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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 | Report Author | 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 | | | 25 November 20 | | | | | | |
| | Education Improvement Journey | EODC 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 23/09/21 - in relation to the uptake of Early Talkboost and Talkboost Training and the need to better understand the issues to develop a more robust plan to address this area at the earliest opportunity, to note that an update on this would be provided in the Education Improvement Journey report due to Committee in November 2021 | On agenda | Reyna Stewart | Data and Insights | Customer | 1.1.3 | | |
| 4 | Academies of Nashville | To seek permission for education staff to participate in an all-expenses | On agenda | Eleanor | Education | Operations | GD 5 | | |
| 5 | Study Visit | paid Academies of Nashville Study Visit. | | Sheppard | | | | | |
| 6 | Outcomes for Care Experienced Children and Young People | EODC 23/09/21 - to instruct the Chief Officer - Education to undertake a separate evaluation of education among care experienced young people, taking into account the individual and often complex needs of looked after children; and report back to committee with recommendations on how to improve outcomes and attainment among care experienced children and young people in Aberdeen City | On agenda | Larissa Gordon | Education | Operations | 1.1.1 | | |
| 7 | Annual Committee Effectiveness Report | To present the annual effectiveness report for the Committee. | On agenda | Rob Polkinghorne / Andy MacDonald | Operations / Customer | Operations | GD 8.5 | | |
| 8 | Uptake of Free School Meals in Secondary Schools | EODC 03/06/21 - to note that secondary school free school meals uptake is still below primary school level and instruct the Chief Officer – Early Intervention and Community Empowerment to further investigate how to improve uptake in our secondary schools and report back to a future meeting of the committee | On agenda | Derek McGowan / Neil Carnegie | Early Intervention and Community Empowerment | Operations | 1.1.1 | | |
| 9 | Campus Model for School Provision Performance Management Framework Report – Education Operations | 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 EODC 17/03/21 - to note the comments from officers in respect of the school estate including that an update would be provided on Bucksburn later in the year, and in respect of the query from the Parent Forum about an update on Countesswells, to note that this would be included in the Community Campus report due to Committee in November To present the latest performance for the cycle | On agenda On agenda | Maria Thies Alex Paterson | Corporate Landlord Data and Insights | Resources | 1.1.2 | | |

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| 11 | Inspection Reporting | A standing item to report on the outcome of school inspections if required | | Eleanor Sheppard | Education | Operations | 1.1.6 | R | The inspection process has now resumed but reports have yet to be published. The report will be presented in January when the official report is in the public domain |
| 12 | Cluster Risk Register - Education / Integrated Children's & Family Services | To report on the cluster risk register | On agenda | Eleanor Sheppard / Graeme Simpson | Education / ICFS | Operations | 1.1.4 | | |
| 13 | | | 26 January 202 | 22 | | | | | |
| | Hours | EOD Committee 20/01/2021 - to note that officers would be undertaking a review of the expansion to be concluded by December 2021 and to request that the evaluation be taken to Committee thereafter. Council Budget 11/03/21 - to instruct the Chief Education Officer to report to the first meeting of the Education Operational Delivery Committee in 2022 on the suitability of the provision of 1,140 hours of Early Learning and Childcare in the city | | Eleanor Sheppard | Education | Operations | 1.1.1 | | |
| 14 | Climate Change Initiatives | EODC 23/09/21 - to instruct the Chief Officer - Education to liaise with all schools in Aberdeen regarding COP26 being held in November, exploring what new initiatives and ideas the Council could look at introducing as a means of tackling climate change within their school and beyond; and bring forward a report of any new initiatives and /or ideas brought forward by the schools to the committee in January 2022 in order for the Council to consider any further exploratory work before any agreed implementation | | Eleanor Sheppard | Education | Operations | 1.1.1 | | |
| 15 | Gaelic Medium Education Catchment Areas | EODC 03/06/21 - to instruct the Chief Officer - Corporate Landlord to report back to the Committee on the outcomes of the consultation at its next available meeting following conclusion of the consultation process | | Andrew Jones | Corporate Landlord | Resources | 1.1.1 / 1.1.2 | | |
| 17 | Supporting Learners | EODC 03/06/21 - The Committee resolved to (a) note the approach being taken and progress made to date; and instruct the Programme Manager to report on the programme within 3 committee cycles; and (b) to note that officers would include an update on the work being done to promote the use of the Early Intervention Consultation option and the impact of this in the next report back to Committee. | | Craig McDermott | Education | Operations | 1.1.1 | | |
| 18 | Performance Management Framework Report – Education Operations | To present the latest performance for the cycle | | Alex Paterson | Data and Insights | Customer | 1.1.3 | | |

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| 19 | Inspection Reporting | A standing item to report on the outcome of school inspections if required | | Eleanor Sheppard | Education | Operations | 1.1.6 | | |
| 20 | | | 14 June 2022 | | | | | | |
| 21 | 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 / Neil Carnegie | Early Intervention and Community Empowerment | Customer | 1.1.1 | | |
| | 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) EOD Committee 20/01/21 - to instruct the Chief Officer — Corporate Landlord to report back to the next meeting of the Committee rather than in June 2022 as outlined in the planner Council 03/03/21 - (i) to note the process and timeline required to be followed in delivering the School Estate Plan, and instruct the Chief Officer - Corporate Landlord to present the finalised School Estate Plan to the Education Operational Delivery Committee in Summer 2022, in line with this timetable; and (ii) to instruct officers to arrange a meeting with the External Members of EODC before 17 March to advise them of this report and to explain why officers cannot deliver the School Estate Plan until Summer 2022. | | Andrew Jones | Corporate Landlord | Resources | 1.1.2 | | |
| 23 | Journey and National | 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 | Data and Insights | Customer | 1.1.3 | | |
| 24 | Inspection Reporting | A standing item to report on the outcome of school inspections if required | | Eleanor Sheppard | Education | Operations | 1.1.6 | | |
| 25 | Performance Management Framework Report – Education Operations | To present the latest performance for the cycle | | Alex Paterson | Data and Insights | Customer | 1.1.3 | | |
| 26 | | | 08 September 20 | 022 | | | | | |
| 27 | Performance Management Framework Report – Education Operations | To present the latest performance for the cycle | • | Alex Paterson | Data and Insights | Customer | 1.1.3 | | |

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| 28 | Digitisation of Music Service | EODC 23/09/21 - to instruct the Chief Officer – Education to present an evaluation of the impact of the changes to Committee within one calendar year; and to instruct the Chief Officer - Education to implement the continuity of instructors for the provision of musical education noting that this is a vital component in the delivery of the music curriculum | | Shona Milne | Education | Operations | 1.1.1 | | |
| 29 | Inspection Reporting | A standing item to report on the outcome of school inspections if required | | Eleanor Sheppard | Education | Operations | 1.1.6 | | |
| 30 | | | 08 November 20 | 22 | | | | | |
| 31 | Performance Management Framework Report – Education Operations | To present the latest performance for the cycle | | Alex Paterson | Data and Insights | Customer | 1.1.3 | | |
| 32 | Inspection Reporting | A standing item to report on the outcome of school inspections if required | | Eleanor Sheppard | Education | Operations | 1.1.6 | | |
| 33 | Cluster Risk Register - Education / Integrated Children's & Family Services | To report on the cluster risk register | | Eleanor Sheppard | Education | Operations | 1.1.4 | | |
| 34 | | DATE TO BE CONFIRMED | DEPENDENT ON START | DATE OF CONC | CESSION CONTR | ACTS | | | |
| 35 | ELC Concession Agreements | Strategic Commissioning Committee 15/04/21 - in relation to the Early Learning & Childcare Concession (Tillydrone and Northfield Cummings Park Nurseries) business case, instruct the Chief Officer - Education to review the operation of the concession agreements, 12 months from their commencement, and report the findings of that review to the Education Operational Delivery Committee | | Eleanor Sheppard / Aisling MacQuarrie | Education | Operations | 1.1.1 | | |
| 36 | | | 2023 | | | | | | |
| 37 | 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 | | |
| | Minimising Exclusion Policy | To present the revised exclusion policy for approval | | Mhairi Shewan | Education | Operations | 1.1.5 | | |