

Report

Report to:	Clyde Valley Learning and Development Joint Committee
Date of Meeting:	12 February 2024
Report by:	Project Manager, Clyde Valley Learning and Development Group

Subject:	Membership and Funding for the Clyde Valley Learning and Development Project for 2024/2025
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ update the Joint Committee on the membership and funding for the Clyde Valley Learning and Development Project for the financial year 2024/2025

2. Recommendation(s)

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

- (1) that it be noted that the model of membership and funding remains viable as per the Joint Committee approval of 11 June 2018;
- (2) that the previously agreed categories and level of membership fees, as detailed at paragraph 3.3, be retained for 2024/2025;
- (3) that the minimum level of funding to allow the continuation of the Project for 2024/2025 remains at the previously agreed level of £59,000;
- (4) that it be noted that five Full Member Councils have confirmed their continued participation in the Project, which is the minimum number of Full Member Councils defined as viable within the Clyde Valley Learning and Development Project Minute of Agreement;
- (5) that it be noted that the current confirmed funding of £72,000, exceeds the recommended minimum level of funding by £13,000; and
- (6) that it be noted that at the time of writing East Dunbartonshire Council has not yet confirmed its position on membership.

3. Background

- 3.1. At its meeting on 11 June 2018, the Joint Committee approved the creation of three categories of membership which were open to all of the current members of the Group (Full and Associate Members).
- 3.2. It was also 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.

- 3.3. The agreed tariff for the various 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

- 3.4. The membership categories and tariffs and the minimum of five Full Member Councils and funding of £59,000 per annum have since remained unchanged.

4. Current Position for 2024/2025 Funding and 2024/2025 Budget

- 4.1. The final position on membership and funding for 2024/2025 has not yet been concluded, with confirmation awaited from one council.
- 4.2. During the past year the Project's operational groups, e.g. Social Care Group, e-Learning Group and CMI Group have continued to meet regularly, not least because of the increase in uptake and development of e-learning in its various forms, the need for collaboration on content and technical problem-solving, and the challenge of ensuring learning, such as Promoting Positive Behaviour, could be delivered in a safe and effective way.
- 4.3. Confirmation of membership for 2024/2025 has been received from five Full Member Councils and nine of the current Participating Member Councils. Details of the membership contributions and the Council that has yet to confirm its membership are contained within Appendix 1 of this paper.
- 4.4. The total confirmed income from membership, as of 25 January 2024 is £72,000. An update on the confirmed income from membership will be provided at the Joint Committee meeting on 12 February 2024.
- 4.5. The £72,000 will form the basis of the 2024/2025 budget, with £61,000 set aside for support and audit costs, and the remaining £11,000 being available for use by the Project Steering Group and Social Care Groups.
- 4.6. It will be a priority for the Project's management groups to identify appropriate uses for the Project's residual fund, which will support the ongoing work plans.
- 4.7. It should be noted that the proposed baseline audit fee for the 2023/2024 audit is £2,410.

5. Project Governance

- 5.1. The five current Full Member Councils will continue to represent the interests of the Clyde Valley Group and develop the strategic direction of the Project, subject to the terms of the Minute of Agreement.
- 5.2. The 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 as core members.

6. Utilisation of Funds.

- 6.1. The spend of the Project's funds is agreed jointly by the Project Steering Group and the Social Care Group following discussions with the Sub-Group members where appropriate.
- 6.2. This area is kept under review, and suggestions for future spend will be actively considered at the Project Steering Group and Social Care Group meetings as a matter of urgency. As per previous years, in 2024/2025 the fund available will depend on the final overall income from all levels of membership.
- 6.3. 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 remains 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. The renewed commitment to membership illustrates the high level of enthusiasm for participation in each element of the Project's work, including the Steering Group, Social Care Group, e-Learning Group, Promoting Positive Behaviour (PPB) Governance Groups and the Chartered Management Institute (CMI) Management Group.
- 7.3. It is proposed that the current categories and level of membership fees be retained for the next financial year, as the Project is deemed viable based on confirmed income and balances carried forward.

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. For the financial year 2024/2025, funding of £72,000 has been confirmed to date, compared to the £59,000 minimum level previously agreed to maintain the viability of the Project. The figure of £59,000 does not include any expenditure required by the Project and its Sub-Groups.
- 9.2. The proposed baseline audit fee for the 2023/2024 audit is £2,410, this will be met by Project funds.
- 9.3. One Council has yet to convey its decision regarding membership for 2024/2025. The potential increase to the income secured will be an additional £3,000 should this current Member retain membership for 2024/2025.

- 9.4. 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.

10. Climate Change, Sustainability and Environmental Implications

- 10.1. There are no climate change, sustainability, or environmental implications within this report.

11. Other Implications

- 11.1. 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.
- 11.2. In light of budgetary pressures facing all councils including South Lanarkshire, it must be considered a potential risk to the Project if South Lanarkshire Council should opt to withdraw from its position as lead authority.
- 11.3. In either of these circumstances, it may not be viable to continue with the Project in its current form and structure.
- 11.4. The Joint Committee is asked to note that the terms of the Minute of Agreement require Member Councils to provide six months notice of their intention to withdraw from the Clyde Valley Learning and Development Project.

12. Equality Impact Assessment and Consultation Arrangements

- 12.1. 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.
- 12.2. Consultation has been undertaken with all existing members of the Project.

Gerry Farrell
Project Manager
Clyde Valley Learning and Development Group

30 January 2024

Previous References

- ◆ 11 June 2018 - Update on the Future and Funding for the Clyde Valley Learning and Development Project for 2018/2019
- ◆ 27 February 2023 – Membership and Funding for the Clyde Valley Learning and Development Project for 2023/2024

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 2024/2025**Table 1: Confirmed Contributions as of 25 January 2024**

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
South Lanarkshire	Full	Full	£10,000
Angus	Participating	Participating	£3,000
Clackmannanshire	Participating	Participating	£3,000
Dundee	Participating	Participating	£4,000
Falkirk	Participating	Participating	£4,000
Orkney	Participating	Participating	£3,000
Perth and Kinross	Participating	Participating	£4,000
Scottish Borders	Participating	Participating	£3,000
West Dunbartonshire	Participating	Participating	£4,000
Renfrewshire	Participating	Participating	£4,000
Total			£72,000

Table 2: Councils Yet to Confirm Membership/Contributions as of 25 January 2024

Council	Previous Membership Status	New Membership Status	Potential Contribution
East Dunbartonshire	Participating	Participating	£3,000
Total			£3,000