

Report

Report to:	Clyde Valley Learning and Development Joint Committee
Date of Meeting:	10 June 2019
Report by:	Chair of Clyde Valley Learning and Development Project Steering Group

Subject:	Update on Membership and Funding for the Clyde Valley Learning and Development Project for 2019/2020
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ update the Joint Committee on the outcome of the restructured membership and funding model for the Clyde Valley Learning and Development Project

2. Recommendation(s)

2.1. The Joint Committee is asked to approve the following recommendation(s):-

- (1) that it be noted that the revised model of membership and funding has been well received by the members of the Project;
- (2) that it be noted that 6 Full Member Councils had confirmed their continued participation in the Project and a total of £90,750 in income from membership fees had been confirmed for 2019/2020, exceeding the targets of 5 Full Member Councils and £59,000 of funding respectively;
- (3) that it be noted that the additional income of £31,750 will be allocated to appropriate projects by the Project Steering Group and the Social Care Group through consultation and agreement; and
- (4) that it be noted that the funding model including balances to be carried forward, the charging structure and the ongoing level of membership will be reviewed annually.

3. Background

- 3.1. At its meeting on 11 June 2018, the Joint Committee approved a proposal to restructure the membership of the Group, by creating three categories of membership which would be open to all of the then current members of the Group (Full and Associate Members).
- 3.2. In addition, the Joint Committee agreed to elevate the status of the Social Care Group from sub-group to that of the Steering Group, to reflect the importance of the Social Care agenda to the Clyde Valley Learning and Development Group's work.
- 3.3. It was agreed that a minimum of five Full Member Councils and a minimum level of funding of £59,000 per annum would be required to maintain the viability of the Project.

3.4. The agreed tariff for the different categories of membership was set as follows:-

Membership category		Full	Participating	Procurement
Banding (Employee Numbers)				
Band 1	(0 - 4,999)	£5,000	£3,000	£1,250
Band 2	(5,000 - 9,999)	£7,000	£4,000	£1,500
Band 3	(10,000+)	£10,000	£6,000	£2,500

3.5. At the meeting of the Joint Committee on 10 December 2018, the reported position on membership was:-

- ◆ 6 Full Members
- ◆ 7 Participating Members
- ◆ 2 Procurement members

4. Current Position

4.1. The position on membership remained open for discussion till the end of the financial year 2018/2019. During this period, conversations took place with those councils who had previously been Associate Members but who had not finalised their position on their continued membership.

4.2. The discussions involved visiting and contacting several of the councils and discussing the Project's merits and benefits with interested stakeholders. This focused on referencing the benefits of being part of a network of good practice in a number of different disciplines.

4.3. It was also notable that the flagship Social Care programme Promoting Positive Behaviour (PPB) developed and owned by the Clyde Valley Learning and Development Project, became a focal point in the discussions for most of these councils and, in many cases, was cited as the primary driver for taking up Participating membership.

4.4. The final position on membership for 2019/2020 is detailed in Appendix 1 of this report. In summary, the position is as follows:-

- ◆ 6 Full Members
- ◆ 11 Participating Members
- ◆ 2 Procurement members

4.5. This outcome has met both conditions previously stipulated to maintain the Project's viability, namely a minimum of five Full Members, and a minimum income of £59,000 per year.

4.6. The total income from confirmed membership for 2019/2010 is £90,750, (Appendix 1, Table 1). This leaves a project fund for the year of £31,750.

5. Project Governance

5.1. On the basis of the responses received, the new membership structure comprises six Full Members. These councils will represent the interests of the Clyde Valley Group and develop the strategic direction of the Project subject to the terms of the revised Minute of Agreement.

- 5.2. The revised Joint Committee will continue to comprise Elected Members from each of the Full Member Councils.
- 5.3. Similarly, the Project Steering Group and the Social Care Group will have the same councils represented.

6. Utilisation of Funds.

- 6.1. The Project Steering Group and the Social Care Group have engaged in discussions as to how the project fund will be managed and disbursed. It was agreed that specific project work which may incur costs should be identified and prioritised based on overall benefit and need.
- 6.2. One immediate priority for the fund's use has been identified relating to the PPB programme. This is the cost of hosting the annual PPB Practitioners' Seminar at Glasgow City Halls (taking place on 25 June 2019). The cost of this event will be £3,000.
- 6.3. Other potential projects are being evaluated on an ongoing basis by both groups and will be implemented in the coming months.
- 6.4. Any unspent element of the funding each year will be transferred to the Balance Sheet for use in future years. This balance will be reviewed annually as part of the review of membership and contributions.

7. Conclusions

- 7.1. There is a real commitment from the membership of the Clyde Valley Group to sustain the work of the Clyde Valley Learning and Development Project and continue to realise the benefits of participation.
- 7.2. Membership commitments received have exceeded the minimum level of Full membership previously agreed to be a viable number (five).
- 7.3. The financial contributions received from membership fees have exceeded the minimum level of contribution previously agreed (£59,000) in the Joint Committee paper of 11 June 2018, by a figure of £31,750.
- 7.4. The renewed commitment to membership has brought a high level of enthusiasm for participation in each element of the Project's work, including the Steering Group, Social Care Group, e-Learning Group, PPB Governance and the CMI Management Group.

8. Employee Implications

- 8.1. The continued support of the in-kind contributions of officers drawn from the Clyde Valley Member Councils remains crucial to the ongoing success of delivering the Project's objectives.
- 8.2. Of equal importance is to ensure that officers attending and participating in each of the Groups' activities are empowered to make management and strategic decisions on behalf of their respective organisations and that appropriate officers are nominated from each council to fulfil this requirement.

9. Financial Implications

- 9.1. The new model represents a fairer distribution of costs to the membership. The Project's annual contribution has increased from the previous level of £32,000 to £90,750 for the financial year 2019/2020.
- 9.2. There are no guarantees that this level of funding will be maintained year on year. It is therefore essential that the Joint Committee agrees an acceptable minimum level of funding before proceeding each year. This will therefore be the subject of an annual report to the Joint Committee, prior to the start of each financial year.

10. Other Implications

- 10.1. The risk to the Project in future years will be that the minimum number of Full Members or the minimum level of funding cannot be achieved. In such circumstances, it may not be viable to continue with the Project.
- 10.2. There are no implications for sustainability in terms of the information contained in this report.

11. Equality Impact Assessment and Consultation Arrangements

- 11.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required.
- 11.2. Consultation has been undertaken with all existing members of the Project.

Gill Bhatti

Chair, Clyde Valley Learning and Development Project Steering Group

14 May 2019

Previous References

- ♦ 11 June 2018 - Update on the Future and Funding for the Clyde Valley Learning and Development Project for 2018/2019
- ♦ 10 December 2018 - Update on Membership and Funding for the Clyde Valley Learning and Development Project for 2019/2020

List of Background Papers

- ♦ Clyde Valley EGF Training Bid
- ♦ NBSS Clyde Valley Consortium Submission November 2006
- ♦ NBSS Clyde Valley Consortium – Secondary Paper December 2006

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

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Membership Contributions 2019/2020

Table 1: Confirmed Contributions

Council	Previous Membership Status	New Membership Status	Contribution
East Renfrewshire	Full	Full	£5,000
Glasgow City	Full	Full	£10,000
Inverclyde	Full	Full	£5,000
North Lanarkshire	Full	Full	£10,000
Renfrewshire	Full	Full	£7,000
South Lanarkshire	Full	Full	£10,000
East Dunbartonshire	Full	Participating	£3,000
West Dunbartonshire	Full	Participating	£4,000
Angus	Associate	Participating	£4,000
Clackmannanshire	Associate	Participating	£3,000
Dundee	Associate	Participating	£4,000
Orkney	Associate	Participating	£3,000
Scottish Borders	Associate	Participating	£3,000
Falkirk	Associate	Participating	£4,000
City of Edinburgh	Associate	Participating	£6,000
Perth and Kinross	Associate	Participating	£4,000
Argyle and Bute	Associate	Participating	£3,000
Dumfries and Galloway	Associate	Procurement	£1,500
East Lothian Council	Associate	Procurement	£1,250
Total			£90,750