

Transforming Children’s Services Final Recommendations

This Appendix lists all of the recommendations from the Transforming Children’s Services Report that Elected Members are being asked to approve, together with comments on whether recommendations have changed. Where a ‘significant change’ is proposed the original recommendation are shown for reference. ‘Significant change’ does not include changes to the language of the recommendation to make it clearer and more concise.

This Appendix also includes a number of additional recommendations which have arisen through the engagement process or because an original recommendation has been subdivided.

Work on WP4 (Community Services) is continuing and as a consequence only a small number of recommendations are being put forward in this report. These recommendations (part of work packages 5A and 5B) relate directly to services to schools or to property issues.

A document with **all** original recommendations from TCS has been placed in the Members Library.

Each recommendation begins with the statement “we have to recommend that ... representing the recommendation from the Directors of Education & Lifelong Learning and Social Work Services.

Work Package 1 Final Recommendations

Final recommendation 1
the “Vision, Values, Outcomes and Operational Principles” document is approved and be used to guide development of future policies, procedures and guidelines which may affect “Children’s Services”. Our partner agencies who work with us to deliver services to children and young people will be encouraged to adopt this document.
Comment: The original recommendation is unchanged although the language of the document has been altered in places to make it clearer. A copy of the document is attached as Appendix 2 .
Original Rec. No WP1 -1
As final recommendation.

Work Package 2 Final Recommendations

Final recommendation 2
the Single Integrated Assessment Framework is adopted.
Comment: The principle of this recommendation is unchanged, although minor changes in procedures may be necessary following the current pilot.
Original Rec. No WP2-1
As final recommendation.

Final recommendation 3
ELL's Additional Support Needs team and Social Work's Children Service join together to form an integrated Additional Needs Service for children and young people. This new service will form part of the Social Work Department under the overall control of the Director of Social Work Services and will be directly managed by a Head of Service who would be a qualified Social Worker. <i>This new management structure will be reviewed after one full year in operation.</i>
Comment: The original recommendation has been changed and now only comments on SW Children Services rather than SW as a whole.
Original Rec. No WP2-1
It is recommended that the Social Work Senior Management Team is a Director and 3 Heads of Service, with one of these posts being the Head of Additional Needs, responsible to the Director of Social Work.

Final recommendation 4
Locality Additional Needs Teams will be set up in each of the Council's five 'areas'. These locality teams will comprise:-
<ul style="list-style-type: none"> • Primary Learning Support Teachers; • Primary Behavioural Support Teachers (and their attached Additional Needs Assistants); • Locality Social Work (Children's Services) staff • Children's Multi Agency Team.
Comment: The principle of this recommendation is unchanged. Further work will be carried out to confirm the precise AN Services; categories of staff and the actual numbers of staff that will be attached to these five Locality Teams. This task will be delegated to the new AN Management Team. Partner agencies are already involved in initial discussions regarding aligning some staff to the localities.
Original Rec. No WP2-3
As final recommendation.

Final recommendation 5
a multi-agency Locality Additional Needs Centre with suitable accommodation be set up in each of the Authority's five areas with Eyemouth as the pilot when budget is identified.
Comment: The principle of this recommendation is unchanged. This recommendation is essential to a more local delivery of services. Final proposals concerning the other four centres will be developed by the Corporate and School Estate Asset teams and the Property Rationalisation Project and will be brought to Council for approval in due course.
Original Rec. No WP2-9
As final recommendation.

Final recommendation 6
five Central Teams are established to cover Social Emotional & Behavioural Needs; Complex Needs; Educational Psychology; Child Protection & Assessment and Transitions to Adulthood.
Comment: The principle of this recommendation is unchanged. Further work will be undertaken to determine the exact services to be delivered by these five teams and the number of staff who will make up each team. The position for E&LL's Speech and Language Service will be reviewed by the new AN Management Team.
Original Rec. No WP2-7
As final recommendation

Final recommendation 7
the "Transitions to Adulthood" Team will be developed as a matter of urgency.
Comment: The principle of this recommendation is unchanged and some preparatory work is already underway.
Original Rec. No WP2-8
As final recommendation

Final recommendation 8
the central Social Emotional and Behavioural Needs (SEBN) teams and the central Complex Need team will be located in geographically central locations. The current Earlston High School campus will be used to house the Complex Needs team when budget can be identified for the necessary refurbishment. The co-location of the other central teams will be taken forward as part of the Corporate Asset Strategy.
Comment: The principle of this recommendation is unchanged. The SEBN team will meanwhile be located in the Wilton Centre in Hawick.
Original Rec. No WP2-10
As final recommendation

Final recommendation 9
the Borders Deprivation Index (BDI) should be renamed with the word "Deprivation" removed from the title.
Comment: Following the engagement process the original recommendation has been significantly changed. Further work will have to be carried out to identify a more suitable name for the index and to review the indicators used in the index in response to concerns. It will initially be used to allocate SW staff currently in central teams to localities and work will be undertaken to find a more suitable name for the index.
Original Rec. No WP2-2
It is recommended that the Scottish Borders Scottish Index of Multi Deprivation as described above is adopted and maintained as the method for allocating Additional Needs resources to localities and individual schools and that partner agencies are encouraged to make use of the Borders SIMD Resource Allocation Methodology where appropriate.

Final recommendation 10
<p>the BDI is used to allocate Primary Learning Support teachers and Primary Social Emotional and Behavioural Needs Teachers and their associated Additional Needs Assistants to the five Localities. It is recommended that the current index is used to allocate:</p> <ul style="list-style-type: none"> • Children’s Services Social Work staff • Children’s Multi Agency Team (CMAT) to the five Locality Teams.
<p>Comment: Following the engagement process the original recommendation has been significantly changed in response to concerns. For the E&LL team the BDI will only be used to allocate staff who are currently not allocated through the annual audit as they already operate on an area basis.</p>
Original Rec. No WP2-2
<p>It is recommended that the Scottish Borders SIMD as described above is adopted and maintained as the method for allocating Additional Needs resources to localities and individual schools and that partner agencies are encouraged to make use of the Borders SIMD Resource Allocation Methodology where appropriate.</p>

Final recommendation 11
<p>Additional Needs staff for secondary schools (teachers and ANA’s) and primary ANA’s will continue to be allocated using the current practice until such time as an acceptable new method of allocation is developed and approved by Council.</p>
<p>Comment: The original recommendations for the BDI have been revised in response to concerns from the engagement process. Further work on development of an allocation methodology (including a modelling exercise year 1 and pilot year 2) will be undertaken before Council is asked to make a final decision on change to the current practice.</p>
Original Rec. No WP2-2, WP2-4, WP 2-5, WP2-6, WP5B, WPE4-17, WP5B E4-18
<p>It is recommended that the Scottish Borders SIMD as described above is adopted and maintained as the method for allocating Additional Needs resources to localities and individual schools and that partner agencies are encouraged to make use of the Borders SIMD Resource Allocation Methodology where appropriate.</p>
<p>It is recommended that the Devolved School Management Staffing Formula for both the Primary and Secondary School Sectors is amended to include an allocation of Additional Needs Staff to meet each School's 'predictable additional needs' requirements.</p>
<p>It is recommended that the available Additional Needs staff and other Additional Needs resources are allocated to schools, localities and for central retention based upon a 66.6%22.22%11.11% ratio respectively.</p>
<p>It is recommended that detailed guidelines are produced defining Predictable Needs and Exceptional Needs (or Non-predictable Needs) and how resources for the latter may be accessed.</p>
<p>It is recommended that the secondary school DSM Teacher Staffing formula is altered, as shown in the Funding Mechanisms Report, to include an allocation of Additional Needs Teachers to cover 'Predictable Needs'.</p>
<p>It is recommended that the 'Administrative and Auxiliary Support Staff' DSM allocation to primary schools is amended to include a Predictable Additional Needs Assistants allocation.</p>

Final recommendation 12
the Authority will consider setting up one or two additional small, family-sized residential units to house children or young people who have a medium or long-term residential requirement.
Comment: The principle of this recommendation is unchanged. It has been progressed with the acquisition of the 'Wheatlands' residential home. When appropriate, work on a second new residential home will be taken forward through the Corporate Asset team and the proposal brought before Council at a future date.
Original Rec. No WP2-11
As final recommendation

Final recommendation 13
the Management Structure for Central Additional Needs Services (as described in WP2 Section L) be implemented and that any minor changes from this published structure proposed by the new AN Management Team is permitted - as long as it is within the same total cost basis.
Comment: This recommendation is unchanged. It conforms to the overall principle of reducing the number of managers. It involves a net reduction of 14 management grades in E&LL's Additional Needs team and small increase in the number of SW management staff (but no increase in their total establishment). Overall there will be a loss of four E&LL posts.
Original Rec. No WP2-13 and WP 2-14
As final recommendation

Final recommendation 14
the relevant Locality Teams and individual schools will be responsible for providing visiting teacher services to pupils in hospital.
Comment: The principle of this recommendation is unchanged. This will allow the removal of one post that was not filled following retirement of the previous post holder.
Original Rec. No WP2-15
As final recommendation

Final recommendation 15
specialist ICT provision for pupils will be delivered in a new way.
Comment: The principle of this recommendation is unchanged. This will lead to the removal of one post and plans for delivery of the service in the future will be shared with parents.
Original Rec. No WP2-16
As final recommendation

Final recommendation 16
support to the five existing Locality Integration Teams becomes the responsibility of the new five Locality Managers. The posts for the two existing Locality Managers who have been supporting integration will not be required in the new structure.
Comment: This principle of this recommendation is unchanged.
Original Rec. No WP2-17
As final recommendation

Final recommendation 17
consideration will be given to the development of two centres that will provide full-time specialist education and care in the Borders (rather than having services outwith the Borders for education and residential placements for some children and young people) and a report on this will be presented to Council in due course.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP2-20
As final recommendation

Final recommendation 18
budgets for education and residential placements outwith the Borders be reduced by £500,000 within three years of the new SEBN and Complex Needs Centres being set up and fully operational.
Comment: This principle of this recommendation is unchanged.
Original Rec. No WP2-19
As final recommendation

Final recommendation 19
the total School Transport budget (including ASN) be reduced by £119,000.
Comment: This principle of this recommendation is changed to reflect the actual 2008-09 budgetary saving.
Original Rec No WP2-21
As final recommendation

Final recommendation 20
procedures and policy for the provision of Additional Needs Transport will be reviewed and where appropriate replaced.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP2-21
It is recommended that a policy for the provision of Additional Needs Escorts is developed and that, based upon this policy, a savings target of £30,000 is approved.

Final recommendation 21
savings of £50,000 are made on services commissioned by the Children's Services section of the Social Work Department.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP2-23
As final recommendation

Final recommendation 22
an inter-departmental group of staff are established to examine the financial and governance procedures for the integrated Additional Needs Services.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP2-22
As final recommendation

Final recommendation 23
members of Scottish Borders Children's and Young People's Planning Partnership members are encouraged to participate in co-location opportunities.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP2-12
As final recommendation

Final recommendation 24
an agreed glossary of terms and acronyms relevant to Children's Services be produced and maintained by a named Officer and that partner agencies be encouraged to use and support this glossary.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP2-24
As final recommendation

Final recommendation 25
the current Devolved School Management scheme be extended to include the proposed five Additional Needs Locality Centres and the 'central' Social Emotional and Behavioural Needs and the 'central' Complex Needs provisions, all of which will provide part-time or full-time education for a number of pupils. The allocation formulas for these facilities will be developed and included in the DSM manual.
Comment: The principle of this recommendation is unchanged. This will not be implemented until the full details of all budgets to be devolved to these Locality Centres is confirmed.
Original Rec. No WP5B E4-6
As final recommendation

Final recommendation 26
the constitutions of the Joint Consultative Group for Teachers and the Local Negotiating Committee for Teachers be amended to include Social Work Management representation.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5B E4-4
As final recommendation

Final recommendation 27
facilities management budgets in jointly occupied buildings be apportioned between E&LL and SW and where necessary protocols developed for the joint use of these facilities and for future capital development of joint use facilities.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5B E4-5
As final recommendation

Final recommendation 28
an agreed proportion of E&LL's Additional Support Needs budget be retained by E&LL and is allocated to schools via their DSM staffing formula to meet current learning support staff.
Comment: This recommendation has been amended and now covers only DSM Learning Support staff in secondary schools.
Original Rec. No WP 5b E4-3
It is recommended that an agreed proportion of E&LL's Additional Support Needs budget is retained by this Department prior to this section's budget being transferred to Social Work and that this portion is allocated using the BDI to individual schools, via their DSM allocations to meet their predictable needs function. It further recommended that a Service Level Agreement is developed specifying what is expected of schools under this heading and that any change in this SLA is accompanied by a requisite change in this budget.

Final recommendation 29
The majority of E&LL Additional Support Needs budgets (including Transport and Escorts) be transferred to the Social Work Department which will now be responsible for all aspects of Additional Needs' Transport in liaison with schools.
Comment: This amalgamates two recommendations - whose principles are unchanged.
Original Rec. No WP5B E4-1 and WP5B E4-2
As final recommendation

Final recommendation 30
Identified administrative and clerical staff be relocated to support the move to locality provision of services in general and the creation of the five Central Additional Needs Teams.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5B E3-17
As final recommendation

Final recommendation 31
clerical and administrative staff in both SW (Children Services) and E&LL are responsible to and line managed by their relevant Head of Service.
Comment: This integrates two original recommendations - whose principles are unchanged.
Original Rec. No WP5B E3-13 and WP5B E3-12
As final recommendation

Final recommendation 32
a programme of training for Additional Needs Escorts is developed and that these staff be provided with any relevant background information (subject to compliance with Data Protection legislation) about the children and young people they are assisting.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5A E5-5
As final recommendation

Final recommendation 33
the Additional Needs pupil transport budgets held by SW's Children Services and E&LL's Additional Support Needs Section are amalgamated, treated as a single budget and become the responsibility of a named member of staff within the proposed new service. A robust management and monitoring system will be developed, accompanied by a clear set of procedures which will set out the duties, responsibilities and authority of managers at different levels and locations with regard to the provision of Additional Needs Transport for individual pupils.
Comment: The principle of this recommendation is unchanged
Original Rec. No WP5A E5-6
As final recommendation

Final recommendation 34
when deciding if transport provision is required to meet an individual pupil's additional needs, a graded transport checklist will be used and that at least an annual review of each provision takes place to confirm or alter the level of transport required to meet transport requirements for the next period.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5A E5-7
As final recommendation

Final recommendation 35
a system be developed to reconcile pupil absences with invoiced Additional Needs taxi journeys and that a more proactive and timely method of notifying taxi companies of cancelled journeys is adopted.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5A E5-8
As final recommendation

Final recommendation 36
the costs of provision of catering and cleaning services to E&LL Additional Needs' establishments and provisions within mainstream schools are calculated and the requisite budgets transferred to Social Work's Children's Services' Section.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5A E5-3 and WP5A E2-9
As final recommendation

Work Package 3 Recommendations

Final recommendation 37
Scottish Borders Council implement the national "Curriculum for Excellence" (CfE) in its schools and early years' provisions.
Comment: The principle of this recommendation is unchanged. The Government has confirmed its commitment to CfE and has included it in the single outcome agreements although it has slightly extended the implementation period. The short name has changed from ACE to CfE.
Original Rec. No WP3 E3-1
As final recommendation

Final recommendation 38
six Learning Communities, replacing the nine high school cluster groups, are set up in Tweeddale; Eildon East; Eildon West; Teviot & Liddesdale; Cheviot and Berwickshire.
Comment: This recommendation is unchanged.
Original Rec. No WP3 E1-2
As final recommendation

Final recommendation 39
the number of Primary Headteachers in the Authority is reduced to 42 and they are all non class committed.
Comment: The principle of this recommendation is unchanged. This will enable Headteachers to play a full part in monitoring the teaching and learning process in all classes. Full details of the proposed Headships are attached as Appendix 3 . These will now be discussed with Parent Councils and Elected Members where appropriate will be invited to attend discussion on schools in their Wards.
Original Rec. No WP3 E3-3 and WP5B E1-7
As final recommendations

Final recommendation 40
primary Depute Headteachers are allocated on the basis of one Depute for school(s) (either single or shared headships) with combined rolls including nursery pupils of 200-289. Schools with combined rolls of 290 or over will be allocated a second Depute.
Comment: The principle of this recommendation is unchanged. The allocation is shown as part of Appendix 3.
Original Rec. No WP5B E1-8
As final recommendation

Final recommendation 41
the number of Primary Principal Teachers are reduced to 54 and each will have the equivalent of 1 day per week of management time to help develop CfE and for school duties over the course of the school year. Headteachers will have flexibility on how the days are allocated and used.
Comment: As a result of concerns raised during the engagement process the two recommendations in respect of PT's have changed significantly. The allocation is shown within Appendix 3.
Original Rec. No WP5b E1-9 and WP3 E1-4
It is recommended that the proposal to reduce the number of Primary Principal Teachers from 102 to 54 and to realign them to the 6 Learning Communities is approved.
It is recommended that the number of Primary School Principal Teachers is reduced from 102 to 54, that they are realigned to the 9 "ACE" curricular areas and that each of them is given an allocation of management time of between 1 and 1½ days per week as described in WP3-E1.

Final recommendation 42
secondary schools be given an allocation of budget to fund their management structures (Depute Headteachers and PTs). The actual structure of the management team in each secondary school will be decided by individual Headteachers. To retain this flexibility schools must operate within the budget provided and meet improvement outcomes for their school.
Comment: As a result of concerns raised during the engagement process the two recommendations in respect of PTs have changed significantly. The number of Curriculum PTs for each secondary school will no longer be fixed at nine or aligned to individual CfE themes. The available budget for the management posts in secondary schools will be within the same budget efficiency envelope as the original recommendations below. The recommendation to reduce the number of depute posts by 9 is removed as the budget saving will be delivered through the new flexible model.
Original Rec. No WP3 E1-5 WP5B E1-13 and WP5B E1-11
It is recommended that the number of Secondary School Principal Teachers (Curriculum) is reduced from 130 to 81 (9 per school), that they are realigned to the 9 “ACE” curricular areas and given an agreed allocation of management time as described in WP3-E1. It is proposed that the number of Principal Teachers (Curriculum) in each of the Authority’s secondary schools is reduced to 9 and that these are aligned to the “ACE” curricular areas as set out in Work package 3-1
It is recommended that the number of Depute Headteachers in each of our secondary schools is reduced by one and that the ACE Principal Teachers play a more collegiate role in the management of the schools to replace this lost resource.

Final recommendation 43
the DSM teacher staffing formula for each secondary school is reduced by 1 FTE main grade teacher scale.
Comment: In order to keep the cost of each secondary school’s new management structure within the recommended budget envelope it is necessary to reduce the overall teaching establishment in each secondary school by 1 FTE.
This is a new recommendation to facilitate final recommendation 42

Final recommendation 44
a number of central budgets are devolved to each of the six Learning Communities and that financial formulas are developed to permit this.
Comment: This incorporates two recommendations – whose principles are unchanged.
Original Rec. No WP3 E1-6 and WP3 E1-8
As final recommendation

Final recommendation 45
A central budget is established to fund the Curriculum for Excellence Team.
Comment: This recommendation has changed. The permanent centrally based Curriculum Development Team will be smaller with budget reallocated for schools to develop CfE.
Original Rec. No WP3 E1-7
It is recommended that a centrally located “ACE” support team, comprising one Coordinator and 3 full-time Principal Teachers as described in WP3-E1, is approved.

Final recommendation 46
the current Reduction in Class Contact Time (RICCT) system is phased out and that the DSM teaching staff allocation formula in the Council’s DSM scheme is altered to include the required amount of non-class contact time.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5B E1 -10
As final recommendation

Final recommendation 47
a working group is set up to deal with aspects of the curriculum which affect secondary schools and in particular those which impact on years S4, S5 and S6.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP3 E2-1
As final recommendation

Final recommendation 48
curriculum changes are approved and implemented as soon as is possible, in particular the proposed move to a “ junior” and “senior” school division to replace the current “junior”, “middle” and “senior” division used in SBC’s Secondary Schools.
Comment: The principle of this recommendation is unchanged. Details on the changes can be read in Section C of Work Package 3, Element 2.
Original Rec. No WP3 E3-2
As final recommendation

Final recommendation 49
changes to the balance of teaching time between S1-S3 and the senior school and the share of teaching time given to vocational courses in senior years in SBC’s Secondary schools are considered in line with CfE developments.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP2 E2-3
As final recommendation

Final recommendation 50
consistent entry criteria are established and used for all Higher and Advanced Higher courses by all SBC secondary schools and that guidance is provided to our secondary schools for each subject area at Higher and Advanced Higher levels regarding possibilities of compositing classes. In addition, guidelines are to be established regarding occasional admission to certain Advanced Higher courses of able S5 pupils.
Comment: The principle of this recommendation is unchanged
Original Rec. No WP3 E2-4
As final recommendation

Final recommendation 51
guidelines are established for the amount of dedicated teacher time for any Higher and Advanced Higher course which attract few pupils. The guidelines will look at ways of sustaining as wide as possible curriculum choice, particular in the smaller secondary schools.
Comment: Following concerns raised in the engagement process this recommendation has been clarified. The recommendation emphasises that when small classes exist <i>discussions</i> should take place to determine if there are alternatives to a fully taught class which can be used e.g. video conferencing, compositing and partial use of Scholar.
Original Rec. No WP3 E2-5
It is recommended that guidelines are established for the amount of dedicated teacher time for any Higher and Advanced Higher course which attracts fewer than a fixed number of pupils. This limit to take cognisance of those instances where Higher pupils are composited with pupils working at another level.

Final recommendation 52
when Scholar and/or Video Conferencing are realistic possibilities for delivery of a particular courses then agreed minimum pupil numbers are fixed, below which the course will be delivered through the most appropriate means with the base school providing supporting tuition rather than teaching the course in its entirety.
Comment: The principle of this recommendation is unchanged. However, a minimum of 12 before a class will run is no longer a hard and fast rule.
Original Rec. No WP3 E2-6
As final recommendation

Final recommendation 53
a working group is set up to promote the full and extensive use of the national SCHOLAR on-line curriculum support programme.
Comment: The principle of this recommendation is unchanged. Details on this can be read in WP3-E2 Section E.
Original Rec. No WP3 E2-7
As final recommendation

Final recommendation 54

A feasibility study should be undertaken with the aim of the introduction of video-conferencing into SBC's secondary schools is approved as a method of maintaining and enriching the curriculum especially in the senior years.
Comment: The recommendation remains unchanged in principle. Details on this can be read in WP3-E2 Section F
Original Rec. No WP3 E2-8
when technology permits the introduction of video-conferencing into SBC's secondary schools is approved as a method of maintaining and enriching the curriculum especially in the senior years.

Final recommendation 55
the range of vocational courses in the senior secondary school years are expanded
Comment: The principle of this recommendation is unchanged. Details on the proposals supporting this can be read in WP3, Element 2, Section G.
Original Rec. No WP3 E2-9
As final recommendations

Final recommendation 56
consideration is given to partially aligning timetables in the nine secondary schools to facilitate use of Scholar/video conferencing.
Comment: The principle of this recommendation has been slightly amended. It is accepted full alignment of timetables will not be possible and that a number of aligned blocks is the best way forward.
Original Rec. No WP3 E2-10
As final recommendation

Final recommendation 57
the job title Principal Teachers (Pastoral) is adopted in all schools for the staff involved in the provision of what was called "Guidance"; that the services they provide are consistently called "Pastoral Care" and that the formal timetabled classes provided by these staff in our secondary schools are referred to as "Personal & Social Education" classes.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP3 E3-1
As final recommendation

Final recommendation 58
the extended remit for a Principal Teacher (Pastoral) is adopted in SBC's secondary schools.
Comment: The principle of this recommendation is unchanged. The full remit can be seen in WP3-E3 Appendix 4.
Original Rec. No WP3 E3-2
As final recommendation

Final recommendation 59
the number of pastoral Principal Teachers will be allocated to secondary schools based in part on school rolls and in part on each school's deprivation factor. As now Headteachers will have the flexibility to augment pastoral PTs within their devolved school management budgets.
Comment: This recommendation has been substantially changed.
Original Rec. No WP3 E3-3
It is recommended that the proposed Pastoral Care Structure set out in WP3 Section C which allocates a reduced number of Pastoral PT's on the basis of school roll and deprivation, rather by roll only and that these staff have no subject commitment is approved and implemented.

Final recommendation 60
an enhanced training structure for pastoral staff is implemented.
Comment: The principle of this recommendation is unchanged. The cost of the training would be borne by existing CPD and other training budgets. Full details can be seen in Appendix WP3—E3/10.
Original Rec. No WP3 E3-4
As final recommendation

Final recommendation 61
the current shape of the school week is retained and the school holiday pattern is broadly retained with the addition of a one week break in mid February.
Comment: This acknowledges the decision made by the Council in September following a separate consultation.
Original Rec. No WP3 E4-1 and WP3 E4-1
It is recommended that stakeholders are consulted regarding possible changes to the school session and the possible introduction of an asymmetric week in Scottish Borders Schools.
It is recommended that stakeholders are consulted regarding possible changes to the school session and the possible introduction of an asymmetric week in Scottish Borders Schools.

Work Package 4

As detailed on page 1 of this Appendix work is continuing on this work package and there will be a future engagement process.

Work Package 5A Recommendations

Work Package 5 Element 1 - Property

Final recommendation 62
models are developed for categories of buildings such as Libraries, Museums, Community Centres, similar to the Schools of the Future Model.
Comment: The principle of this recommendation is unchanged. Further work will be undertaken by the Corporate Asset team.
Original Rec. No WP5A E1-1
As final recommendation

Final recommendation 63
all schools are classified as community schools and that a protocol for the appropriate multi-use of all buildings providing services to children and young people by staff from the various teams within the SW and E&LL Departments; communities and partner agencies is encouraged. In addition, a formal process to involve local communities in decisions regarding the use of buildings is developed.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5A E1-2
As final recommendation

Final recommendation 64
the Council's "Small Schools Policy" is amended in the light of the Council's commitment in "Bright Future" to protect rural schools.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5A E1-4
As final recommendation

Final recommendation 65
consideration is given to reducing the number of primary school campuses in Hawick and Galashiels from 12 to 6 by a number of amalgamations and co-locations, subject to a statutory consultation process. Sites for these campuses are earmarked in the Local Plan. The proposals will be taken forward as part of the Corporate Asset strategy.
Comment: This recommendation will be subject to further consultation and will be taken forward as part of the Corporate Asset strategy. Further information can be seen on this in Section D of Work Package 5A;
Original Rec. No WP5A E1-5
As final recommendation

Final recommendation 66
part of the current Berwickshire HS building is retained and that Duns Primary School is relocated to part of this building.
Comment: The principle of this recommendation is unchanged and is currently being discussed with stakeholders as part of the Corporate Asset Strategy.
Original Rec. No WP5A E1-6
As final recommendation.

Final recommendation 67
parts of the current Earlston and Eyemouth High School buildings (presently shared with Earlston and Eyemouth Primary Schools) are retained for use by the primary schools and that further areas of the school are also retained to help bring the primary schools closer to the “School of the Future” accommodation model.
Comment: This brings together two recommendations – the principles of which are unchanged. An initial examination of the accommodation required to implement these is already underway with stakeholders. The Corporate Asset Strategy will assume responsibility for taking this recommendation forward.
Original Rec. No WP5A E1-7 and WP5A E1-8
As final recommendation.

Final recommendation 68
the recently completed Schools Management Review should be used to inform the capital building programme.
Comment: This now amalgamates three recommendations.
Original Rec. No WP5A E1-9, WP5A E1-10 and WP5A E1-3
It is recommended that the continuing capacity shortfall issue at Melrose GS is addressed as a matter of urgency by undertaking an immediate feasibility study into the various options mentioned in the TCS Property Report and any other possible solutions.
It is recommended that the remaining 40 or so Primary Schools, not specifically mentioned in the TCS Property Report, will be subject to extension and/or refurbishment or a rebuild depending upon the individual circumstances, in the priority order set out in the Schools Management Review and as capital funding becomes available. It is recommended that plans are drawn up in order of priority to decide in each school’s case which is appropriate – refurbishment, extension or rebuild.
It is recommended the Secondary Schools estate is improved by undertaking the following projects. The final phase of the Peebles HS extension/refurbishment should be completed by the addition of a Games Hall, Fitness Studio and sundry other PE accommodation and that a full-sized artificial surface pitch should also be provided. It is further recommended that the final phase of the Jedburgh GS extension and refurbishment is completed by the enlargement of the Assembly Hall and the refurbishment of the Kitchen, Dining Room and various other rooms in this block. Finally it is recommended that a decision is made regarding replacement, extension and/or refurbishment of Kelso HS, Galashiels Academy and Selkirk HS in the order of their ranking in the Schools’ Management Review. All of these proposals are dependant upon substantial capital funding being made available.

Final recommendation 69
the creation of the two Locality Additional Needs Centres and the three Central Additional Needs Centre is taken forward as part of the Corporate Asset strategy.
Comment: The principle of this recommendation is unchanged. Details can be seen in Section D of Work Package 5A-E1.
Original Rec. No WP5A E1-11
As final recommendation

Final recommendation 70
where the opportunity presents itself, consideration should always be given to co-locating Libraries and Community Centres together with school premises (primary and secondary).
Comment: This amalgamates two recommendations – the principles of which are unchanged. It should be emphasised that this does not mean community facilities will be located in schools but that this should be examined when planning new or extending schools.
Original Rec. No WP5A E1-12 and WP5A E1-14
As final recommendation

Final recommendation 71
consideration be given to relocating the Eyemouth Community School Library to the current Eyemouth HS building.
Comment: The principle of this recommendation is unchanged. Further work requires to be undertaken on this proposal and it is recommended that this is delegated to the Corporate Asset Strategy.
Original Rec. No WP5A E1-13
As final recommendation

Final recommendation 72
The original recommendation has been withdrawn.
Comment: The original recommendation has been withdrawn. This is in response to on-going work by the Corporate Asset Strategy.
Original Rec. No EP5A E1-15 the original recommendation (EP5A E1-15) to relocate Eyemouth Community to the current high school and declare Eyemouth Community Centre surplus to requirements?

Final recommendation 73
an adequate amount of accommodation is retained in the existing Earlston HS building for community use once the new high school is open.
Comment: The principle of this recommendation is unchanged. Preparatory work has already been undertaken on this recommendation by the Property Rationalisation project.
Original Rec. No WP 5A E1-16
As final recommendation

Final recommendation 74
consideration is given to relocating Southfield Community Centre in Duns to the existing Berwickshire HS buildings once the new High School is in operation and Southfield Centre is declared surplus to requirements.
Comment: The principle of this recommendation is unchanged. Further consultation work is required and this is delegated to the Corporate Asset Strategy.
Original Rec. No WP5A E1-17
As final recommendation

Final recommendation 75
consistent procedures on the hire and cost structure for hire of facilities are developed and applied to the Council estate, including schools, community facilities and the 3 PPP High Schools.
Comment: This amalgamates two original recommendations – the principles of which are unchanged. It is recommended that this work is undertaken as quickly as possible as there is a perception that charges for facilities in the new PPP Schools will be higher than corresponding facilities in other schools.
Original Rec. No WP5A E1-18 and WP5A E4-10
As final recommendations

Final recommendation 76
consideration is given to a policy that would enable schools to use village halls (in close proximity to the school) as a method of addressing shortfalls in the school estate in respect of assembly halls and physical education.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5A E1-19
As final recommendation

Final recommendation 77
Eyemouth Town Hall in Eyemouth is declared surplus to requirements once the new High School is completed.
Comment: The principle of this recommendation is unchanged. The building has not been in use for some time and it is recommended that disposal of the facility is delegated to the Corporate Asset Strategy.
Original Rec. No WP5A E1-20
As final recommendation

Final recommendation 78
the Council does not renew its lease on the Volunteer Hall in Duns once the new school is opened.
Comment: The principle of this recommendation is unchanged. It is recommended that further consultation is undertaken with the local community by the Corporate Asset Strategy.
Original Rec. No WP5A E1-21
As final recommendation

Final recommendation 79
consideration is given to relocating the Jim Clark Museum in Duns to the existing Berwickshire HS buildings once the new Berwickshire HS is opened.
Comment: The principle of this recommendation is unchanged. It is proposed that discussions are opened with the Trustees of the Museum under the auspices of the Corporate Asset Strategy.
Original Rec. No WP5A E1-22
As final recommendation

Work Package 5A Element 2 – Catering

Final recommendation 80
the Schools' Catering Service continues to be provided by the Council's DSO Catering Section.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5A E2-1
As final recommendation

Final recommendation 81
the current Service Level Agreement between the DSO Catering Section and E&LL is updated, that this process involves Headteachers and that this updated document is issued to schools. In addition, formal procedures for Headteachers to raise issues with regard to catering provision are developed and publicised.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5A E2-2
As final recommendation

Final recommendation 82
to establish a link between the Health & Wellbeing Curricular Theme, the Catering DSO is required, as part of the SLA, to provide a named link officer(s) to the Curriculum for Excellence Co-ordinator.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5A E2-3
As final recommendation

Final recommendation 83
when funding permits, regeneration kitchens will be phased out and replaced by production kitchens or dining centres and outdated equipment in existing production kitchens will be replaced. Plans to implement cashless catering system in all secondary schools will continue.
Comment: The principle of this recommendation is unchanged although the roll out of cashless catering is now limited to secondary schools as it is not considered practical for primary schools.
Original Rec. No WP5A E2-4
It is recommended that Regeneration Kitchens are formally phased out, to be replaced, as appropriate, with Production Kitchens or Dining Centres and that a phased capital programme is put in place to achieve this policy and to modernise the equipment in existing Production Kitchens. It is further recommended that when funding permits, the cashless catering system is extended to all schools whose pupil roll makes this a viable option.

Final recommendation 84
to increase the uptake of school meals promotional materials are developed and that stakeholder consultation and formal quality assurance procedures are developed.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5A E2-5
As final recommendation.

Final recommendation 85
Technical Services give consideration to implementation of the changes to the DSO Catering and Cleaning Management Structure and the improved staff training regime proposed in the APSE Review.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5A E2-6
As final recommendation.

Final recommendation 86
budgetary arrangements contained in the DSO Catering Section SLA are reviewed to remove the financial disincentives to E&LL that create barriers to increased pupil uptake of meals. In addition the system of cross-subsidisation is reviewed.
Comment: The principle of this recommendation is unchanged. Further information on this can be read in Section E of WP5A-E2.
Original Rec. No WP5A E2-7
As final recommendation.

Final recommendation 87
decisions are made regarding the category of kitchen which is to be retained in Earlston PS and Eyemouth PS once the new High Schools are open and that sufficient budget is identified to run these facilities.
Comment: The principle of this recommendation is unchanged
Original Rec. No WP5A E2-7
As final recommendation.

Work Package 5A Element 3 - Cleaning

Final recommendation 88
the cleaning of schools continues to be contracted to the DSO Cleaning section within Technical Services.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5A E3-1
As final recommendation.

Final recommendation 89
material resources for janitors and DSO cleaning staff will be shared and that an updated Service Level Agreement between E&LL and the DSO Cleaning section is produced. The SLA to include the authority for school janitors to vary this contract on a temporary basis within the same cost resource.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5A E3-2
As final recommendation.

Final recommendation 90
when funding can be identified, Technical Services should consider a phased programme of cleaning equipment replacement.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5A E3-3
As final recommendation.

Work Package 5A Element 4 – Janitorial Services

Final recommendation 91
a formula for allocating janitors to the Authority’s Secondary Schools based upon roll bands is introduced and that the DSM scheme is amended as required.
Comment: This amalgamates two recommendations – the principles of which are unchanged.
Original Rec. No WP5A E4-1 and No WP5B-E4-20
As final recommendation.

Final recommendation 92
primary schools with pupil rolls in excess of 120 are allocated a full-time dedicated janitor and that the DSM janitorial allocation is altered to reflect this. Primary schools with a roll below 120 are allocated janitorial support from an expanded peripatetic janitorial service and that the DSM scheme is altered to reflect this.
Comment: This amalgamates two recommendations– the principles of which are unchanged. Further details on this can be read in Appendix WP5A-E4/7.
Original Rec. No WP5A E4-2 and WP5A E4-3
As final recommendation.

Final recommendation 93
a mandatory training programme is developed for all janitors and the possibility of upskilling janitors to undertake some maintenance tasks is explored, with the aim of reducing the total dependence on outside contractors.
Comment: This amalgamates two recommendations – the principles of which are unchanged.
Original Rec. No WP5A E4-4 and WP5A E4-5
As final recommendation.

Final recommendation 94
a detailed job specification and service standards for janitors is developed and made available to schools.
Comment: The principle of this recommendation is unchanged
Original Rec. No WP5A E4-6
As final recommendation.

Final recommendation 95
Headteachers will remain the day-to-day line managers for school dedicated janitors, advice and assistance in areas outside their professional competence will be provided by E&LL’s Contract & Facilities Management Team.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5A E4-7
As final recommendation.

Final recommendation 96
school janitors will assume the responsibility for the day to day monitoring of property related services – including cleaning, grounds and property maintenance.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5A E4-8
As final recommendation

Final recommendation 97
as a consequence of single status a review is undertaken on the process for janitors (and others) who manage school lets and as an efficiency measure within individual towns the availability of schools for evening lets is restricted to one school per evening except in circumstances where specialist equipment or accommodation is required.
Comment: This brings together two recommendations, the principles of which are unchanged.
Original Rec. No WP5A E4-9 and WP5A E4-11
As final recommendation.

Work Package 5A Element 5 – Transport

Final recommendation 98
robust systems are put in place to provide accurate and up-to-date budget information to enable joint monitoring of the transport costs and to allow strategic decision making to take place. In particular, there should be an effective link between the electronic information on finance and operational transport matters.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5A E5-1
As final recommendation.

Final recommendation 99
consideration is given to the re-introduction of charges for privilege lifts
Comment: The principle of this recommendation is unchanged and will be subject to a future report to the Executive for consideration.
Original Rec. No WP5A E5-2
As final recommendation

Final recommendation 100
the use of the Young Scot Card concessionary travel system to replace the school bus pass system for pupils aged 16-18 who receive free school transport and who use service buses to travel to school is further investigated.
Comment: The principle of this recommendation is unchanged. The objective is to reduce the cost to the authority of transport for this category of pupils. There has, however, been a delay nationally in procuring the necessary equipment for buses and it will not be in place for at least 2 years.
Original Rec. No WP5A E5-3
As final recommendation

Final recommendation 101
the use of smartcards for bus travel by pupils of all ages is investigated so that charges are only levied for journeys actually made. It is further recommended that the possibility of combining bus passes, cashless catering cards and library cards is investigated.
Comment: The principle of this recommendation is unchanged. The objective is to reduce the cost to the Authority of transport for this category of pupils. There has however been a delay nationally in procuring the necessary equipment for buses and it will not be in place for at least 2 years.
Original Rec. No WP5A E5-4
As final recommendation

Final recommendation 102
the system of Council-maintained self-drive minibuses is phased out and that transitional arrangements are put in place to achieve this. The current mini-bus subsidy will be distributed through the DSM allocations to schools based on rurality and the size of school.
Comment: The principle of this recommendation is unchanged. To help schools with the transition, a list of commercial driver-provided minibus companies is compiled and made available to schools and that an advantageous hire rate is negotiated based upon the Council's overall usage of such vehicles over an annual period.
Original Rec. No WP5A E5-9
As final recommendation.

Work Package 5A Element 6 – Property Maintenance

Final recommendation 103
the current system of in-house property maintenance is retained, coupled with contracts to approved contractors is retained.
Comment: The principle of this recommendation is unchanged. Contractors providing this service through competitively tendered framework arrangements.
Original Rec. No WP5A E6-1
As final recommendation.

Final recommendation 104
when resources allow, a Property Maintenance Helpdesk should be introduced.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5A E6-2
As final recommendation.

Final recommendation 105
a Service Level Agreement (SLA) is developed between the Property Maintenance Section and both SW and E&LL.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5A E6-3
As final recommendation.

Work Package 5A Element 7 – Grounds Maintenance

Final recommendation 106
the Grounds Maintenance Services for Children’s Services establishments will remain with the Council’s Parks and Open Spaces Section.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5A E7-1
As final recommendation.

Final recommendation 107
updated Service Level Agreements between E&LL and the new integrated Additional Needs service and the Parks Section of Technical Services, for grounds maintenance (excluding fertilising and spiking of grass which will stop) are drawn up as soon as possible. These SLAs will be issued to schools and contain formal monitoring and complaints procedures. Establishment heads will be able to negotiate with the nominated Parks contact variations (temporary and permanent) within available resources.
Comment: This amalgamates two recommendations – the principles of which are unchanged.
Original Rec. No WP5AE7-2 and WP5A E7-3
As final recommendation

Work Package 5A Element 8 – Review of Catchment Areas

Final recommendation 108
more detailed work should be undertake to fully evaluate the effect of catchment areas changes in order to help balance school rolls and alleviate problems of over crowding or under capacity. This will be undertaken through the established Corporate Asset Strategy.
Comment: There is no change to the principle of reviewing the individual catchment areas but a previous recommendation on changes to the Priorsford catchment area has now been implemented and this recommendation has been removed. All recommendations in this area have been brought together.
Original Rec. No WP5A E8-1, WP5A E8-2, WP5A, E8-3, WP5A E8-4, WP5A E8-5, WP5A E8-6, WP5A E8-7, WP5A E8-8, WP5A E8-9, WP5A E8-10 and WP5A E8-11
As final recommendations.

Work Package 5B Element 1 & 2 – Management/Staffing & Operational Services Delivery

Final recommendation 109
the TCS principles of management are approved and adopted for Children’s Services.
Comment: The principle of this recommendation is unchanged. Further information can be read in Work Package 5B-E1 Section D.
Original Rec. No WP5B E1-1
As final recommendation.

Final recommendation 110
the E&LL Senior Management Team comprises a Director of Education & Lifelong Learning and four Heads of Service (two aligned to the Schools Service and one to Quality Services and one to Community Services).
Comment: The principle of this recommendation is unchanged. It is proposed that the remits of the four Heads of Service are delegated to the Director of Education and Lifelong Learning.
Original Rec. No WP5B E1-3 and WP5B E1-6
As final recommendation

Final recommendation 111
the composition of the Quality Services team is reviewed and revised to include three teams: Quality Improvement; Curriculum Development (including the Teachers Library and Resource Centre at Langlee) and Planning, Policy Development, Performance Monitoring and Research; with the appropriate admin support.
Comment: This recommendation integrates and expands upon four original recommendations but the principles are unchanged. The review will be undertaken by the Director of E&LL and it is intended that a financial efficiency of £129k is achieved.
Original Rec. No WP5B-E3-11, No WP5B-E3-19, No WP5B E3-6 and No WP5B-E3-15
As final recommendation.

Final recommendation 112
The active schools and sports development initiative will now remain in the Community Services section. However, there will be an adjustment to the management structure in SHAPE to enable an efficiency saving.
Comment: The original TCS proposal has been changed.
Original Rec. No WP5B E1-4
It is recommended that the various proposed alterations to the Art Curriculum Support, Music Curriculum Support, Drama Curriculum Support, Physical Education Curriculum Support and Quality Assurance components of the Cultural Services Section are adopted by moving these to the Mainstream Schools and Quality Services as described in Section E of Work Package 5B1

Final recommendation 113
the St Andrew's Art centre is closed at the end of June 2009 and the centre is declared surplus to requirements. The direct work with pupils will no longer be undertaken but the curriculum development work will be reallocated to learning communities.
Comment: This is a new recommendation to replace part of the recommendation shown below. It also entails the removal of the 3 PT posts; the three APT&C support post and a release of the facilities costs of the centre.
Original Rec. No WP5B E1-4
It is recommended that the various proposed alterations to the Art Curriculum Support, Music Curriculum Support, Drama Curriculum Support, Physical Education Curriculum Support and Quality Assurance components of the Cultural Services Section are adopted by moving these to the Mainstream Schools and Quality Services as described in Section E of Work Package 5B1

Final recommendation 114
strategies are implemented to expand the uptake of the authority's Chartered Teacher Programme.
Comment: The principle of this recommendation is unchanged
Original Rec. No WP5B E1-14
As final recommendation.

Final recommendation 115
Original recommendations WP5B E1-15 and WP5B-E3-20 on financial implications Work Package 5B E1&2, are withdrawn.
Comment: These two recommendations now form part of Appendix 4 which Members are being asked to approve.

Final recommendation 116
E&LL expands its programme for training Principal Teachers (curriculum) in the various aspects of Quality Assurance and Quality Improvement.
Comment: The principle of this recommendation is unchanged. The budget for the programme would come from realigned CPD and E&LL central training budgets.
Original Rec. No WP5B E1-12
As final recommendation.

Work Package 5B Element 3 – Support Services

Final recommendation 117
This recommendation is withdrawn. This will be considered in the Support Services Review.
Comment: The principle of this recommendation is unchanged..
Original Rec. No WP5B E3-2
when finalising the new business partner model, the Finance Department is asked to consider aligning its structure to meet the needs of the locality based approach to service delivery, decision making and accountability.

Final recommendation 118
This recommendation is withdrawn. This will be considered in the Support Services Review.
Comment: This principle of this recommendation is unchanged.
Original Rec. No WP5B E3-3
to ensure integration and continuity between the Schools Service and the new Additional Needs Service in SW, Corporate Finance are asked to give the same finance team and client office responsibility to support both services.

Final recommendation 119
ELL and SW in-house ICT support staff are transferred to corporate ICT. An agreed proportion of the relevant staff salaries within E&LL'S ICT team, whose responsibilities include non ICT work, is identified and retained by E&LL
Comment: This recommendation has changed as a consequence of the Support Services Review.
Original Rec. No WP5B E3-4
It is recommended that the E&LL and Social Work in-house ICT Support Staff are transferred to Corporate ICT with the exception of 4 E&LL ICT Support staff who will be retained as a major component of the proposed new Planning/Policy Development/Performance Monitoring and Curriculum Development section in the Quality Services component of E&LL Department.

Final recommendation 120
all staff involved in in-house training and staff development in both SW's (Children Services) and E&LL are transferred to Human Resources in line with the Support Services Review. Day-to-day evaluation and on-the-job training of probationer Social Workers, Teachers and other professional staff remains the responsibility of both Departments.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5B E3-5
As final recommendation.

Final recommendation 121
communications staff, from both SW (Children Services) and E&LL, totalling 1.5 FTE are transferred to Corporate Communications in line with the Support Service Review.
Comment: This principle of the recommendation is unchanged.
Original Rec. No WP5B E3-7
As final recommendation.

Final recommendation 122
E&LL's Asset Development Support Staff (3 FTE) are transferred to the Property and Facilities Management Service within Technical Services.
Comment: This principle of the recommendation is unchanged.
Original Rec. No WP5B E3-8
As final recommendation.

Final recommendation 123
ELL Facilities & Contracts Management Support Staff (3 FTE) are retained with the Department.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5B E3-9
As final recommendation.

Final recommendation 124
the current level of Personal Assistants provision in ELL is reduced by 0.5 FTE
Comment: This change reflects the reduced number of Chief Officers in E&LL and the transfer of ASN to the Social Work Dept.
Original Rec. No WP5B E3-10
As final recommendation.

Final recommendation 125
all clerical and administrative support aligned to the Financial, Training, ICT and Communications functions in E&LL and SW is transferred to the relevant corporate teams.
Comment: The principle of this recommendation is unchanged and part of the Support Services Review.
Original Rec. No WP5B- E3-14
As final recommendation.

Final recommendation 126
when budgets permit the level of support staff in schools is increased to the average level of our Comparator Authorities.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5B-E3-18
As final recommendation.

Work Package 5B, Element 4 – Funding Mechanisms

Final recommendation 127
the budgets associated with the provision of the Council's nursery classes are devolved to Primary Headteachers as part of the DSM Scheme and that these budgets include, staff salaries for Nursery Teachers and Nursery Nurses and other relevant budgets.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5B-E4-7
As final recommendation

Final recommendation 128
New DSM staffing formula will be developed to reflect all changes in staffing.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5B-E4-8
the formula for the allocation of teaching staff in Primary Schools is adjusted as proposed in WP5B-E4 to devolve nursery teachers and to remove the allocation for deprivation teachers and the joint Headteacher allocation.

Final recommendation 129
the cost of janitorial support to primary schools is devolved to schools including those serviced by peripatetic janitors.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5B-E4-9
As final recommendation.

Final recommendation 130
the 'Administrative and Auxiliary Support Staff 'DSM allocation is amended to include a Nursery Nurse allocation if a school has a nursery class.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5B-E4-11
As final recommendation.

Final recommendation 131
a number of the devolved budgets are increased to reflect the increase in devolved staff. Budgets include Staff Insurances, Staff Development (Non-Teaching) and Staff Advertising, Interview and Disclosure Expenses.
Comment: This amalgamates three recommendations – the principles of which are unchanged.
Original Rec. No WP5B- E4-12, No WP5B-E4-13 and No WP5B-E4-14
As final recommendation.

Final recommendation 132
the various 'cash' DSM budgets are amalgamated into one single cash allocation as set out in the Funding Mechanisms Report.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5B-E4-15
As final recommendation.

Final recommendation 133
the Long-term Teacher Supply budget is devolved to secondary schools - with the exception of cover for union duties.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5B-E4-22
As final recommendation.

Final recommendation 134
the methodology for measuring increases in pupil numbers 'Demographic Growth' is reviewed.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5B-E4-23
As final recommendation.

Final recommendation 135
Learning Communities each receive a devolved budget to take forward Curriculum for Excellence developments. This budget will be created from existing E&LL Budgets.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5B-E4-24
As final recommendation.

Work Package 5B, Element 5 – Quality Improvement/Assurance & Strategic Planning

Final recommendation 136
Quality Assurance frameworks are developed for the new Additional Needs Service; Community Services and the central functions of E&LL. Quality assurance functions for these teams will become the responsibility of the QIO team.
Comment: The principle of this recommendation is unchanged.
Original Rec. No WP5B-E5-1 and WP5B-E5-2
As final recommendation.