Language Plan has been prepared in accordance with statutory criteria set out in the 2005 Act, with regard to the National Plan for Gaelic and the Guidance on the Development of Gaelic Language Plans.

Introduction

Setting the context for developing Gaelic Language Plans

The Gaelic Language (Scotland) Act 2005

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 with the English language.

One of the key features of the 2005 Act is the provision enabling Bòrd na Gàidhlig (the Scottish Government's principal Gaelic development body) to require public bodies 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 its status and profile and creating practical opportunities for its use.

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

The requirement to prepare a Gaelic Language Plan

The requirement for a public body to prepare a Gaelic Language Plan is initiated by Bòrd na Gàidhlig issuing a formal notice to that effect under section 3 of the 2005 Act.

Approval of the Scottish Land Commission's Gaelic Language Plan:

The Scottish Land Commission's Gaelic Language Plan will be submitted to Bòrd na Gàidhlig for approval on 21 August 2020.

Consultation on a Draft Gaelic Language Plan

The 2005 Act requires public bodies to bring the preparation of their Gaelic Language Plans to the attention of all interested parties. The Scottish Land Commission will consult publicly on the draft of its Gaelic Language Plan and will take representations made to it into account during the consultation process. The draft plan will be promoted through the Commission's various media channels including social media, newsletters and media releases and the public will be invited to comment on the draft via email or letter.

Gaelic in Scotland

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

The Scottish Land Commission recognises that the position of Gaelic is extremely fragile and if Gaelic is to be revitalised as a living language 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.

The Scottish Land Commission

The Scottish Land Commission is a NDPB (non-departmental public body) accountable to Scottish Ministers, who are themselves accountable to the Scottish Parliament. The Commission was established on 1 April 2017 by the Land Reform (Scotland) Act 2016 and is wholly funded by the Scottish Government with a budget of £1.5m. It is working to make more of Scotland's land by stimulating fresh thinking, supporting change on the ground and making recommendations to Scottish Ministers, where appropriate, for legislative and policy change across its four priority areas of work.

Structure

The Scottish Land Commission's Board of Commissioners comprises six Commissioners, including one Tenant Farming Commissioner, all of whom were appointed by the Minister for Environment, Climate Change and Land Reform. The Commissioners are publicly appointed by and accountable to Scottish Ministers. According to the Land Reform (Scotland) Act 2016, Section 11 – Eligibility for appointment, subsection (2): "In appointing the Land Commissioners, the Scottish Ministers must take every reasonable step to ensure that at least one of the Commissioners is a speaker of the Gaelic language."

The Scottish Land Commission's 16 members of staff are employed directly by the Scottish Land Commission and are accountable to the Chief Executive. The Chief Executive, as Accountable Officer, is accountable to Scottish Ministers. There are currently no language requirements for Commission staff members to have Gaelic language skills.

The Scottish Land Commission's office is located in Longman House, Inverness. The Commission's logo is bilingual and it currently publishes its Annual Report and Strategic Plan in both English and Gaelic.

Gaelic within the Commission's area of operation

The Scottish Land Commission is driving a programme of land reform spanning both urban and rural land, to improve the productivity, diversity and accountability of the way Scotland's land is owned and used. The Scottish Land Commission operates across the whole of Scotland and recognises the diverse and distinct cultural heritage of the country. The Commission recognises that Gaelic speakers are spread across Scotland. According to the most recent census (2011) 87,100 people in Scotland (1.7% of the population) had some Gaelic skills, with 57,600 people across the country recording they could speak Gaelic (1.1% of the population).

In the Highlands and Islands there is a rich heritage of Gaelic and strong areas of modern usage. Over half of Gaelic speakers live in the Highland counties and Gaelic is spoken by a majority of people in the *Comhairle nan Eilean Siar* (Western Isles) council area, an area in which Gaelic is historically and traditionally spoken. Research prepared by the Crofting Commission suggests that there is a particularly strong relationship between the proportion

of Gaelic speakers and registered crofters across the Highlands and Islands.

In other areas such as the Central Belt and the Borders, Gaelic is experiencing a revival. In contrast, in other areas of the Commission's area of operation – Orkney and Shetland – Gaelic does not have a historical presence and the number of speakers there is correspondingly limited.

The Scottish Land Commission has adopted a standardised level of provision applying to all of our areas of operation, with the aim of providing an enhanced level of provision in areas where the number of Gaelic speakers is greater.

In terms of developing the next generation of Gaelic speakers, in 2018-19 there were 6,777 children in Gaelic medium education (GME) across Scotland:

- Gaelic Provision (0-3) – 931 children in 60 locations
- Gaelic nurseries (aged 2-4) – 1,078 in 56 nurseries
- Gaelic medium education in primary (P1-P7) – 3,471 pupils in 60 schools
- Gaelic medium education in secondary (S1-S6) – 1,423 pupils in 34 schools

There are numerous opportunities for adult Gaelic classes across the Commission's national area of operation, ranging from informal 'language café' sessions and evening courses to formal higher education courses. Further information can be found on www.learnghaelic.net.

There is a wide range of Gaelic organisations and community organisations with a Gaelic function located across the Commission's national area of operation, from local Gaelic societies to national organisations such as Comann nam Pàrant representing parents whose children are educated through GME nationwide. There are also a wide range of Gaelic events held across Scotland for speakers all levels of the language from 'conversation cafés' at local bun-sgoil to the Mòd Nàiseanta Rìoghail.

Across the Commission's area of operation, there are also numerous Gaelic organisations such as Fèisean nan Gàidheal, An Lòchran, Tobar an Dualchais, Comunn na Gàidhlig and An Comunn Gàidhealach, amongst others.

It is designated for one of the Land Commissioners to be a Gaelic speaker: there are currently two Commissioners with Gaelic language skills. There are currently no designations and/or requirements for the Commission's staff to have Gaelic language skills.

The Scottish Land Commission wishes to support the Scottish Parliament's commitment to Gaelic as set out in Bòrd na Gàidhlig's National Plan for Gaelic, as well as supporting the commitment to the National Plan for Gaelic expressed in Scottish Government's Gaelic Language Plan.

Gaelic within the Scottish Land Commission

The Scottish Land Commission believes that land is at the heart of Scotland's identity, economy and communities. With a strong historical connection between people and the land, especially Gaelic-speaking people in the Highlands and the Western Isles, the Commission is in a significant position to contribute to the development of Gaelic within an organisational setting.

By working towards the Scottish Land Commission's vision of "a fair, inclusive and

productive system of ownership, management and use of land that delivers greater benefit for all the people of Scotland”, as stated in the Commission’s Strategic Plan 2018-21, the following successful outcomes will be achieved in relation to supporting Gaelic:

- The status of indigenous languages and dialects raised within our organisation
- The opportunity to learn Gaelic is provided within our organisation.

The Commission works with a range of partner organisations and we will be exploring opportunities with our partners in linking the heritage and future of land reform and Gaelic.

Internal Gaelic Capacity Audit

The Scottish Land Commission conducted an audit of existing internal Gaelic capacity as part of the preparation of this Gaelic Language Plan. The results of this audit were taken into consideration when developing commitments in the plan, and have assisted the Commission in ascertaining how to establish, maintain or improve practices in order to develop the use of the Gaelic language.

A Gaelic Language Survey was carried out in February 2020 on Commission staff to determine their understanding and ability to speak, read, write and understand Gaelic. Due to the relatively new status of the organisation, this was the first time for such a survey and it will be used as a baseline measurement in future staff surveys, demonstrating our commitment to maintaining viable data on our staff Gaelic language skills.

Out of 16 individuals invited to participate in the survey, 13 – or 81% – responded.

The survey found that out of those who responded, when asked about their Gaelic language skills (speaking/reading/writing/understanding):

- 85% of staff self-identify as having no Gaelic skills
- 15% of staff self-identify as having basic to intermediate Gaelic skills
- 0% of staff currently consider themselves to be fluent in Gaelic.

It is unknown whether the members of staff who do have some level of Gaelic use Gaelic day to day in the workplace: this question will be added to the next staff survey.

Of the 85% of respondents who do not currently have Gaelic language skills:

- 46% would be interested in developing Gaelic skills through further training
- 23% would be interested in developing awareness of Gaelic through further training.

For those staff interested in taking part in Gaelic awareness training and Gaelic language skills development, this will be taken forward in our plan commitments.

The Commission produces its Annual Report and Strategic Plan in Gaelic and has conducted a feasibility study into producing its website in Gaelic: this is open to review as part of the five-year plan.

The full audit and Gaelic Language Survey results can be found in Appendix 1.

The Gaelic Language Plan in the Corporate Structure

This plan is the policy of the Scottish Land Commission and has been endorsed by its senior management team and Board members.

Position with operational responsibility over the plan

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

Posy MacRae
Head of Communications and Corporate Services
Scottish Land Commission
Longman House
28 Longman Road
Inverness
IV1 1SF
01463 423 309
posy.macrae@landcommission.gov.scot

Position with day to day responsibility over the plan

The officer with operational responsibility for the day-to-day operation of the Scottish Land Commission's Gaelic Language Plan is the Communications Manager. Questions about the day-to-day operation of the plan should be addressed to:

Jess Barbier-Marsden
Communications Manager
Scottish Land Commission
Longman House
28 Longman Road
Inverness
IV1 1SF
01463 423 313
jess.barbier-marsden@landcommission.gov.scot

Individual staff members

The Scottish Land Commission will inform staff of their duties under the Gaelic Language Plan through regular internal communications, including monthly conversations with line managers, team meetings and use of the staff intranet.

Services delivered by third parties and Arm's Length Organisations

The Scottish Land Commission will ensure that those who deliver services/goods on the Commission's behalf are aware of and will adhere to the commitment of our Gaelic Language Plan through stating the requirement in the tendering and contracting of services/goods. Any services delivered by third parties will adhere to the principles of the Scottish Land Commission Gaelic Language Plan where Gaelic is a required part of the contract.

Planning and Policy Implications for Gaelic

Mainstreaming Gaelic

The Scottish Land Commission 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 Commission 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 Commission 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.

Commitment to the objectives of the National Gaelic Language Plan

The Scottish Land Commission is committed to ensuring that the National Gaelic Language Plan is implemented. In this section we set out how we will achieve that aim:

Home and early years

The Scottish Land Commission recognises that a sustainable future for Gaelic requires more people to learn the language and that attention requires to be focused on the home, education and adult learning as the key means of achieving this. Some members of staff currently have their children enrolled in GME and they have been open to explaining the benefits of bilingual education to other staff members.

Education

The Scottish Land Commission recognises that creating a sustainable future for Gaelic requires not only increasing the number of people able to speak the language, but also in supporting increasing its actual daily 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. Staff are encouraged to take advantage of opportunities to develop Gaelic awareness and to acquire Gaelic language skills.

Community

The Scottish Land Commission recognises that the status of a language is affected by its presence in the daily environment and the extent to which it is used, valued, and perceived to be valued by those institutions which play an important role in our daily lives:

- Increasing the profile and use of Gaelic through the availability of a range of Gaelic medium services in areas where 20% or more of the population have Gaelic abilities
- Supporting initiatives that make use of the skills and abilities of Gaelic speakers in community activities.

The Workplace

The Scottish Land Commission recognises the need to strengthen the relevance and consistency of Gaelic, the importance of facilitating translation services, and expanding the use of Gaelic in places of work:

- Creating a positive attitude to Gaelic in the workplace through awareness-raising and signage
- Increasing opportunities for staff to learn Gaelic and for speakers to develop their language skills
- Promoting recruitment of Gaelic speakers to ensure the language is increasingly visible and used in the workplace and in providing services to the public.

Those members of staff that do have Gaelic language skills are encouraged to speak it and to utilise it as part of their daily working practices.

Arts & Media; Heritage & Tourism

The Scottish Land Commission recognises the role of arts and media, heritage and tourism as a means of promoting Gaelic, attracting people to it and enhancing their commitment through opportunities to learn, use and develop Gaelic. To increase the profile of Gaelic, the Commission will have its sign within Longman House translated into Gaelic and will continue to develop its relationship with a reputable translation service.

Corpus

The Scottish Land Commission recognises the need to coordinate initiatives to strengthen the relevance and consistency of Gaelic, and its visibility. To achieve this the Commission will continue to develop its relationship with a reputable translation service.

Scottish Government National Priorities

The Commission is working to strengthen the language across our communications and its use across our organisation. The Scottish Land Commission is committed to achieving the Scottish Government's national outcomes that focus on:

- creating a more successful country
- give opportunities to all people living in Scotland
- increase the wellbeing of people living in Scotland
- create sustainable and inclusive growth
- reduce inequalities and give equal importance to economic, environmental and social progress.

Plan Commitments

High Level Commitments

The following high-level aims have been outlined as the key priorities for the Commission in support of the current national Gaelic language plan and National Outcomes:

- Using Gaelic – Provide Gaelic services and resources in delivering the Commission’s Strategic Plan
- Learning Gaelic – Increase Gaelic awareness and support the learning of Gaelic in the workplace
- Promoting Gaelic – Promote a positive image of Gaelic across the Land Commission’s work.

The Commission is committed to achieving these high-level commitments through the implementation of this Gaelic Language Plan.

Service Standard 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 five core areas of service delivery that it wishes public bodies to address when preparing Gaelic Language Plans:

- Visibility
- Staffing
- Day to day operations
- Communications
- Corpus.

The core area commitments play an important role in raising the profile and visibility of Gaelic. The Commission intends to enable and encourage the use of Gaelic through the above core areas, to raise the profile of Gaelic in its business functions and in the delivery of its regulatory services.

The Scottish Land Commission is committed to furthering the usage of Gaelic, and this section sets out the level of Gaelic provision which it intends to provide in the five-year lifetime of the plan. This Gaelic Language Plan represents a starting point, and the Scottish Land Commission hopes to exceed targets and increase Gaelic provision gradually over the lifetime of the plan.

The following pages detail the actions the Scottish Land Commission will be taking, in relation to the service standard commitments, over the next five years to deliver this Plan effectively.

Visibility

The presence of Gaelic in the corporate identity and signs of 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 signage can also enrich speakers' vocabulary, raise public awareness of the language and contribute to its development.

The Scottish Land Commission recognises the importance of extending the visibility of Gaelic and enhancing its status.

No.	Outcome	Current Practice and/or Action Required	Current	2020	2021	2022	2023	2024	Lead
Corporate logo									
1	Visible and tangible normalisation of Gaelic as a core element of the Scottish Land Commission's identity and signage	The Commission's logo is fully bilingual	✓						Comms
2		The Commission's corporate stationary including letterheads, compliment slips and business cards is fully bilingual			✓				Comms
3		Job titles, divisional and team names published bilingually across all channels including email signatures			✓				Comms

No.	Outcome	Current Practice and/or Action Required	Current	2020	2021	2022	2023	2024	Lead
4		Publish corporate publications, e.g. Annual Report, bilingually	✓						Comms
Signage									
5	Visible and tangible normalisation of Gaelic as a core element of the Scottish Land Commission's identity and signage	External signs on office buildings and in parking areas are fully bilingual			✓				Longman House User Group
6		All internal signage is fully bilingual			✓			Longman House User Group	
7		Signs and information for the public in the building's reception area is fully bilingual where possible	✓						Longman House User Group

Staffing

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 learning 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.

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 public organisations. Whatever the level of Gaelic skills required it is important that authorities and organisations ensure that Gaelic is a genuine occupational requirement. Authorities should adopt and apply objective criteria to ensure appointments are made in each case on a fair and consistent basis, and reflect the identified skills needs of the post.

According to the Land Reform (Scotland) Act 2016 which established the Scottish Land Commission, one of the Commissioners must be a Gaelic speaker; this Commissioner currently acts as the Commission's Gaelic spokesperson. The Scottish Land Commission recognises the importance of seeing Gaelic as an important job skill and of identifying situations in which its use is essential or desirable. The Commission also recognises the importance of enabling staff and Commissioners to develop their Gaelic skills if they wish to do so.

No.	Outcome	Current Practice and/or Action Required	Current	2020	2021	2022	2023	2024	Lead
Advertising of Posts and Recruitment of Gaelic Speakers									
8	The Scottish Land Commission's recruitment policy increases the number of Gaelic users within the organisation.	Recruitment policy recognises Gaelic as a desirable job skill						✓	SMT

No.	Outcome	Current Practice and/or Action Required	Current	2020	2021	2022	2023	2024	Lead
9		Recruitment for posts in corporate services team identifies Gaelic as a desirable skill						✓	SMT
10		In line with the Land Reform (Scotland) Act 2016 Scottish Government must take reasonable steps to ensure that one of the Commissioners is a Gaelic speaker	✓		✓				SG
11		Gaelic is specified as a desirable skill when recruiting for all posts						✓	SMT
12		Career opportunities for Gaelic users highlighted when posts are advertised						✓	SMT
13		Where a certain level of Gaelic language skills is part of the job description, the post is advertised bilingually.						✓	SMT

No.	Outcome	Current Practice and/or Action Required	Current	2020	2021	2022	2023	2024	Lead
Gaelic Language Learning									
14	Scottish Land Commission staff and Commissioners supported to learn Gaelic and given opportunities to use Gaelic skills at work	Staff/Commissioners' newsletters to feature information about Gaelic learning opportunities		✓					Comms
15		Noticeboards updated with information about Gaelic learning opportunities		✓					Comms / Longman House User Group
16		Staff and Commissioners encouraged to develop their Gaelic language skills as part of their training plans			✓				SMT
Gaelic Awareness Training & Encouraging the Use of Gaelic in the Workplace and Internal Communication									
17	Scottish Land Commission staff and Commissioners supported to learn Gaelic and given opportunities to use Gaelic skills at work	Gaelic language plan circulated to staff and Commissioners and raise awareness of Commission's commitment to Gaelic		✓					Comms
18		Gaelic awareness training available to staff and Commissioners			✓				SMT

No.	Outcome	Current Practice and/or Action Required	Current	2020	2021	2022	2023	2024	Lead
19		Raise awareness of Gaelic information available to staff and Commissioners		✓					Comms
20		Actively promote training opportunities to staff and Commissioners		✓					Comms

Day to day Operations

The use of Gaelic at the initial point of contact that members of the public have with a public organisation 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 also creates opportunities for its practical use and encourages members of the public to use Gaelic in subsequent dealings with the public organisation.

The use of Gaelic in interactions with the organisation by mail, e-mail and by telephone is important in creating practical opportunities for the use of the language, and in contributing to the sense that its use is possible and welcome. 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 Scottish Land Commission 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.	Outcome	Current Practice and/or Action Required	Current	2020	2021	2022	2023	2024	Lead
Telephone									
21	The Scottish Land Commission welcomes telephone communication in Gaelic	Staff answer the phone in Gaelic when possible.					✓		SMT

No.	Outcome	Current Practice and/or Action Required	Current	2020	2021	2022	2023	2024	Lead
22		Bilingual message on Commission voicemail		✓					Corporate Services
23		Encourage and support staff to have bilingual voicemail messages			✓				Corporate Services
24		Where it is known that individuals or organisations prefer communications in Gaelic, initiate contact made in Gaelic			✓				Corporate Services
Frontline services to the public									
25		Selected staff are able to deal with members of the public preferring to communicate in Gaelic			✓				SMT

No.	Outcome	Current Practice and/or Action Required	Current	2020	2021	2022	2023	2024	Lead
Written Correspondence									
26	The Scottish Land Commission welcomes and initiates written communication in Gaelic	Commitment given to promote supportive attitude to Gaelic throughout the organisation		✓					Chief Exec
27		Mail and emails received in Gaelic receive a response in Gaelic			✓				Corporate Services
28		Develop a standard bilingual email signature to be available for all staff			✓				Comms
29		Actively encourage all staff to use the bilingual email signature			✓				Comms

No.	Outcome	Current Practice and/or Action Required	Current	2020	2021	2022	2023	2024	Lead
30		Scottish Land Commission contact details are bilingual			✓				Comms
31		Automated email disclaimers are bilingual	✓						Information Systems
Forms									
32	Scottish Land Commission forms and guidance are bilingual	The organisation welcomes the completion of application forms in Gaelic			✓				SMT
33		The Scottish Land Commission increases the use and visibility of Gaelic in its most commonly used forms						✓	Comms
34		The Scottish Land Commission publishes corporate forms in Gaelic					✓		SMT

No.	Outcome	Current Practice and/or Action Required	Current	2020	2021	2022	2023	2024	Lead
35		Publish corporate guidance notes in Gaelic					✓		SMT
36		Feedback and complaint forms and guidance notes are available in Gaelic					✓		Comms
37		Carry out a review of additional forms and guidance which could be provided bilingually.				✓			Comms
Public Meetings									
38	Members of the public participate in Scottish Land Commission meetings in their language of choice	A Gaelic speaking Commissioner and/or member of staff present at public meetings in the Western Isles, Highland and Argyll areas			✓				Comms
39		Advertise to the public that they can request that the Commission holds meetings in Gaelic.			✓				Comms

No.	Outcome	Current Practice and/or Action Required	Current	2020	2021	2022	2023	2024	Lead
40		Meetings conducted in Gaelic where there is the demand and relevance to the local population			✓				Comms

Communications

The use of Gaelic in the media and a range of printed material 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 helps demonstrate a public organisation's commitment to making important information available through the medium of Gaelic, as well as enhancing the visibility and status of the language. As more people access information about public organisations through their websites, making provision for the use of Gaelic can significantly enhance the status and visibility of the language.

The Scottish Land Commission 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.	Outcome	Current Practice and/or Action Required	Current	2020	2021	2022	2023	2024	Lead
Media and Public Relations									
41	Visible and tangible normalisation of Gaelic as a core element in the Scottish Land Commission's public relations	Press releases relating to matters in the Western Isles, Argyll and Highland to be produced bilingually			✓				Comms
42		A Gaelic spokesperson is provided for Gaelic interviews where possible	✓						Comms
43		Develop use of multimedia and produce bilingual videos	✓		✓				Comms

No.	Outcome	Current Practice and/or Action Required	Current	2020	2021	2022	2023	2024	Lead
Printed Materials									
44	Scottish Land Commission literature and papers published in Gaelic	Corporate publications are produced bilingually The Annual Report and Strategic Plan are currently available bilingually; in 2021 we aim to make our Annual Review available in Gaelic with all corporate publications being available bilingually by 2024.	✓		✓			✓	Comms
45		Gaelic translation of approved Board minutes published on our website						✓	Comms
46		Increase the visibility of Gaelic across all marketing materials				✓			Comms
47		Public meeting adverts to be bilingual if relevant			✓				Comms

No.	Outcome	Current Practice and/or Action Required	Current	2020	2021	2022	2023	2024	Lead
Website and Social Media									
48	Increased visibility of Gaelic on the English version of the Scottish Land Commission social media sites and website	Increase the amount of Gaelic content on social media by 100% year on year.			✓	✓	✓	✓	Comms
49		Produce bilingual e-newsletter				✓			Comms
50		Review provision of Gaelic content on the Commission's website						✓	Comms

No.	Outcome	Current Practice and/or Action Required	Current	2020	2021	2022	2023	2024	Lead
Events and Exhibitions									
51	Visible and tangible normalisation of Gaelic as a core element in the Scottish Land Commission's functions	Corporate display materials to be bilingual				✓			Comms
52		Strong presence of Gaelic at biennial conference, including in presentations, agenda and delegate pack.			✓		✓		Comms

Corpus

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 those reasons, steps will be taken to ensure the continued development of the Gaelic language.

The Scottish Land Commission 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.	Outcome	Current Practice and/or Action Required	Current	2020	2021	2022	2023	2024	Lead
Gaelic Orthographic Conventions									
53	The Scottish Land Commission will adhere to Gaelic Orthographic Conventions	The Commission will ensure that translating services contracted are in line with the latest orthographic conventions.	✓						Comms
Observation to correct place names									
54	The Scottish Land Commission will make certain that correct place names are being used across the organisation	Correct place names are to be used across all aspects of the organisation such as maps, correspondence and publications in line recommendations from Ainmean-áite na h-Alba.	✓						Comms

No.	Outcome	Current Practice and/or Action Required	Current	2020	2021	2022	2023	2024	Lead
Translating and Interpreting Service Standards									
55	Maintain a high level of translation standards	Review translation and interpreting services and confirm they are in line with industry standards	✓						Comms

Implementation and Monitoring

Timetable

The 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 Chapter 4: Plan Commitments we have set out the individual target dates for when we expect to implement specific commitments.

Publicising the Plan

The Scottish Land Commission's Gaelic Language Plan will be published bilingually on our website. In addition, we will:

- Issue a bilingual press release announcing the approval and publication of the plan
- Arrange for media interviews to be offered in Gaelic and English
- Tell staff and stakeholders about the new plan and how to access it through newsletters and the intranet
- Raise public awareness of the plan through social media
- Informing staff members of their duties under the plan.

Resourcing the Plan

The majority of activities outlined in this plan will be, or have already been, incorporated and resourced through the Scottish Land Commission's budgets agreed with its sponsor, Scottish Government.

Monitoring the Implementation of the Plan

The Commission will monitor the implementation of the plan through regular reporting to the Commission's Senior Management Team and a quarterly discussion at the Commission Board meetings. The Board will also receive a detailed annual report on progress, which will then be submitted to Bòrd na Gàidhlig.

Appendix 1 – Internal Gaelic Capacity Audit

Gaelic Language Staff Survey Results

As part of the annual staff survey that was carried out in February 2020, Commission staff were asked to self-determine their understanding and ability to speak, read, write, and/or understand Gaelic. It is the first time that staff have been audited on their Gaelic awareness and abilities. The question will be used as a baseline in future staff surveys.

Out of the 16 individuals invited to participate in the survey, 13 responded, giving an 81% response rate. Due to the small number of responses (less than five) received to certain questions, percentages rather than exact numbers have been used in an effort to reduce the ability to identify user-specific responses in order to comply with GDPR.

Summary of Question

Q11 We are currently developing our Gaelic Language Plan. To help us, we would like to build a profile of our staff's Gaelic language abilities.

a) How would you assess your ability to:

	None	Basic	Intermediate	Fluent
Read Gaelic				
Write Gaelic				
Speak Gaelic				
Understand Gaelic				

- b) Would you be interested in developing your Gaelic skills through further training? Y/N
c) Would you be interested in developing your awareness of Gaelic through further training? Y/N

Summary of Results of those surveyed

According to the responses received:

- 85% of staff self-identify as having no Gaelic skills
- 15% of staff self-identify as having basic to intermediate Gaelic speaking skills
- 15% of staff self-identify as having intermediate Gaelic reading skills
- 15% of staff self-identify as having basic/intermediate Gaelic writing skills
- 15% of staff self-identify as having basic/intermediate ability to understand Gaelic
- 0% of staff currently consider themselves to be fluent in Gaelic.

Q11b Would you be interested in developing your Gaelic skills through further training?

- 46% – YES
- 54% – NO

Q11c Would you be interested in developing your awareness of Gaelic through further training?

- 23% – YES
- 77% – NO

Respondents were not asked about their current levels of Gaelic language awareness: the relatively high rate of disinterest in awareness training may result from a correspondingly high level of existing awareness. A question relating to existing levels of Gaelic language awareness will be added to the next staff survey in order to help quantify this gap.

Those members of staff who expressed an interest in developing Gaelic awareness and Gaelic language skills will be encouraged to take this forward through their annual personal development plans.

Inventory of the Scottish Land Commission’s existing Gaelic and bilingual materials

<i>Media and Public Relations</i>	<p>Gaelic spokesperson for the Commission.</p> <p>Offer interviews in Gaelic</p>
<i>Printed Material</i>	<p>2018 Annual Report – bilingual</p> <p>2019 Annual Report – bilingual</p> <p>2018-2021 Strategic Plan – bilingual</p>
<i>Website and Social Media</i>	<p>Gaelic tweet announcing the release of the 2019 Annual Report.</p> <p>We are developing our ability to produce social media posts in Gaelic.</p>
<i>Events and Exhibitions</i>	<p>Offer public meetings in Gaelic at which the Gaelic-speaking Land Commissioner(s) would be present.</p>
<i>Staff Training</i>	<p>15% of staff have basic/intermediate Gaelic skills</p> <p>Language training currently available if requested</p> <p>Awareness and language skills training to be included in personal development plans.</p>
<i>Signage</i>	<p>The Scottish Land Commission is located within Scottish Government (SG)’s Longman House. SG is responsible for all signage both internally and externally.</p> <p>Some signage is currently bilingual.</p>
<i>Translation</i>	<p>Translation and interpretation services are currently outsourced.</p>

Appendix 2 – Outcomes of Consultation

The Scottish Land Commission's Gaelic Language Plan 2020-2024 will be open for public consultation for six weeks on the Commission's website in spring 2020. The Commission will actively promote the Plan on social media during this period inviting comments via email.

[The responses received will be recorded here.]