

Report

Report to:	Clyde Valley Learning and Development Joint Committee
Date of Meeting:	21 February 2022
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 2022/2023
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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 2022/2023

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 2022/2023;
- (3) that the minimum level of funding to allow the continuation of the Project for 2022/2023 remain at the previously agreed level of £61,000 (including audit fee);
- (4) that it be noted that 6 Full Member Councils have 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 £78,000, exceeds the recommended minimum level of funding by £17,000.

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 2022/2023 Funding and 2022/2023 Budget

- 4.1. The final position on membership and funding for 2022/2023 has not yet been concluded, with confirmation awaited from a small number of members.
- 4.2. Confirmation of membership for 2022/2023 has been received from the 6 Full Member Councils and 9 of the current Participating Member Councils. One current Participating Member has elected not to renew their membership and responses are awaited from another Participating Member and a Procurement Member. Details of the membership contributions and Councils that have yet to confirm their membership are contained within Appendix 1 of this paper.
- 4.3. The total confirmed income from membership, as at 20 January 2022 is £78,000. An update on the confirmed income from membership will be provided at the Joint Committee meeting on 21 February 2022.
- 4.4. The £78,000 will form the basis of the 2022/2023 budget, with £61,000 set aside for support and audit costs, and the remaining £17,000 being available for use by the Projects Steering Group and Social Care Groups.
- 4.5. It should be noted that the minimum requirement is based on the current audit fee. However, the contract of the current auditor will end after the 2021/2022 audit and a new auditor will be appointed by the Accounts Commission. It is not known at this time if there will be an increase in the audit fee, therefore, the 2022/2023 budget is based on the 2021/2022 figure. An update will be brought to the Joint Committee, including any impact on available funding once the position has been confirmed.

5. Project Governance

- 5.1. Based on 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 jointly by the Project Steering Group and the Social Care Group following discussions with the Sub-Group members where appropriate.

- 6.2 The Project Steering Group, Social Care 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.
- 6.3 The Joint Committee approved the utilisation of the funding being carried forward, to subsidise the costs to members of the extension to the Learning Management System (LMS) contract.
- 6.4 This area is kept under review, and suggestions for future spend will be considered at the Project Steering Group and Social Care Group meetings. As per previous years, in 2022/2023 the fund available will depend on the final overall income from all levels of membership.
- 6.5 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 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, Promoting Positive Behaviour (PPB) Governance Groups 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 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 2022/2023, funding of £78,000 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 and does not include any potential increase in audit fee once the new contracts have been awarded.

- 9.2. Two Councils have still to convey their decision regarding membership for 2022/2023. Should either of these current Members renew their membership for 2022/2023, 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 in its current form and structure.
- 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

20 January 2022

Previous References

- ♦ 11 June 2018 - Update on the Future and Funding for the Clyde Valley Learning and Development Project for 2018/2019
- ♦ 22 February 2021 – Membership and Funding for the Clyde Valley Learning and Development Project for 2021/2022
- ♦ 13 September 2021 - Clyde Valley Learning and Development Project – Subsidy to Support the Extended Learning Management System (LMS) Contract

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 2022/2023**Table 1: Confirmed Contributions as at 20 January 2022**

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
Angus	Participating	Participating	£3,000
Clackmannanshire	Participating	Participating	£3,000
Dundee	Participating	Participating	£4,000
East Dunbartonshire	Participating	Participating	£3,000
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
Total			£78,000

Table 2: Councils Yet to Confirm Membership/Contributions as at 20 January 2022

Council	Previous Membership Status	New Membership Status	Potential Contribution
Dumfries and Galloway	Participating	To be confirmed	£4,000
East Lothian Council	Procurement	To be confirmed	£1,250
Total			£5,250