

1. Attendance, Apologies and Introductory Presentation

- 1.1 **Present:** John Graystone (in the Chair), Chris Franks, Caroline Davies, Gerry Jenson, Cathy Clark, David Elis-Williams, Nick Taylor, Iwan Hywel, Marjorie Williams, Toni Schiavone (Vice Chair), Heather Willbourn, Dafydd Rhys. The meeting was quorate throughout.
- 1.2 **In Attendance:** Kathryn Robson (Acting Chief Executive), Mark Baines (Head of Finance and Resources), Cath Hicks (Head of HR and Workforce Development), Stephen Thomas (Company Secretary and Clerk), Catrin Gilkes (simultaneous interpreter). Also Rob Burton (Curriculum Delivery Officer for Youth Work – minute 1 only).
- 1.3 **Apologies:** Gayle Hudson, June Jeremy, Sonia Reynolds (Vice Chair).
- 1.4 **Absent:** Kaitlin Crisp, Glenys Hughes-Jones.

1.5 Programme of activity in our Youth, Community and Play Work

Rob Burton gave an introductory visual and verbal presentation on this area of work on behalf of the national delivery team, accompanied by a hand-out providing enrolment and course data. Council members raised questions about the impact of the reduction in local authority funding on these fields; the prospects for continued accreditation post-2019 through Agored Cymru; the situation relating to Welsh medium training and trainers – including the involvement of Urdd Gobaith Cymru; and geographical distribution of the courses. Rob Burton was thanked for his input.

Council Confidential Business of 1 September 2017– see minutes 2 to 5 inclusive, separately minuted.

Council Open Business – minutes 6 to 11 inclusive.

6. Minutes of Open Business at the Council meeting of 1 September 2017 and matters arising not on the agenda

The minutes of the Open Business at the previous Council meeting, held in Swansea, were approved as a correct record. There were no matters arising.

7. Updated Strategic Plan for 2016-2019

This revised version of this Plan (originally approved by the Council in the previous year) contained a few drafting errors that remained to be corrected. Further changes were requested by Council members to the first of 'Our Values' listed on page 4, to make it coherent; on page 5, where KPI nos. 10 and 11 needed to be amended in line with the budget decisions taken at the previous Council meeting; and on the same page where consistency was required between the English and Welsh versions of objective 3. **With these and the other drafting changes noted by staff, the updated Strategic Plan was approved by the Council.**

8. Draft formal agreement with Wales TUC Cymru

The agreement as presented (a third draft) had received input from our trade union studies team as well as senior staff. With a contract of £140,000 annually there was potential for further income generation from this field. **The draft was approved, on the understanding that any minor changes made to it at the subsequent Wales TUC Cymru General Council meeting could be accepted without the document returning to the Council. It was also agreed to receive a presentation on our trade union-related work at the next Council meeting.**

9. Campaign Group briefing paper – National Strategic Body

The version in the circulated papers was a second draft, resulting from the Group's deliberations on a first draft produced by Jeremy Gass. The Council made a number of suggestions on how to strengthen it: the addition of a reference to quality issues; further explanation on the variety of our partners in dot point 4; and a need for evidence to be adduced on why the national strategic body option was the best one on offer. It was also felt useful to include the current one-page diagrammatic and map-based summary of our educational activities as a visual accompaniment. The use of our members as a channel, establishment of a closed Facebook group, and promulgation of the paper through the Regional Forums would add to the organisation's advocacy activity on this.

10. Joint conference with Co-operatives and Mutuels Wales

There would be a conference in Cardiff on Saturday 18 November facilitated by Co-operatives and Mutuels Wales involving ourselves and other bodies associated with the co-operative movement on the theme of 'Adult Education in the community for the community'. It was intended that at least 10 representatives of the organisation would be present, including but not limited to Campaign Group members.

11. Teaching and learning data position for 2016/17 academic year

Mark Baines explained the situation relating to the previous year's data, with c7,000 records yet to be put on our Management Information System. There would be no financial implications to this backlog, though there might be an impact on the overall completion, attainment and success figures for the year. While figures for the North region's quota on this were not available, the Council was told that they were smaller than those for the other regions. Staffing gaps which were not part of the restructure plans explained this backlog in part, and to address it there needed to be greater resources applied. There would also be a push on completing tardy certification of successful course participants. **It was agreed that the one sheet information document previously entitled 'Demographics' should continue to be presented to the Council when timely.**

12. Protocols for Council members on undertaking responsibilities and communication

These three proposed protocols were considered to be an important matter but various Council members had a number of comments they wished to make and would prefer the opportunity to

discuss them in full at the following meeting, rather than at a rush at the end of this one. Important points of principle were included in the outline protocols included in the paper, and the intention was to link their implementation to subsequent training workshops for Council members. **Any comments on the contents from Council members in the meantime should be sent to the Clerk.**

13. Forthcoming Council dates confirmed for the diary

12.30 pm, Thursday 30 November 2017: Coopers Yard, Cardiff

12.30 pm, Tuesday 30 January 2018: Newtown, Powys

12 Noon, Friday 23 March 2018: Bryn Menai, Bangor