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To: Councillor Taylor, Convener; Councillor Carle, Vice-Convener; Councillors Boulton, Cooney, Copland, Donnelly, Lesley Dunbar, Flynn, Greig, Hutchison, Len Ironside CBE, Laing, Malik, Nicoll, Noble, Samarai, Jennifer Stewart, Townson and Young; and Mrs A Bowyer, Mr S Duncan, Reverend E McKenna, Mr M Paul, Mr A Rafferty, Mrs A Tree and Mrs I Wischik.

Town House,
ABERDEEN 30 May 2016

EDUCATION AND CHILDREN'S SERVICES COMMITTEE

The undernoted items are circulated in connection with the meeting of the **EDUCATION AND CHILDREN'S SERVICES COMMITTEE** to be held here in the Town House on **THURSDAY, 2 JUNE 2016 at 1.00 pm.**

FRASER BELL
HEAD OF LEGAL AND DEMOCRATIC SERVICES

BUSINESS

5 **EDUCATION AND CHILDREN'S SERVICES FINANCE, PERFORMANCE AND SERVICE WIDE ISSUES**

5.1 **2015/16 Revenue Budget Monitoring** (Pages 3 - 16)

5.4 **PVG Check - Cross Service Recruitment Procedures** (Pages 17 - 26)

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ABERDEEN CITY COUNCIL

COMMITTEE	Education & Children's Services
DATE	2 June 2016
DIRECTOR	Gayle Gorman
TITLE OF REPORT	2015/16 Revenue Budget Monitoring
REPORT NUMBER:	ECS/16/030

1. PURPOSE OF REPORT

1.1 The purpose of this report is to

- i) advise Committee members of the draft final financial expenditure figures for the services which relate to this Committee;

2. RECOMMENDATION(S)

2.1 It is recommended that the Committee:

- i) Note the projected variance of £1.3M less than budget;
- (ii) Note that this figure is still subject to the annual audit process and will be reported to Council upon completion of said audit process

3. FINANCIAL IMPLICATIONS

3.1 The revised net Education & Children's Services revenue budget amounts to around £213.2M.

3.2 Based upon the present unaudited position it is anticipated that this figure will be reflected in the overall financial monitoring for the Council when it is reported to Finance and Resources Committee at the end of this Committee cycle and when the annual audit is completed.

3.3. Further details of the financial implications are set out in section 4 and the appendix attached to this report.

4. OTHER IMPLICATIONS

4.1 Every organisation has to manage the risks inherent in the operation of large and complex budgets. These risks are minimised by the regular review of

financial information by services and corporately by Members. This report is part of that framework and has been produced to provide an overview of the final operating position.

5. BACKGROUND/MAIN ISSUES

- 5.1 This report informs Members of the current year Education and Children's Services revenue budget performance for financial year 2015/16 and provides a high level summary for the consideration of Members.
- 5.2 The Directorate's revenue budget report and associated notes are attached as an appendice

Financial Position

- 5.3 The near actual position is an underspend of £1.3M. The effect of approved movements to Earmarked reserves has been factored into this report so as not to distort the final position.
- 5.3.1 The following variations from budget are brought to Committees attention as they provide fuller details than the is possible to include within the appendices

(a) Centrally Held Teaching Staffing Salaries

Continuing efficiencies - The probationers budget was £200K underspent at financial year end, which reflects efficiencies in the allocation of probationers to schools in such a way that the additional costs to the Council were minimised when matching probationers into vacant posts.

(b) Unitary Charge Payments

Unitary Charge expenditure was £300K under budget as a result of performance related reductions and savings arising from reduced vandalism costs.

(c) Energy Budgets

Energy budgets were £590K underspent across the service. This was due to the mild weather during the latter half of the year and also partially reflected energy savings arising from moving schools from Heating Oil as a source of power to Gas as part of the ongoing Energy efficiency programme.

(d) Out of Authority Placements

Officers from across the directorate have undertaken a rigorous review of the 47 out of authority placements that are currently being purchased in residential children's homes and schools. Whilst it would not be good social work practice to disrupt placements where children are settled, lessons from the review are being built into current practice to ensure earlier intervention, including educational support as part of the Inclusion Review. In addition, the review of our children's homes, combined with a foster care recruitment drive will improve our ability to better meet the needs of some of our most vulnerable young people within Aberdeen City.

The financial position at 31 March 2016 was an overspend of £2.7M, of which £1.0M related to Secure Accommodation. It should be noted that this budget is subject to external factors outwith our direct control. This includes decisions made by Children's Hearing Panel and the need to respond to children and young people who require specialist care. This is governed by strict legislative criteria.

(e) Escorts Costs

Escort expenditure was £180K greater than budget, in line with previous forecasts. This budget area is included within the ASN Inclusion review.

6. IMPACT

Improving Customer Experience –

Accurate budget monitoring and forecasting assists the Council to plan and design our services around current and future customer needs as much as possible.

Improving Staff Experience –

Good financial information improves good financial management and helps to track how successful management initiatives, such as service redesign, have been.

Improving our use of Resources –

As a public sector organisation, the Council has a legal duty to be open, transparent and accountable for spending public funds.

Corporate -

Aberdeen the Smarter City:

Smarter Governance (Participation)

Accurate budget monitoring and forecasting contributes to the process of Smarter Governance.

Smarter Living (Quality of Life)

Public –

The Council has a duty to ensure that best value is considered in all of its operations and this report helps to inform that process.

7. BACKGROUND PAPERS

Financial ledger data extracted for the period.

8. REPORT AUTHOR DETAILS

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Additional contributions to analysis of risks and management action by
Director & Heads of Service – Education & Children's Services.

ABERDEEN CITY COUNCIL
REVENUE MONITORING 2015/2016
DIRECTORATE : Education & Childrens Services

As At 31 March 2016			
ACCOUNTING PERIOD 12	Full Year Revised Budget £'000	Actual Expenditure £'000	Variance Amount £'000
Head of Service - Inclusion	15,645	15,997	352
Head of Service - Education Services	154,642	152,139	(2,503)
Head of Service - Resources	5,416	5,238	(178)
Head Of Service- Childrens Social Work	37,516	38,504	988
TOTAL	213,219	211,878	(1,341)

REVENUE MONITORING 2015/2016

DIRECTORATE :Education & Children's Services

HEAD OF SERVICE : H Shanks

As At 31 March 2016	Full Year revised Budget	Actual Expenditure	Variance Amount
ACCOUNTING PERIOD 12	£'000	£'000	£'000
STAFF COSTS	11,521	10,957	(564)
PROPERTY COSTS	296	281	(15)
ADMINISTRATION COSTS	43	25	(18)
TRANSPORT COSTS	88	82	(6)
SUPPLIES & SERVICES	908	878	(30)
COMMISSIONING SERVICES	3,280	4,331	1,051
GROSS EXPENDITURE	16,135	16,554	418
LESS: INCOME			
OTHER GRANTS	(460)	(513)	(53)
FEES & CHARGES	(8)	(7)	1
OTHER INCOME	(22)	(37)	(15)
TOTAL INCOME	(490)	(557)	(67)
NET EXPENDITURE	15,645	15,997	351

**ABERDEEN CITY COUNCIL
REVENUE MONITORING 2015/ 2016**

**DIRECTORATE :Education & Children's Services
HEAD OF SERVICE : A Griffiths**

As At 31 March 2016	Full Year revised Budget	Actual Expenditure	Variance Amount
	£'000	£'000	£'000
ACCOUNTING PERIOD 12			
STAFF COSTS	108,527	107,739	(788)
PROPERTY COSTS	27,097	26,400	(697)
ADMINISTRATION COSTS	875	821	(54)
TRANSPORT COSTS	314	365	51
SUPPLIES & SERVICES	13,628	13,012	(616)
COMMISSIONING SERVICES	3,589	2,848	(741)
TRANSFER PAYMENTS TOTAL	11,061	11,143	82
GROSS EXPENDITURE	165,091	162,328	(2,763)
LESS: INCOME			
GOVERNMENT GRANTS	(1,499)	(1,250)	249
OTHER GRANTS	(1,371)	(1,287)	84
FEES & CHARGES	(3,923)	(3,433)	490
RECHARGES	(405)	(423)	(18)
OTHER INCOME	(3,251)	(3,796)	(545)
TOTAL INCOME	(10,449)	(10,189)	260
NET EXPENDITURE	154,642	152,139	(2,503)

<u>BUDGET TO ACTUAL VARIANCE NOTES</u>	<u>VARIANCE AMOUNT</u> £'000
<u>Staff Costs</u>	(564)
The final underspend figure includes vacancy levels in Psychological Services, which was £240K underspent and vacancy levels across the service £324k unexplained.	
<u>Property Costs</u>	(15)
There were no significant variances from budget within this heading.	
<u>Administration costs</u>	(18)
There were no significant variances from budget within this heading.	
<u>Transport costs</u>	(6)
There were no significant variances from budget within this heading.	
<u>Supplies & Services</u>	(30)
The main element of change is in relation to implementation of the Inclusion Review which is forecast to be £200K underspent largely as a result of timing differences.	
<u>Commissioning Services</u>	1,051
The final expenditure figure in this area of the budget reflects an allocation of the Out Of Authority Placement costs which were £1m in excess of budget. This was in line with in year estimates. Work is underway to review the current provision and reduce future costs.	
<u>Income - Other Grants</u>	(53)
This final variance reflects slight higher than expected income from other authorities in respect of children with Additional Support Needs in Aberdeen schools.	
<u>Income - Fees & Charges</u>	1
There were no significant variances from budget within this heading.	
<u>Income - Other Income</u>	(15)
There were no significant variances from budget within this heading.	
	<u>351</u>

<u>BUDGET TO ACTUAL VARIANCE NOTES</u>	<u>VARIANCE</u> <u>AMOUNT</u> £'000
<p><u>Staff Costs</u></p> <p>The teachers Long Term Absence budge was £270k overspent, with final expenditure levels being in line with previous years when adjusted for pay award and superannuation changes. Libraries and Culture staffing budgets were £420k less than budgeted which reflected the timing of the libraries restructuring as well as reduced staffing costs associated with the Art Gallery closure.</p> <p>The remaining underspend covers a number of central staffing units within this area of the service.</p>	(788)
<p><u>Property Costs</u></p> <p>Within this area of expenditure, the main areas of underspend were energy costs which were £590K underspent, largely as a result of continuing mild weather during the year, combined with some changeovers in heating source from oil to gas which have also had a cost reduction effect.</p> <p>The Unitary Charge budget was £300K underspent as a result of cost reduction arising from contract monitoring. Also within this heading, schools Property related devolved repair & maintenance budgets were £200K overspent with schools using staffing underspends to carry out various property works to improve the educational environment.</p>	(697)
<p><u>Administration costs</u></p> <p>There were no significant variances from budget within this</p>	(54)
<p><u>Transport costs</u></p> <p>There were no significant variances from budget within this</p>	51
<p><u>Supplies & Services</u></p> <p>There were a number of areas of underspend within this category. These included various grant funded initiatives which crossed financial years and are offset by reduced grant income, as well as savings of £60K on Library books, £90K on equipment purchase and repair plus an underspend of £600k in centrally held general budgets.</p>	(616)
<p><u>Commissioning Services</u></p> <p>This timing differences in the expansion of Early Years linked to the availability of external Pre School partner providers.</p>	(741)
<p><u>Transfer payments</u></p> <p>No significant variances from budget are forecast for this item.</p>	82
<p><u>Income - Government Grants</u></p> <p>Whilst Grant income received was originally in line with budget, some of these grants are for period longer than one financial year and therefore have been carried forward into 2016-17 in line with normal accounting practice.</p>	249
<p><u>Other Grants</u></p> <p>Whilst Grant income received was originally in line with budget, some of these grants are for period longer than one financial year and therefore have been carried forward into 2016-17 in line with normal accounting practice.</p>	84
<p><u>Income - Fees & Charges</u></p> <p>Within this heading, Creche income was £180K under budget which is in line with previous years income levels. Music tuition Fees are expected to be £110K less than budget. In both of these cases these adverse variances, staffing vacancies offset this. Art gallery sales were £190K less than budget following closure of Art gallery. This was largely offset by savings in Art Gallery staffing and premises related costs.</p>	490
<p><u>Income - Recharges</u></p> <p>There were no significant variances from budget within this heading.</p>	(18)
<p><u>Income - Other Income</u></p> <p>£450K of this income reflects School Recoveries per which are then available to schools to use for expenditure purposes.</p>	(545)
	(2,503)

**ABERDEEN CITY COUNCIL
REVENUE MONITORING 2015/ 2016**

**DIRECTORATE :Education & Children's Services
HEAD OF SERVICE : E Couperwhite**

As At 31 March 2016	Full Year revised Budget	Actual Expenditure	Variance Amount
ACCOUNTING PERIOD 12	£'000	£'000	£'000
STAFF COSTS	3,572	3,290	(282)
PROPERTY COSTS	434	508	74
ADMINISTRATION COSTS	309	228	(81)
TRANSPORT COSTS	31	35	4
SUPPLIES & SERVICES	1,077	1,208	131
COMMISSIONING SERVICES	82	84	2
TRANSFER PAYMENTS	285	254	(31)
GROSS EXPENDITURE	5,790	5,607	(183)
LESS: INCOME			
GOVERNMENT GRANTS	(326)	(287)	39
FEES & CHARGES	(48)	(82)	(34)
OTHER INCOME	0	0	0
TOTAL INCOME	(374)	(369)	5
NET EXPENDITURE	5,416	5,238	(178)

<u>BUDGET TO ACTUAL VARIANCE NOTES</u>	<u>VARIANCE AMOUNT</u> <u>£'000</u>
<u>Staff Costs</u>	(282)
The final underspend reflects the management of vacancies to contribute towards service wide annual vacancy factor savings.	
<u>Property Costs</u>	74
The final variance has arisen from the service meeting a share of dilapidation costs in respect of exchequer house which was partly occupied by what is now Children's Social work, but is held as a vacant property within this area of the service.	
<u>Administration costs</u>	(81)
the main areas of underspend within this heading are linked to telephone system and call charges budgets for staff teams which are now based at Marischal college.	
<u>Transport costs</u>	4
There were no significant variances from budget within this heading.	
<u>Supplies & Services</u>	131
There were no significant variances from budget within this property. Funding was provided to allow necessary works to be carried out in schools.	
<u>Commissioning</u>	2
There were no significant variances from budget within this heading.	
<u>Transfer Payments</u>	(31)
Final Education Maintenance Payments were £30k less than budgeted. This is reflected in reduced Grant Income as these costs are recharged to the Scottish Government.	
<u>Government Grants</u>	39
This variance mainly reflects the level of Education Maintenance Allowance payments made and reclaimed.	
<u>Income - Fees & Charges</u>	(34)
The additional mainly income reflects income derived from a staff secondment to the NHS.	
	<hr/> <hr/> (178)

ABERDEEN CITY COUNCIL
REVENUE MONITORING 2015/ 2016

DIRECTORATE :Education & Children's Services
HEAD OF SERVICE : B Oxley

As At 31 March 2016	Full Year Revised Budget	Actual Expenditure	Variance Amount
	£'000	£'000	£'000
ACCOUNTING PERIOD 12			
STAFF COSTS	16,562	15,407	(1,155)
PROPERTY COSTS	523	498	(25)
ADMINISTRATION COSTS	239	258	19
TRANSPORT COSTS	408	599	191
SUPPLIES & SERVICES	1,057	520	(537)
COMMISSIOING SERVICES	18,141	20,053	1,912
TRANSFER PAYMENTS	921	1,517	596
GROSS EXPENDITURE	37,851	38,852	1,001
LESS: INCOME			
GOVERNMENT GRANTS	(293)	(123)	170
FEES & CHARGES	(42)	(22)	20
OTHER INCOME	0	(203)	(203)
TOTAL INCOME	(335)	(348)	(13)
NET EXPENDITURE	37,516	38,504	988

BUDGET TO ACTUAL VARIANCE NOTES**VARIANCE
AMOUNT
£'000****Staff Costs**

(1,155)

The main areas underspent arise from residential units which were not used in 2015/16 due to staff vacancies. residential unit, of £614K.

Property Costs

(25)

There were no significant variances from budget within this heading.

Administration costs

19

There were no significant variances from budget within this heading.

Transport costs

191

Transport overspend is due to staff travel being overspent by £155k, and charges for Car parking monthly passes being £47K overspent.

Supplies & Services

(537)

Other expenditure budget - £423K underspent - (of which £149 k was in residential units, £137 k was in early years change fund, and £60k in intensive support & learning & £48k in Head of Children's Services, £40k in 7 day service). The remaining underspend is spread generally. £48K underspend in equipment purchases; £25k in children's expenses; £20k meals bought in.

Commissioning

1,912

The main variance is in relation to Out Of Authority Placements. This was £1.7m overspent. There were also overspends also in Payments to Private orgs £574K over, Health Resources £271K over; Adopters pay £142K over. These overspends were partially offset by underspends in Payment for Skills £705K under; Payments to Voluntary orgs £126K under and payments to Childcarers and Childminders £96K under budget. A number of these budgets are in the process of being realigned to ensure that the budget and expenditure lines are consistent.

Transfer Payments

596

Needs led Section 17 payments and direct Payments were £100k and £240k greater than budget respectively. Additional costs of £250K relating to the Clifton Road refurbishment works was also included within this heading.

Government Grants

170

No significant variances from budget are forecast for this item. The month on month change reflects staff secondments which had not previously been budgeted.

Income - Fees & Charges

20

No significant variances from budget are forecast for this item.

Other Income

(203)

This was mainly income in respect of various staff secondments to external organisations during the year.

988

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ABERDEEN CITY COUNCIL

COMMITTEE	Education and Children's Services
DATE	2 June 2016
DIRECTOR	Gayle Gorman
TITLE OF REPORT	Recruitment and Selection Procedures for Teachers – Referral from the Audit and Risk Committee of 9 March 2016
REPORT NUMBER:	ECS/016/031

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to update Committee in respect of the observations and recommendations made by Internal Audit in their Audit Report "Recruitment and Selection" which was presented to the Audit, Risk and Scrutiny Committee on 9 March 2016.
- 1.2 Further, this report seeks Committee approval to allow the continuation of the current arrangement which allows Education Services to employ teachers, who hold an approved PVG form, under risk assessed circumstances which ensure that they are not left alone with children until such time as their PVG check has been approved by Aberdeen City Council officers.

2. RECOMMENDATION(S)

- 2.1 It is recommended that Committee:
 - (i) Agree to the on-going arrangement which will allow teachers who hold a GTCS registration and a clear PVG from the General Teaching Council for Scotland (GTCS) or their former employer to teach in Aberdeen schools, subject to the following:
 - a) A risk assessment having been completed by the Head Teacher;
 - b) Another member of staff who has been approved through the PVG process is located in the class to ensure that the individual concerned is not left in a position of being the only adult in front of children;
 - c) That the Service and individual have completed and submitted the appropriate documentation to Disclosure Scotland for review prior to the individual taking up post with Aberdeen City Council.

- (ii) Agree that this arrangement will apply until teacher vacancy levels return to manageable levels, following which the Service will fully comply with the Council's Recruitment and Selection policy;
- (iii) That the arrangement in place will be reviewed on a six monthly basis by Human Resources and Education and Children's Services; and
- (iv) Otherwise note the contents of this report.

3. FINANCIAL IMPLICATIONS

3.1 There are no financial implications associated with this report.

4. OTHER IMPLICATIONS

4.1 Legal

4.1.1 In February 2011, the Scottish Government introduced a membership scheme to improve disclosure arrangements for people who work with vulnerable groups.

4.1.2 The Protecting Vulnerable Groups Scheme (PVG Scheme):

- helps to ensure that those who have regular contact with children and protected adults, through paid and unpaid work, do not have a known history of harmful behaviour.
- is quicker and easier to use, reducing the need for PVG Scheme members to complete the full detailed application form every time a disclosure check is required.
- strikes a balance between proportionate protection and robust regulation and make it easier for employers to determine who they should check to protect their client group.

4.1.3 Any individual who is not barred may apply to become a member of the PVG Scheme. The PVG Scheme is administered by Disclosure Scotland and allows employers to satisfy themselves that an individual to whom they are offering regulated work is not barred from doing that type of regulated work. The PVG Scheme provides three different disclosure records for this purpose, which replaces the use of standard and enhanced disclosures for work with vulnerable groups. PVG Scheme members are continuously monitored for new vetting information and any information which comes to light which may

indicate that they are unsuitable to do regulated work will lead to a consideration for listing.

4.2.1 **Human Resources**

4.2.1 As of Tuesday, 17 May 2016, there were 134.0 FTE teaching vacancies across schools in Aberdeen. The break-down of these vacancies by sector is as follows:

	<u>FTE</u>
• Early Education	19.0
• Primary	68.0
• Secondary	25.2
• Inclusion	<u>21.8</u>
	134.0

4.2.2 These vacancies represent a snapshot in time and are subject to change following the placement of probationers and the normal recruitment processes. However, this figure is indicative of the usual teaching vacancy levels.

4.3 **Risk**

4.3.1 The Service has to consider the risk of failing to provide education to pupils against the risk that an individual may be barred from working with children. In August 2015, without the agreed arrangement being in place, the high teacher vacancy levels in a number of primary schools and one secondary school would have resulted in schools being closed or classes of children being sent home. This would have created a loss of education for these children and childcare difficulties.

4.3.2 The mitigating factors outlined in paragraph 5.3 will reduce the risk to the Council, whilst allowing an effective education to be provided to pupils.

4.3.3 No individual will be considered for employment under his arrangement unless they hold registration with GTCS and a previous PVG form.

5. **BACKGROUND/MAIN ISSUES**

5.1 During an Internal Audit review of Recruitment and Selection processes in Aberdeen City Council, Internal Audit commented that:

“PVG

The Council’s “Protecting Vulnerable Groups Scheme and Police Act Disclosure Protocol” document details its obligations and guidance for compliance with legislation. It includes a flowchart showing the process to be followed in the recruitment and selection assessment, where a PVG has been identified as a requirement for the post.

It is recognised as good working practice for a current certificate to be obtained prior to the preferred candidate taking up post, however the guidance from the Education and Children's Service allows for line managers to undertake a risk assessment and where appropriate allow for the employee to commence before the certificate is obtained. The protocol covers the requirement for a risk assessment where a received PVG is not clear. However, neither this protocol, the Managing Recruitment Selection, or the Policy and Guidance on the Recruitment of Ex-Offenders makes any mention on the process for risk assessments for PVG required posts to allow a new start to take up post before the certificate has been received. Due to the very nature of the posts requiring a PVG to be carried out it is essential that all procedures that are being allowed should be fully documented to ensure that staff within the recruitment and selection process are fully aware of their responsibilities."

5.2 The Audit and Risk Committee determined that

- (i) in relation to a question from Councillor Yuill regarding what the position as at the start of the school term in August 2015 for teachers having been PVG checked, to note that the Head of Policy, Performance and Resources would provide the information to Councillor Yuill; and
- (ii) to instruct the Interim Director of Corporate Governance and the Director of Education and Children's Services to submit a report to the Education and Children's Services Committee on 2 June 2016 and the Finance, Policy and Resources Committee on 7 June 2016 in respect of the observations and recommendations made by Internal Audit on PVG checks in their internal audit report Recruitment and Selection

5.3 At August 2015, there were 33 individuals who were employed by the Council having been risk assessed but for whom no PVG has been received by Aberdeen City Council. As stated previously in this report, these individuals were registered with the General Teaching Council for Scotland (GTCS), and held a PVG form from either GTCS or their former employer. Before any individual is allowed to teach in a school the following criteria must be fully met:

- the individual holds registration with GTCS;
- they have an approved PVG form from either GTCS or their former employer;
- the Head Teacher has completed a risk assessment which is copied to Human Resources;
- at all times an employee who has been through the PVG process is with the member of staff to ensure that they are not left alone with pupils; and

- a completed PVG has been sent to Disclosure Scotland prior to the individual concerned taking up employment with Aberdeen City Council.
- 5.4 Without this arrangement in place in August 2015, there would have been classes of pupils in Primary Schools who would have had no teacher. In many Primary Schools across Aberdeen the management teams are fully class committed and are therefore unable to take on additional classroom duties. Such a position would be detrimental to the educational experience of pupils.
- 5.5 To revoke the current arrangements would also result in fewer teachers being employed in secondary schools from the start of the academic session, resulting in a narrower breadth of the curriculum being made available to pupils. Again, this is considered to be detrimental to the overall educational experience for young people in Aberdeen.
- 5.6 Had this arrangement not been in place in August 2015, there would have been significant difficulty in opening one secondary school and a number of primary schools due to the high level of teacher vacancies at that time and currently being encountered.
- 5.7 As outlined at the Audit, Risk and Scrutiny Committee meeting of 9 March 2016, such an arrangement is in place in a significant number of Scottish local authorities.

6. IMPACT

Improving Customer Experience

- 6.1 Approving the arrangement in place to ensure staff can be employed from the earliest possible opportunity will allow Education and Children's Services to offer a more comprehensive educational experience. This is weighed against the possibility of the Council employing an individual who is barred under the PVG scheme from working with children and the mitigating actions set out in paragraph 5.3 (above) will minimise any risk to pupils.

Should the Council policy have been followed in August 2015, without any arrangement in place, the impact of having to close schools or classes within schools would have resulted in an educational loss for the pupils and would have resulted in childcare issues for parents whose children were unable to attend school.

Improving the Staff Experience

- 6.2 The Council, alongside its partners in the Northern Alliance, have advised Scottish Government ministers that the high levels of teaching vacancies across all of the local authority areas is placing significant workload pressure on existing staff. The arrangement in place helps

the Council to bring new teaching staff into post under very controlled circumstances. This helps alleviate the additional pressures borne by remaining teaching staff in the Council's schools.

Improving our Use of Resources

- 6.3 Then arrangement in place allows the Education Service to more effectively deliver Curriculum for Excellence and provide the best possible educational experience to all of the City's children and young people.

7. BACKGROUND PAPERS

- 7.1 Audit, Risk and Scrutiny Committee – 9 March 2016 (Agenda Item 20: Cross Service – Recruitment Procedures)

8. REPORT AUTHOR DETAILS

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7 - EHRIA Summary and Action Planning

Recruitment and Selection			
Report Title			
Assessment not required	Evidence :		
Assessment completed	As a result of completing this assessment, what actions are proposed to remove or reduce any risks of adverse outcomes which were identified.		
Identified Risk and to whom:	Recommended Actions:	Responsible Lead:	Completion Date:
Children may be put at risk if unsuitable individuals are employed by the Council	<p>Risk assessments will be completed by Head Teachers prior to any individual teacher commencing employment.</p> <p>Arrangements are put in place to ensure that a member of staff who holds an approved PVG is in the classroom and the individual is never left alone with children prior to their PVG being received.</p>	All Head Teachers	Ongoing
			6 monthly review of the arrangement will take place.

8: Sign off

Completed by (Names and Services) :	Euan Couperwhite
Signed off by (Head of Service) :	Euan Couperwhite

Only sections 7 and 8 will be attached to the committee report

The full EHRIA will be published on Aberdeen City Council's website under http://www.aberdeencity.gov.uk/xeg_EHRIA_Search.asp

Please send an electronic format of the full EHRIA without signature to sandrab@aberdeencity.gov.uk