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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 November 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		Shona Milne	Education	Children's and Family Services	1.1.6		
5	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.		Maria Thies	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
6	School holidays –amendment to 23/24 pattern	To seek approval of an amendment to the holiday pattern		Shona Milne	Education	Children's and Family Services	1.1.1		
7	St Peter's RC School - Long Term Provision	E&CS 12/09/23 - to instruct the Chief Officer – Corporate Landlord to report back to the Committee in November with an updated Outline Business Case for the relocation of St Peter's RC Primary School, to include the outcome of this feasibility study as an additional option, and the associated stakeholder feedback; to agree that the feasibility work should also report on the potential interim arrangements and costs that would be required should officers propose at the November Committee a preference for a two-stream school at Old Aberdeen House; and (vii)to agree that if, at the November Committee, officers recommend a preference for a two-stream school at Old Aberdeen House, that due regard is given to the potential uses/costs associated with any exit strategy of the existing Riverbank School site.		Maria Thies	Corporate Landlord	Resources	1.1.2		
8	National Delivery Framework for School Age Children	EC&S 24/01/23 - to instruct the Chief Education Officer to report on the National Delivery Framework for School Age Childcare and local delivery plans in 2023		Louise Beaton	Education	Integrated Children's and Family Services	1.1.1	D	A service update was circulated to Members on 13/09/23. Now that the national guidance has been published, a report can be presented to committee in February 2024
9	Chief Social Work Officer Annual Report	To present the Chief Social Work Officer annual report.		Graeme Simpson	Integrated Children's and Family Services	Children's and Family Services	2.5		



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2	Secure Care Pathway Review Inspection	E&CS 08/11/22 - to note the 'Secure Care Pathway Review' thematic inspection currently being undertaken by the Care Inspectorate and instruct the Chief Social Work Officer to report back to committee on the findings of the inspection when it is published in Autumn 2023 and learning for Aberdeen City		Graeme Simpson	Integrated Children's and Family Services	Children's and Family Services	2.1	D	As the inspection findings have not been received, this report will now be presented to the February 2024 meeting
18	Cluster Risk Register - Education / Integrated Children's & Family Services	To report on the cluster risk register		Eleanor Sheppard	Education	Children's and Family Services	1.1.4		
19	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		
20									
21	<b>20 February 2024</b>								
22	Autumn in the City	E&CS 23/05/23 - to instruct the Chief Officer – Education to report to Committee on the impact of the summer, autumn (2023) and spring (2024) programmes following delivery.		Sharon Skene	Education	Children's and Family Services	1.1.1		
23	Reinforced Autoclaved Aerated Concrete (RAAC)	Council 11/09/23 - amongst other decisions, (i) agrees that costed proposals will be considered within the ongoing School Estate Plan to address the presence of RAAC in city schools; (ii) instructs the Chief Officer - Corporate Landlord to issue regular service updates; and (iii) instructs the Chief Officer - Corporate Landlord to report to the Education and Children's Services Committee on the outcome of inspections and identified risks.		Stephen Booth	Corporate Landlord	Resources	1.1.1		A verbal update will be given at the November meeting
24	Collaborative Improvement	To present an update to Committee		Shona Milne	Education	Children's and Family Services	1.1.1		
25	Bairns Hoose	E&CS 12/09/23 - to instruct the Chief Officer – Integrated Children's and Family Services/Chief Social Work Officer to provide a service update in early 2024 on the outcome of the Pathfinder application and progress to develop Aberdeen City's Bairns Hoose.		Graeme Simpson	Integrated Children's and Family Services	Children's and Family Services	2.1		
26	School Estate Plan - Review	To present a report on the re-ordering of the school estate		Andrew Jones	Corporate Landlord	Resource	1.1.1, 1.1.5, 1.3		



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2	Unaccompanied Asylum Seeking Young People (UASYP).	To provide assurance to members on Aberdeen City's response to support and protect UASYP transferred to Aberdeen City via the National Transfer Scheme in addition to UASYP who arrive spontaneously.		Alison McAlpine	Integrated Children's and Family Services	Children's and Family Services	2.1.1		
31									
32	<b>30 April 2024</b>								
33	Integrated Children's Services Plan - Annual Update	E&CS 21/03/23 - to instruct the Interim Director Children's and Family Services to ensure that yearly progress reports are presented to Committee & thereafter for approval by the Community Planning Management Board over the lifetime of the Plan; and in relation to the action to improve breastfeeding initiation from 20 to 30% in targeted communities (Sheddocksley, Summerhill and Mastrick) and decrease drop off at 6-8 weeks, to note that officers could include further detail around this in the next report.  E&CS 04/07/23 - to instruct the Interim Director Children's and Family Services to report progress in developing a Family Support Model and progress on the impact of delivering improved multi-agency support to Kinship Carers through the Children's Services Plan annual progress report.		Eleanor Sheppard	Education/ICFS	Children's and Family Services	1.1.1		
34	Education and Children's Services reforms	A standing item if required - To provide Committee with an update		Eleanor Sheppard	Children's and Family Services	Children's and Family Services	1.1.1/2.1		
35	Education Climate Change Annual Report	E&CS 21/03/23 - to instruct the Chief Officer - Education to report back on progress in one calendar year; and to request that the report back include further detail about the work of the various eco-groups in schools		Stuart Craig	Education	Children's and Family Services	1.1.1		
36	Inspection Reporting – Inspection of Regulatory Care Services	E&CS 21/03/23 - to instruct the Chief Officer – Children's & Family Services to bring an updated report to Committee in March 2024.		Graeme Simpson	Integrated Children's and Family Services	Children's and Family Services	2.2		
37	Proposed new primary school Bucksburn / Newhills / changes to catchment area for Brimmond School	E&CS 12/09/23 - in relation to the proposal to establish a new primary school at Bucksburn / Newhills, and on proposed changes to the catchment area for Brimmond School, to note that the statutory consultation for the proposed new school at Bucksburn / Newhills will be carried out from 5 February 2024 to 22 March 2024. The outcomes of the consultation would then be reported to the Committee for its consideration at its meeting in May 2024		Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
38	Health and Wellbeing	E&CS 23/05/23 - to instruct the Interim Director of Children's and Family Services to consider the findings of the report and plan next steps as part of work being taken forward through the Children's Services Plan and associated National Improvement Framework Plan; and to instruct the Chief Officer – Education to report the findings of the next Health and Wellbeing surveys to Committee within one calendar year. To include the update on the Health and Wellbeing summit		Gael Simpson	Education	Children's and Family Services	1.1.1		



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2	Consultation on proposed new school at Bucksburn / Newhills	EC&S 04/07/23 - to instruct the Chief Officer - Corporate Landlord to carry out a statutory public consultation on the proposal to establish a new primary school at Bucksburn / Newhills, and on proposed changes to the existing school catchment area for Brimmond School, to create a new catchment areas which would be served by the proposed new school; to provide Members with a firm date for the statutory consultation and to report the date to the next Committee meeting; and to report back to the Committee on the outcomes of the consultation at the first available meeting following conclusion of the consultation process.  E&CS 12/09/23 - to note in the School Estate Plan that the Committee would consider consultation feedback & confirm decision on implementing proposals in July 2024		Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
46	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.		Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.3, 1.5		
47	Approaches to Quality Improvement	E&CS 04/07/23 - to instruct the Chief Officer - Education to review the impact of the arrangements on evaluations of core Quality Indicators over school session 2023/24, amending approaches as required, and report back to Committee in advance of the 2024/25 school session		Shona Milne	Education	Children’s and Family Services	1.1.1		
48									
49	<b>17 September 2024</b>								
50	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	Autumn/Winter 2024 - may be November	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
51	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.	Autumn/Winter 2024 - may be November	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
52	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	The options appraisal is scheduled to be carried out in Winter 2023/24	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		





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2	Minimising Exclusion Policy	To present the revised exclusion policy for approval		Mhairi Shewan	Education	Children's and Family Services	1.1.5		
71	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			
72	Accessibility Plan	E&CS 12/09/23 - to instruct the Interim Chief Officer - Education to present an updated Accessibility Plan to the Education and Children's Services Committee within 3 calendar years.		Mhairi Shewan	Education	Children's and Family Services	1.1.5		
73									
74	<b>School Estate - decisions from Education Operational Delivery Committee 08/09/22</b>								
75	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	No further update on Phase 3 of the Learning Estates Investment Programme funding has been announced therefore a service update was issued to Members in August	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		