

	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	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	26 January 2022								
4	Evaluation of the Expansion of Early Learning and Childcare	EODC 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		
5	How Children and Young People Want to Address Climate Change	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	1.1.2		
6	Statutory Consultation Report - Proposed New Catchment Areas for	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		
7	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		
8	Performance Management Framework Report – Education Operations	To present the latest performance for the cycle		Alex Paterson	Data and Insights	Customer	1.1.3	R	Due to availability of data covering Q3 & the national metrics releases officers have advised that the report would be very data light this time round so recommended that it be withdrawn from the January meeting. Officers will however provide ongoing service updates around pupil attendance and absence/ELC provision.

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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		
9									
10	14 June 2022								
11	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		
12	School Estate Plan	<p>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)</p> <p>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.</p> <p>EOD Committee 25/11/21 - (i) to instruct the Chief Officer - Corporate Landlord to ensure that the principles of the Community Campus model are reflected within the forthcoming School Estate Plan and (ii) to agree that officers should as part of the School Estate Plan indicate preference for Aberdeen City Council's first Community Campus taking into consideration the vision and strategic objectives highlighted at 3.12 of the report noting that those objectives are key to increasing attainment in schools within our regeneration areas</p>	<p>Officers met with external committee members prior to 17 March 2021, to explain the reasons why the school estate plan required to be presented in summer 2022.</p> <p>Officers are currently reporting that the first new Countesswells primary school will be operational in Summer 2023.</p>	Andrew Jones	Corporate Landlord	Resources	1.1.2		
13	Education Improvement Journey and National Improvement Framework	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		
14	Inspection Reporting	A standing item to report on the outcome of school inspections if required		Eleanor Sheppard	Education	Operations	1.1.6		
15	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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16	08 September 2022								
17	Performance Management Framework Report – Education Operations	To present the latest performance for the cycle		Alex Paterson	Data and Insights	Customer	1.1.3		
18	Outcomes for Care Experienced Children and Young People	EODC 25/11/21 - to instruct the Chief Officer - Education to present an annual report on the progress of care experienced children and young people to the Committee, commencing in September 2022		Eleanor Sheppard	Education	Customer	1.1.1		
19	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		
20	Inspection Reporting	A standing item to report on the outcome of school inspections if required		Eleanor Sheppard	Education	Operations	1.1.6		
21	08 November 2022								
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	Inspection Reporting	A standing item to report on the outcome of school inspections if required		Eleanor Sheppard	Education	Operations	1.1.6		
24	Cluster Risk Register - Education / Integrated Children's & Family Services	To report on the cluster risk register		Eleanor Sheppard	Education	Operations	1.1.4		
25	DATE TO BE CONFIRMED - DEPENDENT ON START DATE OF CONCESSION CONTRACTS								
26	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		
27	2023								
28	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		
29	Minimising Exclusion Policy	To present the revised exclusion policy for approval		Mhairi Shewan	Education	Operations	1.1.5		
30	Annual Committee Effectiveness Report	To present the annual EODC effectiveness report	Date to be confirmed	Rob Polkinghorne / Andy MacDonald	Operations / Customer	Operations / Customer			