

# Report

Report to:	<b>Clyde Valley Learning and Development Joint Committee</b>
Date of Meeting:	<b>10 December 2018</b>
Report by:	<b>Chair of Clyde Valley Learning and Development Project Implementation Steering Group</b>

Subject:	<b>Clyde Valley Learning and Development Project Update on Existing Projects</b>
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## 1. Purpose of Report

1.1 The purpose of the report is to:-

- ◆ provide the Joint Committee with an update on the existing and ongoing programme of work developed and implemented through 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 programme of individual projects continues to successfully deliver benefits to the Members of the Clyde Valley Learning and Development Project.

## 3. Background

3.1 The Clyde Valley Learning and Development Project has an established programme of projects in place which are now part of day to day delivery of learning and development for many of the Clyde Valley members. These projects have been developed in phases over the period of the Project's existence and continue to add value to the Members.

3.2 The projects can be divided into three categories. Cyclical projects, for example limited term procurement projects (e.g. First Aid, Brightwave); projects meeting an ongoing strategic need (e.g. e-Learning, CMI, Learning Assistant); and one off pieces of development work (e.g. REHIS Joint Award).

3.3 Projects managed through the Social Care workstream are reported to the Joint Committee in a separate paper.

## 4. Programme Updates

### 4.1 Brightwave LMS contract

4.1.1 On 1 August 2018 the extension to the Clyde Valley contract with Brightwave Ltd was triggered for the optional three year period. In the lead up to this deadline there was considerable uncertainty about councils committing to this extension period, which would in turn affect the communal discount provided via the contract.

- 4.1.2 In the final analysis however some 17 organisations (16 councils and the SLA Improvement Service) chose to extend the Brightwave contract, for periods ranging from one to three years.
- 4.1.3 Taking on board the extension terms provided by Brightwave and the 32.5% group discount, the net contract terms improved rather than diminished despite three councils withdrawing from the contract.
- 4.1.4 Work is now underway to roll out a new and more modern interface for the Learning Management System (known as Tessello Go).
- 4.1.5 The system provided by Brightwave continues to perform extremely reliably with no reported unplanned downtime or systems failures on record during 2018. This reliability provides the consistency to allow the Group to develop the e-learning agenda with confidence.

## **4.2 Development of e-learning Content and Expertise**

- 4.2.1 The Clyde Valley e-Learning Group continues to be the primary vehicle for the development and delivery of digital learning for the wider Clyde Valley Group. The Group recently carried out an exercise to re-focus and develop the agenda for a future workplan.
- 4.2.2 The proposed agenda has been developed to add further value to all Member Councils through shared learning, collaborative problem solving and overall capacity building.
- 4.2.3 The subject areas and issues to be addressed in the agenda were defines as follows:-
- ◆ Support the transition of councils from the existing interface to Tessello Go
  - ◆ Encourage greater participation in the Group through use of different media, group meetings, short term work groups etc
  - ◆ Focus on understanding and addressing individual council and national priorities
  - ◆ Streamline the process of course sharing through use of the updated wiki document
  - ◆ Identify enhancements to LMS tools through the Brightwave programme of development sprints
  - ◆ Further develop relevant skills within the Group
  - ◆ Explore greater options for sharing content (beyond the existing Brightwave approach)
  - ◆ Become less reliant on purchasing third party content
  - ◆ Identify ways to improve access to e-learning for non-PC facing staff
  - ◆ Agree and streamline the process of decision-making when dealing with priorities
- 4.2.4 The added value that this agenda will bring is anticipated to be a critical driver to attract and maintain ongoing membership to the Clyde Valley Learning and Development Group.

## **4.3 Accredited Front Line Management Training (Chartered Management Institution - CMI)**

- 4.3.1 Although the Clyde Valley CMI accredited centre was established as far back as 2013, demand for accredited training in management and supervision fluctuates from year to year and from council to council. This is a function of local economic decisions set against policy, demand and cost.

- 4.3.2 During the past year the Clyde Valley centre continues to meet the externally verified quality assurance standards set down by CMI. The central costs of registration are shared amongst the six participating councils.
- 4.3.3 2018 has seen a drop in uptake across all the participating councils with some 55 candidates currently registered for qualifications. This position is constantly under review in each council, particularly in relation to developing new qualifications.
- 4.3.4 The current priority is to evaluate the options to deliver higher level qualifications (level five), which has been identified as a need by the centre members. Developing a capability to deliver these qualifications has the potential to lead to a rise in demand and outputs in the coming year.

#### **4.4 Subscription to Learning Assistant**

- 4.4.1 Learning Assistant is an online portfolio system for managing the delivery of vocational qualifications. The model provides paper free portfolio access and is delivered through a licensing charge. Usage of this product is directly related to the number of vocational qualifications offered in participating councils.
- 4.4.2 The projected demand for the Clyde Valley as a whole is some 300 licenses for the current financial year. Usage as at 31 October 2018, has seen 172 licences used, which is broadly on track for achieving the projected figures.

#### **4.5 Elementary Food Hygiene Award (e-learning)**

- 4.5.1 The Clyde Valley Group's Joint Award in partnership with Royal Environmental Health Institute Scotland (REHIS), has now been running for almost two years. During this period some 559 candidates have successfully completed the Award and received the Award certificates.
- 4.5.2 The Award is subject to re-approval by REHIS in December 2018. This process involves a new submission to REHIS from the Clyde Valley to identify potential improvements to the content or delivery, and noting the results of evaluation undertaken.
- 4.5.3 This process is now underway with a recommendation that the programme scope might be broadened to include other client groups (e.g. School and early-years staff). It is anticipated that this approach will significantly boost the uptake across the Clyde Valley councils.

#### **4.6 First Aid Training**

- 4.6.1 First Aid training was the first project to be established by the Clyde Valley Group, and continues to be delivered through the procurement of external provision of accredited First Aid training in standard courses (First Aid, First Aid Refresh, Emergency First Aid at Work and Appointed Person).
- 4.6.2 During the past year the following numbers of candidates have successfully completed First Aid training through this contract:-

◆ EFAW	975
◆ Appointed Person	245
◆ Three day FA	583
◆ Two day Refresher FA	633

- 4.6.3 The contract to deliver this training reaches the end of its term in August 2019. Actions are planned in the coming months to review the demand for First Aid training and if appropriate to let another contract through competitive tender.
- 5. Employee Implications**
- 5.1 There are no new implications for employees based on the delivery of the projects as stated above.
- 6. Financial Implications**
- 6.1 There are no additional financial implications in the delivery of the above programme of projects.
- 7. Other Implications**
- 7.1 The risks associated with the programme are mitigated by the existing governance arrangements.
- 7.2 There are no implications for sustainability in terms of the information contained in this report.
- 8. Equality Impact Assessment and Consultation Arrangements**
- 8.1 This report does not introduce a new policy, function or strategy or recommend a change to existing policy, function or strategy and therefore no impact assessment is required.

**Gill Bhatti**  
**Chair**

**Clyde Valley Learning and Development Project Implementation Steering Group**

11 November 2018

**Previous References**

- ◆ 11 June 2018 – Contract Extension for e-Learning Service
- ◆ 11 June 2018 – Update on e-learning Sub-group Developments
- ◆ 28 August 2017 – Accredited e-Learning – Food Hygiene
- ◆ 9 December 2013 – Provision of First aid Training

**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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