

	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	Report Author	Chief Officer	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D,	Explanation if delayed, removed or transferred
3	<b>26 November 2020</b>								
4	Cluster Risk Register - Education / Integrated Children's & Family Services	To report on the cluster risk register		Eleanor Sheppard	Education	Operations	1.1.4		
5	Minimising Exclusion Policy	To present the revised exclusion policy for approval		Mhairi Shewan	Education	Operations	1.1.5		
6	Senior Phase	To seek approval for a more holistic partnership approach to the senior phase offering		Alex Duncan	Education	Operations	1.1.1		
7	Supporting Learners	EOD Committee 12/03/20 - The Committee resolved amongst other things (a) to acknowledge reference to the Educational Institute of Scotland survey report at 3.2.19 on Violence and Abusive Behaviour in Schools and agree that any incidents of violent and abusive behaviour are unacceptable whereby the wellbeing of our staff in schools within Aberdeen City Council is being negatively impacted, and request that the Service investigates further these findings to identify the root cause(s) of the issue which is putting our staff in schools at risk of harm, both physical and psychological, and identifies mitigating actions to address the issues we are currently experiencing; and (b) to instruct the Programme Manager to report on the above and the programme within three committee cycles.		Craig McDermott	Education	Operations	1.1.1		
8	Education 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.	EODC will instead receive a data surveillance report, as COVID-19 & associated school closures have materially impacted on the data available against the attainment and achievement themes linked to the Education Improvement Journey at both Senior and Broad General Education phases.	Alex Paterson	Data and Insights	Customer	1.1.3		

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2	Inspection Reporting	A standing item to report on the outcome of school inspections if required		Eleanor Sheppard	Education	Operations	1.1.6	R	No inspection activity is currently taking place - this is therefore recommended for removal for this cycle as it is listed as a standing item for each future meeting. A service update was circulated to Members in September on the current position
9									
10	Campus Model for School Provision	Council Budget 03/03/20 - To instruct the Chief Officer Corporate Landlord to take forward the proposals for a campus model for future school provision to the Education Operational Delivery Committee on 26 November 2020		Andrew Jones	Corporate Landlord	Resources	1.1.2	D	Officers will provide an update to committee setting out our intent/actions to date and future work around this project – service update to be provided prior to November committee meeting
11	<b>20 January 2021</b>								
12	Inspection Reporting	A standing item to report on the outcome of school inspections if required		Eleanor Sheppard	Education	Operations	1.1.6	R	No inspection activity is currently taking place and it is expected that there will therefore be no update available for the January 2021 meeting. A service update was circulated to Members in September on the current position
13	Performance Management Framework Report – Education Operations	To present the latest performance for the cycle		Alex Paterson	Data and Insights	Customer	1.1.3		
14	Early Learning and Childcare: Cross Boundary Arrangements with Aberdeenshire Council	To update the ELC Policy		Louise Beaton	Integrated Children's and Family Services	Operations	1.1.1		
15	Bucksburn Academy School Roll	Council Budget 03/03/20 - To instruct the Chief Officer Corporate Landlord to take forward the proposals for the future anticipated school roll increase at Bucksburn Academy to the Education Operational Delivery Committee on 26 November 2020	Delayed to January 2021 due to COVID-19	Maria Thies	Corporate Landlord	Resources	1.1.2		

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2	School Estate Plan	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 (now to be submitted to City Growth and Resources Committee instead of CPC in line with the changes to the Terms of Reference agreed by Council in March 2019)		Andrew Jones	Corporate Landlord	Resources	1.1.2	D	Given the impact of the pandemic on the provision of education this item be deferred until Summer 2022. This will provide officers time to determine if Scottish Government guidance will be provided on how education will be delivered in the future and how a school estate may look in light of this.
16									
17	<b>17 March 2021</b>								
18	Performance Management Framework Report – Education Operations	To present the latest performance for the cycle		Alex Paterson	Data and Insights	Customer	1.1.3		
19	Inspection Reporting	A standing item to report on the outcome of school inspections if required		Eleanor Sheppard	Education	Operations	1.1.6		
20	<b>03 June 2021</b>								
21	Education 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.	Reports will be presented approx May and November each year	Reyna Stewart	Data and Insights	Customer	1.1.3		
22	Performance Management Framework Report – Education Operations	To present the latest performance for the cycle		Alex Paterson	Data and Insights	Customer	1.1.3		
23	Lochside Academy - Transport & Safe Routes to Schools Annual Update	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).		Chris Cormack / Vycki Ritson	Strategic Place Planning / Operations and Protective Services	Commissioning / Operations	1.1.1		
24	Free School Meals Annual Update	EOD Committee 19/04/18 - to instruct the Chief Officer - Early Intervention and Community Empowerment 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 workstreams and detailing any required adjustments for the following school year		Derek McGowan	Early Intervention and Community Empowerment	Customer	1.1.1		
25	Annual Committee Effectiveness Report	To present the annual effectiveness report for the Committee.		Rob Polkinghorne	Operations	Operations	GD 8.5		
26	Inspection Reporting	A standing item to report on the outcome of school inspections if required		Eleanor Sheppard	Education	Operations	1.1.6		

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27	<b>23 September 2021</b>								
28	Performance Management Framework	To present the latest performance for the cycle		Alex Paterson	Data and Insights	Customer	1.1.3		
29	Inspection Reporting	A standing item to report on the outcome of school inspections if required		Eleanor Sheppard	Education	Operations	1.1.6		
30	<b>25 November 2021</b>								
31	Education 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.	Reports will be presented approx May and November each year	Reyna Stewart	Data and Insights	Customer	1.1.3		
32	Performance Management Framework Report – Education Operations	To present the latest performance for the cycle		Alex Paterson	Data and Insights	Customer	1.1.3		
33	Inspection Reporting	A standing item to report on the outcome of school inspections if required		Eleanor Sheppard	Education	Operations	1.1.6		
34	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 8.4		
35	<b>2023</b>								
36	Accessibility Plan	EOD Committee 17/09/20 - to instruct the Chief Education Officer to review the impact of the plan in three years' time		Eleanor Sheppard	Education	Operations	1.1.5		