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1	EDUCATION AND CHILDREN'S SERVICES COMMITTEE BUSINESS PLANNER The Business Planner details the reports which have been instructed by the Committee as well as reports which the Functions expect to be submitting for the calendar 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	26 November 2024								
4	Education and Children's Services reforms	A standing item if required - To provide Committee with an update		Eleanor Sheppard	Families and Communities	Families and Communities	1.1.1/2.1	R	A standing item if required - no report is required this cycle
5	Learning outcomes from Care Inspectorate Thematic Review – Disabled Children and Young People's experiences of Social Work Services	To present an update		Carol Davie	Children's Social Work and Family Support	Families and Communities	2.1		
6	Education and Children's Services Committee Annual Effectiveness Report	To present the annual effectiveness report		Steph Dunsmuir	Governance	Corporate Services	GD 8.5		
7	Summer in the City Programme	E&CS 02/07/24 - to instruct the Chief Officer Education and Lifelong Learning to report to Committee on the impact of the Summer 2024 programme following delivery		Sharon Skene	Education and Lifelong Learning	Families and Communities	1.1.1		
8	Corporate Parenting Annual Report	To present the Corporate Parenting Annual Report for assurance		Graeme Simpson	Children's Social Work and Family Support	Families and Communities	2.1	D	It is proposed to delay this report to allow cognisance to be taken of the 24/30 Plan
9	Behaviour Action Plan	E&CS 30/04/24 - (i) to instruct the Chief Officer Education and Lifelong Learning to continue constructive engagement with Unions and others; such as those with an interest in the provision of supports for those with additional support needs including local organisations and the Northfield Advisors, to allow a continuous improvement journey in all of our schools; (ii) to instruct the Chief Officer Education and Lifelong Learning to review the adequacy of the current allocation of pupil support staffing and provision of specialist placements across the city; and (iii) to further instruct the Chief Officer Education and Lifelong Learning to consider the output of (i) and (ii) and report options for consideration back to the Education and Children's Services Committee within three cycles		Emma Powell	Education and Lifelong Learning	Families and Communities	1.1.1		
10	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. E&CS 20/02/24 - Approval of revised School Estate timeline		Andrew Jones	Corporate Landlord	Families and Communities	1.1.1, 1.1.5, 1.3		
11	Education and Children's Services Performance Management Framework	To present the regular performance update		Alex Paterson	Data Insights	Corporate Services	1.1.3		

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2	Autumn in the City Programme	E&CS 02/07/24 - to instruct the Chief Officer Education and Lifelong Learning to report to Committee on the impact of the Autumn 2024 programme following delivery		Sharon Skene	Education and Lifelong Learning	Families and Communities	1.1.1		
24									
25	29 April 2025								
26	Children's Services Plan - Annual Update	<p>E&CS 21/03/23 - to instruct the 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.</p> <p>E&CS 04/07/23 - to instruct the Director Children's and Family Services to report progress in developing a Family Support Model and progress on the impact of delivering improved multi-agency support to Kinship Carers through the Children's Services Plan annual progress report.</p> <p>E&CS 20/02/24 - to note the current plans to provide appropriate accommodation, support and intervention to meet the needs of this vulnerable group of children and young people; and instruct the Chief Social Work Officer to provide an annual update through the Children's Services Plan Annual Report.</p> <p>E&CS 20/02/24 - to request that the Chief Social Work Officer provides Members with an update on progress to deliver a Bairs Hoose within the Annual Child Protection Committee Report and within the annual update to Aberdeen City's Children's Services Plan.</p> <p>E&CS 30/04/24 - to instruct the Director Families and Communities to consider the findings of the health & wellbeing annual report and plan next steps as part of work being taken forward through the Children's Services Plan and associated National Improvement Framework Plan</p>		Eleanor Sheppard	Families and Communities	Families and Communities	1.1.1		
27	Inspection Reporting	A standing item (if required) to report on the outcome of inspections and any changes in the approach of inspection agencies		Shona Milne	Education and Lifelong Learning	Families and Communities	1.1.6		
28	Education and Children's Services Performance Management Framework	To present the regular performance update		Alex Paterson	Data Insights	Corporate Services	1.1.3		
29	24 June 2025								
30	ABZCampus	E&CS 30/04/2024 - (i) to instruct the Chief Officer - Education and Lifelong Learning to report back on progress including a full review of the impact of Pathways Advocates within one calendar year; and to note that officers would however investigate the possibility of bringing an interim evaluation of the impact of Pathways Advocates to Committee, or potentially bringing the full evaluation at an earlier stage than 2025; and (ii) to instruct the Chief Officer – Education and Lifelong Learning to report back with a method for providing an overview of participation and achievements in ABZCampus		Mark Jones	Education and Lifelong Learning	Families and Communities	1.1.1		

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2	Bairns Hoose updates / visit	E&CS 30/04/24 - (i) to instruct the Chief Officer, Children's Social Work and Family Support / Chief Social Work Officer to provide an update on progress as appropriate during 2024/25; and (ii) to instruct the Chief Officer, Children's Social Work and Family Support / Chief Social Work Officer to arrange a visit for Elected Members to view the Bairns Hoose upon completion of the build.		Graeme Simpson	Children's Social Work and Family Support	Families and Communities	2.1		
38	Education and Children's Services Performance Management Framework	To present the regular performance update		Alex Paterson	Data Insights	Corporate Services	1.1.3		
39	Healthy Weight	E&CS 02/07/24 - to instruct the Executive Director Families and Communities to report progress within one calendar year on the whole systems approach		Eleanor Sheppard	Families and Communities	Families and Communities	1.1.1 / 1.1.2		
40	Spring in the City Programme	E&CS 02/07/24 - to instruct the Chief Officer Education and Lifelong Learning to report to Committee on the impact of the Spring 2025 programme following delivery		Sharon Skene	Education and Lifelong Learning	Families and Communities	1.1.1		
41	Health and Wellbeing	E&CS 30/04/24 - to instruct the Chief Officer Education and Lifelong Learning to report the findings of the next Health and Wellbeing surveys to Committee within one calendar year; and to note with concern evidence that indicated that the current cohort of S4 girls were generally outliers in the improvement journey; and, therefore, instruct the Chief Officer Education and Lifelong Learning to give this issue special focus and undertake further targeted work on supportive solutions; with information on actions and outcomes reported back in the agreed report		Emma Powell	Education and Lifelong Learning	Families and Communities	1.1.1		
42									
43	16 September 2025								
44	Education and Children's Services Performance Management Framework	To present the regular performance update 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.		Alex Paterson	Data Insights	Corporate Services	1.1.3		
45	Northfield Asset Review	E&CS 17/09/24 - to instruct the Chief Officer – Corporate Landlord to proceed with a review of all public building assets in Northfield, which will include an assessment of options for the future of the primary schools. It is anticipated that the findings of this review will be presented to the Committee on 16 September 2025		Andrew Jones	Corporate Landlord	Families and Communities	1.1.1, 1.1.2 and 1.1.5		
46	Aberdeen City National Improvement Framework Plan	To present the 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 also cover the yearly self evaluation.		Eleanor Sheppard	Families and Communities	Families and Communities	1.1.1		

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2	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. Council 02/10/24 - to instruct the Chief Officer – Corporate Landlord to continue to monitor forecast pupil numbers for the three denominational primary schools, and to include recommendations in next year's annual school estate plan update report, on any required actions to be taken to ensure that the city's denominational primary school provision continues to be appropriate to meet the expected demand for pupil places		Andrew Jones	Corporate Landlord	Families and Communities	1.1.1, 1.1.2 and 1.1.5		
47	Northfield Academy, Northfield Primary Schools and Wider Asset Review - approval of Outline Business Case and consultation proposal	E&CS 17/09/24 - (i) to agree the intended scope of the proposed asset review in Northfield to include all public assets, and to instruct the Chief Officer - Corporate Landlord to proceed with the review and to commence engagement with all partners working in the wider Northfield area; (ii) to instruct the Chief Officer Education and Lifelong Learning to work closely with the Northfield Community throughout this process to ensure community empowerment and resilience was prioritised in all stages of planning; to instruct the Chief Officer to work with the Northfield Advisory Group to invite and support their guidance in shaping improvements and outcomes		Andrew Jones/Shona Milne	Corporate Landlord / Education and Lifelong Learning	Families and Communities	TBC		
48	Music Service Update	E&CS 17/09/24 - (i) to note that officers would include data about tuition at primary school level broken down by school in the next report; and (ii) to instruct the Chief Officer - Education and Lifelong Learning to report back on progress in one calendar year		Beth Edwards / Shona Milne	Education and Lifelong Learning	Families and Communities	1.1.1		
49	Community Learning and Development Plan	E&CS 17/09/24 - to instruct the Chief Officer - Education and Lifelong Learning to present an updated 2 year CLD Plan to Committee in September 2025		Margaret Stewart	Education and Lifelong Learning	Families and Communities	1.1.1		
50	School Age Childcare Policy	E&CS 17/09/24 - to approve the School Age Childcare Policy. Policy to be reviewed on an annual basis - report may not be required, show no changes be needed to policy		Louise Beaton	Education and Lifelong Learning	Families and Communities	1.1.1 and 1.1.5		
51	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	Children's Social Work and Family Support	Families and Communities	2.3		
52	Inspection Reporting	A standing item (if required) to report on the outcome of inspections and any changes in the approach of inspection agencies		Shona Milne	Education and Lifelong Learning	Families and Communities	1.1.6		
53									
54	25 November 2025								
55	Education and Children's Services Performance Management Framework	To present the regular performance update		Alex Paterson	Data Insights	Corporate Services	1.1.3		
56	Education and Children's Services Committee Annual Effectiveness Report	To present the annual effectiveness report		Steph Dunsmuir	Governance	Corporate Services	GD 8.5		

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2	Minimising Exclusion Policy	To present the revised exclusion policy for approval	Officers anticipate updated national guidance by summer 2025 and will look to take a refreshed policy to Committee when they have considered the guidance	Mhairi Shewan	Education and Lifelong Learning	Families and Communities	1.1.5		
57	Corporate Parenting Annual Report	To present the Corporate Parenting Annual Report for assurance		Graeme Simpson	Children's Social Work and Family Support	Families and Communities	2.1		
58	Family Support Model - engagement	E&CS 17/09/24 - to note that the Executive Director had suggested that the report due to be presented to the Communities, Housing and Public Protection Committee in November on a detailed phased implementation plan reflecting plans for internal zoning of the Central Library and testing of the Library and Information Service as an integral part of the emerging model of Family Support which would incorporate plans for ongoing engagement with communities and groups could also be presented to the November meeting of this Committee if it was felt this would be beneficial		Eleanor Sheppard	Families and Communities	Families and Communities	TBC		
59	Cluster Risk Register - Education / Integrated Children's & Family Services	To report on the cluster risk register		Eleanor Sheppard	Families and Communities	Families and Communities	1.1.4		
60	Chief Social Work Officer Annual Report	To present the Chief Social Work Officer annual report.		Graeme Simpson	Children's Social Work and Family Support	Families and Communities	2.5		
61	Child Protection Committee Annual Report	E&CS 21/11/23 - to instruct the Chief Social Work Officer to provide Committee with a further report in November 2024 detailing the continuing impact and effectiveness of partnership work in relation to child protection.		Graeme Simpson	Children's Social Work and Family Support	Families and Communities	2.1		
62	Inspection Reporting	A standing item (if required) to report on the outcome of inspections and any changes in the approach of inspection agencies		Shona Milne	Education and Lifelong Learning	Families and Communities	1.1.6		
63									
64	2026								
65	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 and Lifelong Learning	Families and Communities	1.1.1		
66	Early Learning and Childcare Delivery Plan 2024-26 / 2026-28	E&CS 02/07/24 - to instruct the Chief Officer Education and Lifelong Learning to report on the progress and outcomes of the Early Learning and Childcare Delivery Plan 2024-26, and to prepare an updated Delivery Plan for 2026-28, in June 2026, in line with our statutory duties under the Children and Young People (Scotland) Act 2014	June 2026	Louise Beaton / Fiona Lawrie	Education and Lifelong Learning	Families and Communities	1.1.1		
67	Accessibility Plan	E&CS 12/09/23 - to instruct the Chief Officer - Education to present an updated Accessibility Plan to the Education and Children's Services Committee within 3 calendar years.		Mhairi Shewan	Education and Lifelong Learning	Families and Communities	1.1.5		

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2									
68	REPORTING DATE TO BE CONFIRMED								
69	Northfield Advisory Group	E&CS 23/05/23 - to instruct the 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 Services Committee.		Eleanor Sheppard	Families and Communities	Families and Communities		R	This item is recommended for removal, as updates will be included when each Northfield Academy update is given as part of the inspection reporting reports
70	Learning Disabilities, Autism and Neurodivergence Bill	ODC 17/01/19 - To instruct that annual reports be submitted on the progress of implementation of the Autism Action Plan. Reported 5 March 2020 and will then be annually, however 2021 was delayed to May due to pandemic impact. Was reported to former Operational Delivery Committee on 31 August 2022, thereafter annually. E&CS 02/07/24 - to instruct the Chief Officer Children's Social Work and Family Support to provide an update on progress of the Bill as appropriate		Graeme Simpson	Children's Social Work and Family Support	Families and Communities	2.1.1		An update will be provided to Committee once the Bill has concluded Stage 2 of the Parliamentary process. Officers are unable to provide a date for reporting back at this time as it is dependent on Parliament
71	St Peter's RC School - Long Term Education Provision	E&CS 21/11/23 - subject to approval of recommendation 2.4 (for the Finance and Resources Committee), to note that a progress report would be presented to a future meeting of the Education and Children's Services Committee in 2024		Maria Thies	Corporate Landlord	Families and Communities	1.1.1, 1.1.5, 1.3	R	Recommended for removal as there is no further decision required from ECS Committee at this time, and officers have circulated a service update with the latest position
72	SCHOOL ESTATE PROJECTS CURRENTLY ON HOLD / NOT YET STARTED								
73	Grandhome / Oldmachar / Bridge of Don Secondary Provision - Outline Business Case (NA1) / Oldmachar ASG primary school provision	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. E&CS 12/09/23 - to instruct the Chief Officer - Corporate Landlord to carry out further work to identify potential future options for improving and consolidating primary school provision in the Oldmachar ASG, alongside the planned work to review secondary school provision in this area of the city, and to report back to the Committee with recommendations and next steps as appropriate. E&CS 20/02/24 - Approval of revised School Estate timeline E&CS 19/09/24 - Annual School Estate Plan update advised project had not yet commenced. Reporting dates to be confirmed		Andrew Jones	Corporate Landlord	Families and Communities	1.1.1, 1.1.5, 1.3		Not yet commenced, as per decision at E&CS on 17/09/24 (School Estate Plan Annual Update)

