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			LDREN'S SERVICES COI						
1		The Business Planner details the reports which have been instructe	ed by the Committee as we	ll as reports which	n the Functions ex	pect to be submittir	ng for the calenda	ar year.	
2	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
3			23 May 2023	I		_			
4	Performance Management Framework Report – Education and Children's Services	To present the latest performance for the cycle and update on the progress made delivering the National Improvement Framework Plan		Alex Paterson	Data and Insights	Customer	1.1.3		
5	Aberdeen Computing Collaborative	To present the progress and next steps of the Aberdeen Computing Collaborative		Charlie Love	Education	Children's and Family Services	1.1.1		
6	Health and Wellbeing	To present an update on work to support the health and wellbeing of children and young people		Gael Simpson	Education	Children's and Family Services	1.1.1		
7	Naming of New School Building in Torry	To endorse the new school name		Caroline Johnstone	Education	Children's and Family Services	1.1.1		
	Gaelic Medium Education	E&CS 08/11/22 - to (a) instruct the Chief Officer — Corporate Landlord to undertake a statutory public consultation commencing 16 January 2023 on the proposal to change the catchment area for Gaelic Medium Education provision at Hazlehead Academy and Gilcomstoun School, to align with the boundaries of Aberdeen City (i.e. to propose a city wide catchment area for GME provision); and (b))instruct the Chief Officer — Corporate Landlord to report back to the Committee on the outcomes of the consultation at its next available meeting following conclusion of the consultation process (EODC decision from 08/09/22 also refers)		Andrew Jones	Corporate Landlord	Resources	1.1.1		
8	Northfield Advisory Group	To provide an update on the progress made in establishing the Advisory		Eleanor	Education	Children's and	1.1.1. 1.1.6		
9	Factor in the Oite	Group		Sheppard	Education	Family Services	444		
10	Easter in the City	E&CS 24/01/23 - to instruct the Chief Education Officer to report to Committee on the impact of the Easter 2023 programme following delivery		Sharon Skene	Education	Children's and Family Services	1.1.1		
11	ABZCampus	To update on progress made to date in establishing ABZ Campus in order to broaden the senior phase curriculum and align it with growth and volume sector industries.		Mark Jones	Education	Children's and Family Services	1.1.2		
12	Corporate Parenting Annual Report	To present the Corporate Parenting Annual Report for assurance		Amy Evans	Integrated Children's and Family Services	Children's and Family Services	2.1		
	Inspection Reporting	A standing item to report on the outcome of Early Learning and Childcare and school inspections and any changes in the approach of inspection agencies if required		Shona Milne	Education	Children's and Family Services	1.1.6		
13		E&CS 24/01/23 - to instruct the Chief Education Officer to monitor progress against the Action Plan put in place to realise improvements at Kingsford Early Learning and Childcare provision and report progress towards achieving the actions within 2 committee cycles							
14			4 July 2023	· ·					
15	Education Improvement Journey and National Improvement Framework	EOD Committee 19/04/18 - to instruct the Chief Operating Officer to track progress against the proposed KPIs in order to report progress to the Education Operational Delivery Committee. Reporting will comprise (a) a yearly progress report based on validated data and (b) a six monthly update to provide an indication of progress to that point.		Reyna Stewart	Data and Insights	Customer	1.1.3	D	Delayed as definitve timescale awaited as to when guidance on stretch aims will be ready

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16	Kinship Care Service Planning	To provide an update		Isabel McDonnell	Integrated Children's and Family Services	Children's and Family Services	2.1		
17	Hazlehead / Countesswells Secondary Provision - Outline Business Case (Rec HH1)	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to assess the feasibility of creating new secondary school provision to serve the communities of Hazlehead and Countesswells, to put this forward to the Scottish Government as a priority project for funding in Phase 3 of the Learning Estate Investment Programme, and to report back to the Education and Children's Services Committee with an update on the outcomes of the funding bid and recommendations on next steps.		Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
18	Bucksburn / Newhills additional primary provision - Outline Business Case (Rec B2)	EODC 08/09/22 - instruct the Chief Officer – Corporate Landlord to engage with developers to track progress with the Bucksburn / Newhills developments, in order to determine options and appropriate timing for new primary school provision to serve the new housing developments, and to report back to the Education and Children's Services Committee with an outline business case		Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
10	Edge of Care Pilot	EODC 08/09/22 - to instruct the Chief Officer - Education and Chief Social Work Officer to report back on the learning from the pilot and any plans to scale up approaches before the end of the 2022/23 school session.		Eleanor Sheppard / Graeme Simpson	Education / ICFS	Children's and Family Services	1.1.1		
15	Family Support Model / Whole Family Wellbeing Fund	EODC 08/09/22 - to instruct the Chief Officer - Integrated Children's and Family Services to report back on progress and learning from the tests of change.		Graeme Simpson	Education / ICFS	Children's and Family Services	1.1.1. / 2.1		
20		E&CS 08/11/22 - to instruct the Chief Officer – Integrated Children's and Family Services to provide a report in July 2023 in relation to the partnership's plans for the use of Aberdeen City's share of the Whole Family Wellbeing Fund							
21	Performance Management Framework Report – Education and Children's Services	To present the latest performance for the cycle and update on the progress made delivering the National Improvement Framework Plan		Alex Paterson	Data and Insights	Customer	1.1.3		
22	Quality Improvement Framework	To report on the refresh of the Framework		Shona Milne	Education	Children's and Family Services	TBC		
23	Anti-Bullying Policy	To present the updated Anti-bullying policy for approval		Mark Hearns	Education	Children's and Family Services	1.1.5		
24	Inspection Reporting	A standing item to report on the outcome of Early Learning and Childcare and school inspections and any changes in the approach of inspection agencies if required		Shona Milne	Education	Children's and Family Services	1.1.6		
25	Free School Meals Annual Update	EOD Committee 19/04/18 - to instruct the Chief Officer - Early Intervention and Community Empowerment to bring a report to Committee prior to the close of each school year (a) detailing the numbers registered for and taking free school meals by school and (b) assessing the progress made by implementing the new workstreams and detailing any required adjustments for the following school year		Paul Tytler	Early Intervention and Community Empowerment	Customer	1.1.1		

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26			12 September 20:						
27	Aberdeen City National Improvement Framework Plan	This report will cover the instruction from EODC 25/11/21 - to instruct the Chief Officer - Education to present an annual report on the progress of care experienced children and young people to the Committee, commencing in September 2022, and will will also cover the yearly self evaluation.		Eleanor Sheppard	Education	Children's and Family Services	1.1.1		
28	Annual Committee Effectiveness Report	To present the annual effectiveness report		Eleanor Sheppard / Graeme Simpson	Operations / Customer	Operations / Customer	GD 8.5		
29	Children's Hearing System Review	To provide an update on the review		Graeme Simpson	Integrated Children's and Family Services	Children's and Family Services	TBC		
30	School Estate Plan Annual Update	EODC 08/09/22 - to instruct the Chief Officer - Corporate Landlord to present an annual update to the School Estate Plan to the Education and Children's Services Committee, commencing from September 2023, to report on progress with the agreed actions and to update these as appropriate, in light of the most recently available data.		Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
31	Northfield ASG Primary Schools Excess Capacity - Outline Business Case (Rec N2)	EODC 08/09/22 - to instruct the Chief Officer — Corporate Landlord to make arrangements to carry out a feasibility study and stakeholder engagement to identify options for reducing the number of primary schools in the Northfield ASG, in order to minimise excess pupil capacity, and to report back to the Education and Children's Services Committee with recommendations as appropriate. E&CS 08/11/22 - to note that the approved motion in September 2022 included an instruction to officers to report on the feasibility study to identify options for reducing the number of primary schools in the Northfield ASG and Oldmachar ASG areas and to agree that officers should fully explore and exhaust all options in order to avoid any such school closures where possible.		Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
32	Oldmachar ASG Primary Schools Excess Capacity - Outline Business Case (Rec O3)	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to make arrangements to carry out a feasibility study and stakeholder engagement to identify options for reducing the number of primary schools in the Oldmachar ASG, in order to minimise potential excess pupil capacity, and to report back to the Education and Children's Services Committee as appropriate. E&CS 08/11/22 - to note that the approved motion in September 2022 included an instruction to officers to report on the feasibility study to identify options for reducing the number of primary schools in the Northfield ASG and Oldmachar ASG areas and to agree that officers should fully explore and exhaust all options in order to avoid any such school closures where possible.		Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		

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33	Music Service Update	EODC 08/09/22 - to instruct the Chief Officer – Education to evaluate the quality and provision of music across the city and report the findings to Committee within one calendar year; to include details of the digital offering; how it could help to develop engagement and musicality in children; how much movement there had been from traditional learning to digital learning; and to request that officers engage with children and young people on how much the use of Google Classroom between physical lessons had helped with retention and levels of engagement		Shona Milne	Education	Children's and Family Services	1.1.1		
34	Autism Strategy and Action Plan	ODC 17/01/19 - To instruct that annual reports be submitted on the progress of implementation of the Action Plan. Reported 5 March 2020 and will then be annually, however 2021 was delayed to May due to pandemic impact. Was reported to ODC on 31 August 2022, thereafter annually		Jenny Rae	Health and Social Care Partnership	Health and Social Care Partnership	GD 7.1		
35	Performance Management Framework Report – Education and Children's Services	To present the latest performance for the cycle and update on the progress made delivering the National Improvement Framework Plan		Alex Paterson	Data and Insights	Customer	1.1.3		
36	Children's Social Work Statistics	ODC 31/08/22 - to instruct the Chief Officer – Integrated Children's and Family Services, to report annually to the relevant Committee, sharing the published Children's Social Work Statistics, Scotland and providing a comparison with performance in Aberdeen City.		Graeme Simpson	Integrated Children's and Family Services	Operations	2.3		
37	National Delivery Framework for School Age Children	EC&S 24/01/23 - to instruct the Chief Education Officer to report on the National Delivery Framework for School Age Childcare and local delivery plans in 2023		Louise Beaton	Education	Integrated Children's and Family Services	1.1.1		
38	Inspection Reporting	A standing item to report on the outcome of Early Learning and Childcare and school inspections and any changes in the approach of inspection agencies if required		Shona Milne	Education	Children's and Family Services	1.1.6		
39	Accessibility Plan	EOD Committee 17/09/20 - to instruct the Chief Education Officer to review the impact of the plan in three years' time		Eleanor Sheppard	Education	Children's and Family Services	1.1.5		
40			21 November 202	3		,			
41	Inspection Reporting	A standing item to report on the outcome of Early Learning and Childcare and school inspections and any changes in the approach of inspection agencies if required		Shona Milne	Education	Children's and Family Services	1.1.6		
42	Chief Social Work Officer Annual Report	To present the Chief Social Work Officer annual report.		Graeme Simpson	Integrated Children's and Family Services	Children's and Family Services	2.5		
43	Keeping the Promise - Plan 21-24	E&CS 08/11/22 - to instruct the Chief Officer – Integrated Children's and Family Services to provide a progress report in Autumn 2023 in relation to the partnership's implementation of Plan 21-24	_	Amy Evans	Integrated Children's and Family Services	Children's and Family Services	2.1		
44	Secure Care Pathway Review Inspection	E&CS 08/11/22 - to note the 'Secure Care Pathway Review' thematic inspection currently being undertaken by the Care Inspectorate and instruct the Chief Social Work Officer to report back to committee on the findings of the inspection when it is published in Autumn 2023 and learning for Aberdeen City		Graeme Simpson	Integrated Children's and Family Services	Children's and Family Services	2.1		
45	Cluster Risk Register - Education / Integrated Children's & Family Services	To report on the cluster risk register		Eleanor Sheppard	Education	Children's and Family Services	1.1.4		
46	Health and Wellbeing Summit - progress update	E&CS 08/11/22 - to instruct the Chief Officer – Education to report on progress within one calendar year.		Gael Simpson	Education	Children's and Family Services	1.1.1		

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47	Performance Management Framework Report – Education and Children's Services	To present the latest performance for the cycle and update on the progress made delivering the National Improvement Framework Plan		Alex Paterson	Data and Insights	Customer	1.1.3		
48			2024 / DATES TB						
49	Refreshed Local Authority Plan for implementation of the United Nations Convention on the Rights of the Child	E&CS 24/01/23 - to instruct the Chief Education Officer to present a refreshed Local Authority Plan for implementation of the United Nations Convention on the Rights of the Child to the Education and Children's Services Committee following receipt of the anticipated Statutory Guidance in 2023	Date to be confirmed - dependent on date when Statutory Guidance received	Shona Milne	Education	Children's and Family Services	1.1.1		
50	Minimising Exclusion Policy	To present the revised exclusion policy for approval		Mhairi Shewan	Education	Children's and Family Services	1.1.5		
51	Music Service	E&CS 24/01/23 - to instruct the Chief Education Officer to work with stakeholders to develop a strategic vision for the provision of Music across the city to inform next steps; and to instruct the Chief Education Officer to report back on progress within one calendar year.	January 2024	Shona Milne	Education	Children's and Family Services	1.1.1		
52	Education Reform	E&CS 24/01/23 - to instruct the Chief Education Officer to update Committee on further developments within one calendar year or earlier if on-going education reform triggered a change in the current operating model	January 2024 - if required	Shona Milne	Education	Children's and Family Services	1.1.1		
53	School Estate Plan - Harlaw Academy Improvements - feasibility study	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to make arrangements to carry out a feasibility study to identify potential future options for improving the condition and suitability of the Harlaw Academy building, and to report back to the Education and Children's Services Committee with recommendations and costs. (Rec H2)	TBC - January 2024	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
54	School Estate Plan - Ferryhill School - feasibility study	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to make arrangements to carry out a feasibility study to identify potential options for improving the dining capacity, layout and ELC facilities at Ferryhill School, and to report back to the Education and Children's Services Committee with recommendations and costs. (Rec H3)	TBC - January 2024	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
55	Evaluation of Early Learning and Childcare Service	E&CS 24/01/23 - to instruct the Director of Education & Children's Services to report back to committee in early 2024 with the outcomes of the evaluation (March 2023 report refers) and any recommendations that may need to be considered. Council Budget 01/03/23 - to instruct the Chief Officer - Education to report options to the Education and Children's Services Committee on rationalising ELC settings to match the Scottish Government Grant	Early 2024	Louise Beaton / Fiona Lawrie	Education	Children's and Family Services	1.1.1		
56	Integrated Children's Services Plan - Annual Update	E&CS 21/03/23 - to instruct the Interim Director Children's and Family Services to ensure that yearly progress reports are presented to Committee & thereafter for approval by the Community Planning Management Board over the lifetime of the Plan; and in relation to the action to improve breastfeeding initiation from 20 to 30% in targeted communities (Sheddocksley, Summerhill and Mastrick) and decrease drop off at 6-8 weeks, to note that officers could include further detail around this in the next report.	March 2024	Eleanor Sheppard	Education/ICFS	Children's and Family Services	1.1.1		

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57	Education Climate Change Annual Report	E&CS 21/03/23 - to instruct the Chief Officer - Education to report back on progress in one calendar year; and to request that the report back include further detail about the work of the various eco-groups in schools	March 2024	Stuart Craig	Education	Children's and Family Services	1.1.1		
58	Riverbank School Excess Capacity - Options Appraisal (S1)	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to carry out an options appraisal on potential uses of the additional capacity to be provided by the new school at Tillydrone, and to report back to the Education and Children's Services Committee with recommendations as appropriate	March 2024	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
59	Child Protection Committee (CPC) Annual Report	E&CS 21/03/23 - to instruct the Chief Social Work Officer to provide Committee with a further report in 2024 detailing the continuing impact and effectiveness of partnership work in relation to child protection.	March 2024	Amy Anderson	Integrated Children's and Family Services	Children's and Family Services	2.1		
60	Inspection Reporting – Inspection of Regulatory Care Services	E&CS 21/03/23 - to instruct the Chief Officer – Children's & Family Services to bring an updated report to Committee in March 2024.	March 2024	Graeme Simpson	Integrated Children's and Family Services	Children's and Family Services	2.2		
	School Estate Plan - Victorian Schools - feasibility study & options appraisal (CA1)	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to make arrangements to carry out a feasibility study and options appraisal to improve the suitability, accessibility and capacity levels of Victorian schools within Aberdeen City, and to report back to the Education and Children's Services Committee with recommendations and estimated costs.	TBC - May 2024	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
61	Early Learning and Childcare Delivery Plan 2022-2024`- progress /	EODC 14/06/22 - to instruct the Chief Officer – Education to report on the progress and outcomes of the Early Learning and Childcare Delivery Plan 2022-24 in 2 years' time	June 2024	Louise Beaton	Education	Children's and Family Services	1.1.1		
62	outcomes	E&CS 24/01/23 - to instruct the Chief Education Officer to report on the							
	Sunnybank School Relocation of Additional Services - Options Appraisal (S2)	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to consider the options for relocating other services accommodated within the Sunnybank School building, and to report back to the Education and Children's Services Committee with recommendations.	June 2024	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
63	Denominational Primary Schools Feasibility - Outline Business Case (Rec RC1)	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to make arrangements to carry out a feasibility study and stakeholder engagement to identify options for ensuring appropriate and sustainable long term denominational primary school provision for the city to meet forecast demand, and report back to the Education and Children's Services Committee with recommendations.	July 2024	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
65	Loirston Loch Additional Primary Provision - Outline Business Case (L1)	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to make arrangements to carry out a feasibility study and stakeholder engagement to identify options for creating the required additional school capacity to serve the planned Loirston Loch development, and report back to the Education and Children's Services Committee with recommendations as appropriate.	July 2024	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.3, 1.5		_

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	Bridge of Don Secondary	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to make arrangements to carry out a feasibility study and stakeholder engagement to identify options for reducing the predicted long term excess secondary school capacity in Grandhome, Oldmachar and Bridge of Don, and report back with an outline business case for consideration by the Education and Children's Services Committee	September 2024	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
	Bucksburn & Dyce Secondary Provision - Outline Business Case (NA2)	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to make arrangements to carry out a feasibility study and stakeholder engagement to identify options for ensuring appropriate long term secondary school provision for Bucksburn and Dyce, and report back with an outline business case for consideration by the Education and Children's Services Committee	September 2024	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
	Early Learning and Childcare Concession Agreements	E&CS 24/01/23 - to instruct the Chief Education Officer to continue to monitor the concession contracts and report back to Committee at the end of the first 3 full years of the current concession agreement.	January 2026	Louise Beaton / Fiona Lawrie	Education	Children's and Family Services			
69		School Estate - decision	s from Education Operat	ional Delivery Co	ommittee 08/09/2	2			
	Riverbank School - Learning Estate Investment Programme funding update	EODC 08/09/22 - to instruct the Chief Officer – Capital to put forward to the Scottish Government details of the planned refurbishment of the existing Riverbank School building ahead of the relocation of St Peter's School, for this to be considered as a priority project for funding in Phase 3 of the Learning Estate Investment Programme, and to report back to the Education and Children's Services Committee with an update on the outcomes of the funding bid and recommendations on next steps		Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		