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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		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	24 June 2025								
4	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		
5	Incidents and Behaviour Action Plan Progress	E&CS 29/04/2025 - to instruct the Chief Officer – Education and Lifelong Learning to provide a report to the next meeting of Education and Children's Services to Members with a broad overview of the ongoing preventative work to tackle behaviour issues in schools, including progress against the national Behaviour Action Plan, any specific trends in respect of incidents, and any comparator figures with other local authorities if available.		Shona Milne	Education and Lifelong Learning	Families and Communities	1.1.1, 1.2		
6	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. E&CS 20/02/24 - Approval of revised School Estate timeline E&CS 17/09/24 - the Committee agreed a revised programme for implementing projects within the School Estate Plan. The revised programme includes an updated timescale for the submission of an outline business case for secondary school provision at Dyce and Bucksburn, which would be expected to be submitted to the Committee for approval on 24/06/25		Andrew Jones	Corporate Landlord	Families and Communities	1.1.1, 1.1.5, 1.3		
7	Ukrainian School Partnerships project – International Travel	To seek approval for a teacher from Ferryhill School to travel to Krakow in Poland as part of the British Council UK-Ukraine School Partnerships project on Reading for Pleasure		Caroline Johnstone	Education and Lifelong Learning	Families and Communities	2.1.1 and General Delegation 5		
8	Review of Spaces - Support for Pupils with Additional Support Needs	E&CS 17/09/24 - to instruct the Chief Officer – Corporate Landlord to carry out a review of spaces currently available within schools for supporting pupils with additional support needs, and in consultation with the Chief Officer – Education and Lifelong Learning, to report back to the Committee with recommendations for improving such spaces where this is required		Andrew Jones	Corporate Landlord	Families and Communities	1.1.1, 1.1.5, 1.3		
9	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		
10	Children's Social Work Statistics	E&CS 17/09/24 - to instruct the Chief Social Work Officer to update the Committee on the 2023/24 Statistical Report following its publication in Spring 2025		Graeme Simpson	Children's Social Work and Family Support	Families and Communities	2.1		

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2									
11	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. E&CS 02/07/24 - to instruct the Chief Officer Corporate Landlord to report on the impact of the pre-order app in the next annual update report on Free School Meals		Andy Campbell	Corporate Landlord	Families and Communities	1.1.1		
12	Education Climate Change Annual Report	E&CS 30/04/2024 - (i) to instruct the Chief Officer - Education and Lifelong Learning to report back on progress via committee report within one calendar year and (ii) to instruct the Chief Officer - Education and Lifelong Learning to continue to support the Youth Climate Change Group and all environmental activities in school settings by developing the partnership work with the Hutton Institute, Keep Scotland Beautiful, Aberdeen for a Fairer World and others and report back on progress in the above-mentioned report		Matt Reid	Education and Lifelong Learning	Families and Communities	1.1.1		
13	Approaches to Quality Improvement	E&CS 02/07/24 - to instruct the Chief Officer Education and Lifelong Learning to review the impact of arrangements on evaluations of core Quality Indicators over school session 2024/25, amending approaches as required, and report back to Committee with any proposed changes to arrangements in advance of the 2025/26 school session E&CS 26/11/24 - (re Harlaw Academy inspection) to instruct the Chief Officer Education and Lifelong Learning to review where opportunities were missed to identify the lack of progress, whether changes needed to be made to processes, procedures or the Quality Improvement framework and to report back to Committee as part of the reset of the QI Framework in June 2025		Shona Milne	Education and Lifelong Learning	Families and Communities	1.1.1		
14	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. E&CS 18/02/25 - in relation to the deep dive being undertaken in respect of the reasons for not bringing cases to the Child Protection Planning meeting within the expected timescales, to note that an update on this work could be provided in the Bairns Hoose report, due to Committee in June 2025		Ali McAlpine	Children's Social Work and Family Support	Families and Communities	2.1		
15	Education and Children's Services Performance Management Framework	To present the regular performance update		Alex Paterson	Data Insights	Corporate Services	1.1.3		
16	Whole System Approach to 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		Niki Paterson	Education and Lifelong Learning	Families and Communities	1.1.1 / 1.1.2		

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2	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		
17									
18	16 September 2025								
19	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		
20	Review of Adoption Allowance Scheme	To present the update of the Adoption Allowance Scheme for agreement		Isabel McDonnell	Children's Social Work and Family Support	Families and Communities	GD 8.1		
21	Learning outcomes from Care Inspectorate Thematic Review – Disabled Children and Young People's experiences of Social Work Services	E&CS 26/11/24 -to approve the action plan at appendix A of the report developed to address findings and to instruct the Chief Social Work Officer to report progress on delivering on the key findings in Autumn 2025		Carol Davie	Children's Social Work and Family Support	Families and Communities	2.1		
22	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 E&CS 18/02/25 - to note that officers would ensure that the Community Council was included in the engagement		Andrew Jones	Corporate Landlord	Families and Communities	1.1.1, 1.1.2 and 1.1.5		
23	Aberdeen City National Improvement Framework Plan (NIF)	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. E&CS 26/11/24 - to instruct the Chief Officer - Education & Lifelong Learning to report progress on the Parental Involvement and Engagement Plan through the regular updates on progress towards delivery of the NIF E&CS 29/04/25 - in relation to the number of young people between the ages of 11-25 and the local suicide rate, that information be included in a future report on work that was being undertaken to try and prevent suicides		Eleanor Sheppard	Families and Communities	Families and Communities	1.1.1		

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2	School Estate Plan Annual Update	<p>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.</p> <p>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</p> <p>E&CS 26/11/24 - to instruct the Chief Officer - Corporate Landlord to continue to monitor pupil numbers at Riverbank and the adjacent primary schools Sunnybank and St Peter's, the use of space at the new Riverbank building, and to provide updates on any further action required in the future through the annual School Estate Plan update report</p> <p>E&CS 29/04/25 - to instruct the Chief Officer - Corporate Landlord to incorporate the preferred option and programming and cost implications for the Victorian Schools Programme into the development of the School Estate Plan annual update report, to be presented to this Committee in September 2025</p>		Andrew Jones	Corporate Landlord	Families and Communities	1.1.1, 1.1.2 and 1.1.5		
24									
25	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	1.1.1		
26	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		
27	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		
28	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, should no changes be needed to policy		Louise Beaton	Education and Lifelong Learning	Families and Communities	1.1.1 and 1.1.5	R	The Policy Group have reviewed the policy and do not consider that it requires any further update at this time and therefore will not require to be reported to Committee in September 2025. The policy will therefore now be reviewed again in September 2026 and will be moved to that date on the business planner
29	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		

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2	Inspection Reporting	A standing item (if required) to report on the outcome of inspections and any changes in the approach of inspection agencies To include update on Northfield Academy / Harlaw Academy		Shona Milne	Education and Lifelong Learning	Families and Communities	1.1.6		
30									
31	25 November 2025								
32	Education and Children's Services Performance Management Framework	To present the regular performance update		Alex Paterson	Data Insights	Corporate Services	1.1.3		
33	Expanding & Strengthening Youth Participation in Global Decision-Making (Notice of Motion by Cllr Macdonald)	Council 28/04/25 - to endorse the spirit of the Pact for the Future; and to instruct the Chief Officer - Education and Lifelong Learning to bring a report to a future meeting of the Education and Children's Services Committee outlining what the Council can do to promote the involvement of our young people in expanding and strengthening youth participation in global decision-making.		Shona Milne	Education and Lifelong Learning	Families and Communities	TBC		
34	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		
35	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		
36	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	1.1.1		
37	Cluster Risk Registers and Assurance Maps	To report on the cluster risk registers E&CS 26/11/24 - to note that (a) officers had undertaken to consider the feedback from Members that it would be helpful for the matrix to reflect the previous year's situation to allow for comparison and a clearer understanding of which risks had been effectively mitigated; (b) that some control actions may need to be reviewed to demonstrate the drive in the risk register to resolve the specific issue; and (c) that the phrasing of the risk 'Child Migration including unaccompanied asylum seeking children and young people and all families requiring resettlement or with no recourse to public funds' would be reviewed for the next report		Graeme Simpson / Shona Milne	Families and Communities	Families and Communities	1.1.4		
38	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		

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2	Child Protection Committee Annual Report	E&CS 26/11/24 - (i) to instruct the Chief Social Work Officer to provide Committee with a further report in November 2025 detailing the continuing impact and effectiveness of partnership work in relation to child protection; and (ii) to request that officers ensure that there was less use of acronyms in the next report		Graeme Simpson	Children's Social Work and Family Support	Families and Communities	2.1		
39	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		
40									
41	2026								
42	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		
43	Progress on Early Intervention Service Test of Change at Riverbank School	E&CS 29/04/2025 - (i)to instruct the Chief Officer Education & Lifelong Learning to progress with a time limited (12 months) Early Intervention Service Test of Change at Riverbank School for younger primary school pupils, operational August 2025; (ii)to instruct the Chief Officer Education & Lifelong Learning to report back on progress in 2 committee cycles from commencement of service	Possibly January 2026	Emma Powell	Education and Lifelong Learning	Families and Communities	1.1.1		
44	Corporate Parenting Annual Report / Progress on Promise Plan	E&CS 29/04/25 - to instruct the Chief Social Work Officer to update Committee on progress against the High Level Promise Plan within one calendar year		Graeme Simpson	Children's Social Work and Family Support	Families and Communities	2.1		
45	Children's Services Plan - Annual Update	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.	April 2026	Eleanor Sheppard	Families and Communities	Families and Communities	1.1.1		
46	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		
47	Early Intervention Service Test of Change - Full Evaluation	E&CS 29/04/25 - (iii)to instruct the Chief Officer Education & Lifelong Learning to report a full evaluation of the Test of Change within 4 committee cycles from commencement of service	Possibly June 2026	Emma Powell	Education and Lifelong Learning	Families and Communities	1.1.1		
48	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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49									
50	Children's Social Work - Workforce Development Plan	E&CS 26/11/24 - to instruct the Chief Officer - Children's Social Work and Family Services to present an evaluation of progress against the workforce plan to Committee in 2027		Ali McAlpine	Children's Social Work and Family Support	Families and Communities	2.1		
51									
52	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
53	Child to Adult Transitions	E&CS 29/04/25 - to note that a report would be brought to a future committee with information on child to adult transitions, which would summarise the work that had been progressed		Graeme Simpson	Children's Social Work and Family Support	Families and Communities	2.1		A service update will be provided later this month to Members which will advise on a date for a full report to come back to ECS Committee later in the year
54	The Children (Care and Justice) (Scotland) Act 2024	E&CS 18/02/25 - to instruct the Chief Officer - Children's Social Work and Family Support to report to this committee once the plan for enactment and associated funding was made known by the Scottish Government		Graeme Simpson / Andrea McGill	Children's Social Work and Family Support	Families and Communities	2.1		
55									
56	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)

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2	Consultation on proposed new school at Bucksburn / Newhills	<p>EC&S 04/07/23 - to instruct the Chief Officer - Corporate Landlord to carry out a statutory public consultation on the proposal to establish a new primary school at Bucksburn / Newhills, and on proposed changes to the existing school catchment area for Brimmond School, to create a new catchment areas which would be served by the proposed new school; to provide Members with a firm date for the statutory consultation and to report the date to the next Committee meeting; and to report back to the Committee on the outcomes of the consultation at the first available meeting following conclusion of the consultation process.</p> <p>E&CS 12/09/23 - in relation to the proposal to establish a new primary school at Bucksburn / Newhills, and on proposed changes to the catchment area for Brimmond School, to note that the statutory consultation for the proposed new school at Bucksburn / Newhills will be carried out from 5 February 2024 to 22 March 2024. To note in the School Estate Plan that the Committee would consider consultation feedback & confirm decision on implementing proposals in July 2024</p> <p>E&CS 20/02/24 - approval of revised School Estate timeline - dates for carrying out the consultation to be confirmed</p> <p>E&CS 17/09/24 - approval of School Estate Plan</p>		Andrew Jones	Corporate Landlord	Families and Communities	1.1.1, 1.1.5, 1.3		It remains officers' assessment that there is no immediate requirement to undertake a consultation on a proposed new school at Newhills, and so no specific dates for this have been included in the latest approved update to the School Estate Plan implementation timeline. Officers will continue to monitor pupil numbers and the likely requirement for a new school, and will bring forward recommendations to the Committee as and when required
57									
58	Loirston Loch Additional Primary Provision - Outline Business Case (L1)	<p>E&CS 12/09/23 - Instructs 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.(Recommendation L1)</p> <p>E&CS 20/02/24 - Revised school estate timeline approved. No immediate requirement for this, revisit post 2024</p> <p>E&CS 17/09/24 - Project currently on hold (as per annual School Estate Plan update)</p>		Andrew Jones	Corporate Landlord	Families and Communities	1.1.1, 1.1.3, 1.5		On hold as per decision at E&CS on 17/09/24 (School Estate Plan Annual Update)