

	A	B	C	D	E	F	G	H	I	
1	<b>EDUCATION OPERATIONAL DELIVERY COMMITTEE BUSINESS PLANNER</b> 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	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred	
3	<b>06 September 2018</b> On agenda									
4	School Improvement Plans and the work of the Regional Improvement Collaborative	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.			Eleanor Sheppard	Integrated Children's and Family Services	Operations	1	D	Was delayed from May 2018 as schools only completed the improvement plans and submitted them in June so information was not available for May Committee
5	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	R	Report no longer required as minor amendments to policy have been approved by Chief Operating Officer in accordance with Powers Delegated to Officers. This is on the basis that there are no changes to service provision, no financial implications and the changes reflect recent government guidance and the approval of the Target Operating Model.

	A	B	C	D	E	F	G	H	I
	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update		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
2									
6	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.		Andrew Jones	Corporate Landlord	Resources	3	D	It is considered prudent to obtain further project approvals for the new replacement Riverbank school in advance of this committee considering the future possibilities around the Riverbank building. These are being sought during this committee cycle. As these issues will impact on the future options for the siting of St Peter's school, it will be necessary to have these matters determined first. In meantime officers are investigating financing options in respect of St Peter's which will allow the options appraisal to be brought forward to this Committee in the next cycle.
7	ACC National Improvement Framework Plan	To approve submission of the annual statutory report to the Scottish Government. This report will also cover the decision of EOD Committee 19/04/18 - to instruct the Chief Officer - Integrated Children's Services to report detailing (a) how national and local systems will be aligned; (b) how 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.	On agenda	Eleanor Sheppard / Lynn Scanlon	Integrated Children's and Family Services	Operations	1		
8	Aberdeen City Workforce Delivery Plan - Early Learning and Childcare	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. ECS 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.	On agenda	Eleanor Sheppard	Integrated Children's and Family Services	Operations	1		

	A	B	C	D	E	F	G	H	I
	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update		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
2									
9	Northern Alliance Improvement Framework	(i) To seek endorsement of the Plan; and (ii) From 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.	On agenda	Aisling MacQuarrie	Integrated Children's and Family Services	Operations	Purpose 1		
10	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	Commissioning	1.2	D	Will now be reported in November as the information will be prepared for submission to the Scottish Government in November
11	Reporting against proposed KPIs	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.		Reyna Stewart	Business Intelligence & Performance Management	Commissioning	1.1, 1.2, 4 and 6	D	As reported to the April Committee, submission timescales for this report were indicative and subject to availability of data, therefore the report will be presented in November rather than September, which is six months from the original Committee decision
12	<b>06 November 2018</b>								
13	Impact of Free School Meals Workstreams (links with no 24)	EOD Committee 19/04/18 - to instruct 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.		TBC	Integrated Children's and Family Services	Operations	1.1		
14	Risk Register (Integrated Children's Services)	To present the risk register		Graeme Simpson	Integrated Children's and Family Services	Operations	GD 7.4		
15	Pupil Equity Fund	To report on the spend in relation to the Pupil Equity Fund		Lynn Scanlon	Integrated Children's and Family Services	Operations	1		
16	<b>17 January 2019</b>								

	A	B	C	D	E	F	G	H	I
	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update		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
2									
17	Lochside Academy - Safe Routes to School	EOD Committee - 29/05/18 - (i) to note the proposed sessions to be held in June and July and the proposed session in June with Police Scotland regarding speeding vehicles on the safe routes to school for Lochside Academy and instructed the Chief Operating Officer to bring a report back to Committee after six months of the school being opened to ensure concerns regarding speeding vehicles were being addressed; and (ii) instruct the Chief Operating Officer to continue support to Lochside Academy's six associated primary schools with P4-P7 and in particular P7 pupils who will transition to Lochside Academy in 2019/20 and during the following school years until 2021/22.		Andrew Jones / Lynn Scanlon	Integrated Children's and Family Services / Corporate Landlord	Operations	1.1 and 4		
18	Review of School Estate	Council 6/3/18 - 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.		Andrew Jones	Corporate Landlord	Resources			
19	<b>14 March 2019</b>								
20									
21									
22	<b>April 2019 Onwards</b>								
23	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 Dev & 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		
24	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 Intervention and Community Empowerment	Customer	Purpose 1		
25	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		

	A	B	C	D	E	F	G	H	I
	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update		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
2									
26	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	TBC	Integrated Children's and Family Services	Operations	1.1 and 5		
27	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 <b>April 2020</b> : 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.	TBC	Integrated Children's and Family Services	Operations	Purpose 1		