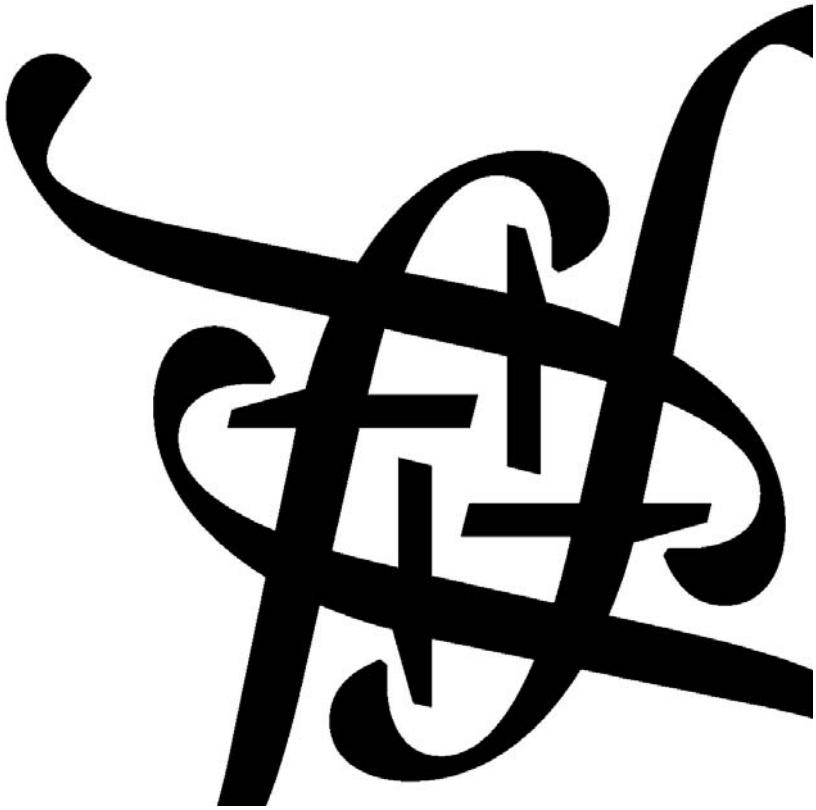
Fèisean nan Gàidheal

A' toirt ar dualchais do ar n-òigridh

Meeting of the Board of Directors

Fèisean nan Gàidheal Offices
111 Academy Street, Inverness

Thursday 26 May 2011 @ 2.30pm



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Fèisean nan Gàidheal

Meeting of the Board of Directors to be held in Fèisean nan Gàidheal's Offices, 111 Academy Street, Inverness from 2.30pm on Thursday 26 May 2011

Agenda

2.2011.01 PRELIMINARIES

(a)	Present	
(b)	Apologies	
(c)	Minutes of the previous meeting of the Fèisean nan Gàidheal Board	For Approval
(d)	Matters arising	
(e)	Minutes of the most recent meeting of the Executive Group	For Noting

2.2011.02 DEVELOPMENT ISSUES

(a)	Progress in implementing Fèisean nan Gàidheal Programme of Work	For Noting and Discussion
(b)	Programme for Blas Festival 2011	For Noting
(c)	Drama Projects 2011-12: Presentation on Action Plan and Timetable	For Discussion and Approval
(d)	Creative Scotland Investment 2012-15: Next Steps	For Noting and Discussion
(e)	Presentation from Christine MacIntyre, Development Officer	For Noting and Discussion

2.2011.03 FINANCIAL ISSUES

(a)	Budget 2011-12	For Approval and Noting
(b)	Bank balances and up-to-date information	For Noting
(c)	Grants to Fèisean 2011-12	For Noting
(d)	Management Accounts to 31 March 2011	For Noting and Discussion
(e)	Overdraft Facility with the Clydesdale Bank Plc	For Approval

2.2011.04 POLICY ISSUES

(a)	Gaelic Policy Implementation: Presentation on Action Plan and Timetable	For Discussion and Approval
(b)	Volunteering Policy	For Discussion and Approval

2.2011.05 OPERATIONAL ISSUES

(a)	Staff Progress Reports	For Noting and Discussion
(b)	Lochaber-based Development Officer	For Noting

2.2011.06 OTHER

(a)	Confirmation of date of next meeting	For Noting
(b)	Meeting of Fèisean nan Gàidheal Executive Group	E-mailed - for Information

Fèisean nan Gàidheal

Minutes of the meeting of the Board of Directors held in Fèisean nan Gaidheal Offices, Inverness on Thursday 17 February 2011 from 2.30 pm

1.2011.01 PRELIMINARIES

(a) Present

Catriona MacIntyre (Chair), Margaret Cameron, Katag MacNeil, Mairi Oakley, Janet MacDonald, Fiona Johnston, Bernard Bell, Derek MacLennan, Arthur Cormack (Attending), Calum Alex MacMillan (Attending), Anne Willoughby (Attending), Moreen Pringle (Attending), Rae MacEachern (Attending - Presentation), Dougie Beck (Attending – translation)

(b) Apologies

Claire Bee, Cllr Agnes Rennie (CnES), Morag Anna MacLeod (Highland Council), Ian Smith (Creative Scotland), Ann Marie Reid (HIE)

(c) Minutes of the last meeting of Fèisean nan Gàidheal

Minutes of the meeting held on 2 December 2010 were circulated and approved by Fiona Johnston, seconded by Maggie Cameron, as a true record of the meeting.

(d) Matters Arising

Arthur Cormack advised that, following discussion at the last meeting, information on what YMI was doing in the Argyll & Bute Area had been sent to Janet MacDonald and opportunities for further YMI in the area were being investigated.

(e) Minutes of the last meeting of the Executive Group

Minutes of the meeting held by telephone conference on 3 February 2011 had been circulated and were noted.

1.2011.02 DEVELOPMENT ISSUES

(a) Progress in implementing Fèisean nan Gàidheal's Programme of Work

A summary of progress to date in the implementation of Fèisean nan Gàidheal's Annual Programme had been circulated and was noted.

Arthur Cormack advised that most items were on track. Re the "Amber" items:

- The application to the Heritage Lottery Fund for the Archiving Project ~ the initial application had been unsuccessful at the level of grant requested. A revised application was to be submitted.
- The Youth Music Initiative ~ we are looking into extending the YMI in Argyll & Bute area and also in the Western Isles if the local authorities would like traditional music provision
- Some of the targets were connected to the Fèis Trèanaidh weekend which was due to take place in Fort William in March.
- With regard to Family Fèisean it was noted that some Fèisean are running Ùlpan classes for adults and/or offering classes for both adults and children. Providing classes for adults and children was creating some concerns regarding Disclosure issues. Further investigation into this issue was needed and clear information given to Fèisean about the regulations involved.

The Board Members were very impressed with all that is going on within the organisation.

(b) Blas Festival 2011

A report by Arthur Cormack updating members on the current situation regarding proposals for Blas 2011 had been circulated. Planning for Blas 2011 was progressing and a list of "core" events had been circulated.

Creative Scotland had indicated that they would be giving us an extra £50,000 towards Blas.

Funding applications have also been submitted to the Flagship funding strand of Scotland's Islands and to EventScotland under their National Events Programme. The outcome of these applications was awaited.

The Blas Steering Group had met earlier in the week to make plans to take things forward. It was anticipated that the Blas Website would go live from 1 March with additional events being added as they were finalised.

The Board Members noted the outline programme of events to date and were delighted with progress on the Festival.

(c) Meanbh-chuileag Tour 2011

A report by Calum Alex MacMillan on progress regarding the 2011 Meanbh-chuileag tour had been circulated.

The tour would take place from 21 February to 1 April and visit 50 Primary Schools during that period.

The play, which was written by Angus MacLeod, deals with wildlife crime and Scottish Natural Heritage had offered advice and assistance in this regard. An application for funding had been submitted to SNH and its outcome was awaited.

A full list of the tour dates/times would be sent to Board Members as soon as possible and if any of them wish to attend any of the performances they must contact Dougie Beck as he will require to arrange the necessary permissions from head teachers etc.

(d) Presentation from Rae MacEachern on YMI work in Highland

Rae MacEachern gave an interesting and informative presentation of the work of YMI since its commencement in 2005. This sees primary age children receive 12 weeks of traditional music (instruments and Gaelic song).

Rae showed the Board Members the resources used to help provide the YMI tuition including the Tutor Information Pack, School Information Pack and Song & Whistle Packs.

A new Whistle Pack is currently being introduced and it was agreed that this would also be useful for Fèisean to use in their classes.

There are currently 30 – 35 tutors involved in YMI. In the last year they have been involved with 224 primary classes in 187 Primary Schools and reached 3873 children.

There are plans to produce a YMI CD via the Highland Council. This will showcase the work of YMI in all the different areas.

It was hoped to expand YMI into other Local Authority areas. Funding is also available from Creative Scotland for YMI projects and Arthur agreed to send a link to Board Members regarding this.

The Board thanked Rae for her presentation which gave them a great insight into what has been happening with YMI.

1.2011.03 FINANCIAL ISSUES

(a) Financial Reports

A report prepared by the Executive Manager, Anne Willoughby, had been circulated showing the income and expenditure to and from Fèisean nan Gàidheal to 31 March 2011, as well as a report showing actual transactions to 31 January 2011 and a list of grants pledged to Fèisean for 2010-11 with amounts paid to 31 January 2011.

It was noted that staff members had been making an effort to raise extra funds for Fèisean nan Gàidheal activities and the Board thanked them for their efforts in this regard.

The Board Members noted the reports.

(b) Bank Balances and up-to-date information

The current balances were:

- Current Account: £2,404.46
- High Interest Account: £76,876.57
- Blas Account: £2,175.92

(c) Management Accounts for the period to 31 December 2010

Management Accounts for the period to 31 December 2010 prepared by Mann Judd Gordon had been circulated and were noted.

(d) Creative Scotland Submission 2012-15

There had been circulated a report by Arthur Cormack updating Board Members on the review by Creative Scotland of their Foundation Organisations. A copy of the submission which Arthur had prepared was also circulated.

The next stage is an interview with representatives of Creative Scotland which gives them an opportunity to discuss the submission and how it fits in with their aims etc. The interview was due to take place on Friday 25th February and would be attended by Arthur and Catriona MacIntyre.

By the end of March 2011 we should know the outcome of our bid for funding.

The Board Members thanked Arthur for his hard work and agreed that the submission was very well put together and gave a great outline of what we have been doing and our plans for the future.

1.2011.04 POLICY ISSUES

(a) Gaelic Policy Implementation: Next Steps

There had been circulated a report by Calum Alex MacMillan updating Board members of the tutor survey progress and informing them of the plans being made to deliver Gaelic Language training to tutors.

Arthur Cormack, Calum Alex MacMillan and Catriona MacIntyre had met in December to discuss the future plans for tutor language training. It was agreed that the following steps should be taken:

- Personal Plans should be designed for all those who require training to improve their language skills;
- A list of courses and where they are available should be made and then displayed on our website and also distributed to tutors;
- Further funding should be sought from Bòrd na Gàidhlig, or other suitable funders, to offer financial support to those who are undertaking training courses to learn Gaelic;
- A meeting will be held with Gaelic teachers and experienced Fèis tutors to discuss which language is needed when delivering classes at Fèisean;
- Co-working with Clì Gàidhlig to develop a specifically designed course for Fèis tutors;
- Designing of a special course for fluent speakers where they will learn specific words and phrases related to music.

The Board members agreed that this was a good way forward and hoped to see progress in the future.

(b) Risk Management Annual Report

A report by Arthur Cormack and updated Risk Register, prepared by Iona MacDonald and

Anne Willoughby, detailing the top 9 risks had been circulated.

The Risk Register had been agreed by the Executive Group earlier in the week and they recommended that the Board approve it.

The Board agreed the Risk Management Annual Report and were satisfied that risks were being effectively managed within Fèisean nan Gàidheal.

1.2011.05 OPERATIONAL ISSUES

(a) Staff Progress Reports

Progress Reports from staff had been circulated and Board Members noted the content of these. The Chair thanked staff for their ongoing work.

(b) AGM & Conference 2011

A report by Anne Willoughby updating Board members on venue possibilities for the 2011 AGM & Conference had been circulated.

At the last meeting it had been agreed to hold the AGM in the Stirling area. Anne advised that the Management Centre at Stirling University was unavailable. A quote had been received from Dunblane Hydro Hotel.

At the Executive Group meeting it had been agreed to approach Fèisean initially asking them to confirm whether they would be attending. If sufficient numbers confirmed that they are able to attend then we will go ahead with the booking. If not we will look at an alternative venue.

Development Officers have since contacted their Fèisean and, to date, fifteen have confirmed that they will be sending representatives.

Board Members agreed to leave it in the hands of Anne Willoughby to make a final decision on the venue for the AGM.

1.2011.06 OTHER

(a) Date of next meeting

It was agreed that the next Board Meeting would take place in Fort William on Thursday 26 May at 1.00 pm (with lunch available from 12.00 noon).

(b) Meeting of Fèisean nan Gàidheal Executive Group

Papers had been circulated to Board Members by e-mail for information.

Fèisean nan Gàidheal

Minutes of the meeting of the Executive Group held on Thursday 12 May 2011 from 9.15 am via telephone conference

Agenda Item: 2.2011.01(e)

EX2.2011.11 PRELIMINARIES

(a) Present

Catriona MacIntyre (Fèis Lochabair, Chair), Maggie Cameron (Fèis an Earraich, Vice-Chair), Fiona Johnston (Fèis Fhoirt, Secretary/Treasurer), Calum Alex MacMillan (Fèisean nan Gàidheal Development Manager), Arthur Cormack (Fèisean nan Gàidheal Chief Executive), Anne Willoughby (Fèisean nan Gàidheal Executive Manager), Moreen Pringle (Fèisean nan Gàidheal Business Officer).

(b) Apologies

Ann Marie Reid (Highlands & Islands Enterprise), Ian Smith (Creative Scotland) and Morag Anna MacLeod (Highland Council).

(c) Minutes of previous Executive Group meeting for approval

Minutes of the meeting held on 3 February 2011 had been circulated and were approved.

(d) Matters arising

There were no matters arising from the Minutes.

EX2.2011.02 PROJECT UPDATES

(a) Blas Festival (verbal - Arthur)

The Blas Website was now live and tickets for events could be purchased online.

The Scotland's Islands funding had been confirmed and additional events had been added to the Blas Programme.

Some of the highlights included:

- A new commission from Julie Fowlis
- A new commission from James Robertson and James Ross
- A Sorley MacLean event
- Lochaber Gold – a Lochaber showcase event

The Blas Brochure was currently being finalised and would be sent to the printers within the next couple of days. The official Blas launch was due to take place in Eden Court, Inverness on 26th May.

In this regard, it was agreed to change the venue of the Fèisean nan Gàidheal Board Meeting, scheduled for that day, from Fort William to Inverness. This would allow Board Members to attend the Blas launch prior to our Board Meeting.

(b) Gaelic Training (verbal – Calum Alex)

Calum Alex advised that he was meeting with Iona MacDonald to discuss how best to deliver the Gaelic training for tutors. Calum Alex and Dougie were also designing a special one-day course suitable for tutors with little or no Gaelic at the moment. They would also be putting together a note of specialist terms and vocabulary, which could be used, in classrooms – this was aimed at more fluent tutors.

(c) Cèilidh Trails (verbal – Calum Alex)

Calum Alex advised that all the Cèilidh Trails had held auditions for their musicians, apart from Fèis Rois whose auditions were taking place the next week. The musicians who had been chosen were of a very high standard.

Nicola is dealing with LEADER representatives regarding funding and is also working on leaflets and posters for each individual Cèilidh Trail as well as a joint leaflet advertising all the Trails. The information would also be on the Cèilidh Trail Website.

Fiona Johnston advised that she is still looking into starting a Cèilidh Trail in her area and is trying to source funding for this. She hopes to pilot it this year on a small scale with it hopefully growing for next year. She thanked Nicola and Calum Alex for all their assistance and advice with this project.

(d) Gaelic Awareness Campaign (verbal – Arthur)
Arthur advised that we had been given £15,000 from the Scottish Government to get involved in a Gaelic Awareness-raising Campaign.

We were currently in the process of updating our website to make it easier to use etc. It will also contain information about Fèis events, options available for learning Gaelic, and Gaelic phrases and vocabulary which visitors to the website can access, listen and learn. A Phone App was also currently being built which would be updated from the website and allow people to access all this information.

Pop-up stands were being prepared which would have information on them regarding Gaelic. It was planned to have these stands at all Fèisean nan Gàidheal events (Fèisean, Blas, Cèilidh Trails etc) throughout the year.

A leaflet was also going to be produced giving information about Gaelic medium education, how adults could access Gaelic learning, information on Fèisean and other Gaelic arts etc.

It was hoped to have this all in place by July.

(e) Gaelic Drama (verbal – Calum Alex)
Calum Alex reported on Gaelic Drama plans for the next year:

- Dougie and Angus were currently arranging a tour of GLPS schools which would be taking place until the end of June.
- There were 24 students booked to attend Sgoil Shamhraidh in July.
- In the next School year (commencing August) it was hoped to do two Meanbh-Chuileag tours round Schools as well as a Pantomime tour.
- Ruaraidh Nicolson of Eden Court had been doing radio plays and Angus was helping with the recording of these. It was anticipated that they would be available on Aileag and hopefully through our website.

The Argyll Schools Drama Project had taken place earlier in the year with six schools taking part and eight plays being produced. This project was enjoyed by all taking part and Calum Alex was impressed by the high standard of Gaelic throughout.

EX2.2011.03 FINANCIAL ISSUES
(a) Budget Outturn to 31 March 2011 (circulated - Anne)
A report from the Executive Manager showing income and expenditure to 31 March 2011 had been circulated.

There were no concerns over the overall financial position.

(b) Management Accounts to 31 March (circulated - Anne)
The consolidated management accounts to 31 March prepared by Mann Judd had been circulated.

There had been a small loss in the Blas Festival so Fèisean nan Gàidheal had not taken a management fee for the Festival.

Some of the budgets (Schools Project and Training) have overlapped financial years which meant that two lots of expenditure had come out of the budget in 2010-11. Remedial action will be taken in 2011-12.

There was a healthy surplus at 31 March 2011 and some of this was being carried forward to finance projects detailed in the 2011-12 budget.

(c) Bank Balances and up to date information (verbal - Anne)
The current bank balances were given as follows:
- £2,184.66 in the Current account
- £198,396.25 in the High Interest account
- £1,508.95 in the Blas account

(d) Financial Overview 2011-12 (verbal – Arthur)
Arthur wanted to reassure the Executive Group that the budget which has been prepared for 2011-12 was achievable and realistic.

Fèisean funding has been kept at the same level as the previous year and as far as we are aware Argyll & Bute Council and Comhairle nan Eilean Siar are not cutting the financial assistance which they give for Fèisean taking place in their areas.

£17,000 remains to be raised but it was felt that this could be achieved over the year.

(e) Budget 2011-12 (circulated – Anne)
Anne and Arthur had put together the Budget for 2011-12. Anne would continue to monitor the budget closely over the financial year and regular updates would be given to the Executive Group and the Board.

It was agreed that the prepared Budget should be put before the Fèisean nan Gàidheal Board for approval at its meeting on 26 May.

(f) Grants to Fèisean 2011-12 (circulated - Anne)
A report showing the grants awarded to Fèisean (and those paid out to date) had been circulated. Grants had been kept at the same level as the previous year and allocated based on Fèisean activity.

Fèis Obar Dheathain and Fèis Ratharsaidh had not taken place on 2010-11 but it was hoped they would hold events in 2011-12 and funding had been allocated in anticipation of applications for assistance.

(g) Bank Overdraft (verbal - Anne)
In previous year's Fèisean nan Gàidheal has had a bank overdraft facility available for use if needed. It wasn't required in 2010-11 but it was felt that it was good to have as a "safety net".

The Bank are happy to provide an overdraft facility for the current financial year but require approval from our Board. It was agreed that a paper be put before the Board Meeting on 26 May seeking approval of this overdraft facility.

(h) Creative Scotland Agreement 2011-12 (circulated – Arthur)
The Agreement had been circulated and the terms were noted by the Executive Group.

(i) Bòrd na Gàidhlig Agreement 2011-12 (circulated – Calum Alex)
The Agreement had been circulated and the terms were noted by the Executive Group.

(j) Highland Council Agreement 2011-12 (circulated – Arthur)
The Agreement had been circulated and the terms were noted by the Executive Group.

EX2.2011.04 POLICY ISSUES
(a) Volunteering Policy (verbal – Arthur)
Arthur advised that a suggestion had had made at the Fèis Trèanaidh weekend that Fèisean nan Gàidheal should have a Volunteering Policy.

Many of the items it would contain are included within other Fèisean nan Gàidheal policies but it was felt that it was a good idea to pull all these items together into one policy document.

It was agreed that a draft Volunteering Policy would be prepared for consideration by the Board at their meeting on 26th May.

EX2.2011.05 DEVELOPMENT ISSUES

(a) Creative Scotland Bid 2012-15 and next steps (circulated - Arthur)

A letter from Creative Scotland had been circulated advising that Fèisean nan Gàidheal will now move forward to Phase 3 of the Review of Foundation Organisations process. This follows the Structured Interview which had taken place with Creative Scotland representatives on 25 February (the minute of which was also circulated).

The next stage in the process was for Arthur, Calum Alex and Catriona to meet with Ian Smith and Gavin Wallace of Creative Scotland in Inverness on 23 May.

The Creative Scotland representatives would then put a report before the Creative Scotland Board at the end of June and we will hear the outcome following that meeting.

EX2.2011.06 BOARD MEETING

(a) Agenda items for forthcoming Board meeting

As well as the usual agenda items there would be:

- Proposed Volunteering Policy
- The 2011-12 budget for approval
- The proposed bank overdraft for approval
- A presentation from Christine MacIntyre, Development Officer

Arthur would also be preparing a new "Implementation of Fèisean nan Gàidheal's Programme of Work" grid based on the new funding criteria from our main funders.

As mentioned previously in the minute, the meeting will now take place in Inverness (venue to be confirmed).

EX2.2011.07 GENERAL

(a) AOCB (verbal)

Arthur advised that interviews for the Lochaber Development Officer post were taking place in Fort William later in the day. Board Members would be advised on the outcome of the interviews in due course.

(b) Date and venue of next meeting

The next meeting is to be held by phone conference on Thursday, 1 September 2011 at 10.15am.

Fèisean nan Gàidheal

Progress in implementing Fèisean nan Gàidheal's Programme of Work

Agenda Item: 2.2011.02(a)

Following is a summary of the main developments recommended in our current Development Plan, along with progress to date, updated with 2010-11 measures taken into account. This incorporates reports on the performance indicators - or outputs - set against measures within Fèisean nan Gàidheal's (FnG) Development Plan by our four main funders – Creative Scotland (CS), Highland Council (HC), Highlands & Islands Enterprise (HIE) and Bòrd na Gàidhlig (BnG) - in relation to individual funding agreements with those bodies.

R (Red) = Not presently on track, and measures to restore progress not yet in place. Danger that targets may be missed.
A (Amber) = Not presently on target, but with measures in place to restore progress
G (Green) = On target

Ref	Measure in Development Plan	Responsible	Performance Indicators/Outputs	Progress	Status
1	**SERVICE DELIVERY**				
1.1	Services	All	Continue to support and develop at least 40 individual Fèisean, widening their range of activities and establishing best working practice. (CS)	The work of the whole organisation is geared towards achieving this. We will be supporting more than 40 Fèisean during 2011-12 and, although we have a smaller team than in the past, will ensure that high standards of delivery are maintained. Last year we overhauled all our policies to ensure good governance and working practices and these will remain under review.	**G**
			Continue to operate as an organisations striving for excellence in delivery of services and projects, with sound governance and general working practices. (CS)		
			Plan to apply efficiencies of 3% (£3,750) of Bòrd na Gàidhlig funding from within running costs of the organisation towards new projects that will contribute towards increasing numbers of Gaelic speakers (BnG)	A plan has still to be worked up but we are confident this can be achieved.	**R**
1.2	Staff	CEO/ Board	Retain at least 15 FTEs based within the HIE area (HIE)	We currently have 13 people on staff with an FTE of 11.2. However, with tutors and contractors, that figure will be much higher and exceed 15 FTEs.	**G**
			£23,393 to be used to support Fèis Development Officers and the general running costs of Fèisean nan Gàidheal. (HC)	The remainder of Highland Council funding, after grants are paid to Fèisean, is utilised towards our running costs, including Development Officer posts.	
		Development Manager	At least two people to be supported through the Work Placement/Graduate Placement schemes run by CnaG. (BnG)	We expect to have one person through the summer Work Placement Scheme. Currently we do not envisage being able to support someone through the Graduate Placement Scheme.	**A**
		CEO/ Executive Manager	Prepare a pay policy for the organisation for 2011-12 and beyond that is in line with the Scottish Government's Pay Policy. (BnG)	Fèisean nan Gàidheal operates within the pay policy for the public sector and is, therefore, closely aligned to the Scottish Government's Pay Policy.	**G**
1.3	Grants Scheme for Fèisean	CEO/	Continue to run a Grants Scheme for Fèisean allowing	Grants scheme in place and grants pledged for 2011-12.	**G**

1.3		Executive Manager	investment in a variety of local activities (CS)	Grants will be paid out as per agreements.	G
			Support offered to at least 40 Fèisean from our Grants Scheme and through practical help. (BnG)	Grants offered to 45 Fèisean for 2011-12.	
			Support at least 30 Highlands and Islands Fèisean each year (HIE)	Grants offered to 37 Fèisean in the HIE area, 23 of which are in HIE Fragile Areas.	G
		Development Manager	Continue to invest in new developments through our Fèis Development Fund (CS)	Applications will be invited for the Development Fund from late summer.	A
			Support three new and innovative project per year through a Fèis development fund (HIE)	We would expect to support at least three projects.	
		Development Manager/ Development Officers	Support 19 Fèisean in Highland Council area (HC)	Grants offered to 21 Fèisean in the Highland Council area totalling £119,191, of which the local authority portion represents £25,634.	G
			Ensure that £24k is divided between 19 Fèisean on a formula basis (HC)		
			Provide a high quality music tuition programme for young people who wish to participate in Fèisean (HC)	We expect that the Fèisean will offer a high quality experience and feedback will be sought to confirm this.	A
			Maintaining the number of young people participating in Fèisean and classes in the Highlands at 3,179 (HC)	We expect to be able to achieve this figure.	A
			Grant aid Fèisean in Comhairle nan Eilean Siar area (CNES)	Grants offered to 6 Fèisean in the Comhairle nan Eilean Siar area.	G
			Grant aid Fèisean in Argyll & Bute Council area (A&BC)	Grants offered to 7 Fèisean in the Argyll & Bute Council area.	G
1.4	Supporting volunteers	Development Officers	Continue with excellent support mechanisms for individual Fèisean through the development of our system of Lead Officers, offering one point of access to local Fèisean in accessing Fèisean nan Gàidheal services (CS)	Each member of the Development Team has been designated as Lead Officer for a number of Fèisean. They need to continually work hard to ensure this relationship works effectively.	G
		Training & Policy Officer/ Development Officers	Policies are made as easy as possible for volunteers to deliver	All policies were reviewed in 2009-10 and are available as downloads from our website in Gaelic and English. They remain under review.	G
				Risk Register in place and monitored by the Executive Group with an annual report to the full Board.	
		Executive Manager/ Development Officers/ Training & Policy Officer	Continuation of Annualised Hours scheme	Annualised hours offered for 2011-12 as part of overall grant offer, with those Fèisean that have made best use of them in the past having been given priority.	G
				Development Team will continue to work closely with workers employed under this scheme and participation in the annual Fèis Trèanaidh is a condition of funding.	
			Development Officer to be retained in Western Isles (CnES)	Jenna Cumming employed full-time with part funding from Comhairle nan Eilean Siar.	G
			Development Officer to be retained in Argyll & Bute Council area (A&BC)	Christine MacIntyre employed full-time with part funding from Argyll & Bute Council.	G
1.5	Annual Conference	Executive Manager/ Business Officer/ Training Officer	Hold an Annual Conference (CS)	2011 Conference will be held in Dunblane Hydro on 23 and 24 September. A programme has still to be worked up and a Guest Speaker has still to be invited.	G

1.6	Insurance	Executive Manager	Adequate insurance cover in place for Fèisean nan Gàidheal, its staff and all Fèis activities.	Policy reviewed and renewed in February 2011 with cover adjusted as appropriate.	**G**
1.7	Musical instrument Bank	Business Officer	Regular lending of instruments to Fèisean.	Ongoing and well used by Fèisean with instruments out most of the year.	**G**
1.8	Disclosure checking	Collator/ Executive Manager/ Business Officer	All tutors and volunteers involved in Fèisean must go through an enhanced Disclosure check.	Ongoing work undertaken by Sandy Gray as Disclosures continue to be renewed, under the new PVG scheme, on an ongoing basis as 3 years expire. All Fèisean must submit a list of tutors before grant is released, which is cross-referenced to ensure they have a current Disclosure.	**G**
			Continue to ensure good practice in relation to Child Protection within the new system introduced by Disclosure Scotland. (CS)	Policy updated and monitored on an ongoing basis and we are implementing changes to the system to comply with the PVG scheme.	**G**
1.9	Maintenance of a Fèis Tutors database	Business Officer	Up to date data available at all times.	Fèisean nan Gaidheal database continues to be regularly updated.	**G**
1.10	Developing, distributing and selling publications	Business Officer	Continue to maximise income from sales of publications	We are currently working on selling as many as possible through Fèisean, shops etc. Website shop has now been set up on www.feisean.org/shop.html.	**G**
1.11	Production and distribution of regular news and other information	Business Officer/ All Staff		*Faileas* produced on a regular basis, now only distributed electronically in order to save money. Information of all kinds relating to Fèisean distributed on a regular basis – funding opportunities, VAN news, SCVO news, job opportunities, events etc.	**G**
1.12	Support for new Fèisean	Development Manager	Create 2 new Fèisean in HIE Fragile Areas (HIE) Support the establishment of new Fèisean where communities request assistance and funding allows (CS)	An application has been accepted from Fèis an Iar Thuath and Fèis Thròdairnis has been re-established, both of which are in Fragile Areas.	**G**
1.13	Supporting the development of Fèisean, or collectives of Fèisean, wishing to become more independent	Executive Manager/ Development Manager/ Development Officers	Continue to support individual Fèis projects such as Fèis Bharraigh and Feis Spè expansion activities (CS)	Continuing to support Lochaber Fèisean, Fèis Spè and Fèis Bharraigh with payroll and other services.	**G**
1.14	Inter-Fèis activities	Development Manager		Funding for inter-Fèis activities is integrated within our Development Fund but no plans as yet.	**A**
1.15	Annual Training Programme	Training & Policy Officer/ Development Manager	Deliver training to 30 Fèisean per year and at least 75 tutors and community Fèis organisers (HIE)	We expect to achieve these figures through ongoing Gaelic language training, Levels 1, 2 and 3 tutor training courses in February 2012 and Fèis Trèanaidh in March 2012. Staff training is ongoing as required. In-house induction is available for new staff and Board members. Moreen Pringle is undertaking Ùlpan training when available.	**A**
1.16	Networking	CEO/ Development	Expand partnership opportunities with other arts and Gaelic organisations, as well as public bodies, and	We will continue to be members and contribute to the development of the Traditional Music Forum. We have	**G**

1.16	Networking	Manager	continue to work with existing forums, including the Scottish Traditional Music Forum. (CS)	had initial discussions with Creative Scotland about the delivery of elements of the Report to the Scottish Government on Traditional Arts.	**G**
				We have an ongoing working relationship with the RSAMD and Centre of Excellence in Traditional Music at Plockton High School.	
			Work in partnership with the Gaelic Arts Strategy Group and the Gaelic Arts Officer to review and implement the Gaelic Arts Strategy.	We will continue to take part, as required, in the Gaelic Arts Strategy Group, and attend meetings of the Gaelic Organisations held by Bòrd na Gàidhlig.	
				Fèisean nan Gàidheal's CEO is involved in occasional input to SMO's Gaelic & Traditional Music Course, as is our Training and Policy Officer.	
		All staff	Working with other Gaelic organisations, local authorities, community representatives and Bòrd na Gàidhlig to expand *Iomairtean Gàidhlig* (Gaelic Initiatives) and deliver the main aims of Ginealach Ùr na Gàidhlig (BnG)	We are very willing to do this and will support Iomairtean in areas where we have staff, as well as the Fèisean within those areas. We will make our facilities available to them and expect to achieve the 500 hours of staff time required during 2011-12.	**A**
1.17	Advocacy	All staff led by CEO	In partnership with Creative Scotland, Highlands and Islands Enterprise and Bòrd na Gàidhlig, FnG will continue to play a key role in the continuing development of traditional music and Gaelic arts in Scotland. (CS)	A lot of time is spent on advocacy and this will probably increase in the current economic climate. We regularly submit evidence to consultations that have an effect on our work, or where we can influence policy.	**G**
1.18	International Links	CEO/ Development Manager/ Training & Policy Officer	Raise the profile of the Fèis movement in international work like the Celtic Neighbours project with partners in Wales and Ireland. (CS)	We have ongoing links with Celtic Colours in Cape Breton through the Blas Festival and with Ireland through Fèis exchanges and Cèilidh Trails. We will also continue to be involved in the Celtic Neighbours project and any other opportunities that arise during the year.	**G**
1.19	Promotion and Marketing	CEO/ Business Officer	Increase media coverage of the Fèis movement through at least twelve instances of coverage in local/regional media, three instances of national coverage, and one instance of United Kingdom-wide coverage per year (HIE)	We achieve a high level of coverage in the press, and cuttings are collected regularly and archived. We will endeavour to create more coverage around appropriate activities.	**G**
			Investigate greater partnerships with the commercial sector building on the success of sponsorship having been secured for Blas, but also looking at the potential for increased sales of products of the Fèisean. (CS)	Potential sponsors are always invited to Blas events with a view to them coming on board.	**G**
				Fèis products are available through our online shop at www.feisean.org but there is potential for greater sales.	**A**
			Ensure that the Highland Council is acknowledged in all publicity materials with the inclusion of the Highland Council logo on fliers, posters, banners, press releases, website and all relevant e-mail footers. (HC)	The Highland Council logo, along with those of Creative Scotland, HIE and Bòrd na Gàidhlig, appears on everything we produce. This will continue.	**G**
			Ensure all press notices and events are sent on to mygaelic.com and Bòrd na Gàidhlig (BnG)	We regularly send all news releases to the mygaelic team and to Bòrd na Gàidhlig.	**G**
1.20	Website and ICT	Business Officer/ All Staff as appropriate		Live at www.feisean.org with a new Blas site www.blas-festival.com and a new Cèilidh Trail site www.feisceilidhtrails.org.	**G**
				Main Fèisean nan Gàidheal site is being redesigned and will be taken away from Sitekit, saving licence fees and making it much more user friendly.	

2	NEW DEVELOPMENTS				
2.1	Prepare a Gaelic Language Policy for Fèisean nan Gàidheal, which will be adopted by members of the organisation	Development Manager/ Development Officers	Develop and increase access to the Gaelic language and culture through the implementation of a revised and strengthened Gaelic Language Policy (CS)	Gaelic plans and annual updates continue to be submitted to Fèisean nan Gàidheal and discussion on Gaelic content forms part of the annual review meeting with all Fèisean.	G
			Ensure Gaelic is an integral part of all Fèisean, in line with fèisean nan Gàidheal's Gaelic Policy. (HC)	A new Gaelic Policy has been approved and has been issued to all Fèisean, along with guidance. Development Officers must now ensure that it begins to be implemented. Maximum support will be given to Fèisean by our Gaelic language team to help increase Gaelic usage.	A
			Increase the number of young people who will receive Gaelic tuition from a baseline of 2,384 (HC)	We expect to be able to increase this figure as the Gaelic Policy is implemented.	A
2.2	Continue to support a Gaelic Language Development Team	Development Manager/ Development Officers	Continue to implement Fèisean nan Gàidheal's Gaelic Policy through services offered to all the Fèisean through its staff and special projects as appropriate.	Ensuring that all Fèisean use fully bilingual material, and have made this a specific condition of grant. This is discussed specifically with each Fèis at review meetings. Use of Gaelic in Fèis activities must be prioritised.	G
			Provide support for Fèisean with Gaelic language activities utilising our G-Team. (CS)	Our Sgioba-G continues to assist Fèisean with Gaelic Policy implementation, and with programmes of work tailored to individual needs, where requested, all geared towards Gaelic acquisition and use.	
2.3	Develop mechanisms for the delivery of our Gaelic Language Policy within Fèisean nan Gàidheal	Development Manager/ Development Officers/ Training & Policy Officer/ Drama Officer	Regular review of progress with implementation of Gaelic Policy. (BnG)	A survey of tutors was carried out to gain baseline information on current Gaelic ability against which to measure success in its implementation. A separate Action Plan will be considered by the board in May and implemented thereafter in line with an agreed timetable.	A
2.4	Develop wholly Gaelic-medium Fèisean and Gaelic-medium tuition at existing and new Fèisean	CEO/ Development Manager/ Development Officers	An increasing number of GM Fèisean and activities for parents to work with their children through the medium of Gaelic.	6 Fèisean now GM and GM tuition being further developed within Fèisean that are not wholly GM. An increase in Gaelic speaking tutors should facilitate an increase in Gaelic use.	G
			Establish family-based Fèis activities to strengthen the use of Gaelic (CS)	Further opportunities for children and parents to work together through established Fèisean will be put in place during 2011-12.	A
		Development Manager/ Board	Ensure commitment to Gaelic in new Fèisean.	No new Fèisean are admitted for membership without a clear demonstration of Gaelic commitment.	G
				FnG Board is now required to approve new members to ensure Gaelic commitment is in place.	
2.5	Development of Gaelic Drama	Drama Officers/ Development Manager/ CEO	Continue development of Gaelic drama activities including a Gaelic Drama Summer School and, if funding allows, touring by the Meanbh-Chuileag theatre-in-education group (CS)	A separate plan for Gaelic drama developments during 2011-12 will be considered by the board in May and implemented in line with an agreed timetable.	A
			Six weeks of schools touring to be carried out by Meanbh-Chuileag. (BnG)		

			At least 80 Gaelic drama workshops to be supported (BnG)		
			Continue to run a series of Gaelic drama Fèisean (CS)		
			Stage an annual Fèis Drama Summer School and work towards an agreement with MG Alba for the further professional development of 'graduates' (HIE)	Sgoil Shamhraidh 2011 will take place in Portree, with the final performance at Sabhal Mòr Ostaig.	G
			At least 20 Gaelic-speaking participants to take part in Sgoil Shamhraidh Dhràma 2011. (BnG)	The event has already attracted more than 20 potential participants.	
2.6	Continuing support for Fèis Cèilidh Trails	Senior and other Development Officers	In partnership with Fèisean, and with investment from LEADER, continue to support a network of Cèilidh Trails (CS)	Five Cèilidh Trails will be supported during summer 2011.	G
		Senior Development Officer	Expand and strengthen the Fèis Cèilidh Trails initiative, including coordinating and promoting the initiative nationally and internationally as a cultural tourism product (HIE)	Programming and publicity for 2011 Cèilidh Trails will be a significant improvement on previous years.	G
			Work with others to produce a Dance Instruction DVD covering cèilidh dances that will be used at Fèisean, Cèilidh Trails and in other situations (CS)	Still to be planned.	R
2.7	Encourage local Fèisean to archive material which could be utilised in teaching situations in their area	Training & Policy Officer	Coordinate at least six local cultural heritage projects led by Fèisean participants in local areas, creating freely available localised online resources (HIE)	We will be working with Fèis Bharraigh and other Fèisean as funding allows.	A
			Continue to engage with local Fèisean in collecting and archiving local materials and making them available on the internet. (CS)		
2.8	Gaelic Arts Strategic Development	CEO/ Training & Policy Officer	Continue to have an active role in delivering the National Gaelic Arts Strategy and supporting the work of the joint CS/BnG Gaelic Arts Officer (CS)	We will continue to participate fully in discussions and assist, where we can, in implementing the strategy. A large part of our programme delivers measures within the current strategy.	G
		CEO/ Development Manager	Work with the officers of Bòrd na Gàidhlig and Creative Scotland to deliver the Gaelic Arts Strategy through the day-to-day work of Fèisean nan Gàidheal. (BnG)		
2.9	Traditional Music Forum	CEO/Training & Policy Officer Development Manager	Develop training provision and professional development, open to everyone involved in promoting, organising and participating in Fèisean, and to other organisations involved in traditional music development and delivery (CS)	We envisage that this will be achieved during 2011-12 through Fèis Alba, Blas, our Drama Summer School, our Fèis Trèanaidh and Tutor training events.	G
2.10	Gaelic song writing initiative	CEO/ Development Manager	Produce, market and sell a CD of traditional music and Gaelic song produced through a Fèis song-writing initiative (HIE)	Support was given to a number of initiatives during 2010 but we need to plan additional initiatives during 2011-12 ensure delivery of new work in a digital format.	A
			Further work in supporting and developing new song writing in Gaelic, building on achievements in 2010. (CS)		
2.11	Board Development	CEO/ Board with HIE financial support	Undertake a review on function, appositeness and efficacy of Fèisean nan Gàidheal board, by 31 December 2010 (HIE)	Not initiated by HIE as planned.	R

2.12	Research	CEO/Executive Manager	Produce research on the creation of a Fèis 'cultural hub' providing social, performance and teaching spaces, exploiting distance learning technology and links to creative industries, within a fragile Gaelic community (HIE)	To be progressed during 2011 supporting Ceòlas in a feasibility study to establish a cultural hub in South Uist, which will benefit the Uist Fèisean also.	**G**
2.13	Teenage provision within the Fèis movement	Development Manager/ Development Officers	Continue to support activities for teenagers	It is hoped the new Lochaber Development Officer, in cooperation with Fèis Lochabair, will organise a teenage Fèis in Lochaber in October 2011.	**A**
				Cèilidh Trails and Blas will involve teenagers.	**G**
				Continue support for Fèis Rois nan Deugairean, Fèis an Earraich, Fèis Spè, Fèis Eilean an Fhraoich and other Fèisean who make specific teenage provision.	**G**
			Run a Gaelic medium teenage Fèis during the year (CS)	Still to be planned. Possible link with Bòrd na Gàidhlig funded residential event.	**R**
3	**PARTNERSHIPS AND CONTRACTS**				
3.1	Youth Music Initiative contract in Highland	CEO/ YMI Coordinator	Continue to develop the work of the Fèisean within the formal education sector, in partnership with YMI, in Highland and other local authorities as opportunities arise (CS)	YMI in Highland will continue during school year 2011-12.	**G**
				Rae MacEachern will continue to look after day-to-day organisational issues for FnG.	
				New Gaelic whistle book produced by Taigh na Teud in association with Fèisean nan Gàidheal and Stòrlann to be distributed more widely.	
3.2	Potential for Youth Music Initiative contract work in other areas	CEO		To be investigated with assistance of Creative Scotland in the context of their 2011-12 investment.	**R**
3.3	Gaelic Language work in schools	Drama Officer/ CEO	Support at least 50 events in schools (in Gaelic in Gaelic schools and bilingually in other schools) as part of Blas 2011, with at least 5,000 school pupils participating. (BnG)	Meanbh-Chuileag will work in schools.	**G**
				As part of Blas 2011 there will be a comprehensive education programme running in a number of schools alongside the main festival events.	
3.4	Other formal educational work	CEO/ Training & Policy Officer		A proposal has been drawn up and costed for Gaelic language teaching, based on the YMI model, utilising GLPS resources.	**A**
				Fèis Academy plans should be revisited in 2011-12.	**R**
3.5	Contract earnings	CEO/ Executive Manager	Ensure that trading income constitutes at least 25% of income FnG total before 31 July 2012 (HIE)	This is the case at present but will be kept under review.	**G**
3.6	Showcasing opportunities	CEO/ Development Manager/ Project Staff	Raise the profile of the Fèis movement through dedicated showcase events, and in other opportunities as they arise. (CS)	There will be special events at Blas this year celebrating 25 years of Fèis Rois and 21 years of Fèis Spè as well as a joint Cèilidh Trail event with all the groups together.	**A**
			Deliver at least three high-profile national showcase events - 2 Scottish, 1 United Kingdom-wide (HIE)	Discussions have been had with Creative Scotland about Olympic Games Youth Voices showcase event but nothing recently.	
3.7	Strategic Developments	CEO	Take part fully in discussions with Creative Scotland on the development of a National Youth Arts Strategy and play our	CEO has already attended one meeting with Creative Scotland to discuss National Youth Arts Strategy. We	**A**

			part in delivering the recommendations of the Traditional Arts Working Group Report (CS)	will discuss Traditional Arts Report with Creative Scotland in May.	
3.8	Development of Blas – Celebrating the Highlands	CEO/ Development Manager	Subject to funding, continue to run the Blas Festival (CS)	The festival will take place in 2011 due to generous additional support from Creative Scotland and funding from Scotland's Islands.	**G**
			Support offered to Blas to ensure that all information is available bilingually, that the website is bilingual and that each concert is presented bilingually with a Gaelic-speaking fear/bean an taighe at each event. (BnG)	As usual, Gaelic will be used as extensively as possible.	**G**
			To deliver a programme that is aligned to the core aims of Blas (HC)	The 2011 programme will involve young people, Gaelic language, international artists and innovative events.	**G**
			To deliver a festival that is inclusive and will appeal to a wide cross-section of age groups and cultural backgrounds (HC)	Although we do not collect specific data on this particular aspect of the festival, Blas has regularly appealed to a wide audience as demonstrated in the questionnaire feedback. We expect this to be the case again in 2011.	**G**
			To maintain excellent artistic standards and high standards of customer and stakeholder care (HC)	We will seek audience feedback on this. We will ensure that funders and guests are looked after with complimentary tickets etc, as usual.	**A**

Action Required
Board members are asked to note the progress with our programme of work and discuss any issues arising from the report.

Arthur Cormack
CEO
May 2011

Fèisean nan Gàidheal

Programme for Blas Festival 2011

Agenda Item: 2.2011.02(b)

Reason for Paper

To update Board members on the programme for Blas 2011.

Background

Board members will be provided with a copy of the Blas programme at the Board meeting following the official launch at Eden Court on 26 May, to which they have been invited.

Blas 2011

Blas 2011, despite the earlier doubts over funding, is shaping up to be a very good festival with many highlights. We are especially indebted to Creative Scotland for additional funds (£50k), and to Scotland's Islands for funding (£30k) towards a special strand in our programme celebrating island culture.

In addition, the Highland Council will be organising a parallel programme in schools and, for the first time, we will additional events with input from Gaelic writers in collaboration with Comhairle nan Leabhraichean and Acair.

As usual, Fèisean nan Gàidheal would like to offer board members up to £50 each to purchase tickets for Blas events. Tickets should be purchased in the normal way – reduced price 'early-bird' tickets are available until the end of July! A receipt should be obtained and the cost reclaimed on a standard Fèisean nan Gàidheal expenses form.

Action Required

Board members are asked to note the programme and the arrangements for the purchase of tickets.

Arthur Cormack
CEO
May 2011

Fèisean nan Gàidheal

Drama Projects 2011-12: Action Plan and Timetable

Agenda Item: 2.2011.02(c)

Reason for Paper

To introduce a presentation from Dougie Beck on an Action Plan in relation to the drama projects in which Fèisean nan Gàidheal will be involved during 2011-12.

Background

Fèisean nan Gàidheal has undertaken to deliver a range of Gaelic drama projects during 2011-12 including:

- Gaelic Drama Summer School
- Meanbh-Chuileag theatre-in-education touring
- Support for at least 80 Gaelic drama workshops
- Continuing to run a series of Gaelic drama Fèisean
- A pantomime around Christmas

Dougie will present an Action Plan to the board with details of each of these projects, who will be undertaking them and when they will be delivered.

The presentation slides will be made available to board members at, or after, the meeting.

Action Required

Board members will be asked to approve the Action Plan for drama projects.

Arthur Cormack
CEO
May 2011

Fèisean nan Gàidheal

Creative Scotland Investment 2012-15: Next Steps

Agenda Item: 2.2011.02(d)

Reason for Paper

To update Board members on the review by Creative Scotland of their Foundation Organisations.

Background

Board members will recall that our submission to the second part of the process Creative Scotland was following in reviewing its Foundation funded clients, was made available at the last board meeting. Since then, Catriona MacIntyre, Calum Alex Macmillan and I attended a structured interview in Edinburgh, on 25 February, and the notes from that meeting are following.

Investment 2012-15: Next Steps

Following the interview on 25 February, the board of Creative Scotland considered information on all its Foundation clients, and we received a letter from Venu Dhupa (copy following) informing us that Fèisean nan Gàidheal would be going forward to the next stage.

A further meeting is scheduled with Creative Scotland officers in Inverness on Monday 23 May. It is anticipated that we will get further information, at that meeting, of what the next stage in the process will entail but it looks likely that further recommendations are required by Creative Scotland's board for their meeting in June.

I will be able to offer a verbal updated at the board meeting given that we will have met with Creative Scotland prior to that.

Action Required

Board members are asked to note the information and that a discussion can be had at the meeting regarding the next stage of the review.

Arthur Cormack
CEO
May 2011

Creative Scotland Review of Foundation Organisations
Fèisean nan Gàidheal
Notes of Structured Interview
Minute of the meeting held on
25 February 2011 at time at 2.00pm -4.00pm
Creative Scotland, Waverley Gate, 2-4 Waterloo Place, Edinburgh

Present:

Creative Scotland:
Charles Bell, External Consultant - Chair (CB)
Gavin Wallace, Portfolio Manager - Support (GW)
Zoë Keown - Notetaker (ZK)

Fèisean nan Gàidheal:
Arthur Cormack, Chief Executive Officer (AC)
Calum MacMillan, Development Manager (CMacM)
Catriona MacIntyre (CMacI)

1: SWOT

1.1 Volunteer Fatigue

- FNG like to see parents getting involved in its activities.
- Regional development officers exist to help the volunteers. FNG try to take as much as the red tape away from volunteering, eg by carrying out regular disclosure checks.
- There are four Development Officers.
- The lifeblood of the Fèis is its volunteers. It is a great way to get the community involved. FNG is about getting the balance right.
- This can be a weakness when things are being developed in certain ways and committees need to support them too. They may want to go in a different direction. Telling people what to do in their own areas can be hard.

1.2 Decreased awareness of the Fèis movement

- FNG's profile is generally good. People in the arts and Gaelic language development will recognise what it brings to the mix.
- Because of the great support of the HC a lot of activities are based in the HC's area. This is similar at the Western Isles and the Argyll and Bute Council.
- Over the last few years Fèisean have been established in Glasgow, Edinburgh and Aberdeen. There are also Gaelic medium schools in North Lanarkshire and Bishopbriggs etc.

- This is welcomed but there is a tension. The money from CS can be used all over the country but the money from Highlands and Islands Enterprise needs to be used in the Highlands and Islands Enterprise area.
- In terms of training events etc FNG is duty-bound to take events in these boundaries. This is a challenge. There are areas where FNG could do more.
- There is no Gaelic education in Fife but there has been some interest.
- The clustering was noted as interesting by GW.
- With YMI, FNG provide 16 weeks of traditional music in all HC primary schools.
- There was an agreement with East Lothian but this was terminated. There is scope for FNG to do more in providing services to schools through YMI.

1.3 Private sector investment

- The last festival attracted greater sponsorship from the private sector, eg Clydesdale Bank and the Co-op.
- FNG are talking to RBS and Caledonian MacBrayne this year – there is a serious interest here.
- If it is a product that private sponsors can identify with and get something out of, and they are more likely to get involved.
- Because the Fèisean themselves are small, and are local and scattered events it is harder to get sponsors, but they are supported well by local businesses.
- Private sector investment is not as apparent because it is done at a local level.
- Investment is year on year and FNG chase different sponsors year on year. This is not a good time economically to be approaching sponsors, but FnG will persevere.
- Every year FNG receive between £15-25k sponsorship.

1.4 Opportunities

Q: FNG note changes in support as a threat. What relationship would you welcome between FNG and CS?

- FNG have good partnership arrangements with public bodies and Councils that they work with.
- FNG had a good relationships with the Scottish Arts Council and hope the same will be possible with CS.
- If CS chooses to invest in FNG's priorities, FNG would also want to invest in CS's priorities.
- FNG think that CS's objectives are good and FNG want to help CS deliver them. There are also things that CS are doing, e.g. The Youth Arts Strategy and the Traditional Arts Report implementation, that that they could help with. FNG would be be very willing to assist if CS wanted to go down that road.
- The Gaelic Language Plan is another good example of where FnG could assist CS.

Q: The financial benefit of using technology to cut down staff travel and expenses

- FNG use Skype and phone conferences to cut down expenditure.
- FNG have approximately one staff meeting per month.
- FNG try to do what they can on the p*h*one instead of travelling.
- Two members of staff have left and the team have gelled together to fill the gaps rather than their being replaced in these challenging times. The team is a good one.
- FNG are aware of the cuts and are planning their resources accordingly.

2: Traditional Arts

Q: FNG's core staff and their ability to take on major initiatives.

- FNG have core staff whom they try to use in the first instance.
- FNG have people to call on if needs be, eg people who have been involved before.
- A former police inspector helps with disclosure checks. An ex head teacher of a primary school also coordinates YMI in the Highlands.

Specific vulnerable areas

- Drama work is done on a piecemeal basis every year.
- Funding is looked for every year.
- Drama is funded by Bòrd na Gàidhlig and HIE at the moment.
- FNG are not funded to tour around Gaelic Schools. They need to find money to do this.
- The Blas Festival is facing a problem because the HC has reduced funding by 30 per cent. Funding used to be £105,000 per annum. This is being reduced to £71,500.
- It is hoped that CS will be able to fill this gap in the coming financial year.
- There are opportunities with the Year of Islands this year and the Year of Creative Scotland next year to find additional funding.

3: Budget

Q: *The standstill includes £100,000 currently received from Lottery towards the Fèis Grant Scheme. How does the Fèis Grant Scheme operate, and what does it support?*

- This pulls money from CS, the HIE and the LA's that FNG work closest with.
- The HC, CNES (Western Isles) and Argyll and Bute Councils all put money into the scheme.
- CS's money is used across the whole country.
- HIE's money is used in the HIE area and so forth.

- Argyll and Bute and the Western Isles define how much they want to give Fèisean within their areas. The Fèisean receive more than that because they get a portion of CS's money too.
- It guarantees each Fèis a certain level of money a year – around 30 per cent of its costs. It allows them to get that funding through one application to us as opposed to getting it from three or four organisations.
- This covers the main Fèis activities and year-round classes and workshops.
- There is also a new development fund. This can be applied to for new projects.
- Small grants are paid out to local administrators to help the volunteers. They are paid through annualised hours. The grant is geared towards the appropriate number of hours.

Q: Do all bids get 30 per cent of their costs?

- At least 30%. The scheme is formulaic to cope with any potential conflicts of interest on the part of Board members. The bit that is competitive is for new development. FNG look upon the different bids to look at their likelihood of success.

Q: Are they fixed level grants?

- A maximum offer is made but the final payment is based on actual expenditure. So if a Fèis spends less than anticipated, its final payment is reduced..

Q: Do *Fèis Rois also get funded from the scheme?*

- Fèis Rois are funded on the same basis for their annual Fèis activities.

Q: How do other Fèis*' view this?*

- FNG don't see why they should not give money to FR.
- Only the junior and school-age Fèisean are funded. The adult Fèis is not funded by FnG.
- They also run a huge number of other activities outwith their two Fèisean.
- The last time this was raised when Foundation status was awarded to both organisations the view was that they weren't completely funded by the Scottish Arts Council at the time for the Fèisean themselves but for the other activities that they did, and what they were doing nationally.

Q: *If there was no CS funding from the grant scheme you would have funding from HC and other Councils? What about the* Fèis *out with the geographical areas?*

- Supporting the Fèisean is key for FNG.

- If CS's money was not available (£100,000 from £240,000), FNG would be looking at redundancies. It must preserve support for the Fèisean at all costs.

Q: The use of the £25k which is tied into the grant scheme for development?

- This money is being used with the development fund and annualised hours.

4: Consolidation of Funds

- CB explained the consolidation of funds.
- FNG and the schools value the work that they do with YMI.
- A discrete amount of money goes to the HC through CS.
- HC give FNG one-third of the budget they get to enable traditional music provision.
- For FNG the impact of losing YMI support is not as great as losing the money for other programmes. The Fèisean can continue without YMI.
- The scheme is more important because it is providing money to the local Fèisean and the tutors in schools who are organising it etc.
- It was clarified that the overall bid was for standstill with the consolidation of existing project funds plus the opportunity to get involved in some of the key developments.
- In the current climate this is not too ambitious.
- FNG want to consolidate what they have had during the last number of years.
- It would be helpful if there was an ongoing sum of money for the Blas Festival.
- The HC, through time, may look to increase its funding again but it is unlikely that this will happen for another three or four years.

Q: Youth music initiative funding

- There is a management fee of £65k out of which local Fèisean are paid for organising provision.
- The money from the HC is £219k. FNG have put £30k in the budget to see if they can get into an agreement with some other authorities to do some traditional music and work with them.
- The bulk of this is what we know, but the £30k is something we are bidding for.
- Management fees vary. They are normally around 10 per cent.
- YMI coordinators are paid locally. Therefore the management fee is larger because other people are paid to do the work for FNG.
- FNG are reliant on management fees. £121k of management fees are generated by the activity that FNG provides. To square off core running costs, FNG are reliant on management fees from delivering contacts to help fund core staffing costs.

Q: Is the TIE service full-time/year round?

- There are two members of staff who are full-time.
- The service tours for a few months during the year but it also does work in schools.
- Drama Fèisean are also run in LA areas.
- One drama worker has been working in Gaelic Initiative Areas (an area that is in need of development for Gaelic language). Young people have also been writing their own pieces and having them broadcast on BBC radio.
- FNG are occupied all year around but touring is down to a couple of months per year due to lack of appropriate funding.

Second half

5: Investment in Talent

Q: Investment in Talent – How are the Development Officers involved on a day to day basis? How do they share experiences and work collectively as a team (given the geography).

- If a Fèis needs anything they go to the lead officers first, eg disclosures etc. They ensure that applications, claims etc are made on time.
- In terms of development, another task is to raise additional sums of money for specific projects and core work. They have been successful to date, eg the creative arts project at a primary school.
- Development Officers also work in joint projects, eg Western Isles joint project with teenagers – this helps young people to come together on a residential basis.
- They are also involved in the marketing and promotion of Ceilidh Trails.
- FNG do not have dedicated marketing staff.
- For Blas, FNG has employed a PR person to help promote the festival. This was not anticipated for this year in order to cope with anticipated cuts, but with CS's funding the idea may be revisited.
- The team is good at promoting in its local areas.

Q: The Officer's role in the process of identifying and supporting talent

- There are four Development Officers.
- They have local knowledge of the young people who are showing potential.
- Officers are asked what they think of a young person's suitability to take part in showcase and blas events.
- Committees and tutors have a feel for who is doing well. When it comes to an event Officers and committees together know who should move forward.
- The vast majority of work is about access and participation.
- In terms of audience development this is important.

6: Quality Production

Q: How is the pool for tutors identified and refreshed?

- The Fèis use reliable tutors year after year.
- There are currently 1,100 potential tutors registered on the database. Approx 300 – 400 have worked for FNG on a regular basis.
- Many young people who have come through the Fèis have come back as tutors.
- Some of the best musicians in Scotland are willing to teach at the Fèis. Not only for the money - but to give something back. This is a huge inspiration for children. FNG choose to work with the good tutors.
- Between 30 and 40 people go through the Tutor Training Programme every year. It has three levels.

    - Level one concerns class handling, lesson planning and levels of ability. FNG want to ensure that tutors are using the Gaelic language as much as possible in classes. Gaelic phrases are learned to help teach music.
    - Level two looks at dealing with group work and child protection issues.
    - Level three looks at the running of workshops.

Q: Geographical spread – matching up tutors

- Travel is kept to a minimum. When using local people less cost is involved.
- FNG try to bring in new people each year.
- Fèisean also try to employ their own young people as shadow tutors. They are trained and the system works well.
- FNG are happy to encourage its young members to come back. Approximately five per cent out of every Fèis come back. This was noted as very impressive.
- This is a great model example.
- It was noted that the ratio of students returning as tutors would be well worth researching as a benchmarking exercise.
- Children are taken on from the age of four and attend for perhaps six or seven years.
- Most Fèis participants start at eight years old.
- The teenage Fèis is being built on and teenagers are staying for longer.

7: New Investments

- FNG want to teach a larger number of children and introduce Gaelic through drama. Its role here is to increase awareness and reinforce Gaelic use outwith the school environment. This is not being realised at the moment because FNG are concentrating on the Gaelic Medium in schools.
- FNG started Gaelic drama because nobody else was doing it.
- Four groups in Scotland offer adult drama. This is poor in the communities and needs to be addressed. Young people start first. If

there is an interest from schools the adult community groups will be re-established.

Q: The teaching of creative writing in Gaelic

- FNG participate in this eg children write plays in their own areas.
- There is also Gaelic song writing.
- There is no Gaelic fiction and poetry in the Fèisean. It is hoped that this will be picked up.
- FNG have a good relationship with the Gaelic Books Council. There is a link to writers and libraries and schools and FNG wishes to involve writes in Blas events.

8: The Inter- Fèis Model

- When organisations showcase events different, Fèisean are brought together.
- Events are open to Fèisean in their areas, and in others.
- Organisers also get to see what happens.
- The travel is paid for, so that experiences can be offered.
- Fèisean will see offer Fèis organisers training at an event in March.

9: Roles and Responsibilities to maximise social benefit

- FNG are very open to working with other organisations.
- There is a lot of scope and space for what other organisations could do with FnG.
- The Gaelic Books Council are more open than they were in the past.
- FNG has always worked cooperatively. Children are involved in both competitive and non-competitive works with participation in local Mòds and Fèisean.
- 'Opportunity' is important to FNG. This is also great for the audience.

10: New Initiatives for place

- A revised Gaelic language policy was agreed by FnG in Autumn 2009.
- Each tutor's Gaelic skills were assessed as well as their training needs.
- There are challenges in funding delivery.
- FNG are playing their part in increasing the number of Gaelic speakers.
- Feedback has been positive. Tutors see it as an opportunity for personal development.
- By 2012 FNG want every tutor to be involved in Gaelic learning if they are not already fluent in the language. Sums of money are available for this specific purpose.
- FNG are talking to Skills Development Scotland etc.

11: International Showcasing

- FnG supported FR with additional funding to go to Brittany and Ireland. There have also been exchanges with other countries including Tonga and the Ukraine. When such opportunities arise FNG are keen to exploit them.
- There are regular exchanges with Fèis an Earraich in Skye and the Armagh Piper's Club in Ireland.
- FNG have also showcased in Liverpool.

12: Olympiad/Commonwealth Games

- The 'Big Sing' project has been talked about. Here, young people will come together from all over the country but nothing has been heard recently.
- There is one hub in Glasgow. It is hoped that a hub in Stornoway will open this year. Portree, Fort William and Edinburgh are other possibilities.
- Development Officers would be able to work in the hubs on small scale events. The idea is about creating efficiencies and getting people to talk.
- FNG are open to working cooperatively.

13: The Fèis Academy

- A plan was drawn up for the Academy in 2009.
- The Scottish Government is keen on the idea but it has no money to contribute.
- The idea needs to be revisited piece by piece – not as a 'big bang'.
- The Academy would be virtual and it would use the resources of the organisation that are already out there.
- Learning would take place at a more advanced level in the realms of Music, Drama, Gaelic language and Scots language. All of these themes would be drawn together.

14: Traditional Arts

- FNG are experienced in running a small grants scheme.
- If given wider responsibilities FNG would not favour Gaelic activities over Scots.
- FnG has run a bursaries scheme for HC which made provision for all kinds of music – not necessarily traditional. FNG are open to all. It is not just feathering its own bed.
- FNG are not averse to Scots song being part of what it does although Gaelic will always be the main focus of its activities.

15: Governance

- CB commented that FNG's summary was very useful.

16: Equalities

- This is always difficult for an organisation that has language at its heart but FnG does have an Equalities Policy incorporated within its Access Policy.
- As it covers a minority of people, it will always deliver on equalities.
- The Fèisean are open to all – including those with learning difficulties.
- A good number of ethnicities also take part.

17: IP & exploitation

- New songs will be available online.
- The recordings are being made available to the public. They are not paying for them.
- Archive materials are available online to demonstrate what has been done.
- Young people are making their music and are exploiting their IP. A return is made to the individuals involved.
- In terms of sales, two collections of music and song are available, eg the new Scots Song resource (available for YMI), the Book and CD of Scottish Song and the Bilingual Scots and Irish Gaelic book.
- FNG are not particularly pressurised to increase their sales but this is a possibility for the future.

The next steps in the review process was summarised by CB.

Ends

ALBA | CHRUTHACHAIL

Arthur Cormack
Chief Executive
Feisean nan Gaidheal
Meall House
Portree
ISLE OF SKYE
IV51 9BZ

8 April 2011

Dear Arthur

Review of Foundation Organisations

I write to confirm that Phase 2 of the Review of Foundation Organisations is complete and the Board of Creative Scotland has made its decisions.

As you are aware the Review is part of a wider process of change and we are working with a number of organisations in relation to Creative Scotland's objectives and the wider cultural ecology.

It has been agreed that your organisation will move forward to Phase 3 of the process. Officers will be in contact in due course to provide feedback on Phase 2; explain the areas we wish to cover with you in Phase 3; the potential outcomes and time frame of Phase 3; and to move discussions forward.

We look forward to working with you on this.

Yours sincerely

Venu Dhupa
Director of Creative Development

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Chair Sir Sandy Crombie
CEO Andrew Dixon

Awarding funds from The National Lottery®

Fèisean nan Gàidheal

Financial Report

Agenda Item: 2.2011.03

This report includes:	Action Required
Agenda Item: 2.2011.3(a)	
Budget to 31 March 2012 with actual transactions to 30 April 2011	Budget for Approval and expenditure to date for Noting
Agenda item 2.2011.3(b)	
Current bank balances will be tabled at the meeting	For Noting
Agenda item 2.2011.3(c)	
Grants pledged to Fèisean for 2011-12	For Noting
Agenda item 2.2011.3(d)	
Management accounts for the period to 31 March 2011, prepared by Mann Judd Gordon	For Noting
Agenda item 2.2011.3(e)	For Approval
A letter has been received from Clydesdale Bank Plc offering Fèisean nan Gàidheal an overdraft facility for the financial year 2011-12. This requires to be executed by the Company Secretary and another Director and the agreement to the terms of borrowing agreed by the full Board.	

Anne Willoughby
Executive Manager
May 2011

Income and Expenditure 1 April 2011 to 31 March 2012, with actual transactions to 30 April 2011

Agenda Item: 2.2011.03(a)

INCOME	**2011-12**	**PERIOD**	**ACTUAL**
Core Grants	£ 348,260.00	£ 29,021.67	£ 183,750.00
Management Fees	£ 121,758.00	£ 10,146.50	£ 0.00
Grants Scheme	£ 183,500.00	£ 15,291.67	£ 0.00
Fèis Development Fund	£ 10,000.00	£ 833.33	£ 0.00
Annualised Hours	£ 15,000.00	£ 1,250.00	£ 0.00
Training	£ 52,500.00	£ 4,375.00	£ 0.00
Gaelic Development	£ 67,874.00	£ 5,656.17	£ 0.00
Youth Music Initiative	£ 219,511.00	£ 18,292.58	£ 0.00
Blas Festival	£ 220,717.00	£ 18,393.08	£ 0.00
Other Earned Income	£ 15,450.00	£ 1,287.50	£ 976.49
Meanbh Chuileag TIE Service	£ 50,000.00	£ 4,166.67	£ 300.00
Support Cèilidh Trails	£ 97,613.00	£ 8,134.42	£ 0.00
Gaelic Drama Summer School	£ 30,000.00	£ 2,500.00	£ 0.00
Archiving Project	£ 10,000.00	£ 833.33	£ 0.00
Press/PR/Website Updates/Newsletter	£ 2,879.00	£ 239.92	£ 0.00
Showcase Opportunities	£ 13,000.00	£ 1,083.33	£ 0.00
Fèisean Services	£ 23,877.00	£ 1,989.75	£ 0.00
General Funds still to be raised	£ 17,779.00	£ 1,481.58	£ 0.00
TOTAL INCOME	**£ 1,499,718.00**	**£ 124,976.50**	**£185,026.49**
EXPENDITURE			
RUNNING COSTS			
Staff Salaries	£ 305,437.00	£ 25,453.08	£25,453.00
NIC Contributions	£ 30,536.00	£ 2,544.67	£2,618.36
Pension Contributions	£ 15,282.00	£ 1,273.50	£659.57
Fèisean Services Staff Wages and NI	£ 23,887.00	£ 1,990.58	£1,966.41
Staff Travel	£ 26,000.00	£ 2,166.67	£723.01
Office Rent & Rates	£ 23,000.00	£ 1,916.67	£1,879.66
Stationery, Printing & Postage	£ 12,000.00	£ 1,000.00	£1,106.34
Telephone, Fax, E-mail, Heat & Light	£ 14,000.00	£ 1,166.67	£865.09
Board Expenses	£ 5,000.00	£ 416.67	£0.00
Implementation of Child Protection policy	£ 12,000.00	£ 1,000.00	£518.00
Insurance	£ 6,500.00	£ 541.67	£0.00
Sundry Expenses	£ 1,500.00	£ 125.00	£0.00
Accountancy & Bank Charges	£ 7,000.00	£ 583.33	£0.00
Professional Fees	£ 2,000.00	£ 166.67	£15.00
Instrument Bank Maintenance	£ 5,000.00	£ 416.67	£0.00
Additional Support Needs	£ 2,000.00	£ 166.67	£240.00
Capital Expenses	£ 3,000.00	£ 250.00	£0.00
PROGRAMME COSTS			
Grants Paid Out	£ 200,000.00	£ 16,666.67	£ 16,098.50
Annualised Hours	£ 15,000.00	£ 1,250.00	£ 562.50
Feis Development Fund	£ 10,000.00	£ 833.33	£ 0.00
Training Programme	£ 52,500.00	£ 4,375.00	£ 150.00
Training Programme Management Fee	-£ 10,500.00	-£ 875.00	£ 0.00

Gaelic Language Development	£ 67,874.00	£ 5,656.17	£ 0.00
Gaelic Language Development Management Fee	-£ 13,574.00	-£ 1,131.17	£ 0.00
Youth Music Initiative	£ 219,511.00	£ 18,292.58	£ 8,088.09
Youth Music Initiative Management Fee	-£ 50,000.00	-£ 4,166.67	£ 0.00
Annual Conference	£ 12,000.00	£ 1,000.00	£ 0.00
Blas Festival	£ 220,717.00	£ 18,393.08	£ 0.00
Blas Festival Management Fee	-£ 15,000.00	-£ 1,250.00	£ 0.00
Support for Meanbh Chuileag	£ 50,000.00	£ 4,166.67	£ 1,440.00
Support Cèilidh Trails	£ 100,995.00	£ 8,416.25	£ 0.00
Cèilidh Trails Management Fee	-£ 11,684.00	-£ 973.67	£ 0.00
Gaelic Drama Summer School	£ 30,000.00	£ 2,500.00	£ 0.00
Drama Summer School Management Fee	-£ 3,000.00	-£ 250.00	£ 0.00
Archiving Project	£ 10,000.00	£ 833.33	£ 0.00
Archiving Management Fee	-£ 1,000.00	-£ 83.33	£ 0.00
Press/PR/Website Updates/Newsletter	£ 2,879.00	£ 239.92	£ 0.00
Showcase Opportunities	£ 12,000.00	£ 1,000.00	£ 0.00
Showcase Opportunities Management Fee	-£ 2,000.00	-£ 166.67	£ 0.00
Contingency	£ 2,100.00	£ 175.00	£ 0.00
SUB-TOTAL EXPENDITURE	**£ 1,377,960.00**	**£ 116,080.00**	**£ 62,383.53**
Management Fees	£ 121,758.00	£ 10,146.50	£0.00
TOTAL EXPENDITURE	**£ 1,499,718.00**	**£ 126,226.50**	**£ 62,383.53**
Transfer to Reserves	£ 21,307.65	£ 1,775.64	£0.00
SURPLUS/DEFICIT	**£ 0.00**	**-£ 1,250.00**	**£ 122,642.96**

Grants to Fèisean 2011-12 with payments to 30 April 2011

Agenda Item: 2.2011.03(c)

The following table details the Fèisean, the grants we have pledged to them and, if appropriate, sums paid out.

Fèis Name	HIE	HIE Fragile	Main Fèis Grant	Local Authority	Follow-on Grants	Annualised Hours	Annualised Hours Grant	Development Fund	Total Grant Offered	Balance Paid	Outstanding Balance
The Highland Council											
Fèis an Earraich	√	√	£5,572.92	£3,483.08	£2,291.00	150	£ 1,125.00	£ 0.00	£ 12,472.00	£ 7,354.50	£ 5,117.50
Fèis Lochabair	√		£2,584.62	£1,615.38	£3,000.00	150	£ 1,125.00	£ 0.00	£ 8,325.00	£ 0.00	£ 8,325.00
Fèis nan Garbh Chrìochan	√	√	£3,600.00	£2,250.00	£3,050.00	20	£ 150.00	£ 0.00	£ 9,050.00	£ 0.00	£ 9,050.00
Fèis Chataibh	√		£2,387.69	£1,492.31	£1,792.00	80	£ 600.00	£ 0.00	£ 6,272.00	£ 0.00	£ 6,272.00
Fèis a' Bhealaich	√	√	£369.23	£230.77	£1,419.00	15	£ 112.50	£ 0.00	£ 2,131.50	£ 0.00	£ 2,131.50
Fèis Rois Òigridh	√	√	£6,646.15	£4,153.85	£6,725.00	0	£ 0.00	£ 0.00	£ 17,525.00	£ 0.00	£ 17,525.00
Fèis Rois nan Deugairean	√	√	£6,855.38	£4,284.62	£0.00	0	£ 0.00	£ 0.00	£ 11,140.00	£ 0.00	£ 11,140.00
Fèis Eige	√	√	£775.38	£484.62	£0.00	20	£ 150.00	£ 0.00	£ 1,410.00	£ 0.00	£ 1,410.00
Feis Ghallaibh	√	√	£0.00	£0.00	£2,532.00	20	£ 150.00	£ 0.00	£ 2,682.00	£ 0.00	£ 2,682.00
Fèis Farr	√		£0.00	£0.00	£828.00	20	£ 150.00	£ 0.00	£ 978.00	£ 0.00	£ 978.00
Fèis na h-Òige	√		£764.92	£478.08	£2,252.00	0	£ 0.00	£ 0.00	£ 3,495.00	£ 0.00	£ 3,495.00
Fèis Air an Oir	√	√	£699.08	£436.92	£2,414.00	50	£ 375.00	£ 0.00	£ 3,925.00	£ 0.00	£ 3,925.00
Feis Ghleann Albainn	√		£1,483.08	£926.92	£2,318.00	0	£ 0.00	£ 0.00	£ 4,728.00	£ 0.00	£ 4,728.00
Fèis Ratharsaidh	√	√	£1,396.31	£872.69	£0.00	30	£ 225.00	£ 0.00	£ 2,494.00	£ 0.00	£ 2,494.00
Fèis a' Bhaile	√		£1,443.08	£901.92	£909.00	100	£ 750.00	£ 0.00	£ 4,004.00	£ 0.00	£ 4,004.00
Fèis Òigridh na Mara	√	√	£507.69	£317.31	£5,847.00	200	£ 1,500.00	£ 0.00	£ 8,172.00	£ 0.00	£ 8,172.00
Fèis Inbhir Narann	√		£920.62	£575.38	£2,920.00	150	£ 1,125.00	£ 0.00	£ 5,541.00	£ 0.00	£ 5,541.00
Fèis Spè	√		£3,131.08	£1,956.92	£4,635.00	0	£ 0.00	£ 0.00	£ 9,723.00	£ 0.00	£ 9,723.00
Fèis an Iar Thuath	√	√	£396.92	£248.08	£752.00	0	£ 0.00	£ 0.00	£ 1,397.00	£ 0.00	£ 1,397.00
Fèis Thròdairnis	√	√	£1,480.62	£925.38	£0.00	0	£ 0.00	£ 0.00	£ 2,406.00	£ 0.00	£ 2,406.00
Feis a' Chaolais	√		£0.00	£0.00	£1,320.00	0	£ 0.00	£ 0.00	£ 1,320.00	£ 660.00	£ 660.00
Total Highland			**£41,014.77**	**£25,634.23**	**£45,004.00**	**1,005**	**£7,537.50**	**£0.00**	**£119,190.50**	**£8,014.50**	**£111,176.00**
Comhairle nan Eilean Siar											
Fèis Tìr a' Mhurain	√	√	£3,862.00	£1,500.00	£1,444.00	100	£ 750.00	£ 0.00	£ 7,556.00	£ 0.00	£ 7,556.00
Fèis Eilean an Fhraoich	√		£3,926.00	£2,000.00	£1,844.00	100	£ 750.00	£ 0.00	£ 8,520.00	£ 0.00	£ 8,520.00

Fèis Tìr an Eòrna	√	√	£2,252.00	£1,500.00	£816.00	40	£ 300.00	£ 0.00	£ 4,868.00	£ 0.00	£ 4,868.00
Fèis Bharraigh	√	√	£4,435.00	£1,500.00	£2,798.00	80	£ 600.00	£ 0.00	£ 9,333.00	£ 0.00	£ 9,333.00
Fèis Eilean na Hearadh	√	√	£1,558.00	£1,500.00	£0.00	20	£ 150.00	£ 0.00	£ 3,208.00	£ 0.00	£ 3,208.00
Fèis Taigh Dhonnchaidh	√	√	£887.00	£1,500.00	£1,160.00	0	£ 0.00	£ 0.00	£ 3,547.00	£ 2,165.00	£ 1,382.00
Total Comhairle nan Eilean Siar			**£16,920.00**	**£9,500.00**	**£8,062.00**	**340**	**£2,550.00**	**£0.00**	**£37,032.00**	**£2,165.00**	**£34,867.00**
Argyll & Bute Council											
Fèis Cholla	√	√	£1,425.00	£0.00	£1,400.00	20	£ 150.00	£ 0.00	£ 2,975.00	£ 0.00	£ 2,975.00
Fèis Latharna	√		£3,005.00	£1,500.00	£2,600.00	50	£ 375.00	£ 0.00	£ 7,480.00	£ 3,754.00	£ 3,726.00
Fèis Mhuile	√	√	£602.00	£0.00	£0.00	20	£ 150.00	£ 0.00	£ 752.00	£ 0.00	£ 752.00
Fèis Thiriodh	√	√	£270.00	£1,500.00	£472.00	60	£ 450.00	£ 0.00	£ 2,692.00	£ 0.00	£ 2,692.00
Fèis Ìle agus Dhùira	√	√	£1,291.00	£1,500.00	£1,475.00	20	£ 150.00	£ 0.00	£ 4,416.00	£ 0.00	£ 4,416.00
Fèis Dhùn Domhain	√	√	£0.00	£0.00	£784.00	20	£ 150.00	£ 0.00	£ 934.00	£ 0.00	£ 934.00
Fèis Cheann Loch Goibhle	√		£3,013.00	£1,500.00	£1,678.00	60	£ 450.00	£ 0.00	£ 6,641.00	£ 0.00	£ 6,641.00
Total Argyll & Bute Council			**£9,606.00**	**£6,000.00**	**£8,409.00**	**250**	**£1,875.00**	**£0.00**	**£25,890.00**	**£3,754.00**	**£22,136.00**
Other Area/City Councils											
Fèis Arainn	√		£2,532.00	£0.00	£2,075.00	0	£ 0.00	£ 0.00	£ 4,607.00	£ 0.00	£ 4,607.00
Fèis Mhoireibh	√	√	£1,678.00	£0.00	£340.00	20	£ 150.00	£ 0.00	£ 2,168.00	£ 0.00	£ 2,168.00
TOTAL HIE	**37**	**23**	**£71,750.77**	**£41,134.23**	**£63,890.00**	**1,615**	**£12,112.50**	**£0.00**	**£188,887.50**	**£13,933.50**	**£174,954.00**
Fèis Dhùn Èideann			£2,400.00	£0.00	£5,308.00	400	£ 3,000.00	£ 0.00	£ 10,708.00	£ 0.00	£ 10,708.00
Fèis Chille Conbhal			£0.00	£0.00	£0.00	0	£ 0.00	£ 0.00	£ 0.00	£ 0.00	£ 0.00
Fèis Obair Dheathain			£1,678.00	£0.00	£0.00	0	£ 0.00	£ 0.00	£ 1,678.00	£ 0.00	£ 1,678.00
Feis Dhùn Bhreatainn			£0.00	£0.00	£1,932.00	0	£ 0.00	£ 0.00	£ 1,932.00	£ 0.00	£ 1,932.00
Fèis Lannraig a Tuath			£827.00	£0.00	£728.00	20	£ 150.00	£ 0.00	£ 1,705.00	£ 0.00	£ 1,705.00
Fèis Fhoirt			£3,600.00	£0.00	£2,508.00	60	£ 450.00	£ 0.00	£ 6,558.00	£ 1,254.00	£ 5,304.00
Feis Ghlaschu			£2,162.00	£0.00	£0.00	20	£ 150.00	£ 0.00	£ 2,312.00	£ 0.00	£ 2,312.00
Fèis Innis an Uillt			£687.00	£0.00	£160.00	20	£ 150.00	£ 0.00	£ 997.00	£ 0.00	£ 997.00
Fèis Lunnainn			£0.00	£0.00	£0.00	0	£ 0.00	£ 0.00	£ 0.00	£ 0.00	£ 0.00
Feis an t-Stratha			£0.00	£0.00	£784.00	0	£ 0.00	£ 0.00	£ 784.00	£ 0.00	£ 784.00
Total Other Areas/City Councils			**£15,564.00**	**£0.00**	**£13,835.00**	**540**	**£4,050.00**	**£0.00**	**£33,449.00**	**£1,254.00**	**£32,195.00**
			Main Fèis Grant	**Local Authority**	**Follow-on Grants**	**Annualised Hours**	**Annualised Hours Grant**	**Development Fund**	**Total Grant Offered**	**Balance Paid**	**Outstanding Balance**
GRAND TOTALS			**£ 83,104.77**	**£ 41,134.23**	**£ 75,310.00**	**2,135**	**£ 16,012.50**	**£ 0.00**	**£ 215,561.50**	**£ 15,187.50**	**£ 200,374.00**

Fèisean nan Gàidheal

Management Accounts to 31 March 2011

Agenda Item: 2.2011.03(d)

Fèisean nan Gàidheal
Consolidated management accounts
Twelve months ended 31 March 2011

Description	Total	Core activities	Blas Festival	Training	Schools project	Gaelic development	Heritage project
			TWELVE MONTHS ENDED 31 MARCH 2011				
INCOMING RESOURCES							
Scottish Arts Council	332,450	301,000	11,000	10,450			10,000
Highland Council	461,652	133,741	108,400		219,511		
Comhairle nan Eilean Siar	24,500	20,500				4,000	
Argyll & Bute Council	9,450	9,450					
Highland & Islands Enterprise	180,001	165,001		5,000.00		10,000	
Bord na Gaidhlig	140,500	52,500	25,000	5,000.00		50,000	8,000
National Lottery	(219)						(219)
Scottish Executive	55,000	55,000					
Events Scotland	35,500	17,500	18,000				
LEADER	50,708	50,708					
Scottish Natural Heritage	5,000	5,000					
SOILLSE	900	900					
National Trust for Scotland	700	700					
Donations	72	72					
Membership fees	5,170	5,170					
Sponsorship income	6,675		6,675				
Sale of publications	1,293	1,293					
Instrument bank revenue	8,653	8,653					
Training registration fees	2,823			2,823			
Ceilidh Trails - other income	13,581	13,581					
Drama Festivals	2,500	2,500					
Proiseact Oirigh Uibhist	2,097	2,097					
Management fees	71,203	71,203					
Box office / concerts	36,077		36,077				
Performance fees	175	175					
Other income	7,438	6,395	1,043				
Wages reimbursed by Feisean	36,422	36,422					
Bank interest received	95	95					
Total incoming respources	**1,490,416**	**959,656**	**206,195**	**23,273**	**219,511**	**64,000**	**17,781**
RESOURCES EXPENDED							
Fundraising trading							
Instrument bank costs	5,130	5,130					
Artistes costs	61,702		61,702				
Travel and support	25,686		25,686				
PA& Lighting	23,568		23,568				
Venue hire	8,732		8,732				
PA and lighting	40,514		40,514				
Project manager	29,004		29,004				
Artistic director	7,800		7,800				
	202,137	5,130	197,007	0	0	0	0
Charitable activities							
Wages	339,274	338,719				555	
Development officers & tutors	129,070	4,658			124,412		
Grants to Feisean	202,243	202,243					
Travelling	61,763			2,999	40,419	18,345	
Child protection costs	8,788	8,788					
Training	14,887			14,887			
Workshops	6,185			6,185			
Materials	15,925				15,925		
Archiving project	7,575						7,575
Sgoil Shamhraidh	25,096					25,096	
Ceilidh trail	96,267	96,267					
Music Bursary Fund	42,585	42,585					
25th anniversary celebrations	1,507	1,507					
Festival costs	12,211					12,211	
Project management	20,530				20,530		
Management charge	71,203	33,533		1,500	30,970	3,600	1,600
Sundry expenses	3,952	1,069	2,883				
	1,059,061	729,368	2,883	25,571	232,257	59,807	9,175
Governance costs							
Audit & accountancy	7,074	6,024	1,050				
Committee expenses	3,097	3,097					
Annual conference	6,920	6,920					
Legal & professional fees	9,242	9,242					
	26,335	25,285	1,050	0	0	0	0
Support costs							
Social security	30,569	30,569					
Pensions	9,073	9,073					
Staff travel & expenses	28,300	28,300					
Office rent	23,478	23,478					
Light and heat	4,599	4,599					
Insurance	6,529	6,046	483				
Capital costs	3,526	3,526					
Telephone	8,120	8,120					
Postage and stationery	11,927	11,927					
Website costs	2,382	2,357	25				
Bank charges and interest	810	554	256				
Depreciation	1,863	698	1,165				
	131,174	129,246	1,929	0	0	0	0
Total resources expended	**1,418,707**	**889,028**	**202,868**	**25,571**	**232,257**	**59,807**	**9,175**
Net incoming / (outgoing) resources - for year ended 31 March 2011	**71,709**	**70,628**	**3,326**	**(2,299)**	**(12,746)**	**4,193**	**8,607**
Total funds at 1 April 2010	15,671						
Total funds at 31 March 2011	**87,380**						

BALANCE SHEET AS AT 31 MARCH 2011

Fixed assets	
Photocopier - cost	11,042
Computer equipment - cost	2,791
Photocopier - depreciation	(7,548)
Computer equipment - depreciation	(698)
	5,588
Current assets	
Grants receivable	47,998
Other debtors	3,000
Prepayments	250
VAT	1,741
	52,989
Bank accounts	
FnG current account	(62,739)
FnG high interest account	118,396
Blas Festival current account	57
	55,714
Current liabilities	
Social security and other tax	(9,337)
Trade creditors	(10,501)
Accrued expenses	(7,074)
	(26,912)
Net assets as at 31 March 2011	**87,380**

Fèisean nan Gàidheal

Overdraft Facility with Clydesdale Bank Plc

Agenda Item: 2.2011.03(e)

Reason for Paper

To secure agreement from the Board to an offer of overdraft facility from Clydesdale Bank Plc.

Background

Fèisean nan Gàidheal has been quite fortunate for a number of years in not having to borrow funds for its day-to-day operations, and the funds we have at our disposal are managed very well in that respect. However there are times where we occasionally slip into an overdraft situation with our Current Account.

Having an overdraft facility also covers us if, for instance, it is not possible for us to transfer funds from our High Interest Account to our Current Account which, without the facility, would be deemed to be unauthorised borrowing and could cost us dearly.

The Offer from Clydesdale Bank Plc

Our bankers, Clydesdale Bank Plc, have offered us a facility of £25k at a cost of £365.00 with interest at 5.75% over the bank base rate, currently 0.5%. Therefore, 6.25% at the time of agreeing the facility.

The bank requires a specific form of words to which the Board members must agree, and their agreement is to be signed off by the Company Secretary and another Director, as detailed in the following page.

Action Required

Board members are invited to agree that:
(i) the borrowing facility with Clydesdale Bank Plc be taken up;
(ii) the form of words required by the bank be incorporated into the minute of the meeting; and
(iii) Fiona Johnston (Company Secretary) and Catriona MacIntyre (Chair) execute the document on the following page, on behalf of the Board.

Arthur Cormack
CEO
May 2010

Extract of Board Resolution

I, Fiona Johnston, being the Company Secretary of **Fèisean nan Gaidheal Limited** (the "Company"), hereby certify that the following is a true extract from the minutes of a quorate and duly convened meeting of the Directors of the Company at which all appropriate interests were declared and which was held on 26 May 2011.

"There was produced to the meeting the facility letter (the "Letter") from Clydesdale Bank PLC (the "Bank") dated 19 April 2011 which sets out the terms and conditions on which the Bank is prepared to make available overdraft and other facilities (the "Facilities") to the Company.

After due and careful consideration of the terms of the Letter and of all the relevant circumstances, **IT WAS RESOLVED** that:

1 The utilising by the Company of up to the full amount of the Facilities on the terms and conditions set out on the Facility Letter is for the benefit of, and in the best commercial interests of, the Company for the purpose of carrying on its business and that the terms and conditions of such Facility Letter are approved and accepted; and

2 the Facility Letter be executed on behalf of the Company by the Director and the Company Secretary specified below, who are also authorised to sign on behalf of the Company all such other documents, agreements, certificates, notices, communications or confirmations, including amendments, variations, renewals and extensions, as may be required in connection with the Facilities, or the Facility Letter."

Signed: ……..…… Director - Catriona MacIntyre (Chair)

Signed: ……. Director - Fiona Johnston (Company Secretary)

Dated: 26 May 2011

Clydesdale Bank

Our ref SW
Your Ref
Date 19 April 2011

Financial Solutions Centre
32 Longman Road
Inverness
IV1 1RY

Private and Confidential

Feisean nan Gaidheal
Meall House
Portree
Isle of Skye
IV51 9BZ

Telephone: 01463 714734
Fax: 01463 220996

This is an important document. You should take independent advice before signing and sign only if you want to be legally bound.

Dear Sirs

Banking facilities to Feisean nan Gaidheal (Company number: SC130071) (the "Borrower")

Clydesdale Bank PLC (the **"Bank"**) is pleased to offer the Borrower an overdraft and other banking facilities (each a **"Facility"** and together the **"Facilities"**) on the terms and conditions set out in this letter and its schedule (which forms part of this letter). Certain capitalised words used in this letter are defined in paragraph 9 of the schedule.

1 The Facilities

1.1 The Facilities offered (and their limits) are:

Facility	Limit	Expiry Date
Overdraft	£25,000 made available through current account number 10022888	30th April 2012
Business Card	£20,000	30th April 2012

1.2 The Borrower will use the Facilities only for its general business purposes.

2 Fees, Interest and Charges

The Borrower will pay to the Bank:

2.1 an arrangement fee of £365. Such fee is payable on the Facilities first being made available for utilisation;

2.2 interest on the amounts outstanding under the Overdraft Facility, in accordance with clause 8.1, at the rate being:

(a) for amounts outstanding up to and including the Overdraft Limit, 5.75% per annum over the Bank's base rate as it may vary from time to time;

(b) for amounts outstanding over the Overdraft Limit the Bank's unplanned borrowing rate as it may vary from time to time as set out in its tariff for business customers.

Clydesdale Bank is a trading name of Clydesdale Bank PLC which is authorised and regulated by the Financial Services Authority. Credit facilities other than regulated mortgages are not regulated by the Financial Services Authority. Clydesdale Bank PLC Registered in Scotland No. SC001111 Registered Office: 30 St Vincent Place, Glasgow G1 2HL. A member of National Australia Bank Group

The Bank reserves the right, at any time when a breach has occurred of any provision of clauses 5, 6 or 7 which has not been remedied to the Bank's satisfaction or waived by the Bank, to increase the rate which accrues under paragraphs (a) above to the rate being the Bank's unplanned borrowing rate as it may vary from time to time as set out in its tariff for business customers. The Bank will notify the Borrower if it exercises its right to increase such rate which shall be binding on the Borrower.

The Bank's base rate is currently 0.50 % per annum.

2.3 interest on any sums which are not paid by the Borrower when due under this letter at the rate being the Bank's unplanned borrowing rate as it may vary from time to time as set out in its tariff for business customers;

2.4 such other charges as are referred to in this letter in respect of the Facilities or in tariffs applicable to any Facility as issued by the Bank from time to time; and

2.5 all professional and other fees, costs and expenses incurred by the Bank, in accordance with paragraph 5 of the schedule.

3 Repayment and Cancellation

3.1 All amounts outstanding under or in respect of the Facilities are repayable on demand. If the Bank makes a demand for any Facility, all Facilities will be immediately cancelled. The Bank may also, at any time, cancel all or any part of any Facility by notice to the Borrower.

3.2 Subject to clause 3.1, each Facility will be available until the expiry date for such Facility specified in clause 1 when it will be cancelled in full unless the Bank has agreed in writing to extend or renew such Facility in which case it will, subject to clause 3.1 and the terms and conditions of any letter extending or renewing such Facility, be available until the date in such letter when it will be cancelled in full.

3.3 On (1) any demand by the Bank for repayment of any Facility or (2) any Facility being cancelled all amounts outstanding under and in respect of such Facility will be immediately due and payable. The Bank may, at any time after such demand or cancellation, require the Borrower to provide the Bank with, and the Borrower will on such request provide the Bank with, cash cover (and suitable security in respect of such cash cover) in respect of all outstanding liabilities of the Bank (whether present or future, actual or contingent) in relation to the relevant Facility.

4 Availability

The Facilities will only become available once the Bank has received, and is satisfied as to the form and content of, the following items:

4.1 an original of this letter signed by the Borrower;

4.2 information and evidence in respect of the Borrower required by the Bank to comply with its "know your customer" identification procedures; and

4.3 a signed extract of a resolution of the board of directors of the Borrower in the form attached to this letter;

5 Provision of Information

5.1 The Borrower will comply with the requirements of paragraph 3 of the schedule in respect of all financial information delivered to the Bank.

5.2 The Borrower will promptly deliver to the Bank, on request, such information about any Relevant Person or the business, operations, assets, financial condition or prospects of any Relevant Person as the Bank may reasonably require.

6 Financial Covenants

6.1 The Borrower will ensure that at all times the following financial covenants are complied with:

None

7 Undertakings

7.1 The Borrower will (and, if it has a subsidiary or subsidiaries, will ensure that such subsidiary or subsidiaries will) at all times:

- maintain with a reputable independent insurance company or underwriter, appropriate and adequate insurance in relation to its operations and assets and to the extent as is usual for entities carrying on the same or substantially similar business or operations;
- permit any valuer instructed by the Bank to inspect and value any assets comprised in the Bank's security at any time and allow access to the relevant assets and all information held by it and its' subsidiaries (if any) in respect of those assets during business hours following notice from the Bank, in each case at the cost of the Borrower.

7.2 The Borrower will not (and, if it has a subsidiary or subsidiaries, will ensure that such subsidiary or subsidiaries will not) at any time:

None

8 Overdraft Facility

8.1 Interest will accrue on the cleared daily amount outstanding under this Facility at the rate in clause 2.3. Changes in the Bank's base rate may be made at any time and with immediate effect. Such changes will be advised by way of press notice or notice in the Bank's branches. Failure to advise of such changes will not stop them from being effective.

8.2 The Borrower will pay interest accrued under clause 8.1 monthly in arrears on such dates as the Bank may advise the Borrower from time to time. Such interest will be debited by the Bank on its due date to the Borrower's current account unless the Bank advises the Borrower otherwise.

8.3 The Borrower may only draw this Facility in Sterling and up to the limit for this Facility in clause 1 (the "**Overdraft Limit**") on a Business Day. The Borrower may make a request for Unplanned Borrowing by attempting to make a payment on an account in excess of the Overdraft Limit. The Bank does not have to agree to such a request. If the Bank does agree to the request and allows such a payment or any other utilisation of this Facility so as to exceed such limit the Borrower will be charged the appropriate fees set out in its tariff for business customers. This does not mean that the Overdraft Limit has changed or that the Bank will agree to make or allow any further Unplanned Borrowing.

9 Business Card Facility

The Borrower may use this Facility up to the limit for this Facility in clause 1. This Facility will be made available subject to the published terms and conditions applicable to, and any additional documentation required by the Bank in connection with, the Bank's business card facilities from

time to time. The Borrower will pay the Bank's charges in respect of this Facility in accordance with the tariff issued by the Bank from time to time.

10 Signing and Law

10.1 From the date of receipt by the Bank all of the items under clause 4, this letter will replace all previous letters, agreements or arrangements between the Bank and the Borrower in relation to the provision of the Facilities.

10.2 This letter is governed by Scots law.

To accept the offer in this letter please sign and return the enclosed copy of this letter to the Bank. If the Bank has not received a signed copy of this letter (at the address given at the start of this letter) within 30 days of the date of this letter, it may withdraw or vary the terms of the offer.

Yours faithfully

Shelley Waters
Partner – Business Banking, iFS

IMPORTANT INFORMATION

This letter includes details of the information we require to monitor your facility/facilities and any financial covenants we require you to meet.

Please note that these requirements do not affect in any way our overriding right to require repayment of your facility/facilities on demand, as stated in this letter.

Please take time to read this letter carefully and please do not hesitate to discuss with us anything you are not sure about.

You should only sign this letter when you fully understand the consequences of doing this. We strongly recommend that you take independent advice before accepting the facility/facilities and signing any documents.

The Borrower agrees to and accepts the terms and conditions set out in this letter (including its schedule) of which this is a copy.

Signed

Director for and on behalf of Feisean nan Gaidheal

Director/Secretary for and on behalf of Feisean nan Gaidheal

Date

This is the Schedule referred to in the preceding facility letter between Clydesdale Bank PLC and Feisean nan Gaidheal

Schedule

Terms and conditions applicable to this letter

1 Payments

1.1 All payments to the Bank will be made:

(a) in full without set off or counter-claim in immediately cleared funds to be received by the Bank no later than 3.00 pm (or such other time as notified by the Bank to the Borrower) on the due date for payment; and

(b) free of any deduction or withholding for or on account of tax unless the Borrower is required by law to make such a deduction or a withholding in which case the amount of the payment to the Bank will be increased to the extent necessary to ensure that the Bank receives a sum equal to that which it would have received had no deduction or withholding been made.

1.2 All sums payable under this letter will be paid in the currency in which they are due and owing.

1.3 Interest for Unplanned Borrowing under clause 2.4 and [8.3/8.4 as applicable] of the front part of this letter will accrue on a daily basis from the due date of the relevant payment until the date of actual payment and will be payable to the Bank on demand. Any such interest will be capitalised in accordance with the Bank's normal practice.

1.4 The Bank is authorised by the Borrower (but not obliged) to (1) apply any credit balance to which the Borrower is entitled on any account with the Bank in any currency and/or (2) debit any account of the Borrower with the Bank in any currency, in each case in satisfaction of any sum (including interest, commission, fees, costs and expenses) due and payable by the Borrower to the Bank under this letter or otherwise in respect of the Facilities.

1.5 The Bank may at any time set off any obligations owed by the Bank to the Borrower (whether or not matured at such time) against any matured obligation owed by the Borrower to the Bank under any Relevant Document.

1.6 When the date for payment of any amount is not a Business Day then payment is required to be made on the next Business Day (without altering subsequent payment dates).

2 Security

The obligations of the Borrower to the Bank under this letter will be secured by all security and/or guarantees held by the Bank in respect of the liabilities of the Borrower, including those delivered to the Bank under clause 4 in the front part of this letter and at any time in the future.

3 Preparation of Information

3.1 The Borrower will ensure that:

(a) its audited financial statements are prepared in accordance with GAAP (applied in a manner consistent with the preparation of the equivalent financial statements delivered to the Bank under clause 5 in the front part of this letter);

(b) if (1) there is a change in GAAP or the manner in which it is applied, or (2) the Bank consents to the Borrower changing the method of preparation of its financial statements from GAAP to IFRS or the date of its financial year end, in each case the Borrower will deliver to the Bank with all financial statements delivered to the Bank under clause 5 in the front part of this letter following such change, sufficient information (in form and substance satisfactory to the Bank acting reasonably) to enable the Bank to make an accurate comparison between those financial statements and those prior to such change and to test the financial covenants (if any) in clause 6 in the front part of this letter. If the Bank considers in good faith that amendments are required to such financial covenants as a result of such change, the Bank shall notify the Borrower of such amendments which shall be binding on the Borrower;

(c) if the Borrower's management accounts are required to be delivered to the Bank under clause 5.1 in the front part of this letter, such accounts include a profit and loss account, a balance sheet and a cashflow forecast, are prepared both in respect of the month to which they relate and the Borrower's financial year to date and contain a commentary from a director on its financial performance during that period including a comparison of actual performance to budgeted performance; and

(d) if the Borrower's annual budget is required to be delivered to the Bank under clause 5.1 in the front part of this letter, such annual budget includes a projected profit and loss account (broken down on a month by month basis) and a balance sheet and a cashflow forecast (broken down on a month by month basis) and projected calculations in respect of the financial covenants (if any) in clause 6 in the front part of this letter.

3.2 If the Relevant Person is exempt under the Companies Act 1985 from auditing its financial statements for any financial year, and does not obtain such an audit, any reference to "audited financial statements" in clauses 4.5, 5.1 and 6 in the front part of this letter shall be treated as references to the "financial statements certified by the Relevant Person's accountants as giving a true and fair view of the trading results and financial condition of the Relevant Person and its subsidiaries (if any)" for the relevant financial year.

4 Calculations

4.1 All interest, charges and commission will accrue on a daily basis (both before and after judgement) and be calculated on the basis of the actual number of days elapsed and a year of 365 days (in respect of amounts in Sterling) or 360 days (in respect of amounts in any other currency) or, if market practice differs, in accordance with the normal market practice for the relevant currency.

4.2 All notifications, determinations and calculations given or made by the Bank under this letter will be conclusive and binding except in any case of manifest error.

5 Expenses and Indemnities

5.1 The Borrower will, on demand, pay to or reimburse the Bank on a full indemnity basis for all legal, valuation, documentation and other fees, costs and expenses (including any applicable VAT) incurred by the Bank in connection with the Relevant Documents, including in respect of any amendment of any Relevant Document or any waiver, enforcement or preservation of the Bank's rights under any Relevant Document.

5.2 The Borrower will indemnify the Bank on demand for any expense, loss or liability incurred by the Bank as a consequence of any failure by the Borrower to comply with its obligations under this letter or any other Relevant Document.

5.3 If, for any reason, any amount payable under this letter or in respect of a Facility is paid or recovered (including by way of set-off) in a currency other than that in which it is required to be paid the Borrower will indemnify the Bank on demand against (1) the full cost incurred by the Bank of converting that sum into the currency in which it is required to be paid at the prevailing rate of exchange as the Bank determines appropriate and (2) any shortfall in the amount to be paid under this letter following the application of such converted sum.

6 Transfer and Disclosure

6.1 The Borrower may not assign, transfer or otherwise deal any of its rights or obligations in respect of this letter or the Facilities or any other Relevant Document.

6.2 The Bank may (1) assign any of its rights or benefits and/or (2) transfer by novation any of its obligations, under this letter or any other Relevant Document to another bank or financial institution or to a trust, fund or other entity which is regularly engaged in or established for the purpose of making, purchasing or investing in loans, securities and other financial assets or to any other person or persons and/or (3) otherwise deal with its rights, benefits and/or obligations under this letter or any other Relevant Document, in whole or in part.

6.3 The Bank may enter into any sub-participation or any trust or contractual arrangement (or any other transaction under which payments are to be made by reference to this letter, any other Relevant Document or any Relevant Person) with any person in relation to this letter or any other Relevant Document.

6.4 The Bank may disclose any information obtained at any time from whatever source relating to any Relevant Person, the Facilities or any Relevant Document to (1) any of its associated companies (2) any actual or prospective assignee, transferee or participant, or persons with whom the Bank enters into any such dealings (3) its auditors, advisers or applicable regulatory authorities, rating agencies and investors or any other person who enters or proposes to enter into any transaction with the Bank in relation to this letter or any other Relevant Document (4) any other person in connection with a securitisation of all or any part of the Bank's rights under this letter and any other Relevant Document or (5) anyone who needs such information in respect of such assignation, transfer, dealing or securitisation.

6.5 The Borrower undertakes to execute and to use its best endeavours to procure that any other Relevant Person executes, all documents (including amendments to this letter and any other Related Document) that the Bank may reasonably require to give effect to such an assignation, transfer, dealing or securitisation and to ensure any related guarantee or security (if applicable) is also properly transferred.

7 Communications

Each notice, consent and other communication in respect of this letter:

7.1 will be in writing (which includes by fax);

7.2 will be sent to the address or fax number most recently designated for this purpose by the recipient;

7.3 given to the Borrower will be effective when left at, or two Business Days after it is posted to, the relevant address or, in the case of a fax, on receipt by the Bank of a fax confirmation sheet; and

7.4 given to the Bank, will be effective only on actual receipt by the specified individual/department of the Bank.

8 Miscellaneous

8.1 If all or any part of any Facility is denominated in the currency of a state which adopts the euro as its lawful currency after the date of this letter, the Bank will be entitled, before or after such adoption becoming effective, to make such changes to this letter and any other Relevant Document as it reasonably considers necessary to address such adoption. The Bank will notify the Borrower of such changes which will be binding on the Borrower.

8.2 If any provision of this letter is or becomes illegal, invalid or unenforceable, the legality, validity or enforceability of the remaining provisions will not be affected or impaired. Any failure by the Bank to exercise, or delay in exercising, any right or remedy under this letter or any Relevant Document will not constitute a waiver of that right or remedy.

9 Definitions and Interpretation

9.1 Definitions

In this letter, the following words and phrases have the following meanings:

(a) **"Business Day"** means any day (excluding Saturdays, Sundays and bank holidays) on which banks are generally open in the City of London for the transaction of normal banking business;

(b) **"GAAP"** means generally accepted accounting principles in the United Kingdom (excluding IFRS);

(c) **"IFRS"** means international accounting standards within the meaning of IAS Regulation 1606/2002;

(d) **"Optional Currency"** means any currency (including euro) which is freely transferable and convertible into Sterling and is approved by the Bank on the request of the Borrower;

(e) **"Relevant Document"** means (1) this letter (2) each other document under which any person (including the Borrower) grants security or issues a guarantee, in respect of the Borrower's obligations under this letter and (3) each letter or agreement varying, amending supplementing, restating, substituting or novating this letter or such document;

(f) **"Relevant Person"** means (1) the Borrower (2) any other person which enters into a Relevant Document (3) any subsidiary of the Borrower and (4) where a person enters into a Relevant Document in its capacity as a partner of a partnership, that partnership;

(g) **"Sterling"** and **"£"** means the lawful currency of the United Kingdom;

(h) **"Sterling Equivalent"** means in relation to an amount of a Facility in a currency other than Sterling, that amount converted into Sterling at the prevailing rate of exchange for such currency as the Bank determines appropriate on the applicable day; and

(i) **"Unplanned Borrowing"** means borrowing which is the result of the Bank agreeing to a request from the Borrower for a temporary overdraft or temporary increase to an existing overdraft to cover a payment for which the Borrower does not have sufficient funds available.

9.2 Interpretation

References in this letter to:

(a) "guarantee" (other than in respect of any guarantee issued or to be issued by the Bank) include any guarantee or indemnity and other financial support (including any participation or other assurance against loss and any deposit or payment) in respect of any person's indebtedness;

(b) "person" includes any individual, company, corporation, firm, government, state or agency of the state and any association, partnership or trust (in each case whether or not it has a separate legal personality);

(c) "security" includes any assignment/assignation by way of security, charge, lien, mortgage, pledge, standard security, right of set-off, right of retention of title or other security interest securing any obligation of any person and any other agreement or arrangement having a similar effect;

(d) "set-off" includes any rights of retention, claims for compensation or rights to balance accounts on insolvency;

(e) "subsidiary" means a subsidiary undertaking within the meaning of section 258 Companies Act 1985;

(f) this letter or any other document referred to in it will be construed as references to this letter or such document as varied, amended, supplemented, restated, substituted or novated from time to time;

(g) a party to a Relevant Document or a Relevant Person includes its successors-in-title, its permitted assigns or assignees and transferees;

(h) the singular includes the plural and vice versa, as the context permits or requires; and

(i) any provision of any statute, any legislation or of any regulation means at any time the relevant provision as is in force at that time (even if it has been amended, re-enacted or replaced since the date of this letter).

Extract of Board Resolution

I, **(Insert Individuals Name)**, being a *Director/the Company Secretary of **(Insert Company Name)** (the "Company"), hereby certify that the following is a true extract from the minutes of a quorate and duly convened meeting of the Directors of the Company at which all appropriate interests were declared and which was held on **(Insert Meeting Date).**

"There was produced to the meeting a facility letter (the "Facility Letter") from Clydesdale Bank PLC (the "Bank") dated **(Insert Date of Facility Letter)** which sets out the terms and conditions on which the Bank is prepared to make available overdraft and other facilities (the "Facilities") to the Company.

After due and careful consideration of the terms of the Facility Letter and of all the relevant circumstances, **IT WAS RESOLVED** that:

1 the utilising by the Company of up to the full amount of the Facilities on the terms and conditions set out in the Facility Letter is for the benefit of, and in the best commercial interests of, the Company for the purpose of carrying on its business and that the terms and conditions of such Facility Letter are approved and accepted; and

2 the Facility Letter be executed on behalf of the Company by the two Directors or the Director and the Company Secretary specified below who are also authorised to sign on behalf of the Company all such other documents, agreements, certificates, notices, communications or confirmations, including amendments, variations, renewals and extensions, as may be required in connection with the Facilities or the Facility Letter **(Insert Name of Director(s) and/or Company Secretary).**"

Signed:
* Director/Company Secretary

Dated:

* Delete as applicable

Fèisean nan Gàidheal

Gaelic Policy Implementation: Action Plan and Timetable

Agenda Item: 2.2011.04(a)

Reason for Paper

To introduce a presentation from Calum MacMillan on an Action Plan to implement Fèisean nan Gàidheal's Gaelic Language Policy.

Background

Fèisean nan Gàidheal has undertaken to deliver its Gaelic Policy with a view to ensuring that, by 2012, all tutors employed at Fèisean will be involved in Gaelic learning if they are not already fluent speakers.

There are a number of specific undertakings:

- Develop and increase access to the Gaelic language and culture through the implementation of a revised and strengthened Gaelic Language Policy
- Ensure Gaelic is an integral part of all Fèisean, in line with fèisean nan Gàidheal's Gaelic Policy
- Increase the number of young people in Highland who will receive Gaelic tuition from a baseline of 2,384
- Continue to implement Fèisean nan Gàidheal's Gaelic Policy through services offered to all the Fèisean through its staff and special projects as appropriate
- Provide support for Fèisean with Gaelic language activities utilising our G-Team
- Regular review of progress with implementation of Gaelic Policy

Calum will present an Action Plan to the board with details of the steps needed to achieve our aims, who will be undertaking each of them, and when they will be delivered.

The presentation will be made available to board members at, or after, the meeting as a permanent record.

Action Required

Board members will be asked to approve the Action Plan for implementation of the Gaelic Policy.

Arthur Cormack
CEO
May 2011

Fèisean nan Gàidheal

Volunteering Policy

Agenda Item: 2.2011.04(b)

Reason for Paper

It had been suggested at this year's Fèis Trèanaidh that Fèisean nan Gàidheal should have a Volunteering Policy.

Background

Fèisean nan Gàidheal updated all its policies in 2010-11 and has made them all available, in Gaelic and English, on our website.

At the Fèis Trèanaidh in March, one participant suggested that a Volunteering Policy would be helpful. This was discussed at the Executive Group meeting and it was agreed that such a policy would be a useful addition to our suite of policies.

Many of the items it needs to cover are included within other Fèisean nan Gàidheal policies. A draft has been produced by our Training and Policy Officer and has been kept quite brief, with links to other policies that apply to volunteers working within the Fèis movement.

Once it is approved, we will have it translated and uploaded to our website alongside the other Fèisean nan Gàidheal policies.

Action Required

Board members are asked to discuss the content of the draft policy and, if content, approve it.

Arthur Cormack
CEO
May 2011

Fèisean nan Gàidheal
Risk Management and Policies

Date: 16 May 2011

Policy: Volunteer Policy and Charter

This Policy forms part of the Fèisean nan Gàidheal Policy Portfolio

Related Policies: (main) - Child Protection Policy; Gaelic Language Policy; Fèis Risk Assessment & Guidelines; Health & Safety Policy; Manual Handling Policy; Guidelines for Annualised Hours; Lone Workers Policy; Data Protection Policy; Equal Opportunities Policy; Access Policy.

Purpose of Policy: to assist effective recruitment, induction and management of volunteers. This policy extends to member fèisean.

Summary of Policy: to state the expectations and rights of both organisation and personnel in relation to volunteering.

Policy drafted by: Iona MacDonald, Training and Policy Officer

Submitted to Executive Group (date):

Approved by Board (date):

This policy should be reviewed by (date): May 2012

Signed: **(Chair)** **(Date)**

VOLUNTEER POLICY AND CHARTER

Policy

This policy applies equally to Fèisean nan Gaidheal and individual Fèisean.

Fèisean nan Gàidheal wants volunteers to have an enjoyable and rewarding volunteering experience within the Fèis movement and believes this is most likely to result if there is:

- **A commitment from you, the volunteer, to help us provide the best possible service**
  and
- **A commitment from Fèisean nan Gàidheal, or its member Fèis, to treat you well as a volunteer**

This charter sets out the most important terms of those commitments.

What you can expect from Fèisean nan Gàidheal

- Fair, considerate treatment and recognition of the value of your volunteering.
- An introductory talk with your Fèis chair or Fèis Development Officer, giving information about our organisation, the service we provide, your responsibilities as a volunteer, and any other matter affecting your volunteering.
- Ongoing assistance, guidance and support from the local Fèis committee and the wider organisation.
- A clear indication of when you will be needed and tasks you will be expected to undertake.
- Adequate warning of any changes to the agreed routine.
- Availability of out of pocket travel expenses in connection with your volunteering, e.g. for travel to planned training events, in line with the policies of the Fèis or Fèisean nan Gàidheal.
- Involvement in any decision-making that will affect your volunteering, and notification of any changes or developments within our organisation, which will affect you.
- Appropriate training to enable you to carry out the required tasks.
- Information on the organisation's policies, disciplinary and grievance procedures, and guidance on how to make a complaint.
- Consideration for your health, safety and welfare.
- Confidentiality.
- Appropriate insurance cover.

What Fèisean nan Gàidheal expects from you

- An agreement to adhere to the policies, procedures and guidelines of our organisation, including undergoing an Enhanced Disclosure within the Protecting Vulnerable Groups (PVG) Scheme.
- Support for the aims of Fèisean nan Gàidheal.
- Respect for the Gaelic language and ensuring it is at the heart of Fèis activities in line with our Gaelic Language Policy.
- Reliability and punctuality in carrying out all the tasks you have agreed to do.
- Due warning of your unavailability, given as soon as possible.
- Honesty in all your dealings with the organisation and the community we aim to serve.
- Teamwork and co-operation with other volunteers and staff; courtesy and consideration towards them, our organisation's clients and the community.
- Your attendance at training and support meetings, and a contribution to decision-making.

- Due warning when something is wrong, or if you have any problems, whilst volunteering.
- A responsible attitude to your own health and safety, and that of others.
- Confidentiality regarding your dealings with customers/clients.
- The time commitment required of volunteers will vary throughout the year, with attendance at committee meetings and planning meetings being required, as well as attendance at events.

Links to the main Fèisean nan Gàidheal policies which affect volunteering:

Child Protection Policy
http://www.feisean.org/Downloads/Policies/FnG%20Child%20Protection%20Policy.pdf

Gaelic Language Policy
http://www.feisean.org/Downloads/Policies/FnG-GaelicPolicy.pdf

Fèis Risk Assessment & Guidelines
http://www.feisean.org/Downloads/Policies/FnG%20Risk%20Assessment%20Guidelines%20for%20Feisean%20checklists%20forms.pdf

Health & Safety Policy
http://www.feisean.org/Downloads/Policies/FnG%20Health%20and%20Safety%20Policy.pdf

Manual Handling Policy
http://www.feisean.org/Downloads/Policies/FnG%20Manual%20Handling%20Policy.pdf

Guidelines for Annualised Hours
http://www.feisean.org/Downloads/Policies/FnG%20Annualised%20Hours%20Guidelines.pdf

Lone Workers Policy
http://www.feisean.org/Downloads/Policies/FnG%20Lone%20Workers%20Policy.pdf

Data Protection Policy
http://www.feisean.org/Downloads/Policies/FnG%20Data%20Protection%20Policy.pdf

Equal Opportunities Policy
http://www.feisean.org/Downloads/Policies/FnG%20Equal%20Opportunities%20Policy.pdf

Access Policy
http://www.feisean.org/Downloads/Policies/FnG%20Access%20Policy.pdf

Fèisean nan Gàidheal

Staff Progress Reports
Agenda Item: 2.2011.05(a)

Staff Member	**Calum Alex Macmillan**
Job Title	**Development Manager**
Period of Report	**March – May 2011**

Progress on Fèisean nan Gàidheal Targets for which responsible	
Target No.	**Target** Progress Narrative
1	**Service Delivery**
1.1	**Continue to support and develop individual Fèisean, widening their range of activities and establishing best working practice (SAC)**
	I've been regularly assisting the Fèisean I'm working as lead officer over the recent months. • Fèis Fhoirt are continuing with their regular classes. I visited John MacNeil and Fiona Johnston in February to discuss a potential project in Clackmannanshire and also a Ceilidh Trail for the area. I prepared a funding application for the Fèis and I've been assisting them with preparation for Fèis days they will be holding at the end of June. • Fèis Ghallaibh are holding regular Saturday workshops and have healthy numbers attending. • Fèis Obar Dheathain formed a new committee in February and are looking to re-establish their February fèis weekend in 2012. • I attended the Fèis Dhuneideann AGM in early May and they are kept busy with their Saturday classes. Further to this I assist fèisean and colleagues with some of the responsibilities I retained from the Gaelic development officer post such as; translations, Gaelic policy issues and I've been working closely with the training officer to take the tutor language tuition initiative to the next level. I manage the development team on a daily basis and give support and offer guidance to them in the roles they are in and with certain specific projects. Among these projects are; Sgoil Shamhraidh Dhràma, Fèis Alba, Summer Ceilidh Trails, Various funding applications, Meanbh Chuileag Tour, Tour of English medium schools and various other projects. In recent months I have attended meeting of; the Blas board and steering group, the Fèisean nan Gaidheal board and meetings of the leading Gaelic organisations. I have also taken part in the executive group meetings over the phone and we also hold monthly staff meetings over the phone on th first Monday of the month. I've worked closely with the chief executive and the Blas director on bringing this years programme together and plans are progressing well. The programme is now online in full and tickets are available for all events. Fèis Lochabair, Fèis an Iar Thuath, Fèis Ìle and Fèis Eilean an Fhraoich received funding from the Development fund 2010. The fund for 2011 is now open to applications.
1.2	**At least one graduate or work placement to be support through CnaG schemes (BnG)**
	We will be supporting this scheme again this year by employing one student, Calum McConnel, for a ten week period beginning in June.
1.3	**Grants Scheme for Fèisean**

	Four Fèisean (named above) received support from the development fund and we are now welcoming applications to the 2011 Development Fund. We have maintained our grant support to Fèisean in the Western Isles, the Highlands and Argyll and Bute areas. Last year we faced a reduction in the amount of money we received from Argyll and Bute council and we will now have to look at how to reduce the impact of this decrease in funding.
1.4	**Supporting volunteers**
	I have supported my Fèisean with their grant forms, some translation materials and any help they generally needed with the activities they are involved with.
1.12	**Support for new Fèisean**
	Fèis an Iar Thuath enjoyed a very successful first event in February and are now busy preparing for a second event in August.
1.13	**Supporting the development of Fèisean, or collectives of Fèisean, wishing to become more independent**
	We continue to support Lochaber Fèisean, Fèis Spè and Fèis Bharraigh.
1.14	**Inter-Fèis activities**
	A number of Fèisean take part in regular inter-fèis activities including, archiving projects, cèilidh trails and other various joint performances. Fèis a' Bhaile and Fèis na h-Òige will take part in a Blas concert together in September and the Development fund will be looking to fund joint projects from fèisean.
1.15	**Annual Training Programme**
	The training is continued throughout the year with individual staff members doing training suited to their needs. The annual training market was well received by the Fèis committee members that attended in March. As a team we will come together for a Gaelic grammar and writing workshop in May. Some staff members will also receive training from Comann nam pàrant to enable us to offer an Gaelic medium education advisory service to parents and Fèis attendees.
1.16	**Networking**
	I have maintained good relationships with Gaelic organisations and with support from Bòrd na Gàidhlig we will look at ways in which we can increase inter-organisation work. I have been attending meetings concerning the idea of a Gaelic Hub for all Gaelic organisations in Inverness. In 2010 I regularly attended meetings of NGAS but as the structure of the committee that made up NGAS has now changed I will not be required to attend regular meetings. I will however continue to support the NGAS and will maintain close contact with the committee.
1.18	**International Links**
	We maintain our international links with Ireland and Canada through the Blas Festival. I have also been in touch with Brenda McCarthy from Conradh na Gaeilge in Dublin. She promotes Gaeilge awareness amongst school students and young adults and we hope to share ideas about this in the coming months.
2	**New Developments**
2.1	**Prepare a Gaelic Language Policy for Fèisean nan Gàidheal, which will be adopted by members of the organisation**
	The updated Gaelic Policy is been implemented by all Fèisean and we offer them support with translations, Gaelic activity packs and Gaelic speaking teams (G-team). Meanbh Chuileag toured over 40 Gaelic medium schools in February and March. The play was received well by school teachers and pupils with very positive feedback.
2.2	**Continue to support a Gaelic Language Development Team**

	The G-team has been busy bringing new, interesting and fun activities to fèisean over recent months and will be visiting Fèis Mhoireibh and Fèis Fhoirt over the coming weeks.
2.3	**Develop mechanisms for the delivery of our Gaelic Language Policy within Fèisean nan Gàidheal**
	We have studied all the responses we received from our tutor survey and we are now at the stage we are looking to deliver some training opportunities. Dougie Beck and I have been developing a course for those who have no Gaelic at all and also a specialist course for fluent speakers who want to learn specialist music vocabulary. The training officer and I will be working closely to arrange suitable training for those who responded to the survey.
2.4	**Develop wholly Gaelic-medium Fèisean and Gaelic-medium tuition at existing and new Fèisean**
	The Gaelic medium Fèisean maintain their regular activities. Fèis na h-Òige held a Gaelic piping weekend in August 2010 and are currently planning to extended their weekend this year by offering drumming classes. Fèis a' Chaolais are continuing their programme for 2011.
2.10	**Gaelic song-writing initiative**
	We are in the early stages of developing this project. We plan to hold a forum of current day songwriters and develop a strategy for the songwriting project. The Blas Festival commissioned Eilidh MacKenzie to develop her idea of writing songs based on happy news stories which happened during 2010. Eilidh went on to perform this at Celtic Connections in January 2011 and the concert was gain well received.
2.13	**Teenage provision within the Fèis movement**
	The new Ceilidh Trail season is underway and preparations are progressing well for Fèis Alba and cèilidh trail coordinators will be organising the regional tours in the coming weeks. A good number of Fèisean now offer specific provision for teenagers and we will continue to support Fèisean with their provision and further innovative projects which involve teenagers.
3	**Partnership Contracts**
3.6	**Showcasing opportunities**
	3 concerts were held in November to commemorate St Andrew's Night. Due to bad whether a further 2 concerts were postponed. Some Fèisean will participate in Blas concerts and we hope to have an event where all the Ceilidh Trails will come together.
3.8	**Development of Blas – Celebrating Highland Music**
	The Blas programme is now ready for 2011. We have a very interesting and attractive line up with a full school programme offered again this year. All events are online with tickets now on sale. Blas will be officially launched on 26 May in Inverness.

Staff member	**Anne Willoughby**
Job Title	**Executive Manager**
Period of Report	**March – May 2011**

Progress on Fèisean nan Gàidheal Targets for which responsible	
Target No.	**Target** Progress Narrative
1	**Service Delivery**
1.1	**Continue to support and develop individual Fèisean, widening their range of activities and establishing best working practice (SAC target)**
	On-going. Work of the whole organisation is geared towards achieving this and my role is financial support.

	I manage the Business Officer, Training Officer and Child Protection Officer on a daily basis and give support and guidance to other staff as and when required. <u>Core funding 10/11</u> We have been keeping tight controls on financial matters up to 31 March 2011. I assisted the CEO with financial budgets for the Creative Scotland 2011-12 application I have worked closely with Andy Cumming preparing management accounts and submitted third claim to HIE for £48,787.39 which has been received. The final claim for £3,686.20 has been submitted and processed, awaiting payment. There was £47,498.04 outstanding at the end of the financial year. <u>Core funding 11/12</u> £23,696.20 50% payment has been received from Highland Council. £152,500.00 first quarter payment, has been received from Creative Scotland as per cashflow. £31,250, first quarterly payment, has been received from Bòrd na Gàidhlig. <u>General Funding:</u> I worked with Nicola Simpson to submit a final claim to to Highland LEADER+ for £15,102.46 for Cèilidh Trail funding. £8,106 was received from Argyll Leader+ I prepared financial papers for the Executive Group Meetings and Board Meetings. I maintained a payroll for Feis a'Bhaile and Fèis Spè. I provided HR support for Lochaber Dev Officer post. I support the Fèisean by ensuring all grant payments are paid out per conditions of grant. I ensure all YMIS payments are processed quickly and admin fees to all Feisean paid. I give financial support to Blas Festival Ltd, budget monitoring, preparation of Vat returns. Grant Letters of Offer for 11/12 have been processed and grants due have been paid out to all the Easter Fèisean. Despite cuts to core funding grants to Fèisean have been kept at the same level as 10/11.
1.3	**Support at least thirty Highlands and Islands Fèisean each year (HIE target)**
	From 01 April 2010, grants have been offered to 47 Fèisean (37 in HIE areas), 21 of which are in Fragile Areas, totalling £215,561.50 as detailed in the tables provided for Board meetings. Payments totalling £15,187.50 have been paid out to 4 Fèisean.
1.4	**Continuation of Annualised Hours Scheme**
	Annualised hours offered for 2011-12 as part of overall grant offer, with those Fèisean which have made the best use of them in the past having been given priority. A total of 2135 hours have been offered. As a condition of funding, the Development Team continue to work closely with workers employed under this scheme.
1.5	**Hold an Annual Conference (SAC Target)**
	Plans are underway for the 2011 Annual Conference and the Dunblane Hydro Hotel has been booked. The AGM will take place on 23 September 2011. We will incur additional costs and need to ensure that we will have support from all Fèisean.
1.6	**Adequate insurance cover in place for Fèisean nan Gàidheal, its staff and all Fèis activities**
	Insurance policy reviewed and renewed annually in February. Cover was previously extended to cover the offices in Inverness and Stornoway and contents cover updated for the Portree office, therefore there were no additional changes this year. Staff are requested to have their own business use insurance policies if using their own cars for company travel.
1.6	**All tutor and volunteers involved in Fèisean must go through enhanced Disclosure checks**
	Disclosures have been renewed on a rolling basis for those on the database as and when 3 years expire. The current Disclosure Scotland process changed on 28 February 2011 to what is known as the Protection of Vulnerable Groups or P.V.G Scheme. There are also cost implications, renewal under the P.V.G Scheme will cost £59.00 and uppdates will cost £18.00 – the current cost for disclosure is £23.00. The budgeted amounts have been changed to reflect this.

1.6	**Continue to ensure good practice in relation to Child Protection and keep abreast of changes in legislation (SAC target)**
	All Fèisean have to submit a list of tutors, which are cross-referenced to ensure they have a current disclosure before grant is released. Non-compliance leads to non-payment of grants. Recently Fèisean were reminded of this recently and this will be enforced. Grants are going to be with held from Fèisean who attempt to employ tutors or volunteers who have not undergone a check.
2	**New Developments**
2.12	**Produce research on the creation of a Fèis 'cultural hub' providing social, performance and teaching spaces, exploiting distance learning technology and links to creative industries, within a fragile Gaelic community (HIE target)**
	To be progressed this year for delivery by 2012 as per agreement with HIE. Looking at the possibility of doing some joint work with Ceòlas in South Uist, with benefit also for the Uist Fèisean.

Staff member	**Iona MacDonald**
Job Title	**Training and Policy Development Officer**
Period of Report	**March – May 2011**

Section	**1 Progress on Fèisean nan Gàidheal Targets for which responsible**
Target No.	**Target** Progress Narrative
1	**Service Delivery**
1.4	**Supporting volunteers: Policies are made as easy as possible for volunteers to deliver; continuation of Annualised Hours scheme** Each policy was reviewed in January 2011, and the risk register updated. Fèis Trèanaidh 2011 was held in March, covering a range of training workshops for Fèis organisers.
1.5	**Annual Conference**. A successful conference was held. Working towards AGM 2011.
1.15	**Annual Training Programme – providing training to 30 fèisean each year and at least 75 tutors and fèis organisers** FT11 was held in Fort William on 12/13 March 2011. Tutors' training workshop at Sabhal Mòr Ostaig on 26/27 February, including Level 3. The tutors' training workshop was full with 30 people representing 9 fèisean, and 49 fèis representatives attended FT11, representing 19 fèisean. Heavy snow prevented 5 people from attending.
1.15	**Staff to be involved in at least 4 Gaelic language training days (BnG)** Ongoing. It has been difficult to identify days which were suitable for all staff – the next Gaelic training day will be held on Wednesday 18 May, in Portree.
2	**New Developments**
2.3	**Develop mechanisms for the delivery of our Gaelic Language Policy within Fèisean nan Gàidheal** Assisting the development officers to achieve this. Working on a research project to determine training needs, which has received financial assistance from Soillse at SMO.
2.7	**Encourage local Fèisean to archive material which could be utilised in teaching situations in their area** Should money be available, there is an idea for a fèis cookbook which would include local and social history from different areas.
2.8	**Gaelic Arts Strategic Development** Assisting where required.

3	Partnership Contracts
3.4	**Other formal educational work** This term, an opportunity to become actively involved in the teaching of university modules at Sabhal Mòr Ostaig (Teaching Music 1) as lead lecturer, as well as including SMO students in the Tutor Training weekend as a formal part of their course. NCETM Plockton have also asked for a tutor training course to be run exclusively for their pupils within the school (this may not now take place, due to financial constraints). West Highland College, who are in collaboration with the NCETM have expressed an interest in offering the PDA, Certificate in Music Tuition, compiled by the Traditional Music Tutor Training Network (which is no longer in operation) as part of their prospectus within the School.
3.7	**Music Bursaries Scheme: Deliver a programme of Music Bursaries within the Highland Council area as part of the new Highland Arts Partnership Programme (HC)** 47 applications were received between the two rounds, all of which are complete and final payments made. Applications were received from representatives of different musical genres, as well as traditional music, such as indie and thrash metal. Dealing with other musicians was a very enjoyable experience.
Eile	**Develop Level 3 course for fèis tutors** Level 3 has now been developed and was offered at the Tutor training weekend at SMO this year (26/27 February) as well as Levels 1 and 2. 6 students registered on Level 3 which is a two-part course – college-based and practical. The 3 levels ran very successfully, and utilised existing teaching staff to most effect.
	Submit 2 applications to funding bodies for the purpose of progressing training opportunities Application to Soillse for Gaelic research - £3000 Final part to be received. SMO will pay £300 plus expenses for lecturing/marking time on their module, Teaching Music 1 NCETM Plockton have enquired about offering a tutor training course to their students which would bring in a profit to FnG of £300. An application to Creative Scotland/YMI is in preparation. Further sources are sought.
	Progress with in-house training programme within available budget Progressing. Gaelic is the only item on the agenda at present. Staff will be involved in different training sessions according to requirements identified at their appraisals. A joint session has been suggested around the time of the AGM, which will be drama-based.
	Complete all preparations for Fèis Trèanaidh 2011, and distribute information. Draft to be complete by 31.10.10 Complete. Preparations in hand for 2012 (10/11 March, venue tbc).
	Other responsibilities: Celtic Neighbours – this project has its main office in Wales, and has international plans to bring people and projects from the Celtic areas (Scotland, Ireland, Wales in particular) together for mutual benefit. The visual arts exhibition, Tìr, which opened in Wales in November toured to Celtic Connections in Glasgow, (included an inter-Celtic musical programme), Taigh Chearsabhagh and Sabhal Mòr Ostaig. I am on the steering committee. It is likely that this could contribute to **target 1.18 – International Links** The music group, "Tìr" took part at Celtic Connections (and were recorded for Horo Gheallaidh by MacTV), and the visual art exhibition was also hung in the Royal Concert Hall during the festival. CN have been talking with myself and Dougie Beck regarding a multi-arts project (music, drama, language, based on Y Mabinogi, a Welsh mythical tale with Scottish elements). It will involve young people from Wales, Scotland and Ireland. The performance date for this event (Branwen) is planned for Easter 2012, in Dingle. The last committee meeting and "Branwen" meeting took place at Sabhal Mòr Ostaig on 10 May.

Staff member	**Moreen Pringle**
Job Title	**Business Officer**
Period of Report	**March – May 2011**

Progress on Fèisean nan Gàidheal Targets for which responsible	
Target No.	**Target** Progress Narrative
1	**Service Delivery**
1.5	**Run an Annual Conference (SAC Target)**
	This year's AGM will take place in Dunblane Hydro in September.
1.7	**Regular lending of instruments to Fèisean**
	Instruments have been well used by Fèisean throughout the year. Demand still remains high despite a number of Fèisean having their own instrument banks. Instruments have been sent out to Fèis Ceann Loch Goibhle, Fèis Innis an Uillt, Fèis Fhoirt, Fèis Latharna, Fèis Ghlaschu and Fèis an Earraich.
	Demand for instruments is difficult to predict as certain instruments are more popular from year to year perhaps due to tutor availability. The demand for clàrsaich remains high due to cost factors. In the last quarter we have entered into new contracts for the rental of 3 Accordions. In total we currently have hire contracts for: 23 Clàrsaich, 13 Fiddles, 2 Smallpipes, 18 Accordions
1.9	**Maintenance of a Fèis Tutors database**
	Efforts are made to keep the database as up to date as possible.
1.10	**Developing, Distributing and Selling Publications**
	The Shop section of the Fèisean nan Gàidheal Website is now in operation and books can be purchased on-line.
1.11	**Production and Distribution of Regular News and other Information**
	The March edition of Faileas was produced and put on the website. The next edition will be produced in June.
1.19	**Increase and raise profile of Fèis movement and its success with 12 pieces of local/regional coverage, 3 instances of national coverage, and one instance of UK-wide coverage per year (HIE Target)**
	Along with support from Fèisean and Lead Officers this is now being progressed.
	Investigate greater partnerships with the commercial sector building on the success of sponsorship having been secured for Blas, but also looking at the potential for great sales of products of the Fèisean (SAC Target)
	Further work needed but progressing slowly. Work will begin in collaboration with Lead Officers regarding marketing promotional material at Fèisean.
1.21	**Website and ICT**
	The Website www.feisean.org continues to be updated on a regular basis by myself and other staff as appropriate.

Staff member	**Dougie Beck**
Job Title	**Drama Officer**
Period of Report	**March – May 2011**

Progress on Fèisean nan Gàidheal Targets for which responsible	
Target No.	**Target** Progress Narrative
1	**Service Delivery**
1.1	**Continue to support and develop individual Fèisean, widening their range of activities and establishing best working practice (SAC)**

	I am regularly involved in translation work for the Fèisean, and I also offer assistance with proof-reading and graphic design. I am generally involved in preparing Sgioba-G materials ahead of their visit to a Fèis. I was responsible for Sgioba-G coordination at Fèis Lochabair this year. I have recently been involved in preparing a new Gaelic handbook for Fèis Rois. This is now finished.
1.16	**Expand, wherever possible, partnership opportunities with other organisations both within and outwith the Gaelic community, and continue to work with existing forums, including the Scottish Traditional Music Forum (SAC)**
	A day was spent working at Culloden Battlefield on behalf of the National Trust for Scotland in May 2010, taking Inverness children around the battlefield through the medium of Gaelic. Another similar day was held in April 2011 for Oban children, and we have another day planned for the end of June. It's up to NTS to carry out recruitment for this, but we are doing advertising for it whenever we can. The BBC link is continuing, and we have reawakened our link with Eden court. Between November and January I worked on a radio drama project in Argyll and Lochaber schools, while Angus and Ruairidh Nicolson (Eden Court) worked on a similar project in Ross-shire, Sutherland, Inverness, Badenoch and Nairn. I visited BBC Radio nan Gàidheal in Stornoway and received training in sound recording, and I also was given a loan of sound recording equipment. I recorded the plays in Argyll and Lochaber on behalf of the BBC myself, but the BBC visited some of Angus and Ruairidh's schools themselves, with Angus (and in some cases myself) recording the rest. We received advice from SNH regarding the subject of the 2011 Meanbh-chuileag play. It was based on wildlife crime, and we also received financial assistance from the organisation.
1.21	**Website and ICT**
	I regularly contribute to the website, and also to the FnG Facebook page.
2	**New Developments**
2.5	**Continue to run a series of Gaelic drama Fèisean (SAC)**
	As stated above, we worked on a radio drama project in partnership with Eden Court and BBC Radio nan Gàidheal. I worked in primaries in Tiree, Bowmore, Sandbank, Oban, Salen, and Fort William. The project was all but completed before Christmas, and the result is seven new Gaelic plays which will be broadcast over the summer. Angus and Ruairidh Nicolson worked on a similar project in north Highland schools on a similar project. This work is almost finished. The Argyll and Lochaber Dràma Project came to a conclusion 29 March with an afternoon of drama in Oban. Five schools took part, and we saw seven plays. It was obvious that this project, which is now five years old, has had great advantages for the children of the area in terms of language and drama skills. BnaG has agreed to fund us for a project aimed at non-Gaelic primaries which will give pupils the opportunity to learn some Gaelic. We have received permission to extend this project to the end of the summer term, and will be starting it in the next couple of weeks.
2.5	**At least 80 Gaelic drama workshops to be supported (BnG)**
	See above. We will reach this target through the drama work described above.
2.5	**Stage an annual Fèis Drama Summer School and work towards an agreement with MG Alba for the further professional development of 'graduates' (HIE)**
	Almost everything is ready for SSD2011. There are only a few things left to do – participants travel, tutor contracts and a few other things which are generally dealt with in June. The applications were higher than ever: 25 applied, two pulled out, and so we will have 23

	participants this year. Out of this 12 are returning from last year. MG Alba are giving us Studio FÀS at SMO, with technical support, free of charge for our final night, which we are holding this year in conjunction with Fèis Alba.
2.5	**At least 17 participants to take part in the Sgoil Shamhraidh (BnG)**
	See above
2.5	**Aim to work on at least one project in each *Iomairtean Cànain* area (BnG)**
	We are considering several options for this, including drama work in secondary schools. The drama for radio projects is one avenue to be explored regarding work with teenagers. I will be participating in a Gaelic day at Fort William RC Primary in February. I was involved in a Gaelic day in Fort William RC Primary in March.
2.5	**Meanbh-Chuileag to tour schools with a drama production if funding allows**
	Meanbh-chuileag, with Angus and Sean MacLeod as actors, were on the road for five weeks with a play written by Angus – Gur le Gùg – which was based on wildlife crime. They held rehearsals in Glasgow with help from Artair Donald, and then the pair visited Gaelic primaries across Scotland, aiming primarily at p6 and 7, but in many cases they took younger children as well. Feedback has been excellent – it is still coming in and we will be preparing a report soon. We are currently preparing our drama plans for 2011/12. It appears that Meanbh-chuileag will be carrying out another GM tour, and EM tour, a pantomime and also more teaching projects. We received £4,000 from CnES to take the pantomime *Marsaili agus a' Bhleideag Airgid* around Western Isles Schools. On top of myself, Jenna, and Angus, we were joined on the tour by Sean MacLeod. Feedback was excellent, and on the back of this we have been approached to do more work in the Western Isles before the summer. Negotiations are ongoing with CnES regarding this. We also carried out a public performance of *Marsaili* in Inverness in December, which attracted an audience of over 90.
2.13	**Teenage provision within the Fèis movement**
	The Sgoil Shamhraidh Dhràma is the largest teenage-aimed initiative in which we are involved, and it has attracted 50 young people over the last three years. Teenagers in Edinburgh and Lewis were involved in a drama radio project in 2009/10. The work we are involved in for the National Trust for Scotland is aimed at teenagers as well as primary pupils.
3	**Partnership contracts**
3.3	**Gaelic Language work in schools**
	As described above, we are involved in several projects in schools across Scotland: Confirmed: • Argyll Radio Drama Project (completed apart from final editing) • Ross, Sutherland, Inverness and Badenoch Radio Drama Project (almost completed) • Argyll and Lochaber Drama Project (complete) • Western Isles Panto (completed) • National Meanbh-chuileag tour (completed) • Work in EM schools following the BnaG Educational Arts Service plans (about to start) Funding dependent: • Work in schools to support GLPS in schools across Scotland (no word on funding as yet) Myself and Iona are involved in a project which will see Fèisean nan Gàidheal providing the music for a play also involving young people in Ireland and Wales. We have some fundraising to do yet, but our involvement will start in October, with performances being held in Ireland in the Spring.

Staff member	**Angus Macleod**
Job Title	**Drama Officer**
Period of Report	**March – May 2011**

Progress on Fèisean nan Gàidheal Targets for which responsible	
Target No.	**Target** Progress Narrative
1	**Service Delivery**
1.1	**Continue to support and develop individual Fèisean, widening their range of activities and establishing best working practice (SAC)**
	Work of whole organisation is geared towards achieving this. I intend to prepare teaching packs with games and activities for the G Team during the summer. I have been involved in the recordings for a new Gaelic Learners manual for Fèis Rois.
1.16	**Networking**
	Expand, wherever possible, partnership opportunities with other organisations both within and outwith the Gaelic community, and continue to work with existing forums. (SAC) **BBC Alba** We have a good working relationship with the production team from Radio nan Gàidheal's youth programme 'Aileag', following the work carried out in the last school year on the drama for radio project. We have been working with the Aileag production team during this school year and are looking at other collaborative opportunities at BBC Radio nan Gàidheal. **Promote YT (Scotland)** I am on the Promote YT mailing list. **NAYD** National Association for Youth Drama, development organisation for youth theatre/ drama in Ireland. **Highland Council** I intend to deliver Gaelic drama/ activity workshops at the Bun-sgoil Ghàidhlig Inbhir Nis Gala day on the 11th of June. **Comunn na Gàidhlig** I attended a training day organised by CnaG on 17th May in Inverness about partnership opportunities in the Parental Advisory Scheme.
1.21	**Website and ICT**
	Ongoing provision of content highlighting FnG news and drama projects.
2	**New Developments**
2.5	**Development of Gaelic Drama**
	Continue to run a series of Gaelic drama Fèisean (SAC)
	• I provided administrative support for Roddy Nicolson, drama worker with Eden Court who delivered the drama for radio project in the north Highland area. • I supported Roddy Nicolson with the recording sessions at Tongue Primary, Craighill Primary and Bun-sgoil Ghàidhlig Inbhir Nis. • Support for Aileag's productions team
2.5	**At least 80 Gaelic drama workshops to be supported (BnG)**
	On going work along with Dougie Beck. See above. This target will be achieved in the provision of these drama projects

2.5	**Stage an annual Fèis Drama Summer School and work towards an agreement with MG Alba for the further professional development of 'graduates' (HIE)**
	I worked with Dougie in implementing the plans for SSD2011.
2.5	**At least 17 participants to take part in the Sgoil Shamhraidh 2011, with 100 audience members present for the final performance night. (BnG)**
	For SSD2011 the following will be taking into consideration: • Although no applications were recieved from Lewis or Harris the numbers of students are the highest ever for the Gaelic Drama Summer School with 23 teenagers receiving a place. • The idea of extending the summer school an extra day but was agreed that it would be easier to keep it as it has been. • Instead of holding the performance evening in Portree as it has been for the last three years, it will be held in Studio Fàs, Sabhal Mòr Ostaig, Sleat. The performance evening will be held in partnership with Fèis Alba. A rise in the audience numbers should be seen because of these changes.
2.5	**Meanbh-Chuileag drama production to tour between 21 February and 1st April 2011.**
	Meanbh-chuileag's schools tour took place between 21st February and 1st April with a rehearsal week with direction provided by Artair Donald held between 14th and 18th of February in Partick. The play was performed 38 times altogether before 44 schools and (number – tbc) pupils. I wrote the script which was based on wildlife crime in Scotland where the pupils learn about the endangered species due to poachers/ wildlife criminals and what can be done to protect animals. The topics of conserving the environment and recycling were also touched on. Invoices and assessment forms were issued to schools mid April and currently 25 of 38 have returned payment and assessment forms. The results of the assessment forms haven't been collated yet but i received good feedback from pupils and staff while on the tour itself of which i have examples from Gairloch Primary and Laxdale Primary. A decision regarding two Meanbh-chuileag projects will be made shortly which are intended to take place before the end of the financial year with a new Christmas play amongst them.
2.13	**Teenage provision within the Fèis movement**
	The Drama Summer School is the biggest initiative we are currently involved with catering for teenagers, and has attracted 50 teenagers in three years.
3	**Partnership contracts**
3.3	**Gaelic Language work in schools**
	As was explained above we are involved in numerous projects with schools throughout Scotland: Approved for funding: • Radio Drama Project – Ross-shire, East Sutherland, Inverness-shire and Badenoch. (Completed 13/05/11 – Communication with Aileag production team with regard to edit process and publicity is on going) • Meanbh-Chuileag National Tour (Completed – 01/04/11) • Working in schools according to BnaG plans for an Arts Education Service

Staff member	**Nicola Simpson**
Job Title	**Senior Development Officer**
Period of Report	**March – May 2011**

Progress on Fèisean nan Gàidheal Targets for which responsible	
Target No.	**Target** Progress Narrative
1	**Service Delivery**
1.1	**Continue to support and develop individual Fèisean, widening their range of activities**

	and establishing best working practice (SAC)
	Feis Air an Oir are continuing with their regular activity and a number of their participants auditioned for the Fèis Chataibh Ceilidh Trail in April. The Fèis a' Bhealaich fiddle class being run in Lochacarron in partnership with Fèis Rois has proved to be a great success and will hopefully be the basis for future joint workshops and classes. After a long struggle to find new committee members, Fèis a' Bhaile is now getting back on its feet and will be working with Fèis na h-Òige on a new project for Blas 2011. I will continue to support the new committee as much as possible. Fèis a' Chaolais have had another successful series of workshops and are looking forward to Blas where participants will be performing in Rosehall and the Fèis will host a gig in Ardgay Hall with Cherish the Ladies and Kristen Harvey and The Sanna. Fèis Chataibh will take place in the first week of the summer holidays as usual. In April I assisted with auditions for their Ceilidh Trail and it was great to see so many applications from across Sutherland. Fèis Farr have run their annual program of monthly workshops over the winter with the last one taking place at the end of April. The Fèis continues to be well attended by participants of all ages. Fèis an Iar Thuath took place for the first time in February and the committee were delighted with the positive response it received from parents, participants and the local community. Following successful applications to Bòrd na Gàidhlig they will be holding a family event in August and also have some funding to set up a new bi-lingual web-site. Fèis Inbhir Narainn held their annual Fèis in February and had another very successful event. They continue to run a large program of follow-on classes and fundraising events providing opportunities for their teenage ceilidh band to perform. Over the last few weeks I have been in regular contact with Fèis Mhoireibh as they get organised for their Fèis at the end of May. Earlier this month the Fèis assisted with two Garden Open Days at Blackhills House near Lhanbryde and funds raised were shared between the Fèis an Christian Aid. Fèis na h-Òige are busy preparing for their summer Fèis in July as well as their Piping and Drumming weekend in August and a joint performance at Blas with Fèis a' Bhaile. I have been in regular contact with Fèis Spè over the last few months, assisting them with their Ceilidh Trail auditions, planning for a concert at Blas and their main Fèis in October which will see them celebrate their 21st anniversary. I am also working with the Board to secure funding for 2012 onwards.
1.2	**At least one graduate or work placement to be supported through the CnaG schemes**
	Myself and Calum Alex interviewed four students as part of the CnaG Greis Gnìomhachas scheme and we have appointed Calum McConnell as our summer placement student. Calum been involved in Fèisean as a participant, tutor and organiser and should be a great asset to the staff team over the summer. Since the beginning of the year I have undertaken interviews with two students looking at different aspects of the Fèisean movement for their dissertations. Both students are former Fèis participants.
1.4	**Continue with excellent support mechanisms for individual Fèisean through the development of our system of Lead Officers, offering one point of access to local Fèisean in accessing Fèisean nan Gàidheal services (SAC)**

	I continue to support all Fèisean in my area and have regular contact with them and other Fèisean involved in running Ceilidh Trails. I keep in close contact with the development team and other staff to share information and resources and provide the best possible service to the Fèisean. Over the last few months I have provided additional support to Fèis Rois assisting with preparations for their Junior and Adult Fèisean and sitting on the interview panel for their Informal Portfolio Manager Post. At the beginning of March I attended the SCVO short course ' Managing People' which I found very beneficial and I hope will be of use in my day to day work.
1.4	**Development officers to be retained in Western Isles and Argyll and Bute**
	I continue to support the Western Isles and Argyll Development Officers on a daily basis, and will work closely with the newly appointed Lochaber Development Officer when they take up post.
1.12	**Create two new Fèisean in Fragile Areas**
	As mentioned above, a new Fèis was launched in Scourie in February and it is going from strength to strength.
1.15	**Annual Training**
	I n March I attended the annual training weekend in Fort William and participated in several workshops.
1.16	**Networking**
	I continue to attend TMC partnership meetings of a quarterly basis. On 11th April I attend the Creative Scotland Roadshow at Eden Court. In the last couple of months I have been involved in various Fèisean projects out with my area and this has provided a good opportunity for making new contacts and sharing ideas.
1.21	**Website and ICT**
	As details of the Ceilidh Trails are confirmed in the next few weeks I will be updating the web-site www.feisceilidhtrails.org and making sure that all Ceilidh Trail Facebook pages are updated.
2	**New Developments**
2.3	**Develop mechanisms for the delivery of our Gaelic Language Policy within Fèisean nan Gàidheal**
	Having met with all the Fèisean to complete their grant forms, the development team have identified a huge variance in the quality and practicality of the Gaelic plans submitted by Fèisean. I will work with Calum Alex and the team to identify the most effective format for the plans and effective ways for Fèisean to implement the overall Fèisean nan Gàidheal plan. This project is still on-going.
2.4	**Develop wholly Gaelic-medium Fèisean and Gaelic-medium tuition at existing and new Fèisean**
	Fèis na h-Oige are running another Gaelic Medium Piping weekend in August following a very successful event in 2010 and their follow-on keyboard and singing classes have proved to be very successful. Fèis a' Chaolais has broadened it's range of subjects this year and will be running group-work sessions between now and September. They have submitted an application to the local wind farm fund for £10,000 to develop a range of activities including adult Gaelic classes.
2.6	**In partnership with Fèisean, continue to support a network of Cèilidh Trails (SAC)**

	I continue to work closely with Anne to manage the LEADER funding for the Ceilidh Trails and the project is now fully up and running with the final claims for last year approved by LEADER. I will meet with the LEADER officers for Highland and Argyll in the coming weeks for project monitoring purposes, to make sure the project is developing as envisaged. Very successful auditions have taken place in Sutherland, Skye and Lochalsh, Lochaber, Cairngorms and Sutherland and in general the number of applications has increased on previous years. Fèis Rois auditions will take place in June. We also now have a full team of Ceilidh Trail Co-ordinators, some of whom are former Ceilidh Trail participants and I hope to meet with them at the beginning of June. Plans for Fèis Alba, the Ceilidh Trail training weeks are now almost complete and the dates for this year will be 4th-8th and 11-15th July with three Trails attending each week. The first gigs will take place from the 9th of July. As a new development the final night performance on Thursday 15th July will be a joint event with the drama summer school which will take place at Sabhal More Ostaig. In a new development the Lochaber and Argyll groups will also share their training days prior to the week in Plockton creating more opportunities for interaction between the two areas, In addition to the six established Trails I have been working with Fiona Johnson at Fèis Fhoirt to establish a pilot' Summer Sessions' project in the Stirlingshire area which we hope to develop into a full Ceilidh Trail next year. I will be meeting with Siobhan Anderson, a former Fèis participant and young tutor next week to get her involved in the running of the project. I hope that this group will also attend Fèis Alba.
2.6	**Expand and strengthen the Fèis Cèilidh Trails initiative, including coordinating and promoting the initiative nationally and internationally as a cultural tourism product (HIE)**
	I am currently working with Ronan Martin to produce marketing materials for all the Ceilidh Trails and create a brand image which we can use to promote the Ceilidh Trails further afield than at present. Over the summer and the coming year I will be looking for opportunities to promote the Ceilidh Trails at high profile events particularly in relation to cultural tourism.
2.10	**Produce market and sell a CD of traditional music and Gaelic song produced through a Fèis song-writing initiative**
	Although there has not been any progress on this project , I am still keen to develop it and I will work with Calum Alex to find an opportunity to progress it.
2.13	**Teenage provision within the Fèis movement**
	At present the Ceilidh Trails are the main element of teenage provision that I am involved in but the Fèisean in my area continue to provide various teenage activities, mainly in terms of group-work.
3	**Partnership Contracts**
3.6	**Raise the profile of the Fèis movement through dedicated showcase events**
	I hope the Ceilidh Trails will be performing at the Cammanachd Cup Final in September in addition to their regular Blas gigs. As mentioned above, Fèis Spè are planning a special event as part of Blas to mark their 21st birthday as are Fèis Rois and Ceilidh Trail participants will be involved in both events. Fèis a' Bhaile, Fèis na h-Oige and Fèis a' Chaolais will also be performing at Blas.
3.8	**Development of Blas festival**
	I continue to represent the Fèisean on the Blas Action Group.

Staff member	**Kevin Rodgers**
Job Title	**Lochaber Development Officer**
Period of Report	**March – May 11**

Progress on Fèisean nan Gàidheal Targets for which responsible	
Target No.	**Target** Progress Narrative
1	**Service Delivery**
1.1	**Continue to support and develop individual Fèisean, widening their range of activities and establishing best working practice (SAC)**
	• I maintain a regular contact with each of the Fèisean in my remit. • I have attended meeting with members of Fèis Gleann Albainn, Fèis Innis an Uilt, Fèis Lannraig a Tuath, Fèis Ghlaschu, Fèis Lochabair, Fèis nan Garbh Chrìochan and Fèis Oigridh na Mara, • I have been communicating with Perth and Kinross council regarding funding for next year's Fèis an t-Sratha events • I have made applications to Bord na Gaidhlig on behalf of Fèis Lochabair for two projects. One is for a Family Fèis and the other is for the purchase of media equipment and the running of media workshops • I have made application s to Bord na Gaidhlig on behalf of Fèis nan Garbh Chrìochan for two projects. One is for a Family Fèis and the other is for the purchase of media equipment and the running of media workshops • I have made applications to Bord na Gaidhlig on behalf of Fèis Lannraig a Tuath fot two projects. One is for the purchase of Media equipment and the running of media workshops. The other is for a Gaelic medium afterschool club which will see traditional music being taught. • I have made applications to Bord na Gaidhlig on behalf of Fèis Innis an Uillt for two projects. One is for the purchase of media equipment and the running of classes. The other is for a Gaelic medium after school club in traditional music. • I have made an application to Bord na Gaidhlig on behalf of Fèis Ghlaschu. This project will see the purchase of equipment and running of multu-media classes. • I worked closely with Fèis Ghlaschu in their preperations for their week-long event which was held very successfully in April • I worked closely with Fèis Lochabair in their preperations for the week-long Fèis held in April.
1.3	**Grant Scheme for Fèisean**
	• All my Fèisean have submitted their forms and have been notified of their reward.
1.4	**Supporting Volunteers**
	• I attend at least one committee meeting of each Fèis per annum as well as attempting to attend each AGM. • I have made it clear to each of my Fèisean that i am always contactable and i have ensured that at least one person on each committee has my mobile and home number. This is not something i would usually recommend but given the width of my Fèis area it is essential. • I also have it with my plan to provide Ulpan lessons (1,2,3) to committee members without Gaelic. • I am also looking to change the structure of the annualised hours system for Fèis Lochabair. Should a new project prove successful, the bulk of the responsibilities of the identified annualised ours assistant will be taken into a new post.
1.11	• I update the News articles on the FnG web-site regularly • I pass on all relative information as it comes in and make sure the Fèisean are up to date with developments and changes.
2	**New Developments**
2.3	**Develop mechanisms for the delivery of our Gaelic Language Policy within Fèisean nan Gàidheal**
	I will be doing Uplan courses for Committees in the new year.
2.6	**Continuing support for Fèis Cèilidh Trails**

	• I have been working with Sileas Sinclair who has co-ordinated the initial period of the Ceilidh Trail project • Auditions have been held and our line up is in place • Training dates have been announced • Charlotte Sutton will be overseeing the second part of the Ceilidh Trail co-ordination and will complete the tour diary asap.
2.13	**Teenage provision within Fèis Movement**
	The teenage Fèis in Lochaber took place in October 2010. The attendance figures weren't particularly high although the feedback received from both the participants and the tutors was very encouraging. The Tuition team consisted of Rachel Walker, Ingrid Henderson, Iain MacFarlane, Allan Henderson, Sileas Sinclair and Finlay Wells. As well as the "normal" subjects such as Clarsach, Song, Guitar, Accordion, Piping, Fiddle and Keyboard there were afternoon workshops in PA use, Recording, Composing and group work on offer. The workshops in particular were well received and this is very much a project that we will be undertaking again in 2011.
3	**Partnership Contracts**
3.1	**Youth Initiative contract for Highland**
	• I maintain a regular contact with our YMI officer and will shortly be attending some classes along with tutors to give me a first hand insight into what is happening.

Staff member	**Jenna Morrison**
Job Title	**Western Isles Development Officer**
Period of Report	**March – May 2011**

Progress on Fèisean nan Gàidheal Targets for which responsible	
Target No.	**Target** Progress Narrative
1	**Service Delivery**
1.1	**Continue to support and develop individual Fèisean, widening their range of activities and establishing best working practice** **Fèis Eilean an Fhraoich.** FEAF have received £500 from the Hebridean Celtic Festival and £1500 from FnG to develop their Demo CD and produce a full album. The committee hope to release the album at the Hebridean Celtic Festival this summer. I spent an evening in the recording studio with some of the musicians on 11 May. I also attended FEAF's AGM on 8 March. **Fèis Taigh Dhonnchaidh.** FTD was held 4 – 8 April and 14 participants attended throughout the week. I attended a meeting on the 5 May to discuss an upcoming project. A group of musicians and poets will be visiting Ness from Connemara, Ireland in July. Taigh Dhonnchaidh are looking to set up a number of activities for the visitors which will include a visit to Shawbost Mill, cèilidhs and workshops. **Fèis Eilean na Hearadh.** FENH continue to prepare for the 20th Anniversary of the Fèis. A special cèilidh will be held following the Children's concert on Friday evening with music, food and a slide show will be prepared as part of the media class during Fèis week. I prepared a new application form for them. **Fèis Tir an Eòrna.** On 11 March the Fèis held a cèilidh in Carinish Hall which raised £600 towards Fèis funds. The committee are currently organising a car boot sale which will take place on 11 June. A coffee morning will be held during Fèis week for parents and parents with younger children not yet attending the Fèis. They hope to promote their activities and get more parents involved in the running of the Fèis. I updated their Fèis forms this year and I have translated a number of posters. I will meet with the committee on 25 May. **Fèis Tir a' Mhurain.** FTAM have received £1000 from BnG and £2050 from Scotland's Islands to support their trip to the Hebridean Celtic Festival. The Fèis held a cèilidh on 12 Mart which raised around £400 towards the Fèis. I attended a meeting on 18 April.

	Fèis Bharraigh. Anne Marie continues to organise FB and Barrafest with support from the committee. FB and Cobhair Bharraigh will work in partnership to run an archiving on Barra for a year. I attended a meeting with both groups on 19 April and a phone conference was held on 16 May with Calum Alex to draw up a new project brief. A timetable will be drawn up ahead of the next meeting which will take place on 31 May. **Fèis an Earraich.** The Fèisn took place from 11 – 15 April in Portree with around 140 participants taking part. With support from the committee Nicola and I are setting up this year's Skye and Lochalsh Ceilidh Trail. Auditions were held during Fèis week and 8 musicians have been selected to take part in the Ceilidh Trail this year. A co-ordinator will be employed to take on the administration and running of the Ceilidh trail this Summer. **Fèis Thròndairnis.** I met with the committee on 11 April in Staffin. The Fèis have been awarded £2260 from BnG to support the running of the Fèis. The committee and I have prepared an application for the Making a Splash fund which will be submitted before the end of May. FT will take place from 1 – 5 August.
1.4	**Continue with excellent support mechanisms for individual Fèisean through the development of our system of Lead Officers, offering one point of access to local Fèisean in accessing Fèisean nan Gàidheal's services**
	I have distributed FnG's yellow child protection cards to all the Fèisean in the Western Isles and those in the Skye and Lochalsh area to be given to all tutors ahead of the Fèis. Each member Fèis has completed their claims forms for 2010 – 2011 and returned a signed copy of their Letter of offer for this year's grants assistance. I have translated a number of posters and application forms for the Fèisean who have requested my help.
1.16	**Expand, wherever possible, partnership opportunities with other organisations both within and out with the Gaelic Community, and continue to work with existing forums, including the Scottish Traditional Music Forum**
	On the 8 March I represented FnG at a meeting held by the Western Isles Gaelic Forum. David Boag, Bòrd na Gàidhlig, and Bernard Chisholm, Chief Executive of the Education Dept. both gave presentations which highlighted the importance of partnership work within the Western Isles between all the organisations who work in the community and are committed to promoting the Gaelic language. On 31 March I assisted Marina Murray, Iomairt Iar-Thuath Leòdhais, during a 2 day activity event at the Scaladale Centre in Harris. During my visit, I prepared a quiz in Gaelic which we played in the evening. On April 26 I attended another Western Isles Forum meeting and on Thursday 5 May I attended a conference organised by the Education Dept. I have been working with Caroline Maclennan to draw up a programme of workshops that will run during the Hebridean Celtic Festival. A number of different themes will be explored throughout the week such as West Coast tunes, Bluegrass and Orkney and Shetland influences. Fèis Bharraigh and Cobhair Bharraigh, the successful day care centre for sufferers of Dementia, Alzheimers and the frail and elderly. In partnership they will manage and implement an archiving project on the island after receiving £10,000 from Bòrd na Gàidhlig.
2	**New Developments**
2.2	**Continue to implement Fèisean nan Gàidheal's Gaelic policy through services offered to all the Fèisean through its staff and special projects as appropriate**

	I have updated a number of documents such as contracts and application forms for member Fèisean who have requested my help. 2 Fèisean will use Sgioba G as part of their Fèis this year. I have prepared bilingual press-releases which have been published on our website and continue to prepare bilingual articles for the Faileas newsletter.
3	**Partnership contracts**
3.6	**Raise the profile of the Fèis movement through dedicated showcase events**
	Fèis Tir a' Mhurain will perform at the Hebridean Celtic Festival this year. Their showcase will be the opening concert of the Festival on Wednesday afternoon. Oidhche Chiadain are hoping to launch their new album during the Festival and both groups will perform on Caithream Ciùil which will be broadcasting live from Stornoway. The Skye and Lochalsh Ceilidh Trail will perform at a number of festivals and venues throughout Skye in July as well as performing as part of the Blas festival in September.

Staff member	**Christine MacIntyre**
Job Title	**Argyll Development Officer**
Period of Report	**March – May 2011**

Progress on Fèisean nan Gàidheal Targets for which responsible	
Target No.	**Target** Progress Narrative
1	**Service Delivery**
1.1	**Continue to support and develop individual Fèisean, widening their range of activities and establishing best working practice**
	March **21** Meeting with David Hamilton re Gaelic Drama development in Glasgow 24 Met Nicola re Ceilidh Trail Developments Fort William 29 Argyll Gaelic Drama Fèis Oban 31 Ceilidh Trail meet with Sileas Sinclair Oban **April** 4-5 Attended Fèis Latharna Oban 12 Ceilidh Trail meet with Inveraray Castle 21 Meeting with Sileas & Kevin re Ceilidh Trail in Fort William 30 Assisted Fèis Dhùn Bhreatainn with Gaelic weekend in Kilmartin **May** 2 Ceidlih Trail auditions in Oban 9 Iomairt Ile & Dhuira meeting Islay 10 Fèis Mhuile Scottish Islands Conditions meet in Mull 12 Fèis Dhùn Omhain AGM in Dunoon
1.3	**Grant Scheme for Fèisean**
	• Scottish Islands Awards application for Fèis Mhile/Latharna (Ceilidh Trail) **Successful** • Freumhan application for Fèis Latharna **Successful** • Freumhan application for Fèis Dhun Omhain (schools project) **Successful** • Next application to be to Awards 4 All for Dunoon Fèis
1.4	**Supporting Volunteers**
	• Assisted Fèis Latharna • Co rdinating ongoing work between Fèis Dhùn Omhain & Comunn na Paratan there
1.11	**Production and distribution of regular news and other information**
	• Contribute regular articles and photos for Fàileas • Provide regular web update information for Fèisean in Argyll area • Distributed information re Ceilidh trails to Oban Times & Argyll shire Advertiser • Regular FNG web page updates
1.13	**Supporting the development of Fèisean, or collectives of Fèisean, wishing to become more independent**

	• Negotiating with Fèis Latharna to provide an Out of School club for Oban GMU **Successful** • Supporting Fèis Dhùn Omhain in provision of Gaelic drama Sat afternoon club beginning April 2011 **Successful co ordinating Drama tutor going into Sandbank next term**
2	**New Developments**
2.3	**Develop mechanisms for the delivery of our Gaelic Language Policy within Fèisean nan Gàidheal**
	• Provided information to some Fèisean on location of Gaelic classes and Ulpan classes • Have provided each Fèis with an individualised Gaelic Plan for inclusion in their 2011 Grant Applications • Assisted Fèis Dhùn Breatainn with Gaelic immersion weekend at Kilmartin
2.6	**Continuing support for Fèis Cèilidh Trails**
	• Applying to Scottish Islands Awards for funding support for Argyll Ceilidh Trail **Successful** • Sri Lanka fund-raiser by Argyll Ceilidh Trail band on schedule **Successful raised £400** • In negotiations with various Argyll venues re ceilidh trails
2.13	**Teenage provision within the Fèis Movement**
	• Encouraging Argyll Ceilidh Trail teenagers to continue providing music within Oban and surrounding areas which in turn will stimulate other teenage participation • In negotiations with Argyll based Stramash to provide Teenage Outdoor Activities during summer holidays & to apply for new Bord na Gaidhlig funding **Successful**
3	**Partnership Contracts**
	• In talks with Stramash Outdoor Centre Argyll re possibility partnership provision in Dunoon & Oban **Successful**

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