

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

NORTH WALES PROVIDERS PANEL

A meeting of the Providers Panel was held on Wednesday, 14 May at 1.00pm at Futures@Holywell, Holywell.

Present: Elwyn Hughes (Chair, Bangor University); Llinos Price (Coleg Harlech WEA); Rhian McCarthy (Coleg Llandrillo Cymru); Ifan Prys (Nant Gwrtheyrn); Catrin Keller (Coleg Llandrillo Cymru); Haydn Hughes (Welsh for Adults Centre); Howard Edwards (Popeth Cymraeg); Pam Evans-Hughes (Welsh for Adults Centre); Jina Gwyrfai (Welsh for Adults Centre); Frances Jones (Popeth Cymraeg); David O. Jones (NEWI); Myfi Brier (Coleg Llysfasi); Dona Padan (Coleg Llysfasi); Ifor Gruffydd (Welsh for Adults Centre)

Apologies: Jeni Harris (Yale College); Ann Rhian Hughes (Coleg Menai); Caroline Williams (Coleg Meirion Dwyfor); Dafydd Rhys (Coleg Harlech WEA)

	Action
<p>1. WELCOME AND APOLOGIES</p> <p>The Chairman welcomed everyone to the meeting.</p>	
<p>2. CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 12 MARCH 2008</p> <p>The minutes of the meeting held on 12 March 2008 were confirmed as correct.</p>	
<p>3. MATTERS ARISING</p> <ul style="list-style-type: none">• No agreement was reached in the last meeting of the Strategy Group concerning discounted fees. Each provider will continue to follow the internal policies of their organisation.• No comments were received from the providers concerning the format of the Centre's website. The Centre will continue to discuss this with ATOM PR company.• Reference was made to the new WJEC accreditation route. Some providers will trial the route next year but the majority intend to remain with the OCN.• A campaign to attract new tutors is being advertised in the press.	

- IG announced that Hywel Jones, Welsh Language Board, will be invited to give a presentation at the next meeting of the Strategy Group.

4. DIRECTOR'S REPORT

IG gave a report explaining:

Performance Indicators

The Centre has established indicators in order to assist with future planning. The Centre will monitor aspects such as enrolments, completion rates, achievement rates, progression rates, intensive and fragmented enrolments, the workplace, the family, informal learning and tutors training against these indicators.

Targets

The Centre's performance targets will be noted in detail in the centre's Strategic and Operational Plan that will be presented to DCELLS at the beginning of June 2008.

Benchmarking

The Centre will set benchmarks against Welsh for Adults Centres nationally, and benchmark against other areas by working with networks such as Flintshire Network and Y Gamfa.

5. DATA CONTROLLER REPORT

The Data Controller had nothing to report at the meeting.

6. DEVELOPMENT OFFICERS' REPORT

The Centre has now received draft programmes from every provider across the region; an electronic copy will be sent to each provider for checking. The providers stressed that it was vital for the commencement date of the course to be included in the brochure. A question was asked about the whereabouts of the Nant Gwrtheyrn block courses, and JG explained the block courses would be placed in the middle of the booklet. The course fees and the discounted fees together with the contact details of every provider should be included in the booklet.

PEH explained the structure of the Welsh for the Family courses and she emphasised that a number were enquiring about continuation courses in the districts where the courses have been held.

The Centre has drawn up a strategy for providing Welsh in the Workplace courses but the view of the providers was that clearer guidelines were required regarding the way they should respond to applications for courses.

The Adult Education week will be held on 19-26 May 2008. JG explained that next year, 2008/09, it will be a condition that every provider will hold extracurricular provision; each provider will be required to prepare a programme of activities.

Every provider has received project funding recently; the

Development Officers will visit every provider to see how the developments are progressing.

7. PUBLICITY AND MARKETING

ATOM PR company intends to develop a collection of stories in the press and the providers are invited to send any comments to the Centre.

Campaigns to advertise courses will be discussed more fully at the next Strategy Group meeting.

8. TRAINING

HH reported that a successful conference had been held in Llangollen with 70 tutors in attendance. The feedback received after the sessions for inexperienced tutors was particularly positive. A training weekend for inexperienced tutors was held jointly with the Mid-Wales Centre in March, and once again the feedback from the sessions was very favourable.

A nationwide campaign will be arranged to attract new tutors to the field and ATOM PR will co-ordinate a regional campaign.

9. MATTERS FOR THE ATTENTION OF THE NATIONAL RESOURCE PANEL

IT expressed that Popeth Cymraeg had produced a CD some years ago and enquired if a sequel CD could be produced and if it was possible to acquire funding.

A collection of visual and audio materials was suggested to increase learners' awareness of the different aspects of Welsh culture as another possible project.

Members were reminded to send a rough draft of any application to IG.

10. EVENTS

There were no events to be advertised

11. A.O.B.

There were no other items for discussion.

12. DATE OF THE NEXT MEETING

Wednesday afternoon, 15th October 2008 at 1.30pm, Rhos Room, Coleg Llandrillo Cymru, Rhos-on-Sea.

