

**CANOLFAN CYMRAEG I OEDOLION GOGLEDD CYMRU
NORTH WALES WELSH FOR ADULTS CENTRE**

Grŵp Strategol / Strategy Group

A meeting of the group was held on Wednesday, April 9th in the Council Chamber, Bangor University, Bangor.

Present: Meri Huws (Bangor University - Chair); Ifor Gruffydd (Welsh for Adults Centre); Eiliw Ellis-Davies (ATOM PR); Jim O' Rourke (Nant Gwrtheyrn); Steve Smith (Yale College); Julie Brake (NEWI); Ioan Talfryn (Popeth Cymraeg); Verona Pritchard Jones (Popeth Cymraeg); Elwyn Hughes (Bangor University); Janice Lewis (Coleg Menai); Jackie Doodson (Coleg Llandrillo Cymru); Rhian McCarthy (Coleg Llandrillo Cymru); David B. Jones (Deeside College); Fred Cunningham (Coleg Llysfasi); Gwenan Owain (Coleg Llysfasi); Jina Gwyrfai (Welsh for Adults Centre); Iwan Davies (Secretary)

Apologies: Huw Evans (Coleg Llandrillo Cymru); Haydn Hughes (Welsh for Adults Centre); Pam Evans-Hughes (Welsh for Adults Centre); Dr Ian Rees (Coleg Meirion Dwyfor); Dr Haydn E. Edwards (Coleg Menai)

	Action
<p>1. WELCOME AND INTRODUCTION</p> <p>The Chair welcomed everyone to the meeting.</p>	
<p>2. CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 16 JANUARY 2008</p> <p>The minutes of the meeting held on 16 January 2008 were confirmed as a true record.</p>	
<p>3. MATTERS ARISING</p> <p>5. Self-assessment report - <i>HH will meet the working party to discuss the draft report.</i></p> <p>6. The Centre has not yet received the draft interim report from the Old Bell 3 Company.</p> <p>6. Information on performance against targets has been received from the providers. DCELLS has offered to check current data. Therefore it was agreed that all providers would send data up to April 1st to the Centre.</p>	HH

4. CONFIRMATION OF MINUTES OF THE QUALITY PANEL HELD ON 12 MARCH 2008 – MINUTES WERE ACCEPTED

It was confirmed that the minutes of the Quality Panel were a true record.

GO noted that a tutor observation programme had been prepared specifically for the inspection in Flintshire, May 2008.

5. CONFIRMATION OF MINUTES OF THE PROVIDERS PANEL HELD ON 12 MARCH 2008 – MINUTES WERE ACCEPTED

It was confirmed that the minutes of the Providers Panel were a true record.

EH noted that the accreditation procedure has changed, some providers are considering changing over from OCN to WJEC. It appears that this offers flexibility. Providers have the freedom to select the accreditation procedure of their choice.

6. DIRECTOR'S REPORT

IG gave his report and noted the following points:

Reaching Targets

It was noted that the Centre will probably reach its regional target and that it will secure additional funding of 10% for 2008/09.

Age Equality Regulations

Following a discussion on this matter it was decided that it was not feasible to move forward towards a regional policy at this time.

Proposed partnership between Coleg Llandrillo Cymru, Deeside College, Welsh College of Horticulture and Popeth Cymraeg

IG reported that a partnership will not be set up for 2008/09 but rather that the Centre would contract with those providers who themselves currently have a partnership namely Popeth Cymraeg, Coleg Llandrillo Cymru and Deeside College.

Strategic and Executive Plans – 2008/09

The Centre has to submit these documents by 31 May 2008. Rather than discuss the documents in a formal meeting IG offered to consult with members on the documents and to receive feedback and comments by this means. This proposal was accepted.

Project Funding

Confirmation was received that project funding will continue for three more years from August 1 2008 until July 31 2011.

Confirmation was received that the value of CEU will increase 2.1% for 2008/09 to £24.31.

7. TRAINING

IG submitted a report in the absence of Haydn Hughes in which he drew attention to the following important issues:

- The age profile of tutors and the urgent need to attract new blood into the field to take the place of a number of people who will be retiring in the coming years.
- A relatively inexperienced workforce with the majority of tutors having started work in the field since 2002; and so there is a need to plan a specific training programme for them.
- There is continuing uncertainty regarding the shape of the national qualification and when exactly it will start.

8. PLANNING PROVISION FOR 2008/09

JG submitted a report on behalf of the Development Officers in which she gave an update on the process of planning the 2008/09 provision. She reported that everyone had now submitted a draft programme for the 2008/09 provision. The Development Officers will meet providers during the coming weeks to discuss the provision in more detail. She added that the Centre wishes to secure a full range of provision across North Wales including Workplace and Family provision.

9. WORKPLACE PROVISION

A discussion paper was received from IG which included a number of options. Rather than choosing one individual model, it was decided that IG would submit a new option which would be a combination of options X and Y to be discussed further at the next meeting.

10. STRATEGIC MARKETING PLAN

A report was received from Eilw Ellis-Davies, ATOM PR in which she noted the following:

The situation of the North Wales centre is unique compared to the role of the other Centres, the results of the marketing campaign by Beaufort Research have been included in the Strategic Marketing Campaign. The Centre will target a specific

group and a target audience will be needed. ***A number of comments were made by members of the group and these will be discussed further between Eiliw Ellis-Davies and IG.***

**IG and
EED**

11. COMMON COURSE FEES

IG presented a comparison between fees across the regions together with a list of considerations for reconciling fees. While accepting the principle of establishing one set of fees for 2009/10, it was felt that a Working Group should be set up to consider each option in more detail. It was agreed that the Working Group would circulate a further paper to be considered in the next meeting of the group and that the Working Group will include ***Elwyn Hughes, Bangor University, David Jones or a representative of Deeside College, Ioan Talfryn, Popeth Cymraeg and Jim O'Rourke, Nant Gwrtheyrn.***

IG

12. THE IMPLICATIONS OF THE WEBB REPORT

IG presented a report on the implications of the Webb report for information. It was reported that the Welsh Assembly Government had not yet issued a response on the content of the report but a formal response is expected by mid July 2008.

13. AOB

There was no other business.

14. DATE OF THE NEXT MEETING

Wednesday, July 9th 2008 at 10.30am, Coleg Menai, Bangor