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1	<b>EDUCATION AND CHILDREN'S SERVICES 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>21 March 2023</b>								
4	Inspection Reporting	A standing item to report on the outcome of Early Learning and Childcare and school inspections and any changes in the approach of inspection agencies if required  E&CS 08/11/22 - to instruct the Chief Officer – Education to monitor progress against the action plans put in place to realise improvements at Stompers, Flexible Childcare and Walker Road and report progress towards achieving the actions within two committee cycles		Shona Milne	Education	Children's and Family Services	1.1.6		
5	Integrated Children's Services Plan	To present the updated plan  Council Budget 01/03/23 - instruct the Chief Education Officer and Chief Officer - Integrated Children's and Family Services to undertake tiered analysis of the resource requirements to support the refreshed Integrated Children's Services Plan (2023-2026) and present the Integrated Children's Services Plan to the Education and Children's Committee for approval noting the significance of early years interventions in population health		Eleanor Sheppard	Education / ICFS	Children's and Family Services	1.1.1		
6	Equality Outcomes and Mainstreaming Progress Report	To provide an update on progress achieved at the end of Year 2 of Aberdeen City Council's Equality Outcomes for the year 2021- 2023		Baldeep McGarry	Early Intervention and Community Empowerment	Customer	1.1.1		
7	Early Learning and Childcare longitudinal study	E&CS 24/01/23 - to instruct the Interim Director of Children's & Family Services to report back to the next committee with a scope to evaluate the performance of the new ELC service including how it will seek the feedback of staff, parents and children in assessing the extent to which the original KPI's are being met, including timescales for this evaluation to take place		Eleanor Sheppard	Education	Children's and Family Services	1.1.1		
8	Walker Road School Relocation - Consultation (Rec L2)	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to carry out a statutory consultation on proposals to relocate Walker Road School to the new primary school building in Torry, following its completion, and to report back to the Education and Children's Services Committee with the outcomes of the consultation and recommendations as appropriate.	Combined with item 9	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
9	Greenbrae School rezoning - Consultation (Rec O2)	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to carry out a statutory consultation on proposals to re-align primary school zone boundaries within the Oldmachar ASG, to relieve future pressure on pupil numbers at Greenbrae School, and to report back to the Education and Children's Services Committee with the outcomes of the consultation and recommendations as appropriate.	Combined with item 8	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
10	Bucksburn Academy Extension - Full Business Case (Rec B1)	EODC 08/09/22 - to note that officers have completed a feasibility study on the proposed permanent extension to Bucksburn Academy, and instruct the Chief Officer – Corporate Landlord to report back to the Finance and Resources Committee with a business case for consideration.		Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3	R	It had previously been advised by officers that there may not be any requirement for a report to EC&S - this is now confirmed to be the case

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2	Child Protection Committee (CPC) Annual Report	To present the annual report of the Child Protection Committee for assurance		Amy Anderson	Integrated Children's and Family Services	Children's and Family Services	2.1		
11	Performance Management Framework Report – Education and Children's Services	To present the latest performance for the cycle and update on the progress made delivering the National Improvement Framework Plan		Alex Paterson	Data and Insights	Customer	1.1.3		
12	Inspection Reporting - Regulatory Care Services	Annual Report to advise members on the inspection of regulatory care services provided by the Council		Graeme Simpson	Integrated Children's and Family Services	Children's and Family Services	1.1.1		
13	2022 Education Climate Change Report	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  E&CS 08/11/22 - to note that the Chief Officer – Education would include detail of the ideas and solutions provided by schools, for example, through their eco-committees, as part of the report back in March 2023		Stuart Craig	Education	Children's and Family Services	1.1.1		
14									
15	<b>23 May 2023</b>								
16	Performance Management Framework Report – Education and Children's Services	To present the latest performance for the cycle and update on the progress made delivering the National Improvement Framework Plan		Alex Paterson	Data and Insights	Customer	1.1.3		
17	Aberdeen Computing Collaborative	To present the progress and next steps of the Aberdeen Computing Collaborative		Charlie Love	Education	Children's and Family Services	1.1.1		
18	Health and Wellbeing	To present an update on work to support the health and wellbeing of children and young people		Gael Simpson	Education	Children's and Family Services	1.1.1		
19	Gaelic Medium Education	E&CS 08/11/22 - to (a) instruct the Chief Officer – Corporate Landlord to undertake a statutory public consultation commencing 16 January 2023 on the proposal to change the catchment area for Gaelic Medium Education provision at Hazlehead Academy and Gilcomstoun School, to align with the boundaries of Aberdeen City (i.e. to propose a city wide catchment area for GME provision); and (b) 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 (EODC decision from 08/09/22 also refers)		Andrew Jones	Corporate Landlord	Resources	1.1.1		
20	Easter in the City	E&CS 24/01/23 - to instruct the Chief Education Officer to report to Committee on the impact of the Easter 2023 programme following delivery		Sharon Skene	Education	Children's and Family Services	1.1.1		
21	ABZ Campus	To present the proposals for ABZ Campus		Mark Jones	Education	Children's and Family Services	1.1.1		
22	Corporate Parenting Annual Report	To present the Corporate Parenting Annual Report for assurance		Kymme Fraser	Integrated Children's and Family Services	Children's and Family Services	2.1		

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2	Inspection Reporting	A standing item to report on the outcome of Early Learning and Childcare and school inspections and any changes in the approach of inspection agencies if required  E&CS 24/01/23 - to instruct the Chief Education Officer to monitor progress against the Action Plan put in place to realise improvements at Kingsford Early Learning and Childcare provision and report progress towards achieving the actions within 2 committee cycles		Shona Milne	Education	Children's and Family Services	1.1.6		
23									
24	<b>4 July 2023</b>								
25	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		
26	Hazlehead / Countesswells Secondary Provision - Outline Business Case (Rec HH1)	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to assess the feasibility of creating new secondary school provision to serve the communities of Hazlehead and Countesswells, to put this forward to the Scottish Government as a priority project for funding in Phase 3 of the Learning Estate Investment Programme, and to report back to the Education and Children's Services Committee with an update on the outcomes of the funding bid and recommendations on next steps.		Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
27	Bucksburn / Newhills additional primary provision - Outline Business Case (Rec B2)	EODC 08/09/22 - instruct the Chief Officer – Corporate Landlord to engage with developers to track progress with the Bucksburn / Newhills developments, in order to determine options and appropriate timing for new primary school provision to serve the new housing developments, and to report back to the Education and Children's Services Committee with an outline business case		Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
28	Edge of Care Pilot	EODC 08/09/22 - to instruct the Chief Officer - Education and Chief Social Work Officer to report back on the learning from the pilot and any plans to scale up approaches before the end of the 2022/23 school session.		Eleanor Sheppard / Graeme Simpson	Education / ICFS	Children's and Family Services	1.1.1		
29	Family Support Model	EODC 08/09/22 - to instruct the Chief Officer - Integrated Children's and Family Services to report back on progress and learning from the tests of change.		Aisling MacQuarrie / Graeme Simpson	Education / ICFS	Children's and Family Services	1.1.1.		
30	Whole Family Wellbeing Fund	E&CS 08/11/22 - to instruct the Chief Officer – Integrated Children's and Family Services to provide a report in July 2023 in relation to the partnership's plans for the use of Aberdeen City's share of the Whole Family Wellbeing Fund		Amy Evans	Integrated Children's and Family Services	Children's and Family Services	2.1		
31	Performance Management Framework Report – Education and Children's Services	To present the latest performance for the cycle and update on the progress made delivering the National Improvement Framework Plan		Alex Paterson	Data and Insights	Customer	1.1.3		
32	Anti-Bullying Policy	To present the updated Anti-bullying policy for approval		Mark Hearn	Education	Children's and Family Services	1.1.5		

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2	Inspection Reporting	A standing item to report on the outcome of Early Learning and Childcare and school inspections and any changes in the approach of inspection agencies if required		Shona Milne	Education	Children's and Family Services	1.1.6		
33	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		Paul Tytler	Early Intervention and Community Empowerment	Customer	1.1.1		
34									
35	<b>12 September 2023</b>								
36	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.		Eleanor Sheppard	Education	Children's and Family Services	1.1.1		
37	Annual Committee Effectiveness Report	To present the annual effectiveness report		Eleanor Sheppard / Graeme Simpson	Operations / Customer	Operations / Customer	GD 8.5		
38	School Estate Plan Annual Update	EODC 08/09/22 - to instruct the Chief Officer - Corporate Landlord to present an annual update to the School Estate Plan to the Education and Children's Services Committee, commencing from September 2023, to report on progress with the agreed actions and to update these as appropriate, in light of the most recently available data.		Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
39	Northfield ASG Primary Schools Excess Capacity - Outline Business Case (Rec N2)	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to make arrangements to carry out a feasibility study and stakeholder engagement to identify options for reducing the number of primary schools in the Northfield ASG, in order to minimise excess pupil capacity, and to report back to the Education and Children's Services Committee with recommendations as appropriate.  E&CS 08/11/22 - to note that the approved motion in September 2022 included an instruction to officers to report on the feasibility study to identify options for reducing the number of primary schools in the Northfield ASG and Oldmachar ASG areas and to agree that officers should fully explore and exhaust all options in order to avoid any such school closures where possible.		Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		





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63	Evaluation of Early Learning and Childcare Service	E&CS 24/01/23 - to instruct the Director of Education & Children's Services to report back to committee in early 2024 with the outcomes of the evaluation (March 2023 report refers) and any recommendations that may need to be considered.  Council Budget 01/03/23 - to instruct the Chief Officer - Education to report options to the Education and Children's Services Committee on rationalising ELC settings to match the Scottish Government Grant	Early 2024	Louise Beaton / Fiona Lawrie	Education	Children's and Family Services	1.1.1		
64	Riverbank School Excess Capacity - Options Appraisal (S1)	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to carry out an options appraisal on potential uses of the additional capacity to be provided by the new school at Tillydrone, and to report back to the Education and Children's Services Committee with recommendations as appropriate	March 2024	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
65	School Estate Plan - Victorian Schools - feasibility study & options appraisal (CA1)	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to make arrangements to carry out a feasibility study and options appraisal to improve the suitability, accessibility and capacity levels of Victorian schools within Aberdeen City, and to report back to the Education and Children's Services Committee with recommendations and estimated costs.	TBC - May 2024	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
66	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  E&CS 24/01/23 - to instruct the Chief Education Officer to report on the progress and outcomes of the Early Learning and Childcare Delivery Plan 2022-24, and to prepare an updated Delivery Plan for 2024-26, in June 2024, to dovetail with the Strategic Plan for Scotland	June 2024	Louise Beaton	Education	Children's and Family Services	1.1.1		
67	Sunnybank School Relocation of Additional Services - Options Appraisal (S2)	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to consider the options for relocating other services accommodated within the Sunnybank School building, and to report back to the Education and Children's Services Committee with recommendations.	June 2024	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
68	Denominational Primary Schools Feasibility - Outline Business Case (Rec RC1)	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to make arrangements to carry out a feasibility study and stakeholder engagement to identify options for ensuring appropriate and sustainable long term denominational primary school provision for the city to meet forecast demand, and report back to the Education and Children's Services Committee with recommendations.	July 2024	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
69	Loirston Loch Additional Primary Provision - Outline Business Case (L1)	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to make arrangements to carry out a feasibility study and stakeholder engagement to identify options for creating the required additional school capacity to serve the planned Loirston Loch development, and report back to the Education and Children's Services Committee with recommendations as appropriate.	July 2024	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.3, 1.5		

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70	Grandhome / Oldmachar / Bridge of Don Secondary Provision - Outline Business Case (NA1)	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to make arrangements to carry out a feasibility study and stakeholder engagement to identify options for reducing the predicted long term excess secondary school capacity in Grandhome, Oldmachar and Bridge of Don, and report back with an outline business case for consideration by the Education and Children's Services Committee	September 2024	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
71	Bucksburn & Dyce Secondary Provision - Outline Business Case (NA2)	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to make arrangements to carry out a feasibility study and stakeholder engagement to identify options for ensuring appropriate long term secondary school provision for Bucksburn and Dyce, and report back with an outline business case for consideration by the Education and Children's Services Committee	September 2024	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
72	Early Learning and Childcare Concession Agreements	E&CS 24/01/23 - to instruct the Chief Education Officer to continue to monitor the concession contracts and report back to Committee at the end of the first 3 full years of the current concession agreement.	January 2026	Louise Beaton / Fiona Lawrie	Education	Children's and Family Services			
73	<b>School Estate - decisions from Education Operational Delivery Committee 08/09/22</b>								
74	School Estate Plan - Riverbank School - Learning Estate Investment Programme funding update	EODC 08/09/22 - to instruct the Chief Officer – Capital to put forward to the Scottish Government details of the planned refurbishment of the existing Riverbank School building ahead of the relocation of St Peter's School, for this to be considered as a priority project for funding in Phase 3 of the Learning Estate Investment Programme, and to report back to the Education and Children's Services Committee with an update on the outcomes of the funding bid and recommendations on next steps		Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		