

# CLYDE VALLEY LEARNING AND DEVELOPMENT JOINT COMMITTEE

Minutes of meeting held in Committee Room 5, Council Offices, Almada Street, Hamilton on 1 June 2009

## **Convener:**

Councillor Denis McKenna, South Lanarkshire Council

## **Councillors Present:**

East Renfrewshire:	Alan Lafferty
North Lanarkshire:	Bob Chadha
Renfrewshire:	Lorraine Cameron

## **Councillors' Apologies:**

East Dunbartonshire:	Jim Gibbons and Rhondda Geekie (Substitute)
Glasgow:	Tom McKeown and Jean McFadden (Substitute)
Inverclyde:	Iain McKenzie and Gerry Dorrian (Substitute)
West Dunbartonshire:	May Smillie and Patrick McGlinchey (Substitute)

## **Attending:**

### **Clerk's Office**

Stuart McLeod, Administration Officer, South Lanarkshire Council

### **Treasurer's Office**

Amanda Murray, Finance Adviser; Margo Young, Accountant, South Lanarkshire Council

## **Clyde Valley Learning and Development Project**

Gerry Farrell, Project Manager

Margaret Quinn, Project Development Officer

## **Project Implementation Group**

Margaret Capanni, East Dunbartonshire Council

Pauline Cameron, East Renfrewshire Council

Heather Liddle, North Lanarkshire Council

Michael Moran, Renfrewshire Council

Gill Bhatti, Chair of Clyde Valley Learning and Development Project Implementation Group, South Lanarkshire Council

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## **1 Declaration of Interests**

No interests were declared.

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## **2 Minutes of Previous Meeting**

The minutes of the meeting of the Clyde Valley Learning and Development Joint Committee held on 2 March 2009 were submitted for approval as a correct record.

**The Joint Committee decided:** that the minutes be approved as a correct record.

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## **3 2008/2009 Annual Accounts for the Clyde Valley Learning and Development Joint Committee**

A report dated 15 May 2009 by the Treasurer to the Joint Committee was submitted on the final Accounts of the Joint Committee for the year ending 31 March 2009.

The Annual Report and Accounts, attached as an appendix to the report, detailed the revenue account and balance sheet to 31 March 2009 for the Joint Committee. The Accounts showed that the Joint Committee's total revenue expenditure had amounted to £0.173 million in 2008/2009 and had been met by other income of £0.173 million resulting in a breakeven position.

The Accounts had been passed to the external auditor for consideration.

**The Joint Committee decided:** that the Annual Report and Accounts for the Joint Committee for year ended 31 March 2009 be approved.

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#### **4 Clyde Valley Learning and Development Project - Shared Services Update Phase 2**

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A report dated 22 May 2009 by the Chair of the Clyde Valley Learning and Development Project Implementation Group was submitted on progress achieved in the various work areas identified in Phase 2 of the Clyde Valley Learning and Development Project.

Progress in relation to Phase 2 of the training was summarised for the following areas:-

- ◆ Accredited Management Training
- ◆ Management Development
- ◆ Social Care
- ◆ Equality Training
- ◆ Elected Member Training
- ◆ E-Learning

**The Joint Committee decided:** that the progress achieved to date in relation to Phase 2 of the project be noted.

*[Reference: Minutes of 2 March 2009 (Paragraph 6)]*

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#### **5 Clyde Valley Learning and Development Project - Shared Services in Learning and Development in Social Care**

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A report dated 22 May 2009 by the Chair of the Clyde Valley Learning and Development Project Implementation Group was submitted on progress in relation to Phases 1 and 2 of the Clyde Valley Social Care training agenda.

The 2 key subject areas of Phase 1 had been identified as:-

- ◆ moving and assisting
- ◆ food hygiene (Royal Environmental Health Institute Scotland (REHIS))

Tenders had been prepared to establish best value from a variety of providers. The posting of the tenders was subject to the formal agreement of the Directors of Social Work of the Clyde Valley authorities.

Progress in relation to Phase 2 of the training was summarised for the following areas:-

- ◆ Social Care Managers' induction
- ◆ personal safety at work
- ◆ crisis and aggression limitation and management (CALM)

**The Joint Committee decided:** that the progress achieved to date in relation to Phases 1 and 2 of the Social Care training agenda be noted.

*[Reference: Minutes of 2 March 2009 (Paragraph 8)]*

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## **6 Clyde Valley Learning and Development Project - Shared Services Project Review**

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A report dated 22 May 2009 by the Chair of the Clyde Valley Learning and Development Project Implementation Group was submitted on the outcomes and conclusions of the review of the Clyde Valley Learning and Development Project.

All member Councils of the Project had been invited to attend a development day held on 19 May 2009. The purpose of the event was to identify:-

- ◆ the key benefits which had been derived from the Project
- ◆ areas where the Project might be improved
- ◆ issues to be addressed in order to maximise the benefits from a possible new e-learning infrastructure
- ◆ new subject areas

The future structure and funding of the Project Implementation Group had also been considered.

A number of actions which were required in order to sustain and develop the Project were detailed in the report. Those included the need to develop proposals for the sustainable future of the Project.

**The Joint Committee decided:**

- (1) that the review of the Clyde Valley Learning and Development Project, undertaken on 19 May 2009, be noted;
- (2) that the contribution made and benefits achieved by member Councils of the Project be noted;
- (3) that the actions identified to develop the Project be noted; and
- (4) that the intention to submit proposals for the sustainable future of the Project to a future meeting of the Joint Committee be noted.

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## **7 Urgent Business**

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There were no items of urgent business.