

Appendix B: Improvements to Outdoor Environments SOP Feedback and Changes

Feedback Provided	Resulting Changes
Required members of the Outdoor Environment Committee are undefined and unclear.	Appendix A, Step 1 was revised to provide a clearer description of the committee and its members
Some acronyms are not written in the full form	Necessary acronyms were changed to include the full form and unnecessary acronyms were removed from the document.
Inconsistencies between Appendix A (Procedure) and Appendix B & C (Forms)	Inconsistencies were reviewed and changed to match
The submission of the results of community engagement is not required.	The submission of community engagement results is required as a part of Appendix C, Section D, now stated twice in the procedure.
It is not noted that projects are awarded to the lowest, <i>compliant</i> bidder.	The addition of compliant was added to the requirement for bid award in Appendix A.
Some information included in the SOP is too in depth for the Committee.	The language in Appendix A was simplified and superfluous information was removed.
The SOP must be made more readily available and easy to find on the TCDSB website	The updated Appendices will be made available through the link in the related policy (B.G. 01) on the Board's website.
Project Detail Form - Appendix C is too long and comprehensive for independent completion by Outdoor Environment Committees.	It was made clearer that the Project Details Form is to be completed throughout the design process with the assistance of the Landscape Supervisor and/or consultant.
Verbal feedback from multiple CSPPCs since the hiring of the Landscape Supervisor has confirmed that the position has increased efficiency for locally funded school ground improvements, as they act as the primary contact and resource at the TCDSB.	