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1	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.								
2	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Decision or Purpose of Report	Update		Chief Officer	Directorate	Terms of Reference	If delayed, removed, transferred or withdrawn, enter either D, R, T or W	Explanation if delayed, removed, transferred or withdrawn
3	29 May 2018								
4	Subsidised Transport and Safe Walking Routes to Lochside Academy - speeding concerns	EC&S Committee 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.	On agenda	Lynn Scanlon / Andrew Jones	Integrated Children's and Family Services	Operations	1.1 and 4	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
5	Performance Improvement Report	To present the performance for the last quarter	On agenda	Reyna Stewart	Business Intelligence & Performance Management	Operations	1.1, 1.2, 4 and 6		
6	06 September 2018								
7	School Improvement Planning and the Regional Improvement Collaborative Plan	(1) The report seeks the Committee (a) to note the content of Aberdeen City School Improvement Plans and their alignment with the intended outcomes of the LOIP; (b) to note the content of the Northern Alliance Improvement Plan; and (c) to instruct the Chief Operating Officer to contribute to the Northern Alliance workstreams as detailed in this report. (2) EOD Committee 19/04/18 - The Committee resolved to instruct the Chief Operating Officer to contribute to the development of the Northern Alliance regional improvement plan and submit a report to a future meeting of the Committee.		Eleanor Sheppard	Integrated Children's and Family Services	Operations	1.1, 1.2 and purpose 1	(1) D	(1) 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
8	Reporting against proposed KPIs	EOD Committee 19/04/18 - The Committee instructed 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.	In relation to (b), a report will be presented to the September meeting. Following that, a yearly progress report will be submitted in April 2019	Reyna Stewart	Business Intelligence & Performance Management	Operations	1.1, 1.2, 4 and 6		
9	Publication of Education Bill	EOD Committee 19/04/18 - The Committee instructed the Chief Officer - Integrated Children's Services to bring a report to Committee following the publication of the Education Bill by the Scottish Government detailing (a) how the national & local systems will be aligned; (b) how the measures will help track and report progress against realising the ambitions of the LOIP and locality plans; and (c) the proposed KPIs for reporting to Committee.			Integrated Children's and Family Services	Operations	1.1, 1.2 and 4		

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10	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		
11	Development of Models for Civic Leadership and Engagement	To consider models for Civic Leadership and Engagement.		Derek McGowan	Early Intervention and Community Empowerment	Customer		R	Following the decision at Full Council on 5 March to 'endorse the values and principles of civic leadership and engagement as set out in Appendix L' there was not a further requirement to report to Committee. It is therefore recommended that this be removed from the planner. Any future proposals regarding civic leadership and engagement will be presented to the appropriate committee for consideration.
12	Annual Statutory Performance Report	To provide Elected Members with a summary of the Annual Performance (Statutory Performance Indicator) outcomes.		Reyna Stewart	Business Intelligence & Performance Management	Operations	1.2		
13	St Peter's School - Long Term Education Provision	ECS Committee 16/11/17 - 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. EOD Committee 19/04/18 - The Committee requested that officers look into the possibility of submitting the report to the May meeting of the Committee, following consideration at the Capital Programme Committee, rather than the September meeting as outlined in the planner.	The report on St Peter's School will now not be reported to the Capital Programme Committee in May, as officers are working on the business case for the project.	Andrew Jones	Corporate Landlord	Resources	Purpose 1	D	The business case will now be presented first to EOD in September for consultation, prior to being reported to Capital Programme Committee
14	The National Improvement Framework Report	To approve submission of annual statutory report to the Scottish Government.		Eleanor Sheppard / Lynn Scanlon	Integrated Children's and Family Services	Operations	1.2		

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15	Early Learning & Childcare Financial Template	1. ECS 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. E&CS 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		
16	06 November 2018								
17	Impact of Free School Meals Workstreams (links with no 27)	EOD Committee 19/04/18 - The Committee instructed the Chief Officer - Integrated Children's Services to bring a report to Committee outlining the impact of the proposed workstreams for ensuring maximum registration and uptake of free school meals following submission of figures to the Scottish Government.			Integrated Children's and Family Services	Operations	1.1		
18	Northern Alliance Regional Improvement Plan	To seek endorsement of the Plan.		Aisling MacQuarrie	Integrated Children's and Family Services	Operations	Purpose 1		
19	17 January 2019								
20	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			
21	14 March 2019								
22									
23	April 2019 Onwards								

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24	Review of Free Bus Travel and safe routes to Lochside Academy	E&CS 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). EOD Committee - 19/04/18 - The Committee resolved to request that officers look to report back to Committee in April 2019 as previously agreed, rather than August 2019 as outlined in the planner.	The Road Safety and Traffic Management Team and the Public Transport Unit, estimate that the review would take approximately 1 month to complete, as such in order to report to committee prior to the summer holidays, data would be taken from earlier in the year, likely information from August 2018 to January 2019 and this will allow officers to review and prepare report for committee in April/May 2019.	Chris Cormack / Vycki Ritson	Strategic Place Planning / Operations	Place / Operations	Purpose 1		
25	Provision of Free School Meals to Children During School Holidays	F,P&R 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.	To be reported May 2019. Service Update to be circulated to Members after Summer 2018.	Neil Carnegie	Early Interventions and Community Empowerment	Customer	Purpose 1		
26	Annual Committee Effectiveness Report	To present the annual effectiveness report for the Committee.	To be reported May 2019	Stephanie Dunsmuir	Governance	Governance	GD 7.4		
27	Uptake of Free School Meals	EOD Committee 19/04/18 - The Committee resolved to instruct the Chief Officer Integrated Children's Services 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 work streams and detailing any required adjustments for the following school year.	To be reported May / June 2019		Integrated Children's and Family Services	Operations	1.1 and 5		

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28	United Nations Convention on Rights of the Child	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		