

CLYDE VALLEY LEARNING AND DEVELOPMENT JOINT COMMITTEE

Minutes of meeting held in Committee Room 5, Council Offices, Almada Street, Hamilton on 5 December 2016

Convener:

Councillor Kaye Harmon, North Lanarkshire Council (Vice Convener)

Councillors Present:

Inverclyde Council: Terry Loughran
South Lanarkshire Council: Gladys Miller

Councillors' Apologies:

East Dunbartonshire Council: Jim Gibbons and Maureen Henry (Substitute)
East Renfrewshire Council: Ian McAlpine and Alan Lafferty (Substitute)
Glasgow City Council: Martin Rhodes and Paul Rooney (Substitute)
Renfrewshire Council: Jackie Henry and Stuart Clark (Substitute)
South Lanarkshire Council: Denis McKenna (Convener)
West Dunbartonshire Council: Michelle McGinty and John Mooney (Substitute)

Attending:

Clerk's Office

Jane Muirhead, Administration Adviser, South Lanarkshire Council

Treasurer's Office

Amanda Murray, Finance Adviser, South Lanarkshire Council

Clyde Valley Learning and Development Project

Margaret Quinn, Project Development Officer

Project Implementation Steering Group

Pauline Cameron, East Renfrewshire Council
Vhairi Todd and Tony Mackie, Glasgow City Council
Alex Hughes, Inverclyde Council
Pauline McCafferty, North Lanarkshire Council
Simon Hall, Renfrewshire Council
Gill Bhatti, South Lanarkshire Council (Chair)
Lorraine Mair, West Dunbartonshire Council

1 Declaration of Interests

No interests were declared.

2 Minutes of Previous Meeting

The minutes of the meeting of the Clyde Valley Learning and Development Joint Committee held on 19 September 2016 were submitted for approval as a correct record.

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

3 Revenue Budget Monitoring 2016/2017 - Clyde Valley Learning and Development Joint Committee

A report dated 14 November 2016 by the Treasurer to the Clyde Valley Learning and Development Joint Committee was submitted comparing actual expenditure at 11 November 2016 against budgeted expenditure for the Clyde Valley Learning and Development Joint Committee's revenue budget.

The Joint Committee decided: that the breakeven position on the revenue budget, as detailed in Appendix A to the report, be noted.

[Reference: Minutes of 6 June 2016 (Paragraph 3)]

4 Funding for the Clyde Valley Learning and Development Project for 2017/2018

A report dated 14 November 2016 by the Chair of the Clyde Valley Learning and Development Project Implementation Steering Group was submitted on progress made in terms of securing funding contributions from member councils to continue the work of the Project in 2017/2018.

The Clyde Valley Project Implementation Steering Group had agreed that the 2 tier funding model, with councils with larger budgets contributing £5,000 and those with smaller budgets contributing £3,000, be continued for 2017/2018.

The report confirmed that funding of £32,000 had been secured from the 8 member councils.

The Joint Committee decided: that it be noted that contributions amounting to £32,000 towards the funding of the Project for 2017/2018 had been secured from the 8 member councils.

[Reference: Minutes of 30 November 2015 (Paragraph 6)]

5 Clyde Valley Learning and Development Project - The Future for the Clyde Valley Learning and Development Group

A report dated 14 November 2016 by the Chair of the Clyde Valley Learning and Development Project Implementation Steering Group was submitted outlining proposals to explore an alternative focus for the work of the Clyde Valley Learning and Development Group for 2017/2018.

The group was established in 2007 and the objectives for the project were agreed at the outset, with the overall objective being to deliver collaborative approaches to training, learning and development between the Clyde Valley councils.

Budget cuts across all councils had resulted in a change of focus and had created additional challenges for the Clyde Valley Learning and Development Project to ensure that successful outcomes continued to be realised throughout the Clyde Valley Group. Existing project work would continue to be managed and developed while additional training projects would be investigated with the intention of generating further savings.

The Joint Committee decided:

(1) that it be noted that the existing live project work would continue to be developed and managed; and

- (2) that it be noted that the focus of the future workplan would be on the exploration of learning and development opportunities designed to generate savings for the membership of the Clyde Valley Learning and Development Group.

6 Clyde Valley Learning and Development Project - Governance of the Promoting Positive Behaviour Programme

A report dated 14 November 2016 by the Chair of the Clyde Valley Learning and Development Project Implementation Steering Group was submitted on progress made by the Clyde Valley Social Care Sub-group to establish a robust and sustainable governance structure in relation to the Clyde Valley Group's Promoting Positive Behaviour (PPB) training programme.

In 2010, the Clyde Valley Social Care Sub-group had been asked by Social Work Directors on the Clyde Valley Health and Care Collaborative Group to explore alternatives to the current arrangements for training staff in managing challenging behaviour.

A substantial and complex project had been developed which was owned, managed, resourced, delivered and quality assured by the member councils of the Clyde Valley Learning and Development Project Implementation Steering Group. The new training model required a high degree of scrutiny and monitoring and had resulted in the development of the undernoted 3 tiered governance structure:-

- ◆ high level strategic governance
- ◆ governance of training content and quality assurance of delivery
- ◆ local governance of programme delivery

Two of the identified tiers of governance were now well established and included representation from all participating Clyde Valley councils. The immediate priorities were to:-

- ◆ establish an appropriate local governance structure
- ◆ provide opportunities for Continuous Professional Development (CPD) for practitioners and trainers using the PPB model
- ◆ produce robust and consistent guidelines, procedures, checklists and paperwork for trainers

All areas had been progressed and, due to the continuous demand for PPB training, 20 Training for Trainers Courses, for new trainers, and 7 refresher Training for Trainers Courses had been scheduled.

The Principal Trainers' Group also reported on progress made in delivering the first tranche of candidates for the Professional Development Award (PDA) in PPB which would be completed by March 2017.

The Joint Committee decided: that the activities undertaken by members of the Clyde Valley Social Care Sub-group to establish a viable governance structure for the Promoting Positive Behaviour training programme be noted.

[Reference: Minutes of 6 June 2016 (Paragraph 5)]

7 Urgent Business

There were no items of urgent business.

Date of Next Meeting and Closing Remarks

The Vice Convener advised that the Clerk would write to members and officers advising them of the arrangements for the next meeting following the forthcoming Local Government elections.

The Vice Convener passed on the Convener's best wishes to all for Christmas.