

	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, R, or T	Explanation if delayed, removed or transferred
3	<b>08 September 2022</b>								
4	Performance Management Framework Report – Education Operations	To present the latest performance for the cycle	On agenda	Alex Paterson	Data and Insights	Customer	1.1.3		
5	School Estate Plan	EODC 14/06/22 - (i) to note that there was unprecedented uncertainty and market fluctuation in relation to construction costs and energy costs, and uncertainties relating to school roll forecasting following changes in patterns of school enrolment have led to challenges in providing an accurate and robust set of recommended actions within the School Estate Plan; and (ii) to instruct the Chief Officer – Corporate Landlord to report back to the next meeting of the Education Operational Delivery Committee with a further detailed update	On agenda	Andrew Jones	Corporate Landlord	Resources	1.1.2		
6	Family Support Model	To update Committee on the progress of the redesign of Family Support, underpinned by the ten principles set out in the Promise [Plan 21-24]. The report also seeks to provide assurance that the development of a Family Support model, will not compromise existing Child Protection system.	On agenda	Aising MacQuarrie	Education	Operations	1.1.1		
7	Aberdeen City National Improvement Framework Plan	This report will cover the instruction from 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, and will also cover the yearly self evaluation.	On agenda	Eleanor Sheppard	Education	Customer	1.1.1		
8	Update on the 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	On agenda	Shona Milne	Education	Operations	1.1.1		
9	Edge of Care Pilot	To update Members on work being undertaken to strengthen our approach to improving the attainment and achievement of Looked After Children and those known or thought to be on the edge of care.	On agenda	Eleanor Sheppard	Education	Operations	1.1.1		
10	Health and Wellbeing	To outline the findings of recent health and wellbeing audits	On agenda	Gael Simpson	Education	Operations	1.1.1		
11	Summer in the City Programme	EODC 14/06/22 - to instruct the Chief Officer – Education to report on the impact of the summer 2022 programme to Committee before the end of 2022	On agenda	Eleanor Sheppard	Education	Operations	1.1.1		
12	Inspection Reporting	A standing item to report on the outcome of school inspections if required	On agenda	Eleanor Sheppard	Education	Operations	1.1.6		

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13	<b>08 November 2022</b>								
14	Performance Management Framework Report – Education Operations	To present the latest performance for the cycle		Alex Paterson	Data and Insights	Customer	1.1.3		
15	Mental Health Summit - Outcomes	To present the outcomes from the mental health summit held on (date to be confirmed)		Gael Simpson	Education	Operations	1.1.1		
16	Gaelic Medium Education	EODC 26/01/22 - (i) To note the majority of respondents to the consultation were not supportive of the proposals. Further note the Report from Education Scotland addressing aspects of the proposal which highlights a number of unaddressed concerns which could unintentionally have a significant impact on the learning opportunities and equity of access of GME provision for children across Aberdeen City; (ii) to acknowledge that Aberdeen is not in line with the national trend of increasing uptake for GME provision across Scotland and instruct the Chief Officer – Education to undertake an evaluation of how we can improve uptake in the city and report back to committee; and (iii) to agree to take no action on the current proposals and instruct the Chief Officer – Corporate Landlord to consider and address the concerns from all consultees and stakeholders and further engage to explore all options for consideration and report back to Committee.		Andrew Jones / Eleanor Sheppard	Corporate Landlord / Education	Resources / Operations	1.1.1		
17	Inspection Reporting	A standing item to report on the outcome of school inspections if required		Eleanor Sheppard	Education	Operations	1.1.6		
18	Cluster Risk Register - Education / Integrated Children's & Family Services	To report on the cluster risk register		Eleanor Sheppard	Education	Operations	1.1.4		
19	<b>2023</b>								
20	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	January	Aisling MacQuarrie	Education	Operations	1.1.1		
21	Supporting Learners	EODC 26/01/22 - to instruct the Chief Education Officer to report on the Supporting Learners programme in one calendar year	January	Craig McDermott	Education	Operations	1.1.1		
22	Children's Rights Reporting		January	Eleanor Sheppard	Education	Operations	1.1.1		
23	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		

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24	Pupil Climate Change Group - Impact of Funding	Special EODC 31/03/22 - to instruct the Chief Education Officer to support the Pupil Climate Change President to report the impact of the £150,000 awarded to the Pupil Climate Change Group within one calendar year	By March 2023	Eleanor Sheppard	Education	Operations	1.1.1		
25	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	June 2023	Paul Tytler	Early Intervention and Community Empowerment	Customer	1.1.1		
26	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.	June 2023	Reyna Stewart	Data and Insights	Customer	1.1.3		
27	Minimising Exclusion Policy	To present the revised exclusion policy for approval		Mhairi Shewan	Education	Operations	1.1.5		
28	Annual Committee Effectiveness Report	To present the annual EODC effectiveness report	Date to be confirmed	Rob Polkinghorne / Andy MacDonald	Operations / Customer	Operations / Customer	GD 8.5		
29	Early Learning and Childcare Delivery Plan 2022-2024 - progress / outcomes	EODC 14/06/22 - to instruct the Chief Officer – Education to report on the progress and outcomes of the Early Learning and Childcare Delivery Plan 2022-24 in 2 years' time	June 2024	Louise Beaton	Education	Operations	1.1.1		