

	A	B	C	D	E	F	G	H	I
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	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
3	06 November 2018								
4	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.	On agenda		Maria Thies	Corporate Landlord	Resources	3	D
5	Impact of Free School Meals Workstreams	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.	On agenda		Catriona Walker	Integrated Children's and Family Services	Operations	1.1	
6	Annual Statutory Performance Report	To provide Elected Members with a summary of the Annual Performance (Statutory Performance Indicator) outcomes.	On agenda		Alex Paterson	Business Intelligence & Performance Management	Commissioning	1.2	D Was delayed from September meeting as data due to be presented to Scottish Government in November
7	Educational Improvement Journey	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.	On agenda		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 is presented in November rather than September, which is six months from the original Committee decision
8	Risk Register (Integrated Children's Services)	To present the risk register	On agenda		Graeme Simpson	Integrated Children's and Family Services	Operations	GD 7.4	
9	Pupil Equity Fund	To report information on the spend in relation to the Pupil Equity Fund			Lynn Scanlon	Integrated Children's and Family Services	Operations	1	R To be a Service Update

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10	17 January 2019								
11	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		
12	Out of Authority Placements	Audit, Risk & Scrutiny agreed at its meeting on 8 May 2018, to instruct the Lead Service Manager to present a report to the Operational Delivery Committee presenting the outcome of the impact of the Inclusion Review on out of authority placements.		Lesley Stopani	Integrated Children's and Family Services	Operations	1	T	Transferred from Operational Delivery Committee as under Education remit
13	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			
14	14 March 2019								
15									
16									
17	April 2019 Onwards								
18	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		

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19	Provision of Free School Meals to Children During School Holidays	F,P&R Committee - 01/02/18 - 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		
20	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		
21	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		
22	ACC National Improvement Framework Plan	EOD Committee 06/09/18 - The Committee resolved to instruct the Chief Operating Officer to provide an overview of progress towards realising the outcomes detailed in the ACC National Improvement Framework Plan through a service update in January 2019 and formally report on progress in September 2019.		Eleanor Sheppard	Integrated Children's and Family Services	Operations	Purpose 1		
23	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.	TBC	Integrated Children's and Family Services	Operations	Purpose 1		