

# CLYDE VALLEY LEARNING AND DEVELOPMENT JOINT COMMITTEE

Minutes of meeting held in Committee Room 2, Council Offices, Almada Street, Hamilton on 14 March 2011

## **Convener:**

Councillor Denis McKenna, South Lanarkshire Council

## **Councillors Present:**

East Renfrewshire: Alan Lafferty  
North Lanarkshire: Bob Chadha (Substitute)

## **Councillors' Apologies:**

East Dunbartonshire: Jim Gibbons and Rhondda Geekie (Substitute)  
Glasgow City: Paul Rooney and George Ryan (Substitute)  
Inverclyde: Iain McKenzie and Gerry Dorrian (Substitute)  
North Lanarkshire: Jean Jones  
Renfrewshire: Lorraine Cameron and James McQuade (Substitute)  
West Dunbartonshire: Jonathan McColl and Patrick McGlinchey (Substitute)

## **Attending:**

### **Clerk's Office**

Robert McIlwain, Clerk; Stuart McLeod, Administration Officer, South Lanarkshire Council

### **Treasurer's Office**

Amanda Murray, Finance Adviser, South Lanarkshire Council

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

Gerry Farrell, Project Manager  
Margaret Quinn, Project Development Officer

## **Project Implementation Steering Group**

Leeanne Galasso, East Dunbartonshire Council  
Sharon McKechnie, Glasgow City Council  
Carol Reid, Inverclyde Council  
Gill Bhatti, Chair of Clyde Valley Learning and Development Project Implementation Steering Group, South Lanarkshire Council

## **Also Attending:**

Tony Mackie, Social Work Training Manager, Glasgow City Council

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## **1 Declaration of Interests**

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No interests were declared.

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## **2 Minutes of Previous Meeting**

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The minutes of the meeting of the Clyde Valley Learning and Development Joint Committee held on 13 December 2010 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 Revenue Budget Monitoring 2010/2011 - Clyde Valley Learning and Development Joint Committee**

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A report dated 28 February 2011 by the Treasurer to the Clyde Valley Learning and Development Joint Committee was submitted comparing actual expenditure at 18 February 2011 against budgeted expenditure for the Clyde Valley Learning and Development Joint Committee's revenue budget, together with a forecast for the year to 31 March 2011.

**The Joint Committee decided:**

- (1) that the breakeven position on the Revenue Budget be noted; and
- (2) that the forecast of a breakeven position at 31 March 2011 be noted.

*[Reference: Minutes of 13 December 2011 (Paragraph 3)]*

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### **4 Clyde Valley Learning and Development Project - Associate Membership**

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A report dated 23 February 2011 by the Chair of the Clyde Valley Learning and Development Project Implementation Steering Group was submitted on action taken by her, in consultation with the Convener, in terms of the Scheme of Delegation, to introduce Clackmannanshire and Shetland Councils as Associate Members of the Clyde Valley Learning and Development Project.

Clackmannanshire and Shetland Councils had requested that they be considered for Associate Membership of the Clyde Valley Learning and Development Project as the work being carried out by the e-Learning Sub-group was closely aligned to their current priorities for learning and development.

In view of the fact that the 2 councils wanted to be involved at an early stage of the e-learning contract, the Chair of the Clyde Valley Learning and Development Project Implementation Steering Group, in consultation with the Convener, had granted Associate Membership under the Scheme of Delegation.

**The Joint Committee decided:** that the action taken, in terms of the Scheme of Delegation, by the Chair of the Clyde Valley Learning and Development Project Implementation Steering Group, in consultation with the Convener, in accepting Clackmannanshire and Shetland Councils as Associate Members of the Clyde Valley Learning and Development Project, be noted.

*[Reference: Minutes of 13 December 2010 (Paragraph 6)]*

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### **5 Clyde Valley Learning and Development Project - Shared Services Update - Phases 2 and 3**

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A report dated 28 February 2011 by the Chair of the Clyde Valley Learning and Development Project Implementation Steering Group was submitted on progress achieved in the various work areas identified in Phases 2 and 3 of the Clyde Valley Learning and Development Project.

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

- ◆ development of e-learning and associated infrastructure
- ◆ SVQ provision in health and social care

- ◆ development of e-learning for health and social care
- ◆ behaviour management training
- ◆ practice teaching placements

Progress in relation to Phase 3 of the training was summarised for the following areas:-

- ◆ learning and development in education
- ◆ procurement protocol

**The Joint Committee decided:** that the progress achieved to date in relation to Phases 2 and 3 of the Project be noted.

*[Reference: Minutes of 13 December 2010 (Paragraph 7)]*

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## **6 Funding for the Clyde Valley Learning and Development Project for 2011/2012**

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A report dated 4 March 2011 by the Chair of the Clyde Valley Learning and Development Project Implementation Steering Group was submitted on the progress that had been made in terms of securing funding contributions from Member and Associate Member councils in order to continue the work of the Project.

At its meeting on 13 December 2010, the Joint Committee had agreed that members of the Joint Committee and the Project Implementation Steering Group should request the support of their respective councils and Associate Member councils to contribute to the future running costs of the Project. The Project Implementation Steering Group had agreed that a two tier funding model, as outlined at the previous meeting of the Joint Committee, be adopted with councils with larger budgets contributing £5,000 and those with smaller budgets contributing £3,000.

The report indicated that funding of £29,000 had been secured from 7 of the 8 Member councils. The Chair of the Project Implementation Steering Group was able to report that the final contribution of £3,000 had since been secured.

Provisional discussions had commenced with representatives from Associate Member councils with a view to securing funding contributions up to a maximum of £1,000 from each council.

**The Joint Committee decided:**

- (1) that it be noted that contributions amounting to £32,000 towards the funding of the Project had been secured from the 8 Member councils; and
- (2) that it be noted that provisional discussions had commenced with Associate Member councils with a view to securing funding contributions up to a maximum of £1,000 from each council.

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## **7 Demonstration of Protection Awareness e-Learning Training**

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T Mackie, Social Work Training Manager provided a demonstration of the Protection Awareness e-learning training course.

**The Joint Committee decided:** that the demonstration be noted.

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## **8 Urgent Business**

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There were no items of urgent business.

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## **Convener's Closing Remarks**

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Whilst appreciating that members had other commitments and competing demands on their time, the Convener expressed the hope that there would be greater representation of members at future meetings of the Joint Committee.