

Coleg Cymraeg Cenedlaethol Board of Directors

Wednesday 6 July 2022 (10:30 – 14:40)

Y Llwyfan, Carmarthen and Microsoft Teams

Present

Directors: Llinos Roberts (Chair)

Ann Beynon

William Callaway

Nia Elias

Rhys Evans

Meri Huws (Vice Chair)

Professor Anwen Jones

Pedr ap Llwyd

Angharad Roberts

Professor Enlli Thomas

Observer: Alan Jones, Welsh Government

In attendance: Rhian Huws Williams, Appointments and Governance Standards Committee (Chair)

Officers: Dr Ioan Matthews (Chief Executive)

Dr Dylan Phillips (Secretary)

Dr Dafydd Trystan (Registrar)

Nia Brown (Governance Officer)

Gwenllian Griffiths (Chief Engagement and Communications Officer)

Apologies: Gwilym Dyfri Jones, Meg Hughes (HEFCW)

Minutes of the 6 July 2022 meeting

1. Item 1 – Welcome, apologies and introductory matters

Number	Main points of discussion	Actions	Timescale
1.1	All those present were welcomed to the meeting.		
1.2	Apologies were noted as above.		

2. Item 2 – Declarations of interest

Number	Main points of discussion	Actions	Timescale
2.1	Members were reminded of the procedure by which they are asked to note any declarations of interest additional to those already noted in the Register of Interests.		
2.2	There were no additional interests not already noted on the Register of Interests.		

3. Item 3 – Minutes of 23 March 2022

Number	Main points of discussion	Actions	Timescale
3.1	The minutes were accepted as an accurate record of the meeting held on 23 March 2022.		

4. Item 4 – Matters arising

Number	Main points of discussion	Actions	Timescale
4.1	<p>Item 9.2 – Welsh language and Wales-focused publications</p> <p>It was reported that the Funding Council (HEFCW) had published a response to the consultation on Welsh language and Wales-focused publications, which would be discussed at the next meeting of the Research and Publications Committee on 12 July. The recommendations include a role for the Coleg in the process of determining allocations.</p>		

5. Item 5 – Chief Executive's Report

Number	Main points of discussion	Actions	Timescale
5.1	The Chief Executive's written report on recent activities was received.		
5.2	<p>Higher Education</p> <p>It was reported that the Funding Council is carrying out a study on the costs of Welsh-medium provision as part of a wider review of funding arrangements. This repeats an exercise carried out in 2006, and the same company, London Economics, has been appointed to carry out the work. There is therefore a possibility that a new funding stream, in the form of a premium for Welsh-medium higher education, will come into effect in 2023/24.</p> <p>Members were reminded that Professor Robin Williams had assumed in his 2008 report that funding for the Coleg</p>		

	<p>would be in addition to the premium being allocated at the time to the institutions, but the premium was actually terminated shortly after the Coleg was established.</p> <p>In response to a question, an explanation was given on some of the matters under consideration in the exercise, including the fact that departmental funding arrangements often assume large numbers of students being taught in big groups.</p> <p>It was also noted that some subjects cost more to maintain than others and that a number of different options could be considered to respond to this.</p> <p>It was noted that it would be vital to ensure a link and coordination between any new premium arrangements and the Coleg's funding streams.</p>		
	<p>At this point, Professor Enlli Thomas joined the meeting</p>		
<p>5.3</p>	<p>Further Education and Apprenticeships</p> <p>The challenges of appointing staff following the allocation of development grants were reported.</p> <p>A report was also given on the Welsh Government's review of vocational qualifications and in particular those that will not be available in Wales as a result of changes in England. The Coleg has received an invitation to be a member of the project steering group.</p> <p>A report was given on the partnership work with ColegauCymru to identify priorities in order to support provision.</p> <p>In response to a specific question about apprenticeships, it was reported that the Coleg is only just starting to invest significantly in this sector and that a fuller report for the</p>		

	<p>attention of the Board could be given in due course, including on any challenges that may appear.</p> <p>The Chief Executive referred to the departure of Iestyn Davies from his post as Chief Executive of Colegau Cymru, and acknowledged his cooperation and support in establishing the Coleg's role in the further education sector.</p>		
5.4	<p>Collaboration with the National Centre for Learning Welsh</p> <p>It was reported that the Centre will be planning jointly with the Coleg on a wide range of plans in the higher education, further education and apprenticeships sectors, in order to ensure that the work of both organisations contributes to one coherent strategy that is consistent with the Cymraeg 2050 agenda.</p>		
5.5	<p>The Coleg's 10th Anniversary</p> <p>A report was given on the awards night to be held on 13 July live and online from Carmarthen.</p> <p>A full programme of activities will be held at the National Eisteddfod including a lecture delivered by Professor Geraint Jenkins.</p>		
5.6	<p>Working arrangements and wellbeing</p> <p>A report was given on the arrangements in which all members of full-time staff spend at least two days a week in the office.</p> <p>A report was given on the development to establish a permanent office in Aberystwyth due to an increase in the number of staff.</p>		

6. Item 6 – Appointments and Governance Standards Committee

Number	Main points of discussion	Actions	Timescale
6.1	<p>Minutes</p> <p>The minutes of the Appointments and Governance Standards Committee meeting held on 6 May 2022 were noted and accepted.</p>		
6.2	<p>Appointment of a new Chair – Item 16</p> <p>The Board formally ratified the appointment of Dr Aled Eirug as Chair of the Board for four years from 1 September 2022 to 31 August 2026, following correspondence on 23 June 2022.</p> <p>A press release was sent out during the meeting announcing the news.</p>		
6.3	<p>Revised Governance Document and Code of Practice for Directors – Item 6ii</p> <p>The Secretary presented a Governance Document and Code of Practice for Directors.</p> <p>It was explained that, as a result of amendments to the Articles of Association approved by the Court and the Board in March 2022, the document reflected the changes to terms of service and the new procedure for the evaluation and re-appointment of the Chair. A number of recommendations to strengthen some clauses had been made by Fflur Jones of Darwin Gray, the Coleg's solicitors.</p> <p>The discussion included</p> <ul style="list-style-type: none"> • the role of the Chair 		

	<ul style="list-style-type: none"> • governance framework • that the document reflects good practice within the public sector • the need to highlight diversity and inclusion in the document • include Welsh Government policy in the document <p>Following the discussion, the document was approved, noting the recommendations to be discussed with the committee during the next review cycle.</p>	Recommendations to the Appointments Committee at the next review	Spring term 2023
6.4	<p>Revised Appointment Procedures – Item 6iii</p> <p>The Secretary presented procedures for making appointments to the Board of Directors and its committees. The discussion included</p> <ul style="list-style-type: none"> • the Board's skills • equality 	Recommendations to the Committee at the next review	Autumn term 2022
6.5	<p>Annual report – Item 6iv</p> <p>Rhian Huws Williams, the committee's Chair, presented an annual report.</p> <p>She reported that the committee's main work during the year had been:</p> <ul style="list-style-type: none"> • Appointing directors and a chair for the Board • Refining and updating the appointment procedures • Providing an induction and training programme for members 		

	It was recommended that continuous opportunities are provided to members to develop professionally. The report was received.		
	At this point, Rhian Huws Williams left the meeting		

7. Item 7 – Audit and Risk Committee

Number	Main points of discussion	Actions	Timescale
7.1	<p>Minutes</p> <p>The minutes of the Audit and Risk Committee meeting held on 25 May 2022 were noted and accepted.</p> <p>William Callaway, the committee Chair, gave a summary of the main points arising from the 25 May 2022 meeting:</p> <ul style="list-style-type: none"> • that a number of members had declared an association with the Internal Auditors, TIAA, and that independent judgement could be checked with the member that had no such association • that the committee had enquired about TIAA's 'reasonable assurance' on the year's audits and had received feedback that this was the best judgment that could be achieved • that steps are underway to appoint an external member of the committee at the end of Gareth Eyres' term 		
7.2	<p>Annual report</p> <p>The committee's annual report was received.</p>		

8. Item 8 – Risk Register

Number	Main points of discussion	Actions	Timescale
8.1	<p>Strategic Risks</p> <p>The Registrar presented the strategic risk register.</p> <p>The current challenges were identified and the following points were discussed</p> <ul style="list-style-type: none"> • the possibility of receiving additional funding to implement aspects of the work • that high inflation would not affect the Coleg as the Coleg's main funding stream is for the allocation of grants • that the risks identified for further education were not the same as those identified for higher education but this could be explained as the initial period moves into a period of stabilisation • that Board members recognise that there is increasing pressure on the Senior Management Team as the Coleg's work expands to include more responsibilities in Further Education and Initial Teacher Education • it was noted that interviews would be held for the new role of Finance Manager in a week's time • the need for a document defining the responsibilities delegated by the Board to the Chief Executive and officers • It was explained that staff turnover data is presented at each meeting of the Finance and General Purposes Committee 	Draft a document for this purpose	September 2022

8.2	Operational Risks An operational risk register owned by Coleg management was received, for information.		
	At this point, William Callaway and the simultaneous translators left the meeting.		

9. Item 9 – Finance and General Purposes Committee

Number	Main points of discussion	Actions	Timescale
9.1	Minutes The minutes of the Finance and General Purposes Committee meeting held on 8 June 2022 were noted and received.		
9.2	Investments Pedr ap Llwyd, the committee chair, presented a recommendation that the Coleg should investigate the possibility of transferring funds from its medium-term reserves to long-term reserves. It was reported that Sterling Asset Management's monitoring report on the Coleg's investments via Sarasin recommended that consideration be given to assessing the distribution of the reserves based on the Coleg's liabilities. Following a discussion, the recommendation to present a paper outlining the options to the next committee meeting was accepted.	Options paper for the next Finance and General Purposes Committee meeting	28 September 2022

9.3	Membership It was reported that steps are underway to appoint external members to the committee.		
	At this point, Alan Jones left the meeting		

10. Item 10 – Academic Board

Number	Main points of discussion	Actions	Timescale
10.1	<p>The minutes of the Academic Board meeting held on 11 May 2022 were noted and accepted.</p> <p>A summary of the main points arising from the 11 May 2022 meeting was given by the Secretary.</p> <p>He noted:</p> <ul style="list-style-type: none"> • that the new Academic Plan was discussed • that an update was received on the digital learning materials project that is now publishing resources on the Porth 		

11. Item 11 – Higher Education

Number	Main points of discussion	Actions	Timescale
11.1	<p>Academic Plan – Item 11i (a) and (b)</p> <p>The Secretary presented a paper on recommendations to be considered following a consultation on the Coleg's Higher Education Academic Plan.</p>		

	<p>It was reported that the main principles and themes of the new plan were agreed at the Academic Board meeting on 11 May and could be seen in the Executive Summary that was distributed. The summary will form the basis of the Academic Plan which will be presented to the meeting on 12 October.</p> <p>The importance of universities' high-level commitment to meeting the plan's targets was discussed.</p> <p>It was explained that the summary did not go into detail and that there would be a need for flexibility in the new plan depending on the wider context.</p> <p>Following a full discussion, the Executive Summary was approved so that the core themes and principles of the new Academic Plan would be fully operational from the start of the 2022/23 academic year.</p>		
11.2	<p>Initial Teacher Education – Item 11ii</p> <p>The Registrar gave an update on Initial Teacher Education. He reported that the Welsh Government had published its Welsh in education workforce plan on 24 May, which shows a large gap between the number of teachers being trained each year and the number needed to meet the workforce need.</p> <p>He noted that the Coleg had been invited to be on the steering group due to the expansion of the Coleg's role in the field; and that clarity was needed soon on the expectations and responsibilities.</p>		
11.3	<p>The discussion included</p> <ul style="list-style-type: none"> • the challenges in recruiting people to the profession 		

	<ul style="list-style-type: none"> • the place of the Welsh language in the training programme • the importance of the Coleg's role in the accreditation process 		
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12. Item 12 – Post-16 Strategic Board

Number	Main points of discussion	Actions	Timescale
12.1	<p>Meri Huws, the board's Chair, gave a summary of the main points arising from the 30 June 2022 meeting:</p> <p>She noted:</p> <ul style="list-style-type: none"> • that an update had been given on challenges and good practice relating to staffing in the colleges • that an update had been given on bilingual workforce planning and the priority subjects • that a presentation had been given by Dr Steve Bell who is conducting a review of post-16 Initial Teacher Education on behalf of the Welsh Government • that a presentation had been given on the main objectives of the Coleg's marketing strategy in the context of further education and apprenticeships • that a presentation had been given on a plan for resources to be funded and developed for the Porth in 2022/23 • that a joint event would be held between the Coleg and Qualifications Wales at the Royal Welsh Show on 19 July 		

13. Item 13 – Further Education and Apprenticeships

Number	Main points of discussion	Actions	Timescale
13.1	The Registrar gave a verbal update on discussions regarding sixth form provision.		
13.2	It was reported that sixth form provision varies across the country; with A level and vocational courses being provided either at schools or at colleges, or in a combination of both.		
13.3	The Registrar discussed the implications in the context of the Coleg's ability to fund vocational courses and it was recommended that a position statement be drawn up to share with colleges and the heads of secondary schools.	Prepare a position statement	September 2022
13.4	The serious situation of the numbers studying Welsh as a subject was discussed. It was noted that the matter should be discussed at one of the Board's next meetings.	Welsh as a subject on the agenda of one of the next meetings	2022/23

14. Item 14 – Any other business

Number	Main points of discussion	Actions	Timescale
14.1	It was reported that a special award presented, on the Minister's personal recommendation, at the Professional Teaching Awards Cymru ceremony, had been awarded this year to Gareth Pierce, and that Lynwen Pierce had received the award on behalf of the family.		

15. Item 15 – Next meetings

Number	Main points of discussion	Actions	Timescale
15.1	The dates of the next meetings were noted: <ul style="list-style-type: none"> • 23 November 2022 • 22 March 2023 • 28 June 2023 		

16. Item 17 – Commission for Tertiary Education and Research (closed item)

Number	Main points of discussion	Actions	Timescale
16.1	The Chief Executive gave an update on the establishment of the Commission for Tertiary Education and Research.		
16.2	It was reported that a number of amendments which responded, at least in part, to the concerns identified in Gwion Lewis QC's legal advice, had been supported by the Children, Young People and Education Committee, and accepted by the Government. The improvements could be seen in the attachment that had been distributed.		
16.3	During the discussion, it was noted that a commitment had been given that the legislation would be modified to refer specifically to the Coleg / statutory body in due course following the introduction of the Welsh Language Education Act.		
16.4	A report was given on the timetable for establishing the Commission and the importance of agreeing the relationship between the Commission and the Coleg early in 2023.		

17. Item 18 – Welsh Language Education Bill (closed item)

Number	Main points of discussion	Actions	Timescale
17.1	The Chief Executive gave an update on the proposed Welsh Language Education Bill.		
17.2	It was reported that the Minister for Education and Welsh Language had verbally stated the intention to expand the Coleg's responsibilities and to place this on a statutory basis.		
17.3	It was reported that the National Centre for Learning Welsh and the Coleg had discussed working together on the consultation.		
17.4	During the discussion, the following points were noted: <ul style="list-style-type: none"> • the challenges of a lack of cohesion • the need for planning structures for the future • identification of responsibilities • the risks of work overlapping • the importance of partnership working 		
17.5	It was recommended that the Welsh Language Education Bill be included on the agenda of the next meeting, subject to any policy developments in the meantime.	Agenda item on the Welsh Language Education Bill	23 November 2022