

**Council Offices
Almada Street
Hamilton
ML3 0AA**

22 August 2017

Dear Councillor

Clyde Valley Learning and Development Joint Committee

The Members listed below are requested to attend a meeting of the above Joint Committee to be held as follows:-

Date: Monday 28 August 2017
Time: 2:00pm
Venue: Committee Room 5, Council Offices, Almada Street, Hamilton

The business to be considered at the meeting is listed overleaf.

Yours sincerely

Paul Manning
Clerk to the Joint Committee

Members

<i>Council</i>	<i>Member</i>	<i>Substitute</i>
East Dunbartonshire	Councillor Jim Gibbons	To be advised
East Renfrewshire	Councillor Colm Merrick	To be advised
Glasgow City	Councillor Richard Bell	Councillor Elaine McSparran
Inverclyde	Councillor Martin Brennan	Councillor Natasha Murphy
North Lanarkshire	Councillor Angela Campbell	To be advised
Renfrewshire	Councillor Jim Paterson	Councillor Lorraine Cameron
South Lanarkshire	Councillor Katy Loudon	Councillor Gladys Miller
West Dunbartonshire	Councillor Karen Conaghan	Councillor Caroline McAllister

Copies to substitute members for information only

BUSINESS

1 Welcome and Declaration of Interests

2 Minutes of Previous Meeting

Minutes of the meeting of the Clyde Valley Learning and Development Joint Committee held on Monday 5 December 2016 submitted for approval as a correct record. (Copy attached) Page(s) 1 to 4

3 Position of Convener

To confirm Councillor Katy Loudon as Convener of the Joint Committee

Item(s) for Decision

4 Position of Vice Convener

To elect Vice Convener of the Joint Committee

Item(s) for Noting

5 Background to the Clyde Valley Learning and Development Project

Report dated 14 August 2017 by the Chair of the Clyde Valley Learning and Development Project Implementation Steering Group. (Copy attached) Page(s) 5 to 8

6 Clyde Valley Learning and Development Project - Shared Services Roles and Responsibilities

Report dated 14 August 2017 by the Chair of the Clyde Valley Learning and Development Project Implementation Steering Group. (Copy attached) Page(s) 9 to 12

Item(s) for Decision

7 Annual Governance Statement 2016/2017

Report dated 14 August 2017 by the Treasurer of Clyde Valley Learning and Development Joint Committee. (Copy attached) Page(s) 13 to 18

Item(s) for Noting

8 Audit Scotland - Clyde Valley Learning and Development Joint Committee 2016/2017 Annual Audit Report - Proposed

Report dated August 2017 by Audit Scotland. (Copy attached) Page(s) 19 to 50

Item(s) for Decision

9 Certified Annual Accounts 2016/2017 and External Auditor's Report to the Joint Committee

Report dated 14 August 2017 by the Treasurer of Clyde Valley Learning and Development Joint Committee. (Copy attached) Page(s) 51 to 80

Monitoring Item(s)

10 Revenue Budget Monitoring 2017/2018 - Clyde Valley Learning and Development Joint Committee

Report dated 31 July 2017 by the Treasurer of Clyde Valley Learning and Development Joint Committee. (Copy attached) Page(s) 81 to 84

Item(s) for Noting

11 Accredited e-Learning - Food Hygiene

Report dated 14 August 2017 by the Chair of the Clyde Valley Learning and Development Project Implementation Steering Group. (Copy attached) Page(s) 85 to 88

12 Clyde Valley Learning and Development Project - Promoting Positive Behaviour Programme

Report dated 15 August 2017 by the Chair of the Clyde Valley Learning and Development Project Implementation Steering Group. (Copy attached) Page(s) 89 to End

Urgent Business

13 Urgent Business

Any other items of business which the Chair decides are urgent.

For further information, please contact:-

Stuart McLeod on 01698 454815

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