

EDUCATION OPERATIONAL DELIVERY 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.

Report Title	Minute Reference/Committee Decision or Purpose of Report	Update		Chief Officer	Directorate	Terms of Reference	If delayed, removed, transferred or withdrawn, enter either D, R, T or W	Explanation if delayed, removed, transferred or withdrawn
19 April 2018								
Education Improvement Journey	The report seeks (a) endorsement the approach being taken by the service to secure improved educational outcomes for children and young people; and (b) instructs the Chief Operating Officer to report on progress against the measures outlined in the report.	On agenda		Eleanor Sheppard	Integrated Children's and Family Services	Operations	1.1	
Performance Improvement Report	To provide Members with a summary of Key Outcome and operational Performance Indicator information relating to in house Educational services for the period up to and including 31st December 2018	On agenda		Reyna Stewart	Integrated Children's and Family Services	Operations	1.1, 1.2, 4 & 6	
Ways to Increase the Uptake of Free School Meals	Council on 6/3/18 agreed to instruct the Chief Operating Officer to bring a report to the next Education Operational Delivery Committee on how the council can substantially increase the uptake of free school meals throughout the city.	On agenda		Lynn Scanlon	Integrated Children's and Family Services	Operations	1.1, 1.3 & 5	
29 May 2018								
Development of Models for Civic Leadership and Engagement	To consider models for Civic Leadership and Engagement			Derek McGowan	Early Intervention and Community Empowerment	Customer		
Subsidised Transport and Safe Walking Routes to Lochside Academy - speeding concerns	EC&S Cttee 16/11/17 - The Committee instructed (i) the Head of Education & Inclusion to facilitate a meeting between representatives of parent councils in Kincorth, Torry & Cove with appropriate reps from Police Scotland to provide a greater understanding of community concerns about speeding on the safe routes to Lochside & discuss measures that could be taken to address those concerns & report back on the outcomes from that meeting; & (ii) to instruct the Head of Education & Inclusion to provide support to Lochside's 6 associated group primaries to ensure appropriate road safety programmes were in place for those schools for P4-7 prior to Lochside opening in Aug 18 & to report back on the need for additional road safety programmes in the associated group primaries.	Meeting held with Chief Executive and members of the Community Councils in Torry, Kincorth and Cove		Lynn Scanlon	Integrated Children's and Family Services	Operations	Purpose 1	D Report will now be presented in May, rather than April to allow for briefing sessions to be held and further discussions with Police Scotland
Revised Children Missing from Education in Aberdeen Schools Policy	To present the revised policy			Eleanor Sheppard	Integrated Children's and Family Services	Operations	GD 7.1	
06 September 2018								

School Improvement Planning and the Regional Improvement Collaborative Plan	The report seeks the Committee (1) to note the content of Aberdeen City School Improvement Plans and their alignment with the intended outcomes of the LOIP; (2) to note the content of the Northern Alliance Improvement Plan; and (3) to instruct the Chief Operating Officer to contribute to the Northern Alliance workstreams as detailed in this report.		Eleanor Sheppard	Integrated Children's and Family Services	Operations	1.1, 1.2 and purpose 1	D	Moved from May as schools will only be completing the improvement plans and submitting them in June so information will not be available for May Committee
Annual Statutory Performance Report	To provide Elected Members with a summary of the Annual Performance (Statutory Performance Indicator) outcomes.		Lynn Scanlon	Integrated Children's Services	Operations	1.2		
St Peter's School - Long Term Education Provision	ECS Ctte 16th Nov ' 17 - to instruct the Head of Policy, Performance and Resources to undertake a feasibility study to identify improvements to Riverbank School and the associated costs, including the costs of bringing up to category A and to report to the Committee at its meeting in January 2018.	See explanation column	Andrew Jones	Corporate Landlord	Resources	Purpose 1	D	Initial report now requires to be submitted to Capital Programme Committee for the development of the business case. Report is due to be submitted to the May 2018 meeting of CPC. From there, the Education Operational Delivery Committee will be consulted on the business case, prior to consideration of the final business case at CPC.
The National Improvement Framework Report	To approve submission of annual statutory report to the Scottish Government.		Eleanor Sheppard	Integrated Children's and Family Services	Operations	1.2		
Early Learning & Childcare Financial Template	1. Education & Children's Services Committee 14/09/17 (Article 9) and 16/11/17 - The Committee resolved to instruct the Director of Education and Children's Services to submit a report to Committee in 2018 providing an update on progress and plans for workforce planning for early learning & childcare; and to instruct the Head of Education and Inclusion to present a further updated Early Learning and Childcare Delivery Plan to the appropriate Committee once notification of capital and revenue grants were received from the Scottish Government and 2. Education & Children's Services Committee 14/09/17 - The Committee agreed to note that the Director would submit a further version of the Early Learning and Childcare Delivery Plan to Committee in 2018 following scrutiny by the Scottish Government; and to instruct the Director to submit a report in 2018 providing an update on progress and plans for workforce planning for early learning and childcare.	Submission of this report is dependent on the allocation of funding from the Scottish Government	Eleanor Sheppard	Integrated Children's and Family Services	Operations	1.3 and purpose 1		
06 November 2018								
Northern Alliance Regional Improvement Plan	To seek endorsement of the Plan.		Aisling MacQuarrie	Integrated Children's and Family Services	Operations	Purpose 1		
17 January 2019								

Review of School Estate	Council on 6/3/18 agreed to instruct the Chief Officer – Corporate Landlord to bring a review of the School Estate report within the next 9 months to the Education Operational Delivery Committee, thereafter to forward the report to the Capital Programme Committee.			Corporate Landlord	Resources			
14 March 2019								
April 2019 Onwards								
Review of Free Bus Travel and safe routes to Lochside Academy	Education & Children's Services Committee - 16/11/17 - The Committee resolved to instruct the Interim Head of Planning & Sustainable & the Head of Public Infrastructure & Environment to undertake annual updates reviewing the success of provision of free bus travel & the safe routes to school, with the first review to be undertaken in March 2019 (and thereafter annually & reported to Committee at the earliest possible opportunity prior to the end of the fourth school term each year).	To be reported August 2019 - This would be a joint report involving Planning and Sustainable Development in conjunction with the Road Safety and Traffic Management Team. With the first review to be undertaken in March 2019 officers have advised that due to the volume of data and workload expected it would be challenging to present a report prior to the summer of 2019.	Chris Cormack	Strategic Place Planning	Place	Purpose 1		
Provision of Free School Meals to Children During School Holidays	Finance, Policy and Resources Committee on 1/2/18 agreed to instruct the Head of Communities and Housing to report back to Committee within 15 months on the delivery of the programme.	01 May 2019	Neil Carnegie	Early Interventions and Community Empowerment	Customer	Purpose 1		
United Nations Convention on rights of the child Reports	Every three years as per the Children and Young People (Scotland) Act 2014	To be reported in April 2020 : Part 1 (section 2) of the Children and Young People (Scotland) Act 2014 (the "Act") places a duty on a range of public bodies (including all local authorities and health boards) to report, as soon as practicable after the end of each three-year period, on the steps they have taken to secure better or further effect within their areas of responsibility of the United Nations Convention on the Rights of the Child (UNCRC) requirements.		Integrated Children's and Family Services	Operations	Purpose 1		

Annual Committee Effectiveness Report	To present the annual effectiveness report for the Committee.	01/05/2019	Stephanie Dunsmuir	Governance	Governance	GD 7.4		
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