



Annual General Meeting

Metropole Hotel, Llandrindod Wells, 26 February 2008



Minutes

Member Organisations Present:

Rob Payne, University of Glamorgan (Chaired the AGM), Sue Brooks, (Community Mediation Services), Chris Collins (SOVA Cymru), Maggi Dawson (Workers' Education Association – South Wales), Julie Evans (Rhondda Cynon Taff CA), Paul Keswick (Coleg Gwent), Julian Hackling (Gwent Community Learning Centre), Hala Hanschell (Coleg Powys), Sara Heath (Cae Post), Moira Jessup (Coleg Llandrillo Cymru), Joy Khaghanian (Neath Port Talbot Lifelong Learning), Judith Larsen (Chair of Access to HE Committee), John O'Shea (University of Glamorgan), Wil Parry (GISDA Bre'ched Piette (University of Wales, Bangor), Alison Pope (Gorseinon College), Joy Rosser (Rhondda Cynon Taff CA), Vivienne Sanders (Gwent Community Learning Centre), Alana Simmonds (Pembrokeshire College), Josie Slater (Deeside College), Kate Toms (Menter Fachwen), Hywel Vaughan (Coleg Morgannwg), Nick Gartside (Blaenau Gwent Youth Service), Christine Evans (Gwent Healthcare NHS Trust), Nathan Jones (YMCA Wales College), W J Dabrowski (Dare Training Ltd), Joy Rush (Derwen College), Lynn Booth (Vyrnwy Academy).

Stakeholders Present:: Kim Ebrahim (DCELLS), John Greystone (Fforwm), Richard Spear (NIACE Dysgu Cymru),

Also present: Miriam Griffiths, Ann Lewis

In attendance: Janet Barlow, Anne Lewis, Gaynor Michael, Martin Trevelyan-Jones, Dafydd Baker, Helen McInerney.

1. To receive apologies

Apologies were received from: Mr Mark Dacey (Neath Port Talbot College), Mr S Parry (Tonypandy Community College), Professor Halton (University of Glamorgan), Trevor Clark (DCELLS), Jan Morgan, Professor Merfyn Jones (University of Wales, Bangor), Anne Thornton Wood (Cambium), Helen Ellis (Westwood Centre), Chris Jones (Powys Youth Service), Mary Sheppard (Fitness Wales), Frank Ciccotti (Pembroke School), Kate Thomas (WCVA), Lynne Tedford (Home Start Wrexham), Anne Smith (Conwy Youth Service), Pippa Jones (Vale of Glamorgan Council), Paul Croke (Yale College), Julie Cooke (TUC Wales), Janice Lewis (Coleg Menai), Ifor Gruffydd (University of Wales, Bangor), Hugh Davies, Olchfa School, Helen Tuck (Living Academy), Jo Kennaugh (Teaching and Learning Centre Ceredigion), Trefor F Owen (Coleg Harlech WEA (N), L Lawrence, P Layton (Area 43), Sarah McDermott (Velindre NHS Trust), Lesley Smith (Dove Workshop), Maria Hunt (Merthyr Tydfil College), Philip Westcott (Spark Blaenymaes Ltd), Helen Pickens (Ogwr Dash), Christine Rees (Park Lane Special School), Beverley Jones (Chwarae Teg), Ed Synan (Vision 21 – Cyfle Cymru), Rhyan Parry (Haberdashers' Monmouth School for Girls), Eileen Smith (Community Music Wales), D F Cunningham (Coleg Llysfasi), Kathy Rivett (Elite Supported Employment Agency), Gary Schlick (Bettws High School), Rhian Ostler (WEA South), Brian Thornton (Coleg Glan Hafren), Gillian Phillips (Ystrad Mynach College), Bridgend LEA, Viv Davies, Pat Ryan (University of Wales, Newport), Kim Davies (Care for the Family), Sarah Lloyd-Jones (People and Work Unit), Nicola Gamlin (Coleg Gwent), Paul Woffenden (Torfaen CBC), Louise Walters (Pembrokeshire Association of Voluntary day Services / PAVS).



18 Proxy Forms were received from member organisations.

2. Annual Report

The OCN Wales Annual Report for 2006/07 together with the full Annual Report and Accounts had been circulated with the papers. Janet Barlow, Anne Lewis and Dafydd Baker gave presentations on some of the highlights from 2006/07 and drew members' attention to some of the priorities identified for OCN Wales during 2007/08.

The following key developments were identified in the presentation:

- The increase in credit award and income.
- The improvement in certification turnaround
- Participation in the test and trials for the Qualifications and Credit framework and the opportunities that it presented for the future
- The increase in success rates for Access to HE and the continuing improvement in quality and administrative processes
- New opportunities for Access to HE for a wider range of health provision
- Participation in grading trials to support the continued development of the Access to HE Diploma.
- The development work to support the 14-19 Learning Pathways to support learner entitlement and additionality

Members present were encouraged to circulate copies of the Annual Report within their organisations.

Member organisations, Board, committee and steering group members, Quality Reviewers, moderators and staff were thanked for their commitment during the past academic year. Gaynor Michael, Quality and Curriculum Manager for the South West who would be retiring at the end of March was thanked for her contribution to OCN Wales over the past two years.

In discussion of the opportunities and challenges posed by the Webb Review and Skills that Work for Wales the following points were made to inform the response that the OCN Wales Board would be making:

- There was no reference to Awarding Bodies in either documents and OCN Wales could not afford to be overlooked.
- The positive reference to the use of credit by employers and the opportunities of the Qualifications and Credit Framework in vocational qualifications
- The importance of OCN Wales and others present submitting responses to the consultation on regulation which closed on 29 February 2008.
- Opportunities to build partnerships with SSCs
- The risks to ACL provision from the shift of about 40% of post 19 funding to employer driven courses and the threat to provision that meets the needs of the hardest to reach.
- The potential for "apartheid" between full cost recovery and funded provision.
- The need to promote the wider health benefits of education. The success of the expert patient programme run by Gwent NHS Trust, now accredited by OCN was used as an example.

OCN Wales would work proactively with members in supporting the redesigning of their provision to meet the changing agenda.

3. Minutes of the Annual General Meeting held on 8 December 2006

The minutes of the AGM held on 8 December 2006 were received as a true record.

As Ordinary Resolutions

4. To receive, consider and adopt the Directors' Report and Financial Statements and Accounts for the year ended 31 July 2006

It was proposed that the accounts be adopted.

Agreed unanimously by those present (and 18 proxy returns)

5. To re-appoint Fraser Wood, Chartered Certified Accountants as auditors for the coming year

The re-adoption of Fraser Wood, Chartered Certified Accountants as auditors 2007/08

Agreed unanimously by those present (and 18 proxy returns)

And as Other Business

6. To receive the results of elections to the Board

One nomination (Maggi Dawson, WEA south) had been received and sent out with the papers.

This nomination was for the 'Other Category'

(Other: Voluntary organisations working in the field of education, private companies, local authorities, schools and any other body seeking to use or support credit based learning.)

The above nomination was accepted for the 'Other Category'.

Completed Nomination forms for the other vacancies had not been received or formally confirmed up to the date of the AGM. However it was understood that one HE nomination and possibly one FE nomination had been put forward but that the completed paperwork had not arrived in time. It was therefore proposed that on receipt of the nomination forms (together with the candidates' statements), details of same be sent with a covering letter to all members present at the AGM and to those who had sent proxy returns and if members were agreeable the nominations would be accepted.

It was noted that the meeting of the OCN Wales Board on 15 April 2008 would be confirming any other additional co-options.

The meeting closed at 12.30 pm