

CLYDE VALLEY LEARNING AND DEVELOPMENT JOINT COMMITTEE

Minutes of meeting held in Committee Room 2, Council Offices, Almada Street, Hamilton on 6 June 2016

Convener:

Councillor Denis McKenna, South Lanarkshire Council

Councillors Present:

East Renfrewshire Council: Ian McAlpine
North Lanarkshire Council: Kaye Harmon (Vice Convener)

Councillors' Apologies:

East Dunbartonshire Council: Jim Gibbons and Maureen Henry (Substitute)
Glasgow City Council: Martin Rhodes and Paul Rooney (Substitute)
Inverclyde Council: Terry Loughran and Gerry Dorrian (Substitute)
Renfrewshire Council: Jackie Henry and Stuart Clark (Substitute)
West Dunbartonshire Council: Michelle McGinty and John Mooney (Substitute)

Attending:

Clerk's Office

Stuart McLeod, Administration Officer, South Lanarkshire Council

Treasurer's Office

Amanda Murray, Finance Adviser; Stephanie Glavin, Trainee Accountant, South Lanarkshire Council

Clyde Valley Learning and Development Project

Gerry Farrell, Project Manager
Margaret Quinn, Project Development Officer

Project Implementation Steering Group

Pauline Cameron, East Renfrewshire Council
Vhairi Todd, 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

Also Attending:

Debbie Crawford, Learning and Development Adviser, South Lanarkshire Health and Social Care Partnership

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 30 November 2015 were submitted for approval as a correct record.

In response to a question from Councillor Harmon, the Chair of the Clyde Valley Learning and Development Project Implementation Steering Group advised that the new model for the delivery of elementary food hygiene training would be evaluated at the appropriate time.

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 16 May 2016 by the Treasurer to the Clyde Valley Learning and Development Joint Committee was submitted comparing actual expenditure at 29 April 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 30 November 2015 (Paragraph 4)]

4 2015/2016 Annual Report and Accounts - Clyde Valley Learning and Development Joint Committee

A report dated 16 May 2016 by the Treasurer to the Clyde Valley Learning and Development Joint Committee was submitted on the Annual Report and Accounts of the Joint Committee for the year ending 31 March 2016.

The Annual Report and Accounts, attached as an appendix to the report, detailed the revenue account and balance sheet to 31 March 2016 for the Joint Committee. The Accounts showed that the Joint Committee's total revenue expenditure had amounted to £0.176 million in 2015/2016 and had been met by income of £0.178 million, resulting in a £0.002 million surplus. The surplus would be added to the revenue cash balance of £0.007 million from 2014/2015, leaving a balance of £0.009 million to be carried forward for use in future years.

The Annual Report and Accounts would be passed to the External Auditor for consideration.

The Joint Committee decided: that the Annual Report and Accounts for the Clyde Valley Learning and Development Joint Committee for year ended 31 March 2016 be noted.

5 Clyde Valley Learning and Development Project - Social Care Forward Workplan Priorities

A report dated 19 May 2016 by the Chair of the Clyde Valley Learning and Development Project Implementation Steering Group was submitted on action taken by the Clyde Valley Social Care Sub-group to identify priority areas in the forward workplan to be addressed during the remainder of 2016/2017.

The Sub-group considered strategic and local environmental factors which currently impacted on learning and development priorities for the Clyde Valley Learning and Development Group and individual councils.

The following priorities had been identified for inclusion in the forward workplan:-

- ◆ governance and evaluation of the Promoting Positive Behaviour (PPB) Programme
- ◆ Continuing Professional Development for PPB trainers
- ◆ Sensory Impairment Strategy – potential for a Clyde Valley approach
- ◆ Management and Leadership in Professional Social Work

- ◆ Health and Social Care Integration (learning and development and organisational development issues)
- ◆ Dementia Strategy
- ◆ developing an agile and mobile workforce
- ◆ developing best practice in report writing

In addition to the above priorities, a new qualification for all residential child care employees would become a registration requirement from October 2017. Delivery options were being considered by the Scottish Qualifications Authority (SQA) and the Scottish Social Services Council (SSSC) and the Sub-group would consider the potential to deliver this qualification through the Clyde Valley Vocational Qualification Centre.

The Joint Committee decided: that the priorities identified by the Clyde Valley Social Care Sub-group for development and delivery, as detailed in the report, be noted.

[Reference: Minutes of 30 November 2015 (Paragraph 8)]

6 Clyde Valley Learning and Development Project - Integrated Health and Social Care Partnerships - Access to Online Learning

A report dated 20 May 2016 by the Chair of the Clyde Valley Learning and Development Project Implementation Steering Group was submitted advising on action that had been taken to ensure that all Clyde Valley integrated Health and Social Care Partnership employees would have common access to online learning.

Legislation to implement health and social care integration had come into force on 1 April 2016 and had led to the creation of 31 local Health and Social Care Partnerships across Scotland. This would directly impact on the Clyde Valley member councils in terms of the delivery of learning and development to employees of both partner organisations.

The use of e-learning was well established by member councils, NHS Greater Glasgow and Clyde Board and Lanarkshire NHS Board in meeting the learning and development needs of their respective workforces. The most effective method of delivering e-learning was via a learning management system supported by content development software which was used to create and publish courses online.

The member councils and Health Boards had discrete and distinct learning management systems in place which were well used by both learning communities. The systems operated in similar ways, however, they were bound by contractual arrangements to limit the scope of who could access the learning content which meant that only Health Board employees could access courses on the Health Board learning management system and only council employees could access courses on the council learning management system.

The member councils and NHS were willing to share learning content, however, the current contractual arrangements meant that course scripts would require to be rebuilt and republished on both platforms. This approach would involve duplication of effort and failed to recognise and build on the sharing arrangements already established through the Clyde Valley Learning and Development Group.

The Clyde Valley Learning and Development Group had been directly involved in discussions with all the key stakeholders to find a solution which would allow both learning communities to access the same relevant e-learning content without the need to reproduce it. All stakeholders hoped to achieve a sensible, practical and economically advantageous solution, however, the solution had to be achieved with the involvement of both learning management system suppliers and with due consideration to the current terms of both contracts.

The Clyde Valley Learning and Development Group had made a significant contribution in helping to resolve the issue of common access to online learning and would continue to use its influence to assist in finding a solution.

The Joint Committee decided:

- (1) that the activities undertaken by the Clyde Valley Learning and Development Group, to support the newly established integrated Health and Social Care Partnerships in meeting their learning and development needs effectively, be noted; and
- (2) that it be noted that the Clyde Valley Learning and Development Group would continue to make a significant contribution to help resolve the issue of common access to online learning for the Clyde Valley Health and Social Care Partnerships.

7 Demonstration of the Introductory Course in Food Hygiene

M Quinn, Project Development Officer gave a demonstration of the e-learning Introductory Course in Food Hygiene which had been developed and approved in consultation with the Royal Environmental Health Institute of Scotland (REHIS).

In response to a question from Councillor Harmon, the Project Manager advised that consideration of training provision for lunch club volunteers would be made as the course was rolled out.

The Vice Convener, on behalf of the Joint Committee, commended the quality of the e-learning modules and thanked M Quinn for her informative demonstration.

The Joint Committee recommended: that the demonstration of the Introductory Course in Food Hygiene be noted.

[Reference: Minutes of 30 November 2015 (Paragraph 7)]

Councillor McKenna left the meeting during this item of business. In terms of Standing Order No 12(b), Councillor Harmon took the Chair for the remainder of the meeting

8 Urgent Business

There were no items of urgent business.