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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	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
3	17 January 2019								
4	Lochside Academy – Road Safety Update	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	Corporate Landlord	Resources	1.1 and 4		
5	The Inclusion Review and 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.		Larissa Gordon	Integrated Children's and Family Services	Operations	1	T	Transferred from Operational Delivery Committee as under Education remit
6	School Estates Strategy 2019	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	Purpose 1; Remit 1.1, 3, 5	D	Further work is required to complete the review and it will be available later in the year.
7	14 March 2019								
8									
9									
10	16 May 2019								
11	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. EOD Committee 06/11/18 - to request that officers include information on the pieces of work being undertaken in respect of the differences in some of the data in the next regular update for the Education Improvement Journey to ensure that detailed analysis was presented with the data.		Reyna Stewart	Business Intelligence and Performance Management	Commissioning	1.1, 1.2, 4 and 6		

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2	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		
12	Annual Committee Effectiveness Report	To present the annual effectiveness report for the Committee.		Stephanie Dunsmuir	Governance	Governance	GD 7.4		
13	Free School Meals	(1) FP&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 supply free school meals during school holidays. (2) 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.	(1) To be reported May 2019 with a Service Update to be circulated to Members after Summer 2018. (2) To be reported May / June 2019	(1) Neil Carnegie (2) Lynn Scanlon	(1) Early Intervention and Community Empowerment (2) Integrated Children's and Family Services	Operations	Purpose 1, 1.1 and 5		
14									
15			14 September 2019						

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16	St Peter's Long-Term Educational Provision	EOD Committee 06/11/18 - (i) to note the options as outlined in the appended Business Case in exempt Appendix 1; (ii) to agree to consult on the proposal to relocate St Peter's RC School to the current Riverbank School building which relocation will take place once the new Riverbank replacement primary school becomes operational; (iii) subject to approval of recommendation 2.2 above, to note that the Chief Officer – Integrated Children's and Family Services shall carry out the consultation process required by the Schools (Consultation) (Scotland) Act 2010; (iv) subject to approval of recommendation 2.3 above, instructs the Chief Operating Officer to submit the proposal to change the site of St Peter's RC School in terms of the above to the Scottish Ministers for their consent in accordance with section 22D of the Education (Scotland) Act 1980; and (v) to refer the proposals for improving the Riverbank School building to the budget process.	To report back on outcome of statutory consultation in September 2019.	Maria Thies	Corporate Landlord	Resources	3		
17	Pupil Equity Fund	EOD Committee 06/11/18 - The Committee resolved to request that the item remain on the business planner and to note that officers would bring a report to Committee in September 2019 with a review of the full year spend.	To be reported September 2019	Lynn Scanlon	Integrated Children's and Family Services	Operations	1		
18	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.	To be reported September 2019	Eleanor Sheppard	Integrated Children's and Family Services	Operations	Purpose 1		
19			12 November 2019						
20	Cluster Risk Register - Integrated Children's & Family Services	To report on the cluster risk register		Graeme Simpson	Integrated Children's and Family Services	Operations	GD 7.4		
21	Educational Improvement Journey - Key Performance Indicator Tracking Report	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. EOD Committee 06/11/18 - to request that officers include information on the pieces of work being undertaken in respect of the differences in some of the data in the next regular update for the Education Improvement Journey to ensure that detailed analysis was presented with the data.	To be reported November 2019	Reyna Stewart	Business Intelligence and Performance Management	Commissioning	1.1, 1.2, 4 and 6		
22			2020 onwards						

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23	United Nations Convention on Rights of the Child	Every three years as per the Children and Young People (Scotland) Act 2014 - 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.	To be reported April 2020	TBC	Integrated Children's and Family Services	Operations	Purpose 1		