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		EDUCATION AND CH The Business Planner details the reports which have been instructed	ILDREN'S SERVICES CO ed by the Committee as we			pect to be submittir	ng for the calenda	ır year.	
4	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		4 July 2023						
	School Transport - Establishment of Catchment Areas for Gaelic Medium Education	E&CS Committee 23/05/23 - to instruct the Chief Officer – Operations and Protective Services, in conjunction with the Chief Officer - Finance to identify a source of appropriate funding for the cost of providing free school transport to the Gaelic Medium Education provisions at Hazlehead Academy and Gilcomstoun School for those pupils eligible to receive it, and to report back to the July meeting of this Committee for further consideration of implementation of the catchment areas		Chris Cormack	Operations and Protective Services	Resources	1.1.1, 1.2		
	Kinship Care Service Planning	To inform committee members of the plans to enhance the collective multi agency support to Kinship families from the Whole Family Wellbeing Fund. 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		Isabel McDonnell	Integrated Children's and Family Services	Children's and Family Services	2.1		
Ļ	5	partnership's plans for the use of Aberdeen City's share of the Whole Family Wellbeing Fund		Andrew Israel	O a managed a	Danaman	4444540		Made at the OPO is
•	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	D	Work on the OBC is progressing well within the overall New Schools Programme however the timeline to present the project to OBC stage will take longer than originally anticipated. A service update will be provided to members prior to the meeting on 13/09/23
	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. Finance & Resources 17/05/23 - The Committee considered a report on Newhills Additional Primary School Provision (RES/23/144) and agreed to refer this report for noting to the Education & Children's Services Committee in July 2023.		Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
ş	Bucksburn / Newhills Additional Primary Provision: Statutory Consultation	To seek approval from the Committee to undertake a statutory public consultation on a proposal to establish a new primary school at Bucksburn/Newhills, and to make the necessary adjustments to school catchment areas.		Andrew Jones	Corporate Landlord	Resources	1.1.1		

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9	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.	Items 9 and 10 have been merged in to one report	Shona Milne/ Graeme Simpson	Education / ICFS	Children's and Family Services	1.1.1		
10	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.	Items 9 and 10 have been merged in to one report	Graeme Simpson / Shona Milne	Education / ICFS	Children's and Family Services	1.1.1. / 2.1		
11	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		
12	Approaches to Quality Improvement	To report on the refresh of the Framework		Shona Milne	Education	Children's and Family Services	1.1.1		
13	Anti-Bullying Policy	To present the updated Anti-bullying policy for approval		Mark Hearns	Education	Children's and Family Services	1.1.5		
14	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 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		Shona Milne	Education	Children's and Family Services	1.1.6		
15	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		
16			12 September 202	23					
17	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		
18	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.	This item will now be incorporated into the regular Performance Management Framework report (item 29)	Reyna Stewart	Data and Insights	Customer	1.1.3		
19	Education and Children's Services reforms	To provide Committee with an update		Eleanor Sheppard	Children's and Family Services	Children's and Family Services	1.1.1/2.1		
20	Bairns Hoose	To provide Committee with an update		Graeme Simpson	Integrated Children's and Family Services	Children's and Family Services	TBC		

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2.	Annual Committee Effectiveness Report	To present the annual effectiveness report		Eleanor Sheppard	Children's and Family Services	Children's and Family Services	GD 8.5	D	This is an annual report which is presented after a full year of committee - therefore the report will be presented to the November meeting of the Committee
22	Summer in the City	E&CS 23/05/23 - to instruct the Chief Officer – Education to report to Committee on the impact of the summer, autumn (2023) and spring (2024) programmes following delivery.		Sharon Skene	Education	Children's and Family Services	1.1.1		
23	Children's Hearing System Review	To provide an update on the review	This item will now be incorporated into item 19 (Education & Children's Services Reforms)	Graeme Simpson	Integrated Children's and Family Services	Children's and Family Services	TBC		
24	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		
21	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		
20	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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27	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		
28	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	D	This report will be presented to the November meeting as updated guidance is awaited from Scottish Government
29	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		
30	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		
31	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	D	This report will be presented to Committee as soon as we are in receipt of further information on the national programme
32	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		
33	Accessibility Plan	EOD Committee 17/09/20 - to instruct the Chief Education Officer to review the impact of the plan in three years' time	24.11	Eleanor Sheppard	Education	Children's and Family Services	1.1.5		
35	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	21 November 202	Shona Milne	Education	Children's and Family Services	1.1.6		
36	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		
37	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		
38	Education and Children's Services reforms	A standing item if required - To provide Committee with an update		Eleanor Sheppard	Children's and Family Services	Children's and Family Services	1.1.1/2.1		
39	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		

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40	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		
41	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		
42	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		
43			2024 / DATES TB	С					
44	Northfield Advisory Group	E&CS 23/05/23 - to instruct the Interim Director Children's and Family Services to routinely report the outputs of each meeting of the Advisory Group to the next scheduled meeting of the Education and Children's	Dates for reports to be confirmed once meeting dates are arranged	Eleanor Sheppard	Integrated Children's and Family Services	Children's and Family Services	TBC		
45	Refreshed Local Authority Plan for implementation of the United Nations	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	Date to be confirmed - dependent on date when Statutory Guidance	Shona Milne	Education	Children's and Family Services	1.1.1		
46	Education and Children's Services reforms	A standing item if required - To provide Committee with an update	To be listed each cycle on the planner for 2024	Eleanor Sheppard	Children's and Family Services	Children's and Family Services	1.1.1/2.1		
47	Minimising Exclusion Policy	To present the revised exclusion policy for approval		Mhairi Shewan	Education	Children's and Family Services	1.1.5		
	Autumn in the City	E&CS 23/05/23 - to instruct the Chief Officer – Education to report to Committee on the impact of the summer, autumn (2023) and spring (2024) programmes following delivery.	January 2024	Sharon Skene	Education	Children's and Family Services	1.1.1		
48	Music Service	E&CS 24/01/23 - to instruct the Chief Education Officer to work with	January 2024	Shona Milne	Education	Children's and	1.1.1		
49		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.	,	Gridina minio	2000000	Family Services			
50	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		
51	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		
52	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		

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53	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		
54	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		
55	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		
	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		
56									
	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		
57	Inspection Reporting –	E&CS 21/03/23 - to instruct the Chief Officer – Children's & Family	March 2024	Graeme	Integrated	Children's and	2.2		
58	Inspection of Regulatory Care Services	Services to bring an updated report to Committee in March 2024.		Simpson	Children's and Family Services	Family Services			
59	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		

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60	Health and Wellbeing	E&CS 23/05/23 - to instruct the Interim Director of Children's and Family Services to consider the findings of the report and plan next steps as part of work being taken forward through the Children's Services Plan and associated National Improvement Framework Plan; and to instruct the Chief Officer – Education to report the findings of the next Health and Wellbeing surveys to Committee within one calendar year.	May 2024	Gael Simpson	Education	Children's and Family Services	1.1.1		
61	Spring in the City	E&CS 23/05/23 - to instruct the Chief Officer – Education to report to Committee on the impact of the summer, autumn (2023) and spring (2024) programmes following delivery.	May/June 2024	Sharon Skene	Education	Children's and Family Services	1.1.1		
62	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		
63	ABZCampus	E&CS 23/05/23 - to instruct the Chief Officer – Education to report back on progress within one calendar year.	May 2024	Mark Jones	Education	Children's and Family Services	1.1.1		
	Early Learning and Childcare Delivery Plan 2022-2024` - progress / outcomes	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 E&CS 24/01/23 - to instruct the Chief Education Officer to report on the	June 2024	Louise Beaton	Education	Children's and Family Services	1.1.1		
64		progress and outcomes of the Early Learning and Childcare Delivery Plan 2022-24, and to prepare an updated Delivery Plan for 2024-26, in June 2024, to dovetail with the Strategic Plan for Scotland							
65	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		
66	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		
67	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		
68	Grandhome / Oldmachar / Bridge of Don Secondary Provision - Outline Business Case (NA1)	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		

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69	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	E&CS 24/01/23 - to instruct the Chief Education Officer to continue to	January 2026	Louise Beaton /	Education	Children's and			
		monitor the concession contracts and report back to Committee at the		Fiona Lawrie		Family Services			
70	Agreements	end of the first 3 full years of the current concession agreement.				-			
71			ns from Education Operat						
		EODC 08/09/22 - to instruct the Chief Officer – Capital to put forward to		Andrew Jones	Corporate	Resources	1.1.1, 1.1.5, 1.3		
		the Scottish Government details of the planned refurbishment of the			Landlord				
		existing Riverbank School building ahead of the relocation of St Peter's							
	Programme funding update	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							
72		outcomes of the funding bid and recommendations on next steps							