

Report

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| Report to: | Clyde Valley Learning and Development Joint Committee |
| Date of Meeting: | 22 February 2021 |
| Report by: | Chair of Clyde Valley Learning and Development Project Steering Group |

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| Subject: | Update on Membership and Funding for the Clyde Valley Learning and Development Project for 2021/2022 |
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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 2021/2022

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 was now established and viable;
- (2) that the previously agreed categories and level of membership fees, as detailed at paragraph 3.4, be retained for 2021/2022;
- (3) that the minimum level of funding to allow the continuation of the Project for 2021/2022 remain at the previously agreed level of £61,000 (including audit fee);
- (4) that it be noted that 6 Full Member Councils had confirmed their continued participation in the Project, exceeding the minimum target of 5 Full Member Councils; and
- (5) that it be noted that the current confirmed funding of £72,000, exceeded the recommended minimum level of funding by £11,000.

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 5 Full Member Councils and a minimum level of funding of £61,000 (including audit fee) per annum would be required to maintain the viability of the Project.
- 3.3. 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 |

- 3.4 The membership categories and tariffs and the minimum of 5 Full Member Councils and funding of £61,000 (including audit fee) per annum have since remained unchanged.

4. Current Position for 2021/2022 Funding

- 4.1. The final position on membership and funding for 2021/2022 has not yet been concluded. This year has been unusual for all councils because of the impact of COVID, and communication and decision-making can take a little longer than usual.
- 4.2. However, the Project Steering Group and Sub-Groups have continued to meet regularly throughout the last year, 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 2021/2022 has been received from the 6 Full Member Councils and 6 of the current Participating Member Councils. Dumfries and Galloway Council, which was a Procurement Member Council in 2019/2020, has also confirmed Participating Membership for 2021/2022. Responses are awaited from the current remaining 4 Participating Member Councils and 1 Procurement Member Council. Details of the membership contributions and Council's that have yet to confirm their membership are contained within Appendix 1.
- 4.4. The total confirmed income from membership, as at 12 February 2021, was £72,000. An update on the confirmed income from membership will be provided at the Joint Committee meeting on 22 February 2021.

5. Project Governance

- 5.1. On the basis of the responses received, the 6 Full Members 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 6 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 spend of the Project's funds is agreed by the Steering Group, based on discussions with the Sub-Group members. Prioritising support to the expansion of e-learning content and expertise amongst employees of Member Councils, was key given the increased requirement for e-learning content and the quicker production of content across all Member Councils.
- 6.2. The training evaluated well, and those who took part, are now consolidating their learning and putting it to good use in developing more contemporary and relevant content.
- 6.3. This area is kept under review, and suggestions for future spend will be considered at the Steering Group meetings. For the year 2021/2022, this will depend on the overall income from all levels of membership.

- 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 (5).
- 7.3. 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, Protecting Positive Behaviour (PPB) Governance Group and the Chartered Management Institute (CMI) Management Group.
- 7.4. It is proposed that the current categories and level of membership fees be retained for the next financial year, as the Project is still viable between confirmed income to date 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 2021/2022, funding of £72,000 has been confirmed to date, compared to the £61,000 minimum level (including audit fee) previously agreed to maintain the viability of the Project. The figure of £61,000 does not include any expenditure required by the Project and its Sub-Groups.
- 9.2. There are 5 Councils that have still to confirm their membership for 2021/2022. Should any further Member Councils continue their 2020/2021 level of membership into 2021/2022, this income will increase.
- 9.3. 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. In such circumstances, it may not be viable to continue with the 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.

Gill Bhatti

Chair, Clyde Valley Learning and Development Project Steering Group

12 February 2021

Previous References

- ♦ 11 June 2018 - Update on the Future and Funding for the Clyde Valley Learning and Development Project for 2018/2019
- ♦ 9 December 2019 – Membership and Funding for the Clyde Valley Learning and Development Project for 2020/2021

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 2021/2022**Table 1: Confirmed Contributions as at 12 February 2021**

| 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 |
| West Dunbartonshire | Participating | Participating | £4,000 |
| Angus | Participating | Participating | £3,000 |
| Dundee | Participating | Participating | £4,000 |
| Orkney | Participating | Participating | £3,000 |
| Scottish Borders | Participating | Participating | £3,000 |
| Falkirk | Participating | Participating | £4,000 |
| Dumfries and Galloway | Procurement (2019/2020) | Participating | £4,000 |
| Total | | | £72,000 |

Table 2: Councils Yet to Confirm Membership/Contributions as at 12 February 2021

| Council | Previous Membership Status | New Membership Status | Potential Contribution |
|----------------------|-----------------------------------|------------------------------|-------------------------------|
| East Dunbartonshire | Participating | To be confirmed | £3,000 |
| Clackmannanshire | Participating | To be confirmed | £3,000 |
| Perth and Kinross | Participating | To be confirmed | £4,000 |
| Argyle and Bute | Participating | To be confirmed | £3,000 |
| East Lothian Council | Procurement | To be confirmed | £1,250 |
| Total | | | £14,250 |